

**FERRIS  
STATE  
UNIVERSITY**  
A

**CONTRACT TO CHARTER A PUBLIC SCHOOL ACADEMY  
AND RELATED DOCUMENTS**

BETWEEN

**MARSHALL ACADEMY**  
(A PUBLIC SCHOOL ACADEMY)

AND

**FERRIS STATE UNIVERSITY  
BOARD OF TRUSTEES**  
(AUTHORIZING BODY)

AUTHORIZATION PERIOD:

JULY 1, 2024 – JUNE 30, 2031

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## **POLICIES**

As per **Article XII, Section 12.15** of the *Terms and Conditions* of the Charter School Contract, the Ferris State University Board or Charter Schools Office (CSO) has the right to enact policies that become part of the Contract. All policies automatically apply thirty (30) days after Academy Board notification.

It is the responsibility of the Academy Board to make certain that the Contract Policy section is kept up-to-date whenever changes or additional policies are issued by the CSO. Contact the Charter Schools Office with any questions at (231) 591-5802.

# FERRIS STATE UNIVERSITY

FERRIS FORWARD

## CHARTER SCHOOLS OFFICE POLICY

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Revised: June 1, 2023

### EDUCATIONAL SERVICE PROVIDER

Pursuant to the Terms and Conditions of the Contract ("Contract") issued by the Ferris State University Board of Trustees ("University Board"), these Educational Service Provider Policies ("ESP Policies") have been prepared by the Charter Schools Office (CSO). They now become part of the Contract and apply immediately to all academies being authorized or re-authorized pursuant to Contracts issued by the University Board, and prospectively to any existing academy that enters into an agreement with an Educational Service Provider ("ESP") on or after the date set forth above. Failure by the Academy Board to comply with these Policies may result in the non-issuance of a Contract, or for existing Academies, the initiation of suspension, termination or revocation proceedings under the Contract.

#### A. Academy Board Due Diligence

1. Prior to executing an agreement with an ESP, the Academy Board shall perform sufficient due diligence to establish that the ESP has the appropriate financial resources, educational services, and managerial experience to provide the contracted services. Prior to contracting with an ESP, the Academy Board shall obtain sufficient information to conclude that the ESP agreement, on the terms to be approved, is in the best financial and educational interest of the Academy. At a minimum, and prior to the execution of an ESP agreement, the Academy Board shall provide the following information to the Charter Schools Office via Epicenter **in addition to the proposed contract:**
  - List of all ESP owner(s), directors and officers.
  - Type or form of entity (for-profit corporation, non-profit corporation, limited-liability company, etc.).
  - Name of the ESP's primary banking institution.
  - Legal counsel for the ESP. Name, address, and telephone number of firm and name of contact person.
  - Accounting firm for the ESP. Name, address, and telephone number of firm and name of contact person.

- A written statement regarding the ESP's experience in providing educational services and a description of the types of educational service to be provided to the Academy.
2. Academy Board members, Academy Board employees, and their respective spouses and immediate family members may not have any direct or indirect ownership, employment, contractual or management interest in any ESP that contracts with the Academy. The Charter Schools Office may formally waive this condition for persons who have an ownership interest in an ESP that contracts with the Academy if it concludes that the ownership interest is not a conflict of interest.
  3. If an Academy proposes to enter into a new, amended or renewal agreement with an ESP to provide persons to perform work at the Academy, or to extend the term of an existing agreement, the Academy shall, not later than thirty (30) days prior to the proposed date of execution thereof, submit the proposed agreement to the CSO Director for review.
  4. Unless the CSO Director extends the review period, within thirty (30) days of receiving a copy of a proposed agreement and detailed description in compliance with this policy and the Terms and Conditions of the Contract, the CSO Director shall notify the Academy if the proposed agreement is disapproved (the CSO Director may disapprove the proposed agreement in his or her sole discretion). If the proposed agreement is disapproved, such disapproval may, but shall not be required to, state one or more conditions which, if complied with by the Academy and/or the Educational Service Provider, would cause such disapproval to be deemed withdrawn. No agreement described in this policy may be entered into that is disapproved by the CSO Director. By not disapproving a proposed agreement, the CSO Director is in no way giving approval of the proposed agreement, or any of the terms or conditions thereof.
  5. The Academy Board shall retain independent legal counsel to review and advise it during the negotiation of the ESP agreement. Legal counsel for the Academy shall not also represent the ESP or principals thereof, or have provided recent or significant representation to the ESP or its principals in the past. The ESP agreement shall be an arms-length, negotiated agreement between an informed Academy Board and the ESP. Prior to the Academy Board's approval of the ESP agreement, the Academy Board shall obtain a legal opinion from its legal counsel, which includes the representations that legal counsel has reviewed the Proposed Educational Service Provider Agreement, the Charter Schools Office Educational Service Provider Policies and the Contract to Charter the Public School Academy, and which opines that:
    - A. The Academy Board has the power and authority to enter into the proposed agreement;
    - B. Execution of the proposed agreement does not violate any term or provision of the Policies, Charter Contract or applicable statute; and

- C. Entering into the agreement does not permit or require improper delegation by the Academy Board.
6. The Academy Board shall not approve an ESP agreement until all board members have been given a reasonable opportunity to review the proposed ESP agreement with the Academy's legal counsel.
  7. The Academy Board shall only approve an ESP agreement with a formal vote at a public board meeting. Prior to the Academy Board's vote on the ESP agreement, the Academy Board shall provide a reasonable opportunity for public comment on the proposed ESP agreement.

**B. Academy Board Administrative and Fiduciary Responsibilities**

1. In negotiating the ESP agreement, the Academy Board shall budget adequate resources to fulfill its Contract requirements which may include, but are not limited to: oversight of the Academy's ESP; negotiation of the Contract and any amendments; payment of staff costs, insurance required under the Academy's lease, ESP agreement and the Contract; annual financial audit; the Academy Board's legal counsel, consultants, recording secretary and any other such cost necessary for Academy Board operations.
2. The Academy Board shall be responsible for determining the budget reserve amount included as part of the Academy's annual budget. In addition, the Academy Board is responsible for implementing fiscal policies that will assist the Academy in attaining the stated budget reserve amount.
3. The ESP shall present to the Academy Board, on a frequency established by the Academy Board, a detailed reconciliation of budgeted to actual revenues and expenditures, with an explanation of variances. Also, the ESP shall present to the Academy Board, on a frequency determined by the Academy Board, a detailed schedule of expenditures at object level for review and approval by the Academy Board.
4. The Academy Board shall be informed of the level of compensation and fringe benefits provided to employees of the ESP assigned to the Academy.

**C. ESP Agreement Provisions**

1. An ESP agreement under which an Educational Service Provider provides persons to perform work at the Academy may not contain a non-competition, no-hire, or similar provision prohibiting or restricting the Academy from hiring instructional staff that perform work at the Academy.

2. An ESP agreement under which an Educational Service Provider provides persons to perform work at the Academy shall contain a provision requiring the Educational Service Provider to make information concerning the operation and management of the Academy, including without limitation but not limited to the information described in Schedule 8, available to the Academy as deemed necessary by the Academy Board in order to enable the Academy to fully satisfy its obligations under the Contract. Except as permitted under the Contract and Applicable Law, no ESP agreement shall restrict the University's or the public's access to the Academy's records.
3. No provision of an ESP agreement shall interfere with the Academy Board's duty to exercise its constitutional, statutory, contractual and fiduciary responsibilities governing the operation of the Academy. No provision of an ESP agreement shall prohibit the Academy Board from acting as an independent, self-governing public body, or allow public decisions to be made other than in compliance with the Open Meetings Act.
4. An ESP agreement shall not restrict an Academy Board from waiving its governmental immunity or require an Academy Board to assert, waive or not waive its governmental immunity.
5. No provision of an ESP agreement shall alter the Academy Board treasurer's legal obligation to direct that the deposit of all funds received by the Academy be placed in the Academy's depository account as required by law. The signatories on the depository account shall solely be Academy Board members and/or individuals properly designated annually by Board resolution. Interest income earned on Academy depository accounts shall accrue to the Academy.
6. An ESP agreement shall contain a provision that all finance and other records of the ESP related to the Academy will be made available to the Academy's independent auditor.
7. An ESP agreement shall not permit the ESP to select or retain the independent auditor for the Academy.
8. If an ESP purchases equipment, materials and supplies on behalf of or as the agent of the Academy, the ESP agreement shall provide that such equipment, materials and supplies shall be and remain the property of the Academy. The ESP will comply with Section 1274 of the Revised School Code as if the Academy when making these purchases directly from a third party supplier.
9. An ESP agreement shall contain a provision that if the ESP procures equipment, materials and supplies at the request of or on behalf of the Academy, the ESP shall not include any added fees or charges with the cost of equipment, materials and supplies purchased from third parties.
10. An ESP agreement shall contain a provision that clearly allocates the respective proprietary rights of the Academy Board and the ESP to curriculum or educational materials. At a minimum, ESP agreements shall provide that the Academy owns all proprietary rights to



curriculum or educational materials that (i) are both directly developed and paid for by the Academy; or (ii) were developed by the ESP at the direction of the Academy Board with Academy funds dedicated for the specific purpose of developing such curriculum or materials. ESP agreements may also include a provision that restricts the Academy's proprietary rights over curriculum or educational materials previously developed or copyrighted by the ESP, or curriculum or educational materials that are developed by the ESP using funds from the Academy that are not dedicated for the specific purpose of developing Academy curriculum or educational materials. All ESP agreements shall recognize that the ESP's educational materials and teaching techniques used by the Academy are subject to disclosure under the Code and the Freedom of Information Act.

11. An ESP agreement under which an Educational Service Provider provides persons to perform work at the Academy shall be clear about which persons or positions are employees of the ESP, and which persons or positions are employees of the Academy, if any. If the ESP leases employees to the Academy, the ESP agreement shall provide that the leasing company accepts full liability for benefits, salaries, worker's compensation, unemployment compensation and liability insurance for its employees leased to the Academy or working on Academy operations. If the Academy is staffed through an employee leasing agreement, legal confirmation shall be provided to the Academy Board that the employment structure qualifies as employee leasing.
12. An ESP agreement shall contain insurance and indemnification provisions outlining the coverages the ESP will obtain. The ESP's insurance is separate from and in addition to the insurance the Academy Board is required to obtain under the Contract.
13. Marketing and development costs paid by or charged to the Academy shall be limited to those costs specific to the Academy program, and shall not include any costs for the marketing and development of the ESP.
14. The maximum term of an ESP agreement shall not extend beyond the term of the Academy's Contract.
15. An ESP agreement shall provide that any action or inaction by the ESP which causes the Contract of the Academy to be revoked, terminated or suspended, or which results in the Academy receiving official notification from the CSO, University Board, Superintendent of Public Instruction, or other authorized body or official, of the commencement or an intent to initiate proceedings for the termination, revocation or suspension of the Contract, shall be designated a material breach, which shall be grounds for termination of the ESP agreement by the Academy. The ESP agreement shall also provide for termination if directed by the University Board as part of the process of reconstitution, as provided by the Revised School Code.
16. If the Academy intends to enter into an agreement with the ESP for the Academy's learning platform (e.g., virtual technology/curriculum, etc.), then such agreement must be separately documented, separately approved, and cannot be part of or incorporated into the ESP Agreement. Neither the ESP Agreement nor the agreement for the platform may contain a

cross-default provision that allows the ESP to terminate the agreement for the learning platform upon termination of the ESP Agreement.

17. ESP Agreements shall provide that the financial, educational and student records pertaining to the Academy are Academy property, and that such records are subject to the provisions of the Michigan Freedom of Information Act. All Academy records shall be physically or electronically available, upon request, at the Academy's physical facilities. **To the extent the ESP manages and/or holds the Academy's financial, educational, and/or student records (whether electronically or physically), the ESP Agreement shall provide that the Academy Board shall have immediate access to such records, upon request, including electronic access to any database holding such records.** Except as permitted under the Contract and Applicable Law, no ESP Agreement shall restrict the College's or the public's access to the Academy's records.

#### **D. Lease and Loan Agreement Provisions**

1. If the Academy intends to enter into a lease, execute promissory notes or other negotiable instruments, or enter into a lease-purchase agreement or other financing relationships with the ESP, then such agreements shall be separately documented and not be a part of or incorporated into the ESP agreement. In all cases, the Director of the CSO shall be provided copies of all such documents and agreements for review prior to execution by the academy Board.

#### **E. Timeliness and Board Best Practices**

1. All Board members as well as FSU Field Representatives assigned to the academy should receive a complete board packet no later than three (3) days in advance of the meeting. Packets may be delivered in hard copy or electronically, based upon the preference of the Board.
2. Members of the Board should not be given new information and asked to vote on that material at the same meeting unless extreme circumstances warrant this action.
3. The Board President should have the final review and decision as to the meeting agenda.
4. Special Board meetings (meetings outside of the official Board calendar) may be called for specific agenda items that cannot wait until the next regularly scheduled meeting or items that of an emergency nature. In all cases, special meetings should not be a replacement for the full agenda of a regularly scheduled meeting.
5. The Board should conduct an annual review of the ESP to determine the academy's progress towards goals, and the status of meeting the conditions set forth in the charter contract.

# FERRIS STATE UNIVERSITY

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**FERRIS FORWARD**

## CHARTER SCHOOLS OFFICE POLICY

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Adopted: April 2008

Revised: May 2016

### **FACILITY FINANCE & PROPERTY ACQUISITION**

Pursuant to the Terms and Conditions of the Contract ("Contract") issued by the Ferris State University Board of Trustees ("University Board"), these Facility Finance & Property Acquisition Policies ("FF&PA Policies") have been prepared by the Charter Schools Office (CSO). They now become part of the Contract and apply immediately to all academies being authorized or re-authorized pursuant to Contracts issued by the University Board, and prospectively to any existing academy that enters into an agreement for Facility Finance & Property Acquisition ("FF&PA") on or after the date set forth above. Failure by the Academy Board to comply with these Policies may result in the non-issuance of a Contract, or for existing Academies, the initiation of suspension, termination or revocation proceedings under the Contract.

#### **A. University Board Approval of Condemnation**

In the event that the Academy desires to acquire property pursuant to the Uniform Condemnation Procedures Act, or other applicable statutes, it shall obtain express written permission for such acquisition from the University Board. The Academy shall submit a written request to the CSO Director describing the proposed acquisition and the purpose for which the Academy desires to acquire the property and a request for a contract amendment. The CSO Director will generate a recommendation for consideration by the University Board with regard to the proposed acquisition. The request and the CSO Director's recommendation will be submitted by the CSO Director for the University Board's consideration in accordance with the University Board's generally applicable timelines and policies for the agendas of regularly scheduled University Board committee meetings and formal sessions of the University Board. No acquisition may be made until the approval of the University Board is obtained by resolution adopted at a formal session of the University Board.

#### **B. CSO Director Review of Certain Financing Transactions**

If the Academy proposes to (i) finance the acquisition, by lease, purchase, or other means, of facilities or equipment, in excess of \$150,000, pursuant to arrangements calling for payments over a period greater than one (1) year, and which include a pledge to one or more third parties of a portion of the funds to be received by the Academy from the State of Michigan pursuant to the

State School Aid Act of 1979, as amended, being MCL 388.1601 et seq., or (ii) direct that a portion of its State School Aid Payments be forwarded by the Fiscal Agent to a third party account for the payment of Academy debts and liabilities, the Academy shall submit the transaction for prior review by the CSO Director, as designee of the University Board, in the manner provided herein. The Academy shall, not later than thirty (30) days prior to the proposed closing date of the transaction, submit a written request for review to the CSO Director describing the proposed transaction and the facilities or equipment to be acquired with the proceeds thereof (if any) together with a copy of the proposed lease, deed or bill of sale for any facilities or equipment to be acquired in the transaction, and in the case of a transaction described in subparagraph (ii) of this Section, (a) a copy of the Academy Board's resolution authorizing the direct intercept of State School Aid Payments; (b) a copy of a State School Aid Payment Agreement and Direction document that is in a form acceptable to the University Charter Schools Office; and (c) copies of such other documentation regarding the transaction which is the subject of the proposed direct intercept as the University Charter Schools Office may request. Unless the CSO Director extends the review period, within thirty (30) days of receiving a written request in compliance with this Section, the CSO Director shall notify the Academy if the proposed transaction is disapproved (the CSO Director may disapprove the proposed transaction in his or her sole discretion). If the proposed transaction is disapproved, such disapproval may, but shall not be required to, state one or more conditions which, if complied with by the Academy and any lender, lessor, seller or other party, would cause such disapproval to be deemed withdrawn. No transaction described in this Section may be entered into that is disapproved by the CSO Director. By not disapproving a proposed transaction, the CSO Director is in no way giving approval of the proposed transaction, or any of the terms or conditions thereof.

### **C. Other Transactions Requiring CSO Director Review**

If the Academy desires to enter into a purchase agreement, multi-year lease, or transaction requiring bid documents with respect to (i) the Academy's facilities described in Schedule 6, (ii) Academy facilities that are in addition to or intended to replace the Academy's facilities described in Section 6, or (iii) capital assets valued in excess of \$150,000, the Academy shall, not later than thirty (30) days prior to the proposed date of execution of the proposed agreement, lease or bid documents (as applicable), submit a written request for review to the CSO Director describing the proposed transaction and the facilities or capital assets to be purchased, leased or which are otherwise the subject of the transaction, together with a copy of the proposed lease, deed or bill of sale for such facilities or assets. Unless the CSO Director extends the review period, within thirty (30) days of receiving a written request in compliance with this Section, the CSO Director shall notify the Academy if the proposed transaction is disapproved (the CSO Director may disapprove the proposed transaction in his or her sole discretion). If the proposed transaction is disapproved, such disapproval may, but shall not be required to, state one or more conditions which, if complied with by the Academy and any lessor, seller or other party, would cause such disapproval to be deemed withdrawn. No transaction described in this Section may be entered into that is disapproved by the CSO Director. By not disapproving a proposed transaction, the CSO Director is in no way giving approval of the proposed transaction, or any of the terms or conditions thereof.

#### **D. Disapproval of Certain Transactions**

Due to the uncertain status of an Academy's Contract where the Academy has been placed in Intensified Monitoring status by the CSO pursuant to the CSO's Reinvigorating Excellence Initiative, a transaction that is required to be submitted for review by the CSO Director pursuant to these Facility Finance and Property Acquisition Policies by such an Academy will be disapproved by the CSO Director if the transaction would require payments to be made by the Academy after the Academy's existing Contract expiration date, except that the CSO Director may elect not to disapprove such a transaction where the CSO Director determines in his or her sole discretion that all of the following conditions are met:

1. The Academy is not in Intensified Monitoring;
2. The Academy has an unrestricted fund balance that is not less than fifteen percent (15%) of its projected annual expenditures;
3. Entering into the proposed financing transaction will not cause the Academy to expend more than an amount equal to twenty percent (20%) of the funds to be received by the Academy annually from the State of Michigan pursuant to the State School Aid Act of 1979, as amended, being MCL 388.1601 et seq., on discharging its annual obligations in connection with the lease or purchase of the Academy's land, building and other physical facilities;
4. The facilities or equipment to be acquired with the proceeds of the proposed financing transaction are replacements for existing facilities or equipment and are necessary for continued safe operation of the Academy and the achievement of its educational goals; and
5. Any other conditions deemed relevant by the CSO Director.

## CHARTER SCHOOLS OFFICE POLICY

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Adopted: March 2009

Revised: January 2019

### DISSOLUTION

Pursuant to the Terms and Conditions of the Contract to Charter a Public School Academy ("Contract") issued by the Ferris State University Board of Trustees ("University Board"), these Dissolution Policies ("Dissolution Policies") have been prepared and adopted by the Charter Schools Office (CSO). These Dissolution Policies now become part of the Contract and apply immediately to all Public School Academies now authorized, and prospectively to all Public School Academies hereafter authorized or re-authorized, pursuant to Contracts issued by the University Board.

#### **A. Academy Board Obligations Relating to Termination of Contract**

1. **Contract Ending Notice.** When given by the Director of the Charter Schools Office ("CSO Director") or the University Board, each of the following written notices to the Academy Board shall constitute a "Contract Ending Notice": (a) that the University Board will not be renewing the Contract or extending it beyond its then existing term; (b) that the University Board is exercising its right to terminate the Contract; or (c) that the University Board has revoked the Contract. A notice of termination from the Academy shall also constitute a "Contract Ending Notice" for purposes of this policy.

2. **Notice to State of Michigan.** Within ten (10) days of receipt of a Contract Ending Notice, the Charter Schools Office (CSO) shall give written notice to the Michigan Department of Education and the Michigan Department of Treasury of the non-renewal, non-extension, termination, or revocation of the Contract, as the case may be. Unless otherwise expressly provided in writing by the CSO Director or the University Board, the CSO shall request the Michigan Department of Education's guidance and procedures on the dissolution, liquidation and winding up of the Academy. The notice given by the CSO shall advise the Michigan Department of Education and the Michigan Department of Treasury of the Contract Ending Date. The "Contract Ending Date" is (a) the date the term of the Contract ends, if the Contract is not being renewed or extended, (b) the effective date of termination, if the Contract is being terminated, or (c) the effective date of revocation, if the Contract is being revoked. The CSO shall simultaneously send the Academy Board a copy of its notice.

3. **Plan of Dissolution and Liquidation.**

a. When a Contract Ending Notice is received, then, unless otherwise expressly provided in writing by the CSO Director or the University Board, at least forty-five (45)



days prior to the Contract Ending Date, the CSO Director shall submit to the Academy Board a plan of dissolution, liquidation and winding up for the Academy that is in full compliance with the Contract and all Applicable Law, regulations, rules, orders and governmental procedures.

b. The Academy shall immediately comply with the proposed plan of dissolution, liquidation and winding up provided by the CSO Director (the "Plan of Dissolution and Liquidation"). The Academy Board shall not alter the plan of dissolution, liquidation and winding up except by written permission of the CSO Director.

c. If not already in place in accordance with the Contract, the Academy shall cooperate in establishing an Academy Dissolution Administrative Account. If not so provided by existing Contract, upon receipt of a Contract Ending Notice, the University shall direct up to ten thousand dollars (\$10,000) from each subsequent School Aid Fund payment, not to exceed a combined total of thirty thousand dollars (\$30,000) to a separate Academy account ("Academy Dissolution Administration Account") to be used exclusively to pay the costs associated with the wind up and dissolution of the Academy, including but not limited to the expense of audits, inventory, appraisal, sale of unencumbered property, legal and other professional expenses, expenses of winding up corporate existence, the transfer of records, and the placement of students, and other administrative expenses related to dissolution. Within five (5) business days of the CSO's notice, the Academy Board Treasurer shall provide the CSO Director, in a form and manner determined by the CSO, with account detail information and authorization to direct such funds to the Academy Dissolution Administrative Account. The Academy Dissolution Administrative Account shall be under the sole care, custody and control of the Academy Board, and such funds shall not be used by the Academy to pay any other Academy debt or obligation until such time as the wind up and dissolution administrative expenses have been satisfied. If the Academy does not cooperate in establishing the Academy Dissolution Administrative Account as directed, then the CSO may proceed to segregate such funds to be held by the University and separately accounted for, to be paid on behalf of or released to the Academy for the purposes described in this Section.

4. Appointment of a Receiver. If requested to do so by the CSO Director or the University Board at any time following a Contract Ending Notice, the Academy Board shall cause the Academy to petition the appropriate Circuit Court of the State of Michigan for the appointment of a receiver to administer the dissolution, liquidation and winding up of the affairs of the Academy. To the extent necessary, the Plan of Dissolution and Liquidation shall thereafter be deemed modified to accommodate the appointment of a receiver. The CSO may, at its option, offer assistance for the Plan of Dissolution by providing services of Wind Up and Dissolution Manager at the CSO's expense.

# FERRIS STATE UNIVERSITY

**FERRIS FORWARD**

## CHARTER SCHOOLS OFFICE POLICY

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Adopted: December 2010

Revised: May 2016

### **NONESSENTIAL ELECTIVE COURSE**

Pursuant to the Terms and Conditions of the Contract ("Contract") issued by the Ferris State University Board of Trustees ("University Board"), this Nonessential Elective Course Policy has been prepared by the Charter Schools Office (CSO). It now becomes part of the Contract and applies immediately to all academies being authorized or re-authorized pursuant to Contracts issued by the University Board, and prospectively to any existing academy that is interested in providing nonessential elective courses to pupils at a non-public school site on or after the date set forth above. Failure by the Academy Board to comply with this Policy may result in the non-issuance of a Contract, or for existing Academies, the initiation of suspension, termination or revocation proceedings under the Contract.

- I. A public school academy ("Academy") that is interested in providing nonessential elective courses to pupils at a non-public school site shall submit the following documentation and information to the Ferris State University Charter Schools Office:
  - a. A draft copy of a Contract amendment with all attachments. See attached Contract Amendment form.
  - b. The name of the non-public school requesting the nonessential elective courses.
  - c. The name of the public school district in which the non-public school is located. (Note: In order for the Academy to provide nonessential elective courses to students at the non-public school, the Academy must be located in either (i) the same school district in which the non-public school requesting nonessential elective courses is located; or (ii) a school district that is contiguous to the school district in which the non-public school requesting nonessential elective courses is located.)
  - d. A copy of the non-public school's written request to the school district requesting that certain nonessential elective courses be provided.
  - e. A copy of the district's written response to the non-public school notifying them that the district will/will not provide certain nonessential elective courses.



- f. A copy of any agreement between the Academy and non-public school relative to the provision of nonessential elective courses to students at the non-public school site.
- g. A list of the nonessential elective courses being provided by the Academy to the non-public school, and the time of the day that instruction is provided at the non-public school.
- h. Confirmation that the non-public school is registered with the Michigan Department of Education and meets all the necessary reporting requirements for a non-public school under applicable law.<sup>1</sup>
- i. Confirmation that the Academy has confirmed with its insurance carrier that the nonessential elective courses being provided by the Academy to pupils at the non-public school is an activity or program covered under the Academy's existing insurance policy.
- j. A written legal opinion from the Academy's legal counsel confirming that nonessential elective courses provided by the Academy to students at a non-public school (a) is not in violation of the single site requirements under section 504(1) of the Revised School Code ("Code"), MCL 380.504(1) and (b) is in compliance with section 166b of the State School Aid Act of 1979, as amended, MCL 388.1166b. If the Academy contracts with an educational service provider and nonessential elective course instruction is to be provided by educational service provider employees, then the written legal opinion shall also confirm that the Academy's provision of such services through employees of an educational service provider is permitted under applicable law.
- k. A copy of any Academy waiver request submitted to the Superintendent of Public Instruction (and any response received from the Superintendent) in connection with the Academy providing nonessential elective courses to students at a non-public school.
- l. A copy of the Academy Board resolution(s) approving the Contract amendment and authorizing the Academy to provide nonessential elective courses to students at the nonpublic school site.

The Contract amendment shall not take effect until it is approved by the University Board, and once so approved the Contract amendment will be in effect only for the current school year in which the nonessential elective courses are requested and offered, unless an annual written extension to a subsequent school year is issued by the CSO Director after the Academy has once again submitted the information required by Sections B through L of this Policy.

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<sup>1</sup> Non-public schools are subject to certain reporting requirements. See MCL388.551 et. seq.

## AMENDMENTS

**DATE**

**SECTION**

**TITLE**

## **RESOLUTIONS**

# FERRIS STATE UNIVERSITY

## BOARD OF TRUSTEES

### FERRIS STATE UNIVERSITY CERTIFICATE OF SECRETARY TO THE BOARD OF TRUSTEES

I, Karen K. Huisman, Secretary to the Board of Trustees of Ferris State University, a constitutional body corporate of the State of Michigan, hereby certify that the attached is a true, complete and correct copy of the Resolution duly adopted by the Board of Trustees at a formal meeting of the Board of Trustees held on **December 14, 2023**, that said formal meeting was open to the public as prescribed by Mich. Const. 1963, art. 8, sec. 4, that said formal meeting was otherwise called and conducted in accordance with applicable provisions of Michigan law and the Bylaws of the Board of Trustees of Ferris State University then in effect, and that the minutes of said formal meeting were kept and are available for public inspection.

I FURTHER CERTIFY that the following Trustees were in attendance and constituted a quorum of the Board of Trustees: **Michael B. Fisher, George K. Heartwell, Kurt A. Hofman, Michael D. Ryan, Amna P. Seibold, Ronald E. Snead, Vivian TerMaat, and LaShanda R. Thomas.**

I FURTHER CERTIFY that the **motion passed unanimously** with regard to adoption of the attached Resolution.

IN WITNESS WHEREOF, I have hereunto set my hand this 15th day of December, 2023.



A handwritten signature in blue ink, reading "Karen K. Huisman", is written over a horizontal line.

Karen K. Huisman, RP  
Secretary to the Board of Trustees

1201 S. State Street, CSS 301  
Big Rapids, MI 49307-2747

Phone: (231) 591-2505  
Web: [www.ferris.edu](http://www.ferris.edu)

December 14, 2023

4c.2. Charter Contract Reauthorization – Marshall Academy

Moved by **Trustee Snead**, supported by **Trustee TerMaat**, and **unanimously carried** that the Ferris State University Board of Trustees hereby approves the following Resolution, as submitted on this date:

**RESOLUTION**

WHEREAS, the Ferris State University Board of Trustees (the “University Board”) granted conditional approval to a Resolution (the “Initial Resolution”) dated May 5, 2000, for Marshall Academy (the “Academy”), which conditionally authorized the execution of a contract with the Academy to charter an academy (“Original Charter Contract”) and conditionally authorized the Chairperson of the University Board to execute the Original Charter Contract between the Academy and the University Board; and,

WHEREAS, on May 6, 2005 the University Board reauthorized the Academy for five years through June 30, 2010; and,

WHEREAS, on April 9, 2010 the University Board reauthorized the Academy for five years through June 30, 2015; and,

WHEREAS, on February 20, 2015 the University Board reauthorized the Academy for five years through June 30, 2020; and,

WHEREAS, on February 17, 2023 the University Board reauthorized the Academy for one year through June 30, 2024; and,

WHEREAS, the Academy’s MDE overall index value is 61.99 and a growth index of 69.9, both of which are above average academic performance with compared to other schools in the State; and,

WHEREAS, the Academy’s enrollment is 235 students in grades K-12 with 64% of them receiving free and reduced lunch rates and reports 21% special education rate; and

WHEREAS, the Academy is fiscally sound with a 30% fund balance; and,

WHEREAS, the University Board desires to reauthorize the Academy pursuant to the terms of a new contract to charter an academy (“New Charter Contract”) in substantially the form provided to the University Board in connection with its consideration of this reauthorization resolution (the “Reauthorization Resolution”) for seven years through June 30, 2031; and,

WHEREAS, the University Board intends that the New Charter Contract shall supersede and replace the Original Charter Contract in all respects.

NOW THEREFORE BE IT RESOLVED:

1. The application for the reauthorization of Marshall Academy (the "Academy") submitted to the Ferris State University Charter Schools Office (FSU CSO) for a term ending on June 30, 2031, is approved contingent upon the Academy Board approving the New Charter Contract (including without limitation the Terms and Conditions and all of the Schedules incorporated therein) and its execution, delivery and filing of the same in the name of and on behalf of the Academy.

The University Board establishes the method of selection, length of term, number of members, qualification of members, the procedure for removal of members, and other matters pertaining to the Academy's Board of Directors, as follows:

a. Method of Selection. The University Board shall prescribe the methods of appointment for members of the Academy Board. Ferris State University's Director of Charter Schools ("CSO Director") is authorized to administer the University Board's academy board selection and appointment process (including a Public School Academy Board Member Questionnaire or School of Excellence Board Member Questionnaire or Strict Discipline Academy Board Member Questionnaire, as applicable, and required background checks), as provided below:

1. The University Board shall appoint initial and subsequent members of the Academy Board of Directors by formal resolution, except as prescribed by subparagraph (4) of this subparagraph (a). The CSO Director shall recommend nominees to the University Board based upon a review of the applicable Academy Board Member Questionnaire, required background checks and each nominee's resume. Each nominee shall be available for interview by the University Board or the CSO Director. The University Board may reject any or all Academy Board nominees.
2. The Academy Board shall be provided an opportunity to nominate its subsequent members, by resolution and majority vote, except as provided herein. The Academy Board shall recommend at least one nominee for each vacancy. The Academy Board's nominees shall submit the applicable Academy Board Member Questionnaire for review by the Ferris State University Charter Schools Office ("CSO"). If the University Board elects not to appoint any of the Academy Board's nominees for a vacant position on the Academy Board or elects to make its own nomination(s), it may nominate and appoint an Academy Board member of its own choosing for that vacant position, or it may request additional nominees from the Academy Board.
3. An individual appointed to fill a vacancy created other than by expiration of the term shall be appointed for the unexpired term of that vacant position.
4. Under exigent conditions, and with the approval of the University Board's Chair, the CSO Director may appoint a qualified individual to the Academy Board. All appointments made under this provision must be presented to the University Board for final determination at its next regularly scheduled formal session. The

University Board reserves the right to review, rescind, modify, ratify, or approve any appointments made under the exigent conditions provision.

b. Length of Term. Each member of the Academy Board shall serve at the pleasure of the University Board. The initial terms of the members of the Academy Board shall be staggered in a manner determined by the CSO Director, but no individual member's term shall exceed a period of four (4) years. The subsequent term of each member of the Academy Board shall be for a period of four (4) years. The terms for each position shall begin on July 1st and end on June 30th of the pertinent year.

c. Number of Directors. The number of board positions shall be seven (7), which may be reduced to five (5) or increased back to seven (7) if requested by the Academy and approved by the CSO Director. If the Academy Board fails to attain or maintain its full membership by making appropriate and timely nominations, the University Board or the CSO Director may deem that failure an exigent condition.

In order to legally transact business, the Academy Board shall have a quorum present at a duly called meeting of the Academy Board. A "quorum" shall be defined as follows:

<u># of Academy Board positions</u>	<u># required for Quorum</u>
Five (5)	Three (3)
Seven (7)	Four (4)

A board member may participate in a meeting virtually only if unable to attend a meeting in person due to military duty, or in other circumstances where virtual attendance is permitted by law, and that member's virtual presence shall count towards the required quorum and allow the virtual attendee to participate and vote on business before the board.

Notwithstanding any academy board bylaw to the contrary, any decision or action of the board must be approved by three directors if the board has five authorized positions, and four directors if the board has seven authorized positions. Procedural motions such as a motion to adjourn, table or postpone a matter, to schedule a meeting, or a motion to request a reduction in the number of authorized board positions or nominate persons to fill vacancies, may be approved by a majority of a quorum.

d. Qualifications of Members. To be qualified to serve on the Academy Board, a person shall, among other things: (1) be a citizen of the United States; (2) be a resident of the State of Michigan; (3) submit all materials requested by the CSO including, but not limited to, the applicable Academy Board Member Questionnaire which must include authorization to process a criminal background check of the nominee; and (d) submit annually a conflicts of interest disclosure as prescribed by the CSO.

The Academy Board shall include as a member (1) at least one parent or guardian of a child attending the Academy; and (2) one professional educator, preferably a person with school

administrative experience. The Academy Board shall include representation from the local community in which the Academy serves.

The members of the Academy Board shall not include (1) any member appointed or controlled by another profit or non-profit corporation; (2) Academy employees or independent contractors performing services for the Academy; (3) any current or former director, officer, or employee of an educational management company that contracts with the Academy; and (4) Ferris State University officials or employees.

e. Oath. Before beginning his/her service, each member of the Academy Board shall take and sign the constitutional oath of office before a justice, judge, or clerk of a court, or before a notary public. The Academy shall cause a copy of such oath of office to be filed with the CSO. No appointment shall be effective prior to the taking, signing and filing of the oath of public office.

f. Removal of Members. The University Board may remove an Academy Board member with or without cause at any time by notifying the affected Academy Board member. The notice shall specify the date when the Academy Board member's service ends. Any Academy Board member may also be removed by a two-thirds (2/3) vote of the Academy Board for cause.

With the approval of the University Board Chair, the CSO Director may suspend an Academy Board member's service, if in his/her judgment the member's continued presence would constitute a risk to persons or property, or would seriously impair the operations of the Academy. Any suspension made under this provision must be presented to the University Board for final determination at its next regularly scheduled meeting. The University Board reserves the right to review, rescind, modify, ratify, or approve any suspension made under this provision.

g. Tenure. Each member of the Academy Board shall hold office until such member's replacement, death, resignation, removal or until the expiration of the term, whichever occurs first.

h. Resignation. Any member of the Academy Board may resign at any time by providing written notice to the Academy or the CSO. Notice of resignation will be effective upon receipt or at a subsequent time designated in the notice. Any Academy board member who fails to attend three (3) consecutive Academy board meetings without prior notification to the Academy Board President, may, at the option of the Academy Board, the University Board, or the CSO Director, be deemed to have resigned, effective at a time designated in a written notice sent to the resigning Academy board member. A successor shall be appointed as provided by the method of selection adopted by the University Board.

i. Board Vacancies. An Academy Board vacancy shall occur because of death, resignation, removal, failure to maintain United States citizenship or residency in the State of Michigan, disqualification, enlargement of the Academy Board, or as specified in the Code.



j. Compensation. An Academy Board member shall serve as a volunteer director and without compensation for his/her services. By resolution of the Academy Board, the Academy Board members may be reimbursed for their reasonable expenses incidental to their duties as an Academy Board member.

k. Current Members of the Board of Directors. The University Board re-confirms the appointments of the following persons to their existing terms set forth below as members of the Academy's Board of Directors:

Kasey Morris  
11415 18 ½ Mile Road  
Marshall, MI 49068  
Term Expiration: June 30, 2024

Sean Washington  
27 Richards Place  
Battle Creek, MI 49015  
Term Expiration: June 30, 2027

Patti Cornwell  
18935 15 ½ Mile Road  
Marshall, MI 49068  
Term Expiration: June 30, 2025

Wayne Arnold  
157 Torrey Lane  
Battle Creek, MI 49014  
Term Expiration: June 30, 2025

Grace Noyola  
910 Wooded Lane  
Marshall, MI 49068  
Term Expiration: June 30, 2026

2. The University Board hereby approves the New Charter Contract in substantially the form provided to the University Board in connection with its consideration of this Reauthorization Resolution, and upon being presented with the counterpart of the same that has been fully executed by a duly authorized representative of the Academy Board in its name and on its behalf, the President of the University, or his designee, is hereby authorized to execute the same in the name of and on behalf of the University Board, and the New Charter Contract shall thereupon take immediate effect and supersede and replace the Original Charter Contract in all respects.

## **TERMS AND CONDITIONS**

**TERMS AND CONDITIONS  
OF CONTRACT**

**DATED: July 1, 2024**

**BETWEEN**

**MARSHALL ACADEMY  
(A PUBLIC SCHOOL ACADEMY)**

**AND**

**FERRIS STATE UNIVERSITY BOARD OF TRUSTEES  
(AUTHORIZING BODY)**

**CONFIRMING THE STATUS OF**

**MARSHALL ACADEMY**

**AS A**

**PUBLIC SCHOOL ACADEMY**

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WHEREAS, the People of Michigan through their Constitution have provided that schools and the means of education shall forever be encouraged and have authorized the Legislature to maintain and support a system of free public elementary and secondary schools; and

WHEREAS, all public schools are subject to the leadership and general supervision of the State Board of Education; and

WHEREAS, the Legislature has authorized a form of public school designated a "public school academy" to be created to serve the educational needs of pupils and has provided that pupils attending these schools shall be eligible for support from the State School Aid Fund; and

WHEREAS, the Legislature has delegated to the governing boards of state public universities, community college boards, intermediate school district boards and local school district boards, or such agencies acting jointly, the responsibility for authorizing the establishment of public school academies; and

WHEREAS, the University Board has considered the Application for the re-authorization of **MARSHALL ACADEMY** (the "Academy"), considered the academic progress of students attending the Academy and its fiscal operation and has approved the re-authorization of the Academy's operation under this Contract, which shall supersede the original contract (as amended) under which the Academy was established;

NOW, THEREFORE, pursuant to the Code the University Board re-authorizes the Academy pursuant to the terms and conditions of this Contract under which certain rights, franchises, privileges, and obligations of a public school academy are conferred upon the Academy and the status of the Academy as a public school academy in this state is confirmed. The parties agree that the granting of this Contract is subject to the following terms and conditions:

## ARTICLE I

### DEFINITIONS

Section 1.1 Certain Definitions. For purposes of this Contract, and in addition to the terms defined throughout this Contract, each of the following words or expressions, whenever initially capitalized, shall have the meaning set forth in this section:

(a) "Academy" means the Michigan non-profit corporation named **MARSHALL ACADEMY** which is re-authorized as a public school academy pursuant to this Contract.

(b) "Academy Board" means the Board of Directors of **MARSHALL ACADEMY**.

(c) "Applicable Law" means all state and federal law applicable to public school academies, including all rules, regulations, and orders promulgated thereunder.

(d) "Application" means the most recent public school academy application or amended application and supporting documentation submitted to the University for the establishment or for the re-authorization of the Academy.



(e) “Authorizing Resolution” means the Resolutions adopted by the University Board on May 5, 2000.

(f) “Charter Schools Director” or “CSO Director” means the person designated at the University to administer the operations of the Charter Schools Office.

(g) “Charter Schools Office” or “CSO” means the office designated by the University Board as the initial point of contact for public school academy applicants and public school academies authorized by the University Board. The Charter Schools Office is also the University Board’s designee for the purpose of administering the University Board’s responsibilities under the Contract. The CSO has authority to interpret the Resolution and the Policies on behalf of the University Board.

(h) “Code” means the Revised School Code, Act No. 451 of the Public Acts of 1976, as amended, being Sections 380.1 to 380.1853 of the Michigan Compiled Laws (MCL).

(i) “Conservator” means an individual appointed by the University President in accordance with Section 10.10 of these Terms and Conditions.

(j) “Contract” means, in addition to the definition set forth in the Code, these Terms and Conditions, the Authorizing Resolution, the Resolution, the Schedules, and the Application.

(k) “Director” means a person who is a member of the Academy Board of Directors.

(l) “Educational Service Provider” or “ESP” means an educational management organization as defined under Section 503c of the Code, MCL 380.503c, that has entered into a contract or agreement with the Academy Board for operation or management of the Academy, which contract has been submitted to the CSO Director for review as provided in Section 3.9 and has not been disapproved by the CSO Director, and is consistent with the CSO Educational Service Provider Policies, as they may be amended, and Applicable Law.

(m) “Educational Service Provider Policies” or “ESP Policies” means those policies adopted by the Charter Schools Director that apply to a Management Agreement. The Charter Schools Director may, at any time and at his or her sole discretion, amend the ESP Policies. Upon amendment, changes to the ESP Policies shall automatically be incorporated into this Contract and shall be exempt from the amendment procedures under Article IX of these Terms and Conditions.

(n) “Fund Balance Deficit” means the Academy has more liabilities than assets at the end of any given school fiscal year, and includes any fiscal year where the Academy would have had a budget deficit but for a financial borrowing by the Academy or a monetary contribution by an Educational Service Provider or other person or entity to the Academy. If the Academy receives a gift or grant of money or financial support from an Educational Service Provider or other person or entity that does not require repayment by the Academy, and is not conditioned upon the actions or inactions of the Academy Board, then such gift or grant shall not constitute a financial borrowing or contribution for purposes of determining a Fund Balance Deficit.

(o) “Lease Policies” means those policies adopted by the Charter Schools Director that apply to real property lease agreements entered into by the Academy. The Charter Schools Director

may, at any time and at his or her sole discretion, amend the Lease Policies. Upon amendment, changes to the Lease Policies shall automatically be incorporated into this Contract and shall be exempt from the amendment procedures under Article IX of these Terms and Conditions.

(p) “Management Agreement” or “ESP Agreement” means a management agreement as defined under Section 503c of the Code, MCL 380.503c that has been entered into between an ESP and the Academy Board for the operation and/or management of the Academy, which has been submitted to the CSO Director for review as provided in Section 3.9 and has not been disapproved by the CSO Director, and is consistent with the CSO Educational Service Provider Policies, as they may be amended, and Applicable Law.

(q) “Master Calendar” or “MCRR” means the Master Calendar of Reporting Requirements developed and administered by the Charter Schools Office setting forth a reporting time line for certain financial, administrative, facility, Academy Board and educational information relating to the Academy. The Charter Schools Director may, at any time and at his or her sole discretion, amend the Master Calendar. Upon amendment, changes to the Master Calendar shall automatically be incorporated into this Contract and shall be exempt from the amendment procedures under Article IX of these Terms and Conditions.

(r) “President” means the President of Ferris State University or his or her designee.

(s) “Probationary Status” means the status the Academy is placed in when conditions indicate a going concern risk for the Academy.

(t) “Resolution” means the authorization or re-authorization Resolution adopted by the Ferris State University Board of Trustees on December 14, 2023, establishing the method of selection, length of term, number of Directors, qualification of Directors, the procedure for removal of Directors and the names of the initial Directors under this Contract.

(u) “Schedules” means the following Contract Documents of the Academy: Schedule 1: Articles of Incorporation, Schedule 2: Bylaws, Schedule 3: Fiscal Agent Agreement, Schedule 4: Oversight Agreement, Schedule 5: Description of Staff Responsibilities, Schedule 6: Physical Plant Description, Schedule 7: Required Information for Public School Academy, and Schedule 8: Information Available to the Public.

(v) “State Board” means the State Board of Education, established pursuant to Article 8, Section 3 of the 1963 Michigan Constitution and MCL 388.1001 *et seq.*

(w) “State School Reform/Redesign Office” means the office created within the Michigan Department of Technology Management and Budget by Executive Reorganization Order 2015-02, codified at MCL 18.445, and transferred from the Michigan Department of Technology Management and Budget to the Michigan Department of Education by Executive Reorganization Order 2017-02, codified at MCL 388.1282.

(x) “Superintendent” means the Michigan Superintendent of Public Instruction.

(y) “Terms and Conditions” means this document entitled “Terms And Conditions Of Contract, Dated July 1, 2024, Between **MARSHALL ACADEMY** (A Public School Academy)

And Ferris State University Board of Trustees Confirming The Status Of **MARSHALL ACADEMY** As A Public School Academy.”

(z) “University” or “FSU” means Ferris State University established pursuant to Article 8, Sections 4 and 6 of the 1963 Michigan Constitution and MCL 390.801 *et seq.*

(aa) “University Board” means the Ferris State University Board of Trustees.

(bb) “University Board Chairperson” means the Chairperson of the Ferris State University Board of Trustees or his or her designee.

(cc) “University Charter Schools Hearing Panel” or “Hearing Panel” means such persons as designated by the President.

Section 1.2 Captions. The captions and headings used in this Contract are for convenience only and shall not be used in construing the provisions of this Contract.

Section 1.3 Gender and Number. The use of any gender in this Contract shall be deemed to be or include the other genders, including neuter, and the use of the singular shall be deemed to include the plural (and vice versa) wherever applicable.

Section 1.4 Statutory Definitions. Statutory terms defined in Part 6A of the Code shall have the same meaning in this Contract.

Section 1.5 Schedules. All schedules to this Contract are incorporated into, and made part of, this Contract.

Section 1.6 Application. The Application and supporting documentation are incorporated into, and made part of, this Contract.

Section 1.7 Conflicting Contract Provisions. In the event that there is a conflict between language contained in the provisions of this Contract, the Contract shall be interpreted as follows:

- (i) the Resolution shall control over any other conflicting language in the Contract;
- (ii) the Authorizing Resolution shall control over any other conflicting language in the Contract with the exception of language in the Resolution;
- (iii) the Terms and Conditions shall control over any other conflicting language in the Contract with the exception of language in the Resolution and the Authorizing Resolution;
- (iv) the Articles of Incorporation shall control over any other conflicting language in the Contract with the exception of language in the Resolution, Authorizing Resolution and these Terms and Conditions.

## ARTICLE II

### RELATIONSHIP BETWEEN THE ACADEMY AND THE UNIVERSITY BOARD

Section 2.1 Constitutional Status of Ferris State University. Ferris State University is a constitutionally established body corporate operating as a state public university. In approving this Contract, the University Board voluntarily exercises additional powers given to the University Board under the Code. Nothing in this Contract shall be deemed to be any waiver of the University Board's constitutional autonomy and powers and the Academy shall not be deemed to be a part of Ferris State University. If applicable, the University Board has provided to the Michigan Department of Education (MDE) the accreditation notice required under Section 502 of the Code, MCL 380.502.

Section 2.2 Independent Status of the Academy. The Academy is a body corporate and governmental entity authorized by the Code. It is organized and shall operate as a public school academy and a nonprofit corporation. It is not a division or part of Ferris State University, and the Academy is not empowered to act on behalf of Ferris State University or the University Board with respect to any matter whatsoever. The relationship between the Academy and the University Board is based solely on the applicable provisions of the Code and the terms of this Contract or other formal written agreements between the University Board and the Academy.

Section 2.3 Financial Obligations of the Academy are Separate from the State of Michigan, University Board and the University. Any contract, agreement, note, mortgage, loan or other instrument of indebtedness entered into by the Academy and a third party shall not in any way constitute an obligation, either general, special, or moral, of the State of Michigan, the University Board, or the University. Neither the full faith and credit nor the taxing power of the State of Michigan or any agency of the State, nor the full faith and credit of the University Board or the University shall ever be assigned or pledged for the payment of any Academy contract, agreement, note, mortgage, loan or other instrument of indebtedness.

Section 2.4 Academy Has No Power To Obligate or Bind State of Michigan, University Board or the University. The Academy has no authority whatsoever to enter into any contract or other agreement that would financially or otherwise obligate the State of Michigan, University Board or the University, nor does the Academy have any authority whatsoever to make any representations to lenders or third parties, that the State of Michigan, University Board or the University in any way guarantee, are financially obligated, or are in any way responsible for any contract, agreement, note, mortgage, loan or other instrument of indebtedness entered into by the Academy.

## ARTICLE III

### ROLE OF FERRIS STATE UNIVERSITY BOARD OF TRUSTEES AS AUTHORIZING BODY

Section 3.1 Method of Selection, Length of Term, Number of Directors, Qualification of Directors, Procedure for Removal of Directors, and Other Matters. The University Board has adopted a Resolution providing for the method of selection, length of term, number of members,

qualification of members, the procedure for removal of members, other matters pertaining to Directors and the names of the current Directors. The University Board passed an Authorizing Resolution approving the issuance of the Contract on December 14, 2023. The Resolution is hereby incorporated into this Contract and made a part hereof. The University Board may, from time to time, amend the Resolution changing the method of selection, length of term, number of Directors, qualification of Directors, the procedure for removal of Directors and other matters pertaining to Directors. Any subsequent resolution of the University Board changing the Resolution shall be deemed incorporated into this Contract as an amendment, with like effect as though it had been approved by the Academy Board and by the University Board under Section 9.4 of Article IX hereof.

Section 3.2 University Board as Fiscal Agent for the Academy. The University Board is the fiscal agent for the Academy. As fiscal agent, the University Board assumes no responsibility for the financial condition of the Academy. The University Board is not liable for any debt or liability incurred by or on behalf of the Academy Board, or for any expenditure approved by or on behalf of the Academy Board. Except as provided in the Oversight Agreement and Article X of these Terms and Conditions, the University Board shall promptly, within ten (10) days of receipt, forward to the Academy all state school aid funds or other public or private funds received by the University Board for the benefit of the Academy. The responsibilities of the University Board, the State of Michigan, and the Academy are set forth in the Fiscal Agent Agreement incorporated herein as Schedule 3.

Section 3.3 Oversight Responsibilities of the University Board. The University Board has the responsibility to oversee the Academy's compliance with the Contract and all Applicable Law. The responsibilities of the Academy and the University Board are set forth in the Oversight Agreement incorporated herein as Schedule 4.

Section 3.4 Reimbursement of University Board Costs. The Academy shall pay the University Board an administrative fee to reimburse the University Board for the cost of its executing its oversight responsibilities. The terms and conditions of the administrative fee are set forth in Schedule 4.

Section 3.5 University Board Approval of Condemnation. In the event that the Academy desires to acquire property pursuant to the Uniform Condemnation Procedures Act, or other applicable statutes, it shall obtain express written permission for such acquisition from the University Board. The Academy shall submit a written request to the CSO Director describing the proposed acquisition and the purpose for which the Academy desires to acquire the property. The CSO Director will generate a recommendation for consideration by the University Board with regard to the proposed acquisition. The request and the CSO Director's recommendation will be submitted by the CSO Director for the University Board's consideration in accordance with the University Board's generally applicable timelines and policies for the agendas of regularly-scheduled University Board committee meetings and formal sessions of the University Board. No acquisition may be made until the approval of the University Board is obtained by resolution adopted at a formal session of the University Board.

Section 3.6 Authorization of Employment. The University Board authorizes the Academy to employ or contract directly with personnel according to the position information

outlined in Schedule 5. However, the Academy Board shall prohibit any individual from being employed by the Academy, an Educational Service Provider or an employee leasing company involved in the operation of the Academy, in more than one (1) full-time position and simultaneously being compensated at a full-time rate for each of these positions. Additionally, the Academy Board shall require each individual who works at the Academy to disclose to the Academy Board any other public school or Educational Service Provider at which that individual works or to which that individual provides services. An employee hired by the Academy shall be an employee of the Academy for all purposes and not an employee of the University for any purpose. With respect to Academy employees, the Academy shall have the power and responsibility to (i) recruit, select, and engage employees; (ii) pay their wages; (iii) evaluate performance; (iv) discipline and dismiss employees; and (v) control the employees' conduct, including the method by which the employee carries out his or her work. The Academy Board shall be responsible for carrying workers' compensation insurance and unemployment insurance for its employees. The Academy shall ensure that the term or length of any employment contract or consultant agreement does not extend beyond the term of this Contract and shall terminate in the event this Contract is revoked or terminated. In no event may an Academy employee's employment contract term, inclusive of automatic renewals, extend beyond the term of this Contract. The Academy may contract with an Educational Service Provider to provide persons to perform work at the Academy so long as (a) the agreement complies with the requirements of Section 3.9 of these Terms and Conditions; (b) the Academy has first complied with the Charter Schools Office Educational Service Provider Policies, if any, as then in effect; and (c) the CSO Director has not disapproved the agreement. A copy of the agreement between the Academy and the Educational Service Provider (ESP) shall be made available by the authorizer. ESP job descriptions are included as a part of Schedule 5 of the charter contract.

Section 3.7 CSO Director Review of Certain Financing Transactions Involving Pledge of State Aid. If the Academy proposes to (i) finance the acquisition, by lease, purchase, or other means, of facilities or equipment, in excess of \$150,000, pursuant to arrangements calling for payments over a period greater than one (1) year, and which include a pledge, assignment, or direction to one or more third parties of a portion of the funds to be received by the Academy from the State of Michigan pursuant to the State School Aid Act of 1979, as amended, being MCL 388.1601 *et seq.*, or (ii) direct that a portion of its State School Aid Payments be forwarded by the University acting as fiscal agent to a third party account for the payment of Academy debts and liabilities, the Academy shall submit the transaction for prior review by the CSO Director, as designee of the University Board, in the manner provided herein. The Academy shall, not later than thirty (30) days prior to the proposed closing date of the transaction, submit a written request to the CSO Director describing the proposed transaction and the facilities or equipment to be acquired with the proceeds thereof (if any), and in the case of a transaction described in subparagraph (ii) of this Section, (a) a copy of the Academy Board's resolution authorizing the direct intercept of State School Aid Payments; (b) a copy of a State School Aid Payment Agreement and Direction document that is in a form acceptable to the CSO Director; and (c) copies of such other documentation regarding the transaction which is the subject of the proposed direct intercept as the University Charter Schools Office may request. Unless the CSO Director extends the review period, within thirty (30) days of receiving a written request in compliance with this Section, the CSO Director shall notify the Academy if the proposed transaction is disapproved (the CSO Director may disapprove the proposed transaction in his or her sole discretion). If no response is made during that period, this transaction shall be considered not to have been disapproved. If

the proposed transaction is disapproved, such disapproval may, but shall not be required to, state one or more conditions which, if complied with by the Academy and any lender, lessor, seller or other party, would cause such disapproval to be deemed withdrawn. No transaction described in this Section may be entered into that is disapproved by the CSO Director. By not disapproving a proposed transaction, the CSO Director is in no way giving approval of the proposed transaction, or any of the terms or conditions thereof.

### Section 3.8 University Board Contract Authorization Process.

(a) Pursuant to the Code, the University Board is not required to issue a contract to the Academy. This Contract is for a fixed term and will terminate at that end of the Contract Term without any further action of either the Academy or the University Board.

(b) An Academy seeking a renewal of its Contract shall make a formal request to the Charter Schools Office prior to the end of the current Contract term through the Reauthorization Application. Reauthorization packets are sent to academies and Boards of Directors in the beginning of the final contractual academic year. The Charter Schools Office shall provide to the Academy a description of the timeline and process by which the Academy may be considered for issuance of a new contract. The timeline and process for consideration of whether to issue a new contract to the Academy shall be solely determined by the University Board. The standards for the issuance of a new contract shall include increases in academic achievement for all groups of pupils as measured by assessments and other objective criteria established by the University Board as the most important factor of whether to issue or not issue a new contract. The University Board, at its own discretion, may change its timeline and process for issuance of a new contract at any time, and any such changes shall take effect automatically without the need for any amendment to the Contract. Consistent with the Code, the University Board may elect, at its sole discretion, not to consider the issuance of a contract, consider extending the contract, or consider reauthorization of the Academy and issue a contract for a fixed term.

(c) A “reauthorization” shall generally consist of a contractual renewal period of three (3) or more years as granted by the University Board.

(d) The decision to recommend reauthorization or contract extension to the FSU Board of Trustees shall be determined solely by the CSO Director. Such decisions shall be made in consultation with appropriate CSO staff, visitation reports, and other relevant data for the contractual period or extension period. Academic achievement for all groups of pupils as measured by assessments and other objective criteria shall be the most important factor in the decision whether to reauthorize or extend a contract.

### Section 3.9 CSO Director Review of ESP Agreement.

(a) The Academy may enter into an ESP Agreement with an Educational Service Provider to contract out its administrative, educational, management, and/or instructional functions and personnel. For purposes of this Contract, an employee leasing agreement shall be considered an ESP Agreement, and an employee leasing company shall be considered an ESP. The ESP policies of the CSO are incorporated into and deemed part of this Contract. The CSO may, from time to time during the term of this Contract, amend the ESP policies and the amended

policies shall apply to the Academy in accordance with Section 12.16 of the Contract, without any amendment under Article IX of this Contract. If the Academy proposes to enter into a new or renewal ESP Agreement, or to extend the term of an existing ESP Agreement, the Academy shall, not later than thirty (30) days prior to the proposed date of execution thereof, submit the proposed ESP Agreement and a detailed description of the means by which the Educational Service Provider will be held accountable to the Academy Board for the day-to-day performance of the Educational Service Provider's obligations under the ESP Agreement for review by the CSO Director. Unless the CSO Director extends the review period, within thirty (30) days of receiving a copy of a proposed agreement and detailed description in compliance with this Section, the CSO Director shall notify the Academy if the proposed ESP Agreement is disapproved (the CSO Director may disapprove the proposed ESP Agreement if the ESP Agreement is contrary to this Contract or Applicable Law). No ESP Agreement is approved unless the Academy receives from the CSO Director notice of a non-disapproval. If the proposed ESP Agreement is disapproved, such disapproval may, but shall not be required to, state one or more conditions which, if complied with by the Academy and/or the Educational Service Provider, would cause such disapproval to be deemed withdrawn. No ESP Agreement may be entered into that is disapproved by the CSO Director. By not disapproving a proposed ESP Agreement, the CSO Director is in no way giving approval of the proposed ESP Agreement, or any of the terms or conditions thereof. Any subsequent amendment to an ESP Agreement shall be submitted for review by the CSO Director in the same form and manner as a new ESP Agreement.

(b) An ESP Agreement:

- (i) may not contain a non-competition, no-hire, or similar provision prohibiting or restricting the Academy from hiring instructional staff that perform work at the Academy;
- (ii) shall contain a representation and warranty by the Educational Service Provider to the Academy that no non-competition, no-hire, or similar provisions are included in the Educational Service Provider's employment contracts or other agreements with instructional staff that perform work at the Academy, nor will any such provisions be included in any such contracts or agreements for the duration of the ESP Agreement;
- (iii) shall contain a provision requiring the Educational Service Provider to make information concerning the operation and management of the Academy, including without limitation but not limited to the information described in Schedule 8, available to the Academy as deemed necessary by the Academy Board in order to enable the Academy to fully satisfy its obligations under the Contract;
- (iv) shall not be for a term extending beyond the term of the Contract;



- (v) shall not contain terms inconsistent with the CSO's Educational Service Provider Policies, if any, in effect at the time that the ESP Agreement is entered into, renewed or extended; and
- (vi) shall contain the following provisions:

"Indemnification of Ferris State University. The parties acknowledge and agree that the Ferris State University Board of Trustees, Ferris State University and its members, officers, employees, agents or representatives (collectively referred to as "the University") are deemed to be third party beneficiaries for purposes of this Agreement. As third party beneficiaries, the [insert name of Educational Service Provider] hereby promise to indemnify, defend, and hold harmless the University from and against all claims, demands, actions, suits, causes of action, losses, judgments, damages, fines penalties, forfeitures, or any other liabilities or losses of any kind, including costs, attorney fees, and related expenses imposed upon or incurred by the University, on account of injury, loss or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage or any other losses of any kind whatsoever and not caused by the sole gross negligence of the University, which arise out of or are in any manner connected with Ferris State University Board of Trustees' approval of the Academy's application, Ferris State University Board of Trustees' consideration of or issuance of a Contract, the [insert name of Educational Service Provider's] preparation for and operation of the Academy, or which are incurred as a result of the reliance by the University upon information supplied by the [insert name of Educational Service Provider], or which arise out of the failure of the [insert name of Educational Service Provider] to perform its obligations under the Contract, the Agreement or Applicable Law, as applicable. The parties expressly acknowledge and agree that the University, Ferris State University Board of Trustees and its members, and their respective officers, employees, agents or representatives, or any of them, may commence legal action against [insert name of Educational Service Provider] to enforce its rights as set forth in this Agreement."

"Agreement Coterminous with Academy's Contract. If the Academy's Contract issued by the Ferris State University Board of Trustees is suspended, revoked or terminated, or a new charter contract is not issued to the Academy after expiration of the Contract, this Agreement shall automatically be suspended or terminated, as the case may be, on the same date as the Academy's Contract is suspended, revoked, terminated or expires without further action of the parties."

"Compliance with Academy's Contract. The Educational Service Provider agrees to perform its duties and responsibilities under this Agreement in a manner that is consistent with the Academy's obligations under the Academy's Contract issued by Ferris State University Board of Trustees. The provisions of the Academy's Contract shall supersede any competing or conflicting provisions contained in this Agreement."

"Compliance with Section 503c. On an annual basis, the ESP agrees to provide the Academy Board with the same information that a school district is required to disclose under Section 18(2) of the State School Aid Act of 1979, MCL 380.1618, for the most

recent school fiscal year for which the information is available. Within thirty (30) days of receipt of this information, the Academy Board shall make the information available on the Academy's website home page, in a form and manner prescribed by the Michigan Department of Education. The defined terms in Section 503c of the Code, MCL 380.503c, shall have the same meaning in this agreement."

Amendment Caused By Academy Site Closure or Reconstitution. In the event that the Academy is required (i) to close an Academy site pursuant to a notice issued by the Department under Section 507 of the Code, MCL 380.507; or (ii) to undergo a reconstitution pursuant to Section 507 of the Code, MCL 380.507 and the Contract Terms and Conditions, and such closure of an Academy site or reconstitution causes an amendment to or termination of this ESP Agreement, the parties agree that this ESP Agreement shall be amended or terminated to implement the Academy site closure or reconstitution, with no cost or penalty to the Academy, and [insert name of Educational Service Provider] shall have no recourse against the Academy or the University Board for implementing such site closure or reconstitution.

Section 3.10 Certain Other Transactions Requiring Review by the CSO Director. If the Academy desires to enter into a purchase agreement, multi-year lease, or transaction requiring bid documents with respect to (i) the Academy's facilities described in Schedule 6, or (ii) capital assets valued in excess of \$150,000, the Academy shall, not later than thirty (30) days prior to the proposed date of execution of the proposed agreement, lease or bid documents (as applicable), submit the same for review and comment by the University Charter Schools Office. Unless the CSO Director extends the review period, within thirty (30) days of receiving a copy of a proposed agreement, the CSO Director shall notify the Academy if the proposed agreement is disapproved (the CSO Director may disapprove the proposed agreement in his or her sole discretion). If no response is made during that period, the transaction shall be considered not to have been disapproved. If the proposed agreement is disapproved, such disapproval may, but shall not be required to, state one or more conditions which, if complied with by the Academy and/or other party to the agreement, would cause such disapproval to be deemed withdrawn. No agreement described in this Section may be entered into that is disapproved by the CSO Director.

Section 3.11 University Board's Invitation to Academy to Apply For Conversion to Schools of Excellence. If the University Board is interested in accepting applications to issue contracts to charter Schools of Excellence under Part 6E of the Code, and the University Board determines that the Academy meets the University Board's and the Code's eligibility criteria for applying to convert the Academy to a School of Excellence, then the University Board may invite the Academy to submit an application to apply for a contract to convert the Academy to a school of excellence. In accordance with the Code, the University Board shall establish its own competitive application process and provide the necessary forms and procedures to eligible public school academies.

## ARTICLE IV

### REQUIREMENT THAT THE ACADEMY ACT SOLELY AS GOVERNMENTAL ENTITY

Section 4.1 Limitation on Actions in Performance of Governmental Functions. The Academy shall act exclusively as a governmental entity and shall not undertake any action inconsistent with its status as a governmental entity authorized to receive state school aid funds pursuant to Section 11 of Article IX of the State Constitution of 1963.

Section 4.2 Other Permitted Activities. Nothing in this Contract shall prohibit the Academy from engaging in other lawful activities that are not in derogation of the Academy's status as a public school or that would not jeopardize the eligibility of the Academy for state school aid funds. With the exception of agreements that require prior submittal to the CSO Director or the University Board (or its designee) for review and (a) have not been submitted for review to the CSO Director, (b) have not been submitted for review and disapproved by the CSO Director, or (c) are not contrary to this Contract or Applicable Law, the Academy may enter into agreements with other public schools, public school academies, schools of excellence, governmental units, businesses, community and nonprofit organizations where such agreements contribute to the effectiveness of the Academy or advance education in this state.

Section 4.3 Academy Board Members Serve In Their Individual Capacity. All Directors of the Academy Board shall serve in their individual capacity, and not as a representative or designee of any other person or entity. A person who does not serve in their individual capacity, or who serves as a representative or designee of another person or entity, shall be deemed ineligible to continue to serve as a Director of the Academy Board. A Director who violates this Section shall be removed from office, in accordance with the removal provisions found in the Contract.

Section 4.4 Incompatible Public Offices and Conflicts of Interest Statutes. The Academy shall comply with the Incompatible Public Offices statute, being MCL 15.181 *et seq.* of the Michigan Compiled Laws, and the Contracts of Public Servants with Public Entities statute, being MCL 15.321 *et seq.* of the Michigan Compiled Laws. The Academy Board shall ensure compliance with Applicable Law relating to conflicts of interest. Notwithstanding any other provision of this Contract, the following shall be deemed prohibited conflicts of interest for purposes of this Contract:

(a) An individual simultaneously serving as an Academy Board member and as an owner, officer, director, employee or consultant of or independent contractor to an Educational Service Provider or an employee leasing company, or a subcontractor to an Educational Service Provider or any employee leasing company that has an ESP agreement with the Academy;

(b) An individual simultaneously serving as an Academy Board member and an Academy employee;

(c) An individual simultaneously serving as an Academy Board member and an independent contractor to the Academy;

(d) An individual simultaneously serving as an Academy Board member and a member of the governing board of another public school;

(e) An individual simultaneously serving as an Academy Board member and a University official, employee, or paid consultant, as a representative of the University.

(f) An individual simultaneously serving as an Academy Board member and having an ownership or financial interest in any real or personal property leased or subleased to the Academy.

Section 4.5 Prohibition of Identified Family Relationships. The Academy Board shall prohibit specifically identified family relationships pursuant to Applicable Law and the Terms and Conditions of this Contract. Notwithstanding any other provision of this Contract, the following shall be deemed prohibited familial relationships for the purposes of this Contract:

(a) No person shall be appointed or reappointed to serve as an Academy Board member if the person's mother, mother-in-law, father, father-in-law, son, son-in-law, daughter, daughter-in-law, sister, sister-in-law, brother, brother-in-law, spouse or same-sex domestic partner:

- (i) is employed by the Academy;
- (ii) works at or is assigned to the Academy;
- (iii) has an ownership, officer, policymaking, managerial, administrative non-clerical, or other significant role with the Academy's ESP or employee leasing company;
- (iv) has an ownership or financial interest in any school building lease or sublease agreement with the Academy.

(b) The Academy Board shall require each individual who works at the Academy to annually disclose any familial relationship with any other individual who works at, or provides services to, the Academy. For purposes of this sub-Section, familial relationship means a person's mother, mother-in-law, father, father-in-law, son, son-in-law, daughter, daughter-in-law, sister, sister-in-law, brother, brother-in-law, spouse or same-sex domestic partner.

Section 4.6 Dual Employment Positions Prohibited. Any person working at the Academy is prohibited by law from being employed at the Academy in more than one full-time position and simultaneously being compensated for each position.

Section 4.7 Oath of Public Office. Academy Board members are public officials. Before entering upon the duties of a public school board member, each Academy Board member shall take, sign and file the constitutional oath of office with the Charter Schools Office.

Section 4.8 Academy Counsel. The Academy Board shall select, retain and pay legal counsel to represent the Academy. The Academy shall not retain any attorney to represent the Academy if the attorney or the attorney's law firm also represents the Academy's Educational Service Provider or any person or entity leasing real property to the Academy, if any.

## ARTICLE V

### CORPORATE STRUCTURE OF THE ACADEMY

Section 5.1 Nonprofit Corporation. The Academy shall be organized and operate as a nonprofit corporation organized under the Michigan Nonprofit Corporation Act, Act No. 162 of the Public Acts of 1982, MCL 450.2101 *et seq.* Notwithstanding any provision of the Michigan Nonprofit Corporation Act, as amended, the Academy shall not take any action inconsistent with the provisions of the Code or other Applicable Law.

Section 5.2 Articles of Incorporation. The Articles of Incorporation of the Academy, as set forth in Schedule 1, shall be the Articles of Incorporation of the Academy. Any Restated Articles of Incorporation shall automatically be incorporated into this Contract. Any subsequent amendments to the Academy's Articles of Incorporation shall only be incorporated into this Contract pursuant to Article IX of these Terms and Conditions.

Section 5.3 Bylaws. The Bylaws of the Academy, as set forth in Schedule 2, shall be the Bylaws of the Academy. Upon Academy Board approval, the Amended Bylaws shall automatically be incorporated into this Contract. Any subsequent amendments to the Academy's Bylaws shall only be incorporated into this Contract pursuant to Article IX of these Terms and Conditions.

## ARTICLE VI

### OPERATING REQUIREMENTS

Section 6.1 Governance Structure. The Academy shall be organized and administered under the direction of the Academy Board and pursuant to the Governance Structure as set forth in Schedule 2. The Academy shall have four officers: president, vice president, secretary and treasurer. The officer positions shall be filled by persons who are also members of the Academy Board. A description of their duties is included in Schedule 2.

Section 6.2 Educational Goals, Programs and Curriculum. The Academy shall pursue the educational goals, deliver the educational programs and implement and follow the curriculum identified in Schedule 7. The educational goals shall include demonstrated improved pupil academic achievement for all groups of pupils.

Section 6.3 Method of Pupil Assessment. The Academy shall evaluate pupils' work based on the assessment strategies identified in Schedule 7. The Academy also shall assess pupil performance using all applicable testing that the Code or the Contract require. The Academy shall annually administer a nationally-normed test to each grade or grouping level, except that the CSO Director may exempt grades K-1 from this requirement at his or her discretion. The Academy shall provide the CSO with copies of reports, assessments and test results concerning the following:

(a) Educational outcomes achieved by pupils attending the Academy and other reports reasonably requested by the CSO; and

- (b) An annual education report in accordance with the Code.

Section 6.4 Application and Enrollment of Students; School Calendar and School Day Schedule. The Academy shall evaluate pupils' work based on the assessment strategies identified in Schedule 7d. The Academy also shall assess pupil performance using all applicable testing that the Code or the Contract require. The Academy shall provide the Charter Schools Office with copies of reports, assessments and test results concerning the following:

- (a) educational outcomes achieved by pupils attending the Academy and other reports reasonably requested by the Charter Schools Office;
- (b) an assessment of the student performances at the end of each academic school year or at such other times as the University Board may reasonably request;
- (c) an annual education report in accordance with the Code;
- (d) an annually administered nationally recognized norm-referenced achievement test for the Academy's grade configuration, or a program of testing approved by the Charter Schools Office; and
- (e) all tests required under Applicable Law

Section 6.5 Age/Grade Range of Pupils Enrolled. The Academy is authorized to serve students in the age/grade range specified in Schedule 7.

Section 6.6 Collective Bargaining Agreements. Collective bargaining agreements, if any, with employees of the Academy shall be the responsibility of the Academy.

Section 6.7 Accounting Standards. The Academy shall at all times comply with generally accepted public sector accounting principles, and accounting system requirements that comply with the Code, this Contract, the State School Aid Act of 1979, as amended, and applicable State Board of Education and Department of Education rules.

Section 6.8 Annual Financial Audit. The Academy shall conduct an annual financial statement audit prepared and reviewed by an independent (with respect to both the Academy and its ESP, if any) certified public accountant with public school auditing experience. The Academy Board shall select, retain and pay the Academy's independent auditor. The Academy Board shall not approve the retention of any independent auditor if that independent auditor or the auditor's firm is also performing accounting and/or auditing services for the Academy's Educational Service Provider, if applicable. By November 1 of each year, the Academy shall submit one (1) copy of the annual financial statement audit and auditor's management letters (and any responses thereto) to the University Charter Schools Office.

Section 6.9 Address and Description of Physical Plant; Process for Expanding Academy's Site Operations. The address and description of the physical plant for the Academy is set forth in Schedule 6. With the approval of the University Board, the Academy Board may operate the same configuration of age or grade levels at more than one (1) site if each configuration

of age or grade levels and each site identified in Schedule 6 are under the direction and control of the Academy Board.

The University Board's process for evaluating and approving the same configuration of age or grade levels at more than one (1) site is as follows:

By formal resolution, the Academy Board may request the authority to operate the same configuration of age or grade levels at more than one site. The Academy Board shall submit to the CSO a contract amendment, in a form and manner determined by the CSO. The contract amendment shall include all information requested by the CSO, including detailed information about the site, the Academy's proposed operations at the site and the information provided in Contract Schedules 5, 6 and 7. Upon receipt of a complete contract amendment, the CSO Director shall review the contract amendment and make a recommendation to the University Board on whether the Academy's request for site expansion should be approved. A positive recommendation by the CSO Director of the contract amendment shall include a determination by the CSO Director that the Academy is operating in compliance with the Contract and is making measurable progress toward meeting the Academy's educational goals. The University Board may consider the Academy Board's site expansion request contract amendment following submission by the CSO Director of a positive recommendation. If the University Board approves the Academy Board's site expansion request contract amendment, the Contract shall be amended in accordance with Article IX of these Terms and Conditions. The University Board reserves the right to modify, reject or approve any site expansion request contract amendment in its sole and absolute discretion.

**Section 6.10 Contributions and Fund Raising.** The Academy may solicit and receive contributions and donations as permitted by law. No solicitation shall indicate that a contribution to the Academy is for the benefit of Ferris State University.

**Section 6.11 Disqualified Organizational or Contractual Affiliations.** The Academy shall comply with all state and federal law applicable to public schools concerning church-state issues. To the extent disqualified under the state or federal constitutions, the Academy shall not be organized by a church or other religious organization and shall not have any organizational or contractual affiliation with or constitute a church or other religious organization. Nothing in this Section shall be deemed to diminish or enlarge the civil and political rights, privileges and capacities of any person on account of his or her religious belief.

**Section 6.12 Reporting Student Performance Levels.** The Academy shall provide the CSO with full access to the State of Michigan secured student performance data site. Unless otherwise directed by the CSO, the Academy shall furnish the CSO Director with:

(a) An assessment of student performances at the end of academic periods or at such other times as the CSO deems appropriate; and

(b) An objective evaluation of student performances and the Academy's operations and procedures, not less frequently than at three (3) year intervals or at such other times as the CSO Director may otherwise request. The evaluation shall be done by a visitation team selected by the CSO. The visitation team shall include members of the CSO staff, and may include outside evaluators selected by the CSO in its sole discretion. All expenses of the visitation team shall be

borne by the CSO. The methodology to be used for the evaluation shall be shared with the Academy Board of Directors prior to the evaluation visit. The visitation team shall compile a comprehensive report for presentation to the Academy Board and posted on the CSO website. Such evaluation report may constitute grounds for the University Board to continue, suspend, terminate or revoke the Contract, or not issue a new Contract at the end of the term of the Contract, or reconstitution of the Academy according to Applicable Law.

Section 6.13 Method for Monitoring Academy's Compliance with Applicable Law and Performance of its Contractual Educational Goals. The Academy shall perform the compliance certification duties required by the University Board and outlined in the Oversight Agreement set forth as Schedule 4. In addition to the University Board's oversight responsibilities and other reporting requirements set forth in this Contract, the Academy's compliance certification duties shall serve as the method for monitoring the Academy's compliance with Applicable Law and its performance in meeting its educational goals.

Section 6.14 Matriculation Agreements. Matriculation agreements shall be subject to the requirements and approval procedures in Schedule 7e. Until the matriculation agreement is reviewed and not disapproved, the Academy is prohibited from granting an enrollment priority to any student pursuant to the matriculation agreement.

Section 6.15 Posting of Accreditation Status. The Academy shall post notices to the Academy's homepage of its website disclosing the accreditation status of each school as required by the Code.

Section 6.16 New Public School Academies Located Within the Boundaries of a Community District. If the Academy is a new public school academy and either of the circumstances listed below in (a) or (b) apply to the Academy's proposed site(s), the Academy represents to the University Board, intending that the University Board rely on such representation as a precondition to issuing this Contract, that the Academy has a substantially different governance, leadership and curriculum than the public school previously operating at the site(s):

(a) The Academy's proposed site is the same location as a public school that (i) is currently on the list under Section 1280c(1), MCL 380.1280c(1), or Section 1280g(3), MCL 380.1280g(3), as applicable; or (ii) has been on the list under MCL 380.1280c(1) or MCL 380.1280g(3), as applicable, during the immediately preceding three (3) years.

(b) The Academy's proposed site is the same location of another public school academy, urban high school academy, school of excellence or strict discipline academy whose contract was revoked or terminated by an authorizing body under the applicable part or section of the Code.

## **ARTICLE VII**

### **TUITION PROHIBITED**

Section 7.1 Tuition Prohibited; Fees and Expenses. The Academy shall not charge tuition. The Academy may impose fees and require payment of expenses for activities of the Academy where such fees and payments are not prohibited by Applicable Law.



## ARTICLE VIII

### COMPLIANCE WITH APPLICABLE LAWS

Section 8.1 Compliance with Applicable Law. The Academy shall comply with all applicable state and federal laws, including, but not limited to, to the extent applicable, the Code, the State School Aid Act of 1979, the Open Meetings Act, the Freedom of Information Act (“FOIA”), the Public Employment Relations Act, the Uniform Budgeting and Accounting Act, the Revised Municipal Finance Act of 2001, the Elliott-Larsen Civil Rights Act, the Persons with Disabilities Civil Rights Act, and Subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42 USC and 12101 *et seq.* or any successor law. The Academy agrees to participate in state assessments, data collection systems, state level student growth models, state accountability and accreditation systems, and other public comparative data collection required for public schools. Additionally, the Academy shall comply with other state and federal laws which are applicable to public school academies. Nothing in this Contract shall be deemed to apply any other state or federal law to the Academy.

## ARTICLE IX

### AMENDMENT

Section 9.1 Amendments. The University Board and the Academy acknowledge that the operation and administration of a public school academy and the improvement of educational outcomes over time will require appropriate amendment of this Contract. In order to assure a proper balance between the need for independent development of the Academy and the statutory responsibilities of the University Board as an authorizing body, the parties have established a flexible process for amending this Contract.

Section 9.2 Process for Amendment Initiated by the Academy. The Academy, by a majority vote of its Board of Directors, may, at any time, propose specific changes in this Contract or may propose a meeting to discuss potential revision of this Contract. The proposal will be made to the University Board through the CSO Director. The University Board shall review, consider and vote upon all changes and amendments to this Contract that are proposed by the Academy.

Section 9.3 Process for Amendment Initiated by the University Board. The University Board, may, at any time, propose specific changes in this Contract or may propose a meeting to discuss potential revision of this Contract. The Academy Board may delegate to an officer of the Academy the review and negotiation of changes or amendments to this Contract. The Contract shall be amended as requested by the University Board upon a majority vote of the Academy Board.

Section 9.4 Final Approval of Amendments. Amendments to this Contract take effect only after they have been approved by the Academy Board and by the University Board.

Section 9.5 Change in Existing Law. If, after the effective date of this Contract, there is a change in Applicable Law which alters or amends the rights, responsibilities, or obligations of either the Academy or the University Board, this Contract shall be deemed altered or amended to

reflect the change in existing law as of the effective date of such change without action by either party; however, the University Board, acting through the CSO, may provide written notice of the change to the Academy. To the extent possible, the responsibilities and obligations of the Academy Board and the University Board shall conform to and be carried out in accordance with the change in Applicable Law.

Section 9.6 Partnership Agreement. If the Michigan Department of Education (MDE) and State Reform Office impose a partnership agreement on the Academy, the Academy shall work collaboratively with MDE, the State Reform Office and other partners to implement the partnership agreement. In the event that a provision in the partnership agreement is inconsistent with a provision in this Contract, this Contract shall control. The Partnership Agreement shall be incorporated into this Contract by amendment pursuant to Article IX of these Terms and Conditions and shall be included as a Schedule. The CSO shall propose to the University Board any amendments to this Contract that are needed to ensure the Partnership Agreement is consistent with this Contract.

Section 9.7 Emergency Action on Behalf of University Board. Notwithstanding any other provision of this Contract to the contrary, the contents of this Section shall govern in the event of an emergency situation that arises between meetings of the University Board. An emergency situation shall be deemed to occur if the University President, in his or her sole discretion, determines that the facts and circumstances warrant that emergency action take place before the next meeting of the University Board. Upon the determination that an emergency situation exists, the University President may temporarily take action on behalf of the University Board with regard to the Academy or the Contract, so long as such action is in the best interest of the University Board and the University President consults with the University Board Chairperson prior to taking the intended actions. When acting during an emergency situation, the University President shall have the authority to act on behalf of the University Board, and such emergency action shall only be effective in the interim before the earlier of (a) rejection of the emergency action by the Chairperson of the University Board; or (b) the next meeting of the University Board. The University President shall immediately report such action to the University Board Chairperson for confirmation at the next meeting so that the emergency action continues or, upon confirmation by the University Board, becomes permanent.

## **ARTICLE X**

### **TERMINATION, SUSPENSION AND REVOCATION**

Section 10.1 Grounds and Procedures for Academy Termination of Contract. The Academy Board, by majority vote of its Directors, may, at any time and for any reason, request termination of this Contract. The Academy Board's request for termination shall be made to the Charter Schools Director not less than six (6) calendar months in advance of the Academy's proposed effective date of termination. Upon receipt of an Academy request for termination, the Charter Schools Director shall present the Academy Board's request for termination to the University Board. A copy of the Academy Board's resolution approving of the Contract termination, including a summary of the reasons for terminating the Contract, shall be included with the Academy Board's request for termination. Upon receipt of the Academy Board's request

for termination, the University Board shall consider and vote on the proposed termination request. The University Board may, in its sole discretion, waive the six (6) month advance notice requirement for terminating this Contract.

Section 10.2 Automatic Amendment of Contract; Automatic Termination of Contract If All Academy Sites Closed; Economic Hardship Termination. Except as otherwise provided in this Section 10.2, if the University Board is notified by the Michigan Department of Education (MDE) that an Academy site is subject to closure under Section 507 of the Code, MCL 380.507 (“State’s Automatic Closure Notice”), then this Contract shall automatically be amended to eliminate the Academy’s authority to operate certain age and grade levels at the site or sites identified in the State’s Automatic Closure Notice. If the State’s Automatic Closure Notice includes all of the Academy’s existing sites, then this Contract shall automatically be terminated at the end of the current school year in which either the State’s Automatic Closure Notice is received without any further action of the University Board or the Academy. Following receipt of the State’s Automatic Closure Notice, the Charter Schools Director shall forward a copy of the notice to the Academy Board and may request a meeting with Academy Board representatives to discuss the Academy’s plans and procedures for the elimination of certain age or grade levels at the identified site or sites, or if all of the Academy’s existing sites are included in that notice, then wind-up and dissolution of the Academy corporation at the end of the current school year. All Academy inquiries and requests for reconsideration of the State’s Automatic Closure Notice including the granting of any hardship exemption by the MDE rescinding the State’s Automatic Closure Notice (“Pupil Hardship Exemption”), shall be directed to the MDE, in a form and manner determined by the MDE.

If the MDE rescinds the State’s Automatic Closure Notice for an Academy site or sites by granting a Pupil Hardship Exemption, the Academy is not required to close the identified site(s), but shall present to the Charter Schools Office a proposed Contract amendment incorporating the MDE’s school improvement plan, if applicable, for the identified site(s).

If the Michigan Department of Education elects not to issue a Pupil Hardship Exemption and the Charter Schools Director determines, in his or her discretion, that the closure of one or more sites as directed by the MDE creates a significant economic hardship for the Academy as a going concern or the possibility of a mid-year school closure, then the Charter Schools Director may recommend to the University Board that the Contract be terminated at the end of the current school year (hereinafter “Economic Hardship Termination”). If the University Board approves the Economic Hardship Termination recommendation, then this Contract shall terminate at the end of the current school year without any further action of the parties.

The University Board’s revocation procedures set forth in Section 10.6(c) do not apply to an automatic termination initiated by the State’s Automatic Closure Notice or an Economic Hardship Termination under this Section.

Section 10.3 Grounds and Procedures for University Termination of Contract. The University Board, in its discretion, reserves the right to terminate the Contract (i) for any reason or for no reason provided that such termination shall not take place less than six (6) months from the date of the University Board’s action; or (ii) if there is a change in Applicable Law that the University Board, in its sole discretion, or (iii) if exigent circumstances exist that the University

Board, in its sole discretion, determines necessitate termination of this Contract to protect the health, safety, or welfare of the Academy students, property, or funds that cannot be cured in a reasonable period as determined solely by the University Board determines impairs its rights and obligations under the Contract or requires the University Board to make changes in the Contract that are not in the best interest of the University Board or the University, then such termination shall take effect at the end of the current Academy fiscal year. Following University Board approval, the Charter Schools Director shall provide notice of the termination to the Academy. If during the period between the University Board action to terminate and the effective date of termination, the Academy has violated the Contract or Applicable Law, the Contract may be revoked or suspended sooner pursuant to this Article X. If this Contract is terminated pursuant to this Section 10.2, the revocation procedures in Section 10.4 shall not apply.

**Section 10.4 Statutory Grounds for Revocation.** In addition to the other grounds for revocation in Section 10.5 and the grounds for an automatic revocation of the Contract as set forth in Section 10.2, this Contract may also be revoked by the University Board upon a determination by the University Board, pursuant to the procedures set forth in Section 10.6, that one or more of the following has occurred:

- (a) Failure of the Academy to demonstrate improved pupil academic achievement for all groups of pupils or meet the educational goals set forth in the Contract;
- (b) Failure of the Academy to comply with all Applicable Law;
- (c) Failure of the Academy to meet generally accepted public sector accounting principles and demonstrate sound fiscal stewardship; or
- (d) The existence of one or more other grounds for revocation as specified in this Contract.

**Section 10.5 Other Grounds for University Board Revocation.** In addition to the statutory grounds for revocation set forth in Section 10.4 and the grounds for an automatic revocation set forth in Section 10.2, the University Board may revoke this Contract, pursuant to the procedures set forth in Section 10.6, upon a determination that one or more of the following has occurred:

- (a) The Academy is insolvent, has been adjudged bankrupt, or has operated for two (2) or more school fiscal years with a fund balance deficit;
- (b) The Academy has insufficient enrollment to successfully operate a public school academy, or the Academy has lost more than fifty percent (50%) of its student enrollment from the previous school year;
- (c) The Academy defaults in any of the terms, conditions, promises or representations contained in or incorporated into this Contract;
- (d) The Academy files amendments to its Articles of Incorporation with the Michigan Department of Licensing and Regulatory Affairs, Bureau of Commercial Services without first obtaining the University Board's approval;

(e) The University Board or its designee discovers grossly negligent, fraudulent or criminal conduct by the Academy's applicant(s), directors, officers, employees or agents in relation to their performance under this Contract; or

(f) The Academy's applicant(s), directors, officers, employees or agents have provided false or misleading information or documentation to the Charter Schools Office or the University Board in connection with the University Board's approval of the Application, the issuance of this Contract, or the Academy's reporting requirements under this Contract or Applicable Law.

(g) The Academy fails to achieve or demonstrate measurable progress toward achieving the educational goal and related measures identified in this Contract.

(h) The Academy fails to properly implement, consistently deliver, and support the educational programs or curriculum identified in this Contract.

Section 10.6 University Board Procedures for Revoking Contract. Except for the automatic revocation process set forth in Section 10.2, or the termination of Contract by the University Board pursuant to Section 10.3, the University Board's process for revoking the Contract is as follows:

(a) Notice of Intent to Revoke. The CSO Director, upon reasonable belief that grounds for revocation of the Contract exist, shall notify the Academy Board of such grounds by issuing the Academy Board a Notice of Intent to Revoke for non-compliance with the Contract or Applicable Law. The Notice of Intent to Revoke shall be in writing and shall set forth in sufficient detail the alleged grounds for revocation.

(b) Academy Board's Response. Within thirty (30) days of receipt of the Notice of Intent to Revoke, the Academy Board shall respond in writing to the alleged grounds for revocation. The Academy Board's response shall be addressed to the CSO Director, and shall either admit or deny the allegations of non-compliance. If the Academy's response includes admissions of non-compliance with the Contract or Applicable Law, the Academy Board's response shall also contain a description of the Academy Board's plan and time line for correcting the non-compliance with the Contract or Applicable Law. If the Academy's response includes a denial of non-compliance with the Contract or Applicable Law, the Academy's response shall include sufficient documentation or other evidence to support a denial of non-compliance with the Contract or Applicable Law. A response not in compliance with this Section shall be deemed to be non-responsive. As part of its response, the Academy Board may request that a meeting be scheduled with the CSO Director prior to a review of the Academy Board's response.

(c) Plan of Correction. Within fifteen (15) days of receipt of the Academy Board's response or after a meeting with Academy Board representatives, the CSO Director shall review the Academy Board's response and determine whether a reasonable plan for correcting the deficiencies can be formulated. If the CSO Director determines that a reasonable plan for correcting the deficiencies set forth in the Notice of Intent to Revoke can be formulated, the CSO Director shall develop a plan for correcting the non-compliance ("Plan of Correction"). In developing a Plan of Correction, the CSO Director is permitted to adopt, modify or reject some or all of the Academy Board's response for correcting the deficiencies outlined in the Notice of Intent

to Revoke. The Notice of Intent to Revoke shall be closed if the CSO Director determines any of the following: (i) the Academy Board's denial of non-compliance is persuasive; (ii) the non-compliance set forth in the Notice of Intent to Revoke has been corrected by the Academy Board; or (iii) the Academy Board has successfully completed the Plan of Correction.

(d) Plan of Correction May Include Conditions to Satisfy University Board's Contract Reconstitution Authority. As part of the Plan of Correction, the CSO Director may reconstitute the Academy in an effort to improve student educational performance and to avoid interruption of the educational process. An attempt to improve student educational performance may include, but is not limited to, one of the following actions: (i) removal of one (1) or more members of the Academy Board; (ii) termination of at-will board appointments of one or more Academy Board members; (iii) withdrawal of the Academy's authorization to contract with an ESP; (iv) a requirement that the Academy Board terminate the existing ESP Agreement; or (v) the appointment of a new Academy Board or a trustee to take over operations of the Academy. The CSO shall notify the Superintendent of Public Instruction of any Plan of Correction that includes a reconstitution of the Academy to ensure that the Academy is not included on the list of school buildings subject to automatic closure.

(e) Request for Revocation Hearing. The CSO Director may initiate a revocation hearing before the University Charter Schools Hearing Panel if the CSO Director determines that any of the following has occurred:

- (i) the Academy Board has failed to respond to the Notice of Intent to Revoke as set forth in Section 10.6(b);
- (ii) the Academy Board's response to the Notice of Intent to Revoke is non-responsive;
- (iii) the Academy Board's response admits violations of the Contract or Applicable Law which the CSO Director deems cannot be remedied or cannot be remedied in an appropriate period of time, or for which the CSO Director determines that a Plan of Correction cannot be formulated;
- (iv) the Academy Board's response contains denials that are not supported by sufficient documentation or other evidence showing compliance with the Contract or Applicable Law;
- (v) the Academy Board has not complied with part or all of a Plan of Correction established in Section 10.6(c);
- (vi) the Academy Board has engaged in actions that jeopardize the financial or educational integrity of the Academy; or
- (vii) the Academy Board has been issued multiple or repeated Notices of Intent to Revoke.

The CSO Director shall send a copy of the request for revocation hearing to the Academy Board at the same time the request is sent to the Hearing Panel. The request for revocation shall identify the reasons for revoking the Contract.

(f) Hearing before University Charter Schools Hearing Panel. Within thirty (30) days of receipt of a request for revocation hearing, the Hearing Panel shall convene a revocation hearing. The Hearing Panel shall provide a copy of the notice of hearing to the University Charter Schools Office and the Academy Board at least ten (10) days before the hearing. The purpose of the Hearing Panel is to gather facts surrounding the CSO Director's request for Contract revocation, and to make a recommendation to the University Board on whether the Contract should be revoked. The revocation hearing shall be held at a location, date and time as determined by the CSO Director and shall not last more than three (3) hours. The hearing shall be transcribed by a court reporter and the cost of the court reporter shall be divided equally between the University and the Academy. The CSO Director or his or her designee, and the Academy Board or its designee, shall each have equal time to make their presentation to the Hearing Panel. Although each party is permitted to submit affidavits and exhibits in support of their positions, the Hearing Panel will not hear testimony from any witnesses for either side. The Hearing Panel may, however, question the CSO Director and the Academy Board. Within thirty (30) days of the revocation hearing, the Hearing Panel shall make a recommendation to the University Board concerning the revocation of the Contract. For good cause, the Hearing Panel may extend any time deadline set forth in this sub-section. A copy of the Hearing Panel's recommendation shall be provided to the University Charter Schools Office and the Academy Board at the same time that the recommendation is sent to the University Board.

(g) University Board Decision. If the Hearing Panel's recommendation is submitted to the University Board at least fourteen (14) days before the University Board's next regular formal session, the University Board shall consider the Hearing Panel's recommendation at its next regular formal session and vote on whether to revoke the Contract. The University Board reserves the right to modify, reject or approve all or any part of the Hearing Panel's recommendation. The University Board shall have available to it copies of the Hearing Panel's recommendation and the transcript from the hearing. The University Board may waive the fourteen (14) day submission requirement or hold a special formal session to consider the Hearing Panel's recommendation. A copy of the University Board's decision shall be provided to the University Charter Schools Office, the Academy Board and the Michigan Department of Education.

(h) Effective Date of Revocation. If the University Board votes to revoke the Contract, the revocation shall be effective on the date of the University Board's act of revocation, or at a later date as determined by the University Board.

(i) Disposition of State School Aid Funds. Notwithstanding any other provision of the Contract, any state school aid funds received by the University Board after a recommendation is made by the Hearing Panel to revoke the Contract, or a decision by the University Board to revoke the Contract, may be withheld by the University Board or returned to the Michigan Department of Treasury upon request. The University Board may also direct that a portion of the Academy's state school aid funds be directed to fund the Academy's Dissolution account established under Section 10.10 of these Terms and Conditions.

Section 10.7 Contract Suspension. The University Board's process for suspending the Contract is as follows:

(a) Charter Schools Office Director Action. If the CSO Director determines, in his or her sole discretion, that probable cause exists to believe that the Academy Board (i) has placed staff or students at risk; (ii) is not properly exercising its fiduciary obligations to protect and preserve the Academy's public funds and property; (iii) has lost its right to occupancy of the physical facilities described in Schedule 6, and cannot find another suitable physical facility for the Academy prior to the expiration or termination of its right to occupy its existing physical facilities; (iv) has failed to secure or has lost the necessary fire, health, and safety approvals as required by this Contract; (v) has willfully or intentionally violated this Contract or Applicable Law; or (vi) has violated Section 10.5(e) or (f), the CSO Director may immediately suspend the Contract. A copy of the suspension notice, setting forth the grounds for suspension, shall be sent to the Academy Board and to the Hearing Panel. If this subsection is implemented, the notice and hearing procedures set forth in Section 10.6 shall be expedited as much as possible.

(b) Disposition of State School Aid Funds. Notwithstanding any other provision of the Contract, any state school aid funds received by the University Board after a decision by the Charter Schools Director to suspend the Contract, may be retained by the University Board for the Academy until the Contract is reinstated, or may be returned to the Michigan Department of Treasury upon the State's request.

(c) Immediate Revocation Proceeding. If the Academy Board, after receiving a notice of Contract suspension from the CSO Director, continues to engage in conduct or activities that are covered by the suspension notice, the Hearing Panel may immediately convene a revocation hearing in accordance with the procedures set forth in Section 10.6(e) of this Contract. The Hearing Panel has the authority to accelerate the time line for revoking the Contract, provided that notice of the revocation hearing shall be provided to the Charter Schools Office and the Academy Board at least five (5) days before the hearing. If the Hearing Panel determines that the Academy Board has continued to engage in conduct or activities that are covered by the suspension notice, the Hearing Panel may recommend revocation of the Contract. The University Board shall proceed to consider the Hearing Panel's recommendation in accordance with Section 10.6(f) through (h).

Section 10.8 Venue; Jurisdiction. The parties agree that all actions or proceedings arising in connection with this Contract will be tried and litigated only in the Circuit Court of Mecosta County, Michigan, the Michigan Court of Claims or the Federal District Court for the Western District of Michigan. The parties hereby irrevocably accept for themselves and in respect of their property, generally and unconditionally, the jurisdiction of such courts. The parties irrevocably consent to the service of process out of any such courts in any such action or proceedings by the mailing of copies thereof by registered or certified mail, postage prepaid, to each such party, at its address set forth for notices in this Contract, such service to become effective ten (10) days after such mailing. The parties irrevocably waive any right they may have to assert the doctrine of forum non conveniens or to object to venue to the extent any proceeding is brought in accordance with this Section. This Section 10.8 shall not in any way be interpreted as an exception to the Academy's covenant not to sue contained in Section 11.21 of these Terms and Conditions.



Section 10.9 Conservator; Appointment by University President. Notwithstanding any other provision of the Contract, in the event that the University President, in his or her sole discretion, determines that the health, safety and welfare of Academy students, property or funds are at risk, the University President, after consulting with the University Board Chairperson, may appoint a person to serve as the Conservator of the Academy. Upon appointment, the Conservator shall have all the powers of a Board of Directors of a Public School Academy and act in the place and stead of the Academy Board. The University President shall appoint the conservator for a definite term which may be extended in writing. During the appointment, the Academy Board members and their terms in office are suspended and all powers of the Academy Board are suspended. All appointments made under this provision must be presented to the University Board for final determination at its next regularly scheduled meeting. During their appointment, the Conservator shall have the following powers:

- (a) take into his or her possession all Academy property and records, including financial, board, employment and student records;
- (b) institute and defend actions by or on behalf of the Academy;
- (c) continue the business of the Academy including entering into contracts, borrowing money, and pledging, mortgaging, or otherwise encumbering the property of the Academy as security for the repayment of loans. However, the power shall be subject to any provisions and restrictions in any existing credit documents;
- (d) hire, fire evaluate, and discipline employees of the Academy;
- (e) settle or compromise with any debtor or creditor of the Academy, including any governmental or taxing authority;
- (f) review all outstanding agreements to which the Academy is a party and to take those actions which the Academy Board may have exercised to pay, extend, rescind, renegotiate or settle such agreements as needed; and
- (g) perform all acts necessary and appropriate to fulfill the Academy's purposes as set forth under this Contract or Applicable Law.

Section 10.10 State Board of Education Revocation Procedures. As required by the Code, any legal remedy adopted by the State Board of Education shall automatically apply to this Contract. If any legal remedy adopted by the State Board of Education alters or supersedes existing provisions of this Contract, the remedy of the State Board of Education shall apply.

Section 10.11 Emergency Action on Behalf of University Board. Notwithstanding any other provision of this Contract to the contrary, the contents of this Section shall govern in the event of an emergency situation that arises between meetings of the University Board. An emergency situation shall be deemed to occur if the University President or their designee, in his or her sole discretion, determines that the facts and circumstances warrant that emergency action take place before the next meeting of the University Board. Upon the determination that an emergency situation exists, the University President or his or her designee may temporarily take action on behalf of the University Board with regard to the Academy Board or any aspect of the

Contract, so long as such action is in the best interests of the University Board. When acting during an emergency situation, the University President or their designee shall have the authority to act in place of the University Board, and such emergency action shall only be effective in the interim before the earlier of (a) rejection of the emergency action by the Chairperson of the University Board, or (b) the next meeting of either the University Board or University Board Executive Committee. The University President shall immediately report such action to the University Board for confirmation at the next meeting of either the University Board or the University Board Executive Committee. The University Board or the University Board Executive Committee may confirm the emergency action taken by the University President or their designee so that the emergency action continues or, upon confirmation by the University Board, becomes permanent.

Section 10.12 Academy Dissolution Account. If the University Board terminates, revokes or fails to issue a new Contract to the Academy, the Charter Schools Director shall notify the Academy that, beginning thirty (30) days after notification of termination by either party or Academy Board, the University Board may direct up to \$10,000 from each subsequent State School Aid Fund payment, not to exceed a combined total of \$30,000, to a separate Academy account (“Academy Dissolution Account”) to be used exclusively to pay the costs associated with the wind up and dissolution responsibilities of the Academy. Within five (5) business days of the Charter Schools Director’s notice, the Academy Board Treasurer shall provide the Charter Schools Director, in a form and manner determined by the CSO, with account detail information and authorization to direct such funds to the Academy Dissolution Account. The Academy Dissolution Account shall be under the sole care, custody and control of the Academy Board, and such funds shall not be used by the Academy to pay any other Academy debt or obligation until such time as all the wind up and dissolution expenses have been satisfied. An intercept agreement entered into by the Academy and a third party lender or trustee shall include language that the third party lender or trustee acknowledges and consents to the funding of the Academy’s dissolution account in accordance with this Contract. Any unspent funds remaining in the Academy’s dissolution account after payment of all wind up and dissolution expenses shall be returned to the Academy.

## **ARTICLE XI**

### **PROVISIONS RELATING TO PUBLIC SCHOOL ACADEMIES**

Section 11.1 Employment Qualifications for Classroom Teachers. The Academy or EPS shall employ classroom teachers, administrators and chief business officers who meet the certification requirements set forth in Part 22 of the Code, and other Applicable Law. In any other situation as deemed necessary in which the Academy is permitted under the Code, use of non-certified teachers is permitted.

Section 11.2 Criminal Background and History Checks; Disclosure of Unprofessional Conduct. The Academy shall comply with the Code concerning criminal background and criminal history checks for its teachers, school administrator(s), and for any other position requiring State Board approval. In addition, the Academy shall comply with the Code concerning the disclosure of unprofessional conduct by persons applying for Academy employment. This Section shall apply to such persons irrespective of whether they are employed by the Academy or employed by an Educational Service Provider contracting with the Academy.

Section 11.3 The Academy Budget; Transmittal of Budgetary Assumptions; Budget Deficit; Enhanced Deficit Elimination Plan.

The Academy agrees to comply with all of the following:

(a) The Academy Board is responsible for establishing, approving, and amending an annual budget in accordance with the Uniform Budgeting and Accounting Act, MCL 141.421 *et seq.*

(b) Within ten (10) days after adoption by the Academy Board (but not later than July 1) each year, the Academy Board shall submit to the Charter Schools Office a copy of its annual budget for the upcoming fiscal year. The budget must detail budgeted expenditures at the object level as described in the Michigan Department of Education's Michigan School Accounting Manual. In addition, the Academy Board is responsible for approving all revisions and amendments to the annual budget. Within ten (10) days after Academy Board approval, revisions or amendments to the Academy's budget shall be submitted to the Charter Schools Office.

(c) Unless exempted from transmitting under Section 1219 of the Code, MCL 380.1219, the Academy, on or before July 7 of each school fiscal year, shall transmit to the Center for Educational Performance and Information (CEPI) the budgetary assumptions used when adopting its annual budget pursuant to the Uniform Budgeting and Accounting Act, MCL 141.421 *et seq.*

(d) The Academy shall not adopt or operate under a deficit budget, or incur an operating deficit in a fund during any fiscal year. At any time during the term of this Contract, the Academy shall not have an existing deficit fund balance, incur a deficit fund balance, or adopt a current year budget that projects a deficit fund balance. If the Academy has an existing deficit fund balance in the most recently completed school fiscal year, or adopts a current year budget that projects a deficit fund balance, all of the following apply:

- (i) the Academy shall notify the Superintendent and the State Treasurer immediately upon the occurrence of the circumstance, and provide a copy of the notice to the Charter Schools Office.
- (ii) within thirty (30) days after making notification under subdivision (d)(i), the Academy shall submit to the Superintendent in the form and manner prescribed by the Michigan Department of Education an amended budget for the current school fiscal year and a deficit elimination plan approved by the Academy Board, with a copy to the State Treasurer. The Academy shall transmit a copy of the amended budget and the deficit elimination plan to the Charter Schools Office.
- (iii) after the Superintendent approves the Academy's deficit elimination plan, the Academy shall post the deficit elimination plan on the Academy's website.

(e) If the Academy is required by the State Treasurer to submit an enhanced deficit elimination plan under Section 1220 of the Code, MCL 380.1220, the Academy shall do all of the following:

- (i) the enhanced deficit elimination plan shall be approved by the Academy Board before submission.
- (ii) after the State Treasurer approves an enhanced deficit elimination plan for the Academy, the Academy shall post the enhanced deficit elimination plan on the Academy's website.
- (iii) submit to the Superintendent and State Treasurer an enhanced monthly monitoring report in a form and manner prescribed by the State Treasurer and post such monthly reports on the Academy website.

Section 11.4 Security Procedures. The Academy Board shall establish security procedures for the maintenance and protection of the Academy student body, its personnel and its property. The security plan shall be in written form and kept on the Academy premises.

Section 11.5 Student Conduct and Discipline. The Academy shall adopt, abide by and enforce its own set of written policies concerning student conduct and student discipline, such policies to be in compliance with Applicable Law.

Section 11.6 Professional Development of the Academy Faculty. The Academy shall ensure that professional development of its faculty is provided as required by the Code. The Academy shall also encourage the development of new teaching techniques or methods or significant revisions to known teaching techniques or methods. The Academy shall report new developments or innovations in teaching techniques or methods to the University Board or its designee for dissemination to the public.

Section 11.7 Special Education. Pursuant to Section 1701a of the Code, the Academy shall comply with Article III, Part 29 of the Code, MCL 380.1701 *et seq.*, and other Applicable Law concerning the provision of special education programs and services at the Academy. Upon receipt, the Academy shall notify the Charter Schools Office of any due process or state complaint filed against the Academy.

Section 11.8 Americans With Disabilities Act. The Academy shall comply with subtitle A of Title II of the Americans with Disabilities Act of 1990, Public Law 101-336, 42 USC § 12101 *et seq.* or any successor law.

Section 11.9 Insurance. The Academy Board shall secure and maintain at all times insurance coverages that comply with the most current Michigan University Self-Insurance Corporation (M.U.S.I.C.) standards.

The insurance shall be obtained from a licensed mutual, stock, or other responsible company licensed to do business in the State of Michigan with an AM Best Rating of "A-VII" or better. The Academy may join with other public school academies to obtain insurance if the Academy Board finds that such an association provides economic advantages to the Academy.

The Academy shall list the University on the insurance policies as an additional insured on insurance coverages. The Academy shall have a provision included in all policies requiring notice to the University at least thirty (30) days in advance, upon termination or non-renewal of the policy.

The Charter Schools Office may periodically contract with an outside vendor to audit Academy Insurance Policies. The Academy shall provide to the University Board or its designee copies of all insurance policy binder sheets for the policies required by this Contract, and will provide the actual policies upon request. The Academy may expend funds for payment of the cost of participation in an accident or medical insurance program to insure protection for pupils while attending school or participating in a school program or activity. Other insurance policies and higher minimums may be required depending upon academic offerings and program requirements.

The University's self-insurance program periodically reviews the types and amounts of insurance coverages that the Academy shall secure in order for the University to maintain coverage for the authorization and oversight of the Academy. In the event that the University's self-insurance program requests additional changes in coverage identified in this Section 11.9, the Academy agrees to comply with any additional changes in the types and amounts of coverage requested by the University's self-insurance program within thirty (30) days after notice of the coverage change.

Section 11.10 Transportation. The Academy Board may enter into contracts with other school districts or other persons, including municipal and county governments, for the transportation of the Academy students to and from school and for field trips. In addition, the Academy Board may use funds received from state school aid payments to pay for student transportation.

Section 11.11 Intramural and Interscholastic Sports. The Academy is authorized to join any organization, association, or league which has as its objective the promotion and regulation of sport and athletic, oratorical, musical, dramatic, creative arts, or other contests by or between pupils.

Section 11.12 Teacher Tenure. Except as required by law, the Academy shall not be required to establish or maintain a teacher tenure system.

Section 11.13 Library Services. The Academy Board may enter into contracts with other local school districts or intermediate school districts for use of library services.

Section 11.14 Use of Information Technologies. The Academy is encouraged to use modern information technologies, in its educational programs.

Section 11.15 Cooperation with Other Educational Organizations, Libraries and Museums. The Academy Board may enter into contracts or cooperate with other school districts or communities for the use of educational and vocational facilities, including libraries and museums.

Section 11.16 Accreditation. If and when available, the Academy shall apply for, and satisfy the applicable accreditation requirements of the State Board of Education.

Section 11.17 Role of Parents and Guardians. The Academy shall encourage the active participation of parents and guardians in the education of its student body. Parents and guardians may volunteer or be selected to serve on committees established by the Academy Board.

Section 11.18 School and Community Relations. The Academy Board may adopt policies and establish programs that (i) encourage the free flow of information between the Academy Board and the community, and (ii) provide for and encourage community input into all matters considered by the Academy Board.

Section 11.19 Deposit of Public Funds by the Academy. The Academy Board agrees to comply with Section 1221 of the Revised School Code, being MCL 380.1221, regarding the deposit of all public or private funds received by the Academy. Such deposit shall be made within three (3) business days after receipt of the funds by the Academy. Only Academy Board members or designated Academy employees may be a signatory on any Academy bank account.

Section 11.20 Equal Opportunity Policies. The Academy agrees to operate at all times as an equal opportunity employer and to establish and implement a written sexual harassment policy and such other policies as required by Applicable Law.

Section 11.21 Legal Liabilities and Covenant Against Suit. The Academy acknowledges and agrees that it has no authority to extend the full faith and credit of the University Board, the University, or any other authorizing body, or to enter into a contract that would bind the University Board or the University. The Academy also is limited in its authority to contract by the amount of funds obtained from the state school aid fund, as provided hereunder, or from other independent sources. The Academy hereby agrees and covenants not to sue the University Board, the University, or any of its trustees, officers, employees, agents or representatives for any matters that arise under this Contract or otherwise. The University Board and the University do not assume any obligation with respect to any director, employee, agent, parent, guardian, student, or independent contractor of the Academy, and no such person shall have the right or standing to bring suit against the University Board or the University or any of its trustees, employees, agents, or independent contractors as a result of the issuing, overseeing, revoking, suspending or terminating of this Contract or as a result of not issuing a new Contract at the end of the term of the Contract, or placing the Academy on Probationary Status.

Section 11.22 Non-Endorsement. No action taken by the University Board with respect to the Academy shall be taken as an endorsement in any way by the University of the Academy or any aspect thereof.

Section 11.23 Lease or Deed for Proposed Single Site. Prior to entering into any lease agreement for real property, the Academy shall provide to the Charter Schools Office copies of its lease or deed for the premises in which the Academy shall operate in a form and manner consistent with the Lease Policies, which are incorporated into and be deemed part of this Contract. A copy of the final executed lease agreement shall be included in this Contract under Schedule 6. The Charter Schools Office may, from time to time during the term of this Contract, amend the Lease Policies and such amended lease policies shall automatically apply to the Academy without the need for a Contract amendment under Article IX of these Terms and Conditions. The Charter Schools Office may disapprove the proposed lease agreement submitted by the Academy if the

lease agreement is contrary to this Contract, the Lease Policies, or Applicable Law. Any subsequent amendment to a lease agreement shall be submitted for review by the Charter Schools Office in the same form and manner as a new lease agreement.

Any lease agreement entered into by the Academy shall include a termination provision permitting the Academy to terminate the lease, without cost or penalty to the Academy, in the event that the Academy is required to close an Academy site covered by the lease (i) pursuant to a notice issued by the Department under Section 507 of the Code, MCL 380.507 or (ii) pursuant to a reconstitution by the University pursuant to Section 507 of the Code, MCL 380.507 and these Terms and Conditions.. The provision shall also provide that the lessor/landlord shall have no recourse against the Academy or the University Board for implementing the site closure or reconstitution. Nothing in this paragraph shall prevent the lessor/landlord from receiving lease payments owed prior to site closure or reconstitution, or relieve the Academy from paying any costs or expenses owed under the lease prior to site closure or reconstitution.

A copy of the Academy's amended lease or deed shall be incorporated into this Contract under Schedule 6. Any subsequent amendments to any Academy real estate leasing agreement shall only be incorporated into this Contract pursuant to Article IX of these Terms and Conditions.

Section 11.24 Occupancy and Safety Certificates. The Academy Board shall: (i) ensure that the Academy's physical facilities comply with all fire, health and safety standards applicable to schools; and (ii) possess the necessary occupancy and safety certificates for the Academy's physical facilities. The Academy Board shall not conduct classes until the Academy has complied, and maintains compliance with this Section 11.24. The Academy shall provide to the CSO Director the following:

(a) A copy of the final building occupancy inspection letter from the Michigan Department of Licensing and Regulatory Affairs (LARA) Office of Fire Safety;

(b) An acknowledgment from the Academy that the building has been continuously occupied as a school since the time of the final building occupancy inspection;

(c) Copy of the Academy's approval letter from the local department of public health indicating that the Academy's facilities meet or exceed all applicable sanitation requirements; and

(d) An acknowledgment from the Academy that the building is in compliance with all fire, health and safety standards applicable to schools and that the Academy possesses the necessary occupancy and safety certificates for the Academy's physical facilities.

A current copy of the Academy's safety permits shall be kept on file at the Charter Schools Office and at the Academy.

Section 11.25 Management Agreements. The Academy may enter into a Management Agreement with an ESP to contract out its administrative and/or educational functions and personnel. For purposes of this Contract, an employee leasing agreement shall be considered a Management Agreement, and an employee leasing company shall be considered an ESP. Any Management Agreement shall state that the ESP must acquire insurance in addition to the insurance the Academy must obtain under the Contract. The coverage must be similar to the

insurance coverage required for the Academy and the Management Agreement must detail the amount of such required coverage. Prior to entering any Management Agreement with an ESP, the Academy shall submit a copy of the final draft Management Agreement to the Charter Schools Office in a form and manner consistent with the ESP policies of the Charter Schools Office which are incorporated into and be deemed part of this Contract. A copy of the final executed Management Agreement shall be included in this Contract under Schedule 5. The Charter Schools Office may, from time to time during the term of this Contract, amend the ESP policies and the amended policies shall automatically apply to the Academy without the need for a Contract amendment under Article IX of these Terms and Conditions. The Charter Schools Office may disapprove the proposed Management Agreement submitted by the Academy if the Management Agreement is contrary to this Contract or Applicable Law. Any subsequent amendment to a Management Agreement shall be submitted for review by the Charter Schools Office in the same form and manner as a new Management Agreement.

Section 11.26 Environmental Matters.

(a) Representations and Warranties Relating to Environmental Matters. The Academy represents to the University Board that:

- (i) the Academy's building and other physical facilities are not in violation of or subject to any existing, pending or threatened investigation by any governmental authority under any Environmental Law. The Academy's building and other physical facilities are and will continue to be free of friable asbestos and other sources of contamination and in full compliance with all Environmental Laws.
- (ii) the Academy has obtained any and all permits and licenses to construct or use any improvements, fixtures and equipment forming a part of the building and other physical facilities.
- (iii) the Academy has made inquiry into previous uses and ownership of building and other physical facilities, and, after such inquiry, has determined that no Hazardous Substance (as defined below) has been disposed or released on or in the building and other physical facilities.
- (iv) the Academy's intended and future use of the building and other physical facilities will not result in the disposal or release of any Hazardous Substance on or in the building or other physical facilities in violation of any Environmental Law.



(b) Definitions.

- (i) “Environmental Law” means any federal, state or local law, statute, ordinance, or regulation pertaining to health, industrial hygiene, or the environmental conditions on, under or about the building including without limitation the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) as amended, 41 U.S.C. Sections 9601 *et seq.* the Resource Conservation and Recovery Act of 1976 (RCRA), 42 U.S.C. Sections 6901 *et seq.*, and the Natural Resources and Environmental Protection Act (NREPA), MCL Sections 324.101 *et seq.*
- (ii) “Hazardous Substance” means any toxic or hazardous substance, material or waste which is or becomes regulated by any local governmental authority, the State of Michigan or the United States Government. The term “Hazardous Substance” includes without limitation:

- A. those substances included within the definitions of “hazardous substances,” “hazardous material,” “toxic substances,” or “solid waste” in CERCLA, RCRA, and the Hazardous Materials Transportation Act, 49 U.S.C. Sections 1801 *et seq.*, and in the regulations promulgated pursuant to said laws;

- B. petroleum;

- C. asbestos;

- D. those substances designated as a hazardous “substance” pursuant to Section 311 of the Federal Water Pollution Control Act (33 U.S.C. §1317);

- E. those substances defined as a “regulated substance” pursuant to Subchapter IX, Solid Waste Disposal Act (42 U.S.C. §6991 *et seq.*); and

- F. those substances defined as a “hazardous substance” under §324.11103 of the Michigan Compiled Laws.

(c) No underground storage tanks will be placed upon or installed within the Academy’s building or other physical facilities, nor shall the Academy allow the release or disposal of any Hazardous Substance on or in the building or other physical facilities in violation of any Environmental Law.

Section 11.27 Information Available to the Public; Information to be Provided by the Academy. The Academy shall make information concerning its operation and management, including without limitation the information described in Schedule 8, available to the public in the same manner and to the same extent as is required for public schools and school districts under Applicable Law.

Section 11.28 Limitation on Expenditures for Lease, Purchase, or Debt Service for Facilities.

(a) Subject to (b) below, the Academy may expend not more than an amount equal to twenty percent (20%) of total amount received annually under Sections 22a and 22b of the State School Aid Act of 1979, as amended, MCL 388.1601, *et seq.*, for the lease or purchase of the Academy's land, building, and other physical facilities described in Schedule 6 or any amendment thereto, including transfers to a capital projects fund or debt retirement fund for debt service.

(b) If Section 18(1) of the School Aid Act, which limits transfers to a capital projects fund or debt retirement fund to twenty percent (20%) of amounts received under Sections 22a and 22b is amended after the date of this contract, the University Board or CSO may, but are not required to, clarify the procedures and requirements for applying this limitation by implementation of a policy in accordance with this Contract.

Section 11.29 Incompatible Public Offices and Conflicts of Interest Statutes. The Academy shall comply with the Incompatible Public Offices statute, Act No. 566 of the Public Acts of 1978, being MCL 15.181 to 15.185 of the Michigan Compiled Laws, and the Contracts of Public Servants with Public Entities statute, Act No. 317 of the Public Acts of 1968, being MCL 15.321 to 15.330 of the Michigan Compiled Laws. The Academy Board shall ensure compliance with Applicable Law relating to conflicts of interest. Notwithstanding and in addition to any other provision of this Contract, the following shall be deemed prohibited conflicts of interest for purposes of this Contract:

(a) An individual simultaneously serving as an Academy Board member and an owner, officer, director, employee or consultant of or independent contractor to an Educational Service Provider, or an employee leasing company, or a subcontractor to an Educational Service Provider or an employee leasing company that has an ESP Agreement with the Academy;

(b) An individual simultaneously serving as an Academy Board member and an Academy employee;

(c) An individual simultaneously serving as an Academy Board member and an independent contractor to the Academy;

(d) An individual simultaneously serving as an Academy Board member and a member of the governing board of another public school;

(e) An individual simultaneously serving as an Academy Board member and a University official, employee, or paid consultant, as a representative of the University; and

(f) An individual simultaneously serving as an Academy Board member and having an ownership or financial interest in any real or personal property leased or subleased to the Academy.

Section 11.30 Prohibition of Identified Family Relationships. The Academy Board shall prohibit specifically identified family relationships pursuant to Applicable Law and the Terms and

Conditions of this Contract. Notwithstanding any other provision of this Contract, the following shall be deemed prohibited familial relationships for the purposes of this Contract:

(a) No person shall be appointed or reappointed to serve as an Academy Board member if the person's mother, mother-in-law, father, father-in-law, son, son-in-law, daughter, daughter-in-law, sister, sister-in-law, brother, brother-in-law, spouse or domestic partner:

- (i) is employed by the Academy;
- (ii) works at or is assigned to the Academy;
- (iii) has an ownership, officer, policymaking, managerial, administrative non-clerical, or other significant role with the Academy's ESP or employee leasing company;
- (iv) Has an ownership or financial interest in any school building lease or sublease agreement with the Academy.

(b) The Academy Board shall require each individual who works at the Academy to annually disclose any familial relationship with any other individual who works at, or provides services to, the Academy. For purposes of this subsection, familial relationship means a person's mother, mother-in-law, father, father-in-law, son, son-in-law, daughter, daughter-in-law, sister, sister-in-law, brother, brother-in-law, spouse or domestic partner.

Section 11.31 Dual Employment Positions Prohibited. Any person working at the Academy is prohibited by law from being employed at the Academy in more than one (1) full-time position and simultaneously being compensated for each position.

Section 11.32 Nonessential Elective Courses. If the Academy Board elects to provide nonessential elective courses to part-time pupils at a nonpublic school building, the Academy shall comply with Section 166b of the State School Aid Act of 1979, as amended, MCL 388.1766b. Prior to providing instruction, the Academy Board shall ensure that the Academy has sufficient documentation to qualify for part-time pupil funding under the State School Aid Act. The provision of nonessential elective courses by the Academy shall be incorporated into the appropriate Schedule of this Contract by amendment pursuant to these Terms and Conditions.

## **ARTICLE XII**

### **GENERAL TERMS**

Section 12.1 Notices. Any and all notices permitted or required to be given under this Contract shall be deemed duly given by registered or certified mail with return receipt requested (or by Federal Express or United Parcel Service next day delivery). Each such notice shall be sent to the respective party at the address indicated below or to any other address or person as the respective party may designate by notice delivered pursuant hereto:

If to the Board of Trustees of Ferris State University:

Director of Charter Schools  
Ferris State University  
1020 Maple St  
Big Rapids, MI 49307

with a copy to:

Miles Postema  
Ferris State University  
Office of the General Counsel  
McKessy House  
120 East Cedar St  
Big Rapids, MI 49307

If to Academy Board:

Kasey Morris  
11415 18 ½ Mile Road  
Marshall, MI 49068

Section 12.2 Severability. If any provision in this Contract is held to be invalid or unenforceable, it shall be ineffective only to the extent of the invalidity, without affecting or impairing the validity and enforceability of the remainder of the provision or the remaining provisions of this Contract. If any provision of this Contract shall be or become in violation of any local, state or federal law, such provision shall be considered null and void and all other provisions shall remain in full force and effect.

Section 12.3 Successors and Assigns. The terms and provisions of this Contract are binding on and shall inure to the benefit of the parties and their respective successors and permitted assigns.

Section 12.4 Entire Contract. Except as specifically provided in this Contract, this Contract sets forth the entire agreement between the University Board and the Academy with respect to the subject matter of this Contract. All prior contracts, representations, statements, negotiations, understandings, and undertakings are superseded by this Contract.

Section 12.5 Assignment. This Contract is not assignable by the Academy without the prior written consent of the University Board.

Section 12.6 Non-Waiver. Except as provided herein, no term or provision of this Contract shall be deemed waived and no breach or default shall be deemed excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. No consent by any party to, or waiver of, a breach or default by the other, whether expressed or

implied, shall constitute a consent to, waiver of, or excuse for any different or subsequent breach or default.

Section 12.7 Governing Law. This Contract shall be governed and controlled by the laws of the State of Michigan as to interpretation, enforcement, validity, construction, and effect, and in all other respects.

Section 12.8 Counterparts. This Contract may be executed in any number of counterparts. Each counterpart so executed shall be deemed an original, but all such counterparts shall together constitute one and the same instrument.

Section 12.9 Term of Contract. This Contract shall commence on the date first set forth above and shall remain in full force and effect for a period of seven (7) academic years as determined by resolution of Ferris State University and shall terminate on June 30, 2031 unless sooner revoked or terminated according to the terms hereof.

Section 12.10 Indemnification of University. As a condition to receiving a grant of authority from the University Board to operate a public school pursuant to the terms and conditions of this Contract, the Academy agrees to indemnify, defend, and hold the University Board, the University and its trustees, officers, employees, agents or representatives harmless from all claims, demands, or liability, including attorney fees, and related expenses, on account of injury, loss, defamation, economic loss, or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss, defamation, economic loss, or damage or any other losses of any kind whatsoever and not caused by the sole gross negligence of the University, which arise out of or are in any manner connected with the Academy's operation or the University Board's receipt, consideration or approval of the Application, the University Board's approval of the Resolution or Authorizing Resolution, legal challenges to the validity of Part 6A of the Code or actions taken by the University Board as an authorizing body under Part 6A of the Code, the University Board's consideration of or issuance of a Contract, the Academy's preparation for and operation of a public school, or which are incurred as a result of the reliance of the University Board, the University and its Board of Trustees members, officers, employees, agents or representatives upon information supplied by the Academy, or which arise out of the failure of the Academy to perform its obligations under this Contract. The foregoing provision shall not be deemed a relinquishment or waiver of any kind of governmental immunity provided under Section 7 of the Governmental Liability for Negligence Act, being MCL 691.1407 of the Michigan Compiled Laws..

Section 12.11 Construction. This Contract shall be construed fairly as to both parties and not in favor of or against either party, regardless of which party prepared the Contract.

Section 12.12 Force Majeure. If any circumstances occur which are beyond the control of the parties, which delay or render impossible the obligations of one or both of the parties, the parties' obligations to perform such services shall be postponed for an equivalent period of time or shall be canceled, if such performance has been rendered impossible by such circumstances.

Section 12.13 No Third Party Rights. This Contract is made for the sole benefit of the Academy and the University Board and no other person or entity, including without limitation, the

Educational Service Provider. Except as otherwise expressly provided, nothing in this Contract shall create or be deemed to create a relationship between the parties hereto, or either of them, and any third person, including a relationship in the nature of a third party beneficiary or fiduciary.

Section 12.14 Non-Agency. It is understood that the Academy is not the agent of the University.

Section 12.15 University Board and CSO Policies Shall Apply. Notwithstanding any provision of this Contract to the contrary, and with the exception of existing University Board or CSO policies regarding public school academies which shall apply immediately and amendments to University Board or CSO Policies that are required by Applicable Law which shall apply immediately, University Board or CSO policies clarifying procedure and requirements applicable to public school academies under this Contract, as from time to time adopted or amended, will automatically apply to the Academy after thirty (30) days' notice, provided they are not inconsistent with provisions of this Contract.

Section 12.16 Survival of Provision. The terms, provisions, and representations contained in Section 11.9, Section 11.21, Section 12.11, Section 12.15, and other provisions of this Contract that by their sense and context are intended to survive termination of this Contract shall survive.

Section 12.17 Termination of Responsibilities. Upon termination or revocation of the Contract, the University Board or its designee shall have no further obligations or responsibilities under this Contract to the Academy or any other person or persons in connection with this Contract. Upon termination or revocation of the Contract, the Academy may amend its articles of incorporation or bylaws as necessary to allow the Academy Board to:

(a) Take action to appoint Academy Board members in order to have a quorum necessary to take Academy Board action; or

(b) Effectuate a dissolution, provided that the Academy Board may not amend any provision in the Academy's articles of incorporation or bylaws regarding the disposition of assets upon dissolution.

Section 12.18 Information Available to the Public.

(a) Information to be Provided by the Academy. The Academy shall make information concerning its operation and management, including without limitation the information described in Schedule 4, available to the public in the same manner and to the same extent as is required for public schools and school districts under Applicable Law.

(b) Information to be Provided by Educational Service Providers. If the Academy enters into an agreement with an Educational Service Provider for operation or management of the Academy, the Management Agreement shall contain a provision requiring the Educational Service Provider to make information concerning the operation and management of the Academy, including without limitation the information described in Schedule 4, available to the Academy as deemed necessary by the Academy Board in order to enable the Academy to fully satisfy its obligations under sub-paragraph (a).

Section 12.19 Disposition of Academy Assets Upon Termination or Revocation of Contract. Following termination or revocation of the Contract, the Academy shall follow the applicable wind up and dissolution provisions set forth in the Academy's articles of incorporation, Part 6A of the Code and Applicable Law.

Section 12.20 Student Privacy. In order to protect the privacy of students enrolled at the Academy, the Academy Board, subject to Section 12.23, shall not:

(a) Sell or otherwise provide to a for-profit business entity any personally identifiable information that is part of a pupil's education records. This sub-section does not apply to any of the following situations:

- (i) for students enrolled in the Academy, providing such information to any educational management organization that has a contract with the Academy and whose contract has not been disapproved by the University;
- (ii) providing the information as necessary for standardized testing that measures a student's academic progress and achievement; or
- (iii) providing the information as necessary to a person that is providing educational or educational support services to the student under a contract with either the Academy or an educational management organization that has a contract with the Academy and whose contract has not been disapproved by the University.

(b) The terms "education records" and "personally identifiable information" shall have the same meaning as defined in MCL 380.1136.

Section 12.21 Disclosure of Information to Parents and Legal Guardians. Subject to Section 12.23:

(a) Within thirty (30) days after receiving a written request from a student's parent or legal guardian, the Academy shall disclose without charge to the student's parent or legal guardian any personally identifiable information concerning the student that is collected or created by the Academy as part of the student's education records.

(b) Except as otherwise provided in this sub-section and within thirty (30) days after receiving a written request from a student's parent or legal guardian, the Academy shall disclose to a student's parent or legal guardian without charge any personally identifiable information provided to any person, agency or organization. The Academy's disclosure shall include the specific information that was disclosed, the name and contact information of each person, agency, or organization to which the information has been disclosed; and the legitimate reason that the person, agency, or organization had in obtaining the information. The parental disclosure requirement does not apply to information that is provided:

- (i) to the Michigan Department of Education or CEPI;
- (ii) to the student's parent or legal guardian;
- (iii) by the Academy to the University Board, University, Charter Schools Office or to the educational management organization with which the Academy has a management agreement that has not been disapproved by the University;
- (iv) by the Academy to the Academy's intermediate school district or another intermediate school district providing services to Academy or the Academy's students pursuant to a written agreement;
- (v) to the Academy by the Academy's intermediate school district or another immediate school district providing services to pupils enrolled in the Academy pursuant to a written agreement;
- (vi) to the Academy by the University Board, University, Charter Schools Office;
- (vii) to a person, agency, or organization with written consent from the student's parent or legal guardian, or from the student if the student is eighteen (18) years of age;
- (viii) to a person, agency, or organization seeking or receiving records in accordance with an order, subpoena, or ex parte order issued by a court of competent jurisdiction;
- (ix) to a person, agency, or organization as necessary for standardized testing that measures a student's academic progress and achievement; or
- (x) in the absence of, or in compliance with, a properly executed opt-out form, as adopted by the Academy in compliance with Section 1136(6) of the Code, pertaining to uses for which the Academy commonly would disclose a pupil's "directory information."

(c) If the Academy considers it necessary to make redacted copies of all or part of a student's education records in order to protect personally identifiable information of another student, the Academy shall not charge the parent or legal guardian for the cost of those redacted copies.

(d) The terms "education records," "personally identifiable information," and "directory information" shall have the same meaning as defined in MCL 380.1136.



Section 12.22 List of Uses for Student Directory Information; Opt-Out Form; Notice to Student's Parent or Legal Guardian.

- (a) Subject to Section 12.23, the Academy shall do all of the following:
  - (i) develop a list of uses (the "Uses") for which the Academy commonly would disclose a student's directory information.
  - (ii) develop an opt-out form that lists all of the Uses and allows a student's parent or guardian to elect not to have the student's directory information disclosed for one (1) or more Uses.
  - (iii) present the opt-out form to each student's parent or guardian within the first thirty (30) days of the school year and at other times upon request.
  - (iv) if an opt-out form is signed and submitted to the Academy by a student's parent or guardian, then the Academy shall not include the student's directory information in any of the Uses that have been opted out of in the opt-out form.

(b) The terms "directory information" shall have the same meaning as defined in MCL 380.1136.

Section 12.23 Confidential Address Restrictions.

(a) The Academy shall not disclose the confidential address of a student if the student or the student's parent or legal guardian has obtained a participation card issued by the department of the attorney general under the address confidentiality program act and the parent or legal guardian provides notice of the issuance of the participation card, in a form and manner prescribed by the Michigan Department of Education.

(b) The term "confidential address" shall have the meaning as defined in MCL 380.1136.

Section 12.24 Partnership Agreement. If the Michigan Department of Education (MDE) and State Reform Office imposes a partnership agreement on the Academy, the Academy shall work collaboratively with the MDE, the State Reform Office and other partners to implement the partnership agreement. In the event that a provision in the partnership agreement is inconsistent with a provision in this Contract, this Contract shall control.

Section 12.25 Statewide Safety Information Policy. The Academy shall adopt and adhere to the statewide school safety information policy required under Section 1310 of the Code, MCL 380.1310. The statewide school safety information policy may also address Academy procedures for reporting incidents involving possession of a dangerous weapon as required under Section 1313 of the Code, MCL 380.1313.

Section 12.26 Criminal Incident Reporting Obligation. Within twenty-four (24) hours after an incident occurs, the Academy shall provide a report to the Michigan State Police, in a form

and manner prescribed by State Police, either of the following: (i) an incident involving a crime that must be reported under Section 1310a(2) of the Code, MCL 380.1310a(2); or (ii) an incident, if known to the Academy, involving the attempted commission of a crime that must be reported under Section 1310a(2) of the Code, MCL 380.1310a(2). Failure to comply may result in the Academy being ineligible to receive any school safety grants from the Michigan State Police for the fiscal year in which the noncompliance is discovered by State Police.

Section 12.27 Academy Emergency Operations Plan.

(a) Beginning in the 2019-2020 school year, and at least biennially thereafter, the Academy shall, in conjunction with at least one (1) law enforcement agency having jurisdiction over the Academy, conduct either (i) a review of the Academy's emergency operations plan, including a review of the vulnerability assessment; or (ii) a review of the Academy's statewide school safety information policy, as applicable.

(b) Not later than January 1, 2020, the Academy shall either (i) develop an emergency operations plan for each school building, including recreational structure or athletic field, operated by the Academy with input from the public; or (ii) adopt a statewide school safety information policy under Section 1308 of the Code, MCL 380.1308. The emergency operations plan or statewide school safety information policy shall comply with Section 1308B(3) of the Code, MCL 380.1308B(3). Within thirty (30) days, the Academy shall provide to the Michigan Department of Education (MDE), in a form and manner determined by the MDE, notice of the adoption of any emergency operations plan or the completion of an emergency operations plan review, as applicable.

Section 12.28 School Safety Liaison. The Academy Board shall designate a liaison to work with the School Safety Commission created under Section 5 of the Comprehensive School Safety Plan Act created under Public Act 548 of 2018. The Liaison shall be an individual employed or assigned to regularly and continuously work under contract in the school operated by the Academy. The Liaison shall work with the School Safety Commission and the Office of School Safety to identify model practices for determining school safety measures.

Section 12.29 New Building Construction or Renovations. The Academy shall not commence construction on a new school building or the major renovation of an existing school building unless the Academy consults on the plans of the construction or major renovation regarding school safety issues with the law enforcement agency that is or will be the first responder for that school building. School building includes either a building intended to be used to provide pupil instruction or a recreational or athletic structure or field used by pupils.

Section 12.30 Annual Expulsion Report and Website Report on Criminal Incidents. On an annual basis, the Academy Board shall do the following:

- (i) prepare and submit to the Superintendent, in a form and manner prescribed by the Superintendent, a report stating the number of pupils expelled from the Academy during the immediately preceding school year, with a brief description of the incident causing each expulsion;

- (ii) post on its website, in a form and manner prescribed by the Superintendent, a report on the incidents of crime occurring at schools operated by the Academy. Each school building shall collect and keep current on a weekly basis the information required for the website report, and must provide that information, within seven (7) days upon request; and
- (iii) make a copy of the report on the incidents of crime, disaggregated by school building, available to the parent or legal guardian of each pupil enrolled in the Academy.

The undersigned have read, understand and agree to comply with and be bound by the terms and conditions set forth in this Contract.

**MARSHALL ACADEMY**

By: Kasey Morris  
Kasey Morris  
Its: President

Date: 05/30/2024

**FERRIS STATE UNIVERSITY  
BOARD OF TRUSTEES**

By: [Signature]  
University President  
or his/her designee

Date: 6/17/2024

**CONTRACT SCHEDULES**

Schedules

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**CONTRACT SCHEDULE 1**

**ARTICLES OF INCORPORATION**

# LARA Corporations Online Filing System

Department of Licensing and Regulatory Affairs

**ID Number: 800847369**[Request certificate](#)[Return to Results](#)[New search](#)**Summary for: MARSHALL ACADEMY****The name of the DOMESTIC NONPROFIT CORPORATION: MARSHALL ACADEMY****Entity type: DOMESTIC NONPROFIT CORPORATION****Identification Number: 800847369 Old ID Number: 756451****Date of Incorporation in Michigan: 05/15/2000****Purpose: Public School Academy****Term: Perpetual****Most Recent Annual Report: 2023****Most Recent Annual Report with Officers & Directors: 2023****The name and address of the Resident Agent:****Resident Agent Name: KASEY MORRIS****Street Address: 18203 HOMER RD****Apt/Suite/Other:****City: MARSHALL****State: MI****Zip Code: 49068****Registered Office Mailing address:****P.O. Box or Street Address: 18203 HOMER RD.****Apt/Suite/Other:****City: MARSHALL****State: MI****Zip Code: 49068****The Officers and Directors of the Corporation:**

Title	Name	Address
PRESIDENT	KASEY MORRIS	18203 HOMER RD MARSHALL, MI 49068 USA
TREASURER	GRACE NOYOLA	18203 HOMER RD MARSHALL, MI 49068 USA
SECRETARY	PATTI CORNWELL	18203 HOMER RD MARSHALL, MI 49068 USA
DIRECTOR	PARKER ARNOLD	18203 HOMER RD MARSHALL, MI 49068 USA
DIRECTOR	SEAN WASHINGTON	18203 HOMER RD MARSHALL, MI 49068 USA
DIRECTOR	PATTI CORNWELL	18203 HOMER RD MARSHALL, MI 49068 USA

**Act Formed Under: 162-1982 Nonprofit Corporation Act****Acts Subject To: 416-1994 Public School Academies  
362-1993 Public School Academies****The corporation is formed on a Directorship basis.**

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS**

**FILING ENDORSEMENT**

***This is to Certify that the*** RESTATED ARTICLES OF INCORPORATION

***for***

MARSHALL ACADEMY

**ID Number:** 800847369

***received by electronic transmission on*** June 05, 2023 ***, is hereby endorsed.***

***Filed on*** June 05, 2023 ***, by the Administrator.***

***The document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.***



***In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 5th day of June, 2023.***

*Linda Clegg*

**Linda Clegg, Director**

**Corporations, Securities & Commercial Licensing Bureau**



Form Revision Date 07/201

## RESTATED ARTICLES OF INCORPORATION

For use by DOMESTIC NONPROFIT CORPORATION

Pursuant to the provisions of Act 162, Public Acts of 1982, the undersigned corporation executes the following Restated Articles:

The identification number assigned by the Bureau is:

800847369

The present name of the corporation is:

MARSHALL ACADEMY

All former names of the corporation are:

The date of filing the original Articles of Incorporation was:

5/15/2000

### ARTICLE I

The name of the corporation is:

MARSHALL ACADEMY

### ARTICLE II

The purpose or purposes for which the corporation is formed for:\*

The corporation is organized for the purposes of operating as a public school academy in the State of Michigan pursuant to Part 6A of the Code, being Sections 380.501 to 380.507 of the Michigan Compiled Laws. The Corporation, including all activities incident to its purposes, shall at all times be conducted so as to be a governmental entity pursuant to Section 123 of the United States Internal Revenue Code ("IRC") or any successor laws. Notwithstanding any other provision of these Articles, the corporation shall not carry on any other activity not permitted to be carried on by a governmental instrumentality exempt from federal income tax under Section 115 of the IRC or by nonprofit corporation organized under the laws of the State of Michigan and subject to a Contract authorized under the Code.

Marshall Academy is authorized under the direction of Ferris State University.

### ARTICLE III

The Corporation is formed upon ☐ Non Stock ☒ basis.

If formed on a stock basis, the total number of shares the corporation has authority to issue is

If formed on a nonstock basis, the corporation is to be financed under the following general plan:

Financing through

- State school aid payments received pursuant to the State School Aid Act of 1979 or any successor law.
- Federal funds
- Donations
- Fees and charges permitted to be charged by public school academies.

The Corporation is formed on a ☐ Directorship ☒ basis.

### ARTICLE IV

street address of the registered office of the corporation and the name of the resident agent at the registered office (P.O. Boxes are not acceptable):

- Agent Name: KASEY MORRIS
- Street Address: 18203 HOMER RD  
Apt/Suite/Other:



City: MARSHALL

State: MI

Zip Code: 49068

3. Registered Office Mailing Address:

P.O. Box or Street Address: 18203 HOMER RD.

Apt/Suite/Other:

City: MARSHALL

State: MI

Zip Code: 49068

COMPLETE SECTION (a) IF THE RESTATED ARTICLES WERE ADOPTED BY THE UNANIMOUS CONSENT OF THE INCORPORATOR(S) BEFORE THE FIRST MEETING OF THE BOARD OF DIRECTORS, OTHERWISE, COMPLETE SECTION (b). DO NOT COMPLETE BOTH.

☒ (b) These Restated Articles of Incorporation were duly adopted on 5/11/2023, in accordance with the provisions of

Section 641 of the Act: (select one of the following)

This document must be signed by an authorized officer or agent:

☒ were duly adopted by the shareholders, the members, or the directors (if organized on a nonstock directorship basis). The necessary number of votes were cast in favor of these Restated Articles of Incorporation.

Signed this 5th Day of June, 2023 by:

Signature	Title	Title if "Other" was selected
Kasey Morris	President	

By selecting ACCEPT, I hereby acknowledge that this electronic document is being signed in accordance with the Act. I further certify that to the best of my knowledge the information provided is true, accurate, and in compliance with the Act.

☐ Decline ☒ Accept

**CONTRACT SCHEDULE 2**

**BYLAWS**

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**BYLAWS**  
**OF**  
**MARSHALL ACADEMY**  
**18203 Homer Rd**  
**Marshall MI 49068**

**ARTICLE I**

**NAME**

This organization shall be called the **MARSHALL ACADEMY** (the "Academy" or the "corporation").

**ARTICLE II**

**FORM OF ACADEMY**

The Academy is organized as a non-profit, non-stock, directorship corporation.

**ARTICLE III**

**OFFICES**

Section 1. Principal Office. The principal office of the Academy shall be located in the State of Michigan.

Section 2. Registered Office. The registered office of the Academy may be the same as the principal office of the Academy, but in any event must be located in the State of Michigan, and be the business office of the registered agent, as required by the Michigan Nonprofit Corporation Act. Changes in the resident agent and registered address of the Academy must be reported to the Michigan Department of Consumer and Industry Services and to the Ferris State University (the "University") Charter Schools Office (the "CSO").

**ARTICLE IV**

**BOARD OF DIRECTORS**

Section 1. General Powers. The business, property and affairs of the Academy shall be managed by the Academy Board of Directors ("Academy Board"). The Academy Board may

delegate such powers to the officers and committees of the Academy Board as it deems necessary, so long as such delegation is consistent with the Articles, these Bylaws, the Charter Contract and Applicable Law.

Section 2. Method of Selection and Appointment, Etc. The method of selection and appointment, length of term, number of directors, oath of public office requirements, tenure, removal, resignation, compensation and prerequisite qualifications for and other matters pertaining to members of the Academy Board shall comply with the Resolution adopted by the University Board on December 14, 2023.

## ARTICLE V

### MEETINGS

Section 1. Annual Organizational and Regular Meetings. The Academy Board shall hold an annual organizational meeting each year prior to the first regular meeting of the year. The Academy Board must provide, by resolution, the time and place, within the State of Michigan, for the holding of regular monthly meetings. Prior to October 15th of each year, the Academy Board shall publicly present the Academy's Annual Report. The Academy Board shall provide notice of the annual organizational and all regular meetings as required by the Open Meetings Act. The regular meeting schedule may be altered, or regular meeting rescheduled, only by action of the Directors and with prior approval of the CSO.

Section 2. Special Meetings. A special meeting, which is a meeting in addition to a regular monthly meeting, may be called (a) by the President, or (b) by the Directors acting at a duly noticed and convened meeting. The place of the special meeting shall be the same place as the place designated for the holding of regular monthly meetings, or such other place as directed by the President or Directors. Special meetings shall not be used to take the place of regularly scheduled meetings, and business conducted shall be confined to subjects such as those which require immediate attention or additional study. Business which may be conducted at the meeting shall be limited to that stated in the notice of meeting. The holding of a special meeting shall be subject to prior review and approval of the CSO.

Section 3. Notice; Waiver. The Academy Board must comply with the public notice provisions of the Open Meetings Act. In addition, notice of any meeting shall be given to each Director stating the time and place of the meeting, delivered personally or mailed or sent by facsimile or email to each Director at the Director's business address or email address. Any Director may waive notice of any meeting by written statement sent by the Director, signed before or after the holding of the meeting. The attendance of a Director at a meeting constitutes a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

Section 4. Quorum. A number of Directors equal to a majority of the number of board member positions on the Academy Board as determined by resolution of the University Board, constitutes a quorum for the transaction of business at any meeting of the Board of Directors. If less than a quorum is present at a meeting which had been duly noticed and convened, then the

Directors present, by action of a majority, may adjourn and provide a time and place for reconvening the meeting, but shall have no authority to take other action. Notice of such reconvened meeting shall be given as provided by the Open Meetings Act.

Section 5. Manner of Acting. The act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Academy Board. No member of the Board of Directors may vote by proxy or by way of a telephone conference.

Section 6. Open Meetings Act. All meetings of the Academy Board shall at all times be in compliance with the Open Meetings Act.

Section 7. Presumption of Assent. A Director of the Academy Board who is present at a meeting of the Academy Board at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless that Director's dissent shall be entered in the minutes of the meeting or unless that Director shall file a written dissent to such action with the person acting as the Secretary of the meeting before the adjournment thereof or shall forward such dissent by registered mail to the Secretary of the corporation immediately after the adjournment of the meeting. This right to dissent shall not apply to a Director who voted in favor of such action.

## **ARTICLE VI**

### **COMMITTEES**

Section 1. Committees. The Academy Board, by resolution, may designate one or more committees, each committee to consist of one or more Directors selected by the Academy Board. As provided in the resolution as initially adopted, and as thereafter supplemented or amended by further resolution, the committees shall have such powers as delegated by the Academy Board, except (i) filling of vacancies in the officers of the Academy Board or committees created pursuant to this Section; (ii) amending the Articles of Incorporation or Bylaws; or (iii) any action the Academy Board cannot lawfully delegate under the Articles, Bylaws or Applicable Law. All committee meetings shall at all times be in compliance with the Open Meetings Act, as applicable. Each committee shall fix its own rules governing the conduct of its activities and shall make such reports to the Academy Board of its activities as the Academy Board may request.

## **ARTICLE VII**

### **OFFICERS OF THE BOARD**

Section 1. Number. The officers of the Academy shall be a President, Vice President, Secretary, Treasurer, and such assistant Treasurers and assistant Secretaries as may be selected by the Academy Board.

Section 2. Election and Term of Office. The Academy Board shall elect the initial officers at its first duly noticed meeting. Thereafter, the officers of the Academy shall be elected annually by the Academy Board. If the election of officers is not held at the annual organizational meeting, the election shall be held as soon thereafter as may be convenient. Each officer shall hold

office while qualified or until the officer resigns or is removed in the manner provided in Section 3, or until a successor is elected.

Section 3. Removal. Any officer or agent elected or appointed by the Academy Board may be removed by the Academy Board whenever in its judgment the best interests of the corporation would be served thereby.

Section 4. Vacancies. A vacancy in any office shall be filled by appointment by the Academy Board for the unexpired portion of the term.

Section 5. President. The President of the Academy shall be a member of the Academy Board. The President of the corporation shall preside at all meetings of the Academy Board. If there is not a President, or if the President is absent, then the Vice President shall preside. If the Vice President is absent, then a temporary chair, chosen by the members of the Academy Board attending the meeting shall preside. The President shall be an ex officio member of all standing committees and shall be Chairperson of those committees designated by the Academy Board. The President shall, in general, perform all duties incident to the office of President of the Board as may be prescribed by the Academy Board from time to time.

Section 6. Vice President. The Vice President of the Academy shall be a member of the Academy Board. In the absence of the President or in the event of the President's death, inability or refusal to act, the Vice President shall perform the duties of President, and when so acting, shall have all the powers of and be subject to all the restrictions upon the President. The Vice President shall perform such other duties as from time to time may be assigned to the Vice President by the President or by the Academy Board.

Section 7. Secretary. The Secretary of the Academy shall be a member of the Academy Board. The Secretary shall: (a) keep the minutes of the Academy Board meetings in one or more books provided for that purpose; (b) see that all notices, including those notices required under the Open Meetings Act, are duly given in accordance with the provisions of these Bylaws or as required by law; (c) be custodian of the corporate records and of the seal of the corporation and see that the seal of the corporation is affixed to all authorized documents; (d) keep a register of the post office address of each Director; and (e) perform all duties incident to the office of Secretary and other duties assigned by the President or the Academy Board.

Section 8. Treasurer. The Treasurer of the Academy shall be a member of the Academy Board. The Treasurer shall: (a) have charge and custody of and be responsible for all funds and securities of the corporation; (b) keep accurate books and records of corporate receipts and disbursements; (c) deposit all moneys and securities received by the corporation in such banks, trust companies or other depositories as shall be selected by the Board; (d) complete all required corporate filings; (e) assure that the responsibilities of the fiscal agent of the corporation are properly carried out; and (f) in general, perform all of the duties incident to the office of Treasurer and such other duties as from time to time may be assigned by the President or by the Academy Board.



Section 9. Assistants and Acting Officers. The Assistants to the officers, if any, selected by the Academy Board, shall perform such duties and have such authority as shall from time to time be delegated or assigned to them by the Secretary or Treasurer or by the Academy Board. The Academy Board shall have the power to appoint any person to perform the duties of an officer whenever for any reason it is impractical for such officer to act personally. Such acting officer so appointed shall have the powers of and be subject to all the restrictions upon the officer to whose office the acting officer is so appointed except as the Academy Board may by resolution otherwise determine. However, no assistant shall be entitled to vote as a Director.

Section 10. Salaries. Officers of the Board, as Directors of the corporation, may not be compensated for their services. By resolution of the Academy Board, officers may be reimbursed for reasonable expenses incident to their duties.

Section 11. Filling More Than One Office. Subject to the statute concerning the Incompatible Public Offices, Act No. 566 of the Public Acts of 1978, being Sections 15.181 to 15.185 of the Michigan Compiled Laws, any two offices of the corporation except those of President and Vice President may be held by the same person, but no officer shall execute, acknowledge or verify any instrument in more than one capacity.

## ARTICLE VIII

### CONTRACTS, LOANS, CHECKS AND DEPOSITS; SPECIAL CORPORATE ACTS

Section 1. Contracts. The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract, to execute and deliver any instrument, or to acknowledge any instrument required by law to be acknowledged in the name of and on behalf of the corporation. Such authority may be general or confined to specific instances, but the appointment of any person other than an officer to acknowledge an instrument required by law to be acknowledged should be made by instrument in writing. When the Academy Board authorizes the execution of a contract or of any other instrument in the name of and on behalf of the corporation, without specifying the executing officers, the President or Vice President, and the Secretary or Treasurer may execute the same and may affix the corporate seal thereto. No contract entered into, by or on behalf of the Academy Board, shall in any way bind Ferris State University or impose any liability on Ferris State University, its trustees, officers, employees or agents.

Section 2. Loans. No loans shall be contracted on behalf of the corporation and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Academy Board. Such authority may be general or confined to specific instances. No loan, advance, overdraft, or withdrawal by an officer or Director of the corporation, other than in the ordinary and usual course of the business of the Academy, shall be made or permitted. No loan entered into, by or on behalf of the Academy Board, shall in any way be considered a debt or obligation of Ferris State University or impose any liability on Ferris State University, its trustees, officers, employees or agents.

Section 3. Checks, Drafts, etc. All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Academy, shall be signed by such officer or officers, agent or agents, of the corporation and in such manner as shall from time to time be determined by resolution of the Academy Board.

Section 4. Deposits. All funds of the Academy shall be deposited from time to time to the credit of the corporation in such banks, trust companies or other depositories as the Academy Board may select, provided that such financial institution is eligible to be a depository of surplus funds under Section 3 or 7 of Act No. 105 of the Public Acts of 1855, as amended, being sections 21.143 and 21.147 of the Michigan Compiled Laws.

Section 5. Voting of Gifted, Bequest or Transferred Securities Owned by this Corporation. Subject always to the specific directions of the Academy Board, any shares or other securities issued by any other corporation and owned or controlled by this corporation may be voted at any meeting of security holders of such other corporation by the President of this corporation or by proxy appointed by the President, or in the absence of the President and the President's proxy, by the Secretary or Treasurer of this corporation or by proxy appointed by the Secretary or Treasurer. Such proxy or consent in respect to any shares or other securities issued by any other corporation and owned by this corporation shall be executed in the name of this corporation by the President, the Secretary or the Treasurer of this corporation without necessity of any authorization by the Academy Board, affixation of corporate seal or countersignature or attestation by another officer. Any person or persons designated in the manner above stated as the proxy or proxies of this corporation shall have full right, power and authority to vote the shares or other securities issued by such other corporation and owned by this corporation the same as such shares or other securities might be voted by this corporation. This section shall in no way be interpreted to permit the corporation to invest any of its surplus funds in any shares or other securities issued by any other corporation. This section is intended to apply, however, to all gifts, bequests or other transfers of shares or other securities issued by any other corporation which are received by the corporation.

Section 6. Contracts Between Corporation and Related Persons. Any contract or proposed contract between a director, officer or employee of the Academy and the Academy shall be subject to Public Act 317 of 1968, MCL 50.321, *et seq.*, which governs contracts of public servants within the public entities in which they serve. For such contracts which may be permissible under the Act, the director, officer or employee shall comply with the public disclosure requirements of Act 317.

## **ARTICLE IX**

### **INDEMNIFICATION**

Each person who is or was a Director, officer or member of a committee of the Academy and each person who serves or has served at the request of the Academy as a trustee, director, officer, partner, employee or agent of any other corporation, partnership, joint venture, trust or other enterprise, shall be indemnified by the Academy to the fullest extent permitted by the corporation laws of the State of Michigan as they may be in effect from time to time. The corporation may purchase and maintain insurance on behalf of any such person against any liability asserted against and incurred by such person in any such capacity or arising out of his status as such, whether or not the corporation would have power to indemnify such person against such liability under the preceding sentence. The corporation may, to the extent authorized from time to time by the Board, grant rights to indemnification to any employee or agent of the corporation to the fullest extent provided under the laws of the State of Michigan as they may be in effect from time to time.

## **ARTICLE X**

### **FISCAL YEAR**

The fiscal year of the corporation shall begin on the first day of July in each year.

## **ARTICLE XI**

### **AMENDMENTS**

These Bylaws may be altered, amended or repealed and new Bylaws may be adopted by obtaining (a) the affirmative vote of a majority of the Academy Board at any regular or special meeting of the Academy Board, if a notice setting forth the terms of the proposal has been given in accordance with the notice requirements of these bylaws and applicable law, and (b) the written approval of the changes or amendments by the University Board. These Bylaws and any amendments to them take effect only after they have been approved by both the Academy Board and by the University Board.

### CERTIFICATION

The Academy Board certifies that these Bylaws were adopted as and for the Bylaws of a Michigan Public School Academy corporation in an open and public meeting, by the Academy Board on 06/12/2024  
Date

The Academy Board further certifies that these bylaws were provided to the Academy Board by the University Board and that a copy of the executed Bylaws is being presented to the University Board for approval.

  
Academy Board of Directors Secretary

APPROVED BY:

  
Designee of University Board

Dated: 6/17/2024

**CONTRACT SCHEDULE 3**  
**FISCAL AGENT AGREEMENT**

### **SCHEDULE 3**

#### **FISCAL AGENT AGREEMENT**

This Agreement is made and shall become effective as of the 1<sup>st</sup> day of July, 2024 by and among Ferris State University Board of Trustees ("University Board"), an authorizing body as defined by the Revised School Code as amended, (the "Code"), the State of Michigan (the "State") and the Board of Directors of **MARSHALL ACADEMY** ("Academy"), a public school academy.

#### **Preliminary Recitals**

WHEREAS, pursuant to the Code and the Contract dated July 1, 2024, the University Board, as authorizing body, is the fiscal agent for the Academy, and

WHEREAS, the University Board is required by law to forward any State School Aid Payments received from the State on behalf of the Academy to the Academy,

NOW, THEREFORE, in consideration of the premises set forth below, the parties agree to the following:

#### **ARTICLE I**

##### **DEFINITIONS AND INTERPRETATIONS**

Section 1.01 Definitions. Unless otherwise provided, or unless the context requires otherwise, the following terms shall have the following definitions:

(a) "Account" means an account established by the Academy for the receipt of State School Aid Payments at a bank, savings and loan association, or credit union which is eligible to be a depository of surplus funds under Sections 5 or 6 of Act No. 105 of the Public Acts of 1855, being Sections 21.145 and 21.146 of the Michigan Compiled Laws.

(b) "Agreement" means this Fiscal Agent Agreement executed by the University Board, the Treasurer of the State of Michigan and the Academy.

(c) "Contract" means the contract to charter a public school academy which the University Board and the Academy are entering into on July 1, 2024.

(d) "Fiscal Agent" means the University Board or an officer or employee of Ferris State University as designated by the University Board.

(e) "Other Funds" means any other public or private funds which the Academy receives and for which the University Board may act as fiscal agent.

(f) "State School Aid Payment" means any payment of money the Academy receives from the school aid fund established pursuant to Article IX, Section 11 of the Michigan Constitution of 1963 or under the School Aid Act of 1979, as amended.

(g) "State" means the State of Michigan.

(h) "State Board" means State Board of Education.

(i) "State Treasurer" means the office responsible for issuing funds to public school academies for State School Aid Payments pursuant to the School Aid Act of 1979, as amended.

Section 1.02 Terms and Conditions Definitions. Capitalized terms not defined herein and defined in the Contract Terms and Conditions shall have the meaning given in the Contract Terms and Conditions.

## ARTICLE II

### FISCAL AGENT DUTIES

Section 2.01 Receipt of School Aid Funds. The University Board is the Fiscal Agent for the Academy for the limited purpose of receiving State School Aid Payments. By separate agreement, the University Board and the Academy may also agree that the University will receive Other Funds for transfer to the Academy. The Fiscal Agent will receive State School Aid Payments from the State, as provided in Section 3.02.

Section 2.02 Transfer to Academy. Except as provided in Article X of the Terms and Conditions of the Contract and in the Oversight Agreement, the Fiscal Agent shall transfer all State School Aid Payments and all Other Funds received on behalf of the Academy to the Academy within ten (10) days of receipt or as otherwise required by the provisions of the State School Aid Act of 1979 or applicable state board rules. The State School Aid Payments and all Other Funds shall be transferred into the Account designated by a resolution of the Board of Directors of the Academy and by a method of transfer acceptable to the Fiscal Agent.

Section 2.03 Limitation of Duties. The Fiscal Agent has no responsibilities or duties to verify the Academy's pupil count, as defined in the State School Aid Act of 1979, as amended, or to authorize, to approve or to determine the accuracy of the State Aid School Payments received on behalf of the Academy from the State Treasurer. The duties of the Fiscal Agent are limited to the receipt and transfer to the Academy of State School Aid Payments and Other Funds received by the Academy. The Fiscal Agent shall have no duty to monitor or approve expenditures made by the Academy Board.

Section 2.04 Academy Board Requests for Direct Intercept of State School Aid Payments. If the Academy Board requests permission to direct that a portion of its State School Aid Payments be forwarded by the Fiscal Agent to a third party account for the payment of Academy debts and liabilities, the Academy shall submit to the University Charter Schools Office: (i) a copy of the Academy Board's resolution authorizing the direct intercept of State School Aid

Payments; (ii) a copy of a State School Aid Payment Agreement and Direction document that is in a form acceptable to the Fiscal Agent; and (iii) copies of such other documentation regarding the transaction which is the subject of the proposed direct intercept as the University Charter Schools Office may request. No such State School Aid Payment Agreement and Direction document shall take effect unless receipt thereof is acknowledged by the Fiscal Agent.

### **ARTICLE III**

#### **STATE DUTIES**

Section 3.01 Eligibility for State School Aid Payments. The State, through its Department of Education, has sole responsibility for determining the eligibility of the Academy to receive State School Aid Payments. The State, through its Department of Education, has sole responsibility for determining the amount of State School Aid Payments, if any, that the Academy shall be entitled to receive.

Section 3.02 Method of Payment. Each State School Aid Payment for the Academy will be made to the Fiscal Agent by the State Treasurer by issuing a warrant and delivering the warrant to the Fiscal Agent or by electronic funds transfer into an account specified by the Fiscal Agent. The State shall make State School Aid Payments at the times specified in the State School Aid Act of 1979, as amended.

### **ARTICLE IV**

#### **ACADEMY DUTIES**

Section 4.01 Compliance with State School Aid Act. In order to assure that funds are available for the education of pupils, an Academy shall comply with all applicable provisions of the State School Aid Act of 1979, as amended.

Section 4.02 Expenditure of Funds. An Academy may expend funds from the State School Aid Fund for any purpose permitted by the State School Aid Act of 1979 and, subject to limitations contained in the Contract, may enter into contracts and agreements determined by the Academy as consistent with the purposes for which the funds were appropriated.

Section 4.03 Mid-Year Transfers. Funding for students transferring into or out of the Academy during the school year shall be in accordance with the State School Aid Act of 1979.

Section 4.04 Repayment of Overpayment. The Academy shall be directly responsible for reimbursing the State for any overpayments of State School Aid Payments. At its option, the State may reduce subsequent State School Aid Payments by the amount of the overpayment or may seek collection of the overpayment from the Academy.



Section 4.05 Deposit of Academy Funds. The Academy Board agrees to comply with Section 1221 of the Revised School Code, being MCL 380.1221, regarding the deposit of State School Aid Payments and Other Funds received by the Academy.

## **ARTICLE V**

### **RECORDS AND REPORTS**

Section 5.01 Records. The Fiscal Agent shall keep books of record and account of all transactions relating to the receipts, disbursements, allocations and application of the State School Aid Payments and Other Funds received, deposited or transferred for the benefit of the Academy, and these books shall be available for inspection at reasonable hours and under reasonable conditions by the Academy and the State.

Section 5.02 Reports. Upon request of the Academy Board, the Fiscal Agent shall prepare and send to the Academy within thirty (30) days of June 30, a written report dated as of June 30 summarizing all receipts, deposits and transfers made on behalf or for the benefit of the Academy during the period beginning on the latter of the date hereof or the date of the last such written report and ending on the date of the report, including without limitation, State School Aid Payments received on behalf of the Academy from the State Treasurer and any Other Funds for which the University Board acted as Fiscal Agent under this Agreement.

## **ARTICLE VI**

### **CONCERNING THE FISCAL AGENT**

Section 6.01 Representations. The Fiscal Agent represents that it has all necessary power and authority to enter into this Agreement and undertake the obligations and responsibilities imposed upon it in this Agreement and that it will carry out all of its obligations under this Agreement.

Section 6.02 Limitation on Liability. The liability of the Fiscal Agent to transfer funds to the Academy shall be limited to the amount of State School Aid Payments as are from time to time delivered by the State and the amount of Other Funds as delivered by the source of those funds.

The Fiscal Agent shall not be liable for any action taken or neglected to be taken by it in good faith in any exercise of reasonable care and believed by it to be within the discretion or power conferred upon it by this Agreement, nor shall the Fiscal Agent be responsible for the consequences of any error of judgment; and the Fiscal Agent shall not be answerable except for its own action, neglect or default, nor for any loss unless the same shall have been through its gross negligence or willful default.

The Fiscal Agent shall not be liable for any deficiency in the State School Aid Payments received from the State Treasurer to which the Academy was properly entitled. The Fiscal Agent shall not be liable for any State School Aid overpayments made by the State Treasurer to the Academy for which the State subsequently seeks reimbursement.

In the event that the State, the State Board of Education or the Superintendent of Public Instruction provides written instructions to the Fiscal Agent, requesting that the Fiscal Agent return to the Department of Treasury any State School Aid Funds allocated to the Fiscal Agent for the Academy, the Fiscal Agent shall not be liable to the Academy for returning such funds to the State.

### Acknowledgment of Receipt

The undersigned, on behalf of the State of Michigan, Department of Treasury, acknowledges receipt of the foregoing Fiscal Agent Agreement between Ferris State University Board of Trustees and the Board of Directors of **MARSHALL ACADEMY**.

By: Alyson Hayden  
Alyson Hayden, Director  
Bureau of State and Authority Finance  
Michigan Department of Treasury

Date: 4/10/24

**CONTRACT SCHEDULE 4**

**OVERSIGHT AGREEMENT**

## **SCHEDULE 4**

### **OVERSIGHT AGREEMENT**

This Agreement is made and shall become effective as of the 1<sup>st</sup> day of July, 2024, by and between Ferris State University Board of Trustees ("University Board"), an authorizing body as defined by the Revised School Code as amended (the "Code"), and the Board of Directors of **MARSHALL ACADEMY** ("Academy"), a public school academy as defined by the Code.

#### **Preliminary Recitals**

WHEREAS, the University Board, subject to the leadership and general supervision of the State Board of Education over all public education, is responsible for overseeing the Academy's compliance with the Contract and all Applicable Law;

NOW, THEREFORE, in consideration of the premises set forth below, the parties agree to the following:

### **ARTICLE I**

#### **DEFINITIONS AND INTERPRETATIONS**

Section 1.01 Definitions. Unless otherwise provided, or unless the context requires otherwise, the following terms shall have the following definitions:

(a) "Agreement" means this Oversight Agreement executed by the University Board and the Academy.

(b) "Applicable Law" means all state and federal laws applicable to public school academies.

(c) "Compliance Certification Duties" means the Academy's duties set forth in Section 2.02.

(d) "Contract" means the contract to charter a public school academy which the University Board and the Academy are entering into on July 1, 2024.

(e) "Oversight Responsibilities" means the University Board's oversight responsibilities set forth in Section 2.01.

(f) "State School Aid Payment" means any payment of money the Academy receives from the state school aid fund established pursuant to Article IX, Section 11 of the Michigan Constitution of 1963 or under the School Aid Act of 1979 as amended.

Section 1.02 Terms and Conditions Definitions. Capitalized terms not defined herein and defined in the Contract Terms and Conditions shall have the meaning given in the Contract Terms and Conditions.

## ARTICLE II

### OVERSIGHT AND COMPLIANCE CERTIFICATION RESPONSIBILITIES

Section 2.01 Oversight Responsibilities. The University Board as it deems necessary to fulfill its oversight responsibilities, may undertake or delegate to others, the following responsibilities:

(a) Request that Ferris State University's chief financial officer conduct a review of the Academy's audited financial reports as submitted, including the auditor's management letters, and report to the University Board any exceptions as well as any failure on the part of the Academy to meet generally accepted public sector accounting principles.

(b) Direct a designee of the University Board to conduct a review of the records or operations of the Academy to determine compliance with Applicable Law and the Contract.

(c) Attend a meeting annually of the Academy Board of Directors and a designee of the University Board not less than annually. In addition, the Academic Affairs/Student Affairs Committee of the University Board may meet with the Academy Board and its School Administrator at such additional times as shall be determined by the University Board.

(d) Institute action pursuant to the terms of the Contract to terminate, suspend, revoke or reform the Contract.

(e) Monitor the Academy's compliance with the Contract, the Code, and all other Applicable Law.

(f) Request periodic reports from the Academy regarding any aspect of its operation, including, without limitation, the Academy's performance in meeting its targeted educational goals.

(g) Request evidence that the Academy has obtained the necessary permits and certificates of compliance to operate as a public school from the applicable governmental agencies, including without limitation, the Michigan Consumer and Industry Services' Office of Fire Safety, the Bureau of Construction Codes and local health departments and the Michigan Department of Labor.

(h) Determine whether the Academy has failed to abide by or meet the educational goals as set forth in the Contract.

(i) Provide supportive services to the Academy as deemed necessary and/or appropriate by the University Board or its designee.

(j) Evaluate whether the Michigan Educational Assessment Program(s), nationally recognized achievement test or other standardized tests, or other assessment programs selected by the Academy are or have been appropriately administered to the Academy's student population, goals and programs.

(k) Perform such other duties and responsibilities, in its sole discretion, which it deems necessary in order to conduct oversight of the academy's compliance with this Contract and Applicable Law.

(l) Will make available Board orientation that each new Board member must complete prior to being seated on the academy Board.

Section 2.02 Compliance Certification Duties. The Academy agrees to perform all of the following Compliance Certification Duties:

(a) Submit quarterly interim financial reports to the director of charter schools at Ferris State University.

(b) Permit inspection of the Academy's records and/or premises at any time by a designee of the University Board.

(c) Report any litigation or formal proceedings alleging violation of any Applicable Law by the Academy to the University Board, or its designee.

(d) Upon request, provide copies of information submitted to the Department of Education, the Superintendent of Instruction or the State Board to the University Board, or its designee.

(e) [Intentionally omitted.]

(f) Provide the University Board, or its designee, with a copy of the proposed annual budget for the upcoming fiscal year of the Academy as provided in the Contract.

(g) Provide minutes of all Academy Board of Directors' meetings to the University Board, or its designee, as the University Board may determine, no later than ten days after such minutes are approved.

(h) Submit within thirty (30) days to the University Board or its designee, copies of insurance policies binder sheets evidencing all insurance required by the Contract, and proof of naming of University as additionally insured. The Academy shall properly maintain the necessary insurance certificates evidencing the insurance required by the Contract.

(i) Following review but prior to approval by the Academy Board, a copy of the Academy's lease or deed for its physical facilities shall be submitted to the CSO for review and comment.

(j) Submit to the University Board or its designee, copies of all fire, health and safety approvals required by law for the operation of a school.

(k) Submit to the University Board or its designee, an inspection report regarding asbestos-containing materials in the building. The Academy must develop and adopt a management plan as required.

(l) Submit annually to the CSO a description of how the Academy will provide notice of the application process and enrollment period to persons most likely to be interested in the Academy. At a minimum, these notices must (i) include some evening and weekend time for enrolling students in the Academy, (ii) set forth the date for the holding of a random selection drawing if such a drawing becomes necessary, and (iii) comply with any applicable University Board or CSO policies from time to time in effect regarding this subject.

(m) Submit to the CSO a copy of any agreement with an Educational Service Provider to provide persons to perform work at the Academy, together with a detailed description of the means by which the Educational Service Provider will be held accountable to the Academy Board for the day-to-day performance of its obligations under such agreement.

(n) If the Academy desires to (i) finance the acquisition by lease, purchase, or other means, of facilities or equipment, in excess of \$150,000, pursuant to arrangements calling for payments over a period greater than one (1) year, and which include a pledge to one or more third parties of a portion of the funds to be received by the Academy from the State of Michigan pursuant to the State School Aid Act of 1979, as amended, being MCL 388.1601 et seq., or (ii) direct that a portion of its State School Aid Payments be forwarded by the Fiscal Agent to a third party account for the payment of Academy debts and liabilities, the Academy shall submit a written request to the CSO Director describing the proposed transaction and the facilities or equipment to be acquired with the proceeds thereof (if any), and in the case of a transaction described in subparagraph (ii) of this paragraph, shall submit to the University Charter Schools Office: (a) a copy of the Academy Board's resolution authorizing the direct intercept of State School Aid Payments; (b) a copy of a State School Aid Payment Agreement and Direction document that is in a form acceptable to the University Charter Schools Office; and (c) copies of such other documentation regarding the transaction which is the subject of the proposed direct intercept as the University Charter Schools Office may request. The CSO Director may disapprove the proposed transaction in his or her sole discretion. If the proposed transaction is disapproved, such disapproval may, but shall not be required to, state one or more conditions which, if complied with by the Academy and any lender, lessor, seller or other party, would cause such disapproval to be deemed withdrawn. By not disapproving a proposed transaction, the CSO Director is in no way giving approval of the proposed transaction, or any of the terms or conditions thereof.

(o) By June 1st of each year, the Academy Board shall provide a copy of the Academy Board's public meeting schedule for the upcoming school year. The Academy Board's public meeting schedule shall include the date, time and location of the public meetings for the upcoming school year. Within ten (10) business days of Academy Board approval, the Academy Board shall provide a copy to the CSO of any changes to the Academy Board public meeting schedule.



Section 2.03 Waiver and Delegation of Oversight Procedures. The University Board or its designee and the Academy may agree to modify or waive any of the Oversight Duties or Compliance Certification Duties. The University Board may delegate its Oversight Duties, or any portion of its Oversight Duties, to an officer of Ferris State University or others.

### **ARTICLE III**

#### **RECORDS AND REPORTS**

Section 3.01 Records. The University Board shall keep records of all Oversight Duties conducted, and these records shall be available for inspection at reasonable hours and under reasonable conditions by the Academy. The Academy will keep records in which complete and correct entries shall be made of all Compliance Certification Duties conducted, and these records shall be available for inspection at reasonable hours and under reasonable conditions by the University Board.

### **ARTICLE IV**

#### **MISCELLANEOUS**

Section 4.01 Administrative Fee. The Academy agrees to pay to the University Board an administrative fee of three percent (3%) of the state school aid payments (pupil foundation fee only) received by the Academy. This fee shall be retained by the University Board from each State School Aid Payment received by the University Board for forwarding to the Academy. This fee shall compensate the University Board for overseeing the Academy's compliance with the Contract and all Applicable Law.

Section 4.02 Time of the Essence. Time shall be of the essence in the performance of obligations from time to time imposed upon the Academy and the University Board by this Agreement.

**CONTRACT SCHEDULE 5**

**DESCRIPTION OF STAFF RESPONSIBILITIES**

**CONTRACT SCHEDULE 5**

**DESCRIPTION OF STAFF RESPONSIBILITIES**

- We reviewed the current contract, and no changes are needed OR
- ~~X~~ We reviewed the current contract, all positions still remain, but we would like to add the positions on the following pages OR
- Please replace the current contract material with the documents following this cover sheet

### ***Dean of Students***

The Dean of Students is responsible for administration and instructional services such as instructional coaching, assessment coordinator, PD logs, and assisting in the disciplinary program of the Academy. Other duties as assigned include: Design and conduct summer and beginning of year teacher orientation sessions. Design and conduct ongoing and sustained professional development during the school year. Coordinate and support individualized teacher professional development and assist teachers in the development and assessment of professional development plans. Support teacher leadership through coaching and facilitation relative to teachers' individual leadership goals. Cultivate and sustain a culture of achievement and excellence among all faculty, staff, and students.

Identify, design, and support methods of involving parents in their student's education in meaningful ways. Attends meetings of the Board of Directors and other departmental, family engagement, and/or staff meetings, as required and appropriate.

### ***Student Services Director***

Oversee the school's climate and culture and serve as liaison with school staff and outside resources. Responsible for providing assistance to the Head of School in the administration of the total student disciplinary program and a school culture. Creating an environment aligned with student achievement and the mission and core beliefs of the school. Oversight of Parent Academy, Community Programs, Foster Care and Homeless Liaison, and Cafeteria.

Provide leadership and support; advise and counsel teachers and students who experience disciplinary issues in accordance with the Academy's student code of conduct and established disciplinary program and guidelines. Assisting students in developing positive relationships with peers and adults.

Assisting students who may be experiencing difficult life circumstances. Provide responsive services to meet the needs of students, including individual, group, and crisis response counseling. Support and fully participate in a school culture that focuses on student learning. Set high expectations and standards for the achievement of students and personal performance. Appropriately handle all student referrals in accordance with established policies and within established timeframes. Contact parents regarding any discipline referrals which include, but are not limited to, removal from class, detention or suspension. Ensure all disciplinary referrals from teachers and staff are entered in the student information system. Other duties as assigned.

### ***Administrative Assistant***

Assist administrators: Deans, Head of School. They will handle purchasing, payroll, and elements of pupil accounting. The administrative assistant will also assist the Head of School in grant requests and follow up in conjunction with Midwest Management. Data tracking; Office Referrals; Scheduling Events; Communicating with Families; Calendar; Time Sheets and PTO; Purchase Orders; CHRIS.

## **Marshall Academy Job Description**

### **Student Services Director**

**Job Goals:** Under the direction of the administrator, the Student Services Director, serves as an instructional leader in the planning, coordination, and administration of school activities and programs, including instruction, student conduct, attendance, extracurricular programs, school plant operations, and the supervision and evaluation of assigned personnel.

#### **Qualifications:**

1. As set by State Certification Authorities and Board of Directors,
2. He/She shall be subject to a criminal background check as required by employer/Academy Board policy and the State of Michigan.

**Reports to:** Administrator, Midwest Management Services and School Board of Directors

#### **Performance Responsibilities:**

1. Assists in therapeutic work with students and families who are experiencing barriers to successful school engagement.
2. Works with various social agencies to assist students and parents.
3. Assists the administration in supervising and maintaining the daily operation of the building.
4. Serves as a member of a leadership team comprised of building administrators, and various other staff members to shape the direction of the school.
5. Assists in the coordination and supervision of extra-curricular activities.
6. Collaborates with school security personnel.
7. Works cooperatively with administration and guidance in dealing with students.
8. Maintains student attendance procedures in conjunction with administration and attendance officers and works toward improvement of attendance in school and in classes.
9. Works with parents and staff in dealing with student concerns.
10. Acts as a liaison between home and school and develops a rapport with parents that will assist in solving student problems.
11. Assists in implementation of procedures for maintaining building discipline and control.
12. Assists in implementation of all aspects of the school mission.
13. Meets and instructs assigned classes facilitating effective learning within the limits of the resources provided by the Academy at the designated times and locations
14. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities
15. Evaluates student progress on a regular basis and, when necessary, refers students who need assistance to school specialists
16. Maintains accurate, complete, and correct records as required by law, Academy policy and administrative regulation
17. Assists in upholding and enforcing school rules, administrative regulations, and school policy
18. Accepts a share of responsibility for extra-curricular activities
19. Provides for his/her own professional growth through an ongoing program of reading, workshops, seminars, conferences, and/or advanced course work at institutions of higher learning.
20. Any other job related task as assigned by school administrator.

## **Marshall Academy Job Description**

### **Dean of Students**

**Job Goals:** Under the direction of the administrator, the Dean of Students, serves as an instructional leader in the planning, coordination, and administration of school activities and programs, including curriculum, instruction, assessment, student conduct and attendance, extracurricular programs, school plant operations, and the supervision and evaluation of assigned personnel.

**Qualifications:**

1. He/She shall have the general qualifications of a teacher of the State of Michigan.
2. He/She shall have at least five years of successful educational experience, and other requirements deemed necessary by the Board of Directors.
2. He/She shall be subject to a criminal background check as required by employer/Academy Board policy and the State of Michigan.

**Reports to:** Administrator, Midwest Management Services and School Board of Directors

**Performance Responsibilities:**

1. Coordinates standardized testing
2. Collect and maintain accurate student attendance data and truancy procedures
3. He/She shall participates in the development of the curriculum of the Academy's Social Emotional Learning program and assists in planning and adapting the course of study to the children and staff's needs and interest
4. Assists administration with staff evaluations
5. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities
6. Assists in upholding and enforcing school rules, administrative regulations, and school policy
7. Makes provisions for being available to attend PTO meetings and required school functions
8. Makes provisions for being available to students and parents for education-related purposes
9. Attends and participates in faculty meetings and collaborative leadership planning meetings
10. Assists in the selection of school equipment, books, and other instructional materials
11. Develops and administers disciplinary procedures in accordance with district policies and state laws; receives referrals and confers with students, parents, teachers, community agencies, and law enforcement; responds to and resolves parent, student, and staff concerns and complaints; serves on discipline or expulsion panels as assigned.
12. Supervises students on campus before and after school; monitors students during lunch, recess, passing periods, and other activities; instructs students in appropriate behavior; disciplines students in accordance with established guidelines.
13. Monitors and organizes attendance functions; prepares letters, calls parents, and attends meetings as needed, regarding absent or tardy students; provides leadership for attendance improvement efforts.
14. Provides direction to a variety of faculty, staff, and student programs and services; participates in formal and informal classroom visitations and observations; provides recommendations and suggestions for improvement as appropriate.
15. Participates as needed in Individual Educational Plan meetings and Student Study Teams.

16. Provides professional growth through an ongoing program of reading, workshops, seminars, conferences, and/or advanced course work at institutions of higher learning.
17. Works to establish a safe and secure learning environment for students. Develops plans for emergency situations in collaboration with other administrators, staff, and public safety agencies; directs the work of yard duty staff and crossing guards; plans and debriefs emergency drills; updates the school safety plan.
18. Prepares and maintains a variety of district, county, state, and federal records and reports; directs preparation of records and reports by staff.
19. Any other job related task as assigned by school administrator.

## **Marshall Academy Job Description**

### **Teacher (General or Special Education)**

**Job Goals:** To lead children toward the fulfillment of their potential for intellectual, aesthetic, physical, emotional, and psychological growth and maturation. To lead themselves toward continual professional and personal growth.

**Qualifications:**

1. As set by State Certification Authorities and Board of Directors,
2. He/She shall be subject to a criminal background check as required by employer/Academy Board policy and the State of Michigan.

**Reports to:** Administrator, Midwest Management Services and School Board of Directors

**Performance Responsibilities:**

1. Meets and instructs assigned classes facilitating effective learning within the limits of the resources provided by the Academy at the designated times and locations
2. Supervises Students, Paraprofessionals, volunteers, and student teachers
3. Prepares for assigned classes, and shows preparation upon request by school Administrator
4. Encourages students to set and maintain high standards of responsibility for their learning and behavior
5. Employs a variety of instructional techniques and instructional media, consistent with the physical limitations, needs and capabilities of students
6. Strives to implement, by instruction and action, the Academy's philosophy, instructional goals and objectives of education
7. Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities
8. Evaluates student progress on a regular basis and, when necessary, refers students who need assistance to school specialists
9. Maintains accurate, complete, and correct records as required by law, Academy policy and administrative regulation
10. Assists in upholding and enforcing school rules, administrative regulations, and school policy
11. Makes provisions for being available to attend PTO meetings and required school functions
12. Makes provisions for being available to students and parents for education-related purposes
13. Attends and participates in faculty meetings and collaborative planning meetings
14. Assists in the selection of school equipment, books, and other instructional materials
15. Accepts a share of responsibility for extra-curricular activities
16. Establishes and maintains cooperative relations with others
17. Provides for his/her own professional growth through an ongoing program of reading, workshops, seminars, conferences, and/or advanced course work at institutions of higher learning.
18. Any other job related task as assigned by school administrator.



## **Marshall Academy Job Description**

### **Administrator**

**General Functions:** As a line member of school administration, the Administrator is charged with conducting the affairs of the school building, both instructional and non-instructional. He/She shall be responsible for all organization, administration, supervision, employee contract implementation, community relations, personnel, students and instruction within the building.

The Administrator shall assign a staff member to assume full responsibility for the operation of the Academy in the absence of the Administrator.

The Administrator shall delegate to others, to the extent of adequate fulfillment, some of his/her responsibilities along with the necessary authority to insure their fulfillment, but he/she cannot relinquish overall responsibility for results nor any portion of his/her accountability.

**Reports to:** School Board of Directors, Midwest Management Services

### **Qualifications:**

1. He/She shall have the general qualifications of a teacher of the State of Michigan.
2. He/She shall hold at least a Master's Degree from an accredited institution.
3. He/She shall have at least five years of successful educational experience, and other requirements deemed necessary by the Board of Directors.
4. He/She shall be subject to a criminal background check as required by employer/Academy Board policy and the State of Michigan.

**Performance Responsibilities:** Responsibility and Authority In accordance with the policies adopted by the Board of Directors, the school Administrator is responsible for, and has commensurate authority to accomplish, the fulfillment of the duties listed below:

1. He/She shall participate in the development of the curriculum of the Academy and assist in planning and adapting the course of study to the children's needs and interest
2. He/She shall advise, supervise and evaluate the staff and instructional program in the building
3. He/She shall be responsible, in collaboration with the parents and teachers, for the placement of all students in the building
4. He/She shall be responsible for the assignment of staff
5. He/She shall write experience reports on all teachers at least once a year
6. He/She shall be responsible for the health, welfare and safety of children and teachers of the Academy and provide emergency care when necessary
7. He/She shall be responsible for the attendance, conduct, discipline, and due process procedures for all students
8. He/She shall be responsible for the school plant, including the activities of non-instructional staff within the framework of the stated job descriptions
9. He/She shall assist in the interviewing and selection of new staff candidates
10. He/She shall assist in recommending books, reference books, apparatus, supplies, and changes in the program of study
11. He/She shall be responsible for organizing the playground, extra-curricular activities, interscholastic athletics, lunchtime, and the noon hours in the best interest of the children

12. He/She shall be responsible for fire and tornado drills and Parent/Teacher progress conferences
13. He/She shall hold regular meetings with his/her faculty and staff.
14. He/She shall evaluate and report to the Academy Board regarding the Management Company
15. Coordinates the preparation and presentation of the annual budget with MJ Management Services Inc. and recommends it to the Board for approval
16. Evaluates the performance of all school personnel
17. Recruits, selects, promotes, transfers, assigns, disciplines, and dismisses all school personnel unless other personnel are designated to undertake these responsibilities
18. Arbitrates conflict within the school involving personnel, students, and/or parents
19. Monitors and evaluates school operations
20. Reports to the Board on matters regarding school operations

**Finances:** He/She shall review and recommend the budget items as requested by the teaching staff and maintenance contract. The Administrator will submit budget requests to the Academy Board and administer funds under the Academy Board's approved annual budget.

**Relationships:** The Administrator will be responsible to the Board of Directors for the organization, administration, and supervision within his/her building. He/She will keep the Board informed as to the condition of the school and the activities therein.

**Public Relations:** The Administrator will maintain good public relations with the community and shall utilize fully the community resources to enrich the instructional program. He/She shall conduct such relations outside of the school as are necessary to the accomplishment of his/her administrative office, acting in such cases only as the representative of the Academy.

## **Marshall Academy Job Description**

### **Administrative Assistant / Front Desk**

**Job Goal:** To assure the smooth and efficient operation of the school office so that the office's maximum positive impact on the education of children can be realized.

### **Qualifications:**

1. High School graduate
2. Previous job experience
3. Subject to a criminal background check as required by employer or Academy Board policy.

**Reports to:** Administrator, Administrative Assistant, Midwest Management Services.

### **Performance Responsibilities:**

1. Performs the usual office routines and practices, and is responsible for the general overall neatness of the office area
2. Maintains such student records as shall be required, and processes all changes, registrations, releases, and transfers
3. Receives and routes all incoming calls, take and relay messages
4. Assists teachers in preparing instructional materials as requested
5. Welcomes visitors and arranges for their comfort
6. Possesses general knowledge of first aid
7. Pupil accounting-Fall/Spring Count Day procedures
8. Maintaining student immunization record database and keeping the school compliant with Health Dept. regulations
9. Sets up and keeps appointments for Administrator
10. Handle correspondence/sorts mail
11. Maintains school wide calendar and makes arrangements for meetings and conferences
12. Administer medication to students
13. Maintains such student records as shall be required, and processes all changes, registrations, releases, and transfers
14. Maintains a daily teacher attendance log and substitute time sheets.
15. Maintains payroll time sheets for hourly employees
16. Any other job related task as assigned by school Administrator.

## **Marshall Academy Job Description**

### **Food Service Director**

**Job Goal** : To provide the school community with food that meets the guidelines of MDE office of health and nutrition services.

#### **Qualifications:**

1. High school degree
2. Current Servsafe Manager Certification
3. Must be of able body to handle moving products
4. He/She shall be subject to a criminal background check as required by employer/Academy Board policy and the State of Michigan

**Reports to:** Administration and Midwest Management Services

#### **Performance Responsibilities:**

1. Prepare and serve food in accordance to food service guidelines.
2. Maintain and clean work environment to health department's standards
3. Maintain accurate records for state reporting
4. Create meal menus and updates menus on app
5. Ordering ,inventory and storage of products
6. Adhere to food safety regulations
7. Knowledge of supplies equipment and or services
8. Solicit feedback from constituents
9. Add to the general positive community
10. Responsible for any cafeteria staff
11. Active in hiring and evaluating cafeteria staff
12. Responsible for presentation of food service area
13. Coordinates household lunch surveys
14. Works with Midwest Management to maintain accurate records for state reporting systems
15. Any other job related task as assigned by school Administrator.

## **Marshall Academy Job Description**

### **Building Supervisor / Maintenance**

**Job Goal:** To provide a safe and clean environment in which children and learn.

**Qualifications:**

1. High School Graduate Certification.
2. He/She shall be subject to a criminal background check as required by employer/Academy Board policy.

**Reports to:** Administrator, Midwest Management Services

**Performance Responsibilities:**

1. Oversees daily cleaning routines
  - a. Disinfect and clean toilets, urinals, and sinks
  - b. Wash walls where necessary
  - c. Replace toilet paper, towels, and soap as needed
  - d. Sweep all floors
  - e. Mop all floors
  - f. Clean mirrors, soap, towel holders, daily
  - g. Clean handles and handicapped rails daily
  - h. Vacuum classroom floors daily
  - i. Clean door handles and doors as necessary.
2. Coordinates with all third party vendors for building maintenance
3. Remove all trash from rooms daily. Put all trash in dumpsters.
4. Remove gum and clean spills from carpet and floor as needed.
5. Wax floors as needed throughout the year.
6. Shampoo carpet as needed.
7. Wash windows as needed.
8. Fulfills staff's maintenance requests
9. Building Security Company liaison
10. Maintains school's grounds
11. Assist in the setup of school events
12. Any other job related task as assigned by school Administrator.

## **Marshall Academy Job Description**

### **Transportation Provider**

**Job Goal** : To ensure the safe transportation of students to and from the school building.

**Qualifications:**

1. High school degree
2. Valid commercial driver's license endorsement
3. He/She shall be subject to a criminal background check as required by employer/Academy Board policy and the State of Michigan

**Reports to:** Administrator, Midwest Management Services

**Performance Responsibilities:**

1. provide a safe environment for students during travel
2. conduct all safety drills necessary to comply with federal and state transportation regulations
3. perform pre and post trip vehicle inspections
4. ensure vehicle is clean and well maintained
5. assist students with necessary loading and unloading
6. resolve emergency and non-emergency situations that occur on the way to and from school
7. observe safety and traffic regulations
8. Any other job related task as assigned by school Administrator.

## **Marshall Academy Job Description**

### **Teacher Aide / Paraprofessional**

**Job Goal:** To assist classroom teacher

#### **Qualifications**

1. High school degree
2. 60 credit hours or Associates Degree or pass the Michigan Test for Teacher Certification or comparable approved test
3. He/She shall be subject to a criminal background check as required by employer/Academy Board policy and the State of Michigan

**Reports to:** Classroom Teacher, Administrator, Midwest Management Services

#### **Performance Responsibilities**

1. Supervises small groups of students as teacher directs, in research projects, skill development, testing, etc.
2. Assists individual children, as directed, with make-up work following an absence
3. Compiles resource materials, as directed, to be used by students
4. Assists in the reinforcement of classroom instruction by overseeing the exercises which apply that instruction
5. Assists with the mechanics of large group operation by performing such functions as calling roll, collecting assignments, correcting test, etc., as assigned by teacher
6. Operates audio-visual equipment as requested by teacher
7. Notifies teacher of any unusual situations or potential problems encountered in the course of performing assigned duties
8. Maintains confidentiality when dealing with parents of students; refers all inquiries about student progress, behavior, etc. to the teacher
9. Keeps a professional attitude when working with students; maintains objectivity by distributing time as equally as possible among individuals within a group.
10. Any other job related task as assigned by school Administrator.

## **Marshall Academy Job Description**

### **Front Office Manager**

**Job Goal:** To assure the smooth and efficient operation of the school so that the administrator's positive impact on the education of children can be realized.

**Qualifications:**

1. High School graduate
2. Previous Job experience
3. May be subject to a criminal background check as required by employer or Academy Board policy.

**Reports to:** Administrator, Midwest Management Services

**Performance Responsibilities:**

1. Maintains School's Social Media sites
2. Maintains School's Website
3. Maintains School's mobile app
4. Homeless liaison
5. Orders all supplies and materials for the building and maintains inventory
6. Possesses general knowledge of first aid
7. Pupil accounting-Fall/Spring Count Day procedures and audit's
8. Following Purchase Order procedures including the forwarding of all bills and receipts to Midwest Management LLC
9. Midwest Management's on site liaison for Human Resources
10. Sets up and keeps appointments for Administrator
11. In charge of school's marketing plan
12. Maintains school wide calendar and makes arrangements for meetings and conferences
13. All other duties as assigned by school Administrator



**CONTRACT SCHEDULE 6**

**PHYSICAL PLANT DESCRIPTION**

## **SCHEDULE 6**

### **PHYSICAL FACILITIES ACKNOWLEDGEMENT**

1. Applicable Law requires that a public school academy application and contract must contain a description of and the address for the proposed physical plant in which the public school academy will be located. [See MCL 380.502(3) (j), 380.503(5) (d) and (g), 380.512(3) (j) and 380.513(6) (d) and (g)].
2. Description and Address of Academy

Description:

**Land**

Real property located in Marengo Township, Calhoun County, State of Michigan, more particularly described as:

Commencing at the West  $\frac{1}{4}$  post of Section 31, Town 2 South, Range 5 West, Township of Marengo, Calhoun County, Michigan; thence South 89 Degrees 49 Minutes 19 Seconds East along the East and West  $\frac{1}{4}$  line of said Section, 1,137.01 feet to the place of beginning; thence continuing South 89 Degrees 49 Minutes 19 Seconds East along said  $\frac{1}{4}$  line, 1,093.55 feet to the center of said Section; thence South 00 Degrees 32 Minutes 52 Seconds East along the North and South  $\frac{1}{4}$  line of said Section, 896.26 feet to the Northwesterly right-of-way line of a pipeline easement; thence South 59 Degrees 41 Minutes 18 Seconds West along said pipeline, 1,133.66 feet to the centerline of Homer Road; thence North 40 Degrees 38 Minutes 55 Seconds West along said centerline, 496.28 feet; thence North 00 Degrees 49 Minutes 13 Seconds West, 883.56 feet; thence North 83 Degrees 19 Minutes 50 Seconds East, 268.12 feet (recorded as North 83 Degrees 22 Minutes 41 Seconds East, 268.23 feet); thence North 16 Degrees 43 Minutes 19 Seconds West, 189.40 feet to the place of beginning.

**Building**

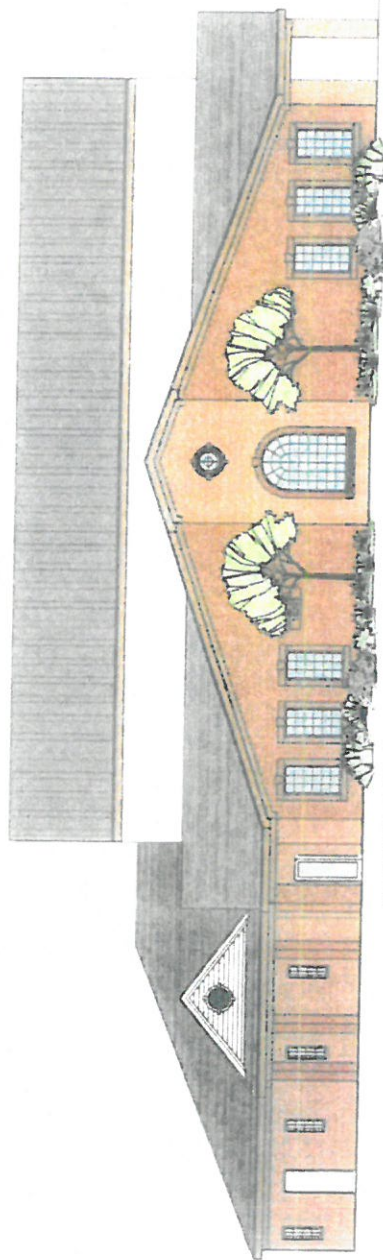
An approximately 20,450 square foot eight story building, including classrooms, administrative offices, a conference room, restrooms, a media room, a teacher's work room, a multipurpose gymnasium, a kitchen and storage and mechanical rooms.

Address: 18203 Homer Rd, Marshall, MI 49068

Name of Local School District: Marshall Public Schools

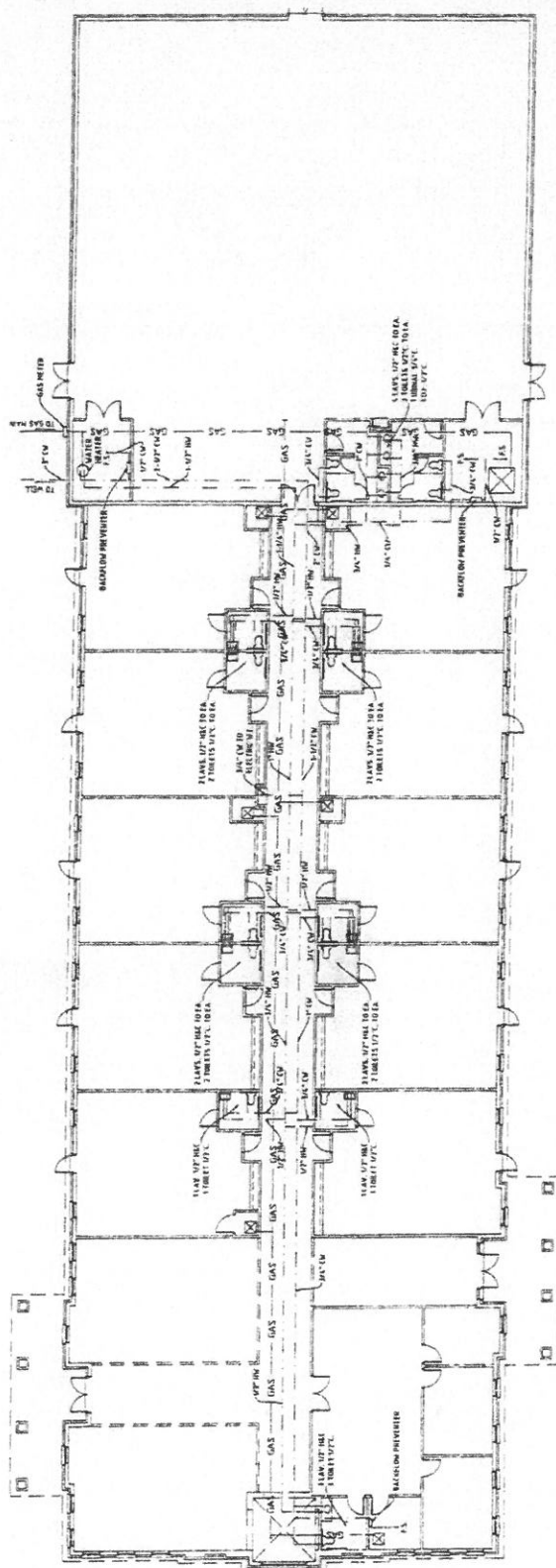
Name of Intermediate School District: Calhoun ISD

3. It is acknowledged and agreed that the following information about this site is provided on the following pages, and must be provided to the satisfaction of the University Board to continue to operate as a public school in this state:
  - A. Size of building – as stated above
  - B. Floor plan – see attached
  - C. Description of rooms – on file at Ferris State University Charter Schools Office and at the Academy
  - D. Copy of lease or purchase agreement – on file at Ferris State University Charter Schools Office and at the Academy
  - E. Name of local school district in which school is located – as stated above
  - F. Name of intermediate school district in which school is located – as stated above



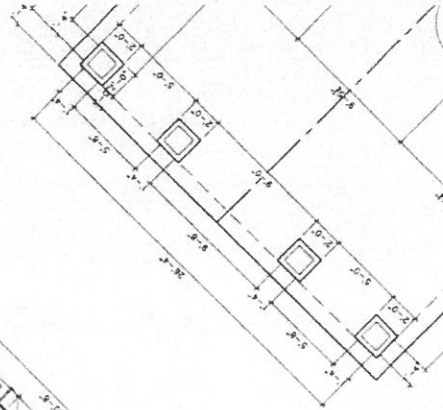
SOUTHWEST ELEVATION

COMPLETE FIRE SUPPRESSION SYSTEM FOR  
ACE ROOM AND ART STORAGE ROOM OF  
THEATED SQUARE FEET. SHOP DRAWING  
SH TO BE MADE BY THE INSTALLING  
ID TO THE STATE FIRE MARSHALL FOR




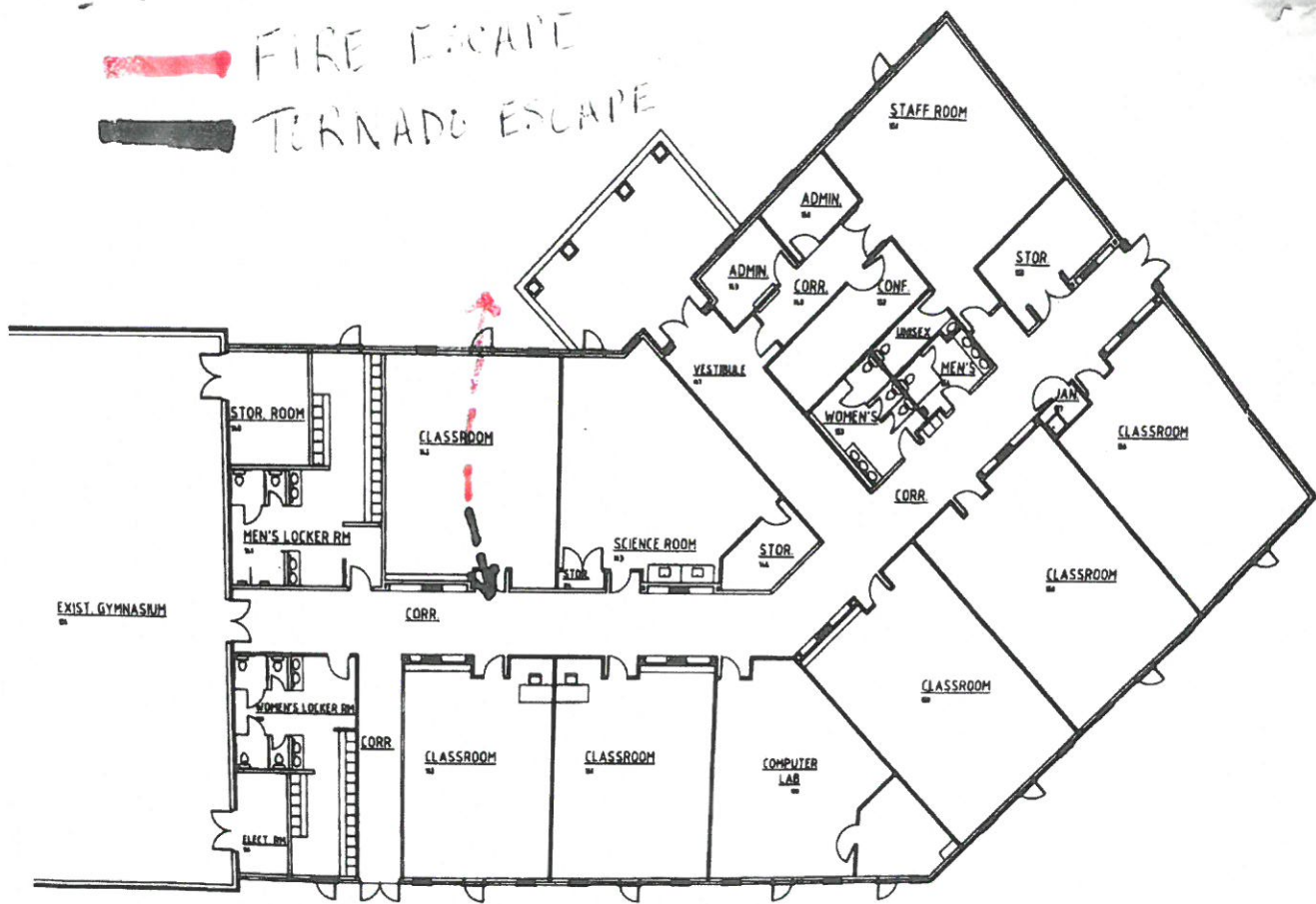
MECHANICAL PLAN - PIPING

ALF. 5/15, p. 97

12.775, SE PROPOSED ADDITION  
NEW CONSTRUCTION



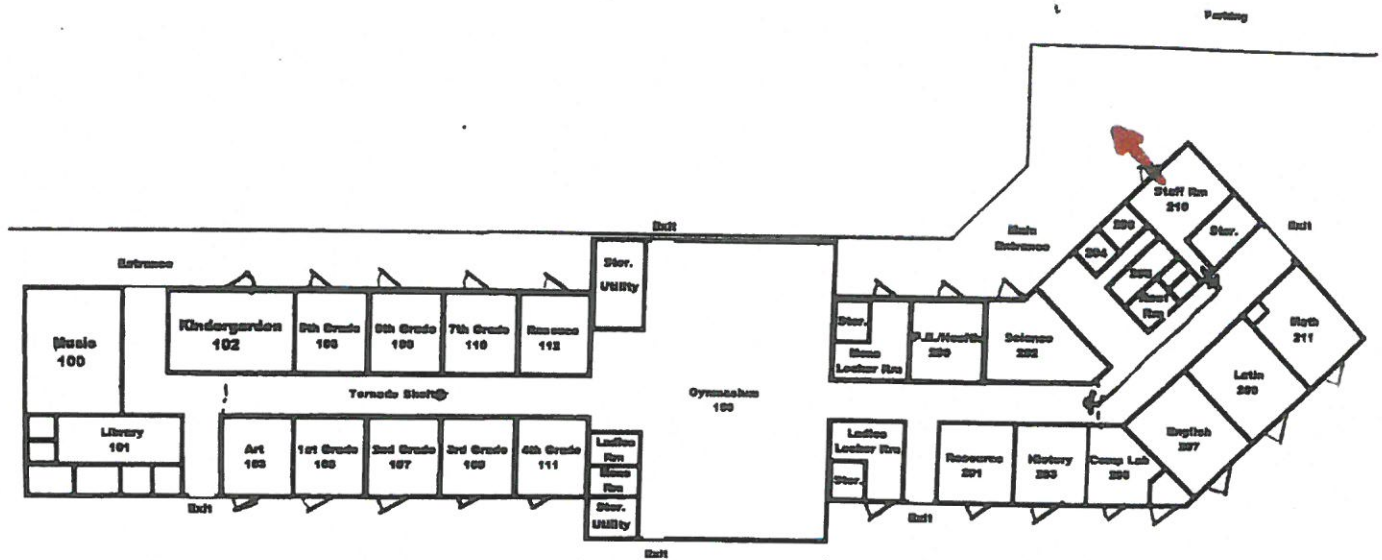
 FIRE ESCAPE  
 TORNADO ESCAPE



 EMERGENCY EXIT ROUTE



— Fire Escape Route      Room 210  
 — Tornado Shelter Route



## PHYSICAL FACILITIES ACKNOWLEDGEMENT

1. Applicable Law requires that a public school academy application and contract must contain a description of and the address for the proposed physical plant in which the public school academy will be located. [See MCL 380.502(3) (j), 380.503(5) (d) and (g), 380.512(3) (j) and 380.513(6) (d) and (g)]. Please collect and provide the following information for each separate physical facility.

2. Description and Address of Academy

Description:

Address:

Name of Local School District:

Name of Intermediate School District:

3. It is acknowledged and agreed that the following information about this site is provided on the following pages, and must be provided to the satisfaction of the University Board to continue to operate as a public school in this state:

- A. Size of building –
- B. Floor plan –
- C. Description of rooms –
- D. Copy of lease or purchase agreement –
- E. Name of local school district in which school is located –
- F. Name of intermediate school district in which school is located –

**OR**

☒ **There are no changes to the previously supplied Contract material**

 5/28/24

**CONTRACT SCHEDULE 7**

**REQUIRED INFORMATION FOR PUBLIC SCHOOL ACADEMY**

## **SCHEDULE 7**

### **REQUIRED INFORMATION FOR PUBLIC SCHOOL ACADEMY**

Required Information for Public School Academy. This Schedule contains information required by Parts 6A of the Michigan School Code. Every public school academy contract shall include the information contained in this Schedule 7.

Section a. Governance Structure of Public School Academy. The governance structure of the Academy is set forth in Schedule 2 and is outlined in “Section a” of this Schedule.

Section b. Educational Goals and Programs. The educational goals and programs of the Academy are set forth in “Section b” of this Schedule. These educational goals and programs fulfill at least one of the purposes set forth in the Code.

Section c. Curriculum. The curriculum of the Academy is set forth in “Section c” of this Schedule. The curriculum, together with the educational goals and programs, fulfills at least one of the purposes set forth in the Code.

Section d. Methods of Pupil Assessment. The methods of pupil assessment of the Academy are set forth in “Section d” of this Schedule.

Section e. Admission Policy and Criteria. The admission policy and criteria of the Academy are set forth in “Section e” of this Schedule.

Section f. Public Notice of Enrollment Procedures. The public notice of enrollment procedures is set forth in “Section f” of this Schedule.

Section g. School Calendar and School Day Schedule. The school calendar and school day schedule of the Academy are set forth in “Section g” of this Schedule.

Section h. Age or Grade Range of Pupils to Be Enrolled. The age or grade range of pupils to be enrolled by the Academy is set forth in “Section h” of this Schedule.

**SECTION a**

**GOVERNANCE STRUCTURE OF PUBLIC SCHOOL ACADEMY**

## GOVERNANCE STRUCTURE

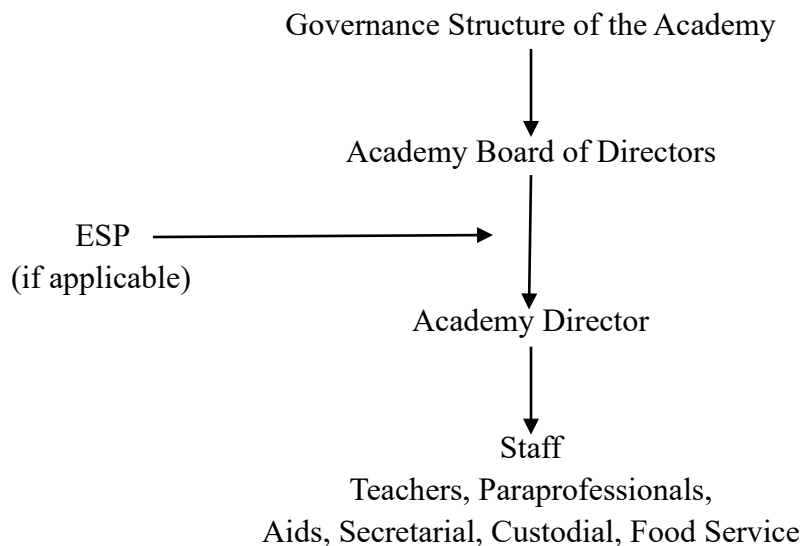
The University Board shall appoint the Board of Directors of the Academy ("Academy Board"). The Academy Board has all the powers and duties permitted by law to manage the business, property, and affairs of the Academy. The Academy Board is responsible for assuring that the Academy operates according to the terms and conditions of this Contract and applicable law.

The method of selection and appointment, length of term, number of directors, oath of public office requirements, tenure, removal, resignation, compensation, and prerequisite qualifications for and other matters pertaining to members of the Academy Board shall comply with the Resolution adopted by the University Board.

The Academy Board shall manage the business, property, and affairs of the Academy. The Academy Board shall set all educational, fiscal, and administrative policies for the Academy.

After the issuance of this Contract, the Academy Board may contract with an Educational Service Provider (ESP) to implement the Academy's educational programs as set forth in Schedule 7c of this Contract. If the Academy Board retains an ESP, that ESP will be responsible for the performance of the Academy and will be accountable to the Academy Board. An ESP must report to the Academy Board at regularly scheduled times and upon any request by the Academy Board.

The day-to-day operation of the Academy will be the responsibility of the Academy Director (School Leader, Chief Academic Officer, Principal, Superintendent, etc.) who will have the authority to operate the school and supervise the staff. The ESP shall report directly to the Academy Board.



**SECTION b**

**EDUCATIONAL GOALS AND PROGRAMS**

## Charter Schools Office Policy

Adopted: 2010

Revised: 2021

### **CONTRACTUAL EDUCATIONAL GOALS AND RELATED MEASURES**

**Ferris State University monitors demonstrated improved pupil academic achievement for all groups of pupils as required by the Revised School Code.**

Pursuant to the Terms and Conditions of the Contract ("Contract") issued by the Ferris State University Board of Trustees ("University Board"), this contractual Educational Goals Policy has been prepared by the Ferris State University Charter Schools Office (CSO). It now becomes part of the Contract and will go into effect thirty (30) days after Academy Board notification, as stated in these new Terms and Conditions of the Contract for all academies being authorized or reauthorized pursuant to Contracts issued by the University Board. Failure by the Academy Board to comply with this policy may result in the non-issuance of a Contract, or for existing academies, the initiation of suspension, termination or revocation proceedings under the Contract, and will be taken into consideration when determining reauthorization of an academy upon expiration of the contract.

#### **A. EDUCATIONAL GOALS AND RELATED MEASURES**

In accordance with the applicable law and the charter contract Terms and Conditions, the Academy shall achieve or demonstrate measurable progress toward the achievement of the educational goals identified in this policy. Additionally, it is expected that the Academy will meet the State of Michigan's academic standards and any improvement targets required to be achieved pursuant to state and federal law. The Academy is also expected to remain off the Partnership School list published by the Michigan Department of Education. If the Academy already has school buildings identified on this list, it is expected to make the progress necessary to no longer be identified.

#### **B. EDUCATIONAL GOALS TO BE ACHIEVED**

Academies will show academic progress by demonstrating:

1. Measurable academic growth toward achievement, and
2. Academic achievement for all groups of students.



## **C. TARGETS FOR DETERMINING GOAL ACHIEVEMENT**

### **Goal 1: Academic Growth (Grades 2-8)**

Academies are expected to score within the “Meets” category on at least one *Target* (in both math and reading) in order to achieve their Contractual Educational Goals.\*

<b>Academic Growth Targets (Grades 2-8)</b>		
Is the school meeting state designation expectations as set forth by state and federal accountability systems (growth)?		
Target	Measure	Metric
50 on the index	Growth values as indicated by the School Index.	Exceeds: $\geq 70$ Meets: $\geq 50$ but $< 70$ Approaching: $\geq 30$ but $< 50$ Does Not Meet: $< 30$
Are students making expected annual growth compared to their peers?		
Target	Measure	Metric
50th Percentile	The fall to spring average of all NWEA MAP "School Conditional Growth Percentiles" in reading and math.	Exceeds: $\geq 70$ th Percentile Meets: $\geq 50$ th but $< 70$ th Percentile Approaching: $\geq 30$ th but $< 50$ th Percentile Does Not Meet: $< 30$ th Percentile
Are students making sufficient yearly academic growth to increase proficiency?		
Target	Measure	Metric
The difference will be at least +3%	Percentage of students proficient on the ELA and Math M-STEP/PSAT-8 over time. (Current Year-Average(Prior Year 1 + Prior Year 2)).	Exceeds: $\geq 6\%$ Meets: $\geq 3\%$ but $< 6\%$ Approaching: $\geq 1\%$ but $< 3\%$ Does Not Meet: $< 1\%$

\*The FSU CSO will produce a scorecard outlining how the academy performed on each of the *Targets* outlined above. The scorecard will be presented to academy boards annually.

### **Goal 2: Student Achievement (Grades 2-8)**

Academies are expected to score within the “Meets” category on at least one *Target* (in both math and reading) in order to achieve their Contractual Educational Goals.\*

Student Achievement Targets (Grades 2-8)		
Is the school meeting state designation expectations as set forth by state and federal accountability systems (overall)?		
Target	Measure	Metric
45 on the index	Overall values as indicated by the School Index.	Exceeds: $\geq 70$ Meets: $\geq 45$ but $< 70$ Approaching: $\geq 30$ but $< 45$ Does Not Meet: $< 30$
Are students achieving proficiency on a nationally normed assessment?		
Target	Measure	Metric
50%	The percent of students meeting grade level norms on the reading and math NWEA MAP.	Exceeds: $\geq 70\%$ Meets: $\geq 50\%$ but $< 70\%$ Approaching: $\geq 30\%$ but $< 50\%$ Does Not Meet: $< 30\%$
Are students performing well on state examinations in comparison to students in schools they might otherwise attend		
Target	Measure	Metric
The difference will be at least +3%	The average percent proficient in ELA & math on the M-STEP/PSAT-8 compared to the composite district (Academy Average-Composite Average).	Exceeds: $\geq 10\%$ Meets: $\geq 3\%$ but $< 10\%$ Approaching: $< 3\%$ but $> 0\%$ Does Not Meet: $\leq 0$

\*The FSU CSO will produce a scorecard outlining how the academy performed on each of the *Targets* outlined above. The scorecard will be presented to academy boards annually.

### Goal 1 & 2: Academic Growth & Student Achievement (High School)

Academies are expected to score within the “Meets” category on at least one *Target* (in both math and evidence-based reading & writing) in order to achieve their Contractual Educational Goals.\*

### Academic Growth and Achievement Targets (High School)

Are students making sufficient academic growth to achieve proficiency?

Target	Measure	Metric
The difference will be at least +3%	The percentage of students meeting or surpassing grade-level college readiness benchmarks on the SAT (11th grade) over time (Current Year-Average (Prior Year 1 + Prior Year 2)).	Exceeds: $\geq 6\%$ Meets: $\geq 3\%$ but $< 6\%$ Approaching: $\geq 1\%$ but $< 3\%$ Does Not Meet: $< 1\%$

Are students performing well on state examinations in comparison to students in schools they might otherwise attend (composite)?

Target	Measure	Metric
The difference will be at least +3%	The percentage of students meeting or surpassing grade-level college readiness benchmarks on the SAT (11th grade) will surpass the school's composite district percentage.	Exceeds: $\geq 10\%$ Meets: $\geq 3\%$ but $< 10\%$ Approaching: $< 3\%$ but $> 0\%$ Does Not Meet: $\leq 0$

Are students performing well on state examinations in relation to a benchmark standard?

Target	Measure	Metric
Math: 40%  EBRW: 50%	The percentage of students meeting or surpassing grade-level college readiness benchmarks on the PSAT (9th & 10th grade) and SAT (11th grade) will be 40% in math and 50% in evidence-based reading and writing (EBRW).	Math: Exceeds: $\geq 50\%$ Meets: $\geq 40\%$ but $< 50\%$ Approaching: $\geq 30\%$ but $< 40\%$ Does Not Meet: $< 30\%$  EBRW: Exceeds: $\geq 60\%$ Meets: $\geq 50\%$ but $< 60\%$ Approaching: $\geq 30\%$ but $< 50\%$ Does Not Meet: $< 30\%$

\*The FSU CSO will produce a scorecard outlining how the academy performed on each of the *Targets* outlined above. The scorecard will be presented to academy boards annually.

### Bottom-Line Targets

Improvement in academic growth and student achievement, as measured by state and nationally normed assessments, is the most important factor in determining an Academy's progress. However, the Ferris State

University CSO may also consider *Bottom-Line Targets* as an alternative measure to monitor progress.

If an Academy fails to meet the specified number of target measures for each goal, they will need to identify *Bottom-Line Targets* to show academic growth and student achievement through alternative measures. These alternative measures should be created as interim benchmarks that will ultimately lead to compliance with the Contractual Educational Goals. *Bottom-Line Targets* are measures that must be achieved within the timeframe of the Charter Contract, or sooner if applicable, in order to be recommended to the Ferris State University Board of Trustees for contract reauthorization.

Any academy required to identify *Bottom-Line Targets* will work collaboratively with the CSO to develop an Academic Monitoring Plan. The Academic Monitoring Plan will include at least (2) *Bottom-Line Targets* that will be identified and measured using a predetermined list of research-based, CSO-approved metrics. By meeting the *Bottom-Line Targets*, an academy will meet the minimum requirements of this policy.

### **Strict Discipline and Alternative Education Academies**

Academies designated as Strict Discipline Academies or Alternative Education Academies, as per the Michigan School Code, may be exempted from certain parts of these requirements due to their unique nature. In all cases, specific educational measures, targets and metrics will be mutually developed and agreed upon by the Academy and FSU CSO and shall be attached to the contract.

### **New Academies**

For the first three years of operation, new academies will be expected to increase growth towards achievement. Goal #1 will be used for all new K-8 schools. The first target in the high school table will be used for all new schools serving 9<sup>th</sup>-12<sup>th</sup> grade students.

**SECTION c**  
**CURRICULUM**

## **CURRICULUM**

Pursuant to Applicable Law and the Terms and Conditions of this Contract, including Article VI, Section 6.2, the Academy shall implement, deliver, and support the curriculum as identified in Schedule 7, Section c.

MARSHALL ACADEMY provides the basic level of technology and internet access required by the State Board to complete the learning experience. Students complete at least one learning experience that is presented online. The Academy is not a cyber-school.

A complete description of the curriculum is on file at the Academy and at Ferris State University Charter Schools Office.

## CURRICULUM REQUIREMENTS

In accordance with applicable law and the Contract Terms and Conditions, including Article VI, Section 6.4, the school shall implement, deliver, and support the Curriculum identified in Schedule 7c. The submission is required to include a detailed written curriculum by grade or level covering each subject/course to be taught and represent a focused, coherent and rigorous learning agenda. At a minimum, the subjects to be taught, as required by law, shall include English language arts, mathematics, science, social studies, physical education and health for kindergarten through grade eight. High school programs are required to offer a course of study that meets the Michigan Merit Curriculum ([MCL 380.1278a](#), [380.1278b](#)).

The school's curricular submission must meet the following requirements. The curriculum will:

- Demonstrate a logical sequence of learning objectives aligned to state and national standards;
- Outline instructional resources and tools;
- Provide the essential vocabulary for each content area; and
- Specify the methods of assessment.

Specific Health requirements including, but not limited to:

- Health education ([MCL 380.1169](#), [380.1502](#) and [380.1170](#));
- Dangerous communicable diseases, including, but not limited to HIV/AIDS ([MCL 380.1169](#)); and
- Sex education, if it is part of the school's curriculum ([MCL 380.1506](#) and [380.1507](#)).

Other considerations:

- If the curriculum is web-based, the school is required to provide all necessary **login** and **password** information such that a representative of the MDE Public School Academies Unit may review the curriculum in its entirety;
- Within the curricular document, include a citation to the specific standard(s) to which the curriculum is aligned;
- Complete the course matrix (p 3 & 4), listing all the courses offered per grade or level; and
- Submit the written curriculum in a consistent format and as separate course documents clearly identified by school name, course title, and grade or level.

## NON-CORE CURRICULUM REQUIREMENTS

Non-core curriculum is to be submitted in the same format as the core curriculum. The same template is required to be used, with a curricular document submitted for each grade, level and subject offered. As with the core curriculum, all non-core courses must be explicitly aligned with the state or national standards, representing a focused, coherent and rigorous learning agenda.

### Health and Physical Education

Health curriculum must address the Michigan health education requirements ([MCL 380.1170](#) and [380.1502](#)) including the teaching of dangerous communicable diseases ([MCL 380.1169](#) and [380.1170](#)).

- If the school board adopts the Michigan Model for Health, only a module checklist is required.
- Physical education curriculum is required for each grade or level. Participation in extracurricular athletics at the high school level may constitute successful completion of this requirement ([MCL 380.1502](#)).

### **Visual, Performing and Applied Arts**

A written curriculum must be submitted for each visual art, music, dance or theater course offered for each grade or level. The curriculum is required to explicitly indicate alignment to the Michigan Academic Standards. If state standards are not available for a given subject, alignment to national or international standards should be considered and referenced within the document. The standards can be accessed at: [Michigan Merit Curriculum: Visual Arts, Music, Dance, and Theatre](#).

### **World Languages**

A written curriculum must be submitted for each world language course offered for each grade or level. World language is required for high school graduation. Students can meet this requirement by completing two years of a world language in grades nine through 12 or by completing an equivalent learning experience in grades kindergarten through eight, meeting all state proficiency requirements. The Michigan World Language Standards and Benchmarks can be accessed at: [Michigan Merit Curriculum: World Languages Standards and Benchmarks](#).

### **Technology and Online Learning Experience**

A written curriculum must be submitted for each technology course offered for each grade or level. Technology curriculum must align to the Michigan Integrated Technology Competencies for Students (MITECS) 2017. These standards can be accessed at: [Michigan Integrated Technology Competencies for Students](#).

- If the online learning experience requirement for high school graduation is integrated into courses, submit documentation showing fulfillment of the online learning experience.

### **ADDITIONAL RESOURCES**

Common Core State Standards Initiative / [www.corestandards.org](http://www.corestandards.org)



Michigan Department of Education Public School Academies Unit  
Curriculum Requirements – Schedule 7c

Academy	Marshall Academy
Curriculum Contact	Leslie Katz
Title	Dean of Academics
Email	katzl@marshallacademy.org
Phone	269-781-6330

**Elementary Courses:**

Indicate all subjects/courses that will be offered, changing the course title to reflect the Academy courses.

- Mark with an "X" the grade or level the course will be offered.
- A written curriculum must be submitted for each course that is offered at the Academy.
- Non-core courses are not required to be included on the course matrix for kindergarten through eighth grade.

Course	K	1	2	3	4	5	6	7	8
English Language Arts	x	x	x	x	x	x	x	x	x
Mathematics	x	x	x	x	x	x	x	x	x
Science	x	x	x	x	x	x	x	x	x
Social Studies	x	x	x	x	x	x	x	x	x
Health	x	x	x	x	x	x	x	x	x
Physical Education	x	x	x	x	x	x	x	x	x
Art	x	x	x	x	x	x	x	x	x
Music	x	x	x	x	x	x	x	x	x

**High School Courses**

Indicate all subjects/courses that will be offered including the grade offered, adjusting course names to reflect Academy offerings. A written curriculum must be submitted for each course that is offered at the Academy. Michigan Merit Curriculum minimum requirements are identified on the below course matrix. Additional lines should be added, as needed.

\*If students are not required to take a course at a specific grade level, indicate by using the word "any."

\*\*Virtual Courses are any courses that are delivered using a web-based provider. List the course titles (attach additional pages as necessary); provide a password and login for verification.

\*\*\*Off-Campus Courses: List the titles of all off-campus offerings (attach additional pages as necessary); submit a course description document with the curriculum submission.

Michigan Department of Education Public School Academies Unit  
Curriculum Requirements – Schedule 7c

Course Name	Grade*	Course Name	Grade*
<b>ENGLISH (min 4)</b>		<b>WORLD LANGUAGE (min 2)</b>	
World Literature	9/10	Latin 1	9/10
Western Literature	9/10	Latin 2	10/11
American Literature	11/12		
British Literature	11/12		
Literary Studies	Any		
<b>MATHEMATICS (min 4)</b>		<b>VISUAL, PERFORMING &amp; APPLIED ARTS (min 1)</b>	
Algebra I	9	Visual Arts	Any
Geometry	10	Varsity Band	Any
Algebra II	11	Speech (.5)	Any
Financial Math	11/12	Drama (.5)	Any
Statistics	11/12		
<b>SCIENCE (min 3)</b>		<b>VISUAL, PERFORMING &amp; APPLIED ARTS (min 1)</b>	
Biology	9		
Chemistry	10		
Earth Science	8/9		
Physics	11/12		
<b>SOCIAL STUDIES (min 3)</b>		<b>OTHER</b>	
American History	9/10	Career and College Prep	11/12
World History	9/10		
Civics/Government (.5)	11/12		
Economics (.5)	11/12		
Western Civilizations	11/12		
Modern American History	Any		
<b>PHYSICAL EDUCATION &amp; HEALTH (min .5)</b>		<b>VIRTUAL COURSES**</b>	
Physical Education	Any	MI Virtual for classes as needed with scheduling conflicts and/or credit recovery	Any
Health	Any		
Individual and Team Sports	Any		
		<b>OFF CAMPUS COURSES***</b>	
		Calhoun Area Career Center - CTE	11/12

# Marshall Academy

## Curriculum Summary



# Elementary Math

## Grades Kindergarten through Fifth Math

Eureka Math is used in grades kindergarten through fifth. Eureka math consists of modules that focus on the same topic for an extended period of time. Students begin by learning the basic elements of a mathematical concept and then dive deeply into the topic to master the concept. Modules are aligned across the grade levels to promote a deeper understanding and mastery of concepts as students progress through grade levels.

### **Kindergarten Math Modules:** <https://www.engageny.org/resource/kindergarten-mathematics>

- Numbers to 10
- Two and Three dimensional shapes
- Length, weight, capacity, and numbers to 10
- Number pairs and addition and subtraction to 10
- Numbers 10-20 and counting to 100
- Analyzing, comparing, and composing shapes

### **First Grade Math Modules:** <https://www.engageny.org/resource/grade-1-mathematics>

- Sums and differences to 10
- Place value (addition and subtraction within 20)
- Ordering and comparing length measurements
- Place value, comparison, and addition and subtraction to 40
- Identifying, composing, and partitioning shapes
- Place value, comparison, and addition and subtraction to 100

### **Second Grade Math Modules:** <https://www.engageny.org/resource/grade-2-mathematics>

- Sums and differences to 100
- Addition and subtraction of length units
- Place value, counting, and comparison of numbers to 1,000
- Addition and subtraction within 200 with word problems to 100
- Addition and subtraction within 1,000 with word problems to 100
- Foundations of multiplication and division
- Problem solving with length, money, and data
- Time, shapes, and fractions as equal parts of shapes

### **Third Grade Math Modules:** <https://www.engageny.org/resource/grade-3-mathematics>

- Multiplication and division (2-5 and 10)
- Place value and problem solving within units of measure
- Multiplication and division (0, 1, 6-9, and multiples of 10)
- Multiplication and area
- Fractions as numbers on the number line
- Collecting and displaying data
- Geometry and measurement word problems

### **Fourth Grade Math Modules:** <https://www.engageny.org/resource/grade-4-mathematics>

- Place value, rounding, and algorithms for addition and subtraction
- Unit conversions and problem solving with metric measurement

- Multi-digit multiplication and division
- Angle measure and plane figures
- Fraction Equivalence, ordering, and operations
- Decimal fractions
- Exploring multiplication

**Fifth Grade Math Modules:** <https://www.engageny.org/resource/grade-5-mathematics>

- Place value and decimal fractions
- Multi-digit whole number and decimal fraction operations
- Addition and subtraction of fractions
- Multiplication and division of fractions and decimal fractions
- Addition and multiplication with volume and area
- Coordinate plane

### **6th and 7th Grade Math**

Big Ideas Math

### **Eighth Grade Math Pre-Algebra: Pre-Algebra (Pearson)**

Pre-Algebra serves as a transition class from arithmetic to algebra. Focus areas include one and two step problems, spatial thinking as it applies to geometry, and the beginnings of inequalities. Students will also learn reasoning strategies to help in solving story problems.

## **Elementary English Language Arts**

### **Kindergarten and 1st Grade**

[KG ELA Power Standards](#)

[1st Grade ELA Power Standards](#)

### **Reading**

Students learn to read through the Saxon Phonics program with independent reading practice through [Reading A to Z texts](#). Anchor texts are read by the teacher and topics of discussion focus on higher comprehension skills, such as inferencing, theme, tone, mood. Supplemented with Scholastic magazines for more informational texts.

[Kindergarten Literature](#)

1st Grade Literature

Unit 1 Talking About Text

[Unit 2 Fables](#)

[Unit 3 Non-Fiction Text Study](#)

Unit 4 Asking Questions

Unit 5 Poetry

Unit 6 Describing Stories

Unit 7 Opinions

Unit 8 Comparing and Contrasting

## Unit 9 Researching

### **Grammar & Writing**

Students learn handwriting through practice within Saxon Phonics and spelling lists. Cursive begins at the end of second grade and is reinforced in grades 3-5.

Kindergarten students use journals throughout the year and Writer's Workshop in the last part of the year.

### **Vocabulary**

Vocabulary is learned in content areas, such as science and social studies.

### **Reading Phonics 2nd/3rd**

2nd and 3rd grade utilize the Orton-Gillingham reading program to support early reading skills.

### Grades Third through Eighth

*Those without linked documents for unit outlines  
are works in progress and will be updated as completed.*

### **Expedition Learning - Languages Arts: (Grades 2 - 5)**

Each module in the grades 2-5 second edition curriculum consists of two one-hour blocks of content-based literacy instruction. Together, these two hours of curriculum teach and formally assess all strands of the Language Arts standards for each grade level.

### **Grade 2 Units**

Schools and Community

Learning Through Science and Story: Fossils Tell of Earth's Changes

Researching to Build Knowledge and Teach Others: The Secret World of Pollination

Providing for Pollinators

*\*4 Reading Foundations Skill Blocks*

### **Grade 3 Units**

Overcoming Learning Challenges Near and Far

Researching to Build Knowledge and Teach Others: Adaptations and the Wide World of Frogs

Exploring Literary Classics

Water Around the World

### **Grade 4 Units**

Poetry, Poets, and Becoming Writers

Researching to Build Knowledge and Teach Others: Animal Defense Mechanisms

The American Revolution

Responding to Inequality: Ratifying the 19th Amendment

### **Grade 5 Units**

Stories of Human Rights

Researching to Build Knowledge and Teach Others: Biodiversity in the Rainforest  
Athlete Leaders of Social Change  
The Impact of Natural Disasters

### **Language Arts: (Grade 6)**

This course focuses on reading strategies while studying classic literature. English grammar and writing are also embedded in the literary studies. Vocabulary from Latin roots is paired with vocabulary from each anchor text. Non-fiction and drama are supplemented through the use of Scholastic SCOPE magazines. Students will read 6-8 complete works throughout the course, ranging from biographies, historical fiction, and novels.

#### **Readings and Unit Outlines with Standards:**

- Wilson Rawls - *Where the Red Fern Grows*
- CS Lewis - [\*The Lion, the Witch, and the Wardrobe\*](#)
- Christopher Paul Curtis - [\*Bud, Not Buddy\*](#)
- Scott O'Dell - *Sarah Bishop*
- Armstrong Sperry - [\*Call it Courage\*](#)
- Theodore Taylor - *The Cay*

### **Language Arts: (Grade 7)**

By 7th grade all elements of English Language Arts are incorporated into one course and one final grade (reading, vocabulary, writing). This course focuses on reading strategies while studying classic literature. English grammar and writing are embedded in the literary studies as well as supplemented through the use of Scholastic SCOPE magazines. Students will read 6-8 complete works throughout the course, ranging from biographies, historical fiction, and novels.

#### **Readings and Unit Outlines with Standards:**

- Elois Jarvis McGraw - *The Golden Goblet*
- Jack London - *The Call of the Wild*
- Lucy Maud Montgomery - *Anne of Green Gables*
- Mildred Taylor - *Roll of Thunder, Hear My Cry*
- *King Arthur and His Knights of the Round Table*

### **Language Arts: (Grade 8)**

This course focuses on reading strategies while studying classic literature. English grammar and writing are embedded in the literary studies as well as supplemented through the use of Scholastic SCOPE magazines. Vocabulary from Latin roots is paired with vocabulary from each anchor text. Students will read 6-8 complete works throughout the course, ranging from biographies, historical fiction, and novels.

#### **Readings and Unit Outlines with Standards:**

- Charles Dickens - *A Christmas Carol*
- *I Am Malala*
- *The Diary of Anne Frank*
- Thornton Wilder - *Our Town*
- Walter Lord - *A Night to Remember*
- Helen Keller - *The Story of My Life*

- Nancy Farmer - *The Ear, the Eye, and the Arm*
- Harold Keith - *Rifles for Watie*
- 19th and 20th Century short stories and poems

### **Spelling: (Grades 3-5)**

[Super Teacher Worksheets](#) levels C, D, and E are used in the third, fourth, and fifth grades respectively to promote better spelling. Students continue to learn concepts introduced in earlier years such as various phonetic rules, how to properly add prefixes and suffixes, how to pluralize words, writing in comparative and superlative forms, homophones, and understanding commonly confused words.

### **Vocabulary: (Grades 6-8)**

The workbook [Vocabulary from Classical Roots](#) is used. It is a thematically organized vocabulary program based on Greek and Latin roots. Students learn how words are related to one another and how many of the words we use everyday stem from Greek and Latin. Additionally, students learn many prefixes and suffixes and how they affect the meanings of words.

## **Elementary Science**

### **Grades Kindergarten through Seventh**

Students in kindergarten through 7th grade use the [Cereal City Science Kits](#). Each grade level utilizes three kits throughout the year which teach physical, earth, and life science concepts. Kits provide STEM-based resources that are aligned to the [Next Generation Science Standards](#) and the [Michigan Science standards](#). Students learn via a series of hands-on activities, journaling, and assessments. Informational trade books are also used to reinforce learning.

### **Kindergarten Kits:**

- **Motion: Pushes and Pulls:** Students explore the different effects of different strengths and directions of pushes and pulls on the motion of objects.
- **Weather and Climate:** Students explore patterns in weather and how it changes from day to day, using measurement of temperature, wind, cloud cover and precipitation. They relate their findings to weather forecasting to prepare for severe conditions.
- **Plants and Animals Live Here:** Students investigate what all plants and animals need to survive and how they find their needs in their environments. Students explore how plants and animals can change their environment to meet their needs.

### **1st Grade Kits:**

- **Waves: Light and Sound:** Students explore the relationship between vibrations and sound and design instruments or sound makers. Students explore light in terms of light traveling in a straight path from one place to another and placing different objects in the path of light
- **Space Systems: Patterns and Cycles:** Students make observations of patterns of objects in the sky and they seem to move. Students use patterns in data to predict some movements of objects in the sky.
- **Plant and Animal Traits:** Students explore some ways plants and animals meet their needs to survive and grow. They make observations of different physical and behavioral



characteristics that help plants and animals survive. Students study the basic needs of animals for survival and the life cycle of animals.

### 2nd Grade Kits:

- **Structure and Properties of Matter:** Students explore the properties of matter and how different properties make material useful in designing and building different items.
- **Changing Earth: Today and Over Time:** Students explore and develop models of different landforms and bodies of water and investigate the causes of how the land and water can change rapidly or over a long period of time.
- **Plant and Animal Relationships:** Students explore the diversity of plants and animals, the dependency of plants on animals, and the dependency of animals on plants. They determine that plants need water and light to grow.

### 3rd Grade Kits:

- **Forces and Interactions:** Students explore the effects of balanced and unbalanced forces on the motion of objects. Their exploration includes non-contact forces using magnets and electricity.
- **Weather, Climate, and Natural Hazards:** Students explore weather at different parts of the world and different times of the year. They collect and analyze data to use patterns to predict future weather events and seasons.
- **Life Cycles and Survival in an Ecosystem:** Students continue to explore the balance in an ecosystem and the dependency of organisms within the system. They develop models of the life cycles of a variety of organisms. Students determine how some organisms survive well where others do not. They compare data from fossils to modern organisms.

### 4th Grade Kits:

- **Energy and Waves:** Students explore how energy moves from place to place and is observable through sound, light, heat transfer, motion, and electric currents.
- **Processes that Shape the Earth:** Students explore the cause and effect relationship of weathering and erosion to Earth's surfaces. They explore changes over time due to Earth's forces and natural hazards.
- **Structure, Function, and Information Processing:** Students determine how internal and external structures support the survival, growth, behavior, and reproduction of plants and animals. They develop a model of the eye to demonstrate how light is reflected from the surface of objects and can be seen.

### 5th Grade Kits:

- **Structure and Properties of Matter:** Students explore matter in terms of measurable properties and as made up of particles too small to be seen. Students develop an understanding that the number of particles and weight of matter does not change regardless of the changes it goes through.
- **Earth and Space Systems:** Students develop a model to describe ways that the geosphere, atmosphere, and hydrosphere interact. They describe and graph data to provide evidence about the distribution of water on Earth.
- **Matter and Energy in an Ecosystem:** Students explore how plants and animals get their food for survival. Using models, students can describe the movement of matter among plants, animals, decomposers, and the environment. They determine that the energy in an animal's food was once energy from the sun.

### 6th-7th Grade Middle School Kits:

- **Physical Science:** Students explore forces: contact and non-contact. Students understand ideas related to why some objects will keep moving, why objects fall to the ground, and why some materials are attracted to each other while others are not. Students answer

the question “How can one describe physical interactions between objects and within systems of objects?” By the end of middle school, students will be able to apply Newton’s third law of motion to relate forces to explain the motion of objects. Students also apply ideas about gravitational, electrical, and magnetic forces to explain a variety of phenomena including beginning ideas about why some materials attract each other while others repel. In particular, students will develop understanding that gravitational interactions are always attractive, but electrical and magnetic forces can be both attractive and negative. Students also develop ideas that objects can exert forces on each other even though the objects are not in contact, through fields.

- **Earth Science:** Focuses on three earth science areas: the layers of planet Earth, movement of the lithospheric plates, and how rocks, fossils, and rock layers provide evidence of the history of planet Earth: Planet Earth is made up of three distinct layers: the core, mantle, and crust; Major geological events are a result of the movement of the lithospheric plates; Fossils and rock layers give evidence for measuring geologic time and how life and environmental conditions have changed. This unit is intended to build on the experiences and understandings of third grade (*Weather, Climate, and Natural Hazards*), fourth grade (*Energy and Waves, Processes That Shape the Earth*), and fifth grade (*Earth and Space Systems*). Students have explored and investigated how wind and water shape Earth over long periods of time and short periods of time through weathering, erosion and catastrophic events. In the fourth grade, students have also explored fossils and rock layers as evidence of once-living organisms. Students continue their investigations into the shape of Earth’s surface through the lens of tectonic plates and their movement over long periods of time.
- **Life Science:** In *Stability and Change in an Ecosystem*, middle school students explore the roles and relationships of living and nonliving things and how they contribute to the stability and change of an ecosystem. Cycles of matter and energy flow are investigated as students design and assemble a classroom model of a woodland ecosystem. Students conduct research on the fluctuations of the wolf and moose populations of Isle Royale, Michigan over the past 50 years to develop a model of predator/prey relationships between populations and to gain insight into biodiversity. Through field study, students observe a local schoolyard or park to learn more about ecosystem balance and collect materials and organisms for consideration to introduce change to their classroom woodland ecosystem. Students will consider the needs of any new organisms, along with the needs of those already in the habitat, to determine the flow of energy and any additions needed to create or maintain balance in the classroom habitat. Students will use knowledge gained from observation, informational text, research, and data collection to model trophic cascades and to develop an explanation of keystone species and the need for top predators in an ecosystem.

# Elementary History

## Grades Kindergarten through Fifth

Students in grades kindergarten through 5th use *My World Social Studies* by Pearson. *MyWorld* provides students with an overview of the various disciplines of social studies including history, geography, civics, and economics. *MyWorld* combines reading and writing practice with literary skills and interactive learning activities which foster collaboration and communication. Storytelling is used to reinforce content being taught. Additionally, students complete a community action project which addresses a perceived need or issue in their community.

### **Kindergarten Text: *Here We Are***

Students focus on their families and neighborhoods. They learn about being a good citizen, the purpose of rules, needs and wants, goods and services, and basic maps and landforms. Topics of study also include national symbols and monuments, multiculturalism, and heroes from the past.

### **1st Grade Text: *Making Our Way***

First grade continues to focus and expand upon many of the concepts taught in kindergarten. The focus of first grade shifts to studying the community of the student. Topics include the rights and responsibilities of citizens, the necessity of rules and laws, levels of government, goods and services, and world geography. Also included are national symbols, multiculturalism, and heroes from the past.

### **2nd Grade Text: *We Do Our Part***

Second grade students continue to focus and expand upon concepts taught in earlier grades. Topics such as the rights of citizens, rules and laws, supply and demand, trade, levels of government, and geographic studies are included. Also included are national symbols, multiculturalism, and heroes from the past. The book concludes by comparing and contrasting the United States past and present.

### **3rd Grade Texts: *We are Connected* and *Michigan Studies*** (Michigan Open Book Project)

Students in third grade continue to focus and expand upon concepts taught in earlier grades. Third grade uses a combination of two textbooks to teach general content and content specific to Michigan such as the geography, history, government, and economy of Michigan. Students learn about Michigan's Native American populations, early exploration, and the creation of the state of Michigan. Industry, natural and human resources, and the Great Lakes are also major focus areas.

### **4th Grade Text: *Regions of Our Country***

Students in fourth grade start to concentrate attention on the United States. It begins with a geographic overview then provides a brief historical summary. United States government and economy are covered as well. The remaining chapters cover the U.S. by region, going more in-depth on the geography and climate of each region, highlighting important resources that come from each, and examining settlement and growth.

**5th Grade Text: *Building Our Country***

Students focus on the history of the United States beginning with the nation's earliest people and various Native American groups. They learn about European exploration, early settlements, and colonial America. The Revolutionary War is a central focus of the year followed by the creation of the Constitution. The year concludes with the topic of westward expansion.

**Grades Sixth and Seventh**

**6th Grade Texts: *To See a World and World Geography*** ([Michigan Open Book Project](#))

Sixth grade history is in the process of transitioning to a combination of books from the Michigan Open Book Project and the textbook *To See a World*. Some of the topics of study listed below are still in the transition and creation process. This will continue into the 2020-2021 school year.

Students in sixth grade focus on the study of world geography. They concentrate on various regions and continents around the world along with major historical events of those areas. Students learn about the cultures of various areas, various forms of government and economic systems, how the environment affects culture, and the global movement of people, goods, and ideas. Topics of study include:

- General concepts of economics and political science
- Studying geography
- North America
- Latin America
- North Africa and the Middle East
- Sub-Saharan Africa
- South Asia
- Europe and Russia
- Oceania, Australia, and Antarctica
- East and Southeast Asia

**7th Grade Text: *To See a World***

In addition to using the textbook *To See a World*, units prepared using the Calhoun Intermediate School District website are also utilized.

Students in seventh grade focus on the study of ancient world history. They concentrate on early civilizations from around the world. Students learn about various forms of culture, communication, technology, religion, government, and the daily lives of early civilizations. Topics of study include:

- Historical thinking and early man
- Ancient civilizations and classical empires including a study of Mesopotamia, Egypt, ancient India, ancient China, Greece, and Rome. Ancient forms of government are also included.
- World religions

## **8th Grade U.S. History**

**Text: The American Journey: Early Years (Glencoe)**

### **Power Standards**

Throughout the course of the year, students will learn about the history and culture of the United States from the Pre-Columbian era up to the beginning of the Civil War. We will be studying history from an investigative standpoint, working to not only understand the events and people of the times, but also striving to investigate motivations & viewpoints of early Americans. Geographic concepts will also be emphasized throughout the course and an increased understanding of the geography of the United States will aid the student in their learning during this class and be useful after this class is long over. Students will be engaging in a variety of interactive and primary-source based learning activities to facilitate learning in this course.

## **Physical Education**

### **Michigan PE Standards**

Lesson designs and units on <https://openphysed.org/>.

### **Grades K-5**

Younger students participate in activities designed to develop gross and fine motor skills.

### **Grades 6-8**

All students receive instruction in the rules and techniques of team sports. Students learn sports and games that can help them maintain fitness throughout their adult lives.

## **Art Studies**

### **Michigan Art Standards**

### **Year Outline and Objectives**

### **Grades K-5**

Art classes allow students to explore visual forms of expression and to cultivate an aesthetic sense. Students are guided to create art based on inspiration from picture books and historic events.

### **Grades 6-8**

Art classes are an elective for middle school students. Students study historically significant art and learn art appreciation.

## **Music Studies**

### **Kindergarten Music Outcomes**

Kindergarten students will begin exploring the musical concepts of pitch, beat, and rhythm. Through singing, musical games, and the introduction of percussion instruments, the students

will begin to explore the organization of sounds and manipulate the elements of music. Introduction of primitive musical notation begins (Treble Clef, Staff, notes).

### **1st Grade Music Outcomes**

First grade students will develop their awareness of pitch, beat, and rhythm while expanding their ability to use their voices expressively. They will be introduced to some of the structural elements of music as well as call-response activities. First grade students will have more opportunities to use the classroom instruments. Elaboration on musical notation continues.

### **2nd Grade Music Outcomes**

Second grade students will increase their ability to sing on pitch while developing a greater understanding of the expressive qualities of music. They will begin to utilize their understanding of simple musical forms by creating music on classroom instruments. Students will begin to manipulate and interpret notation of both melodic and rhythmic figures.

### **3rd Grade Music Outcomes and Recorders**

Third grade students will begin to read standard music notation. They will use mallet percussion instruments to create music both individually and in an instrumental ensemble. Students will create and perform from written compositions using notation. They will continue to develop and expand their singing voices.

### **4th Grade Music and Beginning Band Outcomes**

Fourth grade students will begin to read standard music notation. They will be introduced to the recorder flute and learn music in an instrumental ensemble. Students will have opportunities to create music as well as perform from written notation. They will continue to develop and expand their singing voices.

### **5th Grade Music and Band Outcomes**

Fifth grade students will be given the opportunity to begin learning a band instrument. Students will begin utilizing their musical comprehension skills to read beginner-level musical works, including the Standard of Excellence band methods book. Music theory knowledge/comprehension will be enhanced through weekly/bi-weekly lessons/lectures.

### **Middle School Music and Band Outcomes**

Middle school band students will begin to hone their skills and learn to apply their skills independently. Continued exploration and practical application of music theory and history.

### **High School Music and Band Outcomes**

High school band students will achieve high levels of or mastery over musical concepts, including intonation, rhythm, tone, dynamics, and tempo. Students will perform their repertoire to a high standard, write music that follows basic harmonic patterns, and demonstrate a basic understanding of the history of music (musicians, instruments, notation, evolution of sound and technology).

# Latin Studies

## Teaching Literacy with Latin The Paideia Institute

### **Grades 2-3**

Students in second and third grade will receive a basic introduction into the concept of foreign language and the study of a foreign language. Students will receive basic lists of Latin words grouped by themes (such as family, animals, home, weather, numbers, etc.). They will also receive instruction in myths through *D'Aulaires Mythology*.

### **Grades 4-5**

Students in grades fourth and fifth will receive instruction in Latin through the study of myths and basic Latin word sets. This enrichment will introduce students to the Latin language and how it differs linguistically from English. Students will be introduced to basic vocabulary and translation. Students will be introduced to ancient Roman culture and mythology, including the Trojan War.

### **Grades 6-8**

Students in sixth through eighth grade will begin to receive instruction in Latin with more rigor and a language learning focus. This course will add more advanced vocabulary words, derivatives, and Latin grammar. Students will translate texts. Students will also study mythology and Ancient Rome and Ancient Greece, including studying the *Children's Homer*.

## Middle School Prep

**Grade Level: Required 6; 7 optional**

### **Soft Skills**

Throughout the course of the year, students will focus on a variety of different aspects designed to get them prepared and focused for the challenges of transitioning to multiple rooms and teachers and adapting to various teaching styles. Students will develop Educational Development Plans and explore various careers. An emphasis is also placed on social-emotional learning and use of the EverFi online program. Throughout the course we also focus on study skills and organization to better prepare students for success in middle school and high school. Life skills lessons will also be incorporated to help students be better prepared for challenges they may face in middle school. Students also learn digital citizenship and financial literacy throughout the course.

# High School Course Offerings and Graduation Requirements

## High School Math - 4 credits

### Algebra I

**Grade Level: 9**

**Graduation Credits: 1.0, Required**

**Text: Algebra I (Prentice Hall, 2001)**

#### Power Standards

This course will build upon the fundamental algebraic concepts introduced to the students in upper elementary Saxon Math. Some of the principal topics will include: equations and inequalities, polynomials, graphs and functions. These fundamental math concepts provide the essential foundation for success in all future math and science studies. Algebra I Introduces all of the field properties, along with the properties of equality. It includes coverage of polynomial operations and all factoring techniques to prepare students for work with rational expressions and quadratic equations.

### Geometry

**Grade level: 10**

**Credits: 1.0**

**Text: Geometry (Holt McDougal 2012 edition)**

#### Course Outline and Objectives

This course will extend the student's knowledge of Euclidean geometry by revisiting coordinate geometry and introducing transformations. Some of the major topics studied will include: points, lines and planes; angles and polygons; perimeter, area and volume; congruence and similarity; and proofs. Geometry uses a strong base in algebra to motivate, justify, and extend the ideas seen in geometry. The course uses proofs to extend the level of thinking and cognitive development. The course also teaches how to draw, visualize and interpret geometric shapes as formulas and are used to show real world applications.

### Algebra II

**Grade Level: 11**

**Graduation Credits: 1.0, Required**

**Text: Algebra II with Trigonometry (Prentice Hall 2001)**

#### Course Outline and Objectives

This course will review and extend some of the concepts and skills developed in Algebra I. Students will work with rational and radical expressions, and will be introduced to complex numbers. Students will also explore conic sections. The course will conclude with a brief introduction into trigonometric functions.



### **Statistics**

**Grade level: 10-12**

**Graduation Credits: 1.0, Must take a math class senior year**

**Text: Statistics Through Applications (Freeman)**

#### **Course Outline and Objectives**

By the end of this course, students will be able to formulate questions that can be addressed with data and collect, organize and display relevant data to answer them. Students will also be able to select and use appropriate statistical methods to analyze data, as well as develop and evaluate inferences and predictions that are based on data. Students will also understand and apply basic concepts of probability.

### **Financial Math**

**Grade level: 10-12**

**Graduation Credits: 1.0, Must take a math class senior year**

**Text: Online Text Next Gen Personal Finance**

#### **Full Course Syllabus**

The Full-Year personal finance course covers all of the essential personal finance topics necessary to become a financially capable student. Topics include banking, credit, budgeting, investing, career, and more. By the end of this course, students will have a thorough understanding of personal finance topics and be prepared to handle the financial responsibilities that exist after graduation.

## **High School English Language Arts - 4 credits**

Four credits of English are required to graduate. Each course embeds literature, writing, and vocabulary from Greek and Latin roots into one. Students read full texts as well as excerpts in each course. All English courses will use [MLA citations and formatting](#).

### **World Literature**

**Grade Level: 9/10**

**Graduation Credits: 1.0, Required**

**Text: Adventures in Reading Athena Edition (Holt, Rinehart, Winston)**

#### **Power Standards and Skills**

**Required Readings:**

- Homer *The Odyssey*
- 1001 *Arabian Nights*
- William Shakespeare *The Merchant of Venice* or *Romeo and Juliet*
- Rudyard Kipling *The Jungle Book*
- Charles Dickens *Great Expectations*
- 19th and 20th Century short stories and poems

This course is designed to increase a variety of language skills through: the study of literary genres, vocabulary development, writing experiences, and the practical usage of grammar and

the technical aspects of language. There will be a focus on great works of literature and literary interpretation in an historical context, while recognizing the contemporary relevance of classic literary themes. A formal research paper will be required, which will include research, note taking, documentation, and formal presentation.

### **Western Heritage Literature**

**Grade Level: 9/10**

**Graduation Credits: 1.0, Required**

**Text: Adventures in Appreciation Athena Edition (Holt, Rinehart, Winston)**

#### **Power Standards and Skills**

**Required Readings:**

- **Sophocles *Oedipus the King* and *Antigone***
- **Shakespeare *Julius Caesar***
- ***Sir Gawain and the Green Knight* (Middle English and translation)**
- **William Golding *Lord of the Flies***
- **Robert Louis Stevenson *The Strange Case of Dr. Jekyll and Mr. Hyde***
- **Short Stories and Poems**
- **Eli Wiesel *Night***

This course is designed to enhance a variety of language arts skills through the study of literary genres; the practical application of grammar, and the technical aspects of language; vocabulary development; and writing experiences. There will be a focus on great literary works, literary review, and interpretation in an historical context, while recognizing the contemporary relevance of classic literary themes. The selected literature integrates this course with the history of Western Civilization. A formal research paper, including research, note taking, documentation, and formal presentation, is required.

### **American Literature**

**Grade Level: 11/12**

**Graduation Credits: 1.0, Required**

**Text: Adventures in American Literature Athena Edition (Holt, Rinehart, Winston)**

#### **Power Standards and Skills**

**Required Readings:**

- ***The Adventures of Huckleberry Finn* - Mark Twain**
- ***Fahrenheit 451* - Ray Bradbury**
- ***A Farewell to Arms* - Hemingway**
- ***The Great Gatsby* – F. Scott Fitzgerald**
- ***Death of a Salesman* – Arthur Miller**
- ***The Scarlet Letter* – Nathaniel Hawthorne**
- ***The Old Man and the Sea* - Ernest Hemmingway**
- **Various shorts stories and poems**
- **Thoreau - *Civil Disobedience***

- **Essays by Emerson**

This course will examine great works of American literature from the past three hundred year. The material for the class will be drawn primarily from an extensive reading list of seven novels and two plays covering a wide variety of genres. This will be supplemented by an anthology of poetry and short stories from a traditional textbook. Additionally, there will be frequent written assignments meant to enhance reading comprehension and to further refine both mechanics and composition skills. A final component of the course will be an introduction to public speaking, culminating with student preparation and delivery of both an informative and persuasive oral presentation.

### **British Literature**

**Grade Level: 11/12**

**Graduation Credits: 1.0, Required**

**Text: Adventures in English Literature Athena Edition (Holt, Rinehart, Winston)**

### **Power Standards and Skills**

**Unit Objectives:** [Middle Ages](#), [Renaissance](#), [Restoration](#), [Romanticism](#), [Victorians](#), [Modern Age](#)

### **Required Readings:**

- *Beowulf*
- Bede *The Ecclesiastical History of the English People*
- Geoffrey of Monmouth *History of the Kings of Britain*
- Chaucer *The Canterbury Tales*
- Spenser *The Faerie Queen*
- Shakespeare *Hamlet, Macbeth*
- Essays by Pope, Defoe, Johnson, Bunyan
- Jonathan Swift *Gulliver's Travel*
- George Bernard Shaw *Pygmalion*
- J.R.R. Tolkien *The Fellowship of the Ring*
- George Orwell *Animal Farm*
- Lewis Carroll *Alice in Wonderland*
- J.M. Barrie *Peter Pan*
- Alfred Lord Tennyson "Lady of Shalott", "Ulysses"
- Burns, Blake, Wordsworth, Lord Byron, Keats, Samuel Taylor Coleridge

This course will examine great works of British literature. The material for the class will be drawn from an extensive reading list of novels, plays, and excerpts from an anthology. Additionally, there will be weekly written assignments meant to enhance reading comprehension and to further refine both mechanics and composition skills. Written assignments will include, but not be limited to, critical analysis, research, and response. Students are expected to be proficient in MLA citation and format.

# High School Science - 3 credits

## Earth Science

**Grade Level:** 8/10

**Credits:** 1.0, Required (or can take Physics)

**Text:** Modern Earth Science (Holt, Rinehart, Winston)

### [Course Outline and Objectives](#)

This course is designed to enhance the student's knowledge of the nature and practice of scientific inquiry, the Earth system and the movements of elements, compounds, and energy through it, the solid earth and its hazards, the fluid earth and its hazards, and the different views of the history of the Earth and the universe.

## Biology

**Grade Level:** 9

**Credits:** 1.0, Required

**Text:** Biology (McGraw Hill)

### [Course Outline and Objectives](#)

This course will provide the student with detailed studies of a variety of topics within the realm of general biology including cytology, genetics, ecology and a survey of living things. In addition, the course will cover a basic study of human anatomy and physiology. Students will be expected to extend their learning beyond the accumulation of facts and develop an appreciation of the underlying scientific principles and processes, which are central to a true understanding of the subject.

## Chemistry

**Grade Level:** 10/11

**Credits:** 1.0, Required

**Text:** Chemistry (McGraw Hill)

### [Course Outline and Objectives](#)

The intent of this course is to provide students with a coherent knowledge of the structure and behavior of matter. It will build upon concepts introduced at lower grade levels through the Core Knowledge science curriculum. Central topics will include: the classification of matter, particle theory, atomic theory, chemical bonding, nomenclature, chemical reactions, and thermodynamics. Students will be offered a content-rich curriculum, but the course will also stress analytical thinking and problem solving skills.

## Physics

**Grade Level:** 10-12

**Graduation Credits:** 1.0, Elective, Can substitute for Earth Science

**Text:** Physics, Principles and Problems (McGraw Hill)

### [Course Outline and Objectives](#)

Students will understand the nature of science and demonstrate an ability to practice scientific reasoning by applying it to the design, execution, and evaluation of scientific investigations. Students will demonstrate their understanding that scientific knowledge is gathered through various forms of direct and indirect observations and the testing of this information by methods including, but not limited to, experimentation. They will be able to distinguish between types of scientific knowledge (e.g., hypotheses, laws, theories) and become aware of areas of active research in contrast to conclusions that are part of established scientific consensus. They will use their scientific knowledge to assess the costs, risks and benefits of technological systems as they make personal choices and participate in public policy decisions. These insights will help them analyze the role science plays in society, technology, and potential career opportunities.

## High School History - 3-4 credits

### World History

**Grade Level: 9/10**

**Graduation Credits: 1.0, Required**

**Text: World History: Connections to Today (Prentice Hall)**

### Power Standards

Throughout the course of the year, students will be taught and practice the historical habits of mind (temporal thinking, analysis, inquiry, understanding and decision making). According to the Marshall Academy Course Curriculum Document for World History, “The course is designed to provide students with an introduction to and a broad knowledge of the world, including: major events, geographic areas, early civilizations, religions and cultures, the development of Western Civilization, and influential figures from pre-history through the 20<sup>th</sup> century.” Students will work to develop the college-ready skills including reading text critically, learning to interpret and use primary and secondary sources as an informative means of learning history, determining a system of note-taking that works for them, etc. Students will be challenged to use their learning to connect to their lives and current events.

### American History

**Grade Level: 9/10**

**Graduation Credits: 1.0, Required**

**Text: The American Journey: Modern Times (Glencoe)**

**Alternate Text: A History of the United States (Pearson/Prentice Hall)**

### Power Standards

This course will examine the history of the United States from the onset of the Civil War to the beginnings of the Second World War. Emphasis will be placed on the development of our nation’s size and strength during this time period, both within our borders and in the world beyond. Students will focus not only on significant individuals and events, but also on the

importance these have for the current state of America and its citizens. Students throughout this course will be challenged to carefully examine primary sources and determine source reliability through the use of critical thinking. They will also experience history through reflective simulations and role-plays that encourage them to take perspective and make meaning to connect to the present day. Additionally, analytical writing skills will continue to be developed through both short and long essays, culminating in a formal extended research paper.

### **Government (Civics)/Economics**

**Grade Level: 11**

**Graduation Credits: 0.5 Civics, 0.5 Economics, Required**

**Text: Civics Today (Glencoe)**

#### **Power Standards**

Throughout the course of the year, students will divide their focus on principles of government and economics, respectively. The first semester we will cover government concepts, while we will switch gears for semester two and begin learning about economics. In the first semester of the course, students will learn about a variety of government principles and institutions, including (but not limited to): the founding principles of our government and the Constitution, various aspects of citizenship, the three branches of the federal government, the role of state and local government, citizen participation, and the election process & media. In the second semester of the course, students will be exposed to a number of economic concepts including (but not limited to): basic economic concepts & factors such as supply and demand, elements of personal finance, economic decision making models, economic regulations and structures, banks, the Stock Market, economic interdependence & globalization, and trade.

### **Modern American History**

**Grade Level: 10-12**

**Graduation Credits: 1.0, Elective, Offered as schedule allows**

**Text: America The Last Best Hope Volumes II and III (Thomas Nelson); Historical Atlas of the 20th Century (Barnes and Noble)**

Throughout the course of the year, students will begin studying American history post-WWII. They will analyze foreign policy, globalization, trade, and cultural shifts. Through the study of primary sources and media students will be able to identify bias and fact from opinion.

### **Western Civilization**

**Grade Level: 10-12**

**Graduation Credits: 1.0, Elective, Offered as schedule allows**

**Text: The Western Heritage, 7th Edition Prentice Hall**

#### **Course Outline and Objectives**

Students will study the history of Europe and the political, cultural, and religious transformations up to World War II. The course emphasizes primary sources and the impact of western culture on present day sociological structures.

## **Fine Arts - 2 credits**

### **Michigan VPAA Standards**

#### **Varsity Band**

**Grade Level: 8<sup>th</sup>-12<sup>th</sup>**

**Graduation Credits: 1.0, Elective**

#### **Objectives**

Varsity Band is a year long course open to any student (grades 8-12) with previous instrumental music (brass, percussion, woodwind or orchestral) experience. Students without prior band or orchestral experience should enroll in private lessons (extracurricular) to ensure success in this fast paced class that offers students great variety and challenge in quality musical literature and performance. Class activities emphasize the development of instrument technique, tone production, tuning, fundamentals of music theory, music reading, and listening skills. Further development of basic musicianship and playing skills will be emphasized through band performances. Students will participate in a short marching band experience in the fall and concert performances in the winter and one or more in the spring. A wide variety of music for winds and percussion will be studied and performed throughout the year. Students are required to practice at home on a regular basis. In addition, students will have individual opportunities to participate in solo and small ensemble experiences at school concerts and performances in the community. Attending all full band performances is a course requirement.

*\*Prerequisite: Music reading and performance ability on percussion, woodwind, brass or stringed instruments.*

#### **Visual Art**

**Grade Level: 9th -12th**

**Graduation Credits: 1.0, Elective**

#### **Unit Outline and Objectives**

Visual Art is a year long course open to any student (grades 9-12) with projects in various mediums. Students do not require previous artistic ability or experience. Class activities emphasize the understanding of artistic terms and modes and projects are the basis of learning and assessment.

#### **Speech**

**Grade Level: 9th -12th**

**Graduation Credits: .5, Elective**

Speech is a semester long course open to any student (grades 9-12, with possibility for MS). Class activities emphasize the importance of communication skills in any career or trade. Students are expected to analyze famous speeches, write original pieces, and participate in forensic performances.

## **Drama**

**Grade Level: 9th -12th**

**Graduation Credits: .5, Elective**

Drama is a semester long course open to any student (grades 9-12, with possibility for MS). Class activities include analysis and performance. Students are expected to study theatre from the Greeks to present day. Skits will be included as performed for the school or various classes. A school wide production will be the capstone for the course.

## **Physical Education - 2 credits**

### **Advanced Team Sports**

**Grade Level: 9<sup>th</sup>-12<sup>th</sup>**

**Graduation Credits: 1.0, Required**

Students will be introduced to a wide variety of team sports with the goal of students leading a healthy lifestyle by engaging in these team sports for a lifetime. Students will learn the rules and fundamentals of these sports and engage in actively playing these team sports. Students will also learn and practice the elements of teamwork and collaboration. Units of study are basketball, team handball, softball, soccer, flag football, and volleyball.

### **High School Physical Education**

**Grade Level: 9th-12th**

**Graduation Credits: 0.5, Required, Paired with HS Physical Education**

#### **Unit Outline and Objectives**

This course is designed to provide students with the opportunity to assess general health-related physical fitness (cardiorespiratory endurance, strength, flexibility, and body composition), increase general knowledge about health related fitness, and develop the basic aerobic capacity that will allow safe participation in community recreation settings.

## **Health**

**Grade Level: 9th**

**Graduation Credit: 0.5, Required, Paired with HS Physical Education**

This health course assists students in making independent, informed decisions concerning their physical, mental and emotional well-being. The students become actively engaged in a course that integrates classroom instruction and relevant application of concepts. An individualized behavioral and fitness profile introduces the concepts of total wellness as students develop their personal goals within the course throughout their lives. The health components emphasize goal setting, decision making, and advocacy skills directly associated with adolescent risk behaviors. Building on the knowledge and skills gained in the classroom, students utilize the appropriate strategies in a variety of relevant applications while gaining competence and confidence in their abilities. Throughout the course the concept of lifelong optimal wellness is reinforced and applied.



## World Languages - 2 credits

### Latin I

**Grade Level: 9<sup>th</sup>-12<sup>th</sup>**

**Graduation Credit: 1.0, Required**

Learners continue to develop skills in translation and vocabulary. The study of Latin grammar enhances student understanding of English grammar. Students acquire knowledge of the structure and function of Latin and ancient Rome and Greece. The principles guiding the Marshall Academy Language Curriculum are based upon four overarching goals:

- Communication through three modes; interpersonal, interpretive and presentational.
- Culture of the various peoples to understand and value the perspectives of others.
- Connections to other disciplines and to the world of work.
- Comparisons to other languages and cultures.

### Latin II

**Grade Level: 9<sup>th</sup>-12<sup>th</sup>**

**Graduation Credit: 1.0, Required**

**Prerequisite: Level 1 course or demonstrated proficiency**

Latin II builds upon the skills acquired in Latin I. Students learn to communicate in a variety of situations through listening, reading, writing, conversing, viewing and presenting with increasing accuracy and complexity. Students use language to gain understanding of people and cultures. Students are expected to translate literature written in Latin.

### Latin III

**Grade Level: 9<sup>th</sup>-12<sup>th</sup>**

**Graduation Credit: 1.0, Elective**

**Prerequisite: Level 1 and 2 course or demonstrated proficiency**

**Text: Gibbons *The History of the Rise and Fall of the Roman Empire***

Latin III builds upon the skills acquired in Latin I and Latin II. Students learn to communicate in a variety of situations through listening, reading, writing, conversing, viewing and presenting with increasing accuracy and complexity. Students use language to gain understanding of people and cultures. Students will also read and study Gibbons *The History of The Rise and Fall of the Roman Empire* which traces Western civilization from the height of the Roman Empire to the fall of Byzantium.

## Other

### CTE

**Grade Level: 11 & 12**

**Graduation Credits: 3.0 per year, Can fulfill year two of a world language and senior math credit; others as determined by academic team**

**Courses: See the CACC online course offerings**

Students wishing to pursue a career and technical education may do so through the Calhoun Area Career Center. The schedule junior and senior year will allow students to attend the Career Center in the afternoon. Students will take a tour of the CACC and their programs in their 10th grade year.

**Career and College Prep**

**Grade Level: 10-12, 11/12 preferred**

**Graduation Credits: 1.0, Elective, Offered Yearly**

**Soft Skills**

Throughout the course of the year, students will focus on a variety of different aspects designed to get them prepared and focused for their senior year and for life beyond high school. We put great focus on determining strengths, interests, and preferences in the first part of the course and also work through the basics of the college application process. Students compile notes from frequent college visits into a comparison document and use that for reference throughout the course. An emphasis is also placed on weekly SAT/ACT test preparation & using the data from student practice tests to help students improve their confidence. Throughout the course we also focus on job skills and students complete a resume, in addition to participating in a variety of job skill activities. Life skills lessons will also be incorporated to help students be better prepared for challenges they may face after high school. Students also learn college level vocabulary and practice incorporating it into their own daily vocabulary. During the second half of the course, there will be a shift towards focusing on college-level research/writing skills and students will examine current events as topics for the second semester to debate and write college-level papers about.

**High School Prep**

**Grade Level: 8/9**

**Graduation Credits: None, Elective, highly recommended, Offered Yearly**

**Soft Skills**

Throughout the course of the year, students will focus on a variety of different aspects designed to get them prepared and focused for their high school years and for life beyond high school. Students will continue to develop Educational Development Plans as established in Middle School Prep. An emphasis is also placed on social-emotional learning and use of the EverFi online program. Throughout the course we also focus on study skills and organization to better prepare students for success in high school and beyond. Life skills lessons will also be incorporated to help students be better prepared for challenges they may face in high school. Students also learn digital citizenship and financial literacy throughout the course.

**Literary Studies**

**Grade Level: 9<sup>th</sup>-12<sup>th</sup>**

**Graduation Credits: 1.0, Can substitute a literature course, offered when scheduling permits**

**Suggested Readings:**

- *Ella Minnow Pea* by Mark Dunn
- *The Good Earth* by Pearl S. Buck
- *Jane Eyre* by Charlotte Bronte
- *The Hobbit* by JRR Tolkien
- *The Glass Menagerie* by Tennessee Williams
- *My Antonia* by Willa Cather
- *The Grapes of Wrath* by John Steinbeck
- Collection of English Fairy Tales
- *The Jungle* by Upton Sinclair

Students will read independently chosen works of literature, as well as complete novel studies in groups. Students will be expected to keep reading logs and give presentations regarding all independently read books. Novel studies will include written responses, projects, and assessments. Novel studies will be chosen from curriculum texts that may not have been covered, or previously chosen curriculum that has since been replaced.

## **Credit Recovery/Online Coursework**

### **MI Virtual**

**Grade Level: 6-12**

**Graduation Credits: As aligned to MA curriculum**

### **Expectations**

**Courses: See the MI Virtual website <https://michiganvirtual.org/>**

The Marshall Academy School Board approved the use of the MI Virtual suite of courses as aligned to MA's curriculum and MI standards (Common Core, MI specific, and electives) for credit recovery.

**SECTION d**

**METHODS OF PUPIL ASSESSMENT**

# FERRIS STATE UNIVERSITY

FERRIS FORWARD

## Charter Schools Office Policy

Adopted: 2010

Revised: 2022

### METHODS OF PUPIL ASSESSMENT

**Ferris State University monitors demonstrated improved pupil academic achievement for all groups of pupils as required by the Revised School Code.**

Ferris State University Charter Schools Office (CSO) requires authorized Academies to administer the following assessments. All academies must adhere to state and federal guidelines for the percent of students to be tested. For the CSO chosen nationally-normed assessment, 95% of students must be assessed.

Grade(s)	Assessment	Subjects
Grade K-2	State-Approved Benchmark Assessment	MDE Mandated Areas
Grades 2-10**	Nationally-Normed Assessment (NWEA MAP)	Math and Reading
Grades 8, 9-10	State-Aligned College Entrance Suite (PSAT 8/9, PSAT 10)	Evidence-Based Reading and Writing, Math
Grade 11	State-Mandated College Entrance and Career Readiness Exams (currently SAT/ACT WorkKeys)	As Mandated by State
Grades 3-8, 11	State-Mandated Assessment (M-STEP)	As Mandated by State (ELA, Math, Science, Social Studies)
*NWEA® MAP® for Reading, Math, and Language Usage will be provided to the Academies by the Charter Schools Office (CSO). While administration of the K-1 assessment is not required by the CSO, it is available for the Academies to utilize at no charge.		
**NWEA is not required for all academies in Grades 9 and 10. Academies follow their individual Goals and Measures.		

- All assessments must be in compliance with the Revised School Code.
- The Academy shall properly administer all state-mandated academic assessments identified in the Code.
- The Academy shall properly administer the academic assessments identified in the current contractual Terms and Conditions and adhere to the ethical standards and assessment procedures associated with these assessments in accordance with the requirements detailed in the Master Academic Calendar annually issued by CSO. The Academy must ensure that those individuals involved with the administration of these assessments are properly trained by attending any CSO-offered professional learning.

- The Academy shall authorize the CSO to have access to the Academy's Student/School Data Applications through the Center for Educational Performance and Information (CEPI), and the electronic reporting system administered by the Michigan Department of Education to access the Academy's state assessment results, as applicable.

### Strict Discipline Academies

Academies designated as Strict Discipline Academies or Alternative Education Academies as per the Michigan School Code may be exempted from certain parts of these requirements due to their unique nature. In all cases, specific educational goals will be mutually developed and agreed upon by the Academy and the CSO and shall be attached to the Contract. Written reports on the progress of the Academy's goals shall be submitted annually to Epicenter by June 30.

**SECTION e**

**ADMISSION POLICY AND CRITERIA**

## ADMISSION POLICY AND CRITERIA

Revised: April 2018

### Enrollment Information

Charter schools, legally known as public school academies (PSAs) can set maximum enrollment numbers but **cannot pick and choose which students to enroll**. MCL 380.504 (2) is very clear:

(2) A public school academy shall not charge tuition and shall not discriminate in its pupil admissions policies or practices on the basis of intellectual or athletic ability, measures of achievement or aptitude, status as a student with a disability, or any other basis that would be illegal if used by a school district. However, a public school academy may limit admission to pupils who are within a particular range of age or grade level or on any other basis that would be legal if used by a school district and may give enrollment priority as provided in subsection (4).

(4) A public school academy may give enrollment priority to one (1) or more of the following:

(a) A sibling of a pupil enrolled in the public school academy.

(b) A pupil who transfers to the public school academy from another public school pursuant to a matriculation agreement between the public school academy and other public school that provides for this enrollment priority, if all of the following requirements are met:

(i) Each public school that enters into the matriculation agreement remains a separate and independent public school.

(ii) The public school academy that gives the enrollment priority selects at least 5% of its pupils for enrollment using a random selection process.

(iii) The matriculation agreement allows any pupil who was enrolled at any time during elementary school in a public school that is party to the matriculation agreement and who was not expelled from the public school to enroll in the public school academy giving enrollment priority under the matriculation agreement.

(c) A child of a person who is employed by or at the public school academy or who is on the board of directors of the public school academy. As used in this subdivision, "child" includes an adopted child or a legal ward.

**All PSAs must have an Open Enrollment Period of at least two (2) weeks** that include opportunities for students to enroll. Enrollment times must include some evening and weekend



times. (MCL 380.503 (6) (ii)) The Open Enrollment times and information must be advertised. The main purposes of Open Enrollment are to allow currently enrolled students to enroll for next year (guaranteeing them a spot if the family completes the enrollment process), allow new enrollees to submit applications, and establish preliminary student numbers so the school can make staffing and mandated decisions about student admission.

Before Open Enrollment, the **school needs to set enrollment maximums** by building or grade level(s). These grade/building level maximums should be available on the PSA's website, as well as included in their Open Enrollment posted advertisements. Maximums can be stated as either the total number of available slots per grade/building or the current number of openings per grade/building (subtract current enrollees from total maximum number per grade/building). The posting should also indicate that the PSA Board has the ability to change the maximum enrollment numbers per grade/building based on potential enrollees, available staff, and facility limitations.

When the Open Enrollment period ends, the building leader, with input from the Board, must determine if the number of new enrollees (students not currently enrolled) exceeds the number of open slots in a grade, combination of grades, the building, or the district. **The building leader must also add any new enrollees who are siblings of currently enrolled students, whose parent or legal guardian is employed by the school or who is currently on the board of directors, or new enrollees who are part of a matriculation agreement to the currently enrolled number.** These students get enrollment priorities based on MCL 380.504 4(c) and do not need to be placed into the lottery procedure. **If the number of new enrollees DOES NOT EXCEED the number of open slots, no lottery is needed. This means the school has the staff and facility capabilities to educate the combination of currently enrolled students plus the new enrollees. Within two (2) days after the Open Enrollment period ends, the school must submit into Epicenter the Lottery Notification Document. Using the Lottery Notification Document, the school selects "Enrollment maximum not exceeded, no lottery needed."**

**If the number of new enrollees during the Open Enrollment period EXCEEDS the number of open slots, a lottery is needed and must be scheduled within two (2) weeks of the close of the Open Enrollment period.** The building leader must inform the Ferris State University Charter Schools Office (CSO) field representative the time, date, and location of the lottery. **Within two (2) days after the Open Enrollment period ends, the school must submit into Epicenter the Lottery Notification Document. Using the Lottery Notification Document, the school selects "Enrollment maximum exceeded, lottery required."** Field Representatives or a CSO representative attends academies' lotteries to observe and verifies via School Visitation Report. Because an "impartial party" draws the student name cards, the CSO staff member should not actually pick the cards, but observe the process.

Field Representatives must remind their schools to follow the contractual lottery process:

### LOTTERY PROCESS

Place the name and grade (or other system of grouping) of each student registered to enroll on a 3" x 5" card. Also on a card, place the name and grade (or group) of all siblings who have applied for admission.

Sort cards by grade (or group).

Start lottery with either highest grade offered or lowest grade offered.

Place cards, for group to be drawn, in an opaque container large enough to thoroughly mix the cards.

Mix the cards.

Have an impartial party draw the cards.

Announce the name of student drawn on each card and write the name on a numbered roster sheet for that group. (Note: roster sheets should provide for identifying the status that placed the student's name on the sheet, "Drawing" or "Sibling".)

Place sibling name(s) on the appropriate roster sheets. (Note: roster sheets should provide for identifying the status that placed the student's name on the sheet, "Drawing" or "Sibling".)

Remove sibling cards from their drawing group.

Continue the process until available seats for the group are filled.

Continue the process and place the remaining student names on a waiting-list roster for that group in the order they are drawn. **(Note: Do not remove sibling cards from their drawing group when a student is placed on the waiting list. They still have a chance of being selected during the drawing for their group or for another siblings group.)**

Continue the process until all names, for that group, have been drawn.

Repeat the process chronologically for each group until all names for all groups have been drawn and the lottery is concluded.

An initial waiting list is populated during the lottery process above based on the order the student's name was drawn after the grade or building enrollment limit was met. The waiting list for enrollees AFTER the lottery process or Open Enrollment period ends is populated by new enrollees in the order the enrollment process is completed based on date and time. These students are added to the initial waiting list based on the time and date of their enrollment.

Building leaders must inform their field representative when a waiting list is generated. **Field Representatives then inform the CSO that a waiting list has been created** (name of school, grades that have a waiting list, any known plans to add sections/staff/space to eliminate waiting list, etc.) Field representatives periodically review academies' waiting lists and verify on School Visitation Report. There are no Epicenter submissions for waiting lists.

**SECTION f**

**PUBLIC NOTICE OF ENROLLMENT PROCEDURES**

## **PUBLIC NOTICE OF ENROLLMENT PROCEDURES**

**Must contain a statement regarding nondiscrimination.**

Revised: 2019

Recruitment and Public Notice. The Academy will take various steps for advertising its existence and intention to operate as a public school academy. These are listed below:

1. Distribution of flyers announcing the Academy throughout the surrounding community at area churches, community centers, day care institutions, local businesses, community-based organizations and other locations parents and students are likely to frequent.
2. News article in the major local newspapers as to the opening date, enrollment period, overview of the program, and other information pertinent to prospective students and families.
3. Public Service Announcements on local radio and cable.
4. Announcement of the Academy's opening in local area school and community publications.
5. Open House and Kick-Off for the enrollment period including tours of the Academy, overview of the program, examples of planned instructional activities, informal meetings with teachers and administrative staff, and information packets for interested parents.
6. Community Information Meetings to be held at various geographic locations around the county so that the greatest number of parents and students will be informed about the Academy's programs.

**Click or tap here to enter text. does not discriminate in its enrollment process based on:**

- Race
- Color
- Religion or Creed
- National Origin
- Sex
- Sexual Orientation
- Gender Identity
- Marital Status
- Veteran or Military Status
- Height
- Weight
- Protected Disability
- Genetic Information
- Any other characteristic prohibited by applicable state or federal laws or regulations

**SECTION g**

**SCHOOL CALENDAR AND SCHOOL DAY SCHEDULE**

# Marshall Academy

## School Calendar

2024-2025

### School Hours

KG-12 grade 8:00 a.m. - 3:00 p.m.

### Office Hours

7:30 a.m. to 3:30 p.m./269-781-6330

Aug 12-Aug 16	Professional Development all Staff
Aug 13	Middle School Orientation 5 p.m./High School Orientation 6 p.m.
Aug 15	Meet the Teacher 5 p.m. - 7 p.m.
Aug. 19	<b>First Day of School</b>
Aug. 23	No School
Aug. 30 - Sept. 2	No School - Labor Day Recess
September 3	School Resumes
October 18	End of 1st Marking Period- All students dismiss at 11:30 a.m./Records Day
October 23,24	Parent/Teacher conferences 4 p.m.-7 p.m.
October 25	No School
November 27 - 29	Thanksgiving Recess
December 12	Winter Concert
December 18,19,20	Middle/High School Exams
December 20	End of 2nd Marking Period-All students dismiss at 11:30 a.m./Records Day
Dec. 23 - Jan. 3	Winter Recess
January 6	School Resumes
January 20	No School - Martin Luther King Jr. Day
February -March	Open Enrollment for 2025-2026 school year
February 17	No School - Presidents Day
March 14	End of 3rd Marking Period-All students dismiss at 11:30 a.m./Records Day
March 20	Literacy Night 5 p.m. - 7 p.m.
March 31-April 4	Spring Break
April 7	School Resumes
April 18	No School - Good Friday
May 22	Spring Concert
May 23	<b>Last day for Seniors</b>
May 26	Memorial Day – No School
May 28	Academic Honors (grades 8-12) 6:00 p.m./Baccalaureate 7:00 p.m.
May 28,29,30	Middle/High School Exams
May 30	<b>Last day of School-All students dismiss at 11:30 a.m./ End of Year PD</b>
June 1	Kindergarten Graduation Noon
June 1	Graduation 2:00 p.m.



Master Daily Schedule  
Marshall Academy  
2024-2025

Mon - Fri	K-2	3-5
7:45 - 8:00 Arrival and Breakfast	Classrooms	Classrooms
8:00 - 12:00	ELA Math 1st RTI Specials	ELA Math 4-5 RTI Specials
12:00 - 12:50	Lunch/Recess	Recess/Lunch
12:50 - 3:00	SS/Science Literacy K-2 RTI	SS/Science Literacy 3 RTI 5 Band



## Specials Schedule

					MS/HS Lunch	ELEM Lunch 12:00 - 12:50		
Reyenger - Art	8:00 - 8:30	8:30 - 9:15	9:20 - 10:05	10:15 - 11:00	11:15 - 11:45	11:54 - 12:54	12:57 - 1:57	2:00 - 2:45
	M X	X		3	Recess Duty	HS Art	MS Art	4
	T X		1	K	Lunch	HS Art	MS Art	2
	W X	5	2		Recess Duty	HS Art	MS Art	1
	Th x		4	3	Lunch	HS Art	MS Art	K
	F x	5			Recess Duty	HS Art	MS Art	Fun Fri
Young - PE	8:00 - 8:30	8:30 - 9:15	9:20 - 10:05	10:15 - 11:00	Lunch	Elem Recess	12:57 - 1:57	2:00 - 3:00
	M X	X	2	K	Lunch	Recess duty	MS PE	Health/PE
	T X	5	4		Lunch	Recess duty	MS PE	Health/PE
	W X		1	3	Lunch	Recess duty	MS PE	Health/PE
	Th x	5	2	K	Lunch	Recess duty	MS PE	Health/PE
	F x	4	1	3	Lunch	Recess duty	MS PE	Health/PE
Nelson - Music	8:00 - 8:30	8:30 - 9:15	9:20 - 10:05	10:15 - 11:00	Lunch	11:54 - 12:54	12:57 - 1:57	2:00 - 2:45
	M X	X	1	4	Lunch	Varsity Band	MS Band	5th Band
	T X		2	3	Recess Duty	Varsity Band	MS Band	5th Band
	W X		4	K	Lunch	Varsity Band	MS Band	5th Band
	Th x		1	3	Recess Duty	Varsity Band	MS Band	5th Band
	F x		2	K	Lunch	Varsity Band	MS Band	5th Band
Specials								
Williams - RTI					12:00 - 12:50	1:00 - 1:30	1:40 - 2:10	2:20 - 2:50
Rainey	M X	4 9:20 - 10:05	1 10:15 - 10:45	5 11:15 - 11:45	Elem Lunch	2	K	3
Perkins	T X				Elem Lunch			
	W X	4 10:05 - 10:35	1 10:15 - 10:45	5 11:15 - 11:45	Elem Lunch	2	K	3
	Th x				Elem Lunch			
	F x	4 9:20 - 10:05	1 10:15 - 10:45	5 11:15 - 11:45	Elem Lunch	2	K	3

## HS Schedule

Teacher	1st Hour/Homeroom	2nd Hour	3rd Hour	Lunch	4th Hour	5th Hour	6th Hour
HS Times	8:00 - 9:09	9:12 - 10:12	10:15 - 11:15	11:15 - 11:54	11:54 - 12:54	12:57 - 1:57	2:00 - 3:00
Katz	x	Brit Lit (11/12)	CCPrep/EMC (12)	x		x	x
			Co-taught? Ends 11:00 AM				
Morrison/Math	Financial Math (12)	Algebra (9)	Algebra 2 (11)			CR/DE/EMC	Geometry (10)
						Online monitoring	
Shubert / History	Civics (11)	World History (10)	World History (9)		8th History	Plan	CR/DE/EMC (11-1
Reynolds / Science	Earth Science (8)	x	Chemistry (10)		CR/DE/EMC	Biology (9)	8 HS Prep
					Online monitoring		
MI Virtual Language	Language (10)						
	Room 207 - Wagner						
Young / PE	Plan	Elem	Elem		Elem. Recess	MS PE	HS PE/Health (9)
Swank / Sped HS					10-12 Study Skills		MWF 9th Study Skills
Exposito / Sped MS							TTh Study Skills
Reyenger / Art	Plan	Elem	Elem		9-12 Visual Art	MS Art	Elem
Nelson / Music	Plan	Elem	Elem		Varsity Band	MS Band	Elem
Miller / ELA	World Lit (9)	7th ELA	8th ELA		6th ELA	World Lit (10)	Plan
Short / Math	6 Math	Pre-Algebra 8	6th History		7th Math	Plan	6 MS Prep
Mrczkowski / Science	Science 7	Science 6	7th History		Plan	Math Intervention?	7 MS Prep

# Bell Schedule

1<sup>st</sup> Hour 8:00 – 9:09

2<sup>nd</sup> Hour 9:12 – 10:12

3<sup>rd</sup> Hour 10:15 – 11:15

*Lunch* 11:15 – 11:50

4<sup>th</sup> Hour 11:54 – 12:54

5<sup>th</sup> Hour 12:57 – 1:57

6<sup>th</sup> Hour 2:00 – 3:00



1st Hour is Homeroom

**SECTION h**

**AGE OR GRADE RANGE OF PUPILS TO BE ENROLLED**

## **AGE OR GRADE RANGE OF PUPILS TO BE ENROLLED**

MARSHALL ACADEMY is authorized to serve students in Grades K – 13. The Academy is enrolling student in Grades K – 13. All grades might not be enrolled every year.

**CONTRACT SCHEDULE 8**

**INFORMATION AVAILABLE TO THE PUBLIC**

## **SCHEDULE 8**

### **INFORMATION TO BE PROVIDED BY THE ACADEMY AND/OR EDUCATIONAL SERVICE PROVIDER**

Revised: 2019

A. The following described categories of information are specifically included within those to be made available to the public and the CSO by the Academy in accordance with the current Terms and Conditions of the Contract:

1. Copy of the Contract
2. Copies of the executed Constitutional Oath of public office form for each serving Director
3. List of currently serving Directors with name, address, and term of office
4. Copy of the Academy Board's meeting calendar
5. Copy of public notice for all Academy Board meetings
6. Copy of Academy Board meeting agendas
7. Copy of Academy Board meeting minutes
8. Copy of Academy Board approved budget and amendments to the budget
9. List of bills paid for amounts of \$10,000.00 or more as submitted to the Academy Board
10. Copy of the quarterly financial reports submitted to the authorizer
11. Copy of curriculum and other educational materials given to the CSO
12. Copy of School Improvement Plan (if required)
13. Copies of facility leases, mortgages, modular leases and/or deeds
14. Copies of equipment leases

15. Proof of ownership for Academy-owned vehicles and portable buildings
16. Copy of Academy Board approved management contract with Education Service Provider
17. Copy of Academy Board approved services contract(s)
18. Office of Fire Safety certificate of occupancy for all Academy facilities
19. MDE letter of continuous use (if required)
20. Local County Health Department food service permit (if required)
21. Asbestos inspection report and Asbestos management plan (if required)
22. Boiler inspection certificate and lead based paint survey (if required)
23. Phase 1 environmental report (if required)
24. List of current Academy teachers and school administrators with names and addresses and their individual salaries as submitted to the Registry of Educational Personnel
25. Copies of administrator and teacher certificates or permits for all current administrative and teaching staff
26. Evidence of fingerprinting, criminal background and record checks and unprofessional conduct check required by the Code for all Academy teachers and administrators
27. Academy Board approved policies
28. Copy of the annual financial audit and any management letters issued to the Academy Board as part of the audit
29. Proof of insurance as required by the Contract
30. Any other information specifically required under Public Act 277 of 2011



B. The following information is specifically included within the types of information available to the Academy by the Educational Service Provider (if any) in accordance with the current Terms and Conditions of the Contract:

1. Information Regarding Academy Teachers, Administrators, and Support Staff

- (a) Personal information (name, address, age, sex, marital status, if known)
- (b) Education (highest degree attained, alma mater, certifications, teaching certificates, years of experience in educational systems, etc.)
- (c) Employment record (occupation, rate of pay, seniority, salaries, benefits, disciplinary actions, if any, commendations, special projects directed, supervisory evaluations, etc.)

2. Information Regarding Academy Business Operations

- (a) Financial records and information concerning the operation of the Academy, including without limitation budgets and detailed records of funds received from the State and others, expenditure of those funds, investment of those funds, carryover, contractual arrangements and/or agreements, etc.)
- (b) Financial records and information concerning mortgages and loans to which the Academy is a party.

3. Other Information

- (a) Any information needed by the Academy in order to comply with its obligations to disclose the information listed under Part A above.

# CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

TO BE COMPLETED BY MICHIGAN DEPARTMENT OF EDUCATION PUBLIC SCHOOL ACADEMY UNIT	
Date Received by MDE	Academy District/Building Codes:

All information on this page is necessary to be eligible for State Aid and to complete the Educational Entity Master

## AUTHORIZER INFORMATION

<b>Name of Authorizing Body:</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">Ferris State University</div>	<b>Federal Employer ID# of Authorizing Body:</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">38-600-5159</div>	<b>TYPE OF AUTHORIZING BODY:</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">State Public University</div>
<b>Contact Person:</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">Chris Loiselle</div>	<b>Phone:</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">231-591-5807</div>	<b>Email:</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">ChrisLoiselle@ferris.edu</div>

## PSA ADMINISTRATIVE OFFICE

<b>Academy Name:</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">Marshall Academy</div>	<b>Contract Start Date</b>	<b>Contract End Date</b>	<b>Duration</b>
	07/01/2024	06/30/2031	17 years
<b>State Corporate ID #:</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">800847369</div>	<b>Federal Employer ID#:</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">38-3553078</div>	<b>Unique Entity Identifier (UEI)</b> <div style="border: 1px solid black; padding: 2px; min-height: 20px;">CN35CWP65PF3</div>	

**TYPE OF ACADEMY (select one)** Chartered under Part 6a - Public School Academy (MCL 380.501)

<b>Proposed Enrollment:</b>	250	<b>Grades to Start Academy:</b>	K - 12	<b>Number of School Days:</b>	180	<b>SCHOOL CALENDAR (first year of contract)</b> <b>First Day:</b> 08/19/2024 <b>Last Day:</b> 05/30/2025
<b>Free/Reduced Eligible:</b>	64 %	<b>Grades Authorized:</b>	K - 13	<b>Instructional Hours:</b>	1125	

**Expansion comments, when applicable:**

<b>PSA Administrative Office Address:</b> 18203 Homer Rd	<b>City:</b> Marshall	<b>Zip Code:</b> 49068	<b>Website URL:</b> www.marshallacademy.org
<b>Contact Person:</b> Leslie Katz	<b>Position:</b> School Leader	<b>Phone:</b> 269-781-6630 <b>Fax:</b> 269-781-8749	<b>E-Mail:</b> katzl@marshallacademy.org
<b>County Name:</b> Calhoun	<b>Intermediate School District:</b> Calhoun Intermediate School District		<b>Local School District:</b> Marshall Public Schools

## EDUCATIONAL SERVICE PROVIDER/CHARTER MANAGEMENT ORGANIZATION INFORMATION

<b>Educational Service Provider:</b> Midwest Management Group, Inc.	<b>Mailing Address:</b> 3170 Old Farm Lane	<b>City:</b> Commerce Twp.	<b>State:</b> MI	<b>Zip Code:</b> 48390
<b>Type:</b> For-Profit	<b>Physical Address:</b> 3170 Old Farm Lane	<b>City:</b> Commerce Twp.	<b>State:</b> MI	<b>Zip Code:</b> 48390

## PSA BOARD PRESIDENT INFORMATION



<b>Board President Name:</b> Kasey Morris	<b>Phone:</b> 517-554-0051	<b>E-mail:</b> kc.1393@live.com
<b>Address:</b> 11415 18 1/2 Mile Road	<b>City:</b> Marshall	<b>Zip Code:</b> 49068

## CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

<b>MAIN SITE</b>					
Academy Name: <b>Marshall Academy</b>					
Address: <b>18203 Homer Road</b>			City: <b>Marshall</b>		Zip Code: <b>49068</b>
Contact Person: <b>Leslie Katz</b>		Position: <b>School Leader</b>		Phone: <b>269-781-6330</b> Fax:	E-Mail: <b>katzl@marshallacademy.org</b>
County Name: <b>Calhoun</b>	Intermediate School District: <b>Calhoun ISD</b>		Local School District: <b>Marshall Public Schools</b>		Grade Configuration: <b>K - 13</b>
LARA Certificate of Use and Occupancy: select one			Date Issued:		
<b>SITE 2</b>					
Academy Name:					
Address:			City:		Zip Code:
Contact Person:		Position:		Phone: Fax:	E-Mail:
County Name:	Intermediate School District:		Local School District:		Grade Configuration:
LARA Certificate of Use and Occupancy: select one			Date Issued:		
<b>SITE 3</b>					
Academy Name:					
Address:			City:		Zip Code:
Contact Person:		Position:		Phone: Fax:	E-Mail:
County Name:	Intermediate School District:		Local School District:		Grade Configuration:
LARA Certificate of Use and Occupancy: select one			Date Issued:		
<b>SITE 4<sup>1</sup></b>					
Academy Name:					
Address:			City:		Zip Code:
Contact Person:		Position:		Phone: Fax:	E-Mail:
County Name:	Intermediate School District:		Local School District:		Grade Configuration:
LARA Certificate of Use and Occupancy: select one			Date Issued:		

<sup>1</sup> Attach additional pages for additional sites, as needed.

## CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

Description		Applicability	Sec /Page No. In Contract	Additional Comments
1	<p>Authorizing body to submit <b>contract</b> to state within 10 days of issuance</p> <p><b>Date Issued:</b> July 1, 2024      <b>Date Received @ MDE:</b>      <b># Days:</b></p>	<p><b>All Academies</b>  <u>Part 6a:</u> 503(4)  <u>Part 6c:</u> 528(1)(b)  <u>Part 6e:</u> 561(1)(b)  1311b et seq; 1311e(3)</p>	Contract Cover Page	PDF pg 1
<b>Applicant Information</b>				
2	Identification of the <b>person or entity</b> applying for the contract.	<p><b>All Academies</b>  <u>Part 6a:</u> 502(3)(a)  <u>Part 6c:</u> 522(4)(a)  <u>Part 6e:</u> 552(7)(a)  1311b et seq; 1311d(3)(a)</p>	Tab A	PDF pg 21
3	Indication that the “entity” applying for the contract is a nonprofit corporation that has been granted <b>509(a) tax-exempt</b> status.	<p><b>USHAs</b>  <u>Part 6c:</u> 521(2)(e)</p>	n/a	
4	Indication of the state <b>Superintendent of Public Instruction approval</b> of Academy as a replication of a high-performing school or program.	<p><b>H.P. School/Program</b>  <u>Part 6e:</u> 552(1(a)</p>	n/a	
5	<p>Indication that the “entity” applying for the contract demonstrates experience in delivering a quality education program that improves academic achievement. In determining whether this requirement is met, an authorizing body shall refer to the standards for quality online learning established by the national association of charter school authorizers (<b>see links below</b>) or other similar nationally recognized standards for quality online learning. Make a copy, complete, &amp; submit with Checklist.</p> <p> Self-rating for reauthorization - Cyber Schools</p> <p> Online Program Self-Evaluation Form - New Cyber Schools</p>	<p><b>Cyber Schools</b>  <u>Part 6e:</u> 552(2)(c)</p>	n/a	
6	Indication that the Public School Academy chartered under Part 6a meets the <b>eligibility criteria to be re-chartered as a School of Excellence (SOE)</b> , as provided for by law.	<p><b>Conversion of PSA to SOE</b>  <u>Part 6e:</u> 552(3); 552(4)</p>	n/a	
<b>Academy Organization and Incorporation</b>				
7	<p><b>Authorizing Body’s Contract Issuance Resolution</b> adopted by authorizing body, including:</p> <p><b>Adopted:</b>      <b>Effective Date:</b>  December 14, 2023      July 1, 2024</p>	<p><b>All Academies</b>  <u>Part 6a:</u> 502(3)(b); 503(5)  <u>Part 6c:</u> 522(4)(b); 528(1)(c)  <u>Part 6e:</u> 552(7)(b); 553(4)  1311b et seq; 1311d(3)(b);  1311e(4); 1311(5)(d)</p>	Tab A P. 2	PDF pg 22
8	Board of Directors <b>names and description of qualifications</b> , as applicable.	<p><b>All Academies</b>  <u>Part 6a:</u> 502(3)(b); 503(6)(d)  <u>Part 6c:</u> 522(4)(b)  <u>Part 6e:</u> 552(7)(b); 561(1)(c)  1311b et seq; 1311d(3)(b);  1311e(4)(5)(d)</p>	Tab A P. 7	PDF pg 25
9	<b>Method of appointment</b> or selection of members of the Board of Directors.	<p><b>All Academies</b>  <u>Part 6a:</u> 503(5)  <u>Part 6c:</u> 528(1)(c)  <u>Part 6e:</u> 553(4); 561(1)(c)  1311b et seq; 1311d(3)(b);  1311e(4); 1311(5)(d)</p>	Tab A P. 4	PDF pg 22

## CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

Description		Applicability	Sec /Page No. In Contract	Additional Comments
10	<b>Number of members</b> of the Board of Directors.	<u>All Academies</u> <u>Part 6a:</u> 503(5) <u>Part 6c:</u> 528(1)(c) <u>Part 6e:</u> 553(4); 561(1)(c) <u>1311b et seq:</u> 1311e(4); 1311(5)(d)	Tab A P. 5	PDF pg 23
11	<b>Length of term of members</b> of the Board of Directors.	<u>All Academies</u> <u>Part 6a:</u> 503(5) <u>Part 6c:</u> 528(1)(c) <u>Part 6e:</u> 553(4); 561(1)(c) <u>1311b et seq:</u> 1311e(4); 1311(5)(d)	Tab A P. 5	PDF pg 23
12	<b>Citizenship of members</b> of the Board of Directors.	<u>All Academies</u> <u>Part 6a:</u> 503(5) <u>Part 6c:</u> 528(1)(c) <u>Part 6e:</u> 553(4)	Tab A P. 5	PDF pg 23
13	<b>Articles of Incorporation as a Michigan Nonprofit Corporation</b>  File Date: June 5, 2023                      State Corp. ID #: 8008473639	<u>All Academies</u> <u>Part 6a:</u> 502(3)(c) <u>Part 6c:</u> 522(4)(c) <u>Part 6e:</u> 552(7)(c) <u>1311b et seq:</u> 1311d(3)(c); 1311d(5)(d)	Tab 1 P. 3	PDF pg 80
14	<b>Name</b> of Academy.	<u>All Academies</u> <u>Part 6a:</u> 502(3)(c)(i) <u>Part 6c:</u> 522(4)(c)(i) <u>Part 6e:</u> 552(7)(c)(i) <u>1311b et seq:</u> 1311d(3)(c)(i)	Tab 1 P. 2	PDF pg 80
15	<b>Purpose</b> of Academy & pursuant to applicable law that the Academy is a governmental entity of the state.	<u>All Academies</u> <u>Part 6a:</u> 502(3)(c)(ii) <u>Part 6c:</u> 522(4)(c)(ii) <u>Part 6e:</u> 552(7)(c)(ii) <u>1311b et seq:</u> 1311d(3)(c)(ii)	Tab 1 P. 2	PDF pg 80
16	<b>Academy bylaws.</b>	<u>All Academies</u> <u>Part 6a:</u> 502(3)(d) <u>Part 6c:</u> 522(4)(d) <u>Part 6e:</u> 552(7)(d) <u>1311b et seq:</u> 1311d(3)(d)	Tab C2	PDF pg 83


## CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

Description		Applicability	Sec /Page No. In Contract	Additional Comments
<b>Fiscal Agent</b>				
17	Designation of <b>fiscal agent</b> . Note: Fiscal Agent Agreements should be sent to the Treasury. Send to: <b>Wendy Lamphier (lamphierw@michigan.gov)</b>	<u>All Academies</u> <u>Part 6a:</u> 507(3) <u>Part 6c:</u> 528(3) <u>Part 6e:</u> 561(3) <u>1311b et seq:</u> 1311l(1)	Tab C3 Sec. 1.01 P. 1	PDF pg 94
18	<b>Duties</b> of a fiscal agent.	<u>All Academies</u> <u>Part 6a:</u> 507(3) <u>Part 6c:</u> 528(3) <u>Part 6e:</u> 561(3) <u>1311b et seq:</u> 1311l(1)	Tab C3 Sec. 2.01-2.04 P. 2	PDF pg 95
19	Authorizer <b>administrative fee</b> of up to 3% of total State Aid.	<u>All Academies</u> <u>Part 6a:</u> 502(6) <u>Part 6c:</u> 522(7) <u>Part 6e:</u> 552(10) <u>1311b et seq:</u> 1311d(6)	Tab C4 Sec. 4.01 P. 5	PDF pg 105
<b>Compliance with Applicable Law and Disclosure of Public Information</b>				
20	Prohibition on the Academy charging <b>tuition</b> .	<u>All Academies</u> <u>Part 6a:</u> 504(2) <u>Part 6c:</u> 524(2) <u>Part 6e:</u> 556(2) <u>1311b et seq:</u> 1311g(2)	Tab B Sec. 7.1 P. B-17	PDF pg 48
21	To the extent disqualified under law, a prohibition from Academy being organized by church or other <b>religious</b> organization and having organizational or contractual affiliation with or constitute a church or other religious organization.	<u>All Academies</u> <u>Part 6a:</u> 502(1); 1217 <u>Part 6c:</u> 522(1); 1217 <u>Part 6e:</u> 552(5); 1217 <u>1311b et seq:</u> 1311d(1); 1217	Tab B Sec. 6.11 P. B-16	PDF pg 47
22	Certification/Agreement signed by an authorized member of the Academy Board stating they <b>will comply with the contract and all applicable law</b> .	<u>All Academies</u> <u>Part 6a:</u> 503(6)(i) <u>Part 6c:</u> 523(2)(d) <u>Part 6e:</u> 553(5)(h) <u>1311d:</u> 1311d(3)(h)	Tab B Sec. 6.11 P. B-17 and P. B-44	PDF pg 47, 75
23	The methods by which the Academy will be <b>held accountable</b> .	<u>All Academies</u> <u>Part 6a:</u> 503(6)(a) <u>Part 6c:</u> 523(2)(a) <u>Part 6e:</u> 553(5)(a) <u>1311b et seq:</u> 1311e(5)(a)	Tab B Sec. 6.3 P. B-14	PDF pg 45
24	Description of method to be used to monitor the Academy's compliance with <b>applicable law</b> and its performance in meeting its targeted <b>educational objectives</b> .	<u>All Academies</u> <u>Part 6a:</u> 503(6)(b) <u>Part 6c:</u> 523(2)(b) <u>Part 6e:</u> 553(5)(b) <u>1311b et seq:</u> 1311e(5)(b)	Tab 7b	PDF pg 136
25	Requirement that all Academy property must be <b>insured</b> .	<u>All Academies</u> <u>Part 6a:</u> 1269 <u>Part 6c:</u> 523(2)(k)(vi); 1269 <u>Part 6e:</u> 553(5)(l)(vi); 1269 <u>1311b et seq:</u> 1269	Tab B Sec. 11.9 P. B-29	PDF pg 60

## CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

	Description	Applicability	Sec /Page No. In Contract	Additional Comments
26	Requirement & procedure for <b>annual CPA financial audit</b> in accordance with generally accepted governmental auditing principles.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(g) <u>Part 6c:</u> 523(2)(g) <u>Part 6e:</u> 553(5)(h) <u>1311b et seq:</u> 1311e(5)(h)	Tab B Sec. 6.8 P. B-15	PDF pg 46
27	Length of <b>contract term</b> and standards for reauthorization.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(h) <u>Part 6c:</u> 522(3); 523(2)(p) <u>Part 6e:</u> 561(4) <u>1311b et seq:</u> 1311e(5)(i)	Tab A P. 4	PDF pg 22
28	Description of the process for <b>amending the contract</b> during the term of the contract.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(c) <u>Part 6c:</u> 523(2)(c) <u>Part 6e:</u> 553(5)(c) <u>1311b et seq:</u> 1311e(5)(c)	Tab B Sec. 9.1-9.7 P. B-18, 19	PDF pg 49
29	Requirement that the Academy Board shall <b>make information about its operation and management</b> available to the public and authorizing body.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(l) <u>Part 6c:</u> 523(2)(j) <u>Part 6e:</u> 553(5)(k) <u>1311b et seq:</u> 1311e(7)(f)	Tab 8	PDF pg 187
30	Requirement that the Board of Directors of a Public School Academy (including Cyber Schools) that operates an online or other distance learning program shall submit a monthly report to MDE, in a form and manner prescribed by MDE, that reports the number of pupils enrolled in the online or distance learning program, during the immediately preceding month.	<b>All Academies</b> <u>Part 6e:</u> 552(20)	Tab 7c P. 1	No online or other distance learning components.
31	Requirement that the Academy Board shall collect, maintain and make available to the public and authorizing body <b>information concerning the operation and management</b> of the Academy, as provided for by law.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(m) <u>Part 6c:</u> 523(2)(k) <u>Part 6e:</u> 553(5)(l) <u>1311b et seq:</u> 1311e(7)(f)	Tab B Sec. 11.27 P. B-34	PDF pg 65
32	Requirement that the Board shall report to the authorizing body a current list of teachers and school administrators working at the Academy that includes their individual salaries.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(m)(iv) <u>Part 6c:</u> 523(2)(k)(iv) <u>Part 6e:</u> 553(5)(l)(iv) <u>1311b et seq:</u> 1311e(7)(f)	Tab 8 P. 3	PDF pg 187
33	Statement that Academy shall <b>comply with all applicable law</b> .	<b>All Academies</b> <u>Part 6a:</u> 503(7); MCL 15.322 <u>Part 6c:</u> 523(3); 528(1)(d) <u>Part 6e:</u> 552(7)(h); 553(6) <u>1311b et seq:</u> 1311d(3)(h); 1311e(6)	Tab B Sec. 8.1 P. B-18	PDF pg 49
34	Statement that Academy Board shall ensure compliance with the requirements of <b>1968 PA 317</b> , MCL. 15.321 to 15.330.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(j) <u>Part 6c:</u> 523(2)(h) <u>Part 6e:</u> 553(5)(i) <u>1311b et seq:</u> 1311e(7)(f)	Tab B Sec. 11.29 P. B-35	PDF pg 66

## CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

Description		Applicability	Sec /Page No. In Contract	Additional Comments
<b>Academy Governance, Operation, and Educational Program</b>				
35	<b>Governance</b> structure of the Academy.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(d) <u>Part 6c:</u> 522(4)(e)(i) <u>Part 6e:</u> 552(7)(e)(i) <u>1311b et seq:</u> 1311d(3)(e)(i); 1311e(5)(d); 1311d(3)(v)(f)	Tab 7a	PDF pg 134
36	The role of the <b>contract administrator</b> of the Academy, if applicable.	<b>USHAs</b> <u>Part 6c:</u> 529(c)	n/a	
37	Educational goals of the Academy that include demonstrated improved pupil academic achievement for all groups of pupils.	<b>All Academies</b> <u>Part 6a:</u> 502(3)(e)(ii); 503(6)(a) <u>Part 6c:</u> 522(4)(e)(ii); 523(2)(a) <u>Part 6e:</u> 552(7)(e)(ii); 553(5)(a) <u>1311b et seq:</u> 1311d(3)(e)(ii); 1311e(5)(a)	Tab 7b	PDF pg 136
38	<b>Curricula</b> offered at the Academy. This section must contain the entire curriculum.  Curriculum Schedule 7d	<b>All Academies</b> <u>Part 6a:</u> 502(3)(e)(ii) <u>Part 6c:</u> 522(4)(e)(ii) <u>Part 6e:</u> 552(7)(e)(ii) <u>1311b et seq:</u> 1311d(3)(e)(ii); 1311e(5)(d)	Tab 7c	PDF pg 143
39	<b>Methods of pupil assessment</b> at the Academy (M-STEP and SAT, as applicable, as a minimum).	<b>All Academies</b> <u>Part 6a:</u> 503(6)(a) <u>Part 6c:</u> 522(4)(c)(ii); 523(2)(a) <u>Part 6e:</u> 552(7)(e)(ii); 553(5)(a) <u>1311b et seq:</u> 1311d(3)(e)(ii); 1311e(5)(a)	Tab 7d	PDF pg 173
40	<b>Student admission policy, criteria and enrollment process</b> , as applicable per type of academy.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(d) <u>Part 6c:</u> 522(4)(e)(iii); 523(2)(m); 528(1)(g) <u>Part 6e:</u> 552(7)(e)(iii); 553(5)(o); 561(1)(g) <u>1311b et seq:</u> 1311d(3)(e)(ii); 1311e(5)(d)	Tab 7e	PDF pg 176
41	<b>Matriculation agreement</b> , if applicable.	<b>All PSAs; All SOEs</b> 20 U.S.C. 7221i(1)(k) <u>Part 6a:</u> 504(4)(b) <u>Part 6e:</u> 556(4)(b)	Tab B Sec. 6.14 P. B-17	PDF pg 48



## CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

Description		Applicability	Sec /Page No. In Contract	Additional Comments
42	<b>School calendar</b> and <b>school day</b> schedule.	<b>All Academies, except Cyber Schools</b> <u>Part 6a:</u> 502(3)(e)(iv) <u>Part 6c:</u> 522(4)(e)(iv) <u>Part 6e:</u> 552(7)(e)(iv) <u>1311b et seq:</u> 1311d(3)(e)(iv); 1311e(5)(d)	Tab 7g	PDF pg 183
43	Observance of <b>holidays</b> and other required commemorative occasions.	<b>All Academies</b> <u>Part 6a:</u> 1175 <u>Part 6c:</u> 1175 <u>Part 6e:</u> 1175 <u>1311b et seq:</u> 1175	Tab 7g	PDF pg 183
44	<b>Age or Grade</b> range of students to be enrolled.	<b>All Academies</b> <u>Part 6a:</u> 502(3)(e)(v) <u>Part 6c:</u> 522(4)(e)(v) <u>Part 6e:</u> 552(7)(e)(v) <u>1311b et seq:</u> 1311d(3)(e)(v)	Tab 7h	PDF pg 185
<b>Academy Location</b>				
45	Identification of <b>LEA and ISD</b> where the academy will be located.	<b>All Academies</b> MCL 388.1620 <u>Part 6a:</u> 502(3)(g) <u>Part 6c:</u> 522(4)(c)(v) <u>Part 6e:</u> 552(7)(g) <u>1311b et seq:</u> 1311d(3)(e)(v); 1311e(5)(d)	Tab C6 P.	PDF pg 122
46	Description of and address of <b>proposed building(s)</b> where Academy will be located.	<b>All Academies</b> <u>Part 6a:</u> 502(3)(i) <u>Part 6c:</u> 522(4)(g) <u>Part 6e:</u> 552(7)(i); 553(5)(f) <u>1311b et seq:</u> 1311d(3)(j); 1311e(5)(g)	Tab C6 P.	PDF pg 122
47	<b>Financial commitment</b> of the applicant to the Academy's facility.	<b>USHAs</b> <u>Part 6c:</u> 522(4)(g); 523(2)(f)	n/a	
48	A statement that the Academy will operate at <b>single site or multiple sites</b> with specific addresses and respective grade configurations as provided for in the contract and with applicable law, including the Academy's central administrative offices if applicable.	<b>All Academies</b> <u>Part 6a:</u> 504(1) <u>Part 6c:</u> 524(1) <u>Part 6e:</u> 556(1) <u>1311b et seq:</u> 1311g(1)	Tab B Sec. 6.9 P. B-15 Sec. 11.23 P. B-31	PDF pg 46
49	A requirement that the board of directors of the public school academy shall collect, maintain, and make available to the public and the authorizing body, in accordance with applicable law and the contract, information concerning the operation and management of the public school academy including copies of facility leases or deeds, or both, and of any equipment leases.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(m)(vii) <u>Part 6c:</u> 523(2)(k)(vii) <u>Part 6e:</u> 553(5)(1)(vii) <u>1311b et seq:</u> 1311e(6)(f)	Tab 8	PDF pg 187

## CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

Description		Applicability	Sec /Page No. In Contract	Additional Comments
<b>Staffing and Position Descriptions</b>				
50	<b>Descriptions of staff</b> responsibilities.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(d) <u>Part 6c:</u> 524(f) <u>Part 6e:</u> 552(7)(f) <u>1311b et seq:</u> 1311d(3)(f)	Tab C5	PDF pg 108
51	Requirement specifying <b>prohibited family relationships</b> consistent with applicable law.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(k) <u>Part 6c:</u> 523(2)(i) <u>Part 6e:</u> 553(5)(j) <u>1311b et seq:</u> 1311e(6)(f)	Tab B Sec. 11.30 P. B-35	PDF pg 66
52	Academy shall use <b>certificated teachers</b> according to state board rule.	<b>All Academies</b> <u>Part 6a:</u> 505(1) <u>Part 6c:</u> 526(1) <u>Part 6e:</u> 553a(3); 559(1) <u>1311b et seq:</u> 1311j(1)	Tab B Sec. 11.1 P. B-27	PDF pg 58
53	Academy may use <b>non-certificated teachers</b> as the law allows.	<b>All Academies</b> <u>Part 6a:</u> 505(1); 505(2) <u>Part 6c:</u> 526(1); 526(2) <u>Part 6e:</u> 559(1); 559(2) <u>1311b et seq:</u> 1311j(1); 1311j(2)	Tab B Sec. 11.1 P. B-27	PDF pg 58
54	Academy shall use <b>certified administrators and chief business officials</b> pursuant to applicable law, including superintendent, principal, assistant principal, or other person whose primary responsibility is administering instructional programs.	<b>All Academies</b> <u>Part 6a:</u> 1246(1) <u>Part 6c:</u> 1246(1) <u>Part 6e:</u> 1246(1) <u>1311b et seq:</u> 1246(1)	Tab B Sec. 11.1 P. B-27	PDF pg 58
55	Requirement that the authorizing <b>body must review and may disapprove</b> any agreement between the Academy Board and an educational management company before the agreement is final and valid.	<b>All Academies</b> <u>Part 6a:</u> 503(6)(n) <u>Part 6c:</u> 523(2)(l) <u>Part 6e:</u> 553(5)(m) <u>1311b et seq:</u> 1311e(6)(f)	Tab B Sec. 3.9 P. B-8	PDF pg 39
56	If authorized by a LEA, <b>assurance of employee collective bargaining</b> for positions in similar districts should be addressed in the contract.	<b>All SDAs</b> <u>1311b et seq:</u> 1311d(3)(i)	n/a	
57	Requirement that prohibits any individual from being employed by the Academy in more than <b>one full-time position and simultaneously compensated at a full-time rate for either position.</b>	<b>All Academies</b> <u>Part 6a:</u> 503(6)(p) <u>Part 6c:</u> 523(2)(n) <u>Part 6e:</u> 553(5)(o) <u>1311b et seq:</u> 1311e(6)(f)	Tab B Sec. 11.31 P. B-36	PDF pg 67

# CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

Description		Applicability	Sec /Page No. In Contract	Additional Comments
<b>Reconstitution and Revocation</b>				
58	Procedures and grounds <b>for revoking the contract</b> provided for in applicable law, including: (see 59-62 below)	<b>All Academies</b> <u>Part 6a:</u> 503(6)(e) <u>Part 6c:</u> 523(2)(e) <u>Part 6e:</u> 561(4) <u>1311b et seq:</u> 1311e(5)(f)	Tab B Sec. 10.1-10.12 P. B-20 thru 27	PDF pg 50
59	<input type="checkbox"/> Failure of the Academy to <b>demonstrate improved pupil academic achievement for all groups of pupils or meet the educational goals</b> as set forth in the contract.	<b>All Academies</b> <u>Part 6a:</u> 507(4)(a) <u>Part 6c:</u> 528(4)(a) <u>Part 6e:</u> 561(4)(a) <u>1311b et seq:</u> 1311l(1)(a)	Tab B Sec. 10.4(a) P. B-21	PDF pg 52
60	<input type="checkbox"/> Failure of the Academy to <b>comply with all applicable law.</b>	<b>All Academies</b> <u>Part 6a:</u> 507(4)(b) <u>Part 6c:</u> 528(4)(b) <u>Part 6e:</u> 561(4)(b) <u>1311b et seq:</u> 1311l(1)(b)	Tab B Sec. 10.4(b) P. B-21	PDF pg 52
61	<input type="checkbox"/> Failure of the Academy to <b>meet generally accepted public sector accounting principles and demonstrate sound fiscal stewardship.</b>	<b>All Academies</b> <u>Part 6a:</u> 507(4)(c) <u>Part 6c:</u> 528(4)(c) <u>Part 6e:</u> 561(4)(c) <u>1311b et seq:</u> 1311l(1)(c)	Tab B Sec. 10.4(c) P. B-21	PDF pg 52
62	<input type="checkbox"/> The existence of 1 or more other grounds for revocation as <b>specified in the contract.</b>	<b>All Academies</b> <u>Part 6a:</u> 507(4)(d) <u>Part 6c:</u> 528(4)(d) <u>Part 6e:</u> 561(4)(d) <u>1311b et seq:</u> 1311l(1)(d)	Tab B Sec. 10.4(d) P. B-21	PDF pg 52
63	Procedures for <b>mandatory revocation</b> of Academy contract if Academy is <b>designated as a persistently low-achieving school (in the bottom 5%) and is in the 2nd year of restructuring.</b> Procedures must specify which school (s) are subject to closure and which are not based on exceptions for situations involving individualized education plan subgroups, and individual schools currently undergoing reconstitution.	<b>All Academies (except SDA)</b> <u>Part 6a:</u> 507(5) <u>Part 6c:</u> 528(5) <u>Part 6e:</u> 561(5)	Tab B Sec. 10.2 P. B-20	PDF pg 51
64	Procedures for the authorizing body to <b>reconstitute</b> the Academy.	<b>All Academies (except SDA)</b> <u>Part 6a:</u> 507(7) <u>Part 6c:</u> 528(7) <u>Part 6e:</u> 561(7)	Tab B Sec. 10.2 P. B-23	PDF pg 51

## CONSOLIDATED PUBLIC SCHOOL ACADEMY (ALL TYPES) CONTRACT CHECKLIST

Description		Applicability	Sec /Page No. In Contract	Additional Comments
<b>Cyber Schools</b>				
65	A contract for a <b>cyber school</b> shall include all of the provisions required under section 553a as well as the following: (see items 66 through 71 below)	<b>Cyber Schools</b> <u>Part 6e: 553a</u>	n/a	
66	<input type="checkbox"/> A <b>teacher who holds appropriate certification</b> according to state board rule will be responsible for all of the following for each course in which a pupil is enrolled: <ul style="list-style-type: none"> <li><input type="checkbox"/> (i) Improving learning by planned instruction.</li> <li><input type="checkbox"/> (ii) Diagnosing the pupil's learning needs.</li> <li><input type="checkbox"/> (iii) Assessing learning, assigning grades, and determining advancement.</li> <li><input type="checkbox"/> (iv) Reporting outcomes to administrators and parents or legal guardians</li> </ul>	<b>Cyber Schools</b> <u>Part 6e: 553a(2)(a)</u>	n/a	
67	<input type="checkbox"/> A cyber school will make educational services available for a minimum of at least <b>1,098 hours during a school year</b> and ensure that each pupil participates in the educational program for at least 1,098 hours during a school year.	<b>Cyber Schools</b> <u>Part 6e: 553a(2)(b)</u>	n/a	
68	<input type="checkbox"/> A cyber school shall have maximum enrollment limitations based on years of operation	<b>Cyber Schools</b> <u>Part 6e: 552(2)(d)</u>	n/a	
69	<input type="checkbox"/> Cyber school must offer each pupil's family a computer and subsidize the cost of internet access.	<b>Cyber Schools</b> <u>Part 6e: 552(2)(e)</u>	n/a	
70	<input type="checkbox"/> Cyber school may not enroll any new pupils in the school of excellence that is a cyber school in a school year that begins after MDE determines that the combined total statewide final audited membership for all pupils in membership in schools of excellence that are cyber schools for a state fiscal year that exceeds a number equal to 2% of the combined total statewide final audited membership for all pupils in membership in public schools for the 2011-2012 State Fiscal Year. 2011-2012 total statewide Final audited membership = 1,582,168. Maximum statewide cyber school enrollment = 31,643.	<b>Cyber Schools</b> <u>Part 6e: 552(15)(b)</u>	n/a	
71	<input type="checkbox"/> The requirement for the Academy Board of school of excellence that is a cyber school to ensure that every pupil that enrolls, along with his or her parent or legal guardian, are provided with a parent-student orientation. If the pupil is at least 18 or is an emancipated minor, the orientation may be provided to just the pupil.	<b>Cyber Schools</b> <u>Part 6e: 552(21)</u>	n/a	