



STATE OF MICHIGAN  
DEPARTMENT OF EDUCATION  
LANSING



JENNIFER M. GRANHOLM  
GOVERNOR

MICHAEL P. FLANAGAN  
SUPERINTENDENT OF  
PUBLIC INSTRUCTION

December 20, 2007

**MEMORANDUM**

**TO:** State Board of Education

**FROM:** Michael P. Flanagan

**SUBJECT:** Report on Department of Education Cosponsorships

The Department of Education is asked to cosponsor a number of conferences or meetings. I am notifying the Board of the following cosponsorships:

Michigan Afterschool Collaborative Institute  
School Nutrition Association of Michigan 2008-2009 Annual  
Conference

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## COSPONSORSHIP

Title of Event: Michigan Afterschool Collaborative Institute

Primary Sponsoring Agency: Michigan Department of Education

Cosponsors: Michigan AfterSchool Association  
Michigan After-School Partnership

Date: May 30, 2008

Location: Holiday Inn West Lansing

Purpose: To provide Michigan's out-of-school time community professional development that emphasizes the importance of integrating services through collaboration among out-of-school time programs, public schools, community agencies and families.

Major Speaker(s): To be determined

Audience: Out-of-school field which includes teachers, on-site staff, administrators, child care providers, and parents.

Staff Involvement: 21<sup>st</sup> Century Community Learning Centers Staff

Financial Obligation (please check): Federal   X   State Other

Staff Costs (including fringe benefits and number of days): \$3,900.00  
(approx. 96 hrs. total for three staff members)

Other Costs (including meals, phone, postage, travel, etc.):

Lunch for estimated 425 participants/presenters/staff	\$4,356.25
Postage	\$205.00
Printing	<u>\$500.00</u>
<b>Grand Total:</b>	<b>\$8,961.25</b>

State Board Participation: Yes, as invited guests

The following "Statement of Cosponsorship" will appear on the printed agenda for the meeting or conference:

Cosponsorship of a conference by the Michigan Department of Education assumes the active participation of Department of Education staff in the planning and development of the agenda. No person shall be denied the opportunity to participate on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap. The conference facility must meet accessibility standards for the physically handicapped. Commercial products or services displayed or presented as a part of the conference are not considered endorsed by the Michigan Department of Education.

## CO-SPONSORSHIP

**Title of Conference or Meeting:** School Nutrition Association of Michigan  
2008-2009 Annual Conference

**Primary Sponsoring Agency:** School Nutrition Association of Michigan

**Co-sponsors:** Michigan Department of Education  
School Nutrition Association of Michigan

October 24-26, 2008

**Location:** Boyne Mountain, Boyne Falls, MI

**Purpose:** To provide information and resources to school food service directors through a multiple-day workshop that will focus on USDA program requirements and all aspects of school meals program operations at the local districts.

**Major Speaker(s):** To be determined; Includes School Meals Program and Coordinated School Health and Safety Programs Unit staff.

**Audience:** School food service directors from multi-site school districts.

**Staff Involvement:** Provide training and technical assistance through formal presentations and informal networking with local district food service staff.

**Financial Obligation:** Federal  State  Other

Staff Costs: Approximately \$7,800  
(2.5 days x 12 staff and 3 days x 3 staff)  
(approximately 20 hours)

Travel Costs: Approximately \$8,784  
Lodging (Includes Meals) - 15 staff x \$179/night x 3 nights = \$8,055  
Mileage - 376 miles (round trip) x \$.329 = \$124 x 5 cars = \$620  
Meals during travel 15 staff x \$7.25/lunch = 108.75

**Board Participation** Invited Guests

The following "Statement of Co-sponsorship" will appear on the printed agenda for the meeting or conference:

Co-sponsorship of a conference by the Michigan Department of Education (MDE) assumes the active participation of MDE staff in the planning and development of the agenda. No person shall be denied the opportunity to participate on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap. The conference facility must meet accessibility standards for the physically handicapped. Commercial products or services displayed or presented as part of the conference are not considered endorsed by MDE.