



BAY MILLS

COMMUNITY COLLEGE
CHARTER SCHOOLS OFFICE

July 23, 2020

Jill Thompson
Michigan Department of Education
608 West Allegan Street
P.O. Box 30008
Lansing, MI 48909

Dear Ms. Thompson:

Attached please find Contract Amendment No. 1 for International Academy of Saginaw. If you have any questions, please contact me at (906) 248-8446.

Sincerely,

A handwritten signature in blue ink that reads "Mariah Wanic".

Mariah Wanic, Director of Charter Schools

Cc: Vanessa Lewis, International Academy of Saginaw Board President

CONTRACT AMENDMENT NO. 1

BETWEEN

BAY MILLS COMMUNITY COLLEGE BOARD OF REGENTS
(AUTHORIZING BODY)

AND

INTERNATIONAL ACADEMY OF SAGINAW
(PUBLIC SCHOOL ACADEMY)

**CONTRACT AMENDMENT NO. 1
INTERNATIONAL ACADEMY OF SAGINAW**

In accordance with Article IX of the Terms and Conditions, incorporated as part of the Contract to Charter a Public School Academy and Related Documents, issued by the **BAY MILLS COMMUNITY COLLEGE BOARD OF REGENTS** ("College Board") to **INTERNATIONAL ACADEMY OF SAGINAW** ("Academy") on July 1, 2019 ("Contract"), the parties agree to amend the Contract as follows:

1. Amend Contract Schedule 5: Description of Staff Responsibilities, by replacing the management agreement in this section with the document attached as Exhibit A.

This amendment is hereby acknowledged by the College Board and the Academy through their authorized designees. These amendments are effective June 1, 2020.



Dated: 7/23/2020

By: Mariah Wanic, Director of
Charter Schools
Bay Mills Community College
Designee of the College Board



Dated: 7/23/20

By: Vanessa Lewis, Board President
International Academy of Saginaw
Designee of the Academy

Exhibit A

MANAGEMENT SERVICES AGREEMENT

This Management Services Agreement (the "Agreement") is made and entered into as of the 1st day of June 2020 by and between Educational Partnerships Inc., a Michigan corporation ("EPI"), and International Academy of Saginaw (the "Academy"), a body corporate and public school academy organized under the Michigan Revised School Code (the "Code").

WHEREAS, The Academy operates a public school academy pursuant to a contract (the "Contract") issued by Bay Mills Community College Board of Trustees (University Board); and

WHEREAS, The Academy operates a public school academy under the direction of the Academy Board (the "Board"); and

WHEREAS, EPI is a limited liability company providing educational and managerial services to public school academies that has the ability to implement a comprehensive educational program and management methodologies for the Academy; and

WHEREAS, The Academy desires to engage EPI to perform certain services related to the Academy's educational program and operations.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

ARTICLE I

CONTRACTUAL RELATIONSHIP

A. **Authority.** The Academy has been granted the Contract by the University Board to organize and operate a public school academy, together with the powers necessary or desirable for carrying out the educational program set forth in the Contract. The Academy is authorized by law to contract with a private entity to provide educational management services, provided that no provision of such a contract shall be effective if it would prohibit the Board from acting as an independent, self-governing public body, allow public decisions to be made other than in compliance with the Open Meetings Act, or interfere with the Board's constitutional duty to exercise its statutory, contractual and fiduciary obligations governing the operation of the Academy.

B. **Delegated Authority.** Acting under and in the exercise of such authority, the Academy hereby delegates to EPI, to the extent permitted by law, specified functions relating to the provision of educational services and the management and operation of the Academy; provided, however, that, this Agreement is subject to all the terms and conditions of the Contract. The Contract shall be deemed incorporated herein by this reference. In the event of any inconsistency between provisions of this Agreement and provisions of the Contract, the provisions of the Contract shall prevail.

C. **Status of the Parties.** EPI is a limited liability company of Michigan, and is not a division or a part of the Academy. The Academy is a body corporate and governmental entity authorized by the Code, and is not a division or part of EPI. The relationship between EPI and the Academy is based solely on the terms of this Agreement. The parties to this Agreement acknowledge that the relationship between them created by this Agreement is that of an independent contractor, and that except as expressly set forth in this Agreement, no employee of EPI shall be deemed to be an agent or employee of the Academy. EPI will be solely responsible for its acts and the acts of its agents, employees and subcontractors.

D. **Independent Contractor/Designation of Agents.** The parties to this Agreement intend that the relationship between them is that of an independent contractor, not as an employee-employer relationship. EPI is not a division of any part of the Academy. The relationship between the parties was developed and entered into through arm's length negotiations and is based solely on the terms of this Agreement. No agent or employee of the Academy shall be determined to be an agent or employee of EPI for any reason or purpose. No agent or employee of EPI shall be determined to be an agent or employee of the Academy, except as follows:

(i) EPI, and its respective officers, directors, employees and designated agents are each hereby authorized to serve as agents of the Academy having a legitimate educational interest in the Program

and its students for purposes of the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g et seq., ("FERPA"), such that they are jointly and severally entitled to access the educational records of the Program for all purposes related to FERPA.

(ii) During the term of this Agreement, the Academy may disclose confidential data and information to EPI, and its respective officers, directors, employees and designated agents to the extent permitted by applicable law, including without limitation, the Individuals with Disabilities Education Act ("IDEA"), 20 U.S.C. §1401 et seq., 34 CFR 300.610 — 300.626; Section 504 of the Rehabilitation Act of 1973, 29 USC §794a, 34 CFR 104.36; the Michigan Mandatory Special Education Act, MCL 380.1701 et seq.; the Americans with Disabilities Act, 42 U.S.C. §12101 et seq.; the Health Insurance Portability and Accountability Act ("HIPAA"), 42 USC 1320d — 13200d-8; 45 CFR 160, 162 and 164; and social security numbers, as protected by the federal Privacy Act of 1974, 5 USC §552a; and the Michigan Social Security Number Privacy Act, MCL 445.84.

(iii) As otherwise expressly designated by written agreement of the parties with consent from anyone whose consent is required by law or contract.

ARTICLE II

TERM

A. **Term.** This Agreement shall become effective July 1, 2020, (the "Effective Date"), and shall continue five academic years, commencing on July 1, 2020 and ending on June 30, 2025, Subject to a continued Contract from the University Board and continued state per capita funding. The Contract from the University Board is effective through June 30, 2025 and the parties recognize that during the reauthorization process the University Board may condition an extension of the Contract upon modifications to this Agreement or submission of a new Agreement.

B. **Revocation or Termination of Academy's Contract.** If the Academy's Contract issued by the University Board is revoked or terminated, this Agreement shall automatically terminate on the same date as the Academy's Contract is revoked or terminated without further action by the parties.

ARTICLE III

FUNCTIONS OF EPI

A. **Responsibility.** Under the policy direction and general supervision of the Board, EPI shall be responsible for the management, operation, administration, and education at the Academy. Such functions include, but are not limited to:

1. Implementation and administration of the Educational Program contained in the Contract;
2. Curriculum improvement services;
3. Student environment management and community outreach/marketing services;
4. Computer services;
5. Budget preparation and financial management services;
6. Accounting and bookkeeping services;
7. Risk management;
8. Accounts payable;
9. Acquisition of instructional and non-instructional material, equipment and supplies;
10. Selection, employment and supervision of all teachers and staff and the personnel management services (record keeping, wage and benefits administration, training and technical assistance) necessary to support those employees;

11. Food service management;
12. Transportation management;
13. Facilities maintenance;
14. Preparation of required ISD, local, state and federal reports;
15. Information and technology system development and management;
16. Preparation of applications for grants and special programs;
17. Securing funding sources for special programs and facility improvements;
18. Operation of the school building and the installation of technology integral to school design;
19. Administration of extra-curricular and co-curricular activities and programs approved by the Board;
20. Preparation of regulations governing operations of the Academy and implementation of such regulations as are approved by the Board;
21. Provide special education services to students who attend the Academy in conformity with the requirements of applicable state and federal laws, rules regulations and policies;
22. Preparation of strategic plans for the continuing educational and financial benefit of the Academy;
23. Implementation of an ongoing public relations strategy for the development of beneficial and harmonious relationships with other organizations and the community;
24. Preparation and enforcement of student codes of conduct after Board approval;
25. Any other function necessary or expedient for the administration of the Academy with approval from the Board.

B. Educational Goals and Program. EPI shall implement the educational goals and programs set forth in the Contract, and established by the Board including, but not limited to, methods of pupil assessment, admission policy and criteria, school calendar and school day schedule, age and grade classifications or pupils to be enrolled, and methods to be used to monitor performance towards targeted educational outcomes (collectively the "Educational Program"). In the event that EPI determines that it is advisable to modify the Educational Program set forth in the Contract, EPI will provide written notification to the Board specifying the changes it recommends and the reasons for the proposed changes. No changes in the Educational Program shall be implemented without the prior approval of the Board and the University Board. EPI shall provide the Board with periodic written reports specifying the level of achievement of each of the Academy's educational goals set forth in the Contract and detailing its plan for meeting any educational goals that are not being attained. These reports will be submitted to the Board immediately prior to the Board's regular meeting in January and July each year, and at such other times as specified in Board policy as the same may be changed from time to time. The Educational Program shall be in compliance with applicable state and federal laws, rules and regulations.

C. Subcontracts. It is anticipated that EPI will utilize subcontracts to provide some of the services it is required to provide to the Academy including, but not limited to, transportation and/or food service. EPI shall not subcontract the management, oversight or operation of the teaching and instructional program, without the prior approval of the Board. Board approval of other subcontracts is not required unless the cost for these subcontracted services exceeds the funds appropriated for that purpose in the Academy's approved budget. EPI shall not expend funds in excess of the Academy Board's approved budget or any Board approved amendment thereof. Every subcontract entered into without Board approval, and the appropriation(s) from which it will be paid, shall be reported to the Board at its next meeting.

D. **Place of Performance.** Instruction services other than field trips will normally be performed at the Academy facilities. EPI may perform functions other than instruction, such as purchasing, professional development, and administrative functions at off-site locations, unless prohibited by the Contract or applicable law. The Academy shall provide EPI with the necessary office space at the Academy site to perform all services described in this Agreement.

E. **Acquisitions.** All acquisitions made by EPI for the Academy including, but not limited to, instructional materials, equipment, supplies, furniture, computers and other technology, shall be owned by and remain the property of the Academy. EPI and its subcontractors will comply with all federal and state laws, rules and regulations in addition to such policies as the Board may, from time to time adopt, under Section 1267 and Section 1274 of the Code as if the Academy were making these purchases directly from a third party supplier. EPI will not include any fees or charges to the cost of the equipment, materials and supplies purchased from third parties when it seeks reimbursement for the cost of these acquisitions.

F. **Pupil Performance Standards and Evaluation.** EPI is responsible for and accountable to the Board for the performance of students who attend the Academy. EPI shall implement pupil performance evaluations which permit evaluation of the educational progress of each Academy student, using measures of student and school performance required by the Contract or applicable laws and such additional measures as shall be mutually agreed between the Board and EPI including but not limited to parent satisfaction surveys.

G. **Student Recruitment.** EPI shall be responsible for the recruitment of students subject to the provisions of the Contract or applicable laws, and the policies adopted by the Board. Students shall be selected in accordance with the procedures set forth in the Contract and in compliance with the Code and other applicable law. EPI shall follow all applicable procedures regarding student recruitment, enrollment and lottery management, and shall be responsible for publication of appropriate public notices and scheduling open houses.

H. **Student Due Process Hearings.** EPI shall provide students with procedural and substantive due process in conformity with the requirements of applicable laws, rules and regulations regarding discipline, special education, confidentiality and access to records, to and extent consistent with the Academy's own obligations. The Board shall retain the right to provide due process as required by law and to determine whether any student will be expelled.

I. **Legal Requirements.** EPI shall provide educational programs that meet the requirements under the Contract and applicable law, unless such requirements are or have been waived.

J. **Policies and Procedures.** The Board shall consider, adopt and conduct its operations in conformity with policies and procedures applicable to the Academy, and EPI is directed to enforce the policies and procedures adopted by the Board. EPI shall assist the Board in its policy making function by recommending the adoption of reasonable policies and procedures applicable to the Academy.

K. **School Year and School Day.** The school year and the school day shall be as provided in the Contract and as defined annually by the Board and defined by law.

L. **Authority.** EPI shall have authority and power necessary to undertake its responsibilities described in this Agreement except in the case(s) wherein by law such power may not be delegated.

M. **Compliance with Academy's Contract.** EPI agrees to perform its duties and responsibilities under this Agreement in a manner that is consistent with the Academy's obligations under the Academy's Contract issued by the University Board, including all schedules attached thereto and policies referenced therein, as they may be amended. The provisions of the Academy's Contract shall supersede any competing or conflicting provisions contained in this Agreement. EPI agrees to assist the Academy in complying with all of the Academy's reporting, recordkeeping, and other obligations under the Academy's Contract. EPI shall not act in a manner which will cause the Academy to be in breach of its Contract. Any action or inaction by EPI that causes the Contract to be in jeopardy of termination is a material breach of the Agreement. In addition, a failure of EPI to perform reasonably the functions set forth in Article III may be considered a material breach of this Agreement.

N. **Additional Programs.** The services provided by EPI to the Academy under this Agreement consist of the Educational Program as set forth in the Contract, as the same may change from time to time. The Academy may decide to provide additional programs, including but not limited to summer school. Any revenues collected from such programs will go directly to the Academy. The Academy may also purchase

additional services from EPI at mutually agreeable cost. Such additional services purchased by the Academy from EPI shall be documented in writing as an amendment to this Agreement.

O. Annual Budget Preparation. EPI will provide the Board with an annual budget that shall conform to the State accounting manual and the Uniform Budgeting and Accounting Act, MCL 141.421 et seq. and in a form satisfactory to the Board and in compliance with the Contract. The budget shall contain reasonable detail as requested by the Board and as necessary to comply with the General Accepted Accounting Practices (GAAP) standards. The budget shall include anticipated revenues and projected expenses and costs reasonably associated with operating the Academy and the Educational Program including, but not limited to, the projected cost of all services and Educational Programs provided to the Academy, rent and lease payments,

debt service, maintenance and repairs to Academy facilities, supplies and furnishings necessary to operate the Academy, taxes, insurance premiums, utilities, professional fees, and other costs and expenses connected to the operation of the Academy. The proposed budget shall be submitted to the Board for approval not later than thirty (30) days prior to the date when the approved budget is required to be submitted to the University Board under the Contract.

P. Compliance with Section 503c. On an annual basis, EPI agrees to provide the Board with the same information that a school district is required to disclose under section 18(2) of the State Aid Act of 1979, MCL 380.1618, for the most recent school fiscal year for which the information is available. Within thirty (30) day of receipt of this information, the Board shall make the information available on the Academy's website home page, in a form and manner prescribed by the Michigan Department of Education. The defined terms in section 503c of the Code, MCL 380.503c, shall have the same meaning in this Agreement.

Q. Compliance with Section 11.26 of Contract. EPI shall make information concerning the operation and management of the Academy, including without limitation, the information described in Schedule 8 of the Contract, available to the Academy as deemed necessary by the Board in order to enable the Academy to fully satisfy its obligations under Section 11.26(a) of the Contract Terms and Conditions.

R. Suspension and Debarments List. Federal agencies are required to award contracts only to presently responsible sources and cannot award funds to entities that have been suspended or debarred from doing business with the federal government. The Academy is a recipient of federal funding and EPI is required to refrain from any action that will result in being suspended or debarred. EPI certifies and affirms that it is not included on the federal Suspension and Debarments list of Excluded Parties List; nor is EPI affiliated with any party that is included on the federal Suspension and Debarments list of Excluded Parties List.

ARTICLE IV

OBLIGATIONS OF THE BOARD

A. Board Policy Authority. The Board is responsible for determining the fiscal and academic policies that will govern the operation of the Academy, including policies relative to the conduct of students while in attendance at the Academy or enroute to and from the Academy and regulations governing the procurement of supplies, materials and equipment. The Board shall exercise good faith in considering the recommendations of EPI on issues including, but not limited to, policies, rules, regulations, procedures, curriculum and budgets subject to the constraints of law and the requirements of the Contract. Failure of EPI and the Board to agree on educational policies is grounds for termination of the Agreement by either party.

B. Building Facility. The Board is responsible for the acquisition by either purchase or lease of a building facility that complies with all of the requirements of the Contract.

C. Educational Consultants. The Board may retain an educational consultant or consultants to review the operations of the Academy and the performance of EPI under this Agreement. EPI shall cooperate with the educational consultant or consultants and will provide those individuals with prompt access to records, facilities and information as if such requests came from the full Board. EPI shall have no authority to select, evaluate, assign, supervise or control any educational consultant employed by the Board, and agrees that it will not bring or threaten to bring any legal action against any educational consultant for the performance of the functions requested to be performed by the Board and which are consistent with this Agreement. The cost to employ an educational consultant shall be paid by the Board.

- D. **Legal Counsel.** The Board shall select and retain legal counsel to advise it regarding its rights and responsibilities under the Contract, this Agreement and applicable law.
- E. **Audit.** The Board shall select and retain an Independent auditor to perform the annual financial audit in accordance with the Contract and applicable state law.
- F. **Budget.** The Board is responsible for adopting a budget in accordance with the provisions of the Uniform Budgeting and Accounting Act, MCL 141.421 et seq, that has adequate resources to fulfill its obligations under the Contract, including but not limited to, its oversight of EPI, the organization of the Academy, negotiation of the Contract and any amendments, payment of employee costs, insurance required under the Contract and this Agreement, the annual financial audit and retention of the Board's legal counsel and consultants. EPI may not make expenditures or commitments which deviate from the amounts or purposes of appropriations contained in the approved budget without the prior approval of the Board in the form of an approved amendment of the budget in accordance with applicable law and the Contract. In addition, the Board is responsible for determining the budget reserve amount included as part of the Academy's annual budget, for implementing fiscal policies that will assist the Academy in attaining the stated budget reserve amount and for approving necessary amendments to the budget to reflect necessary deviations from the adopted budget. The budget may be amended from time to time as deemed necessary by the Board.
- G. **Academy Funds.** The Board shall determine the depository of all funds received by the Academy. All funds received by the Academy shall be initially deposited in the Academy's depository account. Signatories on the depository account shall be current Board members properly designated annually by Board resolution. All interest income or investment earnings on Academy deposits shall accrue to the Academy. The Board shall provide Academy funding on a consistent and timely basis to EPI to fulfill its obligations under this Agreement.
- H. **Governmental Immunity.** The Board shall determine when to assert, waive or not waive its governmental immunity.
- I. **Contract with University Board.** The Board will not act in a manner which will cause the Academy to be in breach of its Contract with the University Board.
- J. **Evaluation of EPI.** The Board will evaluate the performance of EPI each year to provide EPI with an understanding of the Board's view of its performance under this Agreement. A preliminary evaluation will normally occur in December of each year followed by a year-end evaluation in June. The Board will determine the format to conduct this evaluation. Special evaluations may occur at any time.

ARTICLE V FINANCIAL ARRANGEMENT

- A. **Primary Source of Funding.** As a Michigan public school academy, the primary source of funding for the Academy is state school aid payments based upon the number of students enrolled in the Academy combined with such other payments as may be available from state, local and federal sources for specific programs and services.
- B. **Other Revenue Sources.** In order to supplement and enhance the state school aid payments and improve the quality of education at the Academy, the Board and EPI shall endeavor to obtain revenue from other sources. In this regard:
1. The Academy and/or EPI shall solicit and receive donations consistent with the mission of the Academy.
 2. The Academy and/or EPI may apply for and receive grant money, in the name of the Academy. EPI shall provide advance notification to the Board of any grant applications it intends to make and receive the approval of the Board for the application prior to filing or submitting the grant application.

3. To the extent permitted under the Code, EPI may charge fees to students for extra services such as summer programs, after school programs and athletics and charge non-Academy students who participate in such programs approved by the Board.

All funds received by EPI or the Academy from such other revenue sources shall inure to and be deemed the property of the Academy, except as otherwise agreed by the parties in writing as an amendment to this Agreement.

- C. **Compensation.** For the term of this Agreement, the Academy shall pay EPI a fee of 9.5% each year of gross revenues for the Academy.

For purposes of this Section, the term "gross revenues" means the sum of (a) the amount of all payments applicable to a school year that the Academy receives directly or indirectly under Article V, Paragraph A including amounts retained by the University Board plus (b) the amount of all grants received by the Academy under Article V, Paragraph B(2) that were initiated and administered by EPI and which are to be expended during that school year.

EPI's annual fee shall be paid in twelve (12) equal monthly installments beginning in July of each school year. The exact day of the month that each monthly installment payment is to be paid will coincide with the timing of any state aid payment from the State of Michigan to be received in that month. In months where no state school aid payments are to be received, the day of the month when that monthly installment will be due will be mutually agreed upon by the parties after taking into consideration available year-end funds and the timing of funds to be made available from state aid anticipation notes or other sources. The amount of the annual fee is subject to reduction in a mutually agreeable amount in any school year if extenuating circumstances make the entire annual fee inappropriate.

- D. **Reasonable Compensation.** EPI's compensation under this Agreement is reasonable compensation for services rendered. EPI's compensation for services under this Agreement will not be based, in whole or in part, on a share of net profits from the operation of the Academy.

- E. **Payment of Educational Program Costs.** In addition to the Academy's obligation to reimburse EPI for the compensation of certain of its employees under Article VI, all costs reasonably incurred in providing the Educational Program at the Academy shall be paid by the Academy. Such costs shall include, but shall not be limited to, curriculum materials, professional textbooks, library books, computer and other equipment, software, supplies utilized at the Academy for educational purposes, building payments, maintenance, utilities, capital improvements, graphic design, special education supervision and appeals, and marketing and development. Marketing and development costs charged to the Academy shall be limited to those costs specific to the Educational Program, and shall not include any costs for the marketing and development of EPI. The Board shall pay or reimburse EPI monthly for approved fees and expenses upon properly presented documentation and approval by the Board, but reimbursements for the cost of compensation of EPI employees under Article VI shall be made not later than three (3) business days before that compensation is due to the employees. At its option, the Board may advance funds to EPI for the fees and expenses associated with the Academy's operation provided that documentation for the fees and expenses are provided for Board ratification. In paying costs on behalf of the Academy, EPI shall not charge an added fee. Any costs reimbursed to EPI that are determined by the independent audit not to be reasonably incurred on behalf of the Educational Program of the Academy shall be promptly returned to the Academy by EPI.

- F. **EPI Costs.** The annual fee to be paid to EPI set forth in Article V, Section C is intended to compensate EPI for all expenses it incurs for administrative and financial services it is required to provide, including but not limited to all expenses, including earnings, taxes and benefits associated with all individuals providing professional and curriculum development services, accounting services, clerical services, legal services for EPI related issues, management and budgeting services, and administrative services. EPI will provide sufficient professional and non-professional staff in these areas, who shall be compensated by EPI. In addition, the annual fee is intended to compensate EPI for all costs incurred by EPI to provide these services. The annual fee does not include payments for EPI personnel provided pursuant to Article VI (B), (C), and (D), the cost of which will be reimbursed in accordance with Article VI (A), nor does it include legal services related to special education appeals or Academy related matters.

G. **Other Public School Academies.** The Academy acknowledges that EPI has entered, or will enter into management agreements with other public school academies. EPI shall separately account and provide written detail for reimbursable expenses incurred on behalf of the Academy and other public school academies, and only charge the Academy for expenses incurred on behalf of the Academy.

H. **Financial Reporting.** On not less than a monthly basis, EPI shall provide the Board with a balance sheet, a written report detailing the status of the budget to actual revenues and a detailed schedule of expenditures at an object level detail for review and approval by the Board. This report shall explain any variances from the approved budget, changes in fund balance and shall contain recommendations for necessary budget corrections. The foregoing presentation shall be in a form and format acceptable to the Board and shall be provided to Board members not less than three (3) business days prior to the Board meeting at which the information will be considered in the Board packets sent to Board members in preparation for Board meetings. EPI shall provide special reports as necessary to keep the Board informed of changing conditions.

I. **Operational Reporting.** At least four (4) times per year EPI will provide the Board with comprehensive written reports detailing Academy operations, finances and student performance. In order to enable the Board to monitor EPI's educational performance and the efficiency of its operation of the Academy, upon the request of the Board, EPI will provide written reports to the Board on any topic of Academy activity or operations which are consistent with this Agreement. These special reports will be provided in a timely fashion, but not less than the next regular meeting of the board of directors occurring after the request for the report is received by EPI unless the Board and EPI mutually agree upon an extended timetable.

J. **Audit Report Information.** EPI will make all of its financial and other records related to the Academy available to the independent auditor selected by the Board.

K. **Other Financial Relationships.** Any lease, promissory notes or other negotiable instruments, lease-purchase agreements or other financing agreements between the Academy and EPI shall be contained in a document separate from this Agreement, and shall be separately approved by the University Board, and shall comply with all applicable law, the Contract issued by the University Board, and any applicable policies created by the University Board and/or the University Charter Schools Office.

L. **Access to Records.** EPI shall keep accurate financial records pertaining to its operation of the Academy, together with all Academy financial records prepared by or in the possession of EPI, and retain all of these records for a period as required by Bulletin 1022 of Michigan's Record Retention Schedule or applicable law, whichever period is the longest, from the close of the fiscal year to which such books, accounts and records relate. EPI shall further make information concerning the operation and management of the Academy, including but not limited to, information required to be kept by the Contract with the University Board, including all exhibits, schedules, and the like, available to the Academy as deemed necessary by the Board in order to enable the Academy to fully satisfy its obligations under the Contract with the University Board. Financial, educational, operational and student records that are now or may in the future come into the possession of EPI remain Academy records and are required to be returned by EPI to the Academy upon demand. EPI and the Academy shall maintain the proper confidentiality of personnel, student and other records as required by law. All Academy records shall be physically or electronically available, upon request, at the Academy's physical facilities. The financial, educational, operational and student records pertaining to the Academy are Academy property, and are public records subject to disclosure in accordance with the provisions of the Michigan Freedom of Information Act. This Agreement shall not be construed to restrict the University Board's or the public's access to these records under the Freedom of Information Act or the Contract except to the extent permitted by law.

ARTICLE VI

PERSONNEL AND TRAINING

A. **Personnel Responsibility.** EPI is responsible for providing the Academy with a School Administrator and qualified teaching, food service, secretarial, custodial, maintenance and transportation staff to operate the Academy within the staffing levels approved by the Board in its annual budget. EPI shall have the authority to select, evaluate, assign, discipline, transfer and terminate the employment of all

individuals working at or for the Academy with the exception of the Board employees, if any, consistent with state and federal law and the provisions of this Agreement. With the exception of Board employees, if any, EPI shall be the employer of all individuals working at or for the Academy and will be responsible for the payment of all costs attributable to these employees, including wages, salaries, fringe benefits, unemployment costs, workers' disability compensation costs, and liability insurance costs. Unless required by applicable statute, court or administrative decision, or Attorney General's opinion, EPI shall not make payments to the Michigan Public School Employees' Retirement System or any other public retirement system on behalf of its employees. EPI will provide the Board with a detailed listing of the actual compensation and fringe benefit costs for all employees of EPI who will be assigned to provide services at or on behalf of the Academy. The Board will reimburse EPI for the cost of the salaries, fringe benefits, and social security withholdings of employees assigned to the Academy, provided that these costs are not higher than anticipated and approved in the annual budget. At its option, the Board may advance funds to EPI for the cost of the salaries, fringe benefits and social security of employees assigned to the Academy provided that documentation for the fees and expenses are provided for Board review at its next regularly scheduled Board meeting and are consistent with budget allocations. At the request of the Board, EPI will provide payroll services for employees of the Board. EPI will not assign any employee to work at the Academy who has not successfully completed a pre-employment background check (including criminal history, criminal background and unprofessional conduct checks), credential verification, and a pre-employment physical if appropriate. EPI will not place in the employment contracts with any of its employees assigned to work at the Academy any restrictions that would prevent the Academy from employing those individuals at the Academy or would prevent those individuals from working for the Academy or for any other entity providing educational services to the Academy. EPI agrees that any provision of an employment agreement with any of its employees that would be in violation of this provision is void and shall not be enforceable in any forum. EPI will comply with the requirements of applicable law regarding the evaluation of its employees based in part upon data on student growth and the establishment of employee compensation levels that include job performance and job accomplishments as a significant factor.

B. School Administrators. EPI shall provide the Academy with School Administrators who shall be responsible for the daily operational control of the Academy and to make recommendations to EPI regarding employees to be assigned to the Academy. EPI will have the authority, consistent with state law, to select and supervise the School Administrators and to hold that individual accountable for the success of the Academy. The School Administrators will be EPI employees, but the individuals selected by EPI must be acceptable to the Board. EPI will consult with the Board prior to hiring the School Administrators and will consult with the Board prior to taking any action that would alter the employment status of the School Administrators. At the request of the Board, EPI will review the performance of the School Administrators with the Board. Upon receipt of written notification indicating that the Board is not satisfied with the performance of a School Administrator, EPI will provide a replacement School Administrator if the performance problems are not resolved. The employment contract with the School Administrators, and the duties and compensation of the School Administrators shall be determined by EPI, but that individual must be assigned on a full time basis to the Academy and may not be providing services to any other school or Academy without the prior approval of the Board. If EPI chooses to execute a contract with a School

Administrator that has a term longer than one (1) year, the Board reserves the right to have the School Administrator placed elsewhere by EPI if the Board is dissatisfied with that individual's performance at the end of any school year.

C. Teachers. As part of the annual budgeting process, EPI shall make a recommendation to the Board regarding the number of teachers required for the operation of the Academy pursuant to the Contract and applicable law. EPI shall provide the Academy with such teachers, qualified in the grade levels and subjects, as are required by the Academy. The curriculum taught by such teachers shall be the curriculum prescribed in the Contract. Such teachers may, in the discretion of EPI, work at the Academy on a full or part time basis. If assigned to the Academy on a part time basis, such teachers may also work at other schools operated by EPI. Each teacher assigned to or retained by the Academy shall be a highly qualified teacher with a valid teaching certificate issued by the State Board of Education under the Code, to the extent required under the Code and the Every Student Succeeds Act of 2015 or other applicable law. If EPI chooses to execute contracts with teaching staff that have a term of longer than one year, the Board reserves the right to have teachers placed elsewhere by EPI if the Board is dissatisfied with their performance at the end of any school year. Teachers employed by EPI shall not be considered teachers for purposes of continuing tenure under MCL Section

38.71 et seq.

D. **Support Staff.** As part of the annual budgeting process, EPI shall make a recommendation to the Board regarding the number of support staff required for the operation of the Academy pursuant to the Contract. EPI shall provide the Academy with such support staff, qualified in the areas required, as are required by the Board. Such support staff may, in the discretion of EPI, work at the Academy on a full or part time basis. If assigned to the Academy on a part time basis, such support staff may also work at other schools operated by the EPI. Each support staff employee assigned to or retained by the Academy shall have received the training and hold the certificates, degrees or licenses legally required for the position to which they are assigned under the Code and the Every Student Succeeds Act of 2015 or other applicable law. EPI will provide annual performance reviews of the performance of support staff to the Board. If EPI chooses to execute contracts with support staff that have a term of longer than one (1) year, the Board reserves the right to have support staff placed elsewhere by EPI if the Board is dissatisfied with their performance at the end of any school year.

E. **Training.** EPI shall provide training to the School Administrators, teachers and paraprofessionals on a regular and continuing basis and shall insure that they receive all training required by law. The School Administrators, teachers, paraprofessionals and other support staff employees shall receive such other training as EPI determines as reasonable and necessary under the circumstances. EPI'S costs associated with training staff, including but not limited to curriculum training and any costs associated with hiring outside trainers or curriculum specialists, shall be reimbursed by the Academy, provided such costs have been approved by the Board in advance and provided such costs are reimbursed from grant funds in support of such training in advance of being invoiced by EPI.

ARTICLE VII

TERMINATION OF AGREEMENT

A. **Termination by the Academy for Cause.** This Agreement may be terminated by the Academy for cause prior to the end of the term specified in Article II in the event that EPI should fail to remedy a material breach within a period reasonable under the circumstances, which in no event shall be longer than sixty (60) days after notice from the Academy. A material breach may include, but is not limited to, (1) failure to account for its expenditures or to pay operating costs (providing funds are available to do so), (2) failure to follow policies or procedures duly adopted by the Board, (3) failure to follow the Educational Program, (4) a violation of the Contract or of applicable law, or (5) any action or inaction by EPI that places the Contract in jeopardy. In order to terminate this Agreement for cause, the Board is required to provide EPI with written notification of the facts it considers to constitute material breach and the period of time within which EPI has to remedy this breach not to exceed sixty (60) days. After the period to remedy the material breach has expired, the Board may terminate this Agreement by providing EPI with written notification of termination.

B. **Termination by EPI for Cause.** This Agreement may be terminated by EPI for cause prior to the end of the term specified in Article II in the event the Academy fails to remedy a material breach within a period reasonable under the circumstances, which in no event shall be longer than sixty (60) days after notice from EPI. Material breach may include, but is not limited to, a failure by the Academy to carry out its responsibilities under this Agreement (such as a failure to make payments to EPI as required by this Agreement or a failure to give consideration to the recommendations of EPI regarding the operation of the Academy); a violation of the Contract or applicable law. In order to terminate this Agreement for cause, EPI is required to provide the Board with written notification of the facts it considers to constitute material breach and the period of time within which the Academy has to remedy this breach not to exceed sixty (60) days. After the period to remedy the material breach has expired, EPI may terminate this Agreement by providing the Board with written notification of termination.

C. **Termination by Either Party Without Cause.** If EPI and the Board are unable to agree on Educational Programs, curriculum or other educational policies that affect the Academy in a significant way, either party may elect to terminate this Agreement at the end of a school year, provided that the terminating party gives the other party written notification of termination at least thirty (30) calendar days prior to the termination date.

D. **Change in Law.** If any federal, state or local laws, rules or regulations, or court decision(s) have a material adverse impact on the ability of either party to carry out its obligations under this

Agreement, then either party, upon written notice, may request renegotiation of the Agreement; and if the parties are unable or unwilling to renegotiate the terms within ninety (90) calendar days after the notice, the party requesting the renegotiation may terminate this Agreement on thirty (30) calendar days further written notice.

E. **Rights to Property Upon Termination.** Upon termination of this Agreement all equipment, whether purchased by the Academy or by EPI with state school aid funds or other funds secured by or for the Academy, shall remain the exclusive property of the Academy. EPI shall have the right to reclaim any usable property or equipment (e.g., including, but not limited to, desks, computers, copying machines, fax machines, telephones) that was purchased by EPI with funds other than those turned over under Article V(C). Fixtures and building alterations shall become the property of the Academy.

F. **Transition.** In the event of termination of this Agreement for any reason by either party prior to the end of the Agreement's term, EPI shall provide the Academy reasonable assistance for up to ninety (90) calendar days after the effective date of termination to allow a transition back to a regular school program or to another education service provider.

ARTICLE VIII

PROPRIETARY INFORMATION

A. **Proprietary Information.** The Academy shall own all copyright and other proprietary rights to all instructional materials, training materials, curriculum and lesson plans, and any other materials developed by EPI, its employees, agents or subcontractors, or by any individual working for or supervised by EPI that (i) were directly developed and paid for by the Academy; or (ii) were developed by EPI at the direction of the Board with Academy funds dedicated for the specific purpose of developing such curriculum or materials.

B. **Required Disclosure.** The Academy shall be permitted to report any new teaching techniques or methods of significant revisions to known teaching techniques or methods to Ferris State University, the ISD in which the Academy is located and to the State Board of Education, which teaching techniques or methods may thereafter be made available to the public, as provided in Section 505(3) of the Code, notwithstanding anything contained in this Article VIII to the contrary. Any educational materials and teaching techniques developed by EPI and/or used by the Academy are subject to disclosure under the Code and the Freedom of Information Act.

ARTICLE IX

INDEMNIFICATION

A. **Indemnification of EPI.** To the extent permitted by law, the Academy shall indemnify and hold EPI (which term for purposes of this Paragraph A, includes EPI's officers, directors, and employees) harmless against any and all claims, demands, suits, or other forms of liability that may arise out of, or by reason of, any noncompliance by the Academy with any agreements, covenants, warranties, or undertakings of the Academy contained in or made pursuant to this Agreement; and any misrepresentation or breach of the representations and warranties of the Board contained in or made pursuant to this Agreement. In addition, the Academy shall reimburse EPI for any and all legal expenses and costs associated with the defense of any such claim, demand, or suit. The indemnification requirements of this paragraph may be met by the purchase of insurance in a form and amounts reasonably acceptable to EPI.

B. **Limitations of Liabilities.** The Academy may assert or not assert, waive or not waive, all immunities and statutory limitations of liability in connection with any claims arising under this Agreement.

C. **Indemnification of the Academy.** To the extent permitted by law, EPI shall indemnify and hold the Academy (which term for purposes of this Paragraph C, includes the Academy's officers, directors, and employees) harmless against any and all claims, demands, suits, or other forms of liability that may arise out of, or by reason of, any noncompliance by EPI with any agreements, covenants, warranties, or undertakings of EPI contained in or made pursuant to this Agreement; and any misrepresentation or breach of the representations and warranties of EPI contained in or made pursuant

to this Agreement. In addition, EPI shall reimburse the Academy for any and all legal expenses and costs associated with the defense of any such claim, demand, or suit.

D. **Indemnification for Negligence.** To the extent permitted by law, the Academy shall indemnify and hold harmless EPI, and EPI's Board of Directors, partners, officers, employees, agents and representatives, from any and all claims and liabilities which EPI may incur and which arise out of the negligence of the Academy's directors, officers, employees, agents or representatives. To the extent permitted by law, EPI shall indemnify and hold harmless the Academy, and the Board, directors, officers, employees, agents or representatives, from any and all claims and liabilities which the Academy may incur and which arise out of the negligence of EPI's directors, officers, employees, agents or representatives. Nothing contained herein shall be deemed to be a waiver by the Academy of its right to assert the privilege of governmental immunity or any other affirmative defenses provided by law.

E. **Indemnification of Bay Mills Community College.** The parties acknowledge and agree that the Bay Mills Community College Board of Trustees, Bay Mills Community College and its members, officers, employees, agents or representatives are deemed to be third party beneficiaries for purposes of this Agreement. As third party beneficiaries, the parties hereby promise to indemnify, defend and hold harmless the Bay Mills Community College Board of Trustees, Bay Mills Community College and its members, officers, employees, agents or representatives from all claims, demands, or liability, including attorney fees and related expenses, on account of injury, loss or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage or any other losses of any kind whatsoever and not caused by the sole negligence of Ferris State University, which arise out of or are in any manner connected with the Bay Mills Community College Board of Trustees' approval of the Application, the University Board's consideration of or issuance of a Contract, the Academy's preparation for and operation of a public school, or which are incurred as a result of the reliance by Bay Mills Community College and its Board of Trustees members, officers, employees, agents or representatives upon information supplied by the Academy or EPI, or which arise out of the failure of the Academy to perform its obligations under the Contract issued to the Academy by the Bay Mills Community College Board of Trustees. The parties expressly acknowledge and agree that Bay Mills Community College and its Board of Trustee members, officers, employees, agents or representatives may commence legal action against either party to enforce its rights as set forth in this section of the Agreement.

ARTICLE X

INSURANCE

A. **Insurance of the Academy.** The Academy shall secure and maintain in its own name as the "first named insured" such insurance in an amount and on such terms as are required by the provisions of the Contract, including the indemnification of EPI required by this Agreement. In the event that the University Board's insurance carrier requests changes in the coverage identified in the Contract, the Academy agrees to comply with the change in the type and amount as requested by the University Board within thirty (30) days after notice of the insurance coverage change. The Academy shall, upon request, present evidence to EPI that it maintains the requisite insurance in compliance with the provisions of this paragraph. EPI shall comply with any information or reporting requirements applicable to the Academy under the Academy's policy with its insurer(s), to the extent practicable.

B. **Insurance of EPI.** EPI shall secure and maintain general liability insurance with the Academy listed as an additional insured at the academy's expense. EPI shall maintain such insurance in an amount and on such terms as are reasonably acceptable to the Academy and as required by the provisions of the Contract including the indemnification of the Academy and Bay Mills Community College required by this Agreement. EPI shall upon request present evidence to the Academy that it maintains the requisite insurance in compliance with the provisions of this paragraph. The Academy shall comply with any information or reporting requirements applicable to EPI under EPI's policy, with its insurer(s) to the extent practicable.

C. **Workers' Disability Compensation Insurance.** Each party shall maintain workers' disability compensation insurance when and as required by law, covering their respective employees.

ARTICLE XI
MISCELLANEOUS

A. **Sole Agreement.** This Agreement supersedes and replaces any and all prior agreements and understandings between the Academy and EPI on the subject matter hereof.

B. **Force Majeure.** Neither party shall be liable if the performance of any part or all of this Agreement is prevented, delayed, hindered or otherwise made impracticable or impossible by reason of any strike, flood, riot, fire, explosion, war, act of God, sabotage, accident, or any other casualty, or cause beyond either party's control, and which cannot be overcome by reasonable diligence and without unusual expense.

C. **Notices.** All notices, request, consents demands and other communications from one party to the other that are given pursuant to the terms of this Agreement shall be in writing and shall be delivered (including delivery by commercial delivery service), or sent by United States mail, certified or registered, postage prepaid, or sent by nationally recognized overnight courier. Notices shall be deemed given (i) on the date of delivery, if delivered via commercial delivery service (unless such date is a weekend or holiday in which event such notice shall be deemed given on the next succeeding Business Day), (ii) three (3) Business Days following deposit in the United States Mail, if sent via certified mail or registered mail or (iii) on the Business Day next succeeding the date upon which such notice is given to any nationally recognized overnight courier. All notices, request, consents, demands and other communications shall be addressed as follows:

If to EPI:	Educational Partnerships, Inc. 30233 Southfield Road, Suite 209 Southfield, MI 48076 Attn: Dr. Jefferson Hamlin
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If to Academy:	International Academy of Saginaw 1944 Iowa Ave, Saginaw MI 48601 Attn: Board President
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D. **Severability.** The invalidity of any of the covenants, phrases or clauses in this Agreement shall not affect the remaining portions of this Agreement, and this Agreement shall be construed as if such invalid covenant, phrase or clause had not been contained in this Agreement.

E. **Successors and Assigns.** This Agreement shall be binding upon, and inure to the benefit of, the parties and their respective successors and assigns.

F. **Entire Agreement.** This Agreement is the entire agreement between the parties relating to the services provided, and the compensation for such services, by the parties. Any modification to this Agreement must be made in writing, approved by the Board and EPI, and signed by a duly authorized officer. In addition, the Board must also secure the approval of the University Board before any modification to this Agreement can become effective.

G. **Non-Waiver.** No failure of a party in exercising any right, power or privilege under this Agreement shall affect such right, power or privilege, nor shall any single or partial exercise thereof preclude any further exercise thereof or the exercise of any other right, power or privilege. The rights and remedies of the parties under this Agreement are cumulative and not exclusive of any rights or remedies which any of them may otherwise have.

H. **Assignment.** EPI may assign this Agreement only with the prior written approval of the Board.

I. **Governing Law.** Except as specifically provided in Section M, below, this Agreement shall be governed by and enforced in accordance with the laws of the state of Michigan in the circuit court of Monroe County, Michigan.

J. **Delegation of Authority.** Nothing in this Agreement shall be construed as delegating to EPI any of the powers or authority of the Board that are not subject to delegation by the Board under Michigan law or the Contract.

K. **Compliance with Law.** The parties agree to comply with all applicable laws, rules and regulations.

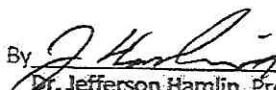
L. **Warranties and Representations.** Both the Academy and EPI represent that each has the authority under law to execute, deliver and perform this Agreement and to incur the obligations provided for under this Agreement, that its actions have been duly and validly authorized, and that it will adopt any and all resolutions or expenditure approvals required for execution of this Agreement. The individuals signing this Agreement represent that they have authority to do so on behalf of EPI and the Academy.

M. **Dispute Resolution Procedure.** Any and all disputes between the parties concerning any alleged breach of this Agreement or arising out of or relating to the interpretation of this Agreement or the parties' performance of their respective obligations under this Agreement that are unable to be resolved through discussion and negotiation shall be resolved by arbitration, and such an arbitration procedure shall be the sole and exclusive remedy for such matters. The arbitrator shall be selected from a panel provided by and in accordance with the rules of the American Arbitration Association. The arbitration shall be conducted in accordance with the rules of the American Arbitration Association, with such variations as the parties and the arbitrator unanimously accept. Any arbitration hearing shall be conducted in Michigan. The arbitrator shall be required to issue a cause opinion with a written explanation as to the final decision. This cause opinion shall be made available to the Bay Mills Community College Charter Schools Office upon request. A judgment on the award rendered by the arbitrators may be entered in any court having appropriate jurisdiction to ensure compliance with the applicable law and this Agreement. The cost of arbitration, not including attorney fees, shall be paid by the losing party. It shall be in the discretion of the arbitration panel to award reasonable attorney fees to the prevailing party, to be paid if awarded by the losing party.

N. **Modification to Conform to Changed University Board Policies.** The parties intend that this Agreement shall comply with Bay Mills Community College and Educational Service Provider Policies, as the same may be changed from time to time. In the event that changes in Bay Mills Community College Educational Service Provider Policies implemented after the date of execution of this Agreement cause any provision of this Agreement to be in conflict with the revised Policies, the parties agree to amend this Agreement to eliminate the conflict within thirty (30) days after being advised of such conflict.

The parties have executed this Agreement as of the day and year first above written.

EDUCATIONAL PARTNERSHIPS INC, INTERNATIONAL ACADEMY OF SAGINAW:

By 
Dr. Jefferson Hamlin, President EPI.

By 
Vanessa Lewis President, Board of Directors