

**Cover Page**

**Michigan Department of Education  
OFFICE OF EDUCATIONAL SUPPORTS  
P.O. Box 30008  
Lansing, Michigan 48909**

AUTHORITY: P.A. 103 of 2023 (Sec. 23g)

COMPLETION: Required

Direct questions regarding this form to  
MDE-23g-MiKids@michigan.gov

**2023 23g MI Kids Back on Track****Entity****Application Description****Entity Name****Agreement Number***East Lansing School District - 33010**33010***Entity Address***501 BURCHAM DR***City****Zip Code****Entity County***EAST LANSING**488232798**Ingham County***Main Contact Person****Contact Name***Glenn Mitcham***Telephone***(517) 333-7463***Email Address***glenn.mitcham@elps.us***Secondary Contact Person****Contact Name***Richard Pugh*

**Telephone Number**

517-333-7435

**Email Address**

*richard.pugh@elps.us*

# Assurances and Certifications

Save the Page to Proceed

## Assurances and Certifications

### **SECTION III: ASSURANCES AND CERTIFICATIONS**

#### — ASSURANCES FOR 23g MI KIDS BACK ON TRACK GRANT PROGRAM —

##### GRANT AWARD LIMITATIONS

*State program grant allocations and awards are based on available legislative appropriations for specific grant programs. The state legislature has the prerogative to make changes in the state budget during the fiscal year. Final grant awards are contingent upon the MDE receiving sufficient state funding to award grants under the program. Not all projects will be fully funded when the total of applicant funding requests exceeds available state funds.*

##### ESTIMATED GRANT AWARDS

*An estimated award amount does not constitute any binding agreement on behalf of the MDE. The MDE is not responsible for any costs incurred prior to the start of an expenditure period for an actual or final grant award.*

##### ASSURANCE REGARDING INPUT FROM EDUCATORS, PARENTS AND LEGAL GUARDIANS, AND COMMUNITY MEMBERS

*The applicant assures that the submitted plan reflects input from educators, parents and legal guardians, and community members. Input was gathered through surveys, meetings, advisory groups, or parent participation in the continuous improvement process.*

##### ASSURANCE REGARDING SANCTIONS AGAINST IRAN-LINKED BUSINESSES

*The applicant assures that, for any request for proposals or contract renewal for work performed under this grant, it will collect a certification from each bidder that the bidder is not an Iran-Linked Business. An Iran-linked business is not eligible to submit a bid on a request for proposal with a public entity. Recipients must comply with all conditions under P.A. 517 of 2012, "Iran Economic Sanction Act," April 1, 2013.*

##### ASSURANCE CONCERNING MATERIALS DEVELOPED WITH FUNDS AWARDED UNDER THIS GRANT

*The grantee assures that the following statement will be included on any publication or project materials developed with funds awarded under this program, including reports, films, brochures, and flyers: "These materials were developed under a grant awarded by the Michigan Department of Education."*

##### CERTIFICATION REGARDING NONDISCRIMINATION UNDER FEDERALLY AND STATE ASSISTED PROGRAMS

*The applicant hereby agrees that it will comply with all Federal and Michigan laws and regulations prohibiting discrimination, and in accordance therewith, shall not discriminate against any person on the basis of religion, race, color, national origin or ancestry, age, sex, sexual orientation, gender identity or expression, height, weight, familial status, or marital status, exclude from participation in, deny the benefits of, or otherwise subject to discrimination in any program or activity for which it is responsible or for which it receives financial assistance from a U.S. Federal Agency or the Michigan Department of Education.*

*[Michigan Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), as amended by PA 6 of 2023]; [Title VI and Title VII of the Civil Rights Act of 1964 (45 U.S.C. 2000d through 2000d-4); Title IX of the Education Amendments of 1972 (20 U.S.C. 1681-1683); Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.)]*

##### CERTIFICATION REGARDING TITLE II OF THE AMERICANS WITH DISABILITIES ACT (ADA), P.L. 101-336, STATE AND LOCAL GOVERNMENT SERVICES

*The Americans with Disabilities Act (ADA) provides comprehensive civil rights protections for individuals with disabilities. Title II of the ADA covers programs, activities, and services of public entities. Title II requires that, "No qualified individual with a disability shall, by reason of such disability be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity,*

*or be subjected to discrimination by such entity.” In accordance with Title II ADA provisions, the applicant has conducted a review of its employment and program/service delivery processes and has developed solutions to correcting barriers identified in the review.*

*CERTIFICATION REGARDING TITLE III OF THE AMERICANS WITH DISABILITIES ACT (ADA), P.L. 101-336, PUBLIC ACCOMMODATIONS AND COMMERCIAL FACILITIES*

*The Americans with Disabilities Act (ADA) provides comprehensive civil rights protections for individuals with disabilities. Title III of the ADA covers public accommodations (private entities that affect commerce, such as museums, libraries, private schools and day care centers) and only addresses existing facilities and readily achievable barrier removal. In accordance with Title III provisions, the applicant has taken the necessary action to ensure that individuals with a disability are provided full and equal access to the goods, services, facilities, privileges, advantages, or accommodations offered by the applicant. In addition, a Title III entity, upon receiving a grant from the Michigan Department of Education, is required to meet the higher standards (i.e., program accessibility standards) as set forth in Title III of the ADA for the program or service for which they receive a grant.*

*ASSURANCE REGARDING COMPLIANCE WITH GRANT PROGRAM REQUIREMENTS*

*Grantee agrees to comply with all applicable requirements of all state statutes, federal laws, executive orders, regulations, policies, and award conditions governing this program. Grantee understands and agrees that if it materially fails to comply with the terms and conditions of the grant award, the Michigan Department of Education may withhold funds otherwise due to the grantee from this grant program, any other federal grant programs or the State School Aid Act of 1979 as amended, until the grantee comes into compliance or the matter has been adjudicated and the amount disallowed has been recaptured (forfeited). The Department may withhold up to 100 percent of any payment based on a monitoring finding, audit finding or pending final report.*

# Important Information

Save the Page to Proceed

**Important Information**

# Review Grant Selections

## 23g MI Kids Back on Track

**Do Not Apply**

**Apply Now**

**Apply Later**

*[X]*



Availability Balance

**\$0**

**Contact Information**

**\*Business Office Representative**

**\*Phone**

**\*Email**

*Richard Pugh*

*(517) 333-7435*

*richard.pugh@elps.us*

**\*Project Contact Person**

**\*Phone**

**\*Email**

*Glenn Mitcham*

*(517) 333-7463*

*glenn.mitcam@elps.us*



# Budget Item

**Instructions:**

- To add a Budget Item complete all fields on the page (fields will vary based on Program requirements)
- Once all budget item fields have been completed, click **Save**
  - If errors exist, an error message will be displayed
- To add another Budget Item, click **Add** in the upper right-hand corner of the Budget Item screen
  - Repeat this process until all budget items are added
- To update an existing Budget Item, navigate to the budget item through the Budget Items pop-out menu (on the side navigation menu), select Budget Item, update as appropriate, and click **Save**
- To delete a Budget Item, navigate to the appropriate budget item and click **Delete** in the upper right-hand corner of the Budget Item screen

**Funding Source**

23g MI Kids Back on Track					
Program Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
			10/1/2023	9/30/2025	2023

\*Select the appropriate Function Code for this budget item:

119: Summer School

\*Select the Priority Area with Strategy

*Staffing*

Provide a specific description for this budget item. Do not repeat the Function Code description selected in the drop down menu or the heading(s) of the box(es) used below:

GE teachers to provide instruction during summer school for grades 1-5.

Enter the dollar amount associated with the budget item. Enter an amount in only one box unless the item is Personnel. Personnel must have both Salaries and Benefits. To enter Capital Outlay, use the link for Capital Outlay.

Salaries	Benefits	Purchased Services	Supplies & Materials	Other Expenses	Total
(1000)	(2000)	(3000,4000)	(5000)	(7000,8000)	
\$108,000	\$60,478	\$	\$	\$	\$168,478

**FTE**

**Hours**

2400.00

<b>Flag</b>	<b>Comment</b>	<b>Previous Total</b>	<b>Change +/-</b>
<i>Modifications Required</i>		\$0	\$0

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**Funding Source**

23g MI Kids Back on Track					
Program Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
24S240	2324		10/01/2023	09/30/2025	0

\*Select the appropriate Function Code for this budget item:

119: Summer School

\*Select the Priority Area with Strategy

*Staffing*

Provide a specific description for this budget item. Do not repeat the Function Code description selected in the drop down menu or the heading(s) of the box(es) used below:

*GE paras to provide instructional support during summer school for grades 1-5.*

Enter the dollar amount associated with the budget item. Enter an amount in only one box unless the item is Personnel. Personnel must have both Salaries and Benefits. To enter Capital Outlay, use the link for Capital Outlay.

Salaries	Benefits	Purchased Services	Supplies & Materials	Other Expenses	Total
(1000)	(2000)	(3000,4000)	(5000)	(7000,8000)	
\$48,000	\$26,880	\$	\$	\$	\$74,880

**FTE**

**Hours**

*1920.00*

<b>Flag</b>	<b>Comment</b>	<b>Previous Total</b>	<b>Change +/-</b>
<i>Modifications Required</i>		<i>\$0</i>	<i>\$0</i>

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**Funding Source**

23g MI Kids Back on Track					
Program Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
24S240	2324		10/01/2023	09/30/2025	0

\*Select the appropriate Function Code for this budget item:

119: Summer School

\*Select the Priority Area with Strategy

*Staffing*

Provide a specific description for this budget item. Do not repeat the Function Code description selected in the drop down menu or the heading(s) of the box(es) used below:

*SE teachers to provide instruction during summer school.*

Enter the dollar amount associated with the budget item. Enter an amount in only one box unless the item is Personnel. Personnel must have both Salaries and Benefits. To enter Capital Outlay, use the link for Capital Outlay.

Salaries	Benefits	Purchased Services	Supplies & Materials	Other Expenses	Total
(1000)	(2000)	(3000,4000)	(5000)	(7000,8000)	
\$48,300	\$27,048	\$	\$	\$	\$75,348

**FTE**

**Hours**

*1073.00*

<b>Flag</b>	<b>Comment</b>	<b>Previous Total</b>	<b>Change +/-</b>
<i>Modifications Required</i>		<i>\$0</i>	<i>\$0</i>

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**Funding Source**

23g MI Kids Back on Track					
Program Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
24S240	2324		10/01/2023	09/30/2025	0

\*Select the appropriate Function Code for this budget item:

119: Summer School

\*Select the Priority Area with Strategy

*Staffing*

Provide a specific description for this budget item. Do not repeat the Function Code description selected in the drop down menu or the heading(s) of the box(es) used below:

*SE paras to provide instruction support during summer school for grades 1-5.*

Enter the dollar amount associated with the budget item. Enter an amount in only one box unless the item is Personnel. Personnel must have both Salaries and Benefits. To enter Capital Outlay, use the link for Capital Outlay.

Salaries	Benefits	Purchased Services	Supplies & Materials	Other Expenses	Total
(1000)	(2000)	(3000,4000)	(5000)	(7000,8000)	
\$50,400	\$28,224	\$	\$	\$	\$78,624

**FTE**

**Hours**

*2016.00*

<b>Flag</b>	<b>Comment</b>	<b>Previous Total</b>	<b>Change +/-</b>
<i>Modifications Required</i>		<i>\$0</i>	<i>\$0</i>



# Budget Item

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**Funding Source**

23g MI Kids Back on Track					
Program Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
			10/1/2023	9/30/2025	2023

\*Select the appropriate Function Code for this budget item:

226: Supervision and Direction of Instructional Staff

\*Select the Priority Area with Strategy

*Staffing*

Provide a specific description for this budget item. Do not repeat the Function Code description selected in the drop down menu or the heading(s) of the box(es) used below:

*Assistant Superintendent responsible for data collection and summer school oversight and annual reporting.*

Enter the dollar amount associated with the budget item. Enter an amount in only one box unless the item is Personnel. Personnel must have both Salaries and Benefits. To enter Capital Outlay, use the link for Capital Outlay.

Salaries	Benefits	Purchased Services	Supplies & Materials	Other Expenses	Total
(1000)	(2000)	(3000,4000)	(5000)	(7000,8000)	
\$1	\$1	\$	\$	\$	\$2

**FTE**

**Hours**

*10.00*

<b>Flag</b>	<b>Comment</b>	<b>Previous Total</b>	<b>Change +/-</b>
		\$0	\$0

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**Funding Source**

23g MI Kids Back on Track					
Program Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
			10/1/2023	9/30/2025	2023

\*Select the appropriate Function Code for this budget item:

241: Office of the Principal

\*Select the Priority Area with Strategy

*Staffing*

Provide a specific description for this budget item. Do not repeat the Function Code description selected in the drop down menu or the heading(s) of the box(es) used below:

*Administrative summer school support.*

Enter the dollar amount associated with the budget item. Enter an amount in only one box unless the item is Personnel. Personnel must have both Salaries and Benefits. To enter Capital Outlay, use the link for Capital Outlay.

Salaries	Benefits	Purchased Services	Supplies & Materials	Other Expenses	Total
(1000)	(2000)	(3000,4000)	(5000)	(7000,8000)	
\$9,000	\$5,040	\$	\$	\$	\$14,040

**FTE**

**Hours**

*180.00*

<b>Flag</b>	<b>Comment</b>	<b>Previous Total</b>	<b>Change +/-</b>
<i>Modifications Required</i>		<i>\$0</i>	<i>\$0</i>

# Budget Item

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**Funding Source**

23g MI Kids Back on Track					
Program Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
24S240	2324		10/01/2023	09/30/2025	0

\*Select the appropriate Function Code for this budget item:

241: Office of the Principal

\*Select the Priority Area with Strategy

*Staffing*

Provide a specific description for this budget item. Do not repeat the Function Code description selected in the drop down menu or the heading(s) of the box(es) used below:

*Secretarial summer school support.*

Enter the dollar amount associated with the budget item. Enter an amount in only one box unless the item is Personnel. Personnel must have both Salaries and Benefits. To enter Capital Outlay, use the link for Capital Outlay.

Salaries	Benefits	Purchased Services	Supplies & Materials	Other Expenses	Total
(1000)	(2000)	(3000,4000)	(5000)	(7000,8000)	
\$5,000	\$2,813	\$	\$	\$	\$7,813

**FTE**

**Hours**

*192.00*

<b>Flag</b>	<b>Comment</b>	<b>Previous Total</b>	<b>Change +/-</b>
<i>Modifications Required</i>		<i>\$0</i>	<i>\$0</i>

# Budget Item

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**Funding Source**

23g MI Kids Back on Track					
Program Number	Project Number	CFDA Number	Starting Date	Ending Date	Fiscal Year
			10/1/2023	9/30/2025	2023

\*Select the appropriate Function Code for this budget item:

271: Pupil Transportation Services

\*Select the Priority Area with Strategy

Student Transportation Needs

Provide a specific description for this budget item. Do not repeat the Function Code description selected in the drop down menu or the heading(s) of the box(es) used below:

Summer school transportation.

Enter the dollar amount associated with the budget item. Enter an amount in only one box unless the item is Personnel. Personnel must have both Salaries and Benefits. To enter Capital Outlay, use the link for Capital Outlay.

Salaries	Benefits	Purchased Services	Supplies & Materials	Other Expenses	Total
(1000)	(2000)	(3000,4000)	(5000)	(7000,8000)	
\$	\$	\$	\$	\$15,320	\$15,320
<b>FTE</b>		<b>Hours</b>			

<b>Flag</b>	<b>Comment</b>	<b>Previous Total</b>	<b>Change +/-</b>
<i>Modifications Required</i>		\$0	\$0



## Flagged Budget Items

### Instructions:

- Flagged Budget Items displays the budget items in detail
- If Flagged Budget Item has been used by the Program Office Reviewer, a flag for allowability of the individual budget item will be displayed in the flag field along with any comments
- Budget Item detail can be accessed by clicking the function code link
- Availability to update flagged budget items is dependent on the flag for the individual budget item and application status:
  - Modifications Required:
    - Recipients must first change the application status to a Modifications in Progress Status
    - Unallowable budget items must be deleted from the budget section
    - Modifications required budget items must be updated appropriately based on comments provided by the Reviewer
    - Approved budget items are locked and will not allow edits
  - Amendment In Progress:
    - All budget items are available to update as allowable by program guidelines

### Flagged Budget Items

#### Entity

Flag	Comment	Function Code	Description	Salaries	Benefits	Purchased Services	Supplies & Materials	Capital Outlay	Other	Total
Modifications Required		<a href="#">119: Summer School</a>	GE teachers to provide instruction during summer school for grades 1-5.	\$108000	\$60480	\$0	\$0	\$0	\$0	\$168480
Modifications Required		<a href="#">119: Summer School</a>	GE paras to provide instructional support during summer school for grades 1-5.	\$48000	\$26880	\$0	\$0	\$0	\$0	\$74880
Modifications Required		<a href="#">119: Summer School</a>	SE teachers to provide instruction during summer school.	\$48300	\$27048	\$0	\$0	\$0	\$0	\$75348
Modifications Required		<a href="#">119: Summer School</a>	SE paras to provide instruction support during summer school for grades 1-5.	\$50400	\$28224	\$0	\$0	\$0	\$0	\$78624
Modifications Required		<a href="#">241: Office of the Principal</a>	Administrative summer school support.	\$6000	\$3360	\$0	\$0	\$0	\$0	\$9360

23g MI Kids Back on Track

23gMIKBOT-2023-33010-0337

<i>Modifications Required</i>	<a href="#"><u>241: Office of the Principal</u></a>	<i>Secretarial summer school support.</i>	\$5000	\$2813	\$0	\$0	\$0	\$0	\$7813
<i>Modifications Required</i>	<a href="#"><u>271: Pupil Transportation Services</u></a>	<i>Summer school transportation.</i>	\$0	\$0	\$0	\$0	\$0	\$20000	\$20000

**Total \$434505**

**Approved Total \$**

**Modifications Required Total \$434505**

**Unallowable Total \$**

# Strategic 23g Plan

## Instructions:

Complete your new strategic plan for this year using the template on the application menu as a guide.

1. Type a descriptive title for the document that will be uploaded
2. Click the **Select** button and search for the document
3. Once selected, the path to the file will appear in the Document Source field
4. Click the **Save** button
5. Once a Plan file is uploaded, click the link under the **Select** button to view

**NOTE:** When the file is named to be uploaded, **DO NOT** leave any spaces, place a period between the words OR use any special characters, e.g. "/", in the document name. Attachments may be in **Word** format. the maximum file upload size is 15MB per files uploaded on each page. The descriptive title entered does not have to be the same as the file name, and it can include spaces.

## Strategic 23g Plan

**Eligibility Assurances:** By checking off each box, you understand that these specific items must be completed before funding will be released.

- |            |   |
|------------|---|
| <i>[X]</i> | Applicant will post the MI Kids Back-on-Track plan to the district website  |
| <i>[X]</i> | Applicant will implement and maintain functionality on its website homepage that allows parents, legal guardians, and students to request additional assistance through the MI Kids Back-on-Track program |
| <i>[X]</i> | Applicant will provide transparency reporting on the MI Kids Back-on-Track program spending in a form and manner prescribed by the department   |
| <i>[X]</i> | Applicant will incorporate into their budget funds to support the required data reporting   |

**Program Information:** This application addresses the goal of the MI Kids Back on Track program to address unfinished learning by (check all that apply):

- |            |  |
|------------|--|
| <i>[X]</i> | Address unfinished learning  |
| <i>[X]</i> | Get students to grade-level academic standards   |
| <i>[X]</i> | Provide additional academic assistance to students at risk of falling behind their peers |
|            | Or help high school students prepare for postsecondary education                         |

Did your district receive 98c funds?

*No*

**\*Name of District/PSA:**

*East Lansing Public Schools*

**\*Document Source:**

*EastLansingPublicSchools\_23gPlan1-31-24.pdf*

# Program Evaluator

**Instructions:**

If known please list the individual who will support the district in collecting and uploading the information to the Data Hub as required under this legislation.

**Program Evaluator**

**Name of Program Evaluator**

*Glenn Mitcham*

# Resume or Vita of Program Manager

**Instructions:** Please list an individual from the district or supporting ISD who will be in charge of managing this grant program, including ensuring that any tutoring is supported by individuals who can provide training and coaching. Applicants should specify the person who will act as the program manager, their role at the district or ISD, and upload vita (or job description if no specific individual is yet assigned to this role). Vitas and job description should be no more than 2 pages. Documents must be clearly labeled to help expedite the review process.

1. Type the name for the resume or vita that will be uploaded.
2. Click the **Select** button and search for the document.
3. Once selected, the path to the file will appear in the Document Source field.
4. Click the **Save** button.
5. To upload another resume or vita, click the **Add** button.

**NOTE:** When the file is uploaded, **DO NOT** leave any spaces, place a period between the words OR use any special characters, e.g. "/", in the document name. Attachments may be in **Word, PDF, JPG, XLS, or GIF** format. The maximum file upload size is 15MB per files uploaded on each page. The descriptive title entered does not have to be the same as the file name, and it can include spaces.

## Resume or Vita of Program Manager

**\* Title**

*Assistant Superintendent*

**\* Primary Place of Work**

*East Lansing High School*

**\* Resume/Vita**

*Resume\_Glenn\_Mtcham\_23g.docx*

# Attachments

**Instructions:**

1. Type a descriptive title for the document that will be uploaded.
2. Click the **Select** button and search for the document.
3. Once selected, the path to the file will appear in the Document Source field.
4. Click the **Save** button.
5. To upload another document, click the **Add** button.

**NOTE:** When the file is named to be uploaded, **DO NOT** leave any spaces, place a period between the words OR use any special characters, e.g. "/", in the document name. Attachments may be in **Word, PDF, JPG, XLS or GIF** format. The maximum file upload size is 15MB per files uploaded on each page. The descriptive title entered does not have to be the same as the file name, and it can include spaces.

**Attachments****Title****Document Source**

# State of Michigan Attachments

**Instructions:**

1. Type a descriptive title for the document that will be uploaded.
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3. Once selected, the path to the file will appear in the Document Source field.
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**Title**

*Funding Approval Reviewer Tool - 1/26*

**Document Source**

*East Lansing School District\_33010 (1).xism*

# State of Michigan Attachments

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