

GENESEE INTERMEDIATE SCHOOL DISTRICT



SPECIAL EDUCATION MANDATORY PLAN



APPROVED JULY 20, 2004

CLARIFICATION AUGUST 2009

MODIFICATION AUGUST 2011

MODIFICATION JULY 2013

GENESEE INTERMEDIATE SCHOOL DISTRICT
The Community's Link to Lifelong Learning

PLAN FOR THE IMPLEMENTATION OF
PUBLIC ACT 451 OF 1976

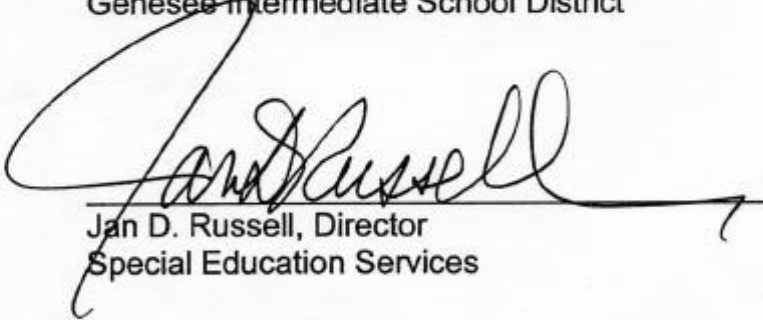
Genesee ISD is the primary regional service agency which links public schools, the community, the private sector and public agencies in order to improve education and implement lifelong learning for all citizens.

This mandatory plan reflects continuing cooperative planning for the provision of programs and services to special education students throughout the Genesee Intermediate School District. Members of the Parent Advisory Committee, Special Education Directors and Genesee Intermediate School District staff have made contributions to update the Plan for the Delivery of Special Education Programs and Services.

We are grateful for the contributions that each of you has made.



Thomas Svitkovich, Ed.D., Superintendent
Genesee Intermediate School District



Jan D. Russell, Director
Special Education Services

May 26, 2004

Genesee Intermediate School District, Special Education Services Department acknowledges the work of the Steering Committee comprised of the following people:

Parent Advisory Committee

Brenda Edenburn.....Kearsley Community Schools
Ruth Randall Swartz Creek Community Schools
Donna Root..... Flushing Community Schools

Local Educational Agency Representatives

Sheila Cummings..... Lake Fenton Community Schools
Larry Simpson..... Flint Community Schools
Cherie Snyder..... Montrose Community School District

Genesee Intermediate School District

Jan Blanck, Principal..... Early Childhood Programs/Services
Kasey Cronin, Director.....Special Education Services Center
Compliance and Special Services Administration
Charles Richards, Teacher ConsultantMarion Crouse Instructional Center

SIGNATURE PAGE

INTERMEDIATE SCHOOL DISTRICT APPROVAL

Pursuant to Rule 340.1835(a) of the Revised Administrative Rules for Special Education, as amended, the following signature of the Genesee Intermediate School District Superintendent evidences the Intermediate School District Board of Education's approval of the Plan for the Delivery of Special Education Programs and Services.

A handwritten signature in cursive script, reading "Thomas Svitkovich". The signature is written in black ink and is positioned above a horizontal line.

Thomas Svitkovich, Ed.D., Superintendent
Genesee Intermediate School District

Dated: June 22, 2004

SIGNATURE PAGE

LOCAL SCHOOL DISTRICTS, PUBLIC SCHOOL ACADEMIES
and
PARENT ADVISORY COMMITTEE

PLAN INVOLVEMENT STATEMENT

Pursuant to Rules 340.1835(b) and 340.1835(c) of the Revised Administrative Rules for Special Education, as amended, the following signatures indicate the local school districts' and Parent Advisory Committee's involvement of the Genesee Intermediate School District's Plan for the Delivery of Special Education Programs and Services.

The undersigned have been advised that they may file objections to the plan in accordance with procedures in Rule 340.1836.

Ruth A. Randaee
PAC Chairperson

6-7-04
Date

Roger Schrook
Superintendent

Atherton Community School District
School District

2 May 04
Date

Kenneth J. Jackson
Superintendent

Beecher Community School District
School District

6/2/04
Date

[Signature]
Superintendent

Bendle Public Schools
School District

6-11-04
Date

[Signature]
Superintendent

Bentley Community School District
School District

6/2/04
Date

[Signature]
Superintendent

Carman Ainsworth Community Schools
School District

6/2/04
Date

[Signature]
Superintendent

Clio Area Schools
School District

6/2/04
Date

[Signature]
Superintendent

Davison Community Schools
School District

6/2/04
Date

[Signature]
Superintendent

Fenton Area Public Schools
School District

6/2/04
Date

[Signature]
Superintendent

Flint Community Schools
School District

6/2/04
Date

Barbara A. Goebel
Superintendent

Flushing Community Schools
School District

6/2/04
Date

<u>Chas H. Hill</u> Superintendent	<u>Genesee School District</u> School District	<u>6/2/04</u> Date
<u>Raymond Green</u> Superintendent	<u>Goodrich Area Schools</u> School District	<u>6/2/04</u> Date
<u>Gary P. Lipe</u> Superintendent	<u>Grand Blanc Community Schools</u> School District	<u>6/2/04</u> Date
<u>Jeff Morgan</u> Superintendent	<u>Kearsley Community Schools</u> School District	<u>6-2-04</u> Date
<u>Keith Smith</u> Superintendent	<u>Lake Fenton Community Schools</u> School District	<u>6/2/04</u> Date
<u>James R. Duda</u> Superintendent	<u>Lakeville Community School District</u> School District	<u>6/16/04</u> Date
<u>Elizabeth Leonard</u> Superintendent	<u>Linden Community School District</u> School District	<u>6/2/04</u> Date
<u>myk</u> Superintendent	<u>Montrose Community School District</u> School District	<u>6-14-04</u> Date
<u>Ry Allen</u> Superintendent	<u>Mt. Morris Consolidated Schools</u> School District	<u>6-2-04</u> Date
<u>Bo L. Bean</u> Superintendent	<u>Swartz Creek Community School District</u> School District	<u>6-2-04</u> Date
<u>Steven J. Overmeyer</u> Superintendent	<u>Westwood Heights Schools</u> School District	<u>6-2-04</u> Date
<u>Indy J. [Signature]</u> Superintendent or Authorized Official	<u>Academy of Flint</u> School District	<u>6/1/04</u> Date
<u>Justin Cook</u> Superintendent or Authorized Official	<u>Burton Glen Academy</u> School District	<u>6/10/04</u> Date
<u>Elizabeth Jordan</u> Superintendent or Authorized Official	<u>Center Academy</u> School District	<u>6/9/04</u> Date
<u>[Signature]</u> Superintendent or Authorized Official	<u>Grand Blanc Academy</u> School District	<u>6/9/04</u> Date
<u>Dan Corne</u> Superintendent or Authorized Official	<u>International Academy of Flint</u> School District	<u>6/9/04</u> Date
<u>[Signature]</u> Superintendent or Authorized Official	<u>Linden Charter Academy</u> School District	<u>6/10/04</u> Date
<u>N. Runtley</u> Superintendent or Authorized Official	<u>Northridge Academy</u> School District	<u>6-9-04</u> Date
<u>William Zirkle</u> Superintendent or Authorized Official	<u>Richfield Public School Academy</u> School District	<u>6/9/04</u> Date
<u>Lawrence J. [Signature]</u> Superintendent or Authorized Official	<u>Woodland Park Academy</u> School District	<u>6/9/04</u> Date

SIGNATURE PAGE

**LOCAL SCHOOL DISTRICTS, PUBLIC SCHOOL ACADEMIES,
AND PARENT ADVISORY COMMITTEE**

MODIFICATION INVOLVEMENT STATEMENT

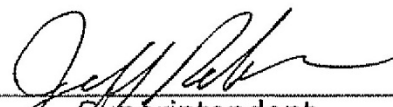
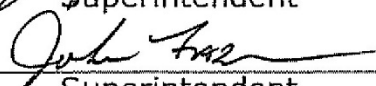
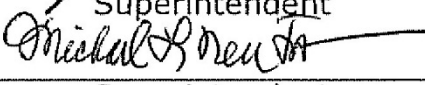

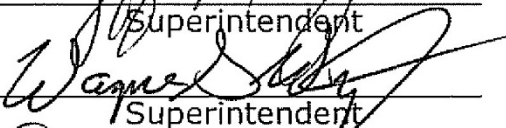
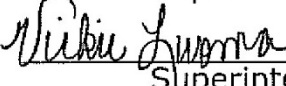


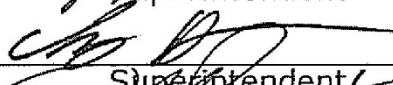


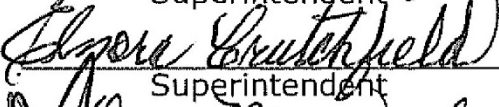


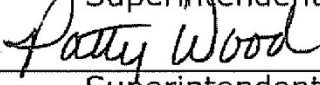
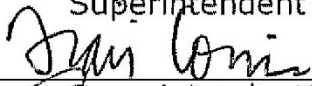


Pursuant to Rules 340.1835(b) and 340.1835(c) of the Revised Administrative Rules for Special Education, as amended, the following signatures indicate the local school districts', public school academies', and Parent Advisory Committee's involvement in the development of the GENESEE INTERMEDIATE SCHOOL DISTRICT'S MODIFICATION(S) found on page(s) 6-16

of the Plan for the Delivery of Special Education Programs and Services and affirms the understanding that there will be no deviations or waivers allowed under Rule 340.1832(e) Programs and Services.

The undersigned have been advised that they may file objections to the Plan in accordance with procedures addressed in Rule 340.1836.

<u>Jimmy Atkinson</u> PAC Chairperson	<u>6-6-11</u> Date
<u>Jan Dilbeck</u> Superintendent	Atherton Community School District School District <u>6-7-11</u> Date
<u>John L. Tol</u> Superintendent	Beecher Community School District School District <u>6-6-11</u> Date
<u>John Herbert</u> Superintendent	Bendle Public Schools School District <u>6-1-11</u> Date
<u>William R. Haley</u> Superintendent	Carman-Ainsworth Community Schools School District <u>6-13-11</u> Date
<u>Paul</u> Superintendent	Clio Area Schools School District <u>6/1/11</u> Date
<u>E. Seisik</u> Superintendent	Davison Community Schools School District <u>6-1-2011</u> Date
<u>2/11/11</u> Superintendent	Fenton Area Public Schools School District <u>6/1/11</u> Date
<u>Linda C. Thompson</u> Superintendent	Flint Community Schools School District <u>6-6-11</u> Date
<u>Timothy J. Steen</u> Superintendent	Flushing Community Schools School District <u>6/1/11</u> Date

March 16, 2005

 Superintendent	Genesee School District School District	6/1/2011 Date
 Superintendent	Goodrich Area Schools School District	6/1/2011 Date
 Superintendent	Grand Blanc Community Schools School District	6/9/2011 Date
 Superintendent	Kearsley Community Schools School District	6-8-11 Date
 Superintendent	Lake Fenton Community Schools School District	6/1/11 Date
 Superintendent	Lakeville Community School District School District	6/1/11 Date
 Superintendent	Linden Community School District School District	6/1/11 Date
 Superintendent	Montrose Community School District School District	6-1-11 Date
 Superintendent	Mt. Morris Consolidated Schools School District	6/9/11 Date
 Superintendent	Swartz Creek Community School District School District	6/10/11 Date
 Superintendent	Westwood Heights Schools School District	6/10/11 Date
 Superintendent	Academy of Flint School District	6/9/11 Date
 Superintendent	Burton Glen Academy School District	6-10-11 Date
 Superintendent	Center Academy School District	6/1/11 Date
 Superintendent	Grand Blanc Academy School District	6/10/11 Date
 Superintendent	International Academy of Flint School District	6/8/11 Date
 Superintendent	Linden Charter Academy School District	6/10/11 Date
 Superintendent	Madison Academy School District	6/10/11 Date

<u>Nat Dwyer</u> Superintendent	<u>Northridge Academy</u> School District	<u>6-9-11</u> Date
<u>Patricia K. Kelly</u> Superintendent	<u>Richfield Public School Academy</u> School District	<u>6-9-11</u> Date
<u>Archie Baskin</u> Superintendent	<u>Woodland Park Academy</u> School District	<u>6-10-11</u> Date

SIGNATURE PAGE

LOCAL SCHOOL DISTRICTS, PUBLIC SCHOOL ACADEMIES, AND PARENT ADVISORY COMMITTEE

MODIFICATION INVOLVEMENT STATEMENT

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of the Plan for the Delivery of Special Education Programs and Services and affirms the understanding that there will be no deviations or waivers allowed under Rule 340.1832(e) Programs and Services.

The undersigned have been advised that they may file objections to the Plan in accordance with procedures addressed in Rule 340.1836.

Tammy Atkinson Tammy Atkinson
PAC Chairperson

6-4-13
Date

John P. ...
Superintendent

Atherton Community School District
School District

6-5-13
Date

John ...
Superintendent

Beecher Community School District
School District

6-11-13
Date

John ...
Superintendent

Bendle Public Schools
School District

6-5-13
Date

William ...
Superintendent

Bentley Community School District
School District

6-5-13
Date

Alan ...
Superintendent

Carman-Ainsworth Community Schools
School District

6-5-2013
Date

Bob ...
Superintendent

Clio Area Schools
School District

6/5/13
Date

E. ...
Superintendent

Davison Community Schools
School District

6-5-2013
Date

John ...
Superintendent

Fenton Area Public Schools
School District






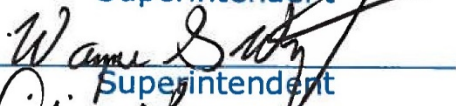

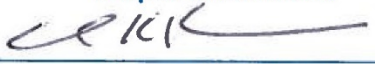


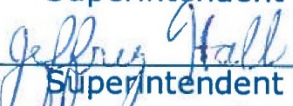


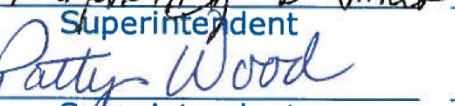




6/5/13
Date

Larry E. ...
Superintendent

Flint Community Schools
School District

6/5/13
Date

March 16, 2005

 Superintendent	Flushing Community Schools School District	6-5-13 Date
 Superintendent	Genesee School District School District	6/5/13 Date
 Superintendent	Goodrich Area Schools School District	6-5-13 Date
 Superintendent	Grand Blanc Community Schools School District	 Date
 Superintendent	Kearsley Community Schools School District	6-5-13 Date
 Superintendent	Lake Fenton Community Schools School District	6-5-13 Date
 Superintendent	Lakeville Community School District School District	6/5/13 Date
 Superintendent	Linden Community School District School District	6-5-13 Date
 Superintendent	Montrose Community School District School District	6-5-13 Date
 Superintendent	Mt. Morris Consolidated Schools School District	6-5-13 Date
 Superintendent	Swartz Creek Community Schools School District	6-10-13 Date
 Superintendent	Westwood Heights Schools School District	6-10-13 Date
 Superintendent	 School District	 Date
 Superintendent	Burton Glen Academy School District	6/20/13 Date
 Superintendent	Grand Blanc Academy School District	6/20/13 Date
 Superintendent	International Academy of Flint School District	6-18-13 Date
 Superintendent	Linden Charter Academy School District	6-18-13 Date
 Superintendent	Madison Academy School District	6/20/13 Date

March 16, 2005

<i>Colvin D. Sims</i> Superintendent	New Standard Academy School District	<u>6-21-13</u> Date
<i>Patricia M. Brown Foster</i> Superintendent	Northridge Academy School District	<u>4-17-13</u> Date
<i>Samela Aldy</i> Superintendent	Richfield Public School Academy School District	<u>6-19-13</u> Date
<i>Jay Brown</i> Superintendent	Woodland Park Academy School District	<u>6-13-13</u> Date
_____ Superintendent	_____ School District	_____ Date
_____ Superintendent	_____ School District	_____ Date
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March 16, 2005

GENESEE INTERMEDIATE SCHOOL DISTRICT
Special Education Mandatory Plan

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GENESEE INTERMEDIATE SCHOOL DISTRICT Special Education Mandatory Plan

Content Areas:

(a) Advise and Inform Procedures

Procedures used to advise and inform; obligations of local school districts. A description of the procedures used by the intermediate school district to advise and inform students with disabilities, their parents, and other members of the community on the special education opportunities required under the law; the obligations of local school districts, public school academies and the intermediate school district; and the title, address, and telephone number of representatives of those agencies who can provide information about special education opportunities.

The Genesee Intermediate School District (GISD) Director of Special Education and local administrators for special education will provide information to persons with disabilities, their parents, and other members of the community about the programs and opportunities, required under the law, in their districts as well as the intermediate school district. The Genesee Intermediate School District (GISD) Director of Special Education and local administrators for special education may use the **Special Education Parent Handbook for Genesee County School Districts** to provide this information. The administrative information is listed in Appendix A.

Information regarding the Parent Advisory Committee (PAC) and names and telephone numbers of PAC representatives are available from the GISD Director of Special Services/designee as well as Local Education Agencies (LEA) and Public School Academies (PSA) administrators for special education.

(b) Activities and Outreach Methods

A description of the activities and outreach methods that are used to ensure that all citizens are aware of the availability of special education programs and services. The GISD Director of Special Education, GISD principal of the Early Childhood Programs and Services (ECPS), and/or other designee shall be appointed as the person(s) responsible for coordinating child find activities within the GISD. The ECPS principal will work in cooperation with the Early On Genesee County Interagency Coordinating Council (ICC) to insure uniform informational items are disseminated throughout the county. Examples of materials and communication items include radio, television, newspaper advertisements, organizational presentations, and other public awareness activities.

Upon request, the PAC may develop a parent in-service program to be presented to local parent groups. The program may include information on identification techniques, interagency coordination, total program information, and awareness/outreach activities.

Anyone wishing to take advantage of these programs and services may call, walk in or write their LEA/PSA or the GISD. The addresses and phone numbers for contact

persons in each district are located in Appendix A. Upon request, this information shall be made available in the families' native language.

LEA/PSA superintendents or administrators will designate a person in each district who will advise and inform persons with disabilities, their parents and other members of the community as to special education opportunities required under the laws, and the obligation of local and intermediate school district to provide such programs.

Infants who have special needs or delays in development may be referred to Early On (Part C) for screening. A determination of a suspected disability will result in a referral to special education.

(c) Diagnostic and Related Services Description

A description of the type of diagnostic and related services that is available, either directly or as a purchased service, within the intermediate school district or its constituent local school districts or public school academies.

Related services, pursuant to the Revised Administrative Rules for Special Education shall be provided by LEA/PSA and GISD. Refer to Appendix B for a list of these services.

GISD will maintain copies of contracts or service agreements (per Section 380.1751 (1)(b) of the School Code) and are available for review.

(d) Special Education Program Description

A description of the special education programs designed to meet the educational needs of students with disabilities.

LEA/PSAs, and GISD, pursuant to the Revised Administrative Rules, will provide special education programs designed to meet the educational needs of students with disabilities.

Each LEA/PSA and/or the GISD shall provide or contract for a full continuum of services/programs to eligible students. Refer to Appendix C for a list of these programs.

The GISD and/or LEA/PSAs may implement R 340.1758b to meet the unique educational needs of children determined eligible as autistic.

1. In-service education will be provided to parents, teachers, and administrators responsible for the education of students with autism. The in-service education shall be provided in areas identified in R 340.1799.
 - a) Syndrome of autism, including its etiology
 - b) Child development, with special emphasis on language, communication, and cognitive development

- c) Behavioral intervention techniques
 - d) Systematic curriculum development, with special emphasis on personal adjustment and prevocational education
 - e) Home/school interactions
 - f) Family and community support services
2. A consultant knowledgeable about autism and programming for students with autism will be available to the teacher and support staff to assist in meeting the unique individual needs of the student.
 3. Related service providers who are responsible for the delivery of services to students with autism may have in-service education relating to the service they provide.

Programs for Students with Autism Spectrum Disorders – R 340.1758(a)

Programs shall have not more than seven students and shall be served by a teacher and two paraprofessionals. At no time will the student-teacher-aide ratio exceed five students to one teacher and one paraprofessional.

Autistic Impaired Preschool Program – R 340.1758(b)

1. The Autistic Impaired Preschool Program will be located within the Early Childhood Programs and Services Building, or other location(s) with similar age appropriate students.
2. The teacher will provide direct instruction in preschool curriculum, communication skills, and social skills. The qualifications for the teacher will fall under the criteria for teachers of students with autism (R 340.1799). This program is designed for students, ages two and a half to six, if six prior to the first Pupil Count Date of each school year, who are or have been determined by an IEP Team to be eligible as autistically impaired and would benefit from a half-day program. The AI Preschool program operates half-days for 180 school days per year.
3. The program will include up to five students as determined by their IEPs. Each teacher would have up to 10 students on their caseload. However, should there be more than one AI Preschool classroom at ECPS they may have no more than five students in a classroom, if the average student-to-teacher-and-aide ratio does not exceed five students to one teacher and one aide. A classroom with three or more students shall have one aide.
4. The program may service all of the caseload students at one time.

Programs for students with severe cognitive impairment (SCI)

1. The programs for students with SCI will be located at Marion Crouse Instructional Center (MCIC), and/or other age appropriate or community based sites.

2. The teacher will provide direct instructional services to the students. The program is designed for students who have been determined by an IEP Team to benefit from the SCI programs.
3. The program shall be operated under R 340.1738 with the exception of R 340.1738 (b) that requires a minimum of 230 days and 1,150 clock hours of instruction. The GISD program will operate on a five days a week basis during the regular school year (minimum 180 school days). However, during the summer months, the program will operate on a four days a week basis. The total number of clock hours will be a minimum of 1,150 provided on a minimum of 220 days per school year. At a minimum GISD will comply with R340.1738 in regards to instructional hours and days.

Programs for students with severe multiple impairments (SXI)

1. The programs for students with SXI will be located at MCIC, and/or other age appropriate or community based sites.
2. The teacher will provide direct instructional services to the students. The program is designed for students who have been determined by an IEP Team to benefit from the SXI programs.
3. The program shall be operated under R 340.1748 with the exception of R 340.1748 (2) that requires a minimum of 230 days and 1,150 clock hours of instruction. The GISD program will operate on a five days a week basis during the regular school year (minimum 180 school days). However, during the summer months, the program will operate on a four days a week basis. The total number of clock hours will be a minimum of 1,150 provided on a minimum of 220 days per school year. At a minimum GISD will comply with R340.1748 in regards to instructional hours and days.

(g) Programs and Services Implementation Responsibility

The identity of the full- or part-time constituent local school district or public school academy administrator who, by position, is responsible for the implementation of special education programs and services.

Superintendents and Special Education Directors/Administrators responsible for implementing, coordinating and/or supervising special education programs and services are listed for each LEA/PSA and the GISD in Appendix A.

(h) Paraprofessional Personnel Qualifications

Qualifications of paraprofessionals shall be determined by LEA/PSAs, and the GISD for programs operated under their authority. At a minimum, paraprofessionals must have a high school diploma or the equivalency. Qualifications shall meet or exceed minimum requirements contained in federal and state laws.

(i) Special Education Transportation

A description of the transportation necessary to provide the special education programs and services described in subdivisions (c) and (d) of this plan.

- Additional or specialized transportation for special education students shall be coordinated by the GISD in cooperation with the LEA/PSAs.
- The IEP Team will be responsible for determining the need for special transportation.
- The resident LEA/PSA and the receiving district will address transportation for students attending basic classroom programs located in other districts, pursuant to their IEP.
- The LEA/PSA where the student resides will arrange transportation to and from state residential schools.
- When appropriate, a committee of the Genesee County Association of Special Education Administrators will review individual students or district needs, including cases where student transportation time may be excessive, and/or others directly involved in the individual case, i.e., transportation supervisor, parents.

(j) Distribution of Funds

A description of the method of distribution of funds under R 340.1811.

A. GISD Special Education Millage

GISD distributes millage to its constituent LEA/PSAs pursuant to The Revised Administrative Rules for Special Education and the Plan for Distribution of GISD Special Education Millage.

PLAN FOR DISTRIBUTION OF GISD SPECIAL EDUCATION MILLAGE

Phase I

The distribution of the special education millage payments will be based on the following concepts until special education center costs exceed the special education millage:

1. Pay special education costs first for center programs and services operated by GISD and Flint Community Schools.
2. Distribute the special education millage payment to constituent districts, including approved public school academies, based on a “blended student count”:
 - Special education full-time equivalency (FTE) + special education head count + total FTE ÷ 3 = “blended student count.”
 - Special education millage distribution is based on each district’s percent of total GISD “blended student count”. Refer to the chart “Example of the ‘blended student count’ and the distribution of the special education millage (ACT 18).”
 - The special education millage distribution to constituent school districts, including public school academies, cannot exceed the actual reported special education costs (SE-4096).

3. Medicaid will be distributed on a percentage basis utilizing the “blended student count.”
4. All GISD constituent districts and public school academies will be notified, at least one year in advance, of the intent to implement Phase III.

Phase II

Phase II will be initiated when there is a reduction of total revenue that results in a projected fund balance of 10% of operational costs in the special education budget.

1. The fund balance will be projected in March for the following year to give time for districts to project budgets.
2. The Special Education Committee of the Superintendents Association may recommend one or more of the following options (including but not limited to):
 - Reduction of base amount Act 18 distribution (\$3.8 million).
 - Implement a model that charges costs per service up to 100% of costs (such as OT, PT).
 - Implement partial tuition (bill back) for Center students.

Phase III

The distribution of special education millage payments will be based on the following concepts when center costs exceed the special education millage:

1. All special education millage will be distributed to constituent districts and public school academies based on the “blended student count.” Prior to distribution, the ISD will keep 10% to 15% for its fund balance. Medicaid funds will continue to be distributed by percent of total “blended student count.”
2. GISD will institute a “bill back” of special education costs to constituent districts and public school academies, by program cost center (per pupil cost) for the following:
 - Programs for students with autism
 - Programs for students with severe multiple impairment
 - Programs for students with severe cognitive impairment
 - Programs for students with moderate cognitive impairment
 - Early Childhood special education programs and services
 - Special Services
 - Day Treatment
 - Programs for students with visual impairment
 - Programs for students with hearing impairment
 - Programs for students with physical or other health impairment
3. Special education millage will be distributed to constituents when GISD receives the funds.
4. The GISD shall maintain a “contingency” fund, of 1% to 2% of the special education millage for exceptional circumstances.

5. The basis for the “bill back” will be the previous year’s December 1 count (“blended student count”) and adjusted to the current year’s audited student count. Billing to constituent districts will occur monthly.

Example of the "blended student count" and the distribution of the special education millage (Act 18).

GENESEE INTERMEDIATE SCHOOL DISTRICT

Proposed Act 18 Payout

\$3,832,609 distribution based on 1998-99 Spec. Ed. FTE, Spec. Ed. Head Count, Total FTE

Enrollment

District	Spec. Ed. FTE	Spec. Ed. Head Count	Total FTE	Blended Student Count	% to Total	Act 18 Distribution \$3,832,609
Atherton	40.35	131	1,155.00	442.12	1.38%	52,711.37
Beecher	150.56	306	2,806.88	1,087.81	3.38%	129,694.56
Bendle	73.89	232	1,728.88	678.26	2.11%	80,865.16
Bentley	41.55	151	1,192.99	461.85	1.44%	55,063.68
Carman-Ainsworth	166.75	627	5,443.90	2,079.22	6.47%	247,894.64
Clio	96.24	427	3,766.94	1,430.06	4.45%	170,498.93
Davison	154.99	474	5,108.88	1,912.62	5.95%	228,032.55
Fenton	122.84	447	3,376.40	1,315.41	4.09%	156,830.18
Flint	1,321.48	2,920	25,436.07	9,892.52	30.77%	1,179,435.47
Flushing	119.13	450	4,275.68	1,614.94	5.02%	192,540.85
Genesee	52.22	146	997.00	398.41	1.24%	47,500.04
Goodrich	24.61	150	1,795.00	656.54	2.04%	78,275.60
Grand Blanc	212.10	561	5,890.76	2,221.29	6.91%	264,832.94
Kearsley	79.00	311	3,888.02	1,426.01	4.44%	170,015.67
Lake Fenton	28.49	115	1,525.49	556.33	1.73%	66,328.06
Lakeville	54.96	296	2,305.21	885.39	2.75%	105,560.64
Linden	60.90	251	2,754.70	1,022.20	3.18%	121,871.81
Montrose	103.97	262	1,595.50	653.82	2.03%	77,952.10
Mt. Morris	177.26	460	3,138.30	1,258.52	3.92%	150,047.07
Swartz Creek	141.76	553	4,246.38	1,647.05	5.12%	196,369.17
Westwood Heights	65.01	174	1,278.00	505.67	1.57%	60,288.51
TOTAL	3,288.06	9,444	83,705.98	32,146.01		3,832,609.00

Source of Data: Spec. Ed. FTE figures taken from Jan. 20, 1999 State Aid Status Report, Sec. 52 & 53 Blended Count

Spec. Ed. Head Count figures taken from 1999 December 1 Count.

Total FTE figures taken from September 1999 DS-4061 FTE Count (unaudited).

Blended Student Count: (Spec. Ed. FTE + Spec. Ed. Head Count + Total FTE) divided by 3.

NOTE: Special education reimbursement cannot exceed costs reported on SE-4096.

District Medicaid Revenue Calculation

District	Medicaid Direct Costs 09-10	Medicaid Indirect Cost Rate % 09-10	Medicaid Indirect Costs 09-10	Total Medicaid Allowable Costs 09-10	Medicaid Allowable Cost % 09-10
Academy of Flint	97,398	18.11%	17,639	115,037	0.16%
Atherton	360,548	12.35%	44,528	405,076	0.56%
Beecher	985,435	23.01%	226,749	1,212,184	1.67%
Bendle	1,218,158	10.57%	128,759	1,346,917	1.86%
Bentley	516,324	11.18%	57,725	574,049	0.79%
Carman-Ainsworth	3,768,475	13.41%	505,352	4,273,827	5.89%
Clio	796,119	21.75%	173,156	969,275	1.34%
Davison	1,517,005	15.79%	239,535	1,756,540	2.42%
Fenton	1,622,586	15.14%	245,660	1,868,246	2.57%
Flint	13,203,850	17.08%	2,255,218	15,459,068	21.30%
Flushing	1,694,131	8.52%	144,340	1,838,471	2.53%
Genesee	367,976	12.87%	47,359	415,335	0.57%
Genesee ISD	21,984,126	13.24%	2,910,698	24,894,824	34.31%
Goodrich	671,680	14.58%	97,931	769,611	1.06%
Grand Blanc	3,924,919	20.76%	814,813	4,739,732	6.53%
Int'l Acad. Of Flint	506,341	21.23%	107,496	613,837	0.85%
Kearsley	1,589,564	12.19%	193,768	1,783,332	2.46%
Lake Fenton	762,154	21.23%	161,805	923,959	1.27%
Lakeville	740,286	17.63%	130,512	870,798	1.20%
Linden	1,760,527	12.55%	220,946	1,981,473	2.73%
Montrose	1,073,207	17.61%	188,992	1,262,199	1.74%
Mt. Morris	1,448,562	16.84%	243,938	1,692,500	2.33%
Northridge Acad.	85,964	25.00%	21,491	107,455	0.15%
Richfield Public Academy	101,948	11.82%	12,050	113,998	0.16%
Swartz Creek	1,671,556	12.76%	213,291	1,884,847	2.60%
Westwood Heights	588,574	18.08%	106,414	694,988	0.96%
Totals	63,057,413	N/A	9,510,164	72,567,577	100.00%

Total Medicaid Allowable Costs 09-10 as reported on MAER report (March 2011 unaudited)

B. Approved Special Education Costs

The GISD and its constituent districts shall expend special education funds on approved costs for special education pursuant to special education rules and other provisions of law.

(k) Parent Advisory Committee Member Appointments

A description of how the intermediate school district will appoint the parent advisory committee members under R 340.1838 (1) and (2).

1. Membership

The GISD Board of Education will appoint the Special Education Parent Advisory Committee (PAC) at a regularly scheduled meeting. Members will be appointed to

three-year school calendar terms (September through June). The members will serve staggered terms to assure that a majority of experienced members remain on the committee (Appendix E).

Exceptions to the three-year term policy include:

- a. If an individual is replacing a member who could not complete a full three-year term or the new member will serve the remainder of the original appointment.
- b. If the member's child is no longer eligible or receiving special education programs and/or services in the public school system, the termination will become effective immediately.

The administration shall notify constituent school district superintendents that a nomination of a qualified parent, as defined in the Revised Administrative Rules for Special Education (R 340.1701 b (e)), is needed for the GISD PAC. It is the responsibility of the local superintendent to assure that the local Board of Education nominates qualified parent(s). This notice will also make a recommendation on impairment areas and identifiable organizations of parents of disabled students within the intermediate school district that need representation. It is the responsibility of the local school district superintendents to assure that the local board of education nominates a parent.

Current PAC members may be appointed to serve additional terms.

2. Officers

In the spring meeting of each year necessitating an election of officers, the PAC will select a chairperson, vice-chairperson, secretary, treasurer, and member-at large.

The chairperson, vice-chairperson, secretary, treasurer, and member-at-large shall be elected for terms of one year and are limited to no more than two consecutive terms of office. No officer may hold more than one (1) office simultaneously.

Nominations will be accepted from the floor and will be voted on in the following order:

- I. Chairperson
- II. Vice-Chairperson
- III. Secretary
- IV. Treasurer
- V. Member-at-Large

Two PAC members not nominated for office will count votes for the officers.

A majority vote of eligible voting members who are present will elect officers.

In the case of a tie vote, the chairperson will cast an additional vote for vice chairperson, secretary, treasurer, and member-at-large.

If a vacancy occurs in any office other than chairperson, it shall be filled for the unexpired term by a majority vote of the members in a special election.

3. Officer Responsibilities

1. The responsibilities of the chairperson shall include:
 - a. Presiding at all PAC meetings as the executive officer of the committee and generally supervise the business and affairs of the committee.
 - b. Appointing, when necessary, subcommittees to carry out PAC functions.
 - c. Signing documents relating to official PAC functions.
 - d. Act as a liaison person to the GISD as the official spokesperson for the PAC and other appropriate agencies.
 - e. Meet, as needed, with local and intermediate school superintendents.
 - f. Make, as needed, presentations to the local and intermediate school district boards of education.
2. The responsibilities of the vice-chairperson shall be to:
 - a. Act in the absence of the chairperson.
 - b. Perform all the duties as assigned by the chairperson.
 - c. Immediately assume the position of chairperson in the event it becomes vacant.
3. The responsibilities of the secretary shall be to:
 - a. Act as recorder at each PAC meeting and/or work with a GISD representative to ensure that minutes of each PAC meeting are accurately recorded.
 - b. Work with a GISD representative to provide meeting dates and times and copies of the minutes to each PAC member; GISD Board of Education, superintendent and director of special services; all local superintendents and special education administrators; related organizations and interested persons, to the extent reasonable, upon request to the PAC secretary.
 - c. Perform all duties relevant to the office of secretary.
4. The responsibilities of the treasurer shall be to:
 - a. Report at each meeting on or about funds expended and accrued on behalf of the PAC, or as requested by the PAC.
 - b. Perform all duties relevant to the office of treasurer.
5. The responsibilities of the member-at-large shall be to participate in the activities of the executive board.
6. The executive board of the PAC shall consist of the chairperson, vice chairperson, secretary, treasurer, and member-at-large. The executive board may meet at the discretion of the chairperson and shall:

- a. Exercise all powers of the PAC between meetings. All proceedings of the executive board shall be reported to the PAC at its regular meeting.
- b. Give input to the chairperson regarding items to be included on the agenda for future meetings.

4. Meetings

The GISD director of special services or designee and the executive board of the PAC will set a meeting time and place, and prepare the agenda for the initial meeting of the PAC.

The GISD designee will provide newly appointed PAC members with an orientation outlining the role and responsibilities of the PAC and its members.

The Executive Board will establish the time and place of the committee meetings for the school year.

1. All PAC meetings will be open to the public and citizen participation shall be in accordance with the guidelines described in Appendix F.
2. The PAC will meet a minimum of eight (8) times per school year. Meetings shall be held monthly, whenever possible, with summer meetings optional.
3. The Executive Board may call special meetings when the business of the committee so warrants it.
4. PAC members must notify the chairperson or designee when they anticipate not attending a PAC meeting. These absences shall be known as excused absences.
5. The GISD Director or designee will communicate any concerns regarding PAC member attendance to the LEA/PSA. The committee may request the GISD Board of Education to remove any member whose attendance is unexcused for more than six of the regularly scheduled monthly meetings during a school year.
6. Meetings shall be conducted according to Robert's Rules of Order except where inconsistent with the provisions of this plan.

5. Voting Eligibility

1. Voting is limited to PAC members appointed by the GISD Board of Education.
2. Public School Academies with a Kindergarten through 12th grade student population will have 1 full vote. All other Public School Academies have ½ vote.
3. When voting, a simple majority vote of the eligible voting members present shall be required.
4. A quorum shall consist of the voting members present.

6. Other Related Materials

1. A member of the PAC, in order to be a responsible representative, shall:
 - a. Have a general knowledge of the LEA/PSA they represent.
 - b. Attend PAC meetings unless excused.
 - c. May communicate pertinent information to parents, within his/her representative area, with the cooperation of the LEA/PSA.
 - d. Act as the voice of parents within his/her representative areas within the scope of the Mandatory Plan.

(l) PAC Roles and Responsibilities

A description of the roles and responsibilities of the parent advisory committee including:

The Genesee Intermediate School District Mandatory Plan or amendments to such shall be jointly developed (R 340.1833) by representatives from GISD, LEA/PSAs, and the GISD PAC.

Each current plan remains in effect until such time further revisions are made (R 340.1831 (3)). As needed, representatives from GISD, LEA/PSAs of GISD, and the GISD PAC cooperatively develop proposed changes to the Plan.

Objections to the ISD Plan may be filed with the Michigan Department of Education under Rule 340.1836.

PAC objections to the Plan require a majority vote of the eligible voting members present in order for the objection to be filed.

The role and responsibility of the PAC in other activities within the ISD.

The PAC may be involved in activities such as:

- a. The PAC chairperson may participate on any appropriate visitation team.
- b. State and federal monitoring activities within the district.
- c. Public Awareness activities.
- d. Coordinate, plan, and/or present to community, workshops and seminars relating to special education or related issues.
- e. Development of a parent handbook and/or other materials related to parenting.
- f. State and regional in-services, conferences, workshops.
- g. Speak to organizations about the role and function of the PAC.
- h. Attend public hearings.
- i. Become involved with local legislators and legislation pertaining to persons with disabilities.
- j. Communication between PAC members and their LEA special education administrator or designee is encouraged throughout the school year about special education or PAC issues.

k. Members of the PAC may participate in program visitations.

(m) Roles and Relationships

A description of the role and relationship of administrative and other school personnel, as well as representatives of other agencies, in assisting the parent advisory committee in its responsibilities.

The GISD director of special education or designee shall act as advisor to the PAC. At the request of the committee, the director of special education or designee shall provide assistance with:

1. Communicating with the committee for possible in-service(s) on an annual basis and develop a program with the Executive Board of the PAC.
2. Defining with the committee those optional activities, which the committee may assume as part of their role in the GISD.
3. Providing for appropriate staff to be involved with the PAC upon request.
4. Providing for participation by representatives of other agencies as appropriate.
5. Preparing news articles concerning PAC and its activities.

(n) Fiscal and Staff Resources

A description of the fiscal and staff resources that shall be secured or allocated to the parent advisory committee by the intermediate school district to make it effective and efficient in operation.

Fiscal resources available to the PAC shall be outlined in the special education budget submitted to the GISD Board of Education for approval.

6. The GISD will provide budget items for:
 - a. Postage for notices and other committee mailing.
 - b. Reproduction of appropriate documents for committee business with approval of the GISD director of special services or designee.
 - c. Secretarial services with approval of the GISD director of special services or designee.
 - d. In-service related to the function of the PAC.
 - e. Informational materials for the PAC.
 - f. Reimbursement for phone calls, mileage and other related expenses related to the PAC business approved by the GISD director of special services or designee.

Additional Plan Content

When the incidence of eligible students for programs for students with Severe Cognitive Impairment (SCI), Moderate Cognitive Impairment (MoCI), and Severe Multiple Impairment (SXI) is low, districts may use an expanded age range in order to facilitate expanded programming options or meet the unique needs of the students.

The GISD and LEA/PSAs special programs are located in facilities housing general education students of comparable age and grade level. However, special education programs for students may be housed in places other than schools with general education programs. These may include, but are not limited to, Elmer Knopf Learning Center (EKLC), Marion Crouse Instructional Center (MCIC), Early Childhood Programs and Services (ECPS) Building, and other and/or other age appropriate or community based sites.

Progress reporting for all students receiving homebound and/or hospitalized services are recorded as often as for general education students. The progress reports on the goals from the IEP will be reported by the provider, in conjunction with the parents/guardians, teacher, and student, based on the student's unique needs. The student's classroom teacher(s) of record is responsible for providing the student with a "grade" for completion of work.

The GISD assures that the ISD and LEA/PSAs comply with the State Board of Education approved Surrogate Parent Policy, dated April 13, 2000.

Each LEA/PSA will develop administrative procedures to implement this policy including how surrogates are appointed and trained relative to the contents of the policy. Training for surrogate parents will take place as needed, but at least on an every other school year basis. A current list of trained surrogate parents will be maintained at the GISD. This list will be updated yearly.

Appendix A

Special Education Administrators

District/School	Address	City	Zip	Administrator Phone Number	Superintendent Phone Number
Atherton Community School District	3354 South Genesee Road	Burton	48519	810-591-6371	810-591-9182
Beecher Community School District	1020 West Coldwater Road	Flint	48505	810-591-9200	810-591-9200
Bendle Public Schools	2283 East Scottwood Avenue	Burton	48529	810-591-0007	810-591-2501
Bentley Community School District	1170 North Belsay Road	Burton	48509	810-591-9543	810-591-9120
Burton Glen Academy	4171 East Atherton Road	Burton	48519	810-744-2300	N/A
Carman Ainsworth Community Schools	G-3475 West Court Street	Flint	48532	810-591-6687	810-591-3700
Clio Area Schools	430 North Mill Street	Clio	48420	810-591-7488	810-591-0500
Davison Community Schools	1490 North Oak Road P.O. Box 319	Davison	48423	810-591-0913	810-591-0801
Fenton Area Public Schools	3100 Owen Road	Fenton	48430	810-591-8302	810-591-4700
Flint Community Schools	923 East Kearsley Street	Flint	48503	810-767-6134	810-760-1249
Flushing Community Schools	522 North McKinley Road	Flushing	48433	810-591-2320	810-591-1180
Genesee School District	7347 North Genesee Road	Genesee	48437	810-591-1649	810-591-1650
Genesee Intermediate School District	2413 West Maple Avenue	Flint	48507	810-591-4886	510-591-4400
Goodrich Area Schools	8029 South Gale Road	Goodrich	48438	810-591-5222	810-591-2250
Grand Blanc Academy	5135 East Hill Road	Grand Blanc	48439	810-953-3140	N/A
Grand Blanc Community Schools	G-12500 Holly Road	Grand Blanc	48439	810-591-6371	810-591-6014
International Academy of Flint	2820 South Saginaw Street	Flint	48503	810-600-5000	N/A
Kearsley Community Schools	4396 Underhill Drive	Flint	48506	810-591-7614	810-591-8000
Lake Fenton Community Schools	11425 Torrey Road	Fenton	48430	810-591-6555	810-591-4141
Lakeville Community School District	G-11107 Washburn Road	Otisville	48463	810-591-3357	810-591-3980
Linden Charter Academy	3244 North Linden Road	Flint	48504	810-720-0515	N/A
Linden Community School District	7205 West Silver Lake Road	Linden	48451	810-591-0405	810-591-0980
Montrose Community School District	300 Nanita Drive	Montrose	48457	810-591-8887	810-591-8800
Mt. Morris Consolidated Schools	12356 Walter Street	Mt. Morris	48458	810-591-3431	810-591-8760
Northridge Academy	4100 West Carpenter Road	Flint	48504	810-785-8811	N/A
Richfield Public School Academy	3807 North Center	Flint	48506	810-736-1281	N/A
Swartz Creek Community School District	8354 Cappy Lane	Swartz Creek	48473	810-591-2386	810-591-2300
Westwood Heights Schools	3484 North Jennings Road	Flint	48504	810-591-8653	810-591-0870
Woodland Park Academy	2083 East Grand Blanc Road	Grand Blanc	48439	810-695-4710	N/A

Appendix B

Special Education Diagnostic/Related Services

Table Key: D – Local District/PSA Provides Services; I – ISD Provides Service; C – Contracted Service

District Name	Psychological Services	School Social worker	Orientation & Mobility	Teacher Consultant – VI	Teacher Consultant - LD	Teacher Consultant - HI	Teacher Consultant – EI	Teacher Consultant – POHI	Occupational Therapy	Physical Therapy	Homebound	Speech Therapy
Atherton	C	D	I	I	D	I	D/I	I	I	I	D/I	D
Beecher	D	D	I	I	D	I	I	I	I	I	D/I	D
Bendle	C	D	I	I	D	I	D/I	I	I	I	D/I	D
Bentley	C	D	I	I	D	I	D/I	I	I	I	D/I	D
Carman Ainsworth	D/C	D	I	I	D	I	I	I	I	I	D/I	D
Clio	D/C	I	I	I	D	I	D/I	I	I	I	D/I	D
Davison	D	D/I	I	I	D	I	O/I	I	I	I	D/I	D
Fenton	D/C	D	I	I	D	I	D/I	I	I	I	D/I	D
Flint	D	D	D	D	D	D	D/I	D	D	D	D	D
Flushing	D	D	I	I	D	I	I	I	I	I	D/I	D
Genesee	C	I	I	I	D	I	I	I	I	I	D/I	D
Goodrich	C	I	I	I	D	I	D/I	I	I	I	D/I	D
Grand Blanc	D	D	I	I	D	I	D/I	I	I	I	D/I	D
Kearsley	D	D	I	I	D	I	D/I	I	I	I	D/I	D
Lake Fenton	C	C	I	I	D	I	C/I	I	I	I	D/I	D
Lakeville	D	I	C	I	D	I	D/I	I	I	I	D/I	D
Linden	C	D	I	I	D	I	I	I	I	I	D/I	D
Montrose	C	I	I	I	D	I	D/I	I	I	I	D/I	D
Mt. Morris	D/C	I	I	I	D	I	I	I	I	I	D/I	D
Swartz Creek	D	I	I	I	D	I	D/I	I	I	I	D/I	D
Westwood Heights	C	I	I	I	D	I	I	I	I	I	D/I	D
Academy of Flint	D/C	C	I	I	D/C	I	D/C/I	I	I	I	D/I	D
Burton Glen Academy	D	D	I	I	D/C	I	D/C/I	I	D	I	D/I	D
Center Academy	D/C	C	I	I	D/C	I	D/C/I	I	I	I	D/I	D
Grand Blanc Academy	C	D	I	I	D/C	I	D/C/I	I	I	I	D/I	D
International Academy	D/C	C	I	I	D/C	I	D/C/I	I	I	I	D/I	D
Linden Charter Academy	D	D	I	I	D/C	I	D/C/I	I	D	I	D/I	D
Northridge Academy	D	D	I	I	D/C	I	D/C/I	I	I	I	D/I	D
Richfield Academy	C	D	I	I	D/C	I	D/C/I	I	I	I	D/I	C
Woodland Park Academy	D	D	I	I	D/C	I	D/C/I	I	I	I	D/I	D

Changes may be made. A current list of services can be obtained from the GISD.

Special Education Programs

Table Key: D – Local District/PSA Program; I – ISD Provides Program; O – Other

District Name	Resource Room R.340.1749 a,b,c	SCI R.340.1738	MoCI R.340.1739	Mild CI R.340.1740	LD R.340.1747	EI R.340.1741	HI R.340.1742	VI R.340.1743	POHI R.340.1744	SXI R.340.1748	Early Childhood Programs	Early Childhood Services	AI R.340.1758	AI Preschool R.340.1758
Atherton	D	I	I	D	O	O	I	I	O	I	D	D	D/I	I
Beecher	D	I	I	D	D	D	O	O	O	I	D	D	D/I	I
Bendle	D	I	I	O	O	O	O	I	O	I	D	I	D/I	I
Bentley	D	I	I	O	O	O	I	I	O	I	O	O	D/I	I
Carman Ainsworth	D	I	I	O	O	O	O	O	O	I	I	I	D/I	I
Clio	D	I	I	D	D	O	O	O	O	I	D/I	I	D/I	I
Davison	D	I	I	D	D	D	I	I	O	I	I	I	D/I	I
Fenton	D	I	I	D	O	D	I	I	O	I	I	I	D/I	I
Flint	D	I	D/I	D	D	D	D/I	D/I	O	I	D	D	D/I	I
Flushing	D	I	I	D	D	D	I	I	O	I	D/I	D/I	D/I	I
Genesee	D	I	I	D	O	O	I	I	O	I	D/I	D/I	D/I	I
Goodrich	D	I	I	O	D	D	I	I	O	I	I	I	D/I	I
Grand Blanc	D	I	I	D	D	O	O	O	O	I	I	D/I	D/I	I
Kearsley	D	I	I	D	O	O	I	I	O	I	I	I	D/I	I
Lake Fenton	D	I	D	D	D	D	O	O	O	I	I/O	I/O	D/I	I
Lakeville	D	I	I	O	D	O	I	I	O	I	I	I	D/I	I
Linden	D	I	I	D	D	D	I	I	O	I	D/I	D/I	D/I	I
Montrose	D	I	I	D	D	D	I	I	O	I	D/I	D/I	D/I	I
Mt. Morris	D	I	I	D	D	I	I	I	O	I	I	I	D/I	I
Swartz Creek	D	I	I	O	D	D	I	I	O	I	D/I	D/I	D/I	I
Westwood Heights	D	I	I/O	O	O	O	I	I	O	I	I	I	D/I	I
Burton Glen Academy	D	I	I	O	O	O	I	I	O	I	I	I	D/I	I
Grand Blanc Academy	D	I	I	O	O	O	I	I	O	I	I	I	D/I	I
International Academy	D	I	I	O	O	O	I	I	O	I	I	I	D/I	I
Linden Charter Academy	D	I	I	O	O	O	I	I	O	I	I	I	D/I	I
Northridge Academy	D	I	I	O	O	O	I	I	O	I	I	I	D/I	I
Richfield Academy	D	I	I	O	O	O	I	I	O	I	I	I	D/I	I
Woodland Park Academy	D	I	I	O	O	O	I	I	O	I	I	I	D/I	I

Changes may be made. A current list of program scan be obtained from the GISD.

GENESEE INTERMEDIATE SCHOOL DISTRICT
Special Education Services Center

PAC MEMBERSHIP ROTATION

Membership Term Expires in June, 2004

Atherton Community School District
Bendle Public Schools
Flushing Community Schools
Goodrich Area Schools
Linden Community School District
Montrose Community School District
Swartz Creek Community School District
Academy of Flint
Burton Glen Academy
Center Academy

Membership Term Expires in June, 2005

Beecher Community School District
Clio Area Schools
Fenton Area Public Schools
Flint Community Schools
Grand Blanc Community Schools
Kearsley Community Schools
Mt. Morris Consolidated Schools
Grand Blanc Academy
Linden Charter Academy
Northridge Academy

Membership Term Expires in June, 2006

Bentley Community School District
Carman-Ainsworth Community Schools
Davison Community Schools
Genesee School District
Lake Fenton Community Schools
Lakeville Community School District
Westwood Heights Schools
International Academy of Flint
Richfield Public School Academy
Woodland Park Academy

Membership terms are for three years. Calculate future rotation years for your LEA according to the above schedule.

GENESEE INTERMEDIATE SCHOOL DISTRICT PARENT
ADVISORY COMMITTEE

GUIDELINES FOR CITIZEN PARTICIPATION
IN PARENT ADVISORY COMMITTEE MEETINGS

GENERAL:

Genesee Intermediate School District Parent Advisory Committee meetings are held for the purpose of advising the GISD Board of Education pursuant to the Michigan Special Education Rules and GISD Mandatory Special Education Plan. It is desirable for the committee to get reactions from the public; however, public participation should not interfere with the purpose of the meetings. It is necessary, therefore, that procedures for the participation of citizens in committee meetings be established.

The following basic statements apply:

1. Any committee member or citizen may request items to be placed on the meeting agenda by contacting the chairperson at least ten days before the meeting. Requests should be accompanied by explanatory or background information to accompany the agenda. No item shall be added to the agenda at the meeting except by a majority vote of committee members present.
2. The agenda shall include an opportunity for citizens to make brief statements, express their views or ask questions related to the PAC. A person desiring to speak shall be recognized by the chairperson and shall indicate his/her name and address prior to speaking and the issue upon which he/she desires to comment. Each speaker shall be allowed to speak one time and shall be limited to five minutes unless an extension is approved by a majority vote of the members present.

Members shall have the privilege of questioning speakers upon recognition by the chairperson. The chairperson shall have the responsibility and authority to judge the appropriateness of visitor comments, subject to overrule by a majority of the committee; and to maintain order and dignity at all times.

An issue brought up at the meeting shall not be placed on the agenda for action or further discussion unless it is of an emergency nature and then only by the approval of a majority of the members present.

3. Complaints about individuals or school district programs shall be referred to the director/administrator responsible for special education in the district where the commenter receives programs/services.

Guidelines for Citizen
Participation in Parent
Advisory Committee Meetings
Page 2

4. Other than during the period provided for public comments, the committee shall follow the prepared agenda. Members shall enter into the discussion in a manner that permits other members and visitors to hear but shall refrain from interacting with visitors during the conducting of the business session.
5. Copies of the agenda shall be made available at the meetings for members of the audience.

KC:da

Adopted: 10/11/89



Genesee Intermediate School District

Board of Education

Jerry G. Ragsdale, President
Richard E. Hill, Vice President
James D. Avery, Secretary
Lawrence P. Ford, Treasurer
The Honorable John L. Conover, Trustee

Lisa A. Hagel, Superintendent

Special Education Services

Cherie A. Wager
Assistant Superintendent for Special Services