



PUBLIC NOTICE OF MEETING

**Clintondale Board of Education
Regular Board Meeting at 6:30 p.m.**

Mr. Jared Maynard, President

May 26, 2026

Individuals with disabilities who require auxiliary aids or services to participate in the meeting must notify the District by contacting Alexandra Hichel, Director of Communications, by one of the following methods: U.S. mail 35100 Little Mack Avenue, Clinton Township, Michigan 48035, email: hichela@clintondaleschools.net or call 586-791-6300, extension 3055, at least one week prior to the scheduled meeting or call as soon as possible.

Proposed minutes of the above meetings will be available for public inspection during regular business hours, at 35100 Little Mack, Clinton Township, MI not more than eight business days after said meeting, and approved minutes of said meeting will be available for public inspection during regular business hours, at the same location, not more than five business days after the meeting at which they are approved. Copies of the approved minutes will be available for public inspection at the same location and on the District Board of Education webpage. Copies of the minutes shall also be available at a reasonable estimated cost.

This notice is given in compliance with Act. No. 267 of the Public Acts of Michigan, 1976.

District policy requires nondiscrimination on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, English proficiency, handicap, or disability, height or weight, in its programs, services, activities, employment, or admissions policies. The following persons have been designated to handle complaints, questions, etc.: Mr. Andrew Lewis, Title IX, 35100 Little Mack Clinton Township, MI (586) 791-6300, Mrs. Dawn Sanchez, Section 504, 35100 Little Mack, Clinton Township, MI (586) 791-6300, and Mr. Kevin Knoblock, Title II, The Age Act, Title VI, 35100 Little Mack, Clinton Township, MI (586) 791-6300.



AGENDA

The following order of business may be changed by majority vote of the Board at any meeting.

May 26, 2026, Regular Board Meeting 6:30 p.m.

35200 Little Mack - Clinton Township, MI 48035 ~ High School Conference Center

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ALSO IN ATTENDANCE

AGENDA

APPROVAL OF THE MINUTES

APPROVAL OF BILLS

PRESENTATIONS

1. Board Docs

INTERIM SUPERINTENDENT'S REPORT

PUBLIC COMMENT REGARDING BUSINESS BEFORE THE BOARD

CONSENT ITEMS - #1-7

1. Correspondence
2. Personnel Report
3. Food Service Management Contract Renewal
4. MASB Administrator Dues
5. 2026-2027 Student Accident/Catastrophic Insurance Renewal
6. Conference Travel
7. Conference Travel

NON-CONSENT ITEMS - #1-5

1. Board Docs
2. Superintendent Search Proposal Selection
3. Closed Session
4. Closed Session
5. Closed Session

GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

ADJOURNMENT



AGENDA

The following order of business may be changed by majority vote of the Board at any meeting.

May 26, 2026, Regular Board Meeting 6:30 p.m.

35200 Little Mack - Clinton Township, MI 48035 ~ High School Conference Center

MISSION STATEMENT - "Clintondale Community Schools will provide an academic environment that prepares our diverse student body to reach its fullest potential and become productive members of society."

CALL MEETING TO ORDER

Meeting began at: _____

PLEDGE OF ALLEGIANCE

ROLL CALL

Jared Maynard	Lisa Valerio-Nowc
Barry Powers	Ava McDowell
Kurt Wilson, Sr.	Lisa Wilson
Diane Zontini	

ALSO IN ATTENDANCE

AGENDA - The Board President and the Interim Superintendent recommend that the Board approve the agenda as submitted or amended.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

APPROVAL OF THE MINUTES - The Board President and the Interim Superintendent recommend that the Board approve the:

- May 11, 2026 Regular Board Meeting Minutes

Motion by _____ Support by _____ Y _____ N _____ Ab _____

APPROVAL OF BILLS - The Board President and the Interim Superintendent recommend that the Board approve the payroll and benefits for Clintondale Community Schools employees ending May 15, 2026.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

The Board President and the Interim Superintendent recommend that the Board approve the bills ending May 15, 2026.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

PRESENTATIONS

1. Board Docs

INTERIM SUPERINTENDENT'S REPORT

PUBLIC COMMENT REGARDING BUSINESS BEFORE THE BOARD

We encourage you to voice your opinion on topics on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, Board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments. Speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible.

CONSENT ITEMS - #1-7

1. **Correspondence** - The Interim Superintendent recommends that the Board accept and receive the correspondence.
 - Michael Ward
 - Susan Mayer
 - Darcy Michael
 - Marquis Chavez
2. **Personnel Report** - It is recommended by the Interim Superintendent and the Director of Human Resources that the Board approve the personnel report.
3. **Food Service Management Contract Renewal** - It is recommended by the Chief Financial Officer and the Supervisor of Operations that the Board approve the food service management contract (FSMC) with Southwest Foodservice Excellence, LLC (SFE) for the 2026-2027 school year.

Note: This will be the third renewal of the SFE contract, and the parameters have been approved by the Michigan Department of Education (MDE).

4. **MASB Administrator Dues** - It is recommended by the Interim Superintendent and the Chief Financial Officer that the Board approve the 2026-2027 MASB membership dues in the amount of \$4,715.76.

Note: This is an annual renewal.

5. **2026-2027 Student Accident/Catastrophic Insurance Renewal** - It is recommended by the Interim Superintendent and Chief Financial Officer that the Board approve the 2026-2027 Student Accident/Catastrophic Insurance Renewal contract in the amount of \$6,500.

Note: The Comprehensive Group Plan covers all school-sponsored and supervised interscholastic activities.

6. **Conference Travel** - It is recommended by the Interim Superintendent that the Board approve the travel of Sarah Nason to the MEERA II Instructor Training on June 3-5, 2026.

Note: All expenses paid for by MEERA and/or 61v: CTE Expansion Grant Funding in the amount of \$350.33.

7. **Conference Travel** - It is recommended by the Interim Superintendent that the Board approve the travel of Bryan Schuerman to the FCCLA 2026 National Leadership Conference on July 5-10, 2026.

Note: All expenses are paid for with 61a(1) or 61d High Quality CTE Funding in the amount of \$2,230.53.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

NON-CONSENT ITEMS - #1-5

1. **Board Docs** - It is recommended by the Interim Superintendent and Chief Financial Officer that the Board approve the purchase of Board Docs.

Note: The annual cost is \$6,000.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

2. **Superintendent Search Proposal Selection** - It is recommended by the Board President that the Board review and select a search firm for the superintendent search process.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

3. **Closed Session** - It is recommended by the Interim Superintendent that the Board enter into Closed Session per Section 8 (1)(c) of the Open Meetings Act to discuss pending AFSCME negotiations.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

4. **Closed Session** - It is recommended by the Interim Superintendent that the Board enter into Closed Session per Section 8 (1)(c) of the Open Meetings Act to discuss pending Building Administrator negotiations.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

5. **Closed Session** - It is recommended by the Interim Superintendent that the Board enter into Closed Session per Section 8 (1)(c) of the Open Meetings Act to discuss pending Central Office Administrator negotiations.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

We encourage you to voice your opinion on topics not on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, Board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments. Speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible.

ADJOURNMENT

Motion by: _____ Support by: _____ Time: _____

MINUTES



The following order of business may be changed by majority vote of the Board at any meeting.

May 11, 2026, Regular Board Meeting 6:30 p.m.

35200 Little Mack - Clinton Township, MI 48035 ~ High School Conference Center

MISSION STATEMENT - "Clintondale Community Schools will provide an academic environment that prepares our diverse student body to reach its fullest potential and become productive members of society."

CALL MEETING TO ORDER

Meeting began at: 6:30 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Jared Maynard	Present	Lisa Valerio-Nowc	Present
Barry Powers	Late	Ava McDowell	Present
Kurt Wilson, Sr.	Present	Lisa Wilson	Present
Diane Zontini	Present		

ALSO IN ATTENDANCE

Kevin Knoblock, Interim Superintendent,	Dr. Daniel Berry, Secondary Campus Principal
Maurice Woods, HS Assistant Principal,	Rashida Shack, Parker Principal
Dr. Shauna Hemler, Chief Academic Officer	Kevin Taratuta, Chief Financial Officer
Jamie Lampasona, McGlennen Principal	Lee Walmsley, Director of HR
Alex Hichel, Director of Communications	Carla Kelley, Supervisor of Operations
Bob Walmsley, Director of Athletics	

AGENDA - The Board President and the Interim Superintendent recommend that the Board approve the agenda as submitted or amended.

Motion by Lisa Valerio-Nowc Support by Ava McDowell Y 5 N 2 Ab 0
No: Lisa Wilson, Kurt Wilson, Sr.

APPROVAL OF THE MINUTES - The Board President and the Interim Superintendent recommend the Board approve the:

- April 27, 2026 Regular Board Meeting Minutes
- May 5, 2026 Teaching and Learning Committee Meeting Minutes

Motion by Lisa Valerio-Nowc Support by Ava McDowell Y 7 N 0 Ab 0

APPROVAL OF BILLS - The Board President and the Interim Superintendent recommend that the Board approve the payroll and benefits for Clintondale Community Schools employees ending May 1, 2026.

Motion by Lisa Valerio-Nowc Support by Diane Zontini Y 5 N 0 Ab 2

Abstained: Lisa Wilson, Kurt Wilson, Sr.

The Board President and the Interim Superintendent recommend that the Board approve the bills ending May 1, 2026.

Motion by Lisa Valerio-Nowc Support by Diane Zontini Y 7 N 0 Ab 0

INTERIM SUPERINTENDENT'S REPORT

Last week was Staff Appreciation Week

Tour of Senior Projects

District Awarded \$16,000 grant from Michigan Arts Council for Artist in Residence Program

Community 5K, May 30, 2026

PUBLIC COMMENT REGARDING BUSINESS BEFORE THE BOARD

We encourage you to voice your opinion on topics on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, Board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments. Speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible.

2 Comments

NEW BUSINESS - #1

1. **Finance Committee Report** - Report on progress of the Finance Committee work regarding the matter referred by corporate action of 4/27/26.

NON-CONSENT ITEMS - #1-2

1. **Superintendent Search Timeline** - It is recommended by the Board President that the Board approve the schedule for the superintendent search.
 - Public Meeting / Questions May 27, 2026, from 5:00 to 6:00 p.m.
 - First Interviews May 18-19, 2026
 - Final Interviews May 26, 2026

Motion by Diane Zontini to not proceed with the process of hiring a superintendent, solely by this board, without experienced professionals whose primary work centers on executive leadership selection of candidates. Support Barry Powers Y 7 N 0 Ab 0

2. **Superintendent Candidates** - It is recommended by the Board President that the Board approve the selection of candidates to interview for the superintendent search.

Eliminated due to changes in the process of the search.

GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

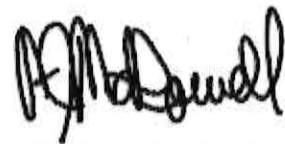
We encourage you to voice your opinion on topics not on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, Board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments. Speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible.

11 Comments

ADJOURNMENT

Motion by Barry Power

Support by Lisa Valerio-Nowc Time: 9:01 p.m.

A handwritten signature in black ink, appearing to read 'Ava McDowell', is positioned above the typed name and title.

Submitted by: Ava McDowell

Secretary

Board of Education

Clintondale Community Schools

CCS PAYROLL AND BENEFITS

CHECK # VENDOR

REASON

NONE

5/14/26 13.58.53
CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 5/04/26 TO 5/15/26

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CD0502
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
1338	5/15/26	96760	619778	ANDREW PATTERSON			MHSFCA COACHES CLINIC REIMBUR * MANUAL CHECK TOTAL *	361.55 361.55
1340	5/15/26	08990	2799	KEVIN TARATUTA			MSBO CONFERENCE MILEAGE * MANUAL CHECK TOTAL *	229.83 229.83
126849	5/06/26	07500	2164	BLUE WATER INDUSTRIAL PRODUCTS	962381		PROPANE *COMPUTER CHECK TOTAL*	5.00 5.00
126851	5/06/26	07285	161285	DIHYDRO SERVICES INC.	53248	260039	Water Treatment MCG	133.00
126851	5/06/26	07285	161285	DIHYDRO SERVICES INC.	53249		Water Treatment HS	528.00
126851	5/06/26	07285	161285	DIHYDRO SERVICES INC.	53250		Water Treatment PKR *COMPUTER CHECK TOTAL*	147.00 808.00
126852	5/06/26	06450	229850	GORDON FOOD SERVICE, INC.	876275173	260300	Dragon Cafe Food	125.21
126852	5/06/26	06450	229850	GORDON FOOD SERVICE, INC.	876275247		Dragon Cafe Food	53.87
126852	5/06/26	06450	229850	GORDON FOOD SERVICE, INC.	876275288		Dragon Cafe Food *COMPUTER CHECK TOTAL*	45.98 225.06
126853	5/06/26	07500	1597	PARTS TOWN, LLC	508243510		HOT WATER TANK/GYM ROOFTOP *COMPUTER CHECK TOTAL*	252.12 252.12
126854	5/06/26	02070	209880	SCHOOL SPECIALITY, INC.	CK126719		CREDIT MEMO CK #126719	3.26-
126854	5/06/26	05760	209880	SCHOOL SPECIALITY, INC.	208136992318		Counceling Supplies	15.32
126854	5/06/26	05760	209880	SCHOOL SPECIALITY, INC.	208136992318		Counceling Supplies	15.32
126854	5/06/26	05760	209880	SCHOOL SPECIALITY, INC.	208136992318		Counceling Supplies *COMPUTER CHECK TOTAL*	33.51 60.89
126855	5/06/26	09010	494995	SHREDCORP	4404863	260059	District Shredding Serv *COMPUTER CHECK TOTAL*	268.00 268.00
126856	5/06/26	07500	537300	TRANE U.S. INC.	21536994		HVAC CABINET ENCLOSURE *COMPUTER CHECK TOTAL*	238.56 238.56
126857	5/06/26	09386	1408	WPS	WPS-609621	260391	Social Communication	286.00
126857	5/06/26	09386	1408	WPS	WPS-609621		SHIPPING *COMPUTER CHECK TOTAL*	28.60 314.60
126858	5/06/26	07220	2002	EDGARD J GEIST III	20260428JG	260417	HVAC MCG *COMPUTER CHECK TOTAL*	425.00 425.00
126859	5/08/26	08590	614420	MICHAEL JOHNSON	050726		EQUIPMENT REIMBURSEMENT *COMPUTER CHECK TOTAL*	9,456.00 9,456.00
126860	5/14/26	40032	2206	ACTIVE INTERNET TECHNOLOGIES	INV098195		SCHOOL WEBSITE *COMPUTER CHECK TOTAL*	17,000.00 17,000.00
126861	5/14/26	40080	2774	ARGENT INSTITUTIONAL TRUST CO	81757		2020 REFUNDING BOND *COMPUTER CHECK TOTAL*	500.00 500.00
126862	5/14/26	09160	114197	CLINTON TOWNSHIP TREASURER	15231		BOARD MEETING SECURITY	307.48

5/14/26 13.58.53
CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 5/04/26 TO 5/15/26

CLNSHERRY

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
							COMPUTER CHECK TOTAL	307.48
126863	5/14/26	08202	2282	DRIVERGENT INC	5751	260354	Transportation	640.00
126863	5/14/26	08202	2282	DRIVERGENT INC	7151		Transportation	24,120.00
126863	5/14/26	08201	2282	DRIVERGENT INC	7152		Transp. - Sp. Ed.	6,894.00
126863	5/14/26	08201	2282	DRIVERGENT INC	7154		Transp. - Sp. Ed.	4,824.00
126863	5/14/26	00491	2282	DRIVERGENT INC	7154		Transp. - Coordinated	3,582.00
126863	5/14/26	08211	2282	DRIVERGENT INC	7157		Transp. - Reg Ed Out Dist	4,824.00
126863	5/14/26	08202	2282	DRIVERGENT INC	7159		Transportation	540.00
126863	5/14/26	96665	2282	DRIVERGENT INC	7177		Transp. - Athletics	3,340.00
126863	5/14/26	09383	2282	DRIVERGENT INC	7258		Transportation	3,924.00
							COMPUTER CHECK TOTAL	52,688.00
126864	5/14/26	06450	229850	GORDON FOOD SERVICE, INC.	876275606	260300	Dragon Cafe Food	643.46
126864	5/14/26	06450	229850	GORDON FOOD SERVICE, INC.	876275642		Dragon Cafe Food	38.97
126864	5/14/26	06450	229850	GORDON FOOD SERVICE, INC.	876275680		Dragon Cafe Food	3.79
							COMPUTER CHECK TOTAL	686.22
126865	5/14/26	07500	232250	GRAINGER	9906533600		HVAC PARTS	159.78
126865	5/14/26	07520	232250	GRAINGER	9906533618		LEVERWIRE CONNECTORS	149.86
							COMPUTER CHECK TOTAL	309.64
126866	5/14/26	07849	268695	INACOMP	26309		ERATE PROJECT - INSTALL	2,040.94
							COMPUTER CHECK TOTAL	2,040.94
126867	5/14/26	40032	2103	INTELLINETICS, INC	34052		CEO IMAGING	4,140.00
							COMPUTER CHECK TOTAL	4,140.00
126868	5/14/26	07760	1256	KSS ENTERPRISES	1761758-2	260425	Custodial Equipment	4,653.69
126868	5/14/26	07760	1256	KSS ENTERPRISES	1761775		Custodial Equipment	491.40
126868	5/14/26	07760	1256	KSS ENTERPRISES	1761775-1		Custodial Equipment	5,614.32
126868	5/14/26	07760	1256	KSS ENTERPRISES	1761776		Custodial Equipment	491.40
126868	5/14/26	07760	1256	KSS ENTERPRISES	1761776-1		Custodial Equipment	5,614.32
126868	5/14/26	07760	1256	KSS ENTERPRISES	1761777		Custodial Equipment	491.40
126868	5/14/26	07760	1256	KSS ENTERPRISES	1761777-1		Custodial Equipment	5,614.32
126868	5/14/26	07000	1256	KSS ENTERPRISES	1765020-1		Custodial Supplies - HS	578.20
126868	5/14/26	07000	1256	KSS ENTERPRISES	1765129-1		Custodial Supplies	578.20
							COMPUTER CHECK TOTAL	24,127.25
126869	5/14/26	05960	340501	MACOMB DUPLICATING CO.	154842		HS COPIER - STAPLES	210.00
							COMPUTER CHECK TOTAL	210.00
126871	5/14/26	07849	2117	MARCO TECHNOLOGIES, LLC	INV15216295	260000	Monthly Duo Subscrip	51.00
							COMPUTER CHECK TOTAL	51.00
126872	5/14/26	09120	356625	MESSA	2606-104176		JUNE PREMIUM	136,456.31
							COMPUTER CHECK TOTAL	136,456.31
126873	5/14/26	09470	414730	OCCUPATIONAL HEALTH CENTERS	716534154	260063	New Hire Physicals-SCHUERMAN	194.00
							COMPUTER CHECK TOTAL	194.00

5/14/26 13.58.53
CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 5/04/26 TO 5/15/26

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
126874	5/14/26	08914	1158	PITNEY BOWES	3322523128	260058	Monthly Postage Mach Leas *COMPUTER CHECK TOTAL*	405.84 405.84
126875	5/14/26	08959	2699	PROCARE THERAPY	21449317		SPEECH/SOCIAL WORK/PSYCHOLOGIS *COMPUTER CHECK TOTAL*	13,823.60 13,823.60
126876	5/14/26	09010	494995	SHREDCORP	4417665	260059	District Shredding Serv *COMPUTER CHECK TOTAL*	547.00 547.00
126877	5/14/26	07221	507150	SPENCER OIL CO	010266-2612001	260052	Fuel *COMPUTER CHECK TOTAL*	675.11 675.11
126878	5/14/26	07000	522540	SUPPLYDEN, INC.	608853-00		HEPA FILTERS/VAC BAGS *COMPUTER CHECK TOTAL*	112.48 112.48
126879	5/14/26	07500	569525	WARREN PIPE AND SUPPLY CO.	958085	260055	Maintenance Supplies *COMPUTER CHECK TOTAL*	313.43 313.43
126881	5/14/26	09175	1420	21ST CENTURY MEDIA	MIA42804		SUPERINTENDENT VACANCY *COMPUTER CHECK TOTAL*	674.22 674.22
126882	5/15/26	40072	555	AFLAC			SUPPLEMENTAL INS 5/15 PAY *COMPUTER CHECK TOTAL*	787.52 787.52
126883	5/15/26	40117	10900	MICHIGAN AFSCME COUNCIL 925			AFSCME DUE *COMPUTER CHECK TOTAL*	918.90 918.90
126884	5/15/26	40119	333675	THE MICHIGAN 529 ADVISOR PLAN			MICH 529 PLAN 5/15 PAY *COMPUTER CHECK TOTAL*	455.00 455.00
126885	5/15/26	40066	210600	MISDU			FRIEND OF THE COURT 5/15 PAY *COMPUTER CHECK TOTAL*	877.00 877.00
126886	5/15/26	40113	2664	TEAMSTERS LOCAL 214			ADMINISTRATORS UNION DUES *COMPUTER CHECK TOTAL*	916.00 916.00
126887	5/15/26	40070	2533	VELO LAW OFFICE			CASE #2405888GC 5/15 PAY *COMPUTER CHECK TOTAL*	328.48 328.48
10058	5/04/26	40120	1557	TSA CONSULTING GROUP			EE ANNUITIES 4/30 PAY * MANUAL CHECK TOTAL *	20,172.42 20,172.42
10059	5/04/26	07956	2149	SUB TEACHER SOURCE	132108		RBW SUB IA'S	435.20
10059	5/04/26	05601	2149	SUB TEACHER SOURCE	132112		ES SUBS	1,574.65
10059	5/04/26	06205	2149	SUB TEACHER SOURCE	132118		PKR SUB IA	1,085.64
10059	5/04/26	04431	2149	SUB TEACHER SOURCE	132118		PKR SUBS	217.60
10059	5/04/26	04432	2149	SUB TEACHER SOURCE	132118		PKR SUBS	1,088.00
10059	5/04/26	07957	2149	SUB TEACHER SOURCE	132120		MCG SUB IA	217.60
10059	5/04/26	01980	2149	SUB TEACHER SOURCE	132120		MCG SUBS	435.20
10059	5/04/26	07921	2149	SUB TEACHER SOURCE	132120		MCG SUBS	217.60
10059	5/04/26	06348	2149	SUB TEACHER SOURCE	132120		MCG SUB IA	217.60

5/14/26 13.58.53
CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 5/04/26 TO 5/15/26

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
							* MANUAL CHECK TOTAL *	5,489.09
10060	5/05/26	40000	419	AMAZON.COM	1FYWN31QCKG3		SCHOOL STORE	322.67
10060	5/05/26	07849	419	AMAZON.COM	1FYWN31QCKG3		TECH SUPPLIES	730.83
10060	5/05/26	09386	419	AMAZON.COM	1FYWN31QCKG3		SPECIAL SERVICES	18.70
10060	5/05/26	08940	419	AMAZON.COM	1GXL7CN37RL4		HOLE PUNCHES	77.45
10060	5/05/26	02190	419	AMAZON.COM	1JN9R4KFTF4X		Laminate	192.78
10060	5/05/26	07500	419	AMAZON.COM	13P7R6MT3MHC		SPLASH GUARD	93.98
10060	5/05/26	40000	419	AMAZON.COM	13P7R6MT6T1Q		RUN CLUB SHIRTS	422.86
10060	5/05/26	04240	419	AMAZON.COM	17TT36FJNW9K		Office Supplies	129.48
							* MANUAL CHECK TOTAL *	1,988.76
10061	5/06/26	07849	523950	T-MOBILE			HOT SPOTS	837.34
							* MANUAL CHECK TOTAL *	837.34
10062	5/06/26	07849	1778	EGOLD FAX	12197385		DISTRICT FAXES	173.47
							* MANUAL CHECK TOTAL *	173.47
10063	5/06/26	06950	1758	TELNET WORLDWIDE, INC	ON178757	260060	District Phone Servives	382.12
							* MANUAL CHECK TOTAL *	382.12
10064	5/06/26	06140	944	CONSTELLATION	4581337		HS GAS THRU 4/30	5,247.43
10064	5/06/26	05350	944	CONSTELLATION	4581337		MS GAS THRU 4/30	5,247.42
10064	5/06/26	04280	944	CONSTELLATION	4581337		RBW GAS THRU 4/30	2,366.91
10064	5/06/26	02230	944	CONSTELLATION	4581337		MCG GAS THRU 4/30	1,908.36
10064	5/06/26	06920	944	CONSTELLATION	4581337		ADM GAS THRU 4/30	672.92
10064	5/06/26	04660	944	CONSTELLATION	4581337		PKR GAS THRU 4/30	2,659.98
							* MANUAL CHECK TOTAL *	18,103.02
10065	5/06/26	06450	512550	STATE OF MICHIGAN			DRAGON CAPE SALES TAX - APRIL	99.06
10065	5/06/26	06450	512550	STATE OF MICHIGAN			DISCOUNT	6.00
							* MANUAL CHECK TOTAL *	93.06
10066	5/06/26	40150	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			CONTRIBUTION 4/30 PAY	133,015.74
10066	5/06/26	40102	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			MIP PAYMENT 4/30 PAY	21,378.07
10066	5/06/26	40103	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			TDP PAYMENT 4/30 PAY	50.00
10066	5/06/26	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-DCP PAYMENT 4/30 PAY	14,882.92
10066	5/06/26	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-ROTH 4/30 PAY	157.21
10066	5/06/26	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-DCP MATCH 4/30 PAY	5,888.86
10066	5/06/26	40029	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-PHF PAYMENT 4/30 PAY	3,898.51
10066	5/06/26	40029	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-PHF ROTH	50.52
10066	5/06/26	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-PHF MATCH	3,949.03
							* MANUAL CHECK TOTAL *	183,270.86
10067	5/06/26	07500	254900	HOME DEPOT CREDIT SERVICES		260049	Maintenance Supplies	490.00
							* MANUAL CHECK TOTAL *	490.00
10068	5/07/26	07731	2422	TEAM FINANCIAL GROUP INC	165785	260062	Lighting Project	11,445.00
							* MANUAL CHECK TOTAL *	11,445.00
10069	5/08/26	08959	2745	JAMIE BRACKINS	10		SPEECH SERVICES	9,000.00

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CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 5/04/26 TO 5/15/26

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
							* MANUAL CHECK TOTAL *	9,000.00
10070	5/08/26	08959	2756	COURTNEY ROSE LUCASSIAN	7		SPEECH SERVICES	7,762.50
							* MANUAL CHECK TOTAL *	7,762.50
10071	5/08/26	08959	2757	DANIELLE BALAGHI			PSYCHOLOGIST SERVICES	9,483.00
							* MANUAL CHECK TOTAL *	9,483.00
10072	5/08/26	96645	2428	EDUSTAFF	2026050801-4		COACHES	2,157.54
10072	5/08/26	11204	2428	EDUSTAFF	2026050801-4		HS UNION BUSINESS	118.60
10072	5/08/26	05602	2428	EDUSTAFF	2026050801-4		HS CONF SUBS	2,905.70
10072	5/08/26	05601	2428	EDUSTAFF	2026050801-4		HS SUBS	1,624.82
10072	5/08/26	01984	2428	EDUSTAFF	2026050801-4		MC CONF SUBS	2,223.75
10072	5/08/26	01980	2428	EDUSTAFF	2026050801-4		MCG SUBS	1,156.35
10072	5/08/26	04861	2428	EDUSTAFF	2026050801-4		MC SUBS	2,876.05
10072	5/08/26	11206	2428	EDUSTAFF	2026050801-4		PKR/MCG UNION BUS	88.95
10072	5/08/26	04432	2428	EDUSTAFF	2026050801-4		PKR CONF SUBS	889.50
10072	5/08/26	04431	2428	EDUSTAFF	2026050801-4		PKR SUBS	3,024.30
10072	5/08/26	04492	2428	EDUSTAFF	2026050801-4		RBW CONF SUBS	711.60
10072	5/08/26	04490	2428	EDUSTAFF	2026050801-4		RBW SUBS	1,986.55
							* MANUAL CHECK TOTAL *	19,763.71
10074	5/12/26	06945	140020	DTE ENERGY			FH 910001864388 THRU 4/20	124.43
							* MANUAL CHECK TOTAL *	124.43
10075	5/13/26	05582	2780	BRYTESPARK	CCS1006		CTE CONSULTING	3,197.64
							* MANUAL CHECK TOTAL *	3,197.64
10077	5/13/26	05370	153900	DTE ENERGY			MS 910040103673 THRU 4/19	10,610.39
10077	5/13/26	06160	153900	DTE ENERGY			ES 910040103673 THRU 4/19	10,610.40
							* MANUAL CHECK TOTAL *	21,220.79
10078	5/13/26	40004	624	FLAGSTAR BANK			DD & NET CHECKS 5/15 PAY	414,160.77
							* MANUAL CHECK TOTAL *	414,160.77
10079	5/13/26	40110	412	MICHIGAN SCHOOLS AND GOVERNMENT			CU DEPOSIT 5/15 PAY	56,226.51
							* MANUAL CHECK TOTAL *	56,226.51

11 General Fund

COMPUTER CHECKS	36	\$271,596.65
MANUAL CHECKS	22	\$783,975.87
TOTAL CHECKS	58	\$1,055,574.52

*** VOID SUMMARY ***
COMPUTER VOID CHECKS *NON-PAYMENT*
VOID CHECKS - COMPUTER
VOID CHECKS - MANUAL
TOTAL VOID CHECKS

TOTAL NET CHECKS	58	\$1,055,574.52
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DETAIL CHECK REGISTER BY FUND
FROM 5/04/26 TO 5/15/26

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT

11 General Fund								

REPLACEMENT CHECKS

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DETAIL CHECK REGISTER BY FUND
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
12 Federal Grants								
1331	5/15/26	09820	2795	VICTORIA BARBIERI			RTI CONFERENCE REIMBURSEMENT * MANUAL CHECK TOTAL *	745.44 745.44
1333	5/15/26	09820	1902	GENEVIEVE JONES			RTI CONFERENCE REIMBURSEMENT * MANUAL CHECK TOTAL *	469.64 469.64
1334	5/15/26	09820	2798	KEVIN KNOBLOCK			RTI CONFERENCE REIMBURSEMENT * MANUAL CHECK TOTAL *	745.44 745.44
1335	5/15/26	09820	615998	STEPHANIE KRYCIAN			RTI CONFERENCE REIMBURSEMENT * MANUAL CHECK TOTAL *	813.39 813.39
1336	5/15/26	09820	616072	JAMIE LAMPASONA			RTI CONFERENCE REIMBURSEMENT * MANUAL CHECK TOTAL *	789.44 789.44
1337	5/15/26	09820	617979	TERRY MARTIN			RTI CONFERENCE REIMBURSEMENT * MANUAL CHECK TOTAL *	469.64 469.64
1339	5/15/26	09820	601400	RASHIDA SHACK			RTI CONFERENCE REIMBURSEMENT * MANUAL CHECK TOTAL *	768.39 768.39
126863*	5/14/26	20206	2282	DRIVERGENT INC	7155	260421	Transportation - Sedan	7,425.00
126863	5/14/26	20206	2282	DRIVERGENT INC	7156		Transportation - Sedan *COMPUTER CHECK TOTAL*	2,475.00 9,900.00
126870	5/14/26	09820	341045	MACOMB INTERMEDIATE SCHOOL DIS	121762		SECONDARY COACHING - DANQUAH *COMPUTER CHECK TOTAL*	150.00 150.00
126880	5/14/26	09823	2497	SANDRA RAY			RTI CONFERENCE REIMBURSEMENT *COMPUTER CHECK TOTAL*	850.89 850.89
10059*	5/04/26	99838	2149	SUB TEACHER SOURCE	132118		PKR BUILDING SUB * MANUAL CHECK TOTAL *	982.72 982.72
10060*	5/05/26	09818	419	AMAZON.COM	1R4JXCC7V7Y1		TITLE I BOOKS * MANUAL CHECK TOTAL *	478.80 478.80

12 Federal Grants

COMPUTER CHECKS	3	\$10,900.89
MANUAL CHECKS	9	\$6,262.90
TOTAL CHECKS	12	\$17,163.79

*** VOID SUMMARY ***
COMPUTER VOID CHECKS *NON-PAYMENT*
VOID CHECKS - COMPUTER
VOID CHECKS - MANUAL
TOTAL VOID CHECKS
TOTAL NET CHECKS 12 \$17,163.79

REPLACEMENT CHECKS

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DETAIL CHECK REGISTER BY FUND
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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12 Federal Grants

*=CHECK ALSO EXISTS IN A PRIOR FUND

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FROM 5/04/26 TO 5/15/26

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
13 State and Local Grants								
1332	5/15/26	11129	2792	JOHN FORLINI			SHIRTS FOR DECISION DAY	97.48
							* MANUAL CHECK TOTAL *	97.48
126850	5/06/26	11179	85855	C & G PUBLISHING	44557-IN		GSRP ENROLLMENT AD	1,050.00
							COMPUTER CHECK TOTAL	1,050.00
126863*	5/14/26	00236	2282	DRIVERGENT INC	7153	260056	Transp. - GSRP	4,824.00
							COMPUTER CHECK TOTAL	4,824.00
10059*	5/04/26	99955	2149	SUB TEACHER SOURCE	132108		RBW SUBS	870.40
							* MANUAL CHECK TOTAL *	870.40
10060*	5/05/26	11229	419	AMAZON.COM	1N1R4NR79LN		CTE SUPPLIES (SHIRTS)	225.97
							* MANUAL CHECK TOTAL *	225.97
10072*	5/08/26	99955	2428	EDUSTAFF	2026050801-4		RBW GSRP SUBS	2,450.19
							* MANUAL CHECK TOTAL *	2,450.19
10073	5/12/26	00450	2693	MICHIGAN CONFERENCE OF TEAMSTE			INSURANCE PREMIUMS	107.96
							* MANUAL CHECK TOTAL *	107.96

13 State and Local Grants

COMPUTER CHECKS	2	\$5,874.00
MANUAL CHECKS	5	\$3,752.00
TOTAL CHECKS	7	\$9,626.00
*** VOID SUMMARY ***		
COMPUTER VOID CHECKS		*NON-PAYMENT*
VOID CHECKS - COMPUTER		
VOID CHECKS - MANUAL		
TOTAL VOID CHECKS		
TOTAL NET CHECKS	7	\$9,626.00

REPLACEMENT CHECKS

*=CHECK ALSO EXISTS IN A PRIOR FUND

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
23 Child Care								
10060*	5/05/26	01045	419	AMAZON.COM	13P7R6MT3VF7		DAYCARE SUPPLIES	326.16
							* MANUAL CHECK TOTAL *	326.16
10072*	5/08/26	01044	2428	EDUSTAFF	2026050801-4		DAYCARE	35,667.68
10072	5/08/26	01067	2428	EDUSTAFF	2026050801-4		RBW LATCHKEY	3,188.14
							* MANUAL CHECK TOTAL *	38,855.82

23 Child Care

COMPUTER CHECKS		
MANUAL CHECKS	2	\$39,181.98
TOTAL CHECKS	2	\$39,181.98
*** VOID SUMMARY ***		
COMPUTER VOID CHECKS		*NON-PAYMENT*
VOID CHECKS - COMPUTER		
VOID CHECKS - MANUAL		
TOTAL VOID CHECKS		
TOTAL NET CHECKS	2	\$39,181.98

REPLACEMENT CHECKS

*=CHECK ALSO EXISTS IN A PRIOR FUND

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DETAIL CHECK REGISTER BY FUND
FROM 5/04/26 TO 5/15/26

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
25 School Lunch Fund								
10072*	5/08/26	82006	2428	EDUSTAFF	2026050801-4		NOON AIDES	3,692.65
							* MANUAL CHECK TOTAL *	3,692.65
10076	5/13/26	82005	2424	SFE HOLDINGS LLC	260412010		APRIL FOOD SERVICE	128,761.08
							* MANUAL CHECK TOTAL *	128,761.08

25 School Lunch Fund

COMPUTER CHECKS		
MANUAL CHECKS	2	\$132,453.73
TOTAL CHECKS	2	\$132,453.73
*** VOID SUMMARY ***		
COMPUTER VOID CHECKS		*NON-PAYMENT*
VOID CHECKS - COMPUTER		
VOID CHECKS - MANUAL		
TOTAL VOID CHECKS		
TOTAL NET CHECKS	2	\$132,453.73

REPLACEMENT CHECKS

*=CHECK ALSO EXISTS IN A PRIOR FUND

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DETAIL CHECK REGISTER BY FUND
FROM 5/04/26 TO 5/15/26

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
29 Student/School Activity Fund								
3646	5/06/26	86015	229850	GORDON FOOD SERVICE, INC.	876275019		DECISION DAY DRINKS	95.92
							COMPUTER CHECK TOTAL	95.92
3647	5/06/26	86015	2791	THE MAGIC BOXX PHOTO BOOTH CGM 231			DECISION DAY-PHOTO BOOTH	200.00
							COMPUTER CHECK TOTAL	200.00
3648	5/06/26	85911	2790	MICHI MICHI LLC	14		TEACHER APPRECIATION (GRANT)	175.00
							COMPUTER CHECK TOTAL	175.00
3649	5/06/26	85959	600984	DARREN BOOMS			YEARBOOK SUPPLIES	56.17
							COMPUTER CHECK TOTAL	56.17
3650	5/06/26	86015	2511	WILBUR JONES	01		DECISION DAY - DJ	125.00
							COMPUTER CHECK TOTAL	125.00
3651	5/14/26	85965	2793	JOSEPH B OGSTON	OC-0004		BASEBALL SHIRTS	440.00
							COMPUTER CHECK TOTAL	440.00

29 Student/School Activity Fund

COMPUTER CHECKS	6	\$1,092.09
MANUAL CHECKS		
TOTAL CHECKS	6	\$1,092.09
*** VOID SUMMARY ***		
COMPUTER VOID CHECKS		*NON-PAYMENT*
VOID CHECKS - COMPUTER		
VOID CHECKS - MANUAL		
TOTAL VOID CHECKS		
TOTAL NET CHECKS	6	\$1,092.09
REPLACEMENT CHECKS		

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CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 5/04/26 TO 5/15/26

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
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*** GRAND TOTALS ***

COMPUTER CHECKS	45	\$289,463.63
MANUAL CHECKS	32	\$965,626.48
TOTAL CHECKS	77	\$1,255,092.11

*** VOID SUMMARY ***

COMPUTER VOID CHECKS	*NON-PAYMENT*
VOID CHECKS - COMPUTER	
VOID CHECKS - MANUAL	
TOTAL VOID CHECKS	

TOTAL NET CHECKS	77	\$1,255,092.11
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REPLACEMENT CHECKS

CHECKS IN MULTIPLE FUNDS ONLY COUNTED ONCE FOR GRAND TOTALS

** SPOILED CHECKS NOT INCLUDED IN THIS REPORT **

***Personnel Report for May 26, 2026******CONSENT ITEMS - #1-7***

1. **Resignation** - It is recommended by the Interim Superintendent and the Director of Human Resources that the Board approve the resignation of **Michael Ward**, Teacher, effective at the end of the day June 30, 2026.

Note: Mr. Ward has worked for the District for 28 years.
2. **Resignation** - It is recommended by the Interim Superintendent and the Director of Human Resources that the Board approve the resignation of **Susan Mayer**, Instructional Assistant, effective at the end of the day June 30, 2026.

Note: Mrs. Mayer has worked for the District for 21 years.
3. **Resignation** - It is recommended by the Interim Superintendent and the Director of Human Resources that the Board approve the resignation of **Darcy Michael**, Custodian, effective at the end of the day June 31, 2026.

Note: Mrs. Michael has worked for the District for 26 years.
4. **Resignation** - It is recommended by the Interim Superintendent and the Director of Athletics that the Board approve the resignation of **Marquis Chavez**, as a Varsity Assistant Football Coach, effective immediately.
5. **Social Worker** - It is recommended by the Interim Superintendent and the Director of Human Resources that the Board approve **Erica Bailey**, as a School Social Worker, for the 2026-27 school year.

Note: The rate of pay will be \$82,032.00 (Step 8 of the MA+30 Salary Schedule).
6. **Social Worker** - It is recommended by the Interim Superintendent and the Director of Human Resources that the Board approve **Danielle Lewis**, as a School Social Worker, for the 2026-27 school year.

Note: The rate of pay will be \$97,880.00 (Step 13 of the MA+30 Salary Schedule).
7. **Counselor** - It is recommended by the Interim Superintendent and the Director of Human Resources that the Board approve **Angela Hughes**, as a Counselor - Middle School, for the 2026-27 school year.

Note: The rate of pay will be \$58,717.00 (Step 2 of the MA Salary Schedule).

NON-CONSENT ITEMS - None

May 12, 2026

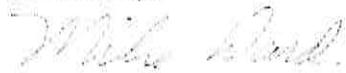
To whom it may concern,

This letter is to notify Clintondale Community Schools that I resign my employment from the district effective June 30, 2026 based on my retirement date of July 1, 2026.

Consistent with the CCS/CEA collective bargaining agreement, please include in my last payroll in June 2026 all applicable separation and other payments including, but not limited to: longevity payment for 28 years of service, payout on remaining PTO days, and remaining payment for the Computer Coordinator stipend. Please also payout my full 2025/26 salary in the last payroll in June 2026.

As provided by the Article on Insurance Protection, I will remain on CCS Insurance for a full family until 8-31-2026.

Sincerely,

A handwritten signature in cursive script, appearing to read "Mike Ward".

Mike Ward

4/22/26

Dear Lee,

This note is to inform you that as of June 30, 2026, I will be retiring as an IA from Clintondale Community Schools.

Thank You,
Susan Mayer

A handwritten signature in cursive script that reads "Susan Mayer". The signature is written in black ink and is positioned below the printed name "Susan Mayer".

Darcy Michael



May 7, 2026

To: Lee Walmsley, Director of Human Resources

I am writing to formally announce my decision to resign from my current position at Clintondale Community School District effective July 31, 2026.

My retirement date with ORS is set for August 1, 2026.

My current position is as a Custodian, but I have worked several positions in my tenure. My two favorite positions were as a Bus Driver and as an Outside Groundskeeper. It has been a privilege working with many various supervisors, principals, teachers and coworkers. I will truly miss all the students and staff that have made such an impact on my life the past 26 years.

Please advise me on any additional steps needed before my departure date.

Should you have any further questions or concerns please contact me at 

Sincerely,

A handwritten signature in cursive script that reads "Darcy Michael".

Darcy Michael



Lee Walmsley <walmslel@clintondaleschools.net>

Football Resignation

1 message

Marquis Chavez <chavezm@clintondaleschools.net>

Mon, May 4, 2026 at 8:41 AM

To: Lee Walmsley <walmslel@clintondaleschools.net>, Robert Walmsley <walmsler@clintondaleschools.net>

Good Morning,

I am emailing to inform the both of you that I will be resigning from my coaching assignment as an assistant football coach. Thank you.

--
Marquis Chavez
*Behavior Coach
Head Varsity Boys Basketball Coach
Head Varsity Boys Track Coach
Clintondale High School
Phone: 586-791-6301 ext 2604*

Dear Hiring Manager,

I am writing to express my interest in the School Social Worker position within your district. With a Master of Social Work from Eastern Michigan University, a concentration in children and families, and a School Social Work Certificate, I bring both the clinical training and hands-on experience necessary to effectively support students in a school setting.

In my current role as a School Social Worker at United Oaks Elementary in Hazel Park Public Schools, I provide individual and group counseling to students facing a wide range of social, emotional, and behavioral challenges. I regularly collaborate with teachers, administrators, and families to develop and implement targeted intervention plans, and I contribute to IEP and 504 processes as part of a multidisciplinary team. My approach is rooted in trauma-informed care, restorative practices, and a strong belief in meeting students where they are.

Prior to my current role, I gained valuable experience working with youth and families in both residential and community-based settings. These roles strengthened my skills in crisis intervention, case management, and family engagement, all of which continue to inform my work in schools today.

In addition, I am a therapy dog handler and incorporate my licensed therapy dog into my work with students. This has proven to be a powerful tool in helping students regulate emotions, reduce anxiety, and build trust, particularly with those who may struggle to engage in traditional interventions.

I am especially passionate about creating safe, supportive environments where students feel seen, heard, and empowered to succeed both academically and emotionally. I would welcome the opportunity to bring this commitment to your district and contribute to the well-being of your students and school community.

Thank you for your time and consideration. I look forward to the opportunity to discuss how my experience and skills align with your needs.

Sincerely,

Erica Bailey, LMSW



ERICA BAILEY, LMSW/LCSW

School Social Worker

PROFESSIONAL SUMMARY

Fully Licensed School Social Worker with a Master of Social Work (MSW), concentration in children and families, and a School Social Work Certificate. Experienced in providing therapy/counseling, crisis intervention, and restorative practices within elementary school settings. Strong background supporting students' behavioral and emotional needs through collaboration with educators, families, and multidisciplinary teams.

ABOUT ME

- Grandma hobby enthusiast & therapy dog handler
- Builds strong, trusting relationships with students
- Developing systems for team collaboration
- Calm and steady in crisis situations
- Creative in developing engaging interventions
- Passionate about supporting the whole child

PROFESSIONAL EXPERIENCE

School Social Worker at United Oaks/Hoover Elementary – Hazel Park Schools 2019 - Present

- Provided individual/group counseling to elementary students addressing social, emotional, and behavioral challenges
- Conducted comprehensive evaluations and developed appropriate IEPs with data centered goals
- Conducted assessments and developed individualized intervention and behavior support plans
- PBIS Coach and facilitated restorative practices and social-emotional learning (SEL) activities
- Collaborated with teachers, administrators, and families to improve student outcomes
- Responded to crisis situations using de-escalation and safety planning strategies
- Contributed to IEP and 504 plan development as part of a multidisciplinary team
- Streamlined systems to maintain compliant documentation aligned with state and district guidelines

School Social Work Intern - Warren Woods Public Schools 2018 - 2019

- Collaborated with teachers, administrators, and families to improve student outcomes
- Responded to crisis situations using de-escalation and safety planning strategies
- Contributed to IEP and 504 plan development as part of a multidisciplinary team
- Maintained compliant documentation aligned with state and district guidelines

Child & Family Support Specialist - Methodist Children's Home Society, Redford, MI 2015 – 2018

- Delivered case management and support services to children and families
- Conducted home visits to assess family needs and safety
- Connected families with community resources
- Maintained detailed documentation and collaborated with teams

Child Welfare: Refugee/Foster Care Worker/Licensing Specialist - Vista Maria, Dearborn Heights, MI 2012 – 2015

- Provided direct care and emotional support to youth in a residential treatment setting
- Assisted in implementing behavior management and treatment plans
- Supported crisis intervention and de-escalation efforts
- Collaborated with clinical staff to monitor client progress and multidisciplinary teams.
- Client advocacy in court settings (Michigan and International Court Settings), court report writing, court petition writing

Academic Evaluator/Tutor / Learning Center Instructor - Huntington Learning Center Rochester MI 2018 – 2020

- Completed Academic evaluations through the learning center curriculum
- Provided individualized academic support in reading, writing, and math
- Supported development of study skills and academic confidence
- Communicated student progress with families and staff

THERAPY DOG EXPERIENCE

- Therapy Dog Handler with a licensed therapy dog
- Utilize animal-assisted interventions to support emotional regulation and reduce client behaviors
- Incorporate therapy dog interactions into SEL and behavioral support strategies

EDUCATION/LICENSURE

- Master of Social Work (MSW), Concentration: Children & Families from Eastern Michigan University
- School Social Work Certificate from Eastern Michigan University
- Bachelor of Arts in Psychology Minor: English (Literature) from Oakland University
- LMSW/LCSW License number: [REDACTED]

STATE OF MICHIGAN

State Board of Education

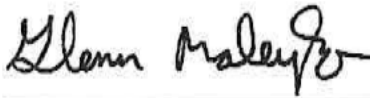
Department of Education

PRELIMINARY SCHOOL SOCIAL WORKER CERTIFICATE

awarded to

ERICA L BAILEY

In accordance with Michigan Compiled Laws and Administrative Rules, the holder of this certificate is authorized to be employed in any public or private Michigan elementary or secondary school as a school social worker.



Glenn M. Maleyko, Ph.D.
Superintendent of Public Instruction

Issue Date: 10/06/2025
Expiration Date: 06/30/2028
License Number: [REDACTED]

Certification requirements are subject to change. The certificate holder is responsible for being knowledgeable about current and revised regulations. It is the responsibility of the certificate holder to maintain a valid appropriate certification by meeting the requirements for certificate renewal as prescribed by statute and/or the State Board of Education.

MICHIGAN CODE OF EDUCATIONAL ETHICS

The following ethical standards address the professional educator's commitment and responsibility to (and for):

Code of Ethics	https://www.michigan.gov/-/media/Project/Websites/mde/educator_services/prof_practices/code_of_ethics.pdf
The Profession	Trust in the educational system depends upon a level of professional conduct and responsibility that may be higher than required by law. This entails holding one and others to the same ethical standards.
Professional Competence	Commitment to the highest levels of professional and ethical practice, including demonstration of the knowledge, skills and dispositions required for professional competence.
To Students	A primary obligation to treat students with dignity and respect, including promoting the health, safety and well-being of students by establishing and maintaining appropriate verbal, physical, emotional and social boundaries.
The School Community	Promotion of positive relationships and effective interactions with all members of the school community, while maintaining professional boundaries.
Ethical Use of Technology	Consideration of the impact of consuming, creating, distributing and communicating information through all technologies. Vigilance to ensure that appropriate boundaries of time, place and role are maintained when using electronic communication.

ADVISORY TO EDUCATOR

In accordance with Public Act 96 of the Public Acts of 1995, it is a criminal misdemeanor to : use a suspended, surrendered, revoked, nullified, fraudulently obtained, altered or forged educator certificate, or a certificate of another person.

TO BE EMPLOYED AS AN EDUCATOR IN MICHIGAN THE EDUCATOR OATH MUST BE SIGNED, NOTARIZED, AND SUBMITTED TO YOUR EMPLOYER.
THIS IS AN OFFICIAL CERTIFICATE ONCE SIGNED AND NOTARIZED.

EDUCATOR OATH - STATE OF MICHIGAN

I do solemnly swear (or affirm) that I will support the Constitution of the United States of America and the Constitution of the State of Michigan, and that I will faithfully discharge the duties of the office of educator according to the best of my ability.

This certificate was subscribed and sworn to before me, along with picture identification, on _____

Notary Print Name

Notary Signature

Commission Expires: _____

Notary Seal

Educator Signature

Danielle Lewis, LMSW-C, SSW, M.Ed

March 25, 2026

Lee Walmsley, Director of Human Resources

Clintondale Community School District

Central Office

Clinton Township, MI

Dear Mr. Walmsley,

I am writing to apply for the Special Education Social Worker position at Clintondale Community School District. I hold full MDE approval as a School Social Worker, an active LMSW-C license, and more than ten years of school-based experience providing social and emotional support to students across general and special education settings.

Throughout my career I have worked directly with students in whole class, small group, and individual intervention formats. At Roseville Community Schools and National Heritage Academies, I completed Functional Behavior Assessments, developed Behavior Intervention Plans, and facilitated psychoeducational groups targeting social-emotional skill development. I am experienced working in alternative education environments and with students who have complex behavioral and emotional needs.

I bring clinical training in trauma-informed practices, ACEs, and BTAM, alongside certifications as a STARR Trauma Trainer and CPI Trained practitioner. These tools have shaped how I approach both proactive support and reactive intervention, always with the student's safety and stability as the priority.

I am particularly drawn to Clintondale's district-wide structure, as it aligns with my professional strengths. My background has prepared me to collaborate effectively across multiple buildings and with diverse administrative teams, and I possess a deep understanding of the coordination this position requires. I am ready to contribute to your district's success immediately.

Thank you for your time and consideration. I welcome the opportunity to speak with you further.

Sincerely,

Danielle Lewis, LMSW-C, SSW, M.Ed

Danielle Lewis, LMSW-C, SSW, M.Ed

Trauma Trainer | BTAM Certified | CPI Trained

EDUCATION

Master of Arts: Educational Leadership, Central Michigan University 2020

Master of Arts: Social Work, Wayne State University, Detroit, MI 2014

Bachelor of Arts: Social Work, Michigan State University, East Lansing, MI 2013

Graduate Certificate in Educational Neuroscience, Butler University

EXPERIENCE

Soul Work Institute, LLC | Roseville, MI

Founder, Private Practice 1/2021 – Present

- Built and operated a solo private practice serving women navigating life transitions, identity, and emotional wellness.
- Delivered evidence-informed care using CBT, ACT, trauma-informed, and attachment-based approaches.
- Administered trauma-focused assessments, including ACE screenings; applied evidence-based trauma frameworks and trauma-informed treatment planning.
- Coordinated crisis triage and safety planning, including duty-to-warn procedures and community resource linkage.
- Wrote client-facing curricula and guides that complemented therapeutic goals for clients who opted in.

Roseville Community Schools | Roseville, MI

School Social Worker 1/2023 – 06/2025

- Designed and delivered professional development training for school staff on SEL, trauma-informed practices, and mental health awareness
- Provided clinical supervision and mentorship for limited licensed social workers and graduate-level interns
- Coordinated and developed classroom and community programs aligned with MTSS frameworks and tiered levels of support.
- Assessed, observed, and evaluated students exhibiting behavioral or emotional needs; applied BTAM (Behavior Threat Assessment and Management) protocols.
- Created, implemented, and facilitated youth psychoeducational groups targeting social-emotional learning (SEL) competencies.
- Completed Functional Behavior Assessments and developed Behavior Intervention Plans; administered and interpreted empirically-based assessments.

Metro Charter Academy | Romulus, MI

Upper Elementary Dean (Assistant Principal) 1/2021 – 08/2021

- Led and coached a team of educators through weekly classroom observations and one-on-one meetings.
- Supported academic growth by providing feedback and evaluating educators.
- Supervised and provided support for student discipline.
- Managed and supported the growth of positive parent-school relationships.
- Supported the development of school culture and staff engagement.

National Heritage Academies | Taylor, MI

School Social Worker, Lead Social Worker 08/2014 – 12/2020

- Led professional development sessions designed to address staff and students' social-emotional needs, including trauma-informed practices and ACEs awareness.
- Assessed, observed, and evaluated students exhibiting behavioral or emotional needs; implemented PBIS-aligned intervention strategies.

- Completed Functional Behavior Assessments and developed Behavior Intervention Plans; administered and interpreted empirically-based assessments.
- Implemented and supported PBIS frameworks and MTSS tiered systems across building and district levels.
- Mentored new and existing school social workers holding limited licensure.
- Participated in and planned large-group supervision and professional development sessions.

ORGANIZATIONS & AWARDS

Michigan Association of School Social Workers (MASSW) – Region M President (2023–2025)

- Served as a statewide liaison and board member, collaborating with the Michigan Department of Education, professional organizations, and community-based agencies on systemic mental health policy and practice.
- Led regional professional development and large-group facilitation for school social work practitioners across diverse districts.

School Social Worker of the Year – MASSW Region M (2023–2024)

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
P.O. BOX 30670
LANSING, MI 48909

STATE OF MICHIGAN - DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

BOARD OF SOCIAL WORK
MASTERS SOCIAL WORKER LICENSE

CLINICAL

DANIELLE NICOLE LEWIS

LICENSE NO.	ORIGINAL ISSUE DATE	EXPIRATION DATE	
6801097261	01/22/2018	01/22/2029	2612150143

DANIELLE NICOLE LEWIS

COMPLAINT INFORMATION:

THE ISSUANCE OF THIS LICENSE SHOULD NOT BE CONSTRUED
AS A WAIVER, DISMISSAL OR ACQUIESCENCE TO ANY
COMPLAINTS OR VIOLATIONS PENDING AGAINST THE LICENSEE,
ITS AGENTS OR EMPLOYEES.

FUTURE CONTACTS:

YOU SHOULD DIRECT INQUIRIES REGARDING THIS LICENSE OR
ADDRESS CHANGES TO THE DEPARTMENT OF LICENSING AND
REGULATORY AFFAIRS BY EMAILING BPLHELP@MICHIGAN.GOV
OR CALL (517) 241-0199

YOUR LICENSE MUST BE DISPLAYED IN A PROMINENT PLACE.

GRETCHEN WHITHER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BOARD OF SOCIAL WORK
MASTERS SOCIAL WORKER LICENSE
CLINICAL

DANIELLE NICOLE LEWIS

LICENSE NO.

ORIGINAL ISSUE DATE
01/22/2018

EXPIRATION DATE
01/22/2029

2612150143

THIS DOCUMENT IS DULY
ISSUED UNDER THE LAWS OF
THE STATE OF MICHIGAN

Angela Hughes, M.Ed., LLPC

School Counselor

March 10, 2026

Human Resources
Clintondale Community Schools

I am writing to express my interest in the Middle School Counselor position at Clintondale Middle School. As a dedicated school counselor with experience supporting elementary students academically, socially, and emotionally, I am excited about the opportunity to bring my passion for student advocacy and student development to the middle school level. I currently serve as an Elementary School Counselor at Advanced Technology Academy, where I support students in grades 1–5 through academic guidance, social-emotional support, and responsive counseling services.

In my current role, I provide individual counseling, facilitate small group interventions, and deliver classroom social-emotional learning lessons that focus on skills such as conflict resolution, emotional regulation, and positive peer relationships. I also support attendance initiatives, collaborate with teachers and administrators, and communicate with families to address student concerns early and proactively. Through regular student check-ins and behavior support strategies, I work to ensure that students feel heard, supported, and prepared to succeed both academically and socially.

I am especially passionate about helping students navigate the transition into adolescence. Middle school is a critical time when students are developing identity, managing peer relationships, and learning to balance increased academic expectations. My counseling approach focuses on equipping students with practical coping strategies, decision-making skills, and emotional awareness so they can confidently manage challenges while building resilience and self-confidence.

In addition to my counseling experience, I hold a Master of Education in School Counseling and I am currently pursuing doctoral studies in Community Care and Counseling with a focus on Marriage and Family. My continued professional development reflects my commitment to supporting the whole child and strengthening the school community through collaborative, student-centered support.

I would welcome the opportunity to contribute my counseling experience, collaborative approach, and commitment to student success. Thank you for your time and consideration. I look forward to the opportunity to discuss how I can support students and staff within your school community.

Sincerely,

Angela Hughes, M.Ed., LLPC

Angela Hughes, M.Ed., LLPC

Elementary School Counselor | LLPC | 504 Coordinator | Founder & Executive Director, Freedom Flow Creative Counseling Center

Professional Summary

Dedicated Elementary School Counselor and Limited Licensed Professional Counselor (LLPC) with experience supporting students' academic, social, and emotional development through individual and group counseling, behavioral interventions, and collaborative support services. Skilled in Section 504 coordination, student advocacy, and restorative practices to promote positive school climates and student success. Serves as National Elementary Honor Society Advisor and founder of Freedom Flow Creative Counseling Center. Doctoral student in Community Care Counseling (Marriage and Family) at Liberty University.

Core Competencies

School Counseling • Social-Emotional Learning (SEL) • Individual & Group Counseling • MTSS • PBIS • Section 504 Coordination • Crisis Intervention • Conflict Resolution • Student Leadership Development • Academic & Career Guidance • Family Engagement • Trauma-Informed Student Support

Professional Experience

Elementary School Counselor | 504 Coordinator | NEHS Advisor

Advanced Technology Academy — Dearborn, MI | Aug 2024 – Present

- Provide individual and group counseling supporting students' academic, social, and emotional development
- Coordinate and monitor Section 504 accommodation plans ensuring compliance and student support
- Collaborate with teachers, administrators, and parents to address student needs and interventions
- Participate in IEP and student support team meetings to implement intervention strategies
- Advise the National Elementary Honor Society, promoting leadership, service, and academic excellence

Administrative Coordinator – Student Services

Michigan Collegiate Middle/High School — Warren, MI | Mar 2010 – Aug 2024

- Supported student services and administrative operations in a middle and high school environment
- Maintained confidential student records, transcripts, and documentation
- Coordinated communication between administrators, counselors, teachers, and families
- Assisted with counseling-related administrative processes and student support services

Professional Leadership

Founder & Executive Director — Freedom Flow Creative Counseling Center

Education

Doctoral Studies – Community Care Counseling (Marriage & Family), Liberty University — Expected 2028

Master of Education – School Counseling, Liberty University

Bachelor of Arts – Psychology / General Studies, Baker College

Associate of Arts – Liberal Arts, Marygrove College

Licenses & Certifications

Limited Licensed Professional Counselor (LLPC) – Michigan
Notary Public – Michigan
Licensed Minister – Michigan

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING
P.O. BOX 30670
LANSING, MI 48909

6451024893APP26

STATE OF MICHIGAN - DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BOARD OF COUNSELING
LIMITED LICENSED COUNSELOR LICENSE

ANGELA HUGHES

ANGELA HUGHES

LICENSE NO.	ORIGINAL ISSUE DATE	EXPIRATION DATE	
6451024893	03/03/2026	03/03/2027	2662090315

COMPLAINT INFORMATION:

THE ISSUANCE OF THIS LICENSE SHOULD NOT BE CONSTRUED
AS A WAIVER, DISMISSAL OR ACQUIESCENCE TO ANY
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OR CALL (517) 241-0199

YOUR LICENSE MUST BE DISPLAYED IN A PROMINENT PLACE.

GRETCHEN WHITNER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BOARD OF COUNSELING
LIMITED LICENSED COUNSELOR LICENSE

ANGELA HUGHES

LICENSE NO.

ORIGINAL ISSUE DATE
03/03/2026

EXPIRATION DATE
03/03/2027

2662090315

THIS DOCUMENT IS DULY
ISSUED UNDER THE LAWS OF
THE STATE OF MICHIGAN



**Clintondale Community Schools
Business Office**

35100 Little Mack, Clinton Township, Michigan 48035-2633

Phone: (586) 791-6300 • Fax: (586) 791-6786

www.clintondaleschools.net

MEMORANDUM

TO: Board of Education

FROM: Kevin Taratuta, Chief Financial Officer

DATE: May 11, 2026

RE: Food Service Management Contract (FSMC) renewal for the 2026-2027 school year

Dear Board of Education Trustees;

State and federal regulations regarding food service contracts mandate an annual renewal process. According to federal law (7 CFR 210.16), the contract between a school food authority and a food service management company is limited to a duration of one year. This agreement may include options for annual renewals for up to four additional years. All contracts must include a termination clause allowing either party to cancel for cause with a 60-day notification period.

Clintondale Community Schools has maintained a contract with Southwest Foodservice Excellence, LLC (SFE) since the 2022-2023 school year. The current submission represents the third contract renewal. SFE continues to meet the terms and conditions of the agreement as approved by the Michigan Department of Education (MDE).

The renewal includes a 4% increase to both management and administrative fees. The increase represent the Midwest CPI data for Food Away From Home, which MDE uses as a benchmark for these kinds of fee adjustments. The contract renewal has been reviewed and approved by MDE and remain within the escalation parameters established in the original contract with SFE.

School Year 2026-2027
Food Service Management Company
Sponsor Acknowledgement for Contract Renewal

Sponsor Name	Agreement Number
Clintondale Community Schools	50070
Food Service Management Company Name	Year of Original Contract
Southwest Foodservice Excellence, LLC.	4
By signing this Sponsor Acknowledgement for Contract Renewal, the Sponsor acknowledges its responsibilities as outlined in the food service contract, including the overall operational and financial responsibility for the Child Nutrition Programs. The Sponsor acknowledges it is required to conduct monthly (or at least quarterly) invoice reconciliations of its food service contract to ensure compliance with Federal law. The Sponsor certifies its staff directly and independently conducts reconciliations of food service contract invoices to verify the usage and crediting of USDA Foods, allowable costs, and the accuracy of fees and/or per meal charges in accordance with the Sponsor's food service contract. The Sponsor further acknowledges it may be required to submit copies of any and all books and records pertaining to the food service contract including, but not limited to, the following: food service contract invoices with supporting documentation from the company, Sponsor's internal reconciliation materials, distributor invoices, and all other related documents.	
Note: The Sponsor <u>must sign</u> this page prior to uploading into GEMS/MARS.	
Sponsor's Authorized Representative Signature	Date
Printed Name/Title	

**Note: Do not complete this tab if sponsor has a Fixed Price contract.
Use the Fixed Price Agreement form on next tab.**

Sponsor Name		Agreement Number			
Food Service Management Company Name		Year of Original Contract			
Cintondale Community Schools		50070			
Southwest Foodservice Excellence, LLC.		2022-23			
This document contains the rates and fees for the furnishing of food service management for non-profit food service programs for the period beginning July 1, 2026, and ending June 30, 2027. The terms and conditions of the original contract are applicable to the contract renewal. The Consumer Price Index for All Urban Consumers (CPI-U) for the Midwest Region for December 2025 is 4% as released by the U.S. Bureau of Labor Statistics. The Equivalent Meal Factor increased from \$4.9700 to \$5.14 for SY 2025-2026.					
This Contract Renewal Agreement, attachments, and the original Contract, with addenda, if any, constitute the entire agreement between the Sponsor and the Food Service Management Company. The parties shall not execute any additional contractual documents pertaining to this Contract, except as permitted by applicable law.					
RATES MUST NOT BE ROUNDED UP					
Fee Items	Current SY 25-26 Rate (must match what was approved by MDE for the SY 25-26 renewal)	Percentage Rate of Increase		New SY 26-27 Rate**	Note:
		% Per Original Contract	Other Agreed Upon % for SY 25-27*		
1. Management Fee per Meal (breakfast and lunch) and Meal Equivalent (a la carte)	\$ 0.0754	6%	4%	\$ 0.0784	*Only percentage rates lower than the original contract's percentage rate may be negotiated and/or agreed upon by both parties (such as 0%) for renewals. Higher negotiated percentage rates are not allowed; a rebid for new contract terms will be necessary. **Price Per Meal and Meal Equivalents must be quoted as if no USDA Donated Commodities will be received. ***Planned Client Investment refers to any planned dollar amount the FSMC will invest on the Sponsor's behalf to improve the food service program (such as the purchase of large kitchen equipment or improvements to serving lines, etc.). The Sponsor will pay back that dollar amount to the FSMC over a specified time period as agreed upon by both parties.
2. Administrative Fee per Meal or Month	\$ 0.1627	6%	4%	\$ 0.1692	
3. Reimbursable Breakfasts					
4. Reimbursable Lunches					
5. A la Carte Meal Equivalents					
6. After School Snacks					
7. At Risk Suppers					
8. Special Milk					
9. Has the SY 26-27 budget been agreed upon by the Sponsor and FSMC? (yes/no)		Yes			
10. Advance Payment dollar amount for SY 26-27, if any		\$ -			
11. Guaranteed Return dollar amount for SY 26-27, if any		\$ -			
12. Planned Client Investment*** dollar amount for SY 26-27, if any		\$ -			
13. Has the Sponsor made any changes to the scope of service in the last year?		Describe Changes Made in the Last Year		Addendum or Amendment Approved by MDE (yes/no)	
(X) Mark all that apply.					
Added or closed a site(s)					
Began a new child nutrition program, such as CACFP, SFSP, FFVP, etc.					
Made changes to meal types served, such as adding snacks or suppers					
Added a vendored meal agreement/contract with another sponsor					
Added an alternate agreement with another local education authority (LEA)					
Made changes to revenue, such as catering, concessions, vending machines, etc.					
Other (describe)					
Before MDE Approval - Both parties must sign this portion prior to GEMS/MARS upload.		After MDE Approval			
The Food Service Management Company (FSMC) certifies that it will operate in accordance with all applicable State and Federal laws and regulations. By submission of this proposal, the FSMC certifies that, in the event it receives a renewal award under this solicitation, the FSMC shall operate in accordance with applicable program laws and regulations. The FSMC shall not plead misunderstanding or deception because of such estimates of quantities, or of the character, location, or other conditions pertaining to the proposal. This Agreement shall not exceed one year.		FOR MDE USE ONLY			
IN WITNESS WHEREOF, both parties agree to the terms specified on this Contract Renewal Agreement and hereto have caused this Agreement to be signed by their duly authorized representative on this day and year.		Michigan Department of Education (MDE) has reviewed and approved this Food Service Management Company Contract Renewal Agreement for School Year 2026-2027.			
FSMC's Authorized Representative Signature		MDE Reviewer Signature		Date Approved	
Stephen C. Odom		Tammie Saul		4/24/26	
Printed Name/Title		Sponsor must sign this section AFTER MDE's review/approval in GEMS/MARS.			
Chris Odom/President		The Sponsor may proceed with this item at the next board meeting for approval and obtain the authorized Board Representative signature and date below. Once the contract renewal is fully executed, it is the Sponsor's responsibility to upload a copy of the final, fully executed FSMC Contract Renewal Agreement form into GEMS/MARS and submit a copy to the FSMC.			
Sponsor's Authorized Representative Signature		Sponsor's Board Representative Signature		Date	
Kevin Tordella				3/18/26	
Printed Name/Title		Printed Name/Title			
Kevin Tordella, Chief Financial Officer					

April 22, 2026

Kenneth Janczarek
Clintondale Community Schools
35100 Little Mack Ave
Clinton Township, MI 48035-2633

Dear Kenneth,

On behalf of your Association's Board of Directors and staff, I want to thank you for the opportunity to support, promote and enhance the vital service and leadership you provide for Michigan's public schools and students. As MASB remains committed to serving your district through advocacy, information sharing, legal service and more, we ask that you remain committed to MASB.

The renewal period for your district's MASB membership is now open and the invoice has been sent to your district's business office. We request that it be **submitted by July 10, 2026**. Your total invoice amount for this year is **\$4,715.76**.

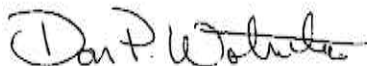
One of the many benefits of membership with MASB is the ability to participate in the SET SEG risk pools. In addition to competitive rates, many of our member districts enjoy significant workers' compensation contribution reductions and property casualty net asset returns. Your district received **\$22,053.00** in savings this past year.

Members can also enroll in MASB's Legal Trust Fund, which provides a secure fund for districts to access if they need paid legal services. **Your district's Legal Trust Fund Annual Contribution is \$184.00**, which is included in your total invoice price.

Other member-only benefits are outlined in the included Member Benefits flyer.

We are committed to providing great value for your current and emerging needs. Our goal is to help you spend more of your time making a difference and enhancing your ability to positively impact your students, district, and community. We invite you to join your peers in maintaining a powerful voice in the education dialogue as members of MASB. If you have any questions, please call me at 517.327.5900.

Sincerely,



Don P. Wotruba, CAE
Executive Director



TRANSFORM STUDENT SUCCESS THROUGH MASB MEMBERSHIP

At MASB, we value the power of unity among education boards. With more than 600 member school districts, we promote collective action to enhance your ability to positively influence all students. Discover the benefits of membership and uncover new opportunities for your district.

ADVOCACY AND LEGISLATION

Legislative Representation – MASB serves as your dedicated advocate, championing local control and safeguarding the interests of public education in legislative arenas.

News From the Capitol – receive timely updates and alerts on crucial legislative developments directly to your inbox, keeping you informed and prepared to take action.

BOARD SUPPORT

District Solutions – access to a variety of discounted services such as BoardBook, an electronic board agenda tool, the Michigan Liquid Asset Fund Plus, a comprehensive cash management program, and the Michigan Schools Energy Cooperative.

Executive Search – our experienced team works closely with your board to identify and recruit the ideal superintendent, tailored to meet the unique needs and goals of your district.

Insurance Services – secure your district with property casualty and workers' compensation pool coverage through our partnership with SET SEG. To be eligible for SET SEG coverage, districts must be members of MASB.

Labor Relations – guidance and support in labor negotiations, conflict resolution, and employee relations to foster positive working environments within your district.

Legal Counsel – free expert legal advice and interpretation of school law, recent court decisions, and Attorney General opinions to ensure compliance and mitigate legal risks.

Legal Trust Fund – member boards can join MASB's Legal Trust Fund, providing access to financial assistance for litigation support upon request.

Policy Development – we've partnered with Neola to provide policy services, helping districts develop and refine policies for compliance and best practices.

Strategic Planning – our data-driven strategic planning process assists districts with the development of a comprehensive plan, fully aligned with MDE's MICIP for improvement that includes all district stakeholders.

LEARNING

Annual Leadership Conference – a dynamic two-day educational experience featuring nationally-renowned speakers, Board Member Certification (CBA) classes, interactive clinic sessions and an exhibit show.

Board Member Certification (CBA) Courses – choose from self-paced online, live virtual, or in-person formats to enhance your skills, stay informed on crucial issues, and earn recognition through our seven award levels and specialty certifications.

Networking Opportunities – connect with fellow board members, superintendents, mentors and other school leaders within the education community.

Publications and Bookstore – keep up to date with educational news through *DashBoard*, our weekly e-newsletter, *LeaderBoard* magazine, which is published three times a year, and *MI SoundBoard*, our bi-monthly podcast.

Whole Board Training – tailored sessions for your district and at your selected location. Our customized workshops cover topics like board self-assessment, district goal-setting, teambuilding, superintendent evaluation, governance training and more. Each year, we provide hundreds of workshops to member districts.

Kevin Taratuta, Chief Financial Officer
Clintondale Community Schools
35100 Little Mack Ave.
Clinton Township, MI 48035



2026-2027 Student Accident/Catastrophic Insurance Renewal

Enclosed is Clintondale Community School's renewal packet for the 2026-2027 school year.

There will be no change to the school's renewal rates and medical benefits will remain the same for both the student accident and catastrophic policy.

Purpose of the School's Student Accident/Catastrophic Policy

- ❖ While staff members do their best to prevent injuries from occurring, students are unpredictable and accidental injuries seem inevitable while participating in sports.
- ❖ Certain parents are unmanageable when it comes to their student sustaining an injury. This policy is utilized to ease these confrontational situations and save staff member's time and effort. Once a parent understands that a district policy is established to assist with their student's medical expenses, the tension usually eases.
 - These confrontational situations are becoming more common for schools as the affordability for health insurance is having parents select a plan with a higher deductible or more limitations. Thus, what parents owe (out-of-pocket) will be higher and can be a financial strain for the family.
 - Keep in mind that many students are uninsured for a variety of reasons. Still, these students are participating in school activities under a school's supervision.
- ❖ As many school administrators have told me, the annual cost of a student accident policy is much more affordable than the process of litigation.

DUE DATE for Signed Renewal Applications & Payment:

Enclosed you will find your school's 2026-2027 renewal applications (2 documents). Please complete the renewal applications by **July 13th, 2026**. Emailing or mailing the signed applications is acceptable. As a reference, a copy of last year's applications are included.

A billing invoice is also enclosed. The payment will need to be received by Student Assurance Services prior to the start of the new policy year - **August 1st, 2026**.

I appreciate your business and look forward to working with you next school year. If you have any questions about the renewal, please call me at (800) 328-2739 or sonnyvh@sas-mn.com.

Sincerely,

Sonny Heinrich, Director of K-12 Operations
Student Assurance Services, Inc.

*Specializing in Accident Coverage for Students while:
Attending School – Playing Interscholastic Sports – Participating in Camps/Rec Programs/Youth Events
Toll Free: (800) 328-2739 – Fax: (651) 439-0200 – Email: sonnyvh@sas-mn.com*



STUDENT ASSURANCE SERVICES, INC.
P.O. BOX 196
STILLWATER, MN 55082-0196

2026-2027 BILLING INVOICE

Clintondale Community Schools
35100 Little Mack Ave.
Clinton Township, MI 48035

GROUP ATHLETIC COVERAGE:

Junior High Premium	=	\$750.00
Senior High Premium	=	<u>\$5,000.00</u>
		Sub Total: \$5,750.00

CATASTROPHIC COVERAGE:

Class 1: 6 th -8 th Grade: Student Enrollment (251-500)	=	\$400.00
Class 1: 9 th -12 th Grade: Student Enrollment (201-400)	=	<u>\$350.00</u>
		Sub Total: \$750.00

TOTAL PREMIUM DUE	=	\$6,500.00
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The premium is due prior to the effective date of the policy (August 1st).

THANK YOU

Student Accident Insurance

Comprehensive Group Athletic Plan

Policy GA-2200Ed.11-16(ID)(LA)(MN)(MT)(NC)(ND)(OH)(SD)(TX)

SUMMARY OF COVERAGE

The school purchased a group insurance policy that provides benefits for accidental bodily injury incurred while the student is:

- a. Practicing for or competing in interscholastic sports which are exclusively sponsored and supervised by the School, as a representative of the policyholder and under the direct and immediate supervision of an employee of the policyholder.
- b. Traveling directly to or from such practice or competition in a vehicle designated by the policyholder and under the supervision of an employee of the policyholder.

The Medical Benefits and Exclusions below apply to the summary of coverage above.

MEDICAL BENEFITS

When injury covered by this policy results in treatment by a licensed physician within 60 days from the date of injury, the Company will pay the Usual and Customary (U&C) expenses incurred for covered services as listed below, for expenses actually incurred within one year from the date of injury up to maximum medical benefit of **\$50,000 per injury**. Unless stated otherwise, all amounts below are per injury.

This insurance plan is secondary to all other valid coverage. A claim must be filed with other valid coverage first! (This coverage is primary in ID) This insurance plan does not cover penalties imposed for failure to use providers preferred or designated by the primary coverage. (In NC, other valid coverage does not include automobile or liability coverage)

PHYSICIAN'S SERVICES

- a) **Surgical Care** (surgeon, assistant surgeon, anesthesia) - U&C, up to \$2,500
- b) **Nonsurgical Care** (includes physiotherapy performed other than in a hospital, 1 visit per day) - U&C, up to \$100 per visit, maximum 10 visits

HOSPITAL CARE

- a) **Inpatient Care**
 - 1) Hospital Semi-private Room - U&C, up to \$700 per day
 - 2) Hospital Miscellaneous Services (includes charges for registered nurse) - U&C, up to \$2,000
- b) **Outpatient Care**
 - 1) Facility Charges for Day Surgery - U&C, up to \$2,000
 - 2) Emergency Room - U&C, up to \$1,000

Note: benefits for Hospital miscellaneous and outpatient care charges are limited to services not scheduled under medical benefits.

X-RAY SERVICES (includes charges for reading) - U&C, up to \$300

DIAGNOSTIC IMAGING (MRI, CT Scans, bone scans, includes charges for reading) - U&C, up to \$500

DENTAL TREATMENT (in lieu of all other medical benefits; for repair and/or replacement of each sound and natural tooth) - U&C, up to \$200 per tooth (In SD, sound and natural is deleted)

AMBULANCE SERVICES - U&C, up to \$700

ORTHOPEDIC APPLIANCES (when prescribed by a physician for healing; includes charges for durable medical equipment) - U&C, up to \$200

PRESCRIPTION DRUGS (take home) - U&C, up to \$400

REPLACEMENT OF EYEGLASSES, HEARING AIDS, CONTACT LENSES (when medical treatment is required for a covered injury) - U&C, up to \$500

LABORATORY SERVICES (Outpatient) - U&C, up to \$400

SHOTS AND INJECTIONS (Outpatient, in lieu of physician non-surgical care) - U&C, up to \$300

MOTOR VEHICLE INJURY - Same as any Injury, up to \$2,500

The policy contains a provision limiting coverage to usual and customary charges. This limitation may result in additional out-of-pocket expenses for the insured.

EXCLUSIONS - No Benefits Will Be Allowed For:

1. Any sickness, disease, infection (unless caused by an open cut or wound), including but not limited to: aggravation of a congenital condition, blisters, headaches, hernia of any kind, mental or physical infirmity, Osgood-Schlatter disease, osteochondritis, osteochondritis dissecans, osteomyelitis, spondylolysis, slipped femoral capital epiphysis, orthodontics.
2. Injuries for which benefits are payable under Workers' Compensation or Employer's Liability Laws. (In NC, benefits are excluded if the employer, employee or carrier is responsible or liable according to final adjudication or settlement order under state law)
3. Any Injury involving a two or three-wheeled motor vehicle or snowmobile or any motorized or engine driven vehicle not designed primarily for use on public streets and highways, unless the insured is participating in an activity sponsored by the Policyholder. (In ID, an insured person must be participating as a professional)
4. In Ohio - Reinjury if the insured participated in a covered activity against medical advice.

It is not the intent of this policy to provide benefits for an existing medical problem. A re-injury will be covered if the insured has been treatment free for a period of 180 days prior to the effective date of the policy. (In OH, this provision does not apply)

ACCIDENTAL DEATH AND DISMEMBERMENT

When injury covered by this policy results in Accidental Death or Dismemberment within 180 days from the date of accident, the following benefits will be payable.

Loss of Life \$ 2,500
Single Dismemberment \$ 2,500

Double Dismemberment \$10,000

CLAIM PROCEDURE

Filing of the claim is the parent's responsibility.

1. Parents notify the school and obtain a claim form immediately. The school completes Part A of the claim form if it is a school injury.
2. Parents complete Part B of the claim form. Answer all questions.
3. Parents submit copies of the student's itemized bills to the student's family medical or dental coverage first, even if there is a large deductible. The other insurance plan will send a report called an Explanation of Benefits (EOB). (This coverage is primary in ID)
4. Parents send the completed claim form, copies of the student's itemized bills and the EOB to:
STUDENT ASSURANCE SERVICES, INC.
PO BOX 196 • STILLWATER MN 55082
5. The claim will be completed when all of the above documents have been provided. For claim questions, contact Student Assurance Services, Inc. at (800) 328-2739, between 8am-4:30pm CST.

NOTE: Student must have been treated by a licensed physician within **60 days** of the date of injury. Proof of claim must be submitted within 90 days from the date of accident, or a reasonable time thereafter not to exceed one year. Itemized bills should be submitted within 90 days from the date of treatment or a reasonable time thereafter not to exceed one year. The company is responsible only for expenses incurred within one year from the date of injury. (In NC, itemized bills must be submitted within 180 days from the date of treatment not to exceed one year)

EFFECTIVE AND EXPIRATION DATE

Coverage becomes effective the first day of authorized interscholastic sports practice. Interscholastic sports coverage will expire on the last day of the authorized season of the current school year.

This provides a very brief description of some of the important features of the insurance policy. It is not the insurance policy and does not represent it. A full explanation of benefits, exceptions and limitations is contained in the Group Accident Insurance Policy Form GA-2200Ed.11-16 (and any state specific) and any applicable endorsements. This policy is considered term accident insurance (except in ID) and is non-renewable. This product may not be available in all states and is subject to individual state regulations. The Master Policy is issued to the School District/School. A copy of the Privacy Notice and Certificate of Coverage (where applicable) may be obtained on the website www.sas-mn.com.

Underwritten by
Ameritas 
Ameritas Life Insurance Corp.
Lincoln, Nebraska

L-4615(2026)



Administered by
STUDENT ASSURANCE SERVICES, INC.
P.O. BOX 196
STILLWATER, MINNESOTA 55082

13-GA

CATASTROPHIC ACCIDENT INSURANCE

2026 – 2027 School Year



BENEFIT SUMMARY

- Provides Accident Medical Expense Benefits with a maximum benefit of \$5,000,000 per Insured per Covered Accident. Accident Expense Benefits are payable:
 - (a) after \$25,000 of covered expenses have been incurred within two years after the date of the Covered Accident; and
 - (b) after benefits have been paid under other Health Care Plans; and
 - (c) for Covered Expenses incurred within 10 years from the date of the Covered Accident.
- Provides an Accidental Death benefit of \$10,000, and a Dismemberment benefit of up to \$20,000.

CLASS DESCRIPTION & COVERAGE

- CLASS 1: All student athletes, student managers, student trainers, student coaches, cheerleaders and band members who participate in school sponsored and supervised interscholastic athletic activities.
- CLASS 2: All students, from pre-kindergarten through the twelfth grade, while they are attending regularly scheduled classes and taking part in all school-sponsored and supervised activities including off-season athletic training and conditioning, except interscholastic athletics. (Includes Class 3 students, if Class 2 students are covered under the Policy)
- CLASS 3: All students who participate in all school-sponsored and supervised extracurricular non-athletic activities and clubs.

PREMIUM

- CLASS 1: Rate is based on the *total enrollment* of each High School & Junior High, not just athletes. If you need Class I Sports Coverage for Junior High & 9th Grade, but the 9th Grade is in a different building, add the total number of 9th Grade students to the enrollment of the Junior High and use the corresponding Junior High rate.

RATE PER BUILDING

Number of Students in each High School		Number of Students in each Junior High	
0-200	\$ 250	0-100	\$ 150
201-400	\$ 350	101-250	\$ 200
401-1,000	\$ 600	251-500	\$ 400
1,001-1,400	\$ 1,250	501-750	\$ 650
1,401 & up	\$ 1,650	751 & up	\$ 1,000

- CLASS 2: \$1.20 per student
- CLASS 3: \$0.40 per student

100% participation is required - Minimum Policy Premium - \$500.00

HOW TO ENROLL

- Please complete the attached APPLICATION
- Include your check with the APPLICATION made payable to Student Assurance Services, Inc.
- Please send the APPLICATION and check to:

STUDENT ASSURANCE SERVICES, INC.
P.O. BOX 196
STILLWATER, MN 55082-0196

This brochure provides a summary of the coverage to be provided and is not intended to substitute for or duplicate policy provisions. It is subject to the provisions of the policy of insurance to be issued by Great American Insurance Company. You will need to contact us for exact policy language, as well as for any limitations and restrictions that may be applicable. The policy is the only contract between the Policyholder and us. It contains the actual terms, conditions and limits of the coverage to be provided. If there is any conflict between this quote and the policy, the policy will govern in all cases. Acceptance of this quote is contingent upon and subject to the actual terms and conditions of the policy as issued.

CONTACT INFORMATION

- Marketed by: Student Assurance Services, Inc.
333 North Main Street
P.O. Box 196
Stillwater, MN 55082-0196
Phone (651) 439-7098 – Toll Free 1-800-328-2739
- Underwritten by: Great American Insurance Group
Cincinnati, Ohio 45202

- Description of Coverage**
This plan provides benefits for Covered Expenses incurred for treatment of injuries resulting directly, and independently of all other causes, from a Covered Accident. The Covered Accident must occur while the student is taking part in the activity described in the Covered Activity(ies), or while traveling, via transportation provided by the school, directly to or from an activity as a member of a group supervised by the school.
- General Limitations**
Benefits are payable only for Covered Losses incurred as a result of participation in Covered Activities.
LIMITATION ON MULTIPLE COVERED ACTIVITIES: If an Insured suffers a Covered Loss while participating in more than one Covered Activity, We will pay only one benefit, the largest benefit unless there is a specific written exception in this Policy. **LIMITATION ON MULTIPLE BENEFITS:** If an Insured can recover benefits under more than one of the Benefits stated in the Schedule, as a result of the same Accident, We will pay only one benefit, the largest benefit.

• **Accident Medical Expense Benefits**

If, as a result of a covered injury, the Insured, requires care and treatment rendered by a doctor, the Company will pay the Usual and customary charges which are deemed medically necessary provided the first expense is incurred no later than 180 days after the date of the Covered Accident. This Benefit is payable subject to the Benefit Maximum per Covered Accident, the Deductible, and the Maximum Benefit Period shown in the Application.

The benefit amount for this benefit is payable in excess of any In Force Policy and its applicable deductible. In the event and only in the event of the reduction or exhaustion of the limit of insurance of the In Force Policy solely as the result of actual payment of benefits covered thereunder, this Policy shall pay excess of the reduced limit of insurance of the In Force Policy and its applicable deductible. This Policy shall only pay pursuant to the terms and conditions of this Policy and no other policy. We will pay the Usual and Customary amount, reduced by the payment by any other insurance plan. This Policy will recognize payment by any other insurance plan as reducing or satisfying the deductible amount of this Policy.

• **Accidental Death and Dismemberment Benefit**

If an Insured suffers a loss of life as a result of a Covered Injury, We will pay the applicable amount shown in the Schedule. The death must occur within 365 days of the Covered Injury.

• **Accidental Dismemberment Benefit**

If a Covered Injury to an insured results in any of the following Covered Losses, We will pay the percentage shown below. The Covered Loss must occur within 365 days of the Covered Accident. The benefit amount is based on the maximum amount shown in the Schedule for the person suffering the Covered Loss.

<u>Covered Loss</u>	<u>Percentage of Maximum Amount</u>	<u>Covered Loss</u>	<u>Percentage of Maximum Amount</u>
Both Hands or Both Feet	100%	Sight of Both Eyes	100%
One Hand or One Foot plus the loss of Sight of One Eye	100%	Speech and Hearing	100%
One Hand; One Foot; or Sight of One Eye	50%	Hearing in One Ear	25%
Thumb and Index Finger of the same Hand	25%		

• For purposes of this Benefit, DEFINITIONS is amended to include the following: Covered Loss means:

1. For a foot or hand, actual severance through or above the ankle or wrist joint;
2. For thumb and index finger, complete severance through or above the metacarpophalangeal joint of Both digits;
3. Total and permanent loss of sight;
4. Total and permanent loss of speech; or
5. Total and permanent loss of hearing.

• **General Exclusions** - A loss will not be a Covered Loss if it is caused by, contributed to, or results from:

1. Sickness, disease, mental infirmity, emotional or psychological trauma, or bacterial or viral infection, or medical or surgical treatment thereof, except for any bacterial infection resulting from an accidental external cut or wound or accidental ingestion of contaminated food;
2. Suicide, self-destruction, attempted suicide or self-destruction, or intentional self-inflicted injury, while sane or insane;
3. War or any act of war, whether declared or not;
4. Commission of, or attempt to commit, a felony, an assault, or other illegal activity;
5. The covered person being legally intoxicated as determined according to the laws of the jurisdiction in which the injury occurred;
6. The covered person being intoxicated or under the influence of any drugs or narcotics unless administered by or upon the advice of a physician.
7. Any loss arising out of terrorism or terrorist acts.
8. Injury covered by workers' compensation, employer's liability laws, or similar occupational benefits, or while engaging in activity for monetary gain from sources other than the Policyholder;
9. A covered accident that occurs while on active duty service in the military, naval or air force of any country or international organization. Upon our receipt of proof of service, we will refund any premium paid for this time. Reserve or National Guard active duty training is not excluded, unless it extends beyond 31 days;
10. Travel in any aircraft owned, leased, or controlled by the Policyholder, or any of its subsidiaries or affiliates. An aircraft will be deemed to be "controlled" by the Policyholder if the aircraft may be used as the Policyholder wishes for more than 10 straight days, or more than 15 days in any year;
11. Practice or play in any sports activity, including travel to and from the activity and practice, except as specifically provided in the policy;
12. Aggravation, during a covered activity, of an injury the covered person suffered before participating in that covered activity, unless we receive a written medical release from the covered person's physician;
13. Participation in covered activities not sponsored by or under the supervision of the Policyholder.
14. The covered person riding or driving in any kind of race.

• **Accident Medical Exclusions:** In addition to the General Exclusions stated in the Policy, We will not cover expenses under this additional benefit for:

1. Pre-existing conditions occurring within the first 12 months of coverage (except as specifically provided by the policy);
2. Treatment by persons employed or retained by a Policyholder, or by any immediate family member or member of the covered person's household;
3. Pregnancy, childbirth, or miscarriage;
4. Elective abortion, an abortion for any reason other than to preserve the life of the female upon whom the abortion is performed;
5. Mental and nervous disorders (except as specifically provided in the policy);
6. Damage to or loss of dentures or bridges, or damage to existing orthodontic equipment (except as specifically covered by the policy);
7. Elective or cosmetic surgery, except for reconstructive surgery needed as the result of an injury;
8. Eyeglasses, contact lenses, hearing aids, wheelchairs, braces, appliances, examinations or prescriptions for them, or repair or replacement of artificial limbs, orthopedic braces, or orthotic devices (except as specifically provided in the policy);
9. Expenses for which the covered person would not be responsible for in the absence of this policy;
10. Treatment of injuries that result over a period of time (such as blisters, tennis elbow, etc.), and that are a normal, foreseeable result of participation in the covered activity;
11. Treatment or service provided by a private duty nurse (except as specifically provided in the policy);
12. Replacement of artificial limbs, eyes, or other prosthetic appliances;
13. Routine physicals, check-ups, routine ob-gyn visits, pap smears, or wellness visits;
14. Overuse symptoms including, but not limited to, bursitis, tendonitis, shin splints, stress fractures, heat exhaustion, heat stroke, heat prostration, malfunctions of the heart, embolism, reinjuries or the aggravation thereof, sprains, hernia, strains, muscle tears, or repetitive motion injury, except as specifically provided in the policy;
15. Expenses due to an aggravation or re-injury of a pre-existing condition (except as specifically provided in the policy);
16. Repair or replacement of existing dentures, partial dentures, braces, fixed or removable bridges, or other artificial dental restoration (except as specifically provided in the policy);
17. Repair, replacement, examinations for prescriptions, or the fitting of eyeglasses or contact lenses;
18. Medical expenses and disability for which the covered person is entitled to benefits under any Worker's Compensation Act;
19. Expenses incurred that are in excess of reasonable charges, or expenses that are not medically necessary; or
20. Dental treatment necessitated by sickness, deterioration or disease, for cosmetic, preventive, diagnostic or orthodontic purposes, or by any reason other than an injury.

• **Definitions**

Accident means a sudden, abrupt, and unexpected event. **Covered Accident** means an accident that occurs directly and independently of all other causes while coverage is in effect for a covered person resulting in a covered loss or injury under the policy for which benefits are payable. **Contributory** means the Insured is required to pay all or a portion of the premium. Whether the benefits are Contributory or Non-Contributory is stated in the Schedule. **Covered Activity** means those activities set out in the Covered Activities section of the schedule of benefits, with respect to which covered persons are provided accident insurance under the policy. **Covered Loss** or **Covered Losses** means an accidental death, dismemberment or other injury covered under the policy. **Covered Person** means an eligible person, who enrolls for coverage, if required, and for whom the required premium is paid. **Eligible Person** means a person in a Class of Eligible Persons, as shown in the schedule of benefits. **Injury** means bodily injury sustained by a covered person caused by a covered accident that:

1. Occurs while this policy is in effect as to the person whose injury is the basis of claim;
2. Occurs while the covered person is participating in a covered activity; and
3. Results directly and independently of all other causes in a covered loss.

Physician means a provider or practitioner who:

1. Is properly licensed or certified to provide care or treatment under the laws of the state where he or she practices;
2. Provides services that are within the scope of his or her license or certificate; and
3. Is neither the covered person nor a member of the covered person's household or an immediate family member.

Schedule of Benefits means the benefits, benefit amounts, terms, limitations and provisions of coverage selected by the Policyholder which is attached to and made a part of this policy. **Spouse** means an adult person with whom the covered person enters into a marriage, civil union, or comparable relationship in a state or nation in which the marriage, civil union or comparable relationship is sanctioned by law and legally valid at the time it is entered into by the parties. **Policy** means the contract issued by us to the Policyholder for the benefit of a covered person.



Clinton Community Schools
35100 Little Mack Ave.
Clinton Twp., MI 48035
www.clintoncommunityschools.net
586-791-6300

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Kevin Knoblock, Interim
Superintendent

To: Clinton Community Schools Board of Education
From: Bryan Schuerman M.A., M.Ed., Director of Career and Technical Education & Innovation
Re: Overnight Professional Development Conference Request: 61v CTE: Middle School Advanced Manufacturing Teacher MEERA Training
Date: Monday 11 May 2026

Greetings, Clinton Community Schools Board of Education -

I am writing to formally recommend approval for attendance at the following professional development conference, all expenses paid for by MEERA and/or 61v: CTE Expansion Grant Funding:

1. Sarah Nason, Clinton Middle School, to attend the *MEERA II Instructor Training* to be held at TECHnista, 2311 Cane Creek Parkway, Ringgold, Virginia from June 3-5, 2026. The MEERA II Training Program is designed to equip teachers with the foundational knowledge and skills needed for successful implementation. Upon completion of the program requirements, participants will earn the MEERA II Badge. Training sessions may be scheduled flexibly, based on the availability of certified trainers. It is essential that teachers attend and fully complete each of the ten sessions to qualify for MEERA II badging. This training is part of the new 61v CTE: Middle School Advanced Manufacturing Program that will be launched at the beginning of the 2026-2027 Academic Year.

Cost Breakdown:	Projected Cost
Conference Registration	N/A: Covered through MEERA
Lodging (5 nights)	N/A: Covered through MEERA
Airfare (Detroit to Washington, D.C.)	N/A: Covered through MEERA
Per diem meals	\$250.00 (Outside of Meals Provided by MEERA)
Mileage	\$55.53
Total Cost	\$350.33

I respectfully request the Board's approval for these professional development opportunities. Thank you for your consideration and continued support.

Educationally Yours,

Bryan M. Schuerman

Bryan Schuerman, M.A., M.Ed.
Director of Career and Technical Education & Innovation
Clintondale Community Schools



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Superintendent

To: Clintondale Community Schools Board of Education
From: Bryan Schuerman M.A., M.Ed., Director of Career and Technical Education & Innovation
Re: Overnight Professional Development Conference Request
Date: Monday 11 May 2026

Greetings, Clintondale Community Schools Board of Education -

I am writing to formally recommend approval for my attendance at the following professional development conference, all expenses paid for with 61a(1) or 61d High Quality CTE Funding:

1. Bryan Schuerman to attend the *FCCLA 2026 National Leadership Conference* to be held at the Walter E. Washington Convention Center, Washington D.C. from July 5-10, 2026.

Attendance at the Family, Career and Community Leaders of America (FCCLA) 2026 National Leadership Conference in Washington, D.C. will directly support my transition into the role of District Director of Career and Technical Education by providing professional learning, networking, and exposure to nationally recognized CTSO and CTE best practices. Participation will allow me to explore the implementation of FCCLA within the district as we expand prospective middle school CTE programming and strengthen the existing Education General (13.0000) State Approved CTE Program.

FCCLA's emphasis on leadership development, career readiness, student engagement, and service learning aligns closely with the district's vision for career-connected learning opportunities. Additionally, my service on the Michigan FCCLA Membership Committee and State Advisory Committee, along with my role adjudicating aligns closely with the district's vision for career-connected learning opportunities. Additionally, my service on the Michigan FCCLA Membership Committee and State Advisory Committee, along with my role adjudicating national student proficiency (STAR: Students Taking Action with Recognition) Events, will provide valuable insight and resources that can be brought back to support program development and student leadership opportunities across the district.

Cost Breakdown:	Projected Cost
Conference Registration	\$185.00
Lodging (5 nights)	\$850.00
Airfare (Detroit to Washington, D.C.)	\$690.00
Per diem meals	\$450.00

Mileage	\$55.53
Total Cost	\$2,230.53

I respectfully request the Board's approval for these professional development opportunities. Thank you for your consideration and continued support.

Educationally Yours,

Bryan M. Schuerman

Bryan Schuerman, M.A., M.Ed.
Director of Career and Technical Education & Innovation
Clintondale Community Schools



Introducing Diligent Community:

**Revolutionize your
public governance
and board
management**



Today, public and elected boards face numerous challenges in managing their governance processes. Growing administrative workloads, increasing public scrutiny and heightened security concerns can hinder efficiency and transparency. That's where Diligent Community comes in.

Diligent Community is the next-generation board management and governance software designed specifically for public and elected boards. With Diligent Community, you can enhance transparency, improve efficiency and build trust within your community.

Key benefits



Improve efficiency and streamline meetings

Simplify pre-, during-, and post-meeting activities. Seamlessly build agendas, distribute meeting materials, capture votes and actions and create meeting minutes.



Protect sensitive information

Ensure that sensitive documents and materials are protected through industry-leading security protocols and customizable user permissions.



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Keep board members and the public informed with easy access to agendas, policies and supporting documents through an accessible, ADA-compliant public transparency site.



Features designed for public boards



Effortless meeting and agenda management

With Diligent Community, you can effortlessly create and manage your agendas with a simple drag-and-drop interface. Customize agenda item submission workflows, assign approvers and preview both public and private agendas before publishing. Schedule agenda releases to comply with open meetings requirements and ensure timely dissemination of information.



Enhanced board member experience

Board members play a crucial role in public organizations, and Diligent Community empowers them with a secure, mobile-friendly and easy to navigate platform to help them prepare for meetings. Access the platform on any device, receive text or email notifications upon agenda release, and access documents securely. With purpose-built tools and industry-leading security, board members can review and annotate agendas and supporting documents privately, ensuring confidentiality and productivity.



Seamless live meeting experience and minutes management

During public meetings, Diligent Community allows you to engage participants and execute meetings more efficiently. Present the agenda and attachments on the screen, capture meeting minutes in real-time and keep detailed records of every motion and vote. Whether digital or manual, our platform ensures accurate documentation and easy access to meeting history.



Public transparency website

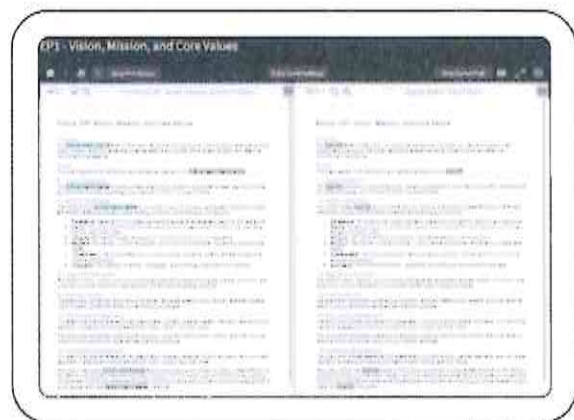
Transparency and accountability are essential for building trust within your community. Diligent Community provides a customizable public website where you can publish meeting agendas, livestream broadcasts, minutes and policies. Enable powerful search tools, request-to-speak functionality and meeting notifications for the public, all helping to foster inclusivity and engagement. Our platform meets ADA accessibility standards, ensuring equal access to information for all stakeholders.

Enhanced capabilities for advanced needs

Diligent Community goes beyond the essentials with additional features tailored to meet your organization's advanced needs:

Policy Publisher

Simplify your policy lifecycle from creation to adoption and publishing. Draft and collaborate on policies with integrated Microsoft Office tools, then review, adopt and publish them to your online handbook at the click of a button. Maintain an auditable version history and timeline for each policy, streamlining policy management and significantly reducing public record requests.



Livestream Manager

Effortlessly livestream public meetings to your public site with our reliable, integrated solution, improving transparency and accessibility for your community. Embed videos alongside agendas and minutes, ensuring the public stays informed and connected. Enjoy high-quality livestreaming and automated closed captions through our integration with best-in-class livestreaming provider BoxCast.



Committee Manager

Seamlessly manage multiple governing bodies and committees within the same platform. Maintain permissions and access control for committee members, and enable public subscriptions to specific committee meetings. Enhance efficiency and enable better team work, while keeping your governance processes organized and transparent.



Security you can trust

At Diligent, we prioritize the security and confidentiality of your data. Diligent Community is hosted on Amazon Web Services (AWS), ensuring the highest standards of data protection. Our platform incorporates robust access controls including multi-factor authentication, single sign-on, strict password requirements, and annual third-party penetration testing to ensure application security. With Diligent Community, you can have peace of mind knowing that your sensitive information is safeguarded.

Customer support and success



Unmatched support and training

Diligent Community offers comprehensive support and training to ensure your team can make the most of our platform. From the initial setup with our Implementation Specialists to ongoing customer support, we are with you every step of the way.



Hear from our happy customers

Diligent is the leading Governance, Risk and Compliance SaaS company, serving more than 14,000 mission-driven and public sector organizations globally. Our Diligent Community customers range from public school districts and community colleges to state and local governments, special districts, parks and recreational facilities and libraries.

“Diligent Community allows community members to see the board function as a well-oiled machine. No one thinks we’ve buried something deep into the pages, and we’ve received positive feedback publicly and privately.”

Delia Smart
Board Manager,
Visalia Unified School District

“It was that easy. We were able to implement Diligent Community not even in the blink of an eye. It was incredible!”

EmmaLee Robinson
Board Chair,
White Pine Charter Schools

“Not having to manage an email list anymore is huge. If we have a new member join one of our committees, it’s already done.”

Jessica Markham
Town Clerk,
Carbondale, Colorado





About Diligent Community

Diligent Community is the next-generation governance solution purpose-built for the unique needs of public and elected boards, by the trusted team who brought you BoardDocs and iCompass.

Diligent, the leading governance, risk and compliance SaaS company, empowers more than 1 million users and 700,000 board members and leaders to clarify risk and elevate governance.

Diligent Community is part of the Diligent One Platform which helps organizations manage complex risk, stay ahead of regulatory changes and deliver impactful insights, in one consolidated view. So boards and leaders can make better decisions, faster.



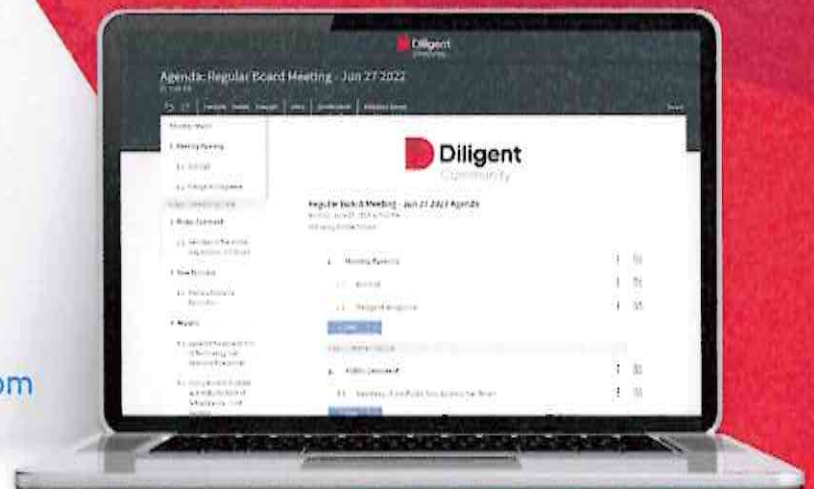
Experience the future of governance with Diligent Community

Book a call with our expert team today to learn more about how Diligent Community can revolutionize your governance experience.

[Schedule a demo ▶](#)

For more information or to request a demo:

community@diligent.com | diligent.com



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Michigan Association of School Boards
 1001 Centennial Way, Suite 400
 Lansing, MI 48917
 517.327.5900
 EIN: 38-1323441

Invoice #	INV-136434
Date	4/16/2026
Amount Due	\$4,715.76
Customer #	50070

Sold To:

Clintondale Community Schools 35100 Little Mack Ave Clinton Township, MI 48035-2633

Remit To:

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

Customer ID	Customer Name	Purchase Order #	Due Date	
50070	Clintondale Community Schools		7/10/2026	
Item Number	Description	Ordered	Unit Price	Ext. Price
DUES-LTF_CONT	MASB Legal Trust Fund Membership - LSD - Clintondale Community Schools	1	\$184.00	\$184.00
DUES-DISTRICT	MASB Membership- LSD - Clintondale Community Schools	1	\$4531.76	\$4,531.76

Comments: 2026/2027 MASB Membership Dues: 7/1/26 - 6/30/27

Subtotal	\$4,715.76
Tax	\$0.00
Shipping	\$0.00
Payment(s)	\$0.00
Total	\$4,715.76

If Paid by Credit Card	
Total	\$4,857.23

If Paid by CHECK	
Total	\$4,715.76



Jared Maynard [REDACTED]

Superintendent Search Proposal, Clintondale Community Schools

Vahn Phayprasert [REDACTED]

Fri, Mar 20, 2026 at 12:54 PM

To: [REDACTED]

Dear Board President Maynard,

Please see attached and linked below our proposal to Clintondale Community Schools Board of Education for consideration as the firm to assist in hiring your new district leader. I, Vahn Phayprasert and along with Dr. Connie Collins, would constitute the search team should our firm be selected. HYA possesses the experience and a proven track record of success throughout Michigan and the nation to lead this superintendent search process in partnership with the Board.

Our Clintondale Community Schools Superintendent Search Proposal is attached and accessible via the link below:

https://docs.google.com/document/d/12ois83DOpdPy5JWYEChJiDsEs_tY1x_hGld1-mBFGE/edit?usp=sharing

We extend our sincere gratitude for the opportunity.

Kind regards,

Vahn, HYA Associate

Vahn Phayprasert
Associate



Clintondale Community Schools Superintendent Search Proposal - Google Docs.pdf
7152K



Clintondale Community Schools

SUPERINTENDENT SEARCH PROPOSAL

March 20, 2026

March 20, 2026

Dear President Maynard and Clintondale Board of Education,

Thank you for the opportunity to present this proposal overview outlining the services Hazard, Young, Attea & Associates (HYA) can provide to the Clintondale Community Schools in your search for a new superintendent. What sets HYA apart from other educational search firms?

Extensive Local Knowledge: HYA has led more than 1,950 successful superintendent searches nationwide, including numerous searches within the midwest region. Our team brings recent, relevant experience in Michigan. We guarantee a smooth and compliant process, as our team has extensive knowledge of Michigan-specific laws regarding superintendent recruitment, candidate confidentiality, and the open meetings act.

Innovative Board Portal: Clear communication and efficient organization are essential to a successful search. HYA's secure, web-based portal provides the Board with real time access to all search related documents. This confidential and user friendly platform ensures that every aspect of the process is organized, transparent, and seamless from start to finish.

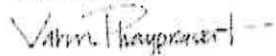
Proactive Recruitment: At HYA, we don't rely on the traditional "post it and they will come" method. Instead, we proactively seek out and recruit high quality candidates who align with the specific needs and priorities outlined in your Leadership Profile Report that we create. Our proven expertise and recruitment strategies give us confidence that we will identify a highly qualified superintendent to lead your district.

We believe the value HYA offers is unmatched; by choosing us, the district gains:

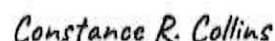
- Strong recruitment strategies and an extensive network.
- Access to HYA's Candidate Search Dashboard for real-time updates.
- A customized search tailored to the needs of the district.
- A commitment to stay with you until a superintendent is successfully placed, at no additional cost if the search is extended or reposted.
- A one-year guarantee: If the superintendent leaves within one year, we will conduct your next search at no cost.

Our proposal outlines a standard search process; however, every HYA search is customized to align with the unique needs and priorities of your district and Board. We look forward to meeting you, and the opportunity to work with you in finding your next superintendent.

Sincerely,



Mr. Vahn Phayprasert
HYA Associate



Dr. Constance R. Collins
HYA Senior Associate

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Search Firm and Associate Contact Information

Vahn Phayprasert, M.A.Ed.



Connie Collins, Ed.D.

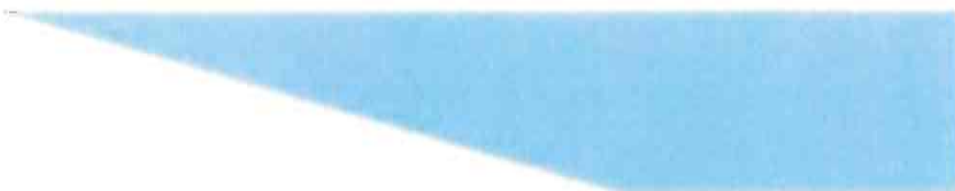


Ms. Ellen Rasar, Project Manager



HYA Corporation





INTRODUCTION

One of the most important decisions a school board will ever make is to choose a new superintendent. As the school district's chief executive officer, the superintendent is responsible for providing district-wide leadership, implementing the school board's policies, and supporting the school board's priorities. Most importantly, effective superintendents ensure that all students are learning at high levels. Hiring the right superintendent — someone who possesses the skills and attributes needed to help achieve your school district's vision, strategic priorities, and student success — requires time, thoughtful planning, and sound recruitment and employment processes and procedures.

Hazard, Young, Attea & Associates, (HYA) proposes to conduct a national search for talented and highly qualified candidates for the position of Superintendent of Schools for the Clintondale Community Schools (hereinafter referred to as District).

HYA is pleased to present the School Board of Clintondale Community Schools with this proposal for executive search services. As an alternative to traditional search firms, HYA brings a strong school board perspective to every search, with a vested interest in the outcome to help your school board find and hire the best person to serve as your district's superintendent. This document serves to clearly outline the specific services, deliverables, and costs proposed for the District.

FIRM INFORMATION

HYA has more experience in identifying quality education executives than any other firm in the industry. The fact that the firm has assisted Boards with successful selections in more than 1,600 searches with student enrollment ranging from less than 500 students to upwards of 640,000 is no accident. HYA began working with rural, urban and suburban school Boards 35 years ago in an effort to assist them in recruiting highly qualified candidates and finding a leader that is the right fit for the district. HYA's success is about people: our Associates, their extensive contacts, and the Boards we assist. We build relationships with each new search, expanding our reach and our record of success.

The large quantity of searches our firm conducts per year puts us at a competitive advantage. The search volume places our firm and its Associates in more frequent contact with potential candidates, many of whom may not be actively seeking employment but are then known to the Associates and can thus be recruited when or if an appropriate position arises. In addition to your local HYA team, clients have a network of 100+ Associates from throughout the United States who assist with the firm's mission to provide aggressive,

thorough, and quality assistance to school Boards in need of identifying and recruiting highly qualified executives for superintendencies and other administrative positions.

HYA has been committed to engaging a diverse cadre of associates and candidates ever since it was established in 1987. Many HYA associates have served and/or currently serve as members of and Board of Directors of ALAS (Association of Latino Administrators and Superintendents), NABSE (National Alliance of Black School Educators) and other associations across the country. HYA is proud of the diversity of candidates hired with its assistance, including individuals of varied gender, race, ethnicity, culture, and religious background. HYA commits to identifying, supporting, and placing school and district leaders of color and gender who have long been historically underrepresented in these posts.

Most importantly, HYA-led searches are based on one core premise: all searches are conducted through the lens of school board leadership. We understand and prioritize the needs of the board, the students, and the District itself, above all else. Also throughout the search process HYA will professionally handle every detail and guide the school board through the process, allowing the Board to concentrate on the most important aspects of the search – interviewing the most qualified candidates and selecting the next leader of the Clintondale Community Schools.

SCOPE OF SERVICES



Engage Phase

HYA takes great pride in its commitment to community engagement and thoroughness of the processes used to gather input. The firm has a strong reputation for deep and meaningful engagement through its stakeholder forums, community interest group meetings and individual interviews. HYA also employs a research-based survey tool that is customizable and available in world languages. There is a lot of science involved in crafting an effective and reliable survey; the resulting survey report is presented with disaggregated data by stakeholder groups and identifies the goals, needs and priorities of the school system along with the desired characteristics of its next leader. The Community and Leadership Profile Report is sophisticated and immediately publishable for your community.

HYA has a history of successful virtual/video-based engagement. HYA has extensive experience and expertise conducting video interviews, focus groups, forums, meetings, candidate presentations, meet and greets, and community Q&A sessions. In addition, the

firm has reported and presented to school Boards at public meetings and in closed sessions using the whole array of video platforms.

The Engage Phase is a disciplined and inclusive approach that seeks first to understand what the Board, students, staff, parents, and community members need and desire from their school district and Superintendent. HYA engages both internal and external stakeholders using virtual or face to face interviews, focus groups, forums, and surveys. The goal is to gather information from all stakeholders to identify the strengths of the district/community and current and foreseeable district/community challenges within a research-based framework to match the right leader with your school district.

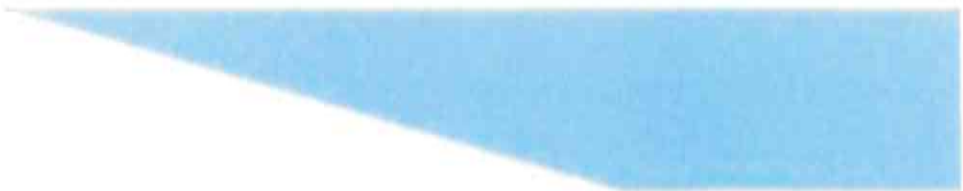
Depending on the Board's selections for the Engage Phase, some of the most important deliverables include the following:

- Conduct a Planning Meeting with the Board and provide a summary of said meeting which will detail the timeline and steps of the search process and decisions made by the Board.
- Provide for up to four individual consultant days for interviews, focus groups, and/or town hall meetings to gather by zoom or in-person input from constituent groups as decided by the Board.
- Survey community constituents electronically and provide a report of findings.
- Present a *Leadership Profile Report* to the Board, and propose *Desired Characteristics* based on the data from the survey, interviews with the District and community representatives, and other material made available to the associates.



Recruit Phase

HYA uses a myriad of recruiting techniques to ensure all potential candidates are reached. Without spending a dollar on advertising, HYA clients know that they are getting immediate exposure through the HYA Active Searches page with over 25,000 page views per month and over 7000 leader candidates subscribed to our platform. In addition, HYA provides analytics on your job postings including how many views your job has received during a



specific period of time and the average amount of time your posting was viewed. No other firm has the infrastructure to provide this data to their clients.

HYA offers optional national and regional advertising packages. Given the volume of searches HYA conducts each year and our preferred pricing, our options provide our client districts national advertising packages at rates below what they could purchase in the marketplace. The costs are detailed in the advertising services schedule in the Signature Search Brochure.

In addition to national and regional advertising, HYA utilizes the firm's extensive national network of Associates. HYA Associates throughout the country are aware of outstanding Superintendents and aspiring Superintendents in their state and region and maintain close professional relationships with many educators and school district leaders who might be interested in making a job change or career move. HYA Associates have ongoing relationships with state and national superintendent organizations including AASA (The School Superintendent's Organization), ACSA (Association of California School Administrators), ALAS (Association of Latino Administrators and Superintendents) and NABSE (National Alliance of Black School Educators).

Associates are kept informed of the searches the firm is conducting and we seek recommendations from them regarding candidates who fit the profile being sought for that district. The proof of our recruiting network and efforts is the fact that approximately two thirds of the candidates ultimately selected by Boards with whom we work were recruited for the position rather than applied or self-nominated. The deliverables during the recruitment phase include:

- Prepare and place advertisements as selected;
- Recruit and contact candidates utilizing national networks;
- Correspond with candidates regarding the search process, timeline, Leadership Profile Report and Desired Characteristics;
- Interview candidates;
- Conduct reference checks;
- Identify best qualified candidates;
- Prepare application materials of selected slate of candidates for Board consideration.

Reference checking is one of the most important tasks in the search process. We begin with the informal references of referrals for potential candidates. Once an individual moves to the level of a potential candidate through the application process or through recommendations and recruitment efforts, we begin our vetting process. This includes

contacting the listed references on the application or provided by the candidate. While this step is necessary it is not sufficient as most candidates will provide references that will provide only highly favorable comments. We continue the vetting process by conducting comprehensive internet searches to review any public information regarding the candidates.

HYA Associates conduct confidential reference calls to obtain deep insight on any candidate that would be recommended to the Board for consideration. Given our network of Associates and many professional relationships, it is likely that we know someone who either knows the candidate directly or knows someone who knows the candidate. These references often provide confidential, hard-to-obtain information about the candidate that is invaluable in determining whether to recommend the candidate to the Board.



Select Phase

When the Associates present a select slate of candidates to the Board, the number of slated candidates is determined by the Board during the initial planning meeting. HYA believes that the Associates are responsible for supporting the School Board in all phases of the search. This is particularly true during the interview process with the semi-finalists and finalists because the Board should be focused on assessing the candidates, not managing logistics. The Associates are available throughout the interview process and will facilitate a debriefing session after the interviews to discuss what the Board learned about the candidates. It is the Board's decision and sole discretion to hire or not hire a particular candidate and the Board takes responsibility for that decision.

Some of the specific deliverables during this phase include:

- Conduct the Interview Workshop and provide materials and protocols to ensure informative effective Board interviews;
- Present a slate of candidates, the number of candidates to be determined by the Board with a recommendation from HYA;
- Schedule interviews for the Board with selected semi-finalists and finalists;
- Facilitate Board discussion to narrow candidate pool after each round of interviews; Coordinate and provide optional third party, independent investigative background check(s) of candidates, as selected and paid for by the Board;

- Communicate with all unsuccessful candidates at the close of the search and the appointment of the new superintendent;
- Assist the Board in announcing the appointment of the new superintendent.

In preparation for the Interview, the Associates will solicit questions, hypothetical situations and/or topics of interest, identified by the Board as desirable topics of discussion for the Board's initial round of interviews with the candidates. The feedback is used to develop an interview "script", which will be reviewed and revised and later used by the Board for the first round of interviews. It should be noted that second round interviews are generally unscripted and designed to follow-up on topics and questions identified during the first-round interviews. Additionally, the Board may request portfolio materials, samples of correspondence or an activity for the finalists to complete to know the candidates better and to facilitate the decision making process. Interview preparation takes place prior to the slate presentation, or in a separate advance session, to prepare the Board for candidate interviews. Written guidelines and protocols ensure informative and comprehensive interviews. During this session, we will also cover the steps in the final stages of the search.

The Associates will facilitate each decision-making session of the Board, if desired. Such involvement permits more active engagement by all Board members in both the general search process and the specific dialogue regarding the candidate pool. In facilitating the decision-making process, HYA assists the Board in assessing the abilities of the respective candidates in relation to the leadership profile approved by the Board. HYA does not provide legal counsel relative to the Board's process for interviewing candidates. The Board will seek the advice from its attorney regarding the Board's process for interviewing candidates to comply with open meeting laws.

An additional step is recommended towards the end of the Select Phase, before any public announcement: executive due diligence. HYA highly recommends executive due diligence on the finalist(s). Executive due diligence involves an investigative background check(s) that may be conducted on the three candidates that the Board brings back for second interviews or the preferred candidate. The investigative background check(s) is conducted by an independent third-party entity and includes a review of criminal and civil court records, driving records, college degrees and university accreditations. The comprehensive package includes a news and social media review.



Transition Phase

The *Transition Phase* provides transition support to ensure a successful transition. From placing over 2,000 leaders, HYA knows how critical the transition phase is for success and longevity, setting the tone for trust, stability, and momentum. HYA Search Clients receive complementary enrollment in the *HYA Transition Academy* for their selected new leader (non-clients pay \$4,500). This six month program will produce the following four essential deliverables to be presented to the board and shared with constituents:

- a 100-day plan to document specific actions the Superintendent will take during the transition period,
- Key Performance Indicators (KPIs) to measure progress, align communication and define school quality,
- an agreed upon evaluation process and instrument, and
- an assessment of the current strategic plan.

Topics are designed to coincide with the school calendar. For more information, please go to the Academies page of <https://hyasearch.com/academy/>.

At the conclusion of the Transition Academy, HYA offers the following optional services to be considered by the Board and if desired, paid for by the Board. Descriptions of optional services are included in the HYA Signature Search Brochure appendix.

Optional service options are: 1) Board Governance Training; 2) Superintendent Evaluation Facilitation; 3) Executive Coaching; 4) Strategic Planning and Dashboard for tracking progress and communicating success.

THE SEARCH TEAM & BIOS

HYA assigns an individual management team to each executive search that it conducts.



Vahn Phayprasert, M.A.Ed., Associate, HYA

Mr. Vahn Phayprasert is a proven educational leader with expertise in strategic planning, administration teams, board relations, and executive searches. With over 20 years of experience in education, Vahn has served as superintendent of schools, assistant superintendent of educational services, school principal, middle school dean of students (Millbrae School District - San Mateo County), and general education teacher.

During his tenure, Vahn's focus was on organizational equity work. He is noted for strengthening partnerships with community stakeholders, successful BOND and parcel tax passage, Professional Development for administration and most notable, awareness and implementation of a Social Emotional Learning (SEL) Program district-wide. As superintendent of schools, Vahn led a systemic change process that resulted in a comprehensive strategic plan, administration collaboration, and improved board-teacher-administration relations through strategic collaboration, shared mission, vision and goals and alignment of district/school practices. In addition to his leadership roles, Vahn was a member of the Association of California School Administrators mentoring fellow administrators within his own district and across San Mateo County. Most recently, he served as the Head of IS/MS Schools at the Francis W. Parker School.



Connie Collins, Ph.D., Senior Associate, HYA

Dr. Constance "Connie" brings experience in school and district leadership and organizational change. Prior to becoming an associate with HYA, Dr. Collins served as an administrator in a number of school districts with varied economic conditions and challenges in both urban and suburban school districts in Illinois and across the nation. Most recently, Dr. Collins served as Interim Superintendent for Lake Forest School

Districts 115 and 67. She was also an award winning superintendent in Round Lake Community Unit School District 116 and Oak Park District 97. Over the last decade Dr. Collins' work has been recognized through several awards, recognitions and presentations: Phi Delta Kappa Recognition of Extraordinary Dedication and Commitment to Education; National Council on Educating Black Children Educator of the Year;

Cognitive Concepts, Inc. Excellence in Education; Oak Park Villager of the Year Honorable Mention; Alpha Kappa Alpha Distinguished Women of Power; National Alliance of Black School Educators (NABSE) Phenomenal Woman; NABSE Co-Superintendent of the Year; and American Association of School Administrators Dr. Effie H. Jones Humanitarian Award. Superintendent Collins is a regular presenter for NABSE and is a Co-Founder/Director for Harrison-Williams Collins (HWC) Aspiring Superintendents Leadership Institute. She also annually awards the Jennifer Noelle Collins Performing Arts Scholarship to a talented musician.

She has recently led or co-led superintendent or assistant superintendent searches for highly successful districts including High School District 214 (IL), Montgomery County, Maryland; Upper Arlington, Ohio; Benton Harbor Area School District (MI), Michigan Dept of Ed State Superintendent, Proviso Township High School (IL), Oak Park District 97 (IL) and Oak Park and River Forest High School District 200 (IL.)



REFERENCES

HYA's reputation for effectiveness and integrity is extremely important. The following references were chosen because the searches were recent, in the state or because the district has a similar demographic profile to your district. In addition to the references listed below, an extensive list from 2021 -22 SY to present can be accessed here: [5-Year HYA Search History](#).

District Enrollment	Contact Information
State of Michigan Supt of Public Instruction More than 1.3 million students, k-12	Liz Evans, State Board Executive 
Benton Harbor Area Schools (MI) 1,314 Students, K-12	Dashuna Robinson, Board President 
Oxford Area Community Schools (MI) 5,600 students, PK-12	Dr. Erin Reis, Board President 

Midland Public Schools (MI) 7,400 students, PK-12	Phillip Rausch, Board President [REDACTED]
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Our references will attest that phone calls from Board members and the Superintendent are picked up or returned immediately regardless of the time of day. Emails are returned in a matter of hours, and questions are answered in detail. Our team works for you and with you.

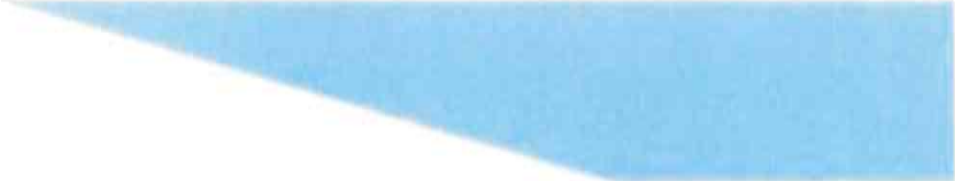
ESTIMATED FEE

The professional services fee for Clintondale Community Schools' search as proposed is **\$21,000**. This includes the HYA search team's time and expenses, virtual or in person attendance at all search-related activities, stakeholder facilitation and summary report, Interviews, Focus Groups, Town Hall Meetings, development of vacancy brochure, statewide and national postings on jobs boards, all application procedures, applicant screening, finalist recommendations, board interview preparation, draft news releases, and HYA's Superintendent/Board Team Transition Seminar (6 months).

Optional enhancement of customized stakeholder involvement beyond the above services will be provided for \$2,000. per day. These options would be added solely at the discretion of the school board and discussed in greater detail to help balance creating the most inclusive stakeholder involvement possible with the board's inherent role as the sole hiring authority for the position of superintendent.

In consideration for services, the District will pay to HYA & Associates a search fee of:

- A. Consulting Fee for the search in the amount of **\$21,000**
- B. Associate Expenses: Travel (e.g., plane, train, automobile, food and hotel) shall be reimbursed by the Board. Mileage and food reimbursement are based on the current IRS guidelines. Utilizing Zoom for portions of the



search will reduce travel costs. Travel Costs \$2,500 to \$4,500 (not to exceed)

- C. **Optional** Additional Advertisement pursuant to the Advertising Services Schedule found in the *Signature Search Process Brochure* of this proposal as selected and paid for by the Board.
- D. **Optional** Background checks to the Executive Due Diligence Services Schedule found in the *Signature Search Process Brochure* as selected and paid for by the Board.
- E. **Printing and Shipping:** HYA is a green corporation and provides all search materials online. If the Board requests hard copies of the materials, the district will be invoiced to cover the costs of any printing, binding and shipping of materials.

The total fee is due in two installments:

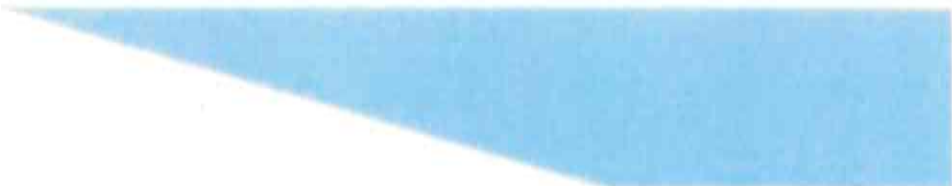
- 50% will be invoiced upon execution of the contract/letter of agreement
- 50% will be invoiced upon presentation of the slate

Details of the proposed services as Included in the fee are outlined below. Optional Enhancements are also outlined below, and are available at the request of the Board.

Detailed Service Chart – Included in Fee and Optional Enhancements:

Service	Included in Fee	Optional Enhancements
On-site/Virtual Associate Days	Attendance at all Board and/or community search related activities including: 1. Planning Meeting 2. Presentation of Leadership Profile Report 3. Community engagement sessions 4. Presentation of the slate 5. Candidate Interviews	Additional on-site associate days may be arranged as selected and paid for by the Board.
Community Engagement	Engagement sessions for Interviews/ Focus Groups/Town Hall Meetings, as decided by the Board. Research-Based Survey & Survey Report Leadership Profile Effective Superintendents White Paper	Add customized questions up to 3 open-ended and 10 forced questions for \$1,500. Professionally translated (not Google Translate) survey in world languages for \$550 per language.
Advertising	Listed on HYA's active searches webpage (25,000+ pageviews per month) Full webpage dedicated to your search K12JobSpot posting (for the length of the search) Postings on HYA's social media accounts	Additional Advertising Services in the Signature Search Brochure details, options range from \$720 - \$4,400.

Service	Included in Fee	Optional Enhancements
Recruitment	HYA's effective recruitment: Continuous Active Recruitment Board Portal providing access to all search process documents, resources and candidate applications All application procedures Applicant screening Finalist recommendations Board interview preparation Draft news releases	
Background Check	HYA Associates screen and conduct reference checks on candidates.	See Due Diligence Services in the Signature Search Brochure for details, optional background check enhancements, which are \$1,100 or \$1,950 per candidate.
Transition Services	HYA will provide a Superintendent/Board Transition Seminar during the first year of employment. (\$4500. value - no additional cost to the District upon placement of HYA recommended candidate.)	In-Depth Coaching of new Superintendent for 1-2 years upon placement. (negotiable)
Followup Services		HYA also offers expert consulting services in data analysis, strategic planning, curriculum development, instructional improvement, and professional development. We can discuss future needs with the Board.



Other Considerations:

If the Board chooses to reimburse candidates for travel for interviews, candidates will submit the expenses directly to the District for reimbursement.

HYA is a green corporation and provides all search materials online. If the Board requests hard copies of the materials, the district will be invoiced to cover the costs of any printing, binding and shipping of materials.

Recruitment for other positions; If the Board employs an HYA recruited candidate within one year of the close of the superintendent search, in addition to the position of Superintendent, 10% of the base salary will be due to HYA for the recruitment of said candidate.

HYA can collaborate with and support community/public relations personnel and district vendors at a rate of \$300/hour.

HYA can collaborate with and support the district's legal counsel at a rate of \$300/hour.

HYA can research and present a comparative salary range with a letter of reasonableness for a fee of \$2,500.

GUARANTEES

Satisfaction

HYA conducts all superintendent searches from a strong school board perspective, and with impartiality and professionalism while focusing on the board's identified hiring criteria and leadership profile.

Fixed Price

Throughout the search process the Associates will be available to counsel with the Board about the search. We pride ourselves on the service we provide to the Board during the search.

Services and pricing detailed in this proposal are valid for 90 days from the date of opening. Services are rendered within 14 days of Board approval.

Client-Satisfaction

If the Superintendent departs from the position during the first year and a majority of the Board by vote is still in place, HYA will recruit new candidates for the Board at no additional cost barring new direct expenses. This applies to HYA-slated candidates.

TENTATIVE SEARCH TIMELINE

This proposed Calendar is subject to the appointment date of HYA as the District's search firm and based on the successor superintendent starting **July 1, 2026**.

This draft is meant for illustrative purposes only and to assist with the planning process. HYA will develop a specific timeline with the School Board at the Planning Meeting. Please note that these meetings can be scheduled in person or virtually.



Tentative Timeline of 10-12 weeks is subject to revision and approval by the Clintondale Board Members

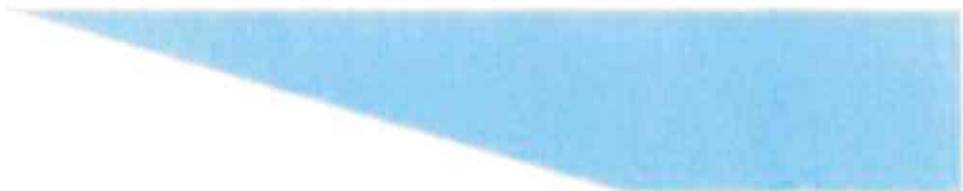
Dates	Events
March 2026	Board Reviews/Interviews for Search Firm Selection
Development and Recruit Phase	
March/April 2026	• Individual Board Interviews Regarding Desired Characteristics • Development of Leadership Profile Survey for Community and Staff • Focus Group and Town Hall Meetings Held • Leadership Profile Report Made Public (online) • Application/Advertising goes live • Recruit Candidates throughout application process that fit profile
March/April 2026	• Conduct Extensive Reference Checks • Screen Candidates for Board Interview Slate • Correspond with Candidates

Select Phase: May/June 2026	• Present Slate of Candidates to Board • Screening of Candidates Shared with Board • Board Interviews - Semi-finalists • Board Finalists Interview
May/June 2026	• Select/Appoint Superintendent • Transition Process Can Begin Before July 1, 2026
Transition Phase: July 1, 2026	• New Superintendent Officially Starts • Transition Phase* includes Transition Academy (6 Sessions) Executive Coaching and Superintendent/Board Goal Setting

Samples:

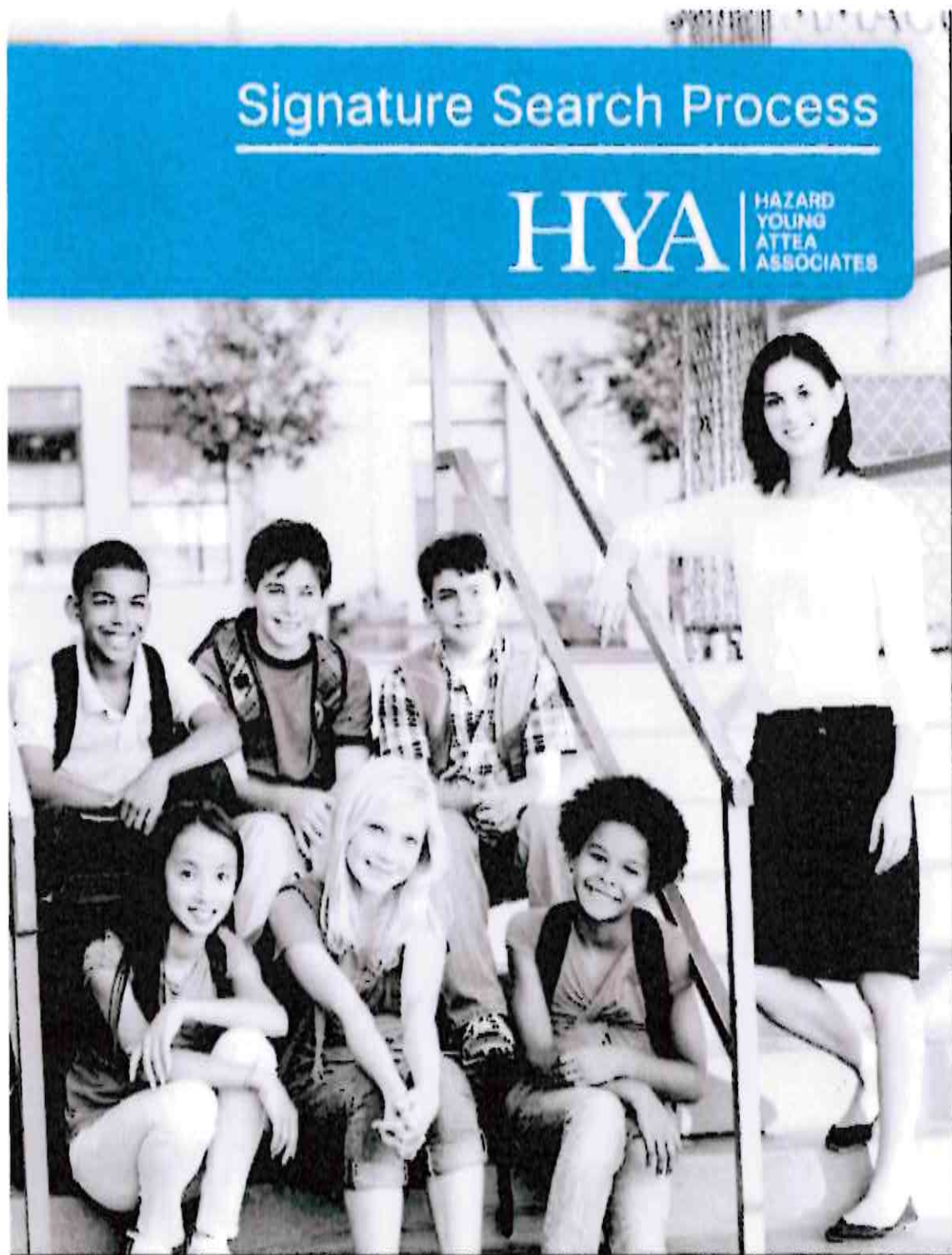
HYA advertises all jobs on the [HYA website](#) and social media pages, including LinkedIn, Facebook, Instagram, X.

Additionally, HYA offers advertising through traditional publications such as the following, to name a few : AASA, Ed Week, ALAS, NABSE, EdCAL, ACSA



Sample Reports:

IIYA would utilize the [Leadership Profile Report](#) outlining the findings from focus groups, interviews, and surveys, identifying the strengths, challenges, and desired characteristics of the next superintendent to share with Candidates so that they have an understanding of the district's desired characteristics so they can determine if they are the best fit for the district.



The HYA Difference

National Reach – Local Focus

Established in 1987, HYA is one of the oldest and largest education search firms, having assisted more than 2,000 school boards across the nation. In large and small, urban and rural school systems, select exceptionally talented leadership. HYA's reputation and experience make it one of the preeminent executive search firms for education in the nation and a standard which others often emulate. HYA Associates are located across the country to conveniently serve its clients and are thus uniquely qualified to bring local – as well as national – perspectives, knowledge, experience, and connections to each search.

Communication

Communication and organization are critical to successful searches. HYA uses web-based delivery systems that give their clients anytime, anywhere access to all documents regarding their search. Whether through a tablet, smart phone, laptop or desktop computer, the Board and search associates have confidential access to all information associated with their search in an organized, transparent, and timely manner.

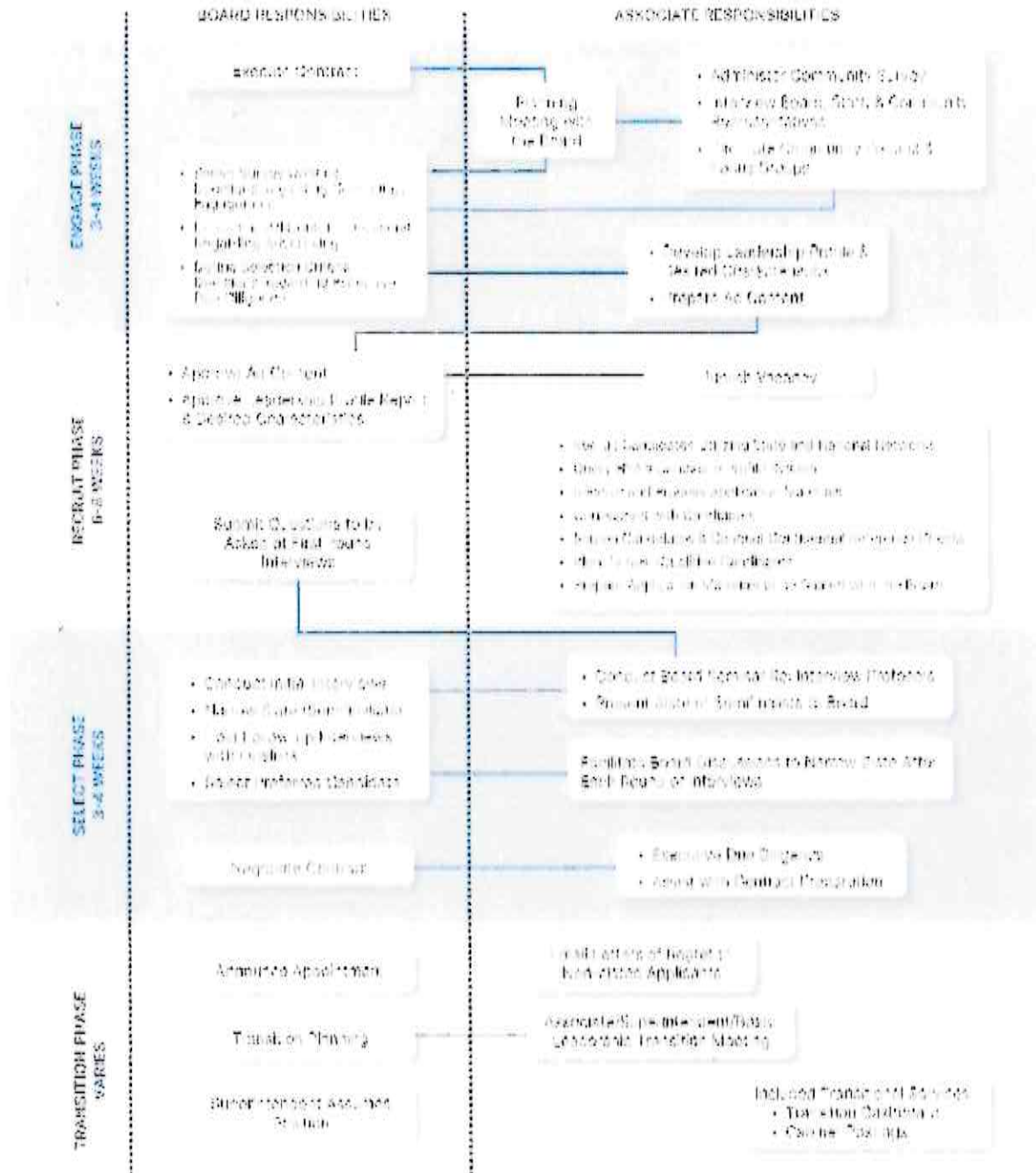
Executive Oversight

Every HYA search has executive oversight by a project manager to ensure all details are carefully managed. HYA has full-time professionally staffed offices and a technological infrastructure. The HYA tech team serves as a resource to school systems for finding the online community survey and other search materials to their website.

Research Based

HYA has over 35 years of experience supporting school systems in improving student outcomes. HYA's community engagement process employs research-based approaches to identifying the goals, needs, and priorities of the school system along with the desired characteristics of its next leader. The HYA Engage Phase was developed based on research on effective leadership. The resulting Leadership Profile Report provides information on the current state of the district, essential information the Board will use in the action process and the new leader can use day one of employment. Furthermore, by blending consulting, professional service, and technology, HYA offers transition services and an analytics infrastructure to help the Board and their new leader better understand the interrelationships among school functions, and the impact of decisions and expenditures on student outcomes.

HYA Signature Search Process



The Four Phases of HYA's Signature Search

The process outlined represents a prototypical HYA search. Upon selection, the Associates will meet with the Board to discuss this process and modify it to meet the Board's unique needs. The following is a brief description of each phase in the search.



Engage

The Engage Phase consists of designing and planning a process of engaging the Board and stakeholders through interviews, online surveys (available in world languages), community forums and focus groups. Information from these interactions assists the Board in developing a leadership profile and desired characteristics that match the priorities of the community and that meet the unique needs of the local school system. This disciplined, inclusive and research-based approach ensures all stakeholders have the opportunity to be a part of the search process and provides valuable feedback about the school district based on HYA's local research and professional understanding of the district's standing in the broader marketplace. Survey information is detailed on page 7 of this brochure.





Recruit

The Recruit Phase consists of leveraging HYA's extensive national network of Associates and incorporating advertising strategies (information detailed on pages 8 and 9 of this brochure) that results in the identification and recruitment of exceptionally talented leaders. HYA can also recruit non-traditional candidates, i.e. executives that have worked in business, military, private or public sector. HYA works in close partnership with state and national organizations with numerous Associates serving on those Boards.



Select

The Select Phase consists of providing the Board with a slate of candidates that were interviewed by HYA Associates using the Leadership Profile established by the Board. HYA's Associates are committed to spending the necessary time and energy on the details to find the right candidate to bring to the Board. The search team then facilitates the Board interviews and appointment process including reviewing candidates' references. HYA's ability to gain important background information regarding candidates - beyond what appears on an individual's resume - is a unique and distinguishing characteristic of HYA, and is attributable to the integrity of the firm, Associates, and the vast networks of professional relationships built through years in the education field. A workshop on interviewing and construction of interview questions is facilitated by the Associates for the Board. Executive due diligence including formal background and media checks complete the Select Phase (information detailed on page 10 of this brochure).



Transition

The Transition Phase consists of assisting the Board and new Superintendent to assure a successful transition. Appointing a new leader is the first step toward accomplishing organizational and student goals for success. Included in the search fee is a transition meeting with the new Superintendent and representative(s) of the Board regarding the information learned throughout the search process, in particular, the Community and Leadership Profile Survey. Additional transition services are available (information detailed on page 11 of this brochure).



The Search Team

Presently, HYA is represented by Associates across the United States who assist with the firm's mission to provide proactive, thorough and quality assistance to School Boards in need of identifying and recruiting highly qualified executives for superintendencies and other administrative positions. HYA Associates bring extensive executive search experience and broad educational backgrounds to its practice. Through continuing involvement in school and university work, HYA Associates are aware of current educational issues and have strong relationships with educational leaders and opinion-makers in administrative leadership and management. HYA is committed to engaging a diverse and gender balanced cadre of Associates. Among HYA Associates are members of NABSE (National Alliance of Black School Educators) and ALAS (Association of Latino Administrators and Superintendents).

HYA assigns an individual management team to each executive search that it conducts. Associates assume direct responsibility for the search and coordinate the activities of all individuals engaged in the project. In addition to the Associates assigned to the search, all nation-wide Associates in the firm are tasked with identifying prospective candidates.

HYA has professionally staffed offices, a technological infrastructure and a full-time employed staff; thus, HYA is capable to respond to any request the Board may have on the Board's time schedule. Finally, each search has executive oversight by the HYA President and project manager to ensure no detail is overlooked. HYA's office staff, which is highly knowledgeable and pleased to assist at any time.

HYA believes that communication and organization are critical to successful searches. Our delivery systems give the Board anytime, anywhere access to all documents regarding the search. The Board and its Associates can have confidential access to all information associated with the search in a cloud based, organized and timely manner.

Community and Leadership Profile Survey

Survey

- <5,000 students - \$2,000
- <25,000 students - \$3,000
- <100,000 students - \$4,000
- 100,000+ students - \$5,000

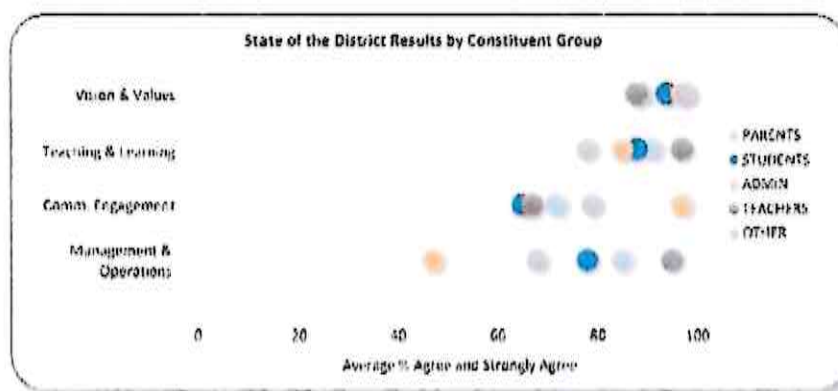
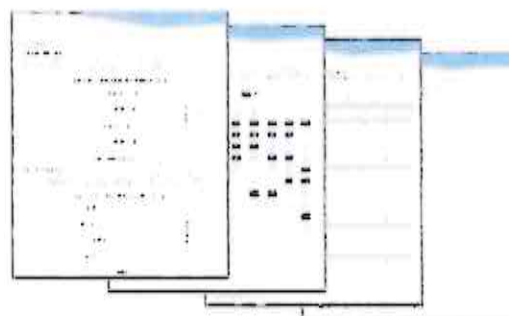
World Languages
add \$1,000 per language

Custom Questions
Select < 10 questions to add to survey
Custom questions - \$100 per question

Full Custom
\$10,000

HYA's online survey employs a research-based approach to identifying the goals, needs, and priorities of the school system along with the desired characteristics of its next leader. The survey was developed based on research on effective leadership.

There is a lot of science involved in crafting a good survey questionnaire. HYA uses a multi-stage process to design, measure change over time, and report survey findings. The Community and Leadership Profile Report is a sophisticated executive report to publish for your community. Survey responses are summarized by area, constituent group, and disaggregated at the question level.



ADVERTISING SERVICES

HYA Associates work with their clients to consider the many approaches to advertising vacant position(s). The Associates create and coordinate all advertisements at the Board's direction.

HYA's advertising packages ensure exposure on the most frequently viewed websites and job boards, e-publications and newsletters of education leaders across the country. In addition, HYA offers more focused advertisement packages as add-ons to the national packages below, including state and region-specific options.

All search clients are advertised on the HYA's active searches page. The active searches webpage averages 25,000 views per month and is a clickable list that leads its viewers to a separate page fully dedicated to your search.

Package 1 - AASA

\$3,050

30-day Online Posting on AASA Career Center

Includes a 1x1 Profile on AASA Career Center and Executive Search AASA's Job Alerts Career Center and on its website.

Two Single-listings in HYA's Monthly Group Ad

on HYA's Job Alerts Monthly Group Ad on HYA's Website

Social Media Updates

on HYA's Facebook, LinkedIn, and Twitter Feeds

Package 2 - EdWeek

\$3,050

30-day Online Posting on Top School Jobs

Includes a 1x1 Profile on EdWeek's Top School Jobs and Executive Search EdWeek's Job Alerts and EdWeek's website.

Two Single-listings in HYA's Monthly Group Ad

on HYA's Job Alerts Monthly Group Ad on HYA's Website

Social Media Updates

on HYA's Facebook, LinkedIn, and Twitter Feeds

Package 3 - Comprehensive

\$4,400

30-day Online Posting on AASA Career Center

Includes a 1x1 Profile on AASA Career Center and Executive Search AASA's Job Alerts Career Center and on its website.

30-day Online Posting on Top School Jobs

Includes a 1x1 Profile on EdWeek's Top School Jobs and Executive Search EdWeek's Job Alerts and EdWeek's website.

Two Single-listings in HYA's Monthly Group Ad

on HYA's Job Alerts Monthly Group Ad on HYA's Website

Social Media Updates

on HYA's Facebook, LinkedIn, and Twitter Feeds

ADD-ON & REGIONAL

Regional packages give your vacancy additional exposure in a specific geographic region. National packages should still be considered.

ALAS & NARSE Add-on \$850 ALAS NARSE	California \$2,200 EdCat's CareerConnect (2x) ACSA Career Center (2x) CALSA HYA's Monthly Group Ad Social Media Updates	Northeast Add-on \$1,095 NJASA NYSCOE CAPSS
Print Ad Add-on \$3,050 Dedicated District specific ad in Ed Week's print publication  Social Media Updates	Custom Quoted Pricing Based on the number of Associations and frequency of ads to place.	Group Ad \$720 HYA's Monthly Group Ad 



Executive Due Diligence

HYA offers executive due diligence as part of the search process that are completed by independent third-party investigators. The investigative procedures are comprehensive and thorough with a focus on the public school landscape - well beyond what constituents will produce through a simple internet search. The executive due diligence includes on-site research of primary source documents at relevant county court houses for criminal record history. Each background search requires 7-10 working days to complete.

Two packages are offered: comprehensive and standard. The Comprehensive Package includes a news and social media analysis. The news media investigation provides a better understanding of a candidate's leadership style, public relations skills and priorities. The news media investigation draws upon over 28,000 specialized publications and 900 newswires in 200 countries and includes 30 years of credible archived information. Special focus is given to publications in communities where the candidate has lived or worked. The social media review includes a review of text and images on sites such as Twitter, LinkedIn, personal blogs and industry websites. The analysis provides a summary of candidate generated activity with highlights of negative alerts.

The Standard Package was designed in response to requests for a simpler cabinet or principal position background check; it does not include the news and social media analysis.

	Comprehensive \$1050	Standard \$1100
Personal Profile Summary	x	x
Social Security Trace	x	x
County Criminal Record History	x	x
Federal Criminal Record History	x	x
County Civil Record History	x	x
Department of Motor Vehicles License Information	x	x
Education (Degree) Verification	x	x
Credit Report	x	x
Investigation of all Aliases Identified within Past 7 Years	x	x
Investigation of all Jurisdictions of Residence, Education, and Employment within Past 7 Years	x	x
University and Academic Program Accreditation	x	x
National Criminal Record History	x	x
National Sex Offender Search	x	x
News Media Review	x	
Social Media Review	x	

HYA Transition Services

HYA Signature Systems
Program

Board Governance Workshop

The Board Governance Workshop requires a half day and provides the Board the opportunity to clarify the respective roles of the Board and the Superintendent. The workshop addresses the concepts of trusteeship, governance, management, continuous improvement, and systematic change. Developing and maintaining effective Board-Superintendent relations, the need for long and short range planning, consensus decision-making, and other components of successful Board service are also discussed at this workshop.

\$2,500 (includes all preparation and materials)

Board Goal Setting & Superintendent Evaluation

To develop and maintain effective Board-Superintendent relations and provide the Board with an opportunity to determine what it desires to have the Superintendent achieve in the position, goals and the evaluation process must be codified and understood with great clarity. The evaluation process should reinforce the concept of continuous improvement and should monitor the achievement of the Board's goals. Processes and instruments for performance evaluation will be provided.

\$5,000 (2 sessions: 1. Goal setting for superintendent, 2. Facilitation/review of superintendent evaluation)

Executive Coaching

Creating and sustaining powerful Superintendent-Board partnerships is a key component of HYA's Signature Superintendent Coaching program. HYA Associates understand first-hand the demands of the position and are able to come alongside Superintendents as experiences through partners to explore leadership challenges and generate strategies to overcome obstacles before problems arise.

The HYA program includes:

- Customized, confidential Executive Coaching sessions offered twice monthly
- Interviews and assessments designed to foster understanding of Superintendent's strengths, areas of growth, successes, and challenges, including:
 - Strengths Inventories
 - Emotional Intelligence (EQI2.0) Assessment
- Additional assessment options and 360 survey instruments available for Superintendent use
- Integration of additional HYA Associates with content-specific expertise available as needed throughout coaching experience
- 24/7 On-demand access for emergency situations

\$10,000/yearly subscription

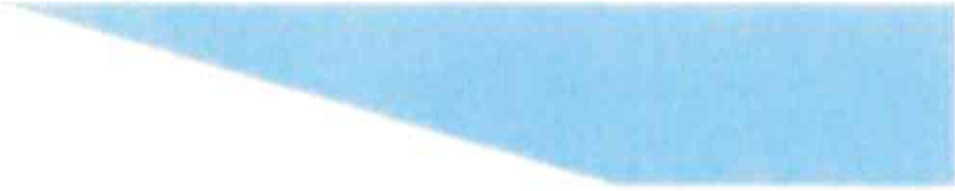
Transition Dashboard

Performance during the transition period in a new district is critical; it is an opportunity for the Superintendent to build relationships, analyze student achievement and financial status, understand community expectations and values, and arrive at a set of performance indicators to measure district success. Actions by the leader during the transition period form the foundation upon which all future rests. A solid foundation promotes future accomplishments. The Transition Dashboard provides a framework for the Superintendent to align communication and define school quality based on the priorities of the Board and community stakeholders.

The Transition Dashboard includes:

- An online, dynamic, and transparent infrastructure for the new Superintendent to communicate what they learned throughout the search process
- Key performance indicators that represent the values and priorities of the school district
- Specific actions the superintendent will do during the transition period

\$10,000/year hosting fee



HYA looks forward to the possibility of working with the Clintondale School Board and assisting with the selection of a new leader. Please contact HYA Associates, Mr. Vahn Phayprasert [REDACTED] or Dr. Connie Collins [REDACTED] with questions or requests for additional information.

HYA Corporation





Jared Maynard [REDACTED]

Superintendent Search Services

Kevin Kelly [REDACTED]

Tue, Mar 10, 2026 at 3:44 PM

To: Jared Maynard [REDACTED]

Hi Jared,

The executive search proposal is attached for the board's review. I'm happy to say that one of our most experienced consultants - and someone familiar to Clintondale - Scott Morrell, would facilitate the search with the board should MASB be selected. Scott, as you likely know, has been a longtime advocate for public education. He is a lifelong Warren resident and has served as a local school board member, as Macomb CASBA president, and on the MASB Board of Directors. Scott has worked with MASB as an adjunct since 2005. While serving on his local board, Scott was recognized by the NSBA with a service award and achieved MASB's President Award.

Please let me know if you have any questions about the proposal or our process. If you and your board colleagues would like a more detailed presentation on the proposal and our search process and timeline, I'd be happy to make arrangements for Scott or me to visit. We offer a high-level overview that takes about 30 minutes with questions or a more intensive 2-hour workshop that dives much deeper. Both are available at no fee.

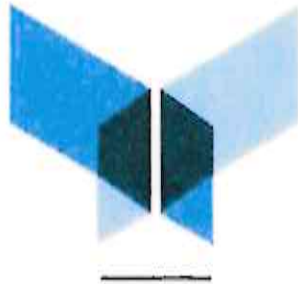
Thank you,
Kevin

KEVIN KELLY, M. Ed. (he/him)

Assistant Director of Executive Search Services

Michigan Association of School Boards
[REDACTED]

[TWEET](#) | [FB](#) | [WATCH](#) | [INFO](#)



MASB
MICHIGAN ASSOCIATION
OF SCHOOL BOARDS

EXECUTIVE SEARCH SERVICES
presents

A PROPOSAL FOR SERVICES FOR:

Clintondale Community Schools



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About MASB

The Michigan Association of School Boards has been providing quality educational leadership services to Michigan boards of education for more than 70 years. We are unique in the superintendent search arena in that we are a 501(c)(3) nonprofit service organization that specializes in custom services for boards of education. Other entities offering superintendent searches tend to be for-profit firms and franchises.

Should Clintondale Community Schools retain MASB's Executive Search Services, you will, in effect, be hiring the entire Association. You will gain access to MASB's professional staff, extensive network and resources in their entirety.

Why Choose MASB

MASB is the market leader in superintendent recruitment and selection in Michigan because we're committed to serving boards of education and, in doing so, creating positive outcomes for students.

Our approach to superintendent search is based upon four core tenets:

1. The responsibility of hiring the superintendent rests solely with the board of education.
2. Choosing the most highly qualified individual—who also represents the ideal fit in your community—is critical to the academic achievement and well-being of your students.
3. Searching for and selecting a superintendent should be an inclusive process that meaningfully engages all stakeholders.
4. Boards of education must have access to all information pertinent to making a sound, informed selection.

MASB is beholden only to boards and has no obligation to place certain candidates.

Nationwide Network

As a member of the National Affiliation of Superintendent Searchers, MASB is connected to a network of superintendent search consultants who assist with recruitment and vetting of candidates. NASS enables MASB to harness the skills and collective networks of search professionals across the country with proven track records of accomplishment, characterized by integrity, passion and focus. MASB has placed more than 15 out-of-state candidates into Michigan superintendent positions in recent years and has provided counsel on dozens of searches in other states.



Open Meetings Act

MASB and its consultants are well versed in the intricacies of the Open Meetings Act and relevant public record laws. All MASB search consultants have ready access to our experienced team of attorneys for any necessary legal consultation. MASB Legal Counsel Brad Banasik, J.D. is recognized as one of Michigan's foremost authorities on the OMA.

Recruitment of Candidates

MASB has a strong track record in diversity and is committed to recruiting a diverse, qualified pool of candidates for Clintondale Community Schools. We will do this by working our extensive network of state and national contacts along with making available a variety of job posting options to maximize the visibility of this position.

Utilization of an equity lens as it relates to business practice and decision-making is a complex topic that warrants more than a brief mention in this proposal. A sampling of issues related to this topic that MASB consultants can provide guidance on include:

- Types of bias that impact selection and success of the candidate chosen (and how to overcome them)
- Recruitment and selection practices that hinder equity
- How the opportunity gap can cause boards to overlook talent

Database of Candidates

Even though MASB does not maintain a "pool" of candidates, our applicant-tracking software does allow us access to a database of those applicants who have professed an interest in open superintendent positions in Michigan. As a result, a vast majority of the candidates in our searches are coming to us through our recruiting efforts, our employment postings, or through our extensive state and nationwide connections. MASB's Revelus Application system allows all of our postings to be seen in those states that are also using this system. This has significantly increased the number of out-of-state applicants applying for our searches.

Vetting

During the application phase, applicants are entitled to strict confidentiality. Applicants are subject to a rigorous application process and extensive paper screening related to the selection criteria established by a board of education. MASB is able to make discreet inquiries during this phase and leverage the knowledge of applicants garnered in previous state and national searches.

Once a candidate has accepted an interview, relinquishing their right to confidentiality, significant personal and professional reference checks are conducted. Reference checks are sent to individuals listed by the candidates as well as those not listed but accessed by MASB via its extensive state and national networks. While optional, MASB encourages board members to consider making some reference checks themselves in order to gain a better feel for a candidate's prospective fit and leadership style.

Throughout the search, MASB vets every issue reported to its consultants, determining the validity of accusations that invariably surface once candidate names become public. Findings are reported to the board in a timely and straightforward manner.

Background Checks and Screening of Applicants

MASB's processes for screening of applicants and background checks reflect industry best practices and are compliant with the complex web of laws that govern superintendent selection in Michigan.

Based on each district's specific needs, MASB employs an outside party to conduct a host of checks including, but not limited to, checks on identity, criminal records, civil records, employment, and verification of education, employment and professional licensing. There are no additional costs for this service.

All checks are conducted in a manner that is consistent with state and federal laws and entities including the Fair Credit Reporting Act and the Equal Employment Opportunity Commission.

Screening assessments can provide additional insight about candidates. MASB routinely conducts DISC Behavioral and Superintendent Achiever Assessments for districts as requested. Additional fees apply.

Search Team

MASB has a diverse and well-qualified search team consisting of retired superintendents, board members and experienced staff.

MASB Staff Contacts

Greg Sleszputowski, M.Ed.

Director of Leadership Development and Executive Search Services
[REDACTED]

Kevin Kelly, M.Ed.

Assistant Director of Executive Search Services
[REDACTED]

Search History

To view a comprehensive list of the hundreds of local and intermediate school districts that MASB's Executive Search Services has served since 1980, please visit our website at masb.org/searchhistory.

Search References

Fitzgerald Public Schools, 2025 Search
Julia Yokel, Board President
[REDACTED]

Zeeland Public Schools, 2025 Search
April DeWitt, Board President
[REDACTED]

Lakeview School District, 2022 Search
Eric Greene, Board President
[REDACTED]

Proposed Search Plan

MASB's Executive Search Services provides comprehensive support throughout the search process with special emphasis on stakeholder engagement and recruiting high-quality candidates. MASB's Search Team will support the board and district staff through all phases of the search process.

MASB's search process is turnkey and generally spans 12-14 weeks; however, there can be some expansion or compression depending on transition circumstances, district activities and calendars of busy school board trustees. While some time efficiencies may be found, it's important to allow adequate time to maintain the integrity of the search. We will work directly with the Clintondale Community Schools Board of Education to identify the optimal begin and end dates for the search and adjust the benchmarks accordingly.

Planning (1 week)

MASB will work with the board of education to establish a timeline for the search, develop a plan for stakeholder engagement, identify a compensation strategy and publish a preliminary posting about the vacancy.

Preparation (2-3 weeks)

MASB will implement the stakeholder engagement plan and work with the board of education to develop selection criteria for the vacancy. This will include conducting focused conversations with stakeholder groups, collecting perceptual data via an online survey collector and educating stakeholders about the search process as well as mechanisms for input prior to the selection of candidates.

Findings are reported to the board of education in a public meeting and ultimately serve to inform the board's development of selection criteria.

Recruitment (6-8 weeks)

Recruitment of top talent is key to this process. MASB will work with the board of education, district staff, leadership and our unparalleled in-state and national networks to personally recruit competent, highly skilled leaders to this vacancy. The expertise of MASB's award-winning Communications, Public Relations and Marketing Team will be leveraged to ensure tremendous reach and visibility.

Advertising included in the Proposal Fee:

- MASB publications, website and social media outlets
- MISTaff, listing of education jobs available in Michigan
- NASS posting with other state organizations
- Publications of other education associations, as available

Outreach to/identification of qualified prospects will be based on:

- Alignment to the Selection Criteria
- Likely career trajectory of a prospect
- Recommendation received from board of education trustees and stakeholders
- Referrals to MASB via our extended networks of consultants and colleagues

MASB consultants will field inquiries from prospects and reach out to them to foster interest in the vacancy and an understanding of candidates' backgrounds and motivation.

Interviews (2-3 weeks)

MASB will facilitate and manage the screening and interview process on behalf of the board of education—and do so in a manner that reinforces the board of education's sovereign role in governance and complies with Michigan's OMA.

MASB has found the following aspects of this phase as particularly noteworthy:

- The board of education will be provided access to the entire pool of applicants; winnowing of the pool will be done by the board in accordance with OMA and with support from MASB.
- MASB will provide the board with a list of top-tier candidates who present the strongest candidacy based on a rigorous paper screening against the selection criteria and information available during this phase of the search.
- Candidate screening and interviews (questions and format) will be designed and administered in such a way as to ensure equity and transparency while also helping the board of education discern strengths and potential challenges related to each candidate.

Selection (1-2 weeks)

MASB advises boards of education not to make a decision until they can feel good about the decision being made. This means an MASB search doesn't end with two cycles of interviews—an MASB search ends when the board has enough information to feel confident about the selection it is making.

Screening assessments, background checks, organized reference checks, structured interviews, writing assignments and site visits are just a few of the strategies that we leverage to help boards of education garner information about candidates.

After a selection is made, MASB will assist the board, as needed, with contract negotiations and transition planning.

Support

MASB supports and monitors the searches we conduct well past the new superintendent's start date and throughout the first year. Soon after the new superintendent begins, we help the governance team by facilitating a workshop called Successful Superintendent Transition to establish expectations for the first year. Additionally, our network of retired superintendents and consultants will stay in touch with your superintendent and board president to make sure the relationship gets off to a good start.

Board/Staff Assistance

MASB will work closely with the Clintondale Community Schools Board of Education to design a search process tailored to the unique needs of the community and execute the search in a manner that is consistent with the district's expectations regarding professionalism, integrity and equity.

The board of education is integral to the search process and is ultimately responsible for selection of the superintendent. MASB will facilitate the search in such a way that supports the authority of the board, honoring its practices related to governance and the district's commitment to inclusion and equity.

MASB will work with the board of education and district staff members to ensure transparency, meaningful engagement of stakeholders and impeccable execution of search-related activities.

MASB will require direct assistance from staff—largely in the areas of coordinating communications and logistics for meetings and stakeholder input sessions. We go to great lengths to respect staff time and district resources.

Fees

The fee for the search is \$6,785.12. This fee covers consultant professional services and expenses such as mileage (at the Internal Revenue Service's current rate), meals, lodging and comprehensive background checks. Additional and optional fee-based processes, such as screening assessments and supplemental local or national advertising, will be discussed with the board's representative prior to execution. Additional fees such as those below will be billed to the district as part of the billing process.

Screening Assessments—Screening assessments can be coordinated by your consultant.

- DISC Behavioral Assessment - \$90 per candidate
- Superintendent Achiever Assessment - \$300 per candidate

Supplemental Advertising Opportunities Available and Related Fees

- Local newspapers (paid advertising)
- Ed Week, TopSchoolJobs, \$495 for a 30-day online job posting with unlimited text or html
- The School Superintendents Association, \$559 for a 30-day online job posting
- National Alliance of Black School Educators, \$330 for a 30-day posting
- Association of Latino Administrators and Superintendents, \$250 for a six-week posting

MASB Contract—Superintendent Search

1. Definition of Product or Service

WHEREAS, the School District has a vacancy in the office of its Superintendent of Schools and desires to search for a qualified candidate for this position; and

WHEREAS, the Michigan Association of School Boards, through its consultant, is willing to act as Consultant and Advisor to the School District and render services to assist in the employment of a new Superintendent.

NOW, THEREFORE, It is agreed by and between the parties hereto as follows:

Consultant agrees to serve as Advisor and Consultant to the School District in the selective recruitment process for a new Superintendent.

- I. The Board of Education agrees to pay MASB for professional services and to reimburse MASB for all out-of-pocket expenses of the Consultant. In the event the search is reopened or extended, the Board of Education agrees to reimburse MASB for any additional out-of-pocket expenses such as advertising, background checks and screening assessments. Once a final candidate has been chosen it will be the school district's responsibility to conduct state-mandated fingerprinting, background and employment misconduct checks.
- II. Consultant agrees:
 - a. To assist the Board in selection criteria development, including group interviews of board members, staff and citizens.
 - b. To advertise vacancy and solicit nominations and applications.
 - c. To organize and facilitate a screening of all applicants.
 - d. To assist the Board in preparation for the interview process.
 - e. To render such other professional services in connection therewith as may be required to enable the Board of Education to make a knowledgeable decision in the selection of a new Superintendent.
- III. Consultant will communicate with such district personnel as the Board may from time to time designate, and will update the Board of Education at regular intervals.
- IV. The Board of Education agrees to reimburse MASB for both fees and expenses for any additional consultants as agreed upon prior to services being rendered.
- V. The hiring school district is required to (1) obtain a criminal history and criminal records check from both the Michigan State Police and the FBI, (2) perform an "unprofessional conduct" check, and (3) ascertain certification status when necessary. The hiring school district must also ensure that the final candidate completes and signs USCIS Form I-9 before beginning employment to verify the applicant's identity and authorization to work in the United States.

2. **Independent Contractor and Liability**

In the performance of the services provided under this agreement, MASB, through its Consultant, shall be an independent contractor. Under the Revised School Code, the MASB Consultant has no legal authority to enter into contracts or agreements with applicants on behalf of the Board of Education and is not an employee, agent, joint venturer or representative of the Board of Education.

The Board of Education acknowledges that only it can hire the School District's Superintendent. The Board of Education agrees, to the extent allowable by law, to defend, hold harmless and to indemnify MASB and its Consultant against all claims, losses, liability and damages associated with the selection and hiring of the School District's Superintendent.

3. **Effective Date**

This Agreement will commence on or about 3/10/2026; however, if no date is specified, the Agreement will commence upon the Association's receipt of this executed Contract and either a purchase order or payment of fees from the District.

4. **Term**

The Contract will terminate upon completion of the terms of the Contract.

5. **Fees**

The district agrees to pay the Association the fee of \$6,785.12 and reimburse the Association for any additional expenses such as screening assessments and supplemental local or national advertising.

6. **Guarantee of Services**

MASB acknowledges the Guarantee of Services, including the "no surprise guarantee" and "satisfaction guarantee" as described in the Statement of Assurance below.

7. **Payment**

The District agrees to pay the fee(s) under this Contract according to the following schedule:
50% (\$3,392.56) upon signed contract
50% (\$3,392.56) plus any additional approved expenses due upon completion.

8. **Termination**

This Agreement may be terminated by the District at any time by written notice to MASB. Upon termination of this Contract, the Association shall cease its delivery of services to the District and all money owed to the Association shall become immediately due and payable. This amount will be for services rendered, including out-of-pocket expenses, to the date of termination.

9. **Authority**

The District represents that the person signing this Contract has full authority to enter into the Contract. Further, either party may rely upon a digital signature as if it were an original, and the failure of a party to have possession of a manually executed original will not affect the validity, enforceability or binding nature of this Contract.

10. Warranties

Except for the services and obligations imposed by the express terms of this Contract, the District and the Association agree there are no other warranties attached to this Contract.

11. Entire Contract

This Contract contains the complete understanding and agreement of the parties and supersedes all prior or contemporaneous agreements or understandings, oral or written, relating to the subject matter herein.

Statement of Assurance

The Michigan Association of School Boards assures and certifies compliance with state¹ and federal laws² as they relate to conducting the process of searching for a new Superintendent. Specifically, MASB assures that:

The screening and interviewing of applicants will be performed in compliance with Michigan's Open Meetings Act, which permits closed sessions to review applications for employment if requested by the applicant and requires all interviews to be conducted in open session.

The requirements of Michigan's Freedom of Information Act will be followed when requests for documents relating to the search are submitted to the district.

Guarantee of Service

MASB's Executive Search Services guarantees the quality of our service in the following ways:

- A 'no surprise' guarantee—Our consultants will not withhold background information on candidates, and we work closely with you to ensure that stakeholders are well informed about the process.
- Satisfaction guarantee—If the candidate pool falls short of the board of education's expectations, we will conduct the search again for no additional search fee; reimbursement of out-of-pocket expenses still applies.
- MASB conducts all superintendent searches from a strong school board perspective and with impartiality and professionalism while focusing on the board's identified hiring criteria and leadership profile. If, at any time during the first year of the new superintendent's contract the board releases the superintendent, MASB will conduct a second superintendent search for no additional fee. However, the school board would be responsible for new out-of-pocket expenses, if any, incurred by MASB for the second search. PLEASE NOTE: this guarantee is dependent upon participation in the Successful Superintendent Transition Workshop, which must be held within six months after the new superintendent begins work in the district.



Signature of Authorized Representative

Greg Sieszputowski, M.Ed.

Printed Name

Director, Leadership Development &
Executive Search Services/MASB

Title/Organization

3/10/2026

Date Submitted

¹These include, but are not limited to: (a) The Elliott-Larsen Civil Rights Act (Act 453 of 1976), which prohibits discrimination on the basis of religion, race, color, national origin, age, sex, height, weight, familial status or marital status; (b) Persons With Disabilities Civil Rights Act (Act 220 of 1976), which prohibits discrimination on the basis of a disability; and (c) the requirements of any other state nondiscrimination statute(s) that may apply.

²These include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352), which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 540 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; and (e) the requirements of any other federal nondiscrimination statute(s) that may apply.

ON BEHALF OF MICHIGAN ASSOCIATION OF
SCHOOL BOARDS



Don P. Wotruba
Executive Director
3/10/2026

ON BEHALF OF SCHOOL DISTRICT
Clintondale Community Schools

Signed:

Printed Name:

Title:

Date:

March 11, 2026

Jared Maynard, President
Board of Education
Clintondale Community Schools
35100 Little Mack Ave.
Clinton Township, MI 48035

Dear Board President Maynard:

Thank you for providing the opportunity for Michigan Leadership Institute to submit a proposal for assisting your Board of Education with the search for a new Superintendent. We believe we have the experience and expertise that will result in the selection of an outstanding and inspirational leader for Clintondale Community Schools – one who can continue to build upon the great work already in place.

Our Experience

The Michigan Leadership Institute is proud to have a well-founded reputation as the foremost provider of high quality, research-based leadership services in Michigan. Since 1999, we have conducted over 530 successful superintendent/organizational leader searches across the state of Michigan on behalf of K-12 school districts, ISDs and ESDs, Middle Cities Association, the Michigan Department of Education, colleges, municipalities, and other non-profit organizations. MLI operates as a strategic partner with school districts - with service first. It is our goal to ensure that your Board of Education members feel supported, informed, and confident in their decision.

Our Expertise

In addition, MLI conducts ongoing research on the art and science of public leadership and delivers leadership and governance academies. This expertise will help ensure that your next leader embodies the leadership qualities and characteristics important to your organization. At MLI, the superintendent search is not an ancillary service – it is a core area of expertise. MLI consultants are deeply immersed in superintendent preparation, evaluation, coaching, and placement. By virtue of the many searches we have conducted and a concerted effort to understand and implement searches in compliance with applicable regulations, Michigan Leadership Institute knows the requirements of FOIA and the Michigan Open Meetings Act and can help your organization avoid pitfalls with respect to these requirements.



Our Network

MLI has an extensive network of contacts for recruiting top quality candidates for its searches. Superintendent leaders who have been appointed through the MLI search process have demonstrated outstanding leadership and longevity. We attribute this success to our intentional efforts to present candidates that best match the goals, vision, and values of the school districts/organizations. MLI consultants are located across Michigan and work together to continuously provide successful searches. MLI conducts effective superintendent searches by combining deep superintendent expertise, customized and district-centered processes, rigorous candidate vetting, and ongoing leadership support,

Our Guarantee

We will guarantee a successful search with our search process. This means, first, that the search will continue until you have an acceptable candidate. It also means that if MLI endorses the candidacy of the selected candidate and he/she chooses to leave the district within one year of appointment for reasons other than personal health or that of an immediate family member, we will conduct another search on an expenses only basis. Our commitment is to provide Clintondale Community Schools with an outstanding new leader and a flawless search process.

Our Support

MLI will conduct an orientation workshop with your Board of Education and your new Superintendent to help establish shared expectations and understandings. We find that this early step can contribute greatly to an effective and long-lasting working relationship. In addition, MLI will be a mentor resource for your new leader for his/her first year at your organization.

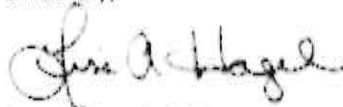
This packet includes the following information relating to this proposed search and our organization:

- Process and timeline
- Professional fee
- Biographical summaries of MLI's search professionals
- References

As a matter of standard business practice, our proposal is offered with the expectation that it will be held in confidence until all proposals are presented publicly.

Note that this process can be customized to meet your organization's needs. For additional information about Michigan Leadership Institute or the search process, please contact John Silveri, MLI Regional President for Southeast Michigan, at [REDACTED] You may also contact me directly at [REDACTED]

Sincerely,



Lisa A. Hagel, Ed.D.
Executive Director, Michigan Leadership Institute

SUPERINTENDENT SEARCH PROPOSAL

Clintondale Community Schools



Leading the Search:

MLI Regional President for Southeast Michigan, John Silveri

Michigan Leadership Institute is a service of the Genesee Intermediate School District

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Michigan Leadership Institute

The Michigan Leadership Institute (MLI), one of the most experienced and successful executive search firms in Michigan, is pleased to offer a unique and comprehensive search proposal for Clintondale Community Schools. In partnership with MLI, Clintondale Community Schools can benefit from the expertise of MLI in your superintendent search. Our unique partnership would offer:

- A superintendent search using MLI's proven methodologies and facilitated by MLI Regional President John Silveri;
- Extensive outreach, networking, and marketing of MLI and all MLI Consultants; and
- Ongoing support for your Board of Education and Superintendent.

History and Philosophy

MLI was founded in 1998 by Dr. Timothy Quinn who served as President of the organization until 2008 when Dr. Michael Wilmot became President/CEO. In 2018, Genesee Intermediate School District assumed ownership and operations of Michigan Leadership Institute, under the direction of Dr. Steven Tunncliffe - appointed Superintendent of Genesee Intermediate School District in July 2021. In September 2021, Dr. Lisa Hagel was appointed Executive Director of Michigan Leadership Institute.

We are guided by the following principles:

- **Calling** - The calling to leadership is an internal calling and a prerequisite for outstanding leadership.
- **Mastery** - Continuous pursuit of mastery in the physical, social/emotional, and intellectual aspects of oneself expands a leader's strength and effectiveness.
- **Service** - Outstanding leaders define themselves and grow by viewing leadership as service to others.
- **Trust/Integrity** – Honest and open communication is integral to building and maintaining a trusting relationship.
- **Competence** – High quality performance and competence depend on clear articulation of desired outcomes and processes for continuous improvement.

Our philosophy as an organization is one of service to children and communities by providing comprehensive and ongoing services to schools across Michigan—to *develop, deploy* and *support* outstanding leaders.

Consistent with our mission, we acknowledge that strong leadership for any school system is dependent upon the effective and ongoing development of educational leaders. At present, we are preparing for our 27th year of the MLI Superintendent Preparation Academy (SUPES Academy), providing research driven leadership development and meaningful, intentional, and relevant skill building to aspiring superintendents – including cultural competency.

As the Michigan Leadership Institute is owned and operated by the Genesee Intermediate School District, we adhere to all organizational practices and policies, including those associated with diversity, equity, and inclusion.

Experience, Recruiting, and Successful Placements

The Michigan Leadership Institute (MLI) employs a comprehensive, proactive, and highly personalized approach to recruiting exceptional candidates for a Superintendent position. Each search is led by a dedicated Lead Consultant who is supported by a statewide network of experienced MLI consultants. This collaborative team approach ensures broad outreach, deep professional connections, and the ability to identify candidates who align with the district's unique leadership profile, community values, and long-term goals.

The process begins with the Lead Consultant working closely with the Board of Education to establish a clear district profile and candidate criteria based on stakeholder input and the district's strengths, challenges, and strategic priorities. Using this customized profile, the consultant team actively recruits and screens high-caliber candidates from across Michigan and the nation.

MLI consultants leverage their extensive professional networks, developed through decades of leadership service in Michigan's schools, professional associations, and national organizations. This network allows the team to personally contact outstanding leaders, encourage qualified individuals to apply, and identify emerging talents who may not be actively seeking a new position but represent an excellent fit for the district.

Recruitment efforts are multi-faceted and tailored to each search. Strategies include:

- Direct personal outreach to high-potential leaders and professional contacts.
- Electronic recruitment platforms and statewide posting systems.
- Use of social media and digital communication tools to broaden reach and elevate visibility.
- Collaboration with state and national educational associations to identify and attract qualified candidates.
- Targeted communication to individuals who reflect the district's desired leadership qualities, experience, and cultural alignment.

Throughout the recruitment period, the Lead Consultant and supporting MLI team operate with the highest professional and ethical standards, ensuring confidentiality, equity, and fairness. All recruitment activities are conducted with the goal of attracting a diverse, talented pool of candidates who are prepared to lead the district with integrity, vision, and a deep commitment to student success.

This rigorous and relationship-driven process results in a candidate pool that is not only highly qualified but also closely aligned to the district's needs and aspirations, supporting the Board in selecting a Superintendent who will lead with excellence and long-term impact.

The Michigan Leadership Institute is deliberate and purposeful in every aspect of its work, whether providing professional development, recruiting leaders, supporting newly appointed superintendents, or partnering with Boards of Education. As former superintendents ourselves, we bring firsthand experience, deep understanding, and unwavering commitment to ensuring that every district receives the highest level of leadership support.

MLI is deeply dedicated to cultural competence and to fostering leadership that reflects the diversity of the communities we serve. We intentionally support all leaders, with a strong focus on lifting and empowering leaders of color, female leaders, and individuals from historically underrepresented groups. Our consultants understand the unique challenges and strengths these leaders bring, and we work tirelessly to ensure they are encouraged, supported, and positioned for success.

Our recruitment and placement processes are grounded in equity, quality, and integrity. We take great care to understand the critical needs, culture, and aspirations of each district, using that insight to guide a thoughtful and effective search. MLI's statewide and national networks allow us to identify, cultivate, and encourage a broad and diverse pool of highly qualified candidates, ensuring that districts have access to exceptional leaders who reflect their values and are prepared to make a meaningful impact.

In every engagement, MLI's intentional approach ensures that our collective experience, commitment to diversity, and passion for public education are reflected in the leaders we support and the districts we serve.

Since 1999, we have conducted over 530 successful superintendent/organizational leader searches across the state of Michigan on behalf of K-12 school districts, ISDs and ESDs, Middle Cities Association, the Michigan Department of Education, colleges and other non-profit organizations, and county municipalities.

MLI has an extensive network of contacts for recruiting top quality candidates for its searches. Superintendents who have been appointed through the MLI search process have demonstrated outstanding leadership and longevity. We attribute this success to our intentional efforts to present candidates that best match the goals, vision, and values of the school districts/organizations we partner with.

The Michigan Leadership Institute is known throughout Michigan for its superintendent preparation program: MLI SUPES Academy. The SUPES Academy puts MLI in the unique position of developing and supporting aspiring superintendents. Nearly 960 aspiring leaders have completed this preparation program, including approximately 25% of the current superintendents in Michigan. Although intended as a program to develop the skills and attributes necessary for success in the role of superintendent, the SUPES Academy also serves as an opportunity for MLI to identify high-quality superintendent candidates. As such, the SUPES Academy establishes a diverse "pool" of candidates that MLI accesses when reaching out to prospective applicants.

Superintendent position postings are advertised on Frontline, the MLI website, and the MASA website. Jobs posted on the MASA MISTAFF site automatically post to the following association job sites: MAISA, Michigan ASCD, MASSP, MASB, MEMSPA, and MSPRA.

At the Board's request, MLI will advertise job postings on national sites such as AASA The School Superintendents Association, the Association of Latino Administrators & Superintendents (ALAS), the National Alliance of Black School Educators (NABSE), Education Week, and AESA (for an additional fee).

Michigan Leadership Institute values and practices diversity, equity, and inclusion in our organization, our professional development opportunities, and search practices. MLI does not engage in, nor do we support, discrimination of any kind in our business practices, professional development opportunities, or executive search facilitation. It is our belief that an effective leader is ethical, trustworthy, accountable, and epitomizes integrity – qualities that have no racial, ethnic, gender, or cultural boundaries.

Lastly, with Regional Presidents across Michigan, who maintain close ties to superintendents and other high-level leaders through our various services (strategic planning, leadership coaching, and governance workshops, to name a few), and our participation in MASA and other leadership organizations, we are able to develop and sustain a large and diverse network of current and aspiring leaders from which to draw upon when recruiting top candidates to a vacancy.

Why Select Michigan Leadership Institute as your Search Partner?

- We have a proven record of accomplishment for highly successful search process management and placements that are successful in their new positions.
- We thoroughly check applicants' backgrounds prior to presenting to you and as the process progresses, so you will have no "surprises" during the final stages of your search process.*
- We work in close partnership with the Board of Education throughout the search, customizing the search activities to meet the district's unique needs and remaining readily available and responsive throughout the process.
- We ensure that the process is both transparent - with clear and open communication, and inclusive - engaging stakeholders throughout the process to provide input and feedback to the Board of Education.
- We provide a board/superintendent orientation workshop after the new leader is on the job to help get the relationship off to the right start.
- We provide ongoing support to your new leader during his/her first year on the job.
- We are highly sensitive to confidentiality issues and very experienced at meeting the requirements of the Michigan Open Meetings Act and FOIA.
- We utilize our extensive leadership networks to attract a strong and diverse candidate pool.
- We provide the highest quality professional services at a good value.
- Executive leadership is our business and our specialty, and our mission statement, ***"Developing, Deploying and Supporting Outstanding Leaders"*** attests to that. We have a tremendous amount of expertise and experience with superintendent searches and are just as skilled at developing and supporting district leaders. There is no organization that is better suited or better prepared to identify and recruit outstanding candidates, facilitate a successful search process, and continue to support your Board and your new leader once the new superintendent is in place than the Michigan Leadership Institute.

*Our process for screening applicants includes a thorough review of all application materials, Internet searches, networking and conversations with viable candidates prior to the Board selecting those it wishes to interview. Once the interview field is discussed and established in open-session, and the confidentiality of applicants is no longer an issue, we contact the references provided by the interviewees in addition to colleagues the interviewees have worked with and for. We often have the inherent benefit of having screened applicants previously during other searches. In all searches, MLI Regional Presidents and Consultants communicate with one another and share knowledge and information on all applicants throughout the process.

Note: State-mandated background checks (fingerprinting), and requirements under PA 189 are the responsibilities of the employer and thus must be conducted by the district once a final candidate is selected.

Search Process

A successful superintendent search requires thoughtful planning, continuous communication, and a highly collaborative relationship between the Board of Education and the lead consultant. At the Michigan Leadership Institute, our consultants are former superintendents who understand firsthand the complexities of district leadership and the importance of finding the right fit. We are committed to supporting the Board before, during, and after the search with a flexible, responsive, and Board-centered approach.

Before the Search:

The consultant begins by building a strong working relationship with the Board, listening closely to its priorities, expectations, and concerns. Together, the consultant and Board develop a customized timeline that reflects the district's needs, calendar, and desired pace of the search. The consultant guides the Board through each step of the process, ensuring clarity regarding roles, responsibilities, and effective search practices. Stakeholder input systems, community engagement plans, recruitment strategies, and selection procedures are all shaped collaboratively to reflect the district's values and goals.

During the Search:

Throughout the recruitment, screening, and interview phases, the consultant remains readily available, flexible, and sensitive to Board member perspectives. Adjustments to the timeline or process are made as needed to accommodate Board availability, district events, or unforeseen circumstances. The consultant provides continuous communication, timely updates, and expert guidance, ensuring that the Board receives a diverse, qualified, and well-matched pool of candidates. Every step is conducted with professionalism, confidentiality, and integrity, keeping the focus on what is best for the district and its students.

After the Search:

Once the Board has selected a new superintendent, the consultant may support negotiations, transition planning, and onboarding as needed. MLI's commitment does not end with the appointment. Our goal is to ensure a smooth transition and a strong start for the new leader, and the consultant remains available to the Board for follow-up support and guidance for a full year.

Commitment to District Needs:

The Michigan Leadership Institute is dedicated to meeting the district where it is. If, for any reason, the first search does not yield a candidate the Board wishes to appoint, the consultant will work with the Board to review the process, refine recruitment strategies, and launch a second search at no additional cost. Our commitment is to provide the district with the high-quality leadership it deserves, and we stand by our work until the right superintendent is identified and hired. Since MLI was founded, we have experienced just two occasions where search and placement efforts led to a superintendent who was unable to serve successfully for an entire year.

Michigan Leadership Institute shall fulfill the Scope of Services as required by the Board of Education, as indicated by our Search Process:

The Planning and Preparation Stage

- Discuss and agree upon search activities and services to be performed.
- Establish a search calendar customized to your district's needs.
- Consult with the Board of Education regarding compensation, benefits and other contractual provisions for the position.
- Consult with the Board of Education, and with constituents as determined by the Board, to gather input regarding the organization's leadership needs. This step may include forums with staff, community members and others.
- Develop an organizational and community profile to identify the unique attributes of the community and the district.
- Prepare and agree upon the position profile and specifications.

The Implementation Stage

- Place advertisements in state professional publications and online educational job posting sites (as part of proposed fee), as well as national professional publications (for an additional fee), as requested and approved.
- Develop an online search brochure; announce position to educational professionals and recruiting contacts.
- Make personal contacts and calls to recruit top-quality candidates.
- Communicate with potential candidates.
- Screen applicants and help to identify potential candidates that best meet the profile created by the Board of Education.
- Contact candidates prior to presentation to the Board.
- Present all applicants to the Board in closed session for consideration; Board will discuss and determine the candidates to be interviewed in open session.
- Conduct orientation workshop on appropriate and successful interviewing techniques and preparation for district visitations if desired.
- Conduct reference checks.
- Prepare interview questions, attend all candidate interviews and facilitate board discussion and deliberation.

The Final Stage

- Communicate with unsuccessful candidates.
- Mediate employment agreement and/or provide contract/salary information to district, as desired.
- Facilitate orientation workshop with the new leader and the Board.
- Be on call to provide professional support and mentoring to the new leader as requested during his or her first year on the job.

Proposed Search Timeline

Week 1:	Meet with Board of Education to gather background, establish parameters of search, agree upon timeline and discuss qualifications and compensation
Weeks 2-3:	Meet with Board and designated staff and community groups to develop candidate profile and organization/community profile; develop and approve position announcement and search brochure
Weeks 4-8:	Post position, recruit and screen applicants, accept applications until 4:00 p.m. on agreed upon date
Week 9:	Presentation of applicants and determination by Board of candidates to interview; selection of questions and preparation for first-round interviews
Week 10:	Initial interviews conducted, stakeholder feedback collected; finalists selected
Week 11:	Finalist interviews conducted, stakeholder feedback collected; finalists meet with stakeholder groups
Week 12:	Board subcommittee visitation to finalist work sites or hosting of finalists for a district tour/community meet and greet, as determined by the Board
Week 13:	Selection of preferred finalist; negotiation of agreement
Week 14:	Appointment of new superintendent

Note: This timeline can be customized to meet your district's needs.

Facilitating The Search

Regional President for Southeast Michigan, John Silveri

John Silveri's career in public education included service to five Metropolitan Detroit area school districts as a teacher, counselor, principal, human resources director, assistant superintendent and superintendent. His 24 years as an administrator in Wayne, Oakland and St. Clair counties included almost 14 years in Allen Park Public Schools, five and a half years as Superintendent of Marysville Public Schools, and nearly five years as Superintendent of Waterford School District. Since his retirement, Mr. Silveri has assisted Birmingham Public Schools as its Interim Assistant Superintendent for Human Resources, Interim Deputy Superintendent and Interim Superintendent, Ferndale Public Schools as its Interim Deputy Superintendent for Human Resources, and most recently at Rochester Community Schools as their Interim Superintendent.

Mr. Silveri has served as Chairman of a North Central Association visiting accreditation team and as a member of the Board of Directors of the Marysville Chamber of Commerce, the Waterford Coalition for Youth, the Detroit Metropolitan Bureau of School Studies and the Board of Education of the St. Clair County Intervention Academy. He has also served as President of the Wayne County Negotiators and Personnel Administrators Association and as President of the Rotary Club of Marysville. He was most recently a member of the Board of Directors of the Interfaith Leadership Council of Metropolitan Detroit.

Mr. Silveri holds a Bachelor of Science in Education degree from Central Michigan University, a Master of Arts degree in Guidance and Counseling from Eastern Michigan University, and an Education Specialist degree in Administration from Wayne State University. He is a graduate of the MASA Courageous Journey Program and the Michigan Leadership Institute Superintendent Preparation Series Academy.

Mr. Silveri has been the Michigan Leadership Institute's Regional President for Southeast Michigan since 2015. During this time, he has supported various school districts with superintendent searches, strategic planning, grade level reconfiguration, board governance and leadership coaching. Mr. Silveri is a lifelong learner who stays abreast of current developments and trends in public education and continues to grow through his ongoing experiences with school districts and educators throughout Southeast Michigan and beyond.

The following MLI Regional Presidents and consultants will support your search:

Regional President for Northern Michigan-Dr. John Scholten. Retired Superintendent of 23 years at Maple City-Glen Lake Community Schools (9 years) and the Public Schools of Petoskey (14 years).

Regional President for Southwest Michigan-Andrew Ingall. Retired Superintendent of Grand Haven Public Schools for nearly 7 years; serving Chelsea School District for 15 years.

Regional President for Central Michigan-Tim Stein. Retired Superintendent of Flushing Community Schools for 10 years; serving Fenton Area Schools, Grand Blanc Schools, and Flushing for 33 years.

Associate Regional President for Southwest Michigan-Mr. Pete Haines. Retired Superintendent of Ottawa Area Intermediate School District for six years; Superintendent of Greenville Community Schools for 8 years.

Associate Regional President for Southeast Michigan-Dr. William Weber. Served as teacher, assistant principal, athletic director, assistant superintendent, and superintendent during his 43-year career in education.

Consultant-Dr. Wanda Cook-Robinson. Retired Superintendent of Oakland Schools. Lifelong educator and recipient of numerous awards.

Consultant-Chet Janik. Served as superintendent for Charlevoix Schools and Buckley as well as leadership roles at Northwestern Michigan College, Traverse Bay Area Intermediate School District.

Consultant-Clarence Garner. Retired Superintendent for Grand Blanc Community Schools; 30 + years in education as teacher, principal, personnel director, deputy superintendent, and superintendent.

Consultant-Tom TenBrink. Tom has been in education for 44 years. He served Jenison Public Schools for 34 years – 18 years as the district's Superintendent.

Consultant-Dr. Debbie McFalone. Former teacher, principal, and superintendent and facilitator of leadership training for superintendents, principals, and school boards.

Consultant-Teresa Weatherall Neal. Former superintendent of Grand Rapids Public Schools specializing in organizational growth, leadership development, and system-wide transformational change.

Consultant-Brian Keim. Retired superintendent of Elkton-Pigeon-Bay Port Laker Schools; over 30 years in education as well as a certified mentor.

Consultant-Dr. Robert Livernois. Retired Superintendent for Warren Consolidated Schools. Served in public education for 36 years, the last 20 of which as superintendent.

Consultant-Dr. Keely Mounger. Retired Deputy Superintendent for Genesee ISD; over 30-years in education as teacher, principal, executive director, deputy superintendent, and superintendent.

Consultant, Dr. Randy Liepa. Retired Superintendent of the Wayne RESA. Dr. Liepa also served as Superintendent of Livonia Public Schools for 12 years.

MLI Executive Director, Dr. Lisa Hagel. Dr. Hagel spent her 35-year career in education serving as elementary teacher, coach, elementary Principal, high school Principal, Curriculum Director, and local district Superintendent for 6 years. Dr. Hagel then served as superintendent at the Genesee Intermediate School District. She has earned multiple degrees from Central Michigan University, University of Michigan, and Eastern Michigan University. She earned her Doctorate degree from Walden University.

SERVICE AGREEMENT

Clintondale Community Schools and Michigan Leadership Institute

Michigan Leadership Institute shall fulfill the Scope of Services as required by the Board of Education, as indicated by our Search Process:

This search involves receipt of applications, screening and interview facilitation for all candidates.

1. Advise the board on parameters of the overall search process.
2. Establish a timeline of duties and responsibilities for the conduct of the search.
3. Facilitate meetings of the Board, faculty, staff, community members and other stakeholders as desired to assist in articulating the candidate profile and points of District pride for inclusion in the position announcements.
4. Develop and post a standard search flyer and announcements; recruit a qualified candidate pool.
5. Receive applications, communicate with candidates, conduct screening, check references, and analyze all applications relative to the profile developed by the Board of Education.
6. Present all applicants to the Board; facilitate the Board process of selecting candidates to interview.
7. Conduct orientation session with the Board on interview process and protocol.
8. Attend all candidate interviews; solicit and collect stakeholder feedback.
9. Facilitate Board deliberation on choosing finalists and selecting its new leader; communicate with unsuccessful candidates.
10. Mediate employment agreement as requested by the Board; provide contract/salary information to District.
11. Facilitate orientation workshop with the new leader and the Board to develop mutual expectations and understandings.
12. Be on call to provide professional support and mentoring to the new leader as requested during his or her first year on the job.

The above-noted services will be provided for \$6,600.00 plus direct expenses not to exceed \$800.00. Said fee covers all costs associated with the search including Michigan Leadership Institute staff time, development of posting brochure, online search announcements/job postings, and associated office expenses. MLI staff mileage will be billed to the district on an actual cost basis at the current mileage rate issued by the IRS. Fees will be invoiced and payable in three equal installments: upon commencement of search, upon recommendation of candidates, and upon selection and appointment of the successful candidate. Expenses will be invoiced with the final installment.

This agreement is hereby entered into by the parties thereto as set forth below:

Michigan Leadership Institute

Clintondale Community Schools

 John Silveri
 MLI Regional President

 Date

 Clintondale Community Schools
 Board of Education

 Date

Attachment A

MLI Facilitated Executive Searches

2017-Present

ISD/RESA/ESD Searches

Alpena-Montmorency-Alcona ESD	Kalamazoo RESA
Berrien RESA	Lewis Cass ISD
Branch ISD	Muskegon Area ISD
Calhoun ISD	Marquette-Alger ISD
Clare-Gladwin RESD	Montcalm Area ISD
C.O.O.R. Intermediate School District	Newaygo RESA
Dickinson-Iron ISD	Northwest Education Services
Hillsdale ISD	Traverse Bay Area ISD
Ionia County ISD	West Shore ISD

School District/Organization Searches

Addison Community Schools	Constantine Public Schools
Adrian Public Schools	Coopersville Area Public Schools
Anchor Bay School District	Crestwood School District
Athens Area Schools	Crystal Falls-Forest Park Schools
Baraga Public Schools	Dearborn Heights District #7
Beecher Community Schools	Dexter Community Schools
Bedford Public Schools	Dowagiac Public Schools
Bentley Community Schools	Dundee Community Schools
Berkley School District	Edwardsburg Public Schools
Birmingham Public Schools	Elk Rapids
Bloomfield Hills Public Schools	Ewart Community Schools
Branch County	Farwell Area School
Brandon School District	Fenton Area Schools
Brandywine Community Schools	Fowlerville Community Schools
Bridgman Schools	Forest Hills Public Schools
Brighton Area Schools	Fraser Public Schools
Byron Area Schools	Fremont Public Schools
Caledonia Community Schools	Genesee ISD (Asst. Superintendent/Business)
Camden-Frontier Schools	Gladwin Community Schools
Cass City Public Schools	Gleaners Community Food Bank
Cass County Administration	Glen Lake Community School
Cedar Springs Public Schools	Godfrey-Lee Public Schools
Charlotte Public Schools	Greenspire School
Chelsea School District	Greenville Public Schools
Chocoy Township	Grosse Ile Township Schools
Clarenceville Schools	Hamilton Community Schools
Coldwater Community Schools	Hamtramck School District
Coloma Community Schools	Harbor Springs Schools
Colon Community Schools	Hastings Area Schools
Comstock Public Schools	Hillsdale Community Schools

Holly Academy
Huron Valley Schools
Ida Public Schools
Jefferson Community Schools
Jenison Public Schools
Jonesville Community Schools
Kalkaska Public Schools
Kaleva Norman Dickson/Bear Lake
Kingsley Area Schools
Lake Orion Community Schools
Lakeshore Public Schools
Lakeville Community Schools
Lakewood Public Schools
Lawton Community Schools
Leelanau County
Leland Public Schools
Ludington Area School District
Manchester Community Schools
Mar Lee School District
Marysville Schools
Menominee Public Schools
Mesick Consolidated Schools
Middle Cities Education Association
Millington Community Schools
Morenci Area Schools
Mona Shores
Monroe Public Schools
Munising Public Schools
Muskegon Public Schools
New Buffalo Area Schools
Newaygo Public Schools
Niles Community Schools
North Adams-Jerome Public Schools
Novi Schools
Oak Park Schools
Olivet Community Schools
Hillsdale Community Schools

Okemos Public Schools
Onaway Area Schools
Oxford Community Schools
Pellston Public Schools
Pickford Public Schools
Pittsford Area Schools
Portage Public Schools
Public Schools of Petoskey
Richmond Community Schools
River Valley Schools
Rockford Public Schools
Romeo Community Schools
Saline Area Schools
Saugatuck Schools
Shelby Public Schools
South Haven Public Schools
South Lyon Community Schools
South Redford School District
Sparta Area Schools
Springport Public Schools
St. Charles Community Schools
St. Johns Public Schools
St. Joseph Public Schools
Sturgis Public Schools
Tahquamenon Area Schools
Taylor School District
Thornapple-Kellogg Schools
Union City Community Schools
Utica Community Schools (Asst. Supt.)
Van Buren Public Schools (Finance Dir.)
Reed City Area Schools
Watervliet Schools
Waverly Community Schools
Wayne-Westland Community Schools
West Bloomfield School District
Westwood Community Schools
Wolverine Community Schools