

Board of Education Meeting

Liberty School Board Room

August 26, 2025, at 6:30 PM



AGENDA

Mission

We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.

OPENING

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT**

A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting. Please note that students will be given priority to speak on any topic. The first public participation portion of the meeting will be limited to one-half hour (30 minutes) normally and limited to agenda items. A second public participation portion will be offered at the end of the agenda to allow for any other comment.

Individuals addressing the Board should take into consideration the rules of common courtesy. The public participation portion of the meeting cannot be used to make personal attacks against a Board Member, District Employee, or Student.

STUDENTS

OTHER PUBLIC STAKEHOLDERS

4. **RESPONSE TO PREVIOUS PUBLIC COMMENT**

AGENDA

5. REVISIONS/APPROVAL OF AGENDA

Items may be added or deleted from the meeting agenda, and/or the order of items may be changed, at the request of an individual Board member or the Superintendent. The agendas must be approved before proceeding further.

RECOMMENDED MOTION . . . move to approve the agenda as printed/revised.

6. SCHEDULED REPORTS

A. Bond Project / STEAM Center Update

Facilitators: Rex Clary, Kara Davis, Jackie Martin

7. ADMINISTRATION / BOARD UPDATES

8. CONSENT AGENDA

The Consent Agenda is listed in this agenda and will not be read aloud. The motion noted will allow for the authorization of all listed items, without discussion, unless a member of the Board requests that any one or all be considered individually.

RECOMMENDED MOTION . . . move to authorize the Consent Agenda as printed / amended:

- A. Approval of the Regular Board of Education Meeting Minutes of August 12, 2025**
- B. Approval of the Finance Committee Minutes of August 12, 2025**
- C. Approval of the Policy Committee Minutes of August 12, 2025**
- D. Approval of the Special Board Meeting Minutes of August 19, 2025**
- E. Approval of Payment of the General Fund Accounts Payable of August 26, 2025, in the amount of \$3,430,264.20**
- F. Approval of Payment of the 2021 Bond Fund Series III Accounts Payable of August 26, 2025 in the amount of \$296,404.75**
- G. Approval of Payment of 2023 Bond Fund Series I Accounts Payable of August 26, 2025, in the amount of \$3,644,794.35**
- H. Approval of Payment of 2025 Bond Fund Series II Accounts Payable of August 26, 2025, in the amount of \$85,514.71**
- I. Receive and File Human Resources Reports**
- J. Approval of Policy Updates**
 - 1. Policies 1130/3110/4110 Conflict of Interest
 - 2. DEI Policy 9141
 - 3. Policy 7440.01 Small Unmanned Aircraft Systems

CLOSING

9. **ITEMS SCHEDULED ON THE NEXT AGENDA**

10. **PUBLIC COMMENT**

A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting.

STUDENTS

OTHER PUBLIC STAKEHOLDERS

11. **NEXT MEETING**

The next Board of Education Meeting will be held on September 9, at 6:30 PM.

12. **ADJOURNMENT**

RECOMMENDED MOTION ... to adjourn the Regular Board of Education Meeting of August 26, 2025, at _____ PM.

Board of Education Meeting

Liberty School Board Room

August 12, 2025, at 6:30 PM



MINUTES

Mission

We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.

OPENING

1. CALL TO ORDER

Board of Education Trustees: Tim Austin, Darcy Berwick, Lauren Gold, Nate Hanson, Michael McVey, Jennifer Steben, and Jason Tizedes

Central Administration: Superintendent Kowalski, Assistant Superintendents Baaki Diglio and Owsley, Executive Directors Clary, Davis, Martin and Voelker

2. PLEDGE OF ALLEGIANCE

3. CEREMONIAL SWEARING IN OF NEW BOARD TRUSTEE

Michael McVey, Saline Area Schools Board President

Nate Hanson, Trustee

4. **BOARD PRESIDENT'S STATEMENT** - Michael McVey, Board President

5. **SUPERINTENDENT'S STATEMENT** - Rachel Kowalski, Superintendent

6. PUBLIC COMMENT - None

7. RESPONSE TO PREVIOUS PUBLIC COMMENT - None

AGENDA

8. **REVISIONS/APPROVAL OF AGENDA**

MOTION made by Treasurer Austin, support Secretary Berwick **to approve the agenda as printed**

Ayes - All Present - **MOTION CARRIED 7-0**

9. **SCHEDULED REPORTS**

A. **Handbook Review**

*Presenters: Laura Washington, Principal, Woodland Meadows
Kim Jasper, Principal SMS, and Theresa Stager, Principal SHS*

Annual update on school handbooks. Administration selected to partner with Thrun Law Firm to provide the framework for the handbooks. They are not our policy provider so they can't put their "approval stamp" on our handbooks but building administrators preferred the outline and workability of the template available through Thrun. The goals for the change were to add some new sections as well as streamline existing one, connect handbook content to board policy as well as develop a uniform format across K-12 for easier parental navigation. This process started in the 23/24 school year and has now seen the final handbooks published effective June of 2025..

The review will continue to be an annual process. The handbooks are living documents outlining school policies, expectations and procedures, and are accessible online and via QR code, requiring student/family acknowledgement each year as part of the "intent to return" process.

10. **ACTION ITEMS**

A. **MOTION** made by Secretary Berwick, support Trustee Tizedes **made by to approve the Liberty Club van purchase from Gene Butman Ford in the amount of \$59,904. as submitted by Brian Puffer, Director of Community Education.**

Ayes - All Present - **MOTION CARRIED 7-0**

11. **DISCUSSION ITEMS**

A. **Board Finance Committee Update**

Facilitator: Tim Austin, Chair

First Finance meeting for new chair/Treasurer, Tim Austin. Since there was a new board member present and assigned to serve on the Finance Committee, the meeting did serve as an overview of the budget process. There was some discussion regarding the proposal for a new data center to be built in Saline Township and the potential to generate some revenue for the

school district for bonds, sinking fund millage, and the CARES millage, it would not have real impact on the district's general fund and day to day operations. The pre-audit has been completed with the full audit scheduled for Sept/Oct. There are no expected surprises. There was also a review of staffing needs for upcoming classrooms. HR continues to monitor open positions. Some details will be discussed this evening in a closed session regarding negotiations. There is no state budget approval yet.

B. Board Policy Committee Update

Facilitator: Lauren Gold, Chair

The Policy Committee met prior to this evening's board meeting. There are updates to Conflict of Interest policies, covering the ethics of receiving money/gifts tied to federal grants. These policies will be on the Consent Agenda for approval at the August 26th meeting. Also for approval will be the policy regarding Small Unmanned Aircraft Systems with minor technical corrections. Policy 8330 (Student Records) will be discussed again at an upcoming Policy meeting in September to assure alignment with FERPA Opt Out guidelines. Also continued discussion regarding our Video Surveillance policy (7440.01). This will be on the agenda again for the September policy meeting for further review. The DEIAC policy will be on the consent agenda for approval of a small addition "One standing member of the committee will be an administrator designated by the Superintendent".

C. Superintendent Evaluation Schedule

Facilitator: Michael McVey, Board President

Discussion to establish an evaluation timeline. An additional special meeting may be added in December for the final evaluation.

12. ADMINISTRATION / BOARD UPDATES

Superintendent Kowalski: Plans to present on Transition Plan in October. Recent community connections included Salty Summer Sounds, and Summerfest where in addition to connecting with people from the community also used these opportunities to educate parents about ParentSquare. Participated in WISD Superintendents retreat primarily focusing on the CTE millage. Shoutout to Carol Diglio for the new staff onboarding which took place August 11th. Very interactive and inspiring sessions for all new employees. Bi-weekly community messages will be starting this week.

Student Representative Jillian Hayes: Hope to schedule Miss Saline Madylin Marshall and court to an upcoming Student Showcase. Will be emailing principals for summer club highlights to report on.

Trustee Hanson: Acknowledgement to President McVey for the onboarding process. Thank you to his board constituents for their contributions to his onboarding process and for their own unique ways in which they support the school community and broader Saline community.

Treasurer Austin: Acknowledgement to the Operations Department for all the work they have done this summer and continue to do in getting ready for the 1st day of school. Acknowledgement of the new traffic pattern at the MS, negotiations, bond work.

Secretary Berwick: Shoutout to the Miss Saline pageant. 12 amazing young women from Saline participated. There will be a STEM booster event that will be taking place on Friday August 22. This will primarily be a meet and greet event with several teams in attendance. Looking forward to the official grand opening of the new STEM center at the HS.

President McVey: Attended Summerfest and enjoyed the engagement opportunities that the community had with Dr. Kowalski. Looking forward to meeting with the new City Manager when he arrives on the job in September.

Vice President Steben: Wishing Trustee Hanson well as he begins his time on the Board and grateful for taking the time with each trustee. Acknowledge the hard work being done by both bargaining teams and hope for a positive start to the school year. Also acknowledged the grief that our district has recently experienced and condolences to the families and friends.

Trustee Gold: Acknowledgement about the recent losses affecting the school district and families. Reminder that August is National Immunization Awareness Month. Reminder to families to keep up to date on vaccinations.

Trustee Tizedes: Acknowledgement about the recent losses affecting the school district and families. Shout out to a couple of HS students that have started their own business. Love seeing that entrepreneurship spirit in kids. Looking forward to the STEM meet and greet coming up. Welcome to our newest Trustee Nate Hanson. Offered a public apology to trustee applicant Kelly Van Singel for comments that he made at the July 14th Special meeting.

13. CONSENT AGENDA

MOTION made by Vice President Steben, support Trustee Tizedes **to authorize the Consent Agenda as printed:**

Ayes - All Present - **MOTION CARRIED 7-0**

- A. **Approval** of the Regular Board of Education Meeting Minutes of July 8, 2025
- B. **Approval** of the Special Board Meeting Minutes of July 14, 2025
- C. **Approval of Payment** of the General Fund Accounts Payable of August 12, 2025, in the amount of \$7,807,233.08
- D. **Approval of Payment** of the 2021 Bond Fund Series III Accounts Payable of August 12, 2025 in the amount of \$79,771.50
- E. **Approval of Payment** of 2023 Bond Fund Series I Accounts Payable of August 12, 2025, in the amount of \$5,068,945.56

- F. **Approval of Payment** of 2025 Bond Fund Series II Accounts Payable of August 12, 2025, in the amount of \$188,568.64
- G. **Receive and File** Human Resources Report

CLOSING

14. **ITEMS SCHEDULED ON THE NEXT AGENDA**

There will be a special Board Meeting on Tuesday, August 19, 2025.

15. **PUBLIC COMMENT**

OTHER PUBLIC STAKEHOLDERS

Daisie Scharmen, Parent/SEAC - spoke regarding comments made at a previous Board meeting regarding Saline's special education program.

16. **NEXT MEETING**

The next Board of Education Meeting will be held on August 19, 2025, at 6:30 PM.

17. **CLOSED SESSION**

MOTION made by Secretary Berwick, support Treasurer Austin **to enter Closed Session of the Board of Education at 7:32 PM, with the intent to re-enter Open Session at 8 PM, for the purpose of Collective Bargaining 8(c) of the Open Meetings Act. Under Section 8(c) a simple majority vote is sufficient to enter into a closed session.**

Ayes - All Present - **MOTION CARRIED 7-0**

18. **RE-ENTER OPEN SESSION**

Without objection, the Board re-entered open session at 8:21 pm.

19. **ADJOURNMENT**

MOTION made by Treasurer Austin, support Trustee Hanson **to adjourn the Regular Board of Education Meeting of August 12, 2025, at 8:21 PM.**

Ayes - All Present - **MOTION CARRIED 7-0**

*Board of Education Meeting Minutes
August 12, 2025*

Respectfully submitted,

A handwritten signature in black ink that reads "Darcy Berwick". The signature is fluid and cursive, with a long horizontal stroke at the end.

Darcy Berwick
Board Secretary

Recorded by: Betty Jahnke

Draft



POLICY COMMITTEE MEETING

Liberty School
Tuesday, August 12, 2025
5:00 pm

MINUTES

Attending:

Lauren Gold, Chair, Darcy Berwick, and Michael McVey
Superintendent Rachel Kowalski, Recording Secretary Betty Jahnke

1. **Call to Order**

Policy Meeting was called to order at 5:03 pm by Chair Lauren Gold

2. **Discussion Items**

A. NEOLA Updates

Policy 1130 / 3110 / 4110 Conflict of Interest

Changes reflect current state and federal law and should be adopted. These 3 policies will be added to the consent agenda of the August 26th Board Agenda.

Policy 7440.03 Small Unmanned Aircraft Systems

Only small technical corrections. This policy will be added to the consent agenda of the August 26th Board Agenda.

B. **Policy 8330 Student Records**

The section in this policy regarding defined “directory information” does not align with the FERPA letter that is distributed to parents. After some discussion, an updated draft of this policy will be discussed again at the next policy meeting on September 16th with the proposed changes.

C. **Policy 7440.01 Video Taping** (District Edits)

This policy will be added to the next Policy Committee meeting agenda for September 16th. In the meantime, we will check with Neola to see if our policy is the most current policy. It appears that there is outdated terminology. The committee will revisit this policy at a later date and also consider the edits

Board Policy Committee Meeting Minutes
August 12, 2025

being recommended by technology. There may also be security protocols written into the “newer” version that need to be reviewed.

D. DEI Policy

A one sentence recommended addition to this policy that would ensure that the DEIAC has a Saline Area Schools administrator not subject to the term limitations. Added to the consent agenda for the August 26th meeting.

3. **Public Comment - None**

4. **Next Meeting** - Tuesday, September 16, 2025 at 5:15 pm.

5. **Adjourn**

The meeting was adjourned at 6 pm.

Respectfully Submitted,



Darcy Berwick
Board Secretary

Recorded by: Betty Jahnke

FINANCE COMMITTEE MEETING

Liberty School Board Room

August 12, 2025 at 4:00 PM

Tim Austin, Chair, Nate Hanson, Jason Tizedes

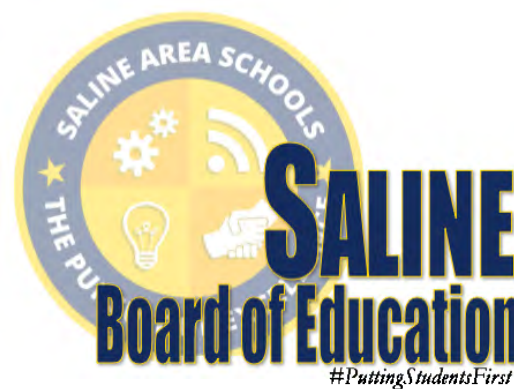
Also in attendance:

Superintendent Rachel Kowalski

Assistant Superintendent Miranda Owsley

Recording Secretary Betty Jahnke

Executive Director of Teaching & Learning Kara Davis



MINUTES

1. Call to Order

Finance Chair Tim Austin called the meeting to order at 4:04 pm.

2. Public Comment - None

3. Discussion Items

a. Review of Budget Process (for the benefit of new Trustee)

Miranda reviewed the budget process for our newest trustee, Nate Hanson. There is still lots of uncertainty for local school districts, facing challenges in planning their own budgets without knowing the state's funding allocations. There is also uncertainty regarding the continuation of the state's free breakfast and lunch program for public school students, as the current funding is set to expire on September 30th.

b. Audit Update

Pre Audit went well which took place a few weeks ago. They will be back probably 2 weeks in September. No surprises.

c. Staffing Updates

Not fully staffed yet. Lots of need still in Special Education, mainly paraeducators. No additional admin costs other than the addition of an additional Office Assistant in Special Education.

d. Negotiations

Closed session this evening. Tentative agreement will be discussed. Special meeting on August 19th to approve the contract.

e. DOE Funding Update

This is monitored day by day.

4. Public Comment - None

Finance Committee Meeting Minutes
August 12, 2025

5. **Next Meeting:**
Tuesday September 9, 2025 at 5 pm
6. **Adjournment**
Meeting adjourned at 4:57 pm

Respectfully Submitted,

A handwritten signature in black ink that reads "Darcy Berwick". The signature is fluid and cursive, with a long horizontal stroke at the end.

Darcy Berwick
Board Secretary

Recorded by: Betty Jahnke

Draft

SALINE AREA SCHOOLS

BOARD OF EDUCATION

Special Meeting

Tuesday, August 19, 2025
Liberty School Board Room
6:30 pm



MINUTES

Mission

We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.

1. CALL TO ORDER

Special Meeting of the Board of Education was called to order by President Michael McVey at 6:30 pm

Board Members Present: Tim Austin, Darcy Berwick, Nate Hanson, Michael McVey, Jennifer Steben and Jason Tizedes

Board Members Absent: Lauren Gold

Central Administration: Superintendent Kowalski, Assistant Superintendent Baaki Diglio

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT - None

4. **MOTION** made by Vice President Steben, support Trustee Tizedes **to approve the agenda as printed.**

Ayes - All Present - **MOTION CARRIED 6-0**

*Board of Education - Special Meeting
August 19, 2025*

5. **ACTION ITEM**

- A. **MOTION** made by Treasurer Austin, support Secretary Berwick **to approve the 2025-27 Saline Education Association - Saline Board of Education Collective Bargaining Agreement**

Ayes - All Present - **MOTION CARRIED 6-0**

- B. **MOTION** made by Vice President Steben support Trustee Tizedes **to receive and file the August 19, 2025 Human Resources Report**

Ayes - All Present - **MOTION CARRIED 6-0**

6. **PUBLIC COMMENT** - None

7. **NEXT MEETING**

The next Board of Education Meeting will be held on August 26, 2025, at 6:30 PM.

8. **ADJOURNMENT**

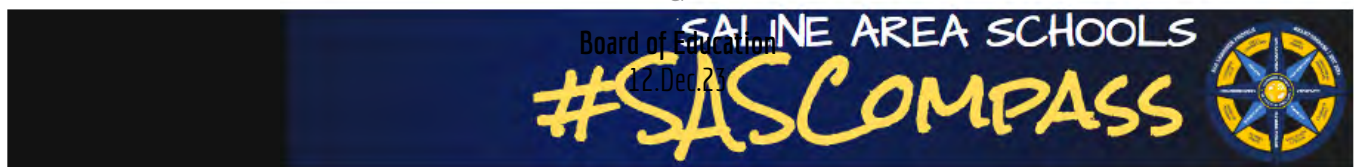
MOTION made by Secretary Berwick, support Vice President Steben **to adjourn the Special Board of Education Meeting of August 19, 2025 at 6:32 PM.**

Respectfully submitted,



Darcy Berwick
Board Secretary

Recorded by: Betty Jahnke



TOPIC: Human Capital Recommendations

The following human capital changes including resignations and new hires are being presented to the Board of Education to receive and file:

RESIGNATIONS / TERMINATIONS:

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>REASON</u>	<u>EFFECTIVE</u>
Brady Farr	Woodland Meadows	Paraeducator	Separation	Resignation	09.Aug.2025
Jan Romero	Liberty/ECSE	Paraeducator	Separation	Resignation	05.Aug.2025
Madison Gordon	Heritage	Resource Room Teacher	Separation	Resignation	11.Aug.2025
Isabel Williams	Heritage	Paraeducator	Separation	Resignation	27.Aug.2025
Kaydence Jones	Heritage	Paraeducator	Separation	Resignation	12.Aug.2025
Emilie Cadmus	Liberty/GSRP	Paraeducator	Separation	Resignation	14.Aug.2025
Rachel Palmer	Special Education	School Nurse	Separation	Resignation	24.Jul.2025
Heather Schaare	Heritage	Food Service Manager	Separation	Resignation	31.Aug.2025
Justice Manchester	Heritage	SEL Coach	Separation	Resignation	24.Aug.2025
Heather Finn	Woodland Meadows	2nd Grade Teacher	Separation	Resignation	15.Aug.2025
Victoria Ziemba	Middle School	Paraeducator	Separation	Resignation	17.Aug.2025
Debra Halverson	ECSE/Liberty	Paraeducator	Separation	Resignation	15.Aug.2025
Allison Tuckey	Liberty/Pooh Corner	GSRP Teacher	Separation	Resignation	18.Aug.2025
Kaitlynn Stacey	Harvest	Special Ed Teacher	Separation	Resignation	18.Aug.2025
Brenda Austin	Woodland Meadows	Paraeducator	Separation	Retirement	29.Sept.2025

NEW HIRES

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>STEP</u>	<u>EFFECTIVE</u>
Ryan Belleau	High School	Paraeducator	New Hire	Step 1	20.Aug.2025
Laurann Hernandez	Harvest	Young 5's Teacher Aide	New Hire	Unaffiliated	25.Aug.2025

RECOMMENDATION: That the Saline Area Schools Board of Education consents to the personnel report recommendations as presented.

Policy Review Memorandum

To: Board of Education
From: Board Policy Committee
Date: August 26, 2025
Subject: Board Policy 7440.03 Small Unmanned Aircraft Systems

This policy is being brought forward to the Board of Education for approval through the consent agenda.

This policy:

X	Reflects minor technical corrections (grammar/punctuation)
	Reflects current state of the law and should be adopted
	Is recommended but not required
	Not currently a SAS Board Policy
	Reflects changes as requested by _____

Key Ideas

This policy has been updated to cross-reference the appropriate administrative guideline and miscellaneous corrections to grammar/punctuation.

Recommendation

Approve the policy with noted revisions.



Book	Policy Manual
Section	7000 Property
Title	Copy of SMALL UNMANNED AIRCRAFT SYSTEMS
Code	po7440.03
Status	Committee Review
Adopted	October 8, 2019

7440.03 - **SMALL UNMANNED AIRCRAFT SYSTEMS**

The Board prohibits the operation of small Unmanned Aircraft Systems ("sUAS") at any time by any individual who is not employed by the District, as well as by any District staff member or administrator who is not expressly authorized to do so by the Superintendent, on property owned or leased or contracted for by the Board.

The Board also prohibits the operation of a sUAS ("drone") on property owned or leased or contracted for by the Board during District-sponsored contests (including scrimmages and previews), practices, tournaments, and activities under the auspices of the Michigan High School Athletic Association ("MHSAA"). District officials may deny admission or entry to anyone attempting to use a sUAS until the event has been completed. Any exceptions to this prohibition must be approved in advance by the Superintendent.

To be authorized to operate a drone on property owned or leased or contracted for by the Board, a staff member or administrator must have a Remote Pilot Certificate issued by the Federal Aviation Administration ("FAA"). Further, the drone must be registered with the FAA and properly marked in accordance with 14 C.F.R. Part 107.

A staff member or administrator authorized to operate a drone on property owned or leased or contracted for by the Board, must also comply with all rules set forth in 14 C.F.R. Part 107. (See AG 7440.03)

Failure to adhere by all rules set forth in 14 C.F.R. Part 107 and AG 7440.03 may result in loss of authorization to operate a drone to operate on property owned or leased or contracted for by the Board, referral to local law enforcement, and/or further disciplinary action, up to and including termination.

© Neola **2024 2019**

Legal	14 C.F.R. Part 107
-------	--------------------

Policy Review Memorandum

To: Board of Education

From: Board Policy Committee

Date: August 26, 2025

Subject: Board Policy 9141 Diversity, Equity, and Inclusion Advisory Committee

This policy is being brought forward to the Board of Education for approval through the consent agenda.

This policy:

	Reflects current state of the law and should be adopted
	Is recommended but not required
	Not currently a SAS Board Policy
X	Reflects changes as requested by Board President McVey

Key Ideas

This change would ensure that the DEIAC has a Saline Area Schools administrator not subject to the term limitations.

Recommendation

To approve the policy with noted addition.



Book	Policy Manual
Section	9000 Relations
Title	DIVERSITY, EQUITY, AND INCLUSION ADVISORY COMMITTEE
Code	po9141
Status	Committee Review
Adopted	April 27, 2021

9141 - **DIVERSITY, EQUITY, AND INCLUSION ADVISORY COMMITTEE**

The Board of Education authorizes the formation of a Diversity, Equity, and Inclusion Advisory Committee.

Saline Area Schools District and its Board of Education are committed to creating a culturally competent and responsive school environment where the diverse attributes of each student, staff member, and community member are recognized, valued, and celebrated. The Advisory committee created by this Policy will support and enhance this effort by developing strategies to create a culturally competent and inclusive environment. The Advisory Committee shall also provide multiple perspectives to inform the Board on how to continuously improve its efforts to create a welcoming and inclusive school community.

The Diversity, Equity, and Inclusion Advisory Committee shall endeavor to be comprised of members who reflect multiple affinity identities, including, but not limited to: LGBTQ+, race, ethnicity, cultural diversity (language, religion, country of origin, etc.), and ability. Committee members are expected to have a demonstrated interest in, and commitment to, advancing the District's DEI initiatives and efforts. The committee will include the following stakeholder groups:

- A. Superintendent or other senior administrator as designated by the Superintendent;
- B. parents/guardians of currently enrolled students in the SAS District;
- C. teachers, staff, and/or administrators from the elementary, middle, and high school levels;
- D. middle and/or high school students;
- E. Board of Education;
- F. community members (resides within SAS District boundaries).

One standing member of the committee will be an administrator designated by the Superintendent.

The committee shall have no more than twenty (20) members. Committee members shall be required to do the following:

- A. attend regularly scheduled Committee meetings
- B. participate in committee work/activities outside of regularly scheduled Committee meetings
- C. committee members are ambassadors for the Saline Area Schools and as such, must maintain ethical and professional behavior at all times

The Board of Education DEI Committee members and Superintendent (or designee) will appoint new members to the Committee when there is a vacancy. A vacancy will exist if a member resigns from the Committee or their term expires. Applications will be accepted on a rolling basis and will stay on file for two (2) years. Committee members, other than the Board Member Committee Members and Superintendent, are limited to serving for two (2) consecutive terms. A single term is two (2) years.

- A. Selection process will be by application.
- B. Applications will be reviewed by the Superintendent (or designee) and Board DEI Committee Members on a rolling basis.
- C. If selected, the applicant will be notified when a vacancy becomes available.

The committee shall have two (2) co-chairs, the Superintendent (or designee) and a parent. The official spokesperson of the committee will be the Superintendent (or designee) and will provide updates to the Board of Education on a quarterly basis.

Vision and Mission Vision

Vision: The vision of the DEI Advisory Committee is to foster an inclusive, educational community where every member feels welcomed, heard, valued, and respected. We aspire to involve and reflect the communities we serve because having varied perspectives leads to better outcomes.

Mission In alignment with the Saline Area Schools strategic framework and compass, we will create an educational environment that is diverse, equitable, and inclusive.

By Diversity, we mean embracing, honoring, and celebrating the wide array of differences within us including, but not limited to: race, age, sex, body type, gender expression, gender identity, color, socio-economic class, ethnicity, language, culture, sexual orientation, national origin, religion/spirituality, and ability.

By Equity, we mean ensuring all members within the District have an equal opportunity to participate in the educational community. The goal of the Committee is to ensure Each and EVERY member in our educational community will have the opportunity, resources, and support to thrive and grow. We align our policies, practices, and resources to result in more responsive practices to better meet the needs of our community of students, teachers, administrators, and staff, where all can thrive.

By Inclusion, we mean encouraging, promoting, and sustaining a true sense of belonging and empowerment for each and every member of our educational community. We nurture an environment in which everyone feels valued and respected.

COMMITTEE CHARGE The Diversity, Equity, and Inclusion Advisory Committee, in partnership with the Superintendent and the Board, shall:

- A. assess the current district environment related to diversity, equity, and inclusion;
- B. review and make recommendations to applicable district policies and procedures related to diversity, equity, and inclusion;
- C. assess district efforts and progress in achieving diversity, equity and inclusion objectives;
- D. make recommendations to the Board regarding DEI initiatives that the Committee believes will aid in the implementation of the purpose of this Policy;
- E. present at least quarterly to the Board of Education regarding committee activities.

Policy Review Memorandum

To: Board of Education
From: Board Policy Committee
Date: August 26, 2025
Subject: Board Policy 1130 / 3110 / 4110 Conflict of Interest (EDGAR Revisions)

These policies are being brought forward to the Board of Education for approval through the consent agenda.

These policies:

X	Reflects current state of the law and should be adopted
	Is recommended but not required
	Not currently a SAS Board Policy
	Reflects changes as requested by _____

Key Ideas

Policies 1130/3110/4110 - Revised. Conflict of Interest (all groups) These revisions have quite a few changes to verbiage regarding conflict of interest regarding board members and the “selection, award or administration of a contract supported by the Federal award.” In addition, “Board member” has been added to the list of employees and regulations regarding conflict of interest.

Recommendation

To approve these policies with the noted Neola revisions as submitted by the Policy Committee.



Book	Policy Manual
Section	For the Board 39-1 EDGAR
Title	Vol. 39, No. 1 - EDGAR UGG - September 2024 Revised CONFLICT OF INTEREST
Code	po1130
Status	
Adopted	May 22, 2018

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

1130 - CONFLICT OF INTEREST

Staff members, officers, and agents shall perform their official duties in a manner free from conflict of interest. To this end:

- A. The maintenance of unusually high standards of honesty, integrity, impartiality, and professional conduct by the ~~School~~ District's Board members, employees, officers, and agents is essential to ensure the proper performance of school business as well as to earn and keep public confidence in the ~~School~~ District.

To accomplish this, the Board of Education has adopted the following guidelines which apply to all District employees, officers, ~~and agents~~, ~~and Board members~~ including members of the Board to assure that conflicts of interest do not occur. These guidelines are not intended to be all-inclusive, nor to substitute for good judgment on the part of all employees, officers, ~~agents~~, ~~and Board members~~ ~~and agents~~.

1. No employee, officer, ~~or agent~~, ~~or Board member~~ shall engage in or have a financial or other interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with ~~the employee's, officer's, agent's, or Board member's~~ his/her duties and responsibilities in the school system. When a staff member determines that the possibility of a personal interest conflict exists, ~~the staff members/he~~ should, prior to the matter being considered by the Board or administration, disclose ~~the staff member's~~ his/her interest (such disclosure shall become a matter of record in the minutes of the Board).
2. No staff member, officer, ~~or agent~~, ~~or Board member~~ shall use ~~their~~ his/her position to benefit either ~~themselves~~ himself/herself or any other individual or agency apart from the total interest of the ~~School~~ District.
3. If the financial interest pertains to a proposed contract with the District, the following requirements must be met.

The staff member, officer, ~~or agent~~, ~~or Board member~~ shall disclose the direct financial interest in the contract to the Board with such disclosure made a part of the official Board minutes. If ~~the~~ his/her direct financial interest amounts to \$250 or more or five percent (5%) or more of the contract cost to the District, the staff member, officer, ~~or agent~~, ~~or Board member~~ shall make the disclosure in one (1) of two (2) ways:

- a. In writing, to the Board President at least seven (7) days prior to the meeting at which the vote on the contract will be taken. The disclosure shall be made public in the same manner as the Board's notices of its public meetings. (See Bylaw 0165)
- b. By announcement at a meeting at least seven (7) days prior to the meeting at which a vote on the contract is to be taken. The staff member, officer, ~~or agent~~, ~~or Board member~~ must use this method of disclosure if ~~the~~ his/her financial interest amounts to \$5,000 or more.

4. Employees, officers, ~~and agents,~~ and Board members shall not engage in business, private practice of their profession, the rendering of services, or the sale of goods of any type where advantage is taken of any professional relationship the employee, officer, agent, or Board member~~they~~ may have with any student, client, or parents of such students or clients in the course of the employee's, officer's, agent's, or Board member's~~their~~ employment or professional relationship with the ~~School~~ District.

Included, by way of illustration rather than limitation, are the following:

- a. the provision of any private lessons or services for a fee
 - b. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's, officer's, ~~or agent's,~~ or Board member's employment or professional relationship with the District through ~~his/her~~ access to ~~School~~ District records
 - c. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals
 - d. the requirement of students or clients to purchase any private goods or services provided by an employee, officer, ~~or agent,~~ or Board member, or any business or professional practitioner with whom any employee, officer, ~~or agent,~~ or Board member has a financial or other relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations
5. Employees, officers, ~~and agents,~~ and Board members shall not make use of materials, equipment, or facilities of the ~~School~~ District in private practice. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.

- B. Should exceptions to this policy be necessary in order to provide services to students or clients of the ~~School~~ District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the Superintendent before entering into any private relationship.
- C. No employee, officer, agent, or Board member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by the Federal award. A conflict of interest includes when the employee, officer, agent, or Board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an entity considered for a contract. ~~Employees, officers, and agents can not participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of the parties described in this section, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.~~

[SELECT OPTION #1 OR OPTION #2]

☐ [OPTION #1]

~~An employee, officer, agent, and Board member of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors[] Employees, officers, and agents can not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.~~

[OR]OR

☒ [OPTION #2]

Pursuant to Federal rules, the District has set standards for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ 100 or less[] ~~Employees, officers, and agents shall not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts involved with Federal grant funds. Employees, officers, and agents may, however, accept a gift of unsolicited items of "nominal value" from a contractor or party to subcontracts that do not involve Federal grant funds. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ _____ or less.~~

[END OF OPTIONS]

[In accordance with M.C.L. 380.634, the Michigan Department of Education (MDE) adjusts the limits on the value of gifts that may be accepted from vendors or potential vendors for Intermediate School District employees. The fiscal year ~~2023-2024~~~~2021-22~~ cap for gifts was \$7364.]

D. ~~If to the extent that~~ the District has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the ~~School~~ District may not conduct a procurement action involving the parent, affiliate, or subsidiary organization if the ~~School~~ District is unable, or appears to be unable, to be impartial in conducting a procurement action involving a related organization.

E. Employees, officers, ~~and~~ agents, and Board members must promptly disclose any potential conflict of interest which may lead to a violation of this policy to the ~~School~~ District. Upon discovery of any potential conflict of interest, the ~~School~~ District will disclose, in writing, the potential conflict of interest to the appropriate Federal ~~awarding~~ agency or, if applicable, the pass-through entity.

The District will also promptly disclose whenever, in connection with the Federal award (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code or a violation of the civil False Claims Act (31 U.S.C. 3729–3733). The disclosure must be made in writing to the Federal agency, the agency's Office of Inspector General, and pass-through entity. The District is also required to report matters related to recipient integrity and performance in accordance with Appendix XII of 2 C.F.R. Part 200 ~~disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.~~

F. Employees, officers, ~~and~~ agents, and Board members found to be in violation of this conflict of interest policy will be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy.

[DRAFTING NOTE: The ~~School~~ District has discretion over the appropriate disciplinary actions. For example, the ~~School~~ District may suspend or terminate the individual's employment, transfer the individual, end the District's professional relationship with that individual, or temporarily re-assign the individual. All disciplinary actions must be in accordance with applicable Federal, State, and local law, as well as any collectively bargained agreements.]

© Neola ~~2024~~~~2016~~

Legal 2 C.F.R. 200.112, 200.113, 200.318
M.C.L. 380.634, 380.1805(1)



Book	Policy Manual
Section	For the Board 39-1 EDGAR
Title	Vol. 39, No. 1 - EDGAR UGG - September 2024 Revised CONFLICT OF INTEREST
Code	po3110
Status	
Adopted	May 22, 2018

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

3110 - CONFLICT OF INTEREST

Staff members, officers, and agents shall perform their official duties in a manner free from conflict of interest. To this end:

- A. The maintenance of unusually high standards of honesty, integrity, impartiality, and professional conduct by the ~~School~~ District's Board members, employees, officers, and agents is essential to ensure the proper performance of school business as well as to earn and keep public confidence in the ~~School~~ District.

To accomplish this, the Board of Education has adopted the following guidelines which apply to all District employees, officers, ~~and agents~~, ~~and Board members~~ including members of the Board to assure that conflicts of interest do not occur. These guidelines are not intended to be all-inclusive, nor to substitute for good judgment on the part of all employees, officers, ~~agents~~, ~~and Board members~~ and agents.

1. No employee, officer, ~~or agent~~, ~~or Board member~~ shall engage in or have a financial or other interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with ~~the employee's, officer's, agent's, or Board member's~~ his/her duties and responsibilities in the school system. When a staff member determines that the possibility of a personal interest conflict exists, ~~the staff members/he~~ should, prior to the matter being considered by the Board or administration, disclose ~~the staff member's~~ his/her interest (such disclosure shall become a matter of record in the minutes of the Board).
2. No staff member, officer, ~~or agent~~, ~~or Board member~~ shall use ~~their~~ his/her position to benefit either ~~themselves~~ himself/herself or any other individual or agency apart from the total interest of the ~~School~~ District.
3. If the financial interest pertains to a proposed contract with the District, the following requirements must be met.

The staff member, officer, ~~or agent~~, ~~or Board member~~ shall disclose the direct financial interest in the contract to the Board with such disclosure made a part of the official Board minutes. If ~~the~~ his/her direct financial interest amounts to \$250 or more or five percent (5%) or more of the contract cost to the District, the staff member, officer, ~~or agent~~, ~~or Board member~~ shall make the disclosure in one (1) of two (2) ways:

- a. In writing, to the Board President at least seven (7) days prior to the meeting at which the vote on the contract will be taken. The disclosure shall be made public in the same manner as the Board's notices of its public meetings. (See Bylaw 0165)
- b. By announcement at a meeting at least seven (7) days prior to the meeting at which a vote on the contract is to be taken. The staff member, officer, ~~or agent~~, ~~or Board member~~ must use this method of disclosure if ~~the~~ his/her financial interest amounts to \$5,000 or more.

4. Employees, officers, ~~and agents~~, and Board members shall not engage in business, private practice of their profession, the rendering of services, or the sale of goods of any type where advantage is taken of any professional relationship the employee, officer, agent, or Board member they may have with any student, client, or parents of such students or clients in the course of the employee's, officer's, agent's, or Board member's ~~their~~ employment or professional relationship with the ~~School~~ District.

Included, by way of illustration rather than limitation, are the following:

- a. the provision of any private lessons or services for a fee
 - b. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's, officer's, ~~or agent's~~, or Board member's employment or professional relationship with the District through ~~his/her~~ access to ~~School~~ District records
 - c. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals
 - d. the requirement of students or clients to purchase any private goods or services provided by an employee, officer, ~~or agent~~, or Board member, or any business or professional practitioner with whom any employee, officer, ~~or agent~~, or Board member has a financial or other relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations
5. Employees, officers, ~~and agents~~, and Board members shall not make use of materials, equipment, or facilities of the ~~School~~ District in private practice. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.

- B. Should exceptions to this policy be necessary in order to provide services to students or clients of the ~~School~~ District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the Superintendent before entering into any private relationship.
- C. No employee, officer, agent, or Board member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by the Federal award. A conflict of interest includes when the employee, officer, agent, or Board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an entity considered for a contract. ~~Employees, officers, and agents can not participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of the parties described in this section, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.~~

[SELECT OPTION #1 OR OPTION #2]

~~[] [OPTION #1]~~

~~An employee, officer, agent, and Board member of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors [] Employees, officers, and agents can not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.~~

[OR]OR

[x] [OPTION #2]

Pursuant to Federal rules, the District has set standards for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ 100 or less [] ~~Employees, officers, and agents shall not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts involved with Federal grant funds. Employees, officers, and agents may, however, accept a gift of unsolicited items of "nominal value" from a contractor or party to subcontracts that do not involve Federal grant funds. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ _____ or less.~~

[END OF OPTIONS]

[In accordance with M.C.L. 380.634, the Michigan Department of Education (MDE) adjusts the limits on the value of gifts that may be accepted from vendors or potential vendors for Intermediate School District employees. The fiscal year ~~2023-2024~~~~2021-22~~ cap for gifts was \$7364.]

D. ~~If to the extent that~~ the District has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the ~~School~~ District may not conduct a procurement action involving the parent, affiliate, or subsidiary organization if the ~~School~~ District is unable, or appears to be unable, to be impartial in conducting a procurement action involving a related organization.

E. Employees, officers, ~~and~~ agents, and Board members must promptly disclose any potential conflict of interest which may lead to a violation of this policy to the ~~School~~ District. Upon discovery of any potential conflict of interest, the ~~School~~ District will disclose, in writing, the potential conflict of interest to the appropriate Federal ~~awarding~~ agency or, if applicable, the pass-through entity.

The District will also promptly disclose whenever, in connection with the Federal award (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code or a violation of the civil False Claims Act (31 U.S.C. 3729-3733). The disclosure must be made in writing to the Federal agency, the agency's Office of Inspector General, and pass-through entity. The District is also required to report matters related to recipient integrity and performance in accordance with Appendix XII of 2 C.F.R. Part 200 ~~disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.~~

F. Employees, officers, ~~and~~ agents, and Board members found to be in violation of this conflict of interest policy will be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy.

[DRAFTING NOTE: The ~~School~~ District has discretion over the appropriate disciplinary actions. For example, the ~~School~~ District may suspend or terminate the individual's employment, transfer the individual, end the District's professional relationship with that individual, or temporarily re-assign the individual. All disciplinary actions must be in accordance with applicable Federal, State, and local law, as well as any collectively bargained agreements.]

© Neola ~~2024~~~~2016~~

Legal 2 C.F.R. 200.112, 200.113, 200.318
M.C.L. 380.634, 380.1805(1)



Book	Policy Manual
Section	For the Board 39-1 EDGAR
Title	Vol. 39, No. 1 - EDGAR UGG - September 2024 Revised CONFLICT OF INTEREST
Code	po4110
Status	
Adopted	May 22, 2018

Revised Policy - Vol. 39, No. 1 - EDGAR/UGG Revisions

4110 - CONFLICT OF INTEREST

Staff members, officers, and agents shall perform their official duties in a manner free from conflict of interest. To this end:

- A. The maintenance of unusually high standards of honesty, integrity, impartiality, and professional conduct by the ~~School~~ District's Board members, employees, officers, and agents is essential to ensure the proper performance of school business as well as to earn and keep public confidence in the ~~School~~ District.

To accomplish this, the Board of Education has adopted the following guidelines which apply to all District employees, officers, ~~and agents~~, ~~and Board members~~ including members of the Board to assure that conflicts of interest do not occur. These guidelines are not intended to be all-inclusive, nor to substitute for good judgment on the part of all employees, officers, ~~agents~~, ~~and Board members~~ ~~and agents~~.

1. No employee, officer, ~~or agent~~, ~~or Board member~~ shall engage in or have a financial or other interest, directly or indirectly, in any activity that conflicts or raises a reasonable question of conflict with ~~the employee's, officer's, agent's, or Board member's~~ his/her duties and responsibilities in the school system. When a staff member determines that the possibility of a personal interest conflict exists, ~~the staff members/he~~ should, prior to the matter being considered by the Board or administration, disclose ~~the staff member's~~ his/her interest (such disclosure shall become a matter of record in the minutes of the Board).
2. No staff member, officer, ~~or agent~~, ~~or Board member~~ shall use ~~their~~ his/her position to benefit either ~~themselves~~ himself/herself or any other individual or agency apart from the total interest of the ~~School~~ District.
3. If the financial interest pertains to a proposed contract with the District, the following requirements must be met.

The staff member, officer, ~~or agent~~, ~~or Board member~~ shall disclose the direct financial interest in the contract to the Board with such disclosure made a part of the official Board minutes. If ~~the~~ his/her direct financial interest amounts to \$250 or more or five percent (5%) or more of the contract cost to the District, the staff member, officer, ~~or agent~~, ~~or Board member~~ shall make the disclosure in one (1) of two (2) ways:

- a. In writing, to the Board President at least seven (7) days prior to the meeting at which the vote on the contract will be taken. The disclosure shall be made public in the same manner as the Board's notices of its public meetings. (See Bylaw 0165)
- b. By announcement at a meeting at least seven (7) days prior to the meeting at which a vote on the contract is to be taken. The staff member, officer, ~~or agent~~, ~~or Board member~~ must use this method of disclosure if ~~the~~ his/her financial interest amounts to \$5,000 or more.

4. Employees, officers, ~~and agents,~~ and Board members shall not engage in business, private practice of their profession, the rendering of services, or the sale of goods of any type where advantage is taken of any professional relationship the employee, officer, agent, or Board member they may have with any student, client, or parents of such students or clients in the course of the employee's, officer's, agent's, or Board member's ~~their~~ employment or professional relationship with the ~~School~~ District.

Included, by way of illustration rather than limitation, are the following:

- a. the provision of any private lessons or services for a fee
 - b. the use, sale, or improper divulging of any privileged information about a student or client gained in the course of the employee's, officer's, ~~or agent's,~~ or Board member's employment or professional relationship with the District through ~~his/her~~ access to ~~School~~ District records
 - c. the referral of any student or client for lessons or services to any private business or professional practitioner if there is any expectation of reciprocal referrals, sharing of fees, or other remuneration for such referrals
 - d. the requirement of students or clients to purchase any private goods or services provided by an employee, officer, ~~or agent,~~ or Board member, or any business or professional practitioner with whom any employee, officer, ~~or agent,~~ or Board member has a financial or other relationship, as a condition of receiving any grades, credits, promotions, approvals, or recommendations
5. Employees, officers, ~~and agents,~~ and Board members shall not make use of materials, equipment, or facilities of the ~~School~~ District in private practice. Examples would be the use of facilities before, during, or after regular business hours for service to private practice clients, or the checking out of items from an instructional materials center for private practice.

- B. Should exceptions to this policy be necessary in order to provide services to students or clients of the ~~School~~ District, all such exceptions will be made known to the employee's supervisor and will be disclosed to the Superintendent before entering into any private relationship.
- C. No employee, officer, agent, or Board member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by the Federal award. A conflict of interest includes when the employee, officer, agent, or Board member, any member of their immediate family, their partner, or an organization that employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an entity considered for a contract. ~~Employees, officers, and agents can not participate in the selection, award, or administration of a contract supported by a Federal grant/award if s/he has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his/her immediate family, his/her partner, or an organization which employs or is about to employ any of the parties described in this section, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.~~

[SELECT OPTION #1 OR OPTION #2]

[] [OPTION #1]

~~An employee, officer, agent, and Board member of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors [] Employees, officers, and agents can not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.~~

[OR]OR

x] [OPTION #2]

Pursuant to Federal rules, the District has set standards for situations where the financial interest is not substantial or the gift is an unsolicited item of nominal value. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ 100 or less [] Employees, officers, and agents shall not solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts involved with Federal grant funds. ~~Employees, officers, and agents may, however, accept a gift of unsolicited items of "nominal value" from a contractor or party to subcontracts that do not involve Federal grant funds. For purposes of this section, "nominal value" means that the gift has a monetary value of \$ _____ or less.~~

[END OF OPTIONS]

[In accordance with M.C.L. 380.634, the Michigan Department of Education (MDE) adjusts the limits on the value of gifts that may be accepted from vendors or potential vendors for Intermediate School District employees. The fiscal year 2023-2024~~2021-22~~ cap for gifts was \$7364.]

- D. ~~If to the extent that~~ the District has a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, the ~~School~~ District may not conduct a procurement action involving the parent, affiliate, or subsidiary organization if the ~~School~~ District is unable, or appears to be unable, to be impartial in conducting a procurement action involving a related organization.
- E. Employees, officers, ~~and~~ agents, and Board members must promptly disclose any potential conflict of interest which may lead to a violation of this policy to the ~~School~~ District. Upon discovery of any potential conflict of interest, the ~~School~~ District will disclose, in writing, the potential conflict of interest to the appropriate Federal ~~awarding~~ agency or, if applicable, the pass-through entity.

The District will also promptly disclose whenever, in connection with the Federal award (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in Title 18 of the United States Code or a violation of the civil False Claims Act (31 U.S.C. 3729-3733). The disclosure must be made in writing to the Federal agency, the agency's Office of Inspector General, and pass-through entity. The District is also required to report matters related to recipient integrity and performance in accordance with Appendix XII of 2 C.F.R. Part 200 ~~disclose, in a timely manner, all violations of Federal criminal law involving fraud, bribery, or gratuity that affect a Federal award to the appropriate Federal awarding agency or, if applicable, the pass-through entity.~~

- F. Employees, officers, ~~and~~ agents, and Board members found to be in violation of this conflict of interest policy will be subject to disciplinary action, up to and including termination, as permitted by applicable Board policy.

[DRAFTING NOTE: The ~~School~~ District has discretion over the appropriate disciplinary actions. For example, the ~~School~~ District may suspend or terminate the individual's employment, transfer the individual, end the District's professional relationship with that individual, or temporarily re-assign the individual. All disciplinary actions must be in accordance with applicable Federal, State, and local law, as well as any collectively bargained agreements.]

© Neola ~~2016~~ **2024**

Legal 2 C.F.R. 200.112, 200.113, 200.318
M.C.L. 380.634, 380.1805(1)