

Richmond Community Schools

35276 Division * Richmond, Michigan 48062 * (586) 727-3565 * www.richmond.k12.mi.us

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Superintendent

**Richmond Early Childhood Learning Center
& Will L. Lee Elementary School**
68399 Forest
Richmond, Michigan 48062
David Kochan, Principal

Richmond Middle School
35250 Division
Richmond, Michigan 48062
Keith Bartels, Principal

Richmond High School
35320 Division
Richmond, Michigan 48062
Andrew Kastl, Principal

November 9, 2020

*THIS LETTER HAVE BEEN MAILED TO
CURRENT AND FORMER EMPLOYEES.*

*PLACE ADDRESS LABEL
WITH PIC CODE HERE*

Dear Current/Former Richmond Employee,

Pursuant to [Public Act 166 of 2020](#), legislation was passed that appropriated funding for the Teacher COVID-19 Grant and School Support COVID-19 Grant Programs.

The **TEACHER COVID-19 GRANT PROGRAM** was created by Public Act 166 of 2020 to recognize the additional time classroom teachers in a district or nonprofit nonpublic school spent outside of normal working hours and additional costs classroom teachers have incurred or experienced to provide a continuity of learning during the period of school closure in 2019-2020 as a result of the COVID-19 pandemic. The program was funded under [Article 5, Section 949p](#) for grants to eligible K-12 classroom teachers.

The **SCHOOL SUPPORT COVID-19 GRANT PROGRAM** was created by Public Act 166 of 2020 for grants to ELIGIBLE K-12 school support staff to recognize the additional time spent outside of normal working hours, hazardous conditions, and additional costs school support staff have incurred or experienced to provide services to students during the period of school closure in 2019-2020 as a result of the COVID-19 pandemic. Please note if you work for a nonprofit nonpublic school you are not ELIGIBLE for this grant. The program was funded under [Article 5, Section 949q](#) for grants to eligible K-12 school support staff.

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In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972, Section 504 of Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disability Act of 1990, and Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Richmond Community School District that no person shall, on the basis of race, color, religion, military status, national origin or ancestry, sex (including sexual orientation), disability, age (except as authorized by law,) height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or employment. Inquiries related to any nondiscrimination policies should be directed to the Superintendent, 35276 Division Road, Richmond, MI 48062, (586) 727-3565.

PROGRAM DETAILS AND REPORTING REQUIREMENTS

School Districts and nonprofit nonpublic schools are required to identify eligible classroom teachers and support staff and email ELIGIBLE grant recipients [Form 5734, the Teacher and Support Staff COVID-19 Grants Certification](#), by November 9, 2020. Attached you will find a list of eligible and ineligible classroom teachers and support staff, as provided by guidance from the *Center for Educational Performance and Information (CEPI)* and the *Michigan Department of Treasury*.

School districts and nonprofit nonpublic schools are then required to compile the list of eligible classroom teachers and electronically submit the list by December 16, 2020 using the electronic submission system and form provided by the Michigan Department of Treasury.

GRANT FUNDING DISTRIBUTION

The Michigan Department of Treasury will distribute funding allocated under the Act directly to eligible classroom teachers in an equal amount up to \$500.00 per FTE K-12 classroom teacher employed by the district or nonprofit nonpublic school or assigned to regularly and continuously work under contract in a public school operated by the district or in a nonprofit nonpublic school.

The Michigan Department of Treasury will distribute funding allocated under the Act directly to eligible school support staff in an equal amount up to \$250.00 per FTE school support staff employed by the district or assigned to regularly and continuously work under contract in a public school operated by the district.

Grant funding checks will be sent directly to the eligible classroom teachers and eligible support staff. Checks will be mailed on or about February 25, 2021 to the address of residency provided by the school district or nonprofit nonpublic school. ELIGIBLE recipients are encouraged to ensure the information on file with the district or nonprofit nonpublic school is accurate and up-to-date.

KEY DATES

OCTOBER 23 – NOVEMBER 9, 2020: Districts and nonprofit nonpublic schools must determine eligible Teacher COVID-19 Grant and Support Staff COVID-19 Grant recipients. Districts and nonprofit nonpublic schools should pull draft eligible lists and reporting template from the CEPI portal system.

NOVEMBER 9, 2020: Last day for school district to distribute Form 5734, the Teacher and Support Staff COVID-19 Grants Certification, to identified eligible Classroom Teachers and School Support Staff for execution. Districts and nonprofit nonpublic schools must also post notice on the school district website and at least 1 other means of widely used communication that ELIGIBLE grant

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recipients have been identified and to provide an opportunity for written appeal of eligibility status to district.

DECEMBER 4, 2020: ELIGIBLE CLASSROOM TEACHERS AND SUPPORT STAFF MUST RETURN THE ATTACHED FORM 5734, THE TEACHER AND SUPPORT STAFF COVID-19 GRANTS CERTIFICATION, TO ANGELA BLAKE, PAYROLL AND EMPLOYEE BENEFITS COORDINATE, BY 4:00PM ON FRIDAY, DECEMBER 4, 2020.

This is also the deadline to file an appeal to the district regarding eligibility. To file an appeal, please send an email to Brian J. Walmsley, Superintendent, at bwalmsley@richmond.k12.mi.us. Your email must indicate that you are appealing the published list of eligible employees and request that the District review your appeal and eligibility. In the subject line of your appeal email, please write, "**Hazard Pay Appeal.**"

You may also send an appeal letter in US mail or dropped off in-person to:

Brian J. Walmsley, Superintendent
Richmond Community Schools
35276 Division
Richmond, Michigan 48062

ALL WRITTEN APPEALS, WHETHER SENT VIA EMAIL, US MAIL, OR DELIVERED IN-PERSON, MUST BE RECEIVED BY 4:00PM ON FRIDAY, DECEMBER 4, 2020. NO EXCEPTIONS.

DECEMBER 4 – DECEMBER 16, 2020: Districts must review *Form 5734, the Teacher and Support Staff COVID-19 Grants Certification*, and compile finalized eligibility lists for both grant programs retaining a copy of Form 5734 fully executed for each ELIGIBLE recipient.

DECEMBER 16, 2020: Deadline to upload and electronically submit the eligibility lists to the Department of Treasury utilizing the TSSC19 submission system.

FEBRUARY 25, 2021: Checks are estimated to be mailed on or about February 25, 2021 to the address of residency provided on the eligibility lists by the school district or nonprofit nonpublic school.

If you have any questions, please feel free to contact my office.

Sincerely,
Brian Walmsley, Ed.S.
Superintendent

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ELIGIBLE CLASSROOM TEACHERS AND SUPPORT STAFF EMPLOYEES

Current and Former Employee	FTE	TEACHER COVID-19 Grant Eligibility	SUPPORT STAFF COVID-19 Grant Eligibility
Adkins, James		NO	NO
Akerley, Shelly		NO	NO
Amhdar, Heidi		NO	NO
Askew, Terri		NO	NO
Baba, Christopher		NO	NO
Barnes, James	1.00	YES	NO
Barrand, Jodi	0.83	NO	YES
Barrett, Amy	1.00	YES	NO
Bartels, Kyle	1.00	YES	NO
Bartels, V. Keith		NO	NO
Bercel, Scherie	1.00	YES	NO
Bergstrom, Jacob		NO	NO
Biondo-Turner, Tracie	0.80	NO	YES
Birkmeier, Anthony		NO	NO
Blake, Angela		NO	NO
Blissett, Carrie	1.00	NO	YES
Boettcher, Nicole	0.89	YES	NO
Bollinger, Darlynn (ABM)	1.00	NO	YES
Bollini, Kathleen	1.00	NO	YES
Borwick, Becky		NO	NO
Bosman, Karen		NO	NO
Boyd, Eric		NO	NO
Boyd, Susan		NO	NO
Brockett, Beau		NO	NO
Buchanan, Stacey	1.00	YES	NO
Buero, Natalie		NO	NO
Buero, Norma	1.00	NO	YES
Burg, Brett	1.00	YES	NO
Burg, Nicholas		NO	NO
Campau, Kathleen	1.00	YES	NO
Carkuff, Kathleen	1.00	NO	YES
Cass, Marie	0.83	NO	YES

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Current and Former Employee	FTE	TEACHER COVID-19 Grant Eligibility	SUPPORT STAFF COVID-19 Grant Eligibility
Charlebois, Caitin	1.00	YES	NO
Chmielewski, Kaitlyn		NO	NO
Christensen, Rebecca		NO	NO
Christmas, Keith	1.00	NO	YES
Chrostowski, Jeff		NO	NO
Churchill, Rachael	1.00	YES	NO
Clausen, Jamie	1.00	YES	NO
Clearwood, Robert (ABM)	1.00	NO	YES
Clendennin, Matthew	1.00	YES	NO
Clore, Stacy	1.00	YES	NO
Coenen, Daniel	1.00	YES	NO
Constance, Alanna	1.00	YES	NO
Cook, Elyse		NO	NO
Cramton, Kristie	1.00	YES	NO
Cyman, Sophia		NO	NO
Dailey, Pam		NO	NO
Daleo, Shellie		NO	NO
Day, Brandon	1.00	YES	NO
Delore, Edward	1.00	YES	NO
Dickson, Jennifer		NO	NO
Dobbs, Deborah		NO	NO
Dorsey, Jennifer	1.00	YES	NO
Ducharme, Robin		NO	NO
Elms, Kimberly		NO	NO
English, Anna		NO	NO
Evans, Scott		NO	NO
Fenwick, Melana		NO	NO
Fenton, Stacy	1.00	NO	YES
Ferranti, Joann	1.00	NO	YES
Fletchm Adrianna (Updated 2020-11-10)		NO	NO
Fink, Angela		NO	NO
Finlay, David	0.80	YES	NO
Flaga, Larry		NO	NO
Fraley, Laura (Updated 2020-11-10)		NO	NO

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Current and Former Employee	FTE	TEACHER COVID-19 Grant Eligibility	SUPPORT STAFF COVID-19 Grant Eligibility
Fulghum, Suzanne	1.00	NO	YES
Fuller, Richard		NO	NO
Fuller, Vanessa (ABM)	1.00	NO	YES
Gabridge, Jill		NO	NO
Gallagher-Durst, Ann	1.00	YES	NO
Galvin, Meagan	0.60	NO	YES
Gardner, Alicia	1.00	YES	NO
George, Nicole		NO	NO
Germain, Damien	1.00	YES	NO
Germain, Sharon		NO	NO
Germain, Stephanie	1.00	YES	NO
Gibbons, Christine	0.88	NO	YES
Gibson, Ashley	1.00	YES	NO
Gillespie, Anthony	1.00	YES	NO
Gillespie, Erin	1.00	YES	NO
Girard, Michelle	1.00	NO	YES
Glanville, Sara (Richmond-Lenox EMS)	0.50	NO	NO
Goddard, Sarah	1.00	YES	NO
Gottardo, Amanda	1.00	YES	NO
Graham, Stephanie		NO	NO
Green, Jennifer		NO	NO
Grillo, Linda	1.00	NO	YES
Guiney, Kayla		NO	NO
Guiney, Kathy	1.00	NO	YES
Guiney, Rebecca		NO	NO
Hart, Dave (ABM)	0.50	NO	YES
Hercula, Rebecca	1.00	YES	NO
Herd, Joann	0.50	YES	NO
Hohmann, Mary Margaret	1.00	YES	NO
Hooks, Kenneth	1.00	YES	NO
Howell, Derek	1.00	NO	YES
Hunter, Alayna	1.00	YES	NO
Jackson, Amber	0.83	NO	YES
Jahr, Cheryl	1.00	YES	NO

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Johnson, Roy (ABM)	1.00	NO	YES
Jones, Angela		NO	NO
Jones, Jennifer		NO	NO
Kaganac, Leah	1.00	YES	NO
Kania, Andrea	1.00	YES	NO
Karam, Kenneth		NO	NO
Kastl, Andrew		NO	NO
Kelly, Kathleen	1.00	YES	NO
Kennedy, Danielle		NO	NO
Kesek, Barbara		NO	NO
Kesek, James		NO	NO
Klein, Elizabeth	1.00	NO	YES
Kochan, David		NO	NO
Kocher, John		NO	NO
Kulman, John (ABM)	1.00	NO	YES
Ladd, Dr. Mark	1.00	YES	NO
LaGrois, Chyanne		NO	NO
LaGrois, Ronda	1.00	YES	NO
Lamont, Eric	1.00	NO	YES
Laratonda, Nancy	1.00	NO	YES
Lashbrook, Kristie		NO	NO
Laske, Jennifer		NO	NO
Leach, Emily	1.00	YES	NO
Lepak, Shelia	1.00	NO	YES
Llombart, Julie	1.00	YES	NO
Lopiccolo, Monica	0.95	NO	YES
Lum, Crystal		NO	NO
Machowski, Wendy		NO	NO
Mangan, Kaitlin		NO	NO
Mangune, Heidi		NO	NO
Martin, Amanda	1.00	YES	NO
Matthes, Kelli		NO	NO
Matthes, Nicholas		NO	NO
May, Miriam	1.00	NO	YES

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Mayo, Melissa		NO	NO
McNichol, Darlene	1.00	NO	YES
McCoy, Lindsey	1.00	YES	NO
McIntire, Judy		NO	NO
McLaughlin, Casey (ABM)	0.50	NO	YES
McLoed, Krista	1.00	YES	NO
McNamee, Marisa		NO	NO
Miller, Clarence		NO	NO
Miller, Jamie	1.00	NO	YES
Misko, Sean	1.00	YES	NO
Montgomery, Karen	1.00	NO	YES
Moore, Jamie		NO	NO
Mueller, Janel		NO	NO
Munro, Margaret	1.00	YES	NO
Myers, Chelsea		NO	NO
Nichol, Stephanie		NO	NO
Nicolopoulos, Monica	1.00	NO	YES
Nuss, Glenn	1.00	YES	NO
Ogilvy, Joseph	1.00	YES	NO
Osterland, Debra	0.83	NO	YES
Ottenbacher, Laura		NO	NO
Pacitto, Steven		NO	NO
Panck, Martha (ABM)	1.00	NO	YES
Parker, Tracy		NO	NO
Paxon, Jamey		NO	NO
Paxon, Jeffrey		NO	NO
Pecorilli, Alexandra (Updated 2020-11-10)		NO	NO
Pedri, Steven	0.92	NO	YES
Peitz, Christine		NO	NO
Perry, Samantha	1.00	NO	YES
Pinsky, Denise	1.00	NO	YES
Pitcel, Judith	1.00	NO	YES
Presnell, Joshua		NO	NO
Pittiglio, Stacey		NO	NO

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Pricopio, Lisa	0.58	NO	YES
Radoicic, Megan	1.00	YES	NO
Rands, Lisa	1.00	NO	YES
Ranger, Teresa	1.00	YES	NO
Reed, Hailey		NO	NO
Rich, Madison		NO	NO
Richards, Sandra	1.00	NO	YES
Rickert, Suzan	1.00	NO	YES
Rineer, Michael	1.00	YES	NO
Rinehart, Christopher		NO	NO
Rix, Tim		NO	NO
Robbins, Jason (City of Richmond)		NO	NO
Roda, Don		NO	NO
Roodbeen, Brian	1.00	YES	NO
Ruhlman, Jill		NO	NO
Salvatore, Vincent	1.00	YES	NO
Schack, Molly	1.00	YES	NO
Schadd, Tammie		NO	NO
Scheer, Dawn		NO	NO
Scheible, Meghan		NO	NO
Schleder, John	1.00	YES	NO
Schlehuber, Jessica	1.00	YES	NO
Schorman, Bryan		NO	NO
Schroeder, Jodi	1.00	YES	NO
Shagena, Kari	1.00	YES	NO
Shannon, Reen	1.00	YES	NO
Shuster, Steven		NO	NO
Simons, Lauriee	0.87	NO	YES
Smallwood, Aimee	1.00	YES	NO
Soldan, Margie	1.00	NO	YES
Spanske, Allen		NO	NO
Speckman, Julie	1.00	NO	YES
Spratke, Nicole		NO	NO
Stevenson, Eric	1.00	YES	NO

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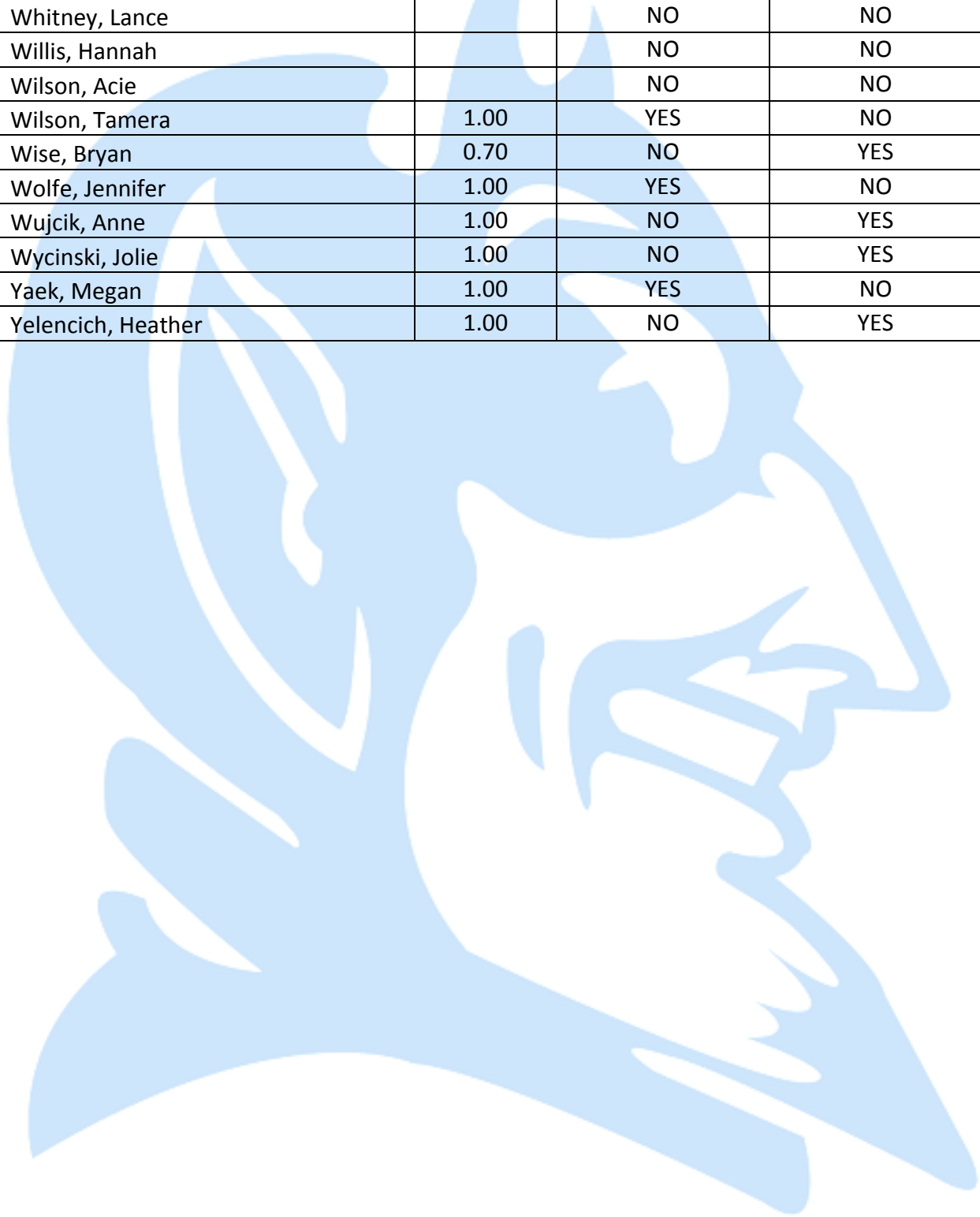
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Stuart, Howard		NO	NO
Studer, Jaime	1.00	YES	NO
Sutherland, Brad		NO	NO
Sutton, Jessica	0.83	NO	YES
Swanger, Harold	1.00	NO	YES
Swartz, Jim		NO	NO
Szlachtowicz, Heather	1.00	NO	YES
Tavano, Jim		NO	NO
Taylor, Tiffani	1.00	YES	NO
Ternan, Kayley		NO	NO
Thiel, Jamie (Updated 2020-11-10)		NO	NO
Thomas, Colleen		NO	NO
Thompson, Brigitte		NO	NO
Thurman, Jessica		NO	NO
Treend, Preston	1.00	YES	NO
Trombley, Dana	0.96	NO	YES
Turpin, Amanda	1.00	YES	NO
Vandecar, Kellie		NO	NO
VanGampelaere, John		NO	NO
VanHam, Karen	1.00	YES	NO
VanScoter, Lisa	0.92	NO	YES
VanSledright, Katie	1.00	YES	NO
Volpe, Kathleen	1.00	YES	NO
Wagner, James	1.00	YES	NO
Wagner, Lorri		NO	NO
Walla, Kristina	1.00	YES	NO
Waller, Dawn	1.00	NO	YES
Walmsley, Brian		NO	NO
Walmsley, Madelyn		NO	NO
Walters, Autumn	1.00	YES	NO
Washzkiewicz, Jacklyn		NO	NO
West, Charlene		NO	NO
West, Craig	1.00	YES	NO
West, Kaitlyn		NO	NO

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Whitney, Lance		NO	NO
Willis, Hannah		NO	NO
Wilson, Acie		NO	NO
Wilson, Tamera	1.00	YES	NO
Wise, Bryan	0.70	NO	YES
Wolfe, Jennifer	1.00	YES	NO
Wujcik, Anne	1.00	NO	YES
Wycinski, Jolie	1.00	NO	YES
Yaek, Megan	1.00	YES	NO
Yelencich, Heather	1.00	NO	YES



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