



**OWOSSO PUBLIC SCHOOLS**  
Ready for the World

**Board of Education Agenda  
October 23, 2024  
5:30 pm**

Washington Campus Gymnasium  
645 Alger St  
Owosso, Michigan 48867

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Building Reports**

National Principal's Month - Recognition of OPS Principals  
Recognition of Retiree Cory Hauk  
Celebrate Kids! - Lincoln High School "Service Learning Class"  
Student Representative Report - Paige Davis

**4. Board Correspondence:**

Superintendent's Report  
Curriculum Director's Report

**5. Public Participation**

**6. For Action**

<b>Consent Agenda:</b>		
September 25, 2024 Board of Education Regular Meeting Minutes-----	Report 24-42	Page 3
October 9, 2024 Board of Education Committee Meeting Minutes-----	Report 24-43	Page 12
Current Bills-----	Report 24-44	Page 22
Financials-----	Report 24-45	Page 31
Heating Control Panels at Emerson-----	Report 24-46	Page 35
2024-25 Full-Time Liaison Officer Contract Renewal-----	Report 24-47	Page 46
Purchase and Lease Options for Buses-----	Report 24-48	Page 55
Thrun Policies-----	Report 24-49	Page 57
Bus Transportation Equipment & Software-----	Report 24-50	Page 60
Personnel New Hire-----	Report 24-51	Page 63

**7. For Future Action**

Audit Report-----	Report 24-52	Page 66
OHS, SkillsUSA Out of State Travel, Atlanta, GA-----	Report 24-53	Page 68

**8. For Information**

Personnel Update-----	Report 24-54	Page 72
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**9. Public Participation**

**10. Board Comments:** Board Member Comments/ Updates

**11. Upcoming Board Meeting Dates:**

November 13: Board of Education Committee of the Whole Meeting, 5:30 PM, Washington Campus Gymnasium  
November 20: Board of Education Regular Meeting, 5:30 PM, Washington Campus Gymnasium  
December 11: Board of Education Regular Meeting, 5:30 PM, Washington Campus Gymnasium

**Important Upcoming Dates:**

October 24: Emerson Trunk or Treat, 6-7 PM  
October 30: Trojan Spectacular, 7:00 PM, PAC  
October 31: Half-Day for All Students, Teacher Work Day  
November 4: OMS Powder Puff Game, 6:00 PM, Willman Field  
November 5: No School: Professional Development  
November 6: OHS Powder Puff Game, 7:00 PM, Willman Field  
November 9: Owosso Sports Boosters Bash, 6:00 PM, Knights of Columbus  
November 15-17: OHS Drama Club presents Shrek- The Musical, PAC  
November 20: Volleybrawl, 7:00 PM, OHS Gym  
November 25: Mr. Wonderful, 7:00 PM, PAC  
November 27-29: No School, Thanksgiving Recess

**12. Adjournment**

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting. Board Policy 0166

## BOARD GUARANTEE (Adopted May 2006)

We have been elected by the members of our community and choose to serve our fellow citizens to deliver the best possible programs and services to our children.

**Therefore**, we guarantee that:

We will serve with pride. We have been given the opportunity to make a difference in the lives of children and the quality of life in our community, and we are proud to accept that challenge.

We will treat students, parents, citizens, staff and fellow board members with dignity and respect.

We will be informed, knowledgeable and prepared before making decisions that affect the education of students. We will stay up-to-date so that our decisions will be based on the most recent information. We will model our belief that learning is a lifelong process.

We will do our part to work as a team with administrators, teachers, support staff, parents, students and citizens so that the entire learning atmosphere of our school will be one of warmth and caring. We will do this by becoming a part of district committees such as cross-functional, professional governance council (PGC) and many more.

We will maintain the policy making role of the Board and represent this to the constituents of the district by informal communications and referral to the proper channels for consideration of concerns and suggestions.

We will be enthusiastic and energetic in our support of the work in our schools by students, staff and volunteers. We will model this behavior by attending school sponsored events and working toward board certification through class work.

We will represent and reflect all segments of the community and base our decisions on sound policy and ethical principle that is in the best interest of all students. We will do this by basing our decisions on data and survey work on an annual basis. We will also take the time to have formal and informal conversations with our community.

Rick Mowen  
President



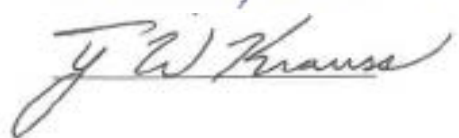
Marlene Webster  
Vice President



Olga Quick  
Treasurer



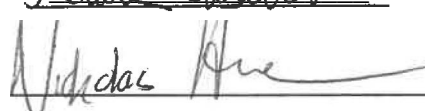
Ty Krauss  
Secretary



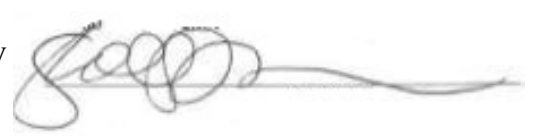
Adam Easlick  
Trustee



Nicholas Henne  
Trustee



Shelly Ochodnick  
Trustee



Board Guarantee check points will run in conjunction with the Superintendent dialogue sessions.



OWOSSO PUBLIC SCHOOLS

*Ready for the World*

# BOARD OF EDUCATION NORMS

- Open, Honest, and Timely Communication
- Prepared
- Committed
- Unified
- Disagree Without Conflict
- Punctual (notify if absent)
- Responsive (48 hour rule)
- Students First
- No Surprises



OWOSSO PUBLIC SCHOOLS

*Ready for the World*

## **Public Participation at Board Meetings Statement**

The Board of Education is a public body and recognizes the value of public comment on educational issues. Time has been included in the meeting's agenda for public participation. Members of the audience are reminded that they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

# **For Action**

# **September 25, 2024 Board of Education Regular Meeting Minutes**

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education**  
**Regular Board Meeting Minutes**  
**September 25, 2024**  
**Report 24-42**

Present: Adam Easlick, Nick Henne, Rick Mowen, Shelly Ochodnicky, Olga Quick  
Absent: Ty Krauss, Marlene Webster

President Mowen called the Board of Education Meeting to order at 5:30 p.m. The meeting was held at the Washington Campus Administration Building, 645 Alger St, Owosso, MI 48867.

**Pledge of Allegiance**

**Building Reports**

Mr. Collins, the OMS Principal, presented an update on Trojan Time classes. He explained that Trojan Time originated before students transitioned to high school, initially offering limited choices at the middle school level. Previously, students felt they had minimal elective options, with Art and PE being the only available classes outside Band and Choir. Trojan Time was introduced to address this, initially offering around 20 class options. This has now expanded to 60 choices each quarter, providing diverse activities.

Trojan Time is also used for interventions and support without disrupting core instruction. Notable offerings include peer-to-peer support, where 24 students assist their peers in English and Science classes, contributing both socially and academically. Additionally, there are specialized intervention classes in English and Math, and diverse Arts and Athletics options like Jazz Band, Choir, Guitar, Golf, Swimming, and more.

To share their experiences, Jillian Welz, Blake Huff, and Caleb Jurhs spoke. The student council president, Jillian, highlighted how Trojan Time has helped her develop leadership skills and plan school events like powder puff and volleyball games.

**Board Correspondence**

Superintendent Brooks shared a comprehensive update on the district's recent activities and achievements. He began by highlighting the accomplishments of Wyatt Boggs, a senior who was elected as a national officer for SkillsUSA—the first student from Michigan to achieve this since the 1980s. Wyatt, along with fellow students Chloe Hayes, Paige Davis, and Ashton White, who were elected as state officers, recently attended the SkillsUSA national conference in Washington, D.C., where they visited senators' offices and presented at the meeting, representing Owosso proudly.

The Trojan Marching Band performed for all three elementary schools last Friday as a kick-off to Homecoming. After playing a few songs for the entire school, the band members mingled with



fifth graders, which is one of the most effective ways to excite our fifth graders about joining the band. This visit was perfectly timed as Band Directors Mr. Sterk and Mrs. Kowalczyk had just begun meeting with the 5th graders last week. Additionally, our fifth-grade safety patrols have been sworn in and are already hard at work ensuring the safety of our youngest students as they get on and off the buses. These safety patrol students will be honored at the home football game on October 25th.

Bryant Elementary is getting ready for its Fall Flannel Festival, hosted by the PTO on Thursday from 6:00 to 7:00 p.m. The event will be casual and family-friendly, featuring games, cider, and donuts. We're also excited to welcome high school athletes for our first "What It Means To Be An Owosso Trojan" assembly, where athletes will share the importance of being part of a positive team. After the assembly, 3rd, 4th, and 5th graders will have the chance to collect autographs from the athletes. The goal is to build Trojan pride, practice a cheer, and sing the fight song. In other news, our kindergarten classes recently celebrated Community Helpers, with visits from the police, fire, snow plow, and street sweeping crews, thanks to the City of Owosso. The children were particularly thrilled by the heavy equipment demonstrations. Students also created "Get Well" cards for OHS alumni Mira Langdon and Addie Kreger, who were in a serious car accident in August. The cards are intended to bring joy and encouragement to Mira and Addie as they continue to recover.

At Central Elementary, Mrs. Friends' class has begun weekly trips to Oliver Woods to read with their reading buddies. Over the past month, Principal Rowell has been meeting with staff and reading to classrooms, ensuring strong connections. Last Thursday, they held a successful Donuts with Grownups event, organized by our PTO. They are now preparing for our upcoming Fall Fest, which will take place in the coming weeks.

Emerson Elementary kicked off its primary fundraiser of the year, Rock N Run! The students vote on a school-wide reward if they meet their goal, with Dodgeball being a perennial favorite. The campaign will end on October 4th with a celebration where students will run through an obstacle course while jamming to music. The funds raised will go toward field trips, classroom supplies, and special events throughout the year. We're also looking forward to Spirit Week and the nightly challenges that will take place next week.

The Bentley Cheerleaders officially started at Bentley Bright Beginnings, with 16 students enrolled in the program. Practices are being held, and the cheerleaders will perform at the JV football game in October. They've also received \$8,000 in preschool scholarships for 3-year-olds to attend preschool.

Owosso Middle School had all social studies classes participate in building-wide Constitution and 9/11 lessons. Our Builder Club and Student Council have been very active, working on community projects such as food distribution, creating signs for athletes, and preparing for Spirit Week. Upcoming events include the Homecoming Pep Assembly on October 4th, the Choir Concert on October 8th, and the DC Parent Meeting on October 10th.

Owosso High School recently hosted a New Student Donut Club, organized by Assistant Principal Karen Van Epps, for about 30 new students from across the country, including North Dakota, Iowa, Virginia, New York, and Kentucky, as well as our exchange students.

Additionally, 181 sophomores through seniors were honored at the Academic Achievement Awards for maintaining a 3.5 GPA or above. Next week, 12 sophomores will attend the Flint Metro League's Sportsmanship/Leadership Summit. Homecoming festivities are also next week, with this year's court featuring Charlie Agnew, Santi Aguirre, Gavin Fedewa, Owen Feldpausch, and Charlie Nolph as the gentlemen representatives, and Addison Collard, Emily Easlick, Khi-Ree Kuchar, Natalie Summerland, and Madelyn Usher as the ladies. The Grand Marshal is Dede Raffaelli.

Lincoln High School hosted the "Schools to Tools" mobile field trip, a hands-on career exploration event held in the school parking lot. Students from Lincoln, along with high school building trades and woods classes, participated in a variety of activities, including virtual simulations, hammering, drilling, and using harnesses. The event provided exposure to careers in the CTE (Career and Technical Education) field. Additionally, KORT (Knights of the Round Table) held officer elections, and the service learning class and new students will be heading to the Howell Nature Center for team-building exercises.

In Food Service news, Owosso Public Schools was awarded the Fresh Fruit and Vegetable Program (FFVP) for Bryant and Emerson Elementary Schools. In addition, a new breakfast cart was launched in the OHS/OMS hallway to help more students start their day with a healthy breakfast. The district is also involved in new and ongoing Farm to School grants funded through the MDE and MSU Extension.

Superintendent Brooks concluded his report by sharing that the maintenance team completed the removal of old wood mulch and installed new rubber mulch on the toddler playground at Bentley.

Curriculum Director Dr. Dwyer began her report by noting that the fall testing window is in progress. We are currently administering the Developmental Reading Assessment (DRA) and the NWA tests for reading and math. These assessments provide us with essential baseline data, allowing us to set targeted learning goals for each student. Both tests are crucial in identifying students' strengths and areas needing improvement, offering valuable insights to guide our instruction. The data also helps us determine which students may require additional support. We use this information to develop Individual Reading Improvement Plans (IRIPs) and keep parents informed throughout the process.

Our early math intervention program, funded by the 23h grant as Number Corner, is now in full swing with the delivery and distribution of Number Corner materials to teachers. Missy McIntyre is visiting each elementary school to assist teachers in organizing their materials and setting up their Number Corner spaces. Teachers will receive ongoing professional development throughout the school year to enhance their use of this resource.

Dr Dwyer provided an important update about Shiawassee Scholars; with the College Board's transition to online SAT administration, hosting the traditional in-person SAT test sessions is no longer feasible due to technological constraints across the county. As a result, the Shiawassee Scholars Advisory Board has decided to use the PSAT 8/9 as the new qualifying test. This change has several benefits, including providing all eighth graders an equal opportunity to

qualify, offering the test at no cost to parents, and allowing makeup testing for students who are absent on the initial test day.

Due to the later testing schedule, the Shiawassee Scholars reception will be moved to the following fall, and the traditional June visit to the University of Michigan will now take place during the summer after students complete their first year.

Lance Little recently led an after-school professional development session for new teachers focusing on the International Baccalaureate (IB) program. Building on the work started in August, participants began developing a unit, discussing key and related concepts, global contexts, statements of inquiry, and inquiry questions.

Owosso Public Schools received an additional \$50,000 for the Grow Your Own grant, increasing the total to \$250,000. This grant provides tuition reimbursement for staff members pursuing their teaching certificate, including paraprofessionals or those not currently in the classroom. It also supports current teachers seeking additional endorsements on their certificates, particularly in special education.

Dr. Dwyer concluded her report by mentioning the launch of a curriculum newsletter designed to streamline communication for teachers who were receiving information from multiple sources. The newsletter is sent via email every other Friday. It is also uploaded to the Google Drive, providing a central location for teachers to access important updates and information if needed later.

### **Public Participation**

President Mowen stated that the Board of Education is a public body and recognizes the value of public comment on education issues. Time has been included in the meeting's agenda for public participation. Members of the audience were reminded they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

The following participants addressed the Board:

Pam Morris  
Principal Collins

### **For Action**

- Moved by Quick, supported by Easlick, to approve August 28, 2024, Regular Meeting Minutes, September 11, 2024, Committee Meeting Minutes, September 11, 2024, Closed Session Minutes, Current Bills, and Financials as presented. Motion carried unanimously.
- Moved by Quick, supported by Easlick, to approve the out-of-state travel for Owosso High School Agriscience students and teacher Elizabeth Clark on a trip to Indianapolis, IN, from

October 23 to October 26, 2024. Motion carried unanimously.

### **For Future Action**

- The Board will be asked to authorize the Superintendent to upgrade building controls at Emerson Elementary.
- The Board will be asked to authorize the Superintendent to renew the City of Owosso's revised agreement for two "full-time" officers with the City of Owosso, pending City approval. To enhance the public safety of the City of Owosso and Owosso Public School District through the provision of police officers to serve as School Resource (liaison) officers for the contract year of fiscal year 2024-25 through fiscal year 2028-2029.
- The Board will be asked to authorize the district the option to purchase one 77 passenger bus instead of leasing as originally proposed in June/July of 2024.

### **For Information**

Superintendent Brooks announced the following personnel changes:

#### **Accepted Positions**

Owen Krupp has accepted the Monitor position at Emerson.

Kristopher Podolan has accepted the Sub Custodian position at OMS.

Emily Piercecchi has accepted the Monitor position at Emerson.

Devin Adamski has accepted the Monitor position at Emerson.

Deann Floria has accepted the Sub Custodian position.

Britni Delaney has accepted the Paraprofessional position at Emerson.

#### **Resignations**

Tammy Friedman, Custodian at OHS has resigned effective September 9, 2024.

Tara Morin, Paraprofessional at OMS has resigned effective September 20, 2024.

Brian Logghe, Grounds/Maintenance has resigned effective September 20, 2024.

Kristopher Podolan, Custodian at OMS has resigned effective September 13, 2024.

Tiffany Harwood, Monitor at Bryant has resigned effective September 16, 2024.

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The following participants addressed the Board:

None

### **Board Comments**

Trustee Ochodnicky discussed her conversation with Mr. Brooks about the liaison officer contract, expressing concerns about the five-year term due to potential financial uncertainties. She appreciated the opportunity to address her concerns, emphasizing the value of the liaison officers and sharing a heartwarming story about Officer Stone and her granddaughter.

She also thanked Mrs. Van Epps for her work with the Kiwanis Club on the "Rise Up and Shine" initiative, which honors students who may not be recognized for academic achievements but contribute positively in other ways.

Ochodnicky mentioned the hunting deer blinds for sale by the construction trades class, hoping they are selling well given the hunting interest in her family. Additionally, she highlighted an entrepreneurial effort by Miss Natalie Summerland, who sells flowers and crochet items on Copas Road, noting her own enjoyment of the beautiful bouquets.

Treasurer Quick expressed excitement about the positive developments happening in the district, particularly enjoying the students' insights about Trojan Time. She highlighted the convenience it offers for families, allowing children to get to school without disrupting their day.

Quick also shared about her own experiences with safety patrol, recalling how Judge Dignan's daughter felt comfortable only when Eric, a fellow safety patrol member, was present. She emphasized the importance of the safety patrol role and expressed anticipation for seeing them at the upcoming game. Overall, she extended kudos to everyone involved for their efforts.

Trustee Easlick thanked Mr. Collins for the updates on Trojan Time classes, appreciating the insights. He expressed enthusiasm for the elementary schools engaging with the community through reading initiatives.

Easlick also thanked Mrs. Van Epps for organizing the donut meeting for students, highlighting the importance of providing opportunities for social interaction, especially for those who have attended multiple schools and may feel out of place. Lastly, he praised Dr. Dwyer for the curriculum newsletter, noting it as a great way to keep everyone informed and aligned.

### **Upcoming Board Meeting Dates**

- October 9: Board of Education Committee of the Whole Meeting, 5:30 PM, Washington Campus Gymnasium
- October 23: Board of Education Regular Meeting, 5:30 PM, Washington Campus Gymnasium
- November 13: Board of Education Committee of the Whole Meeting, 5:30 PM, Washington Campus Gymnasium
- November 20: Board of Education Regular Meeting, 5:30 PM, Washington Campus Gymnasium

### **Important Upcoming Dates**

- October 2: LHS Evening PT Conferences
- October 4: Homecoming Parade, 5:30 PM, Fayette Square
- October 4: Homecoming Varsity Football Game, 7:00 PM, Willman Field
- October 5: Homecoming Dance, 7:00 PM, TBA
- October 8: OHS Choir Concert, 7:00 PM, PAC
- October 9: OMS Choir Concert, 7:00 PM, PAC
- October 15: OMS & OHS Evening PT Conferences
- October 17: Half-Day Elementary Only, Afternoon & Evening PT Conferences
- October 17: OHS Hauntcert, 7:00 PM, PAC
- October 18: No School

Superintendent Brooks shared two updates with the Board. First, he mentioned that choir students sent postcards thanking the Board for their purchase of choir uniforms, which have arrived. He expressed gratitude for getting the uniforms ordered and anticipated showcasing them soon.

Additionally, Brooks announced upcoming community coffee hours, similar to an event held in the spring. He will be at Joe-Lee's Crosswinds Café next week, followed by another meeting at Itsa Deli Thing in a couple of weeks. These sessions will provide an opportunity for community members to ask questions while enjoying coffee together. He noted that the events are being promoted on the district's social media page, hoping for a good turnout.

### **Adjournment**

Moved by Ochodnicky, supported by Henne, to adjourn at 6:20 p.m. Motion carried unanimously.

Minutes recorded by Stephanie Goetzinger.

Respectfully submitted,

---

Ty Krauss, Secretary

# **October 9, 2024 Board of Education Committee Meeting Minutes**



**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Minutes**  
**Committee of the Whole Meeting**  
**October 9, 2024**  
**Report 24-43**

Present: Adam Easlick, Nick Henne, Ty Krauss, Rick Mowen, Shelly Ochodnick, Olga Quick, Marlene Webster

Absent:

President Mowen called the Board of Education Meeting to order at 5:30 p.m. The meeting was held at the Washington Campus Administration Building, 645 Alger St, Owosso, MI 48867.

**Pledge of Allegiance**

**Public Participation**

President Mowen stated that the Board of Education is a public body and recognizes the value of public comment on education issues. Time has been included in the meeting's agenda for public participation. Members of the audience were reminded they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

The following participants addressed the Board:  
Mick Nighbert

**Thrun Polices Presentation**

The Board received a presentation from Lucas Savoie and Ray Davis of Thrun Law Firm, which provided a detailed overview of several important topics. These included the benefits of Thrun's services, a transition guide, an implementation checklist, a list of current policy subscribers, an order form, and the table of contents for both the policy overview and handbooks (student and employee). The presentation also covered the firm's mission statement, key definitions, and administrative guidelines and forms.

For over 75 years, Thrun Law Firm has been the leading authority in representing Michigan school districts and ISDs. Clients have consistently relied on Thrun's legal expertise in all facets of school law, including developing, reviewing, and modifying board policies. Thrun attorneys have extensive experience in advising clients on policies that, in many cases, were inconsistent, confusing, or not legally compliant. Recognizing the need for improvement, Thrun introduced a solution tailored specifically for Michigan schools.

Since 2020, Thrun has offered its Comprehensive Policy Service, which was created by Michigan attorneys with the unique challenges and legal requirements of Michigan schools in mind. These policies are designed to ensure legal compliance while providing school officials with practical guidance in a well-organized, user-friendly format.

Though not required for implementing the Policy Manual, Thrun also offers the Student and Employee Handbooks, Administrative Guidelines, and Forms as complementary products available for purchase. These materials align with the Policy Manual and provide additional value for Thrun Policy Subscribers.

Thrun's policies are customizable to meet the specific needs of each school district or ISD, rather than following a "one-size-fits-all" approach. Accompanying the Policy Manual is a Policy Manual Checklist, which outlines every policy that requires district action before adoption. This ensures a smooth and efficient policy implementation process.

Thrun attorneys host virtual Policy Implementation Meetings throughout the year to further assist districts. These sessions comprehensively explain the various policy options and allow district representatives to ask policy-related questions. Attendance at these meetings is highly encouraged for a successful policy adoption process.

Thrun includes a Title IX All Staff Awareness Training video, the Policy Manual, and the Title IX Policy and Formal Complaint Form at no additional cost. For those who purchase the Administrative Guidelines and Forms, Thrun provides 10 additional Title IX-related forms, such as the Documentation of Supportive Measures, Notice of Investigation, Notice of Additional Allegations, and several other essential documents to ensure full compliance with Title IX requirements.

During the presentation, Ray Davis noted that even if the Board chooses not to adopt Thrun's services, he highly recommended reviewing certain policies, which he listed for the Board's consideration. Treasurer Quick questioned why, as the district's legal representatives, Thrun had not previously reviewed the Board's policies for legal compliance. Ray clarified that he had never been authorized or directed by a board president to conduct such a review.

Treasurer Quick then asked if Thrun could provide examples for comparison, mainly to see how their policies differ from current ones. Ray responded that they could send examples, such as the definition of an administrator or their civil rights policy, to give the Board a clearer understanding of potential differences.

Additionally, Ray mentioned that Lucas Savoie might grant access to a set of policies so that the Board could review specific subjects of concern. He emphasized that they could also share insights from other districts currently using Thrun's policies, allowing the Board to hear the questions those districts ask during their implementation process. Ray agreed with Treasurer Quick's request for transparency, stating that they would allow the Board to review these policies and better understand the available options.

Superintendent Brooks stated that additional costs, such as the forms and administrative guidelines, are involved, but he doesn't think we need to address that now. However, the handbooks are an area that definitely needs an overhaul. At our last Superintendent's meeting, he had an in-depth conversation with Superintendent Fattal and spoke very highly of their experience with the transition to Thrun. They developed a plan to address the policies by series and systematically worked through them. He also recommended that if any of our Board members would like to contact the Corunna Board members for insight into the implementation process, they would be more than happy to share their experiences.

Corunna transitioned from NEOLA as well. Superintendent Fattal emphasized that when they closely reviewed their existing policies, many were outdated or no longer aligned with current laws, some of which had changed multiple times. It was eye-opening for them to realize how far behind they had fallen.

NEOLA typically recommends policy changes when laws or lawsuits bring issues to light, but the day-to-day policies often need to be updated and updated. Based on conversations Superintendent Brooks had with other superintendents beyond Corunna, the consensus is that Thrun's policies are the way forward, even at the cost of \$8,000. It will require effort, but so would updating our NEOLA policies, which also come with significant costs.

Vice President Webster added that she fully supports switching to Thrun. However, it's worth noting that they are relatively new at this, and we don't know how well they'll keep up with updates over the next 15 years. Their policies are up-to-date now because they're new, but how will their process evolve to ensure it stays that way?

Superintendent Brooks also pointed out, NEOLA is a national or Midwest-based company, covering multiple states and not tailored specifically to Michigan. In contrast, Thrun's policies and legal expertise are very Michigan-specific, which could be a key advantage for us.

### **Large Event Security Training**

Superintendent Brooks informed the Board that the district will participate in large event security training with Tom Mynsberge, as part of a countywide initiative. This training will involve tabletop exercises focused on managing security at large events, such as football games, basketball games, and graduation ceremonies. The goal is to develop strategies and protocols for handling potential security issues during these events.

This training is covered under our existing Critical Incident Management payments, and it will include high school administrators and other district personnel to ensure everyone is prepared. The entire county is involved in this initiative and is currently being coordinated for all districts.

### **Health Insurance Update**

We have been actively reviewing various insurance plans for the district, particularly in light of the recent 17.5% increase in our current MESSA packages. Collaborating with the OEA,

OESPA, the administrative team, and our MESSA representative, we have explored specific plans that best meet the diverse needs of our employees.

As a district, we can select four plans from approximately 85 available options, ensuring that we cater to all employees enrolled in insurance. A major factor driving up costs has been prescription drug coverage.

After a thorough evaluation, we received favorable feedback from both the OEA and OESPA on our proposed plan. The most notable change involves moving from Tier 3 to Tier 5 drug coverage during open enrollment. This change impacts drug categorization as follows:

- **Tier 1:** Generic drugs, pricing unchanged (ranging from \$2 to \$10).
- **Tier 2 and Tier 3:** Brand-name drugs will see a price increase (expected to be around **\$30**).
- **Tier 4 and Tier 5:** Specialty drugs are significantly more expensive and will have higher cost-sharing for those requiring them.

While generic drug prices will remain consistent, brand-name drugs will incur increased co-pays. The first two options presented are the most common and have minimal differences in cost. Lance has conducted an extensive analysis of these plans and assured us that they will reduce the overall increase from 17.5% to approximately 6%, benefiting everyone financially.

For support staff and employees who may not visit the doctor frequently, we are considering the “Balance Plus” plan, which features a higher deductible but significantly lower overall costs. This option can benefit employees seeking insurance coverage without frequent medical visits.

Vice President Webster questioned how this would affect the individual whose specialty drug costs \$125,000 twice a year, Superintendent Brooks responded that while there is a slight increase in costs for them, their out-of-pocket expenses will remain approximately the same. They are working through some of the costs associated with those specialty drugs. If adjustments are made to the deductibles, some drugs' coverage will change accordingly. Lance, our spreadsheet guru, has calculated everything precisely and has determined that their out-of-pocket expenses will be very similar to what they are currently paying.

We are finalizing paperwork with MESSA and have received authorization from the OEA and OESPA. Once submitted, the open enrollment process will be initiated. Before open enrollment begins, we will schedule sessions for all staff to meet with representatives who can address specific questions and provide detailed information about the new plans. We aim to finalize everything by November, ensuring a smooth transition for the January 1 rollout.

### **Enrollment 2024-25**

Superintendent Brooks shared a concerning update on student enrollment. As of Count Day, the district is down by 63 students compared to last year. While the district had budgeted for a

decline of 75 students, meaning they are technically 12 students ahead, this is still not where they want to be.

A detailed spreadsheet was provided in the packet, showing enrollment numbers by grade and building, along with district totals. Brooks emphasized the need to continue monitoring class sizes and staffing as they work to "right-size" the district moving forward, especially as they approach spring.

Brooks also mentioned efforts to collaborate with private schools for Title II and Title IV funding, as the law requires. While St. Paul and Salem have responded and continue to work with the district, Salem's enrollment has remained relatively stable. St. Paul has seen some growth due to offering significant tuition discounts.

The enrollment situation is always in flux, with the potential for slight adjustments by February. Brooks also addressed FTE (Full-Time Equivalent) funding, explaining that while the district can file for FTE funding for students moving in from out-of-county after Count Day, local districts generally follow a "general person's agreement" not to pursue FTEs from neighboring areas until the next count day.

### **Legislative Update**

Superintendent Brooks recently attended a legislative meeting and said it was fascinating to observe the slow pace of the process. He rushed to the meeting, only to spend just a few minutes before moving on to the next room. However, the legislative body eventually voted, and the governor signed the 5.75% reduction for retirement, which has now become a permanent change. This shift represents approximately a \$400,000 positive swing for us, directly related to our payroll.

Another topic Superintendent Brooks discussed was the complexities surrounding the 3% medical contribution. Essentially, anyone hired before 2012 pays 3% toward retirement medical costs. This year, they decided they had sufficient funding to continue this practice without needing the actual funds. In a somewhat convoluted decision, the legislators mandated that districts continue to collect the 3%, submit it to the state, and then the state will return the funds to the districts. This creates an unnecessary burden for us, as we must then determine how to redistribute that money to the employees from whom it was initially taken. It is an inefficient use of taxpayer dollars. The funds collected are also taxed, frustrating employees who may need help understanding this process.

Lastly, regarding 31AA, additional funding has been approved for safety and security measures. After significant cuts in the budget, they have restored \$125 million to the previously allocated \$25 million, bringing the total to \$150 million. We will apply for these funds, although they still need to catch up to the overall budget from previous years.

### **Board Training**

Superintendent Brooks emphasized the availability of board training through the Michigan Association of School Boards (MASB). These training sessions can be highly beneficial, providing a valuable opportunity for both new members and seasoned veterans to refresh their knowledge of current best practices and policies.

MASB offers a variety of training sessions tailored to meet different needs, and we are more than happy to assist in facilitating this process. Superintendent Brooks also wants to ensure that our new board member, who will join us after the first of the year, receive proper onboarding and training to set them up for success.

### **Board Retreat**

Superintendent Brooks has proposed scheduling a board retreat on either February 12 or March 12. Both dates coincide with our Committee of the Whole meetings, which are already on the calendar. If the Board is interested, this would be an excellent opportunity to include our new board member and discuss our norms, expectations, and any strategic work that needs to be addressed.

We will have MASB facilitate the retreat, as they have done. This would allow us to focus on strategic planning sessions or any other relevant topics.

### **Community Coffee Update**

Superintendent Brooks wanted to provide an update on the recent community coffee event. Last week, he enjoyed attending a session at the airport, where he connected with many longtime community members. It was a rewarding experience for both him and the attendees.

He has another session scheduled for next week at Itsa Deli Thing, where he will continue to engage with the community by answering any questions they may have. There has been a lot of interest in topics related to Career and Technical Education (CTE), and FFA. These conversations are incredibly valuable and are exactly the purpose of hosting these sessions.

### **Staff Evaluations**

Superintendent Brooks shared an update regarding recent changes to staff evaluations due to new legal requirements. He credited Dr. Dwyer for her exceptional work updating the evaluation system and ensuring that all spreadsheets aligned with the latest coding standards. Dr. Dwyer has also worked closely with the unions and principals to ensure everyone is on board. With everything now loaded into the system, principals and teachers are set for the new evaluation process. This was a significant undertaking, and Brooks expressed his appreciation for Dr. Dwyer's efforts.

Additionally, Superintendent Brooks outlined the plan for his own evaluation. After the November Board meeting, a closed session will be held where he will present a self-evaluation, evidence tied to specific goals, and the evaluation rubric. Board members will then have a month

to review the materials and complete the rubric, with the final findings to be reported at the December Board meeting.

In a new step, Brooks has also asked all admins to participate in his evaluation process. They will receive the same rubric and have the option to provide anonymous feedback, which will be compiled by Carrie Yoho and shared with the Board. Brooks emphasized that he would not see the feedback but believed it was important for principals and supervisors to have the opportunity to provide their input.

This approach allows the Board to comprehensively view his performance, incorporating day-to-day insights from the admin team and the Board's perspective.

### **Bus Transportation Tracking Software**

Superintendent Brooks informed the Board we've been discussing bus transportation tracking software for the better part of the year, and he'd like to provide a preview of what it could look like. If anyone is familiar with Life360, this Tyler Drive system would work similarly but for buses. Essentially, we would install software and hardware on the buses. When a bus arrives, and a student gets on—if they're in secondary school, they can scan their badge—the system will alert parents that their child has boarded the bus. When they scan off at their destination, the parent will receive another notification that their child has safely arrived.

Additionally, through the app, parents can receive alerts when the bus is two miles, one mile, or any set distance away from the drop-off point so that they can be ready in advance. Our secretaries would also have access to this system, allowing them to see who is on which bus and ensure students are on the correct one. For instance, if a student is supposed to be on Bus A but boards Bus B, the system will alert them that they're on the wrong bus.

The system also includes GPS tracking, which can help Transportation Director Steve DeLong and his team optimize bus routes. Over the summer, they could input all students assigned to a certain bus, and the software would map the most efficient route based on their addresses, improving both route efficiency and accuracy. We'll also be able to track the buses in real-time, from point A to point B.

One more advantage is that we can integrate athletic trips into this system. Often, teams return late from games, and traditionally, when they reach a nearby point, the coach tells the students to call their parents for pick-up. With this system, parents could receive automatic notifications when the bus is 10 minutes away from school, making the process smoother and more predictable. While field trips could pose some logistical challenges, we can certainly build in notifications for sports teams and other regular activities.

After this explanation, Superintendent Brooks played a short three-minute video introducing the Tyler Drive system to the Board. He added that one thing he should have mentioned was the inspections. We must complete pre- and post-drive inspections on paper, which results in a lot of paperwork. This system would allow us to handle those inspections digitally, eliminating the paper trail.

The total cost for implementing the system is around \$50,000, covering the entire fleet's equipment, software, onboarding, and professional development. The full implementation process will take about nine months to a year. Based on the savings from our door project, which was funded through safety and security grants and came in under budget, Superintendent Brooks believes we can offset the cost of this program and the necessary equipment. There will be an ongoing annual fee for the software, but we're continuing to dig into those details.

After the first year of implementation, there will be an ongoing annual cost of \$9,000 to maintain the software. However, as Mr. DeLong pointed out, there are several state police and safety/security grants available that we can apply for to cover this expense.

### **Barn Project**

Superintendent Brooks provided an update on the barn project, which has been progressing in collaboration with the FFA and Beth Clark. Preliminary drawings are in place, and the district has consulted with the Spicer Group to evaluate the topography of the proposed site. One key recommendation was to address the area's low elevation by adding drainage, tiling, and potentially a retention pond or basin to manage water flow from the nearby hill. This groundwork would benefit the barn and support future plans for the maintenance and transportation facilities.

Superintendent Brooks is seeking the Board's approval to put the project out for bid to determine the costs of preparing the site, including grading and drainage. The project could be funded through sinking fund dollars, which generate about \$20,000 in monthly interest, or a \$70,000 deposit from the middle school. Brooks emphasized that the goal is to avoid using district funds for the barn's construction, relying instead on grants and partnerships with construction trades and RESD for electrical work.

Superintendent Brooks also mentioned plans to explore a \$35 million bond project after the upcoming election, with no increase in millage. Spicer Group and Clark Construction have expressed interest in supporting the bond efforts.

### **Curriculum Update**

Dr. Cathy Dwyer wanted to update the Board about the curriculum. Last week, she had the opportunity to meet with Judy Fridline, who works with the Genesee I.S.D and serves as our regional school health coordinator. Together, they reviewed our health curriculum to ensure it aligns with the current requirements set by the Michigan Department of Education.

This is a sensitive topic, so they thoroughly and carefully ensure everything is done correctly. She doesn't anticipate any significant changes, but Dr. Dwyer wanted to inform the Board that this process is underway.

### **"thisisourstory"**



Superintendent Brooks highlighted several recent achievements across the district. On Monday night, the Trojan Marching Band performed at the Marching Band Festival, earning straight ones and continuing an impressive streak of over 67 consecutive years. The high school choir debuted their new uniforms at last night's concert, with the middle school concert scheduled for tonight. These performances demonstrate the remarkable talent and commitment of our students. Homecoming was another success this year, with perfect weather adding to the celebration.

In closing, Superintendent Brooks invited the Board to attend a holiday breakfast on December 10th from 9:00 to 11:00 a.m. alongside the admin and central office teams.

### **Meeting Updates:**

- October 23: Board of Education Regular Meeting, 5:30 PM, Washington Campus Gymnasium
- November 13: Board of Education Committee of the Whole Meeting, 5:30 PM, Washington Campus Gymnasium
- November 20: Board of Education Regular Meeting, 5:30 PM, Washington Campus Gymnasium

### **Important Upcoming Dates:**

- October 15: OMS & OHS Evening PT Conferences
- October 16: OHS Band Hauntcert, 7:30 PM, PAC
- October 17: Half-Day Elementary Only, Afternoon & Evening PT Conferences
- October 18: No School
- October 30: Trojan Spectacular, 7:00 PM, PAC
- October 31: Half-Day for All Students, Teacher Work Day
- November 4: OMS Powder Puff Game, 6:30 PM, Willman Field
- November 5: No School, Professional Development
- November 9: Owosso Sports Boosters Bash, 6:00 PM, Knights of Columbus

### **Adjournment**

Moved by Quick, supported by Ochodnicky, to adjourn at 7:26 p.m. Motion carried unanimously.

Minutes recorded by Stephanie Goetzinger

Respectfully submitted,

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Ty Krauss, Secretary

## **Current Bills**

OWOSSO PUBLIC SCHOOLS  
EXPENDITURE REPORT  
09/17/2024-10/14/2024  
REPORT 24-44

**CHECK RUN ACTIVITY BY FUND**

GENERAL FUND	\$762,540.82
SERVICE FUND	\$105,797.23
SINKING FUND	\$39,086.00
BOND FUND	\$0.00
CAPITAL PROJECTS	\$0.00
<b>CHECK RUN TOTAL</b>	<b><u>\$907,424.05</u></b>

**DRAW FROM ACCOUNT**

GORDON FOOD SERVICE PAYMENT (09/26/2024)	\$ 5,173.23
GORDON FOOD SERVICE PAYMENT (10/03/2024)	\$ 11,986.84
CONSUMERS ENERGY PAYMENT (9/19/2024)	\$ 29,329.19
CONSUMERS ENERGY PAYMENT (10/03/2024)	\$ 20,276.48
CONSUMERS ENERGY PAYMENT (10/10/2024)	\$ 25,777.57
	<b><u>\$ 92,543.31</u></b>

**CREDIT CARD ACTIVITY BY FUND (9/5-10/4/24)**

GENERAL FUND	\$ 34,137.81
SERVICE FUND	\$ 416.83
ORGANIZATIONAL FUND	\$ 111.78
<b>CREDIT CARD TOTAL</b>	<b><u>\$ 34,666.42</u></b>

**PAYROLL AND STABILIZATION DRAWS**

\$ -

**GRAND TOTAL**

**\$ 1,034,633.78**

[https://owossok12mi-my.sharepoint.com/personal/goetzingers\\_owosso\\_k12\\_mi\\_us/Documents/Attachments/October](https://owossok12mi-my.sharepoint.com/personal/goetzingers_owosso_k12_mi_us/Documents/Attachments/October)

Check #	Date	Run	Vendor	Name	Invoice Description	Amount
109447	09/19/2024	1	000686	Amazon Capital Services	First Aid Bag for Playground Monitors - Bryant	1,305.15
109448	09/19/2024	1	000676	ARROWHEAD MEDICAL, LLC	Training Supplies	106.38
109449	09/19/2024	1	006202	BSN SPORTS LLC	Girls Golf Supplies	19,109.45
109450	09/19/2024	1	006838	BURZMOR, JACKIE	Program to help with Spanish/English Reimburse..	21.00
109451	09/19/2024	1	000704	Cogan, Beverly J	CDL License Reimbursement	50.00
109452	09/19/2024	1	004228	EAI EDUCATION	'24-'25 EM/COPELAND	102.85
109453	09/19/2024	1	101560	EDWARDS SIGN & SCREEN PRINTING	OHS Graduation Banner with Hems & Grommets	483.00
109454	09/19/2024	1	101364	FENTON HIGH SCHOOL	25th Annual Girls Swimming and Diving Invitational	200.00
109455	09/19/2024	1	002390	GILBERT'S DO IT BEST HARDWARE	Supplies - General	2,076.35
109456	09/19/2024	1	101944	GOPHER SPORTS	CREDIT FOR ITEM 41-079 QTY 4 JUMP ROPES	121.44
109457	09/19/2024	1	007955	HENDRICKSON, MICHAEL	August Mileage Reimbursement	238.52
109458	09/19/2024	1	008910	HURLEY OCCUPATIONAL HEALTH PROG	DOT A. Rubelman	270.00
109459	09/19/2024	1	004942	KLAPKO, GREG	August Mileage Reimbursement	95.81
109460	09/19/2024	1	102408	LANSING SANITARY SUPPLY INC.	Custodial Supplies - OHS	1,420.64
109461	09/19/2024	1	001841	LINTNER, DALLAS	090124-091224 Mileage Reimbursement	62.44
109462	09/19/2024	1	003600	MARSHALL MUSIC COMPANY INC.	OMS Band Supplies	297.05
109463	09/19/2024	1	000768	McConnell, David B.	25 Forging the Peninsulas Textbooks	625.00
109464	09/19/2024	1	007158	MOMAR, INCORPORATED	August AquaTrol Service Contract Billing	430.00
109465	09/19/2024	1	008295	MSVMA	Membership Renewal	385.00
109466	09/19/2024	1	100030	OWOSSO PUBLIC SCHOOLS	Community Pep Rally	2,100.00
109467	09/19/2024	1	101335	PERRIN CONSTRUCTION CO. INC.	AIA # 1 Washington Elementary/Lincoln	105,575.00
109468	09/19/2024	1	101833	PERRY HIGH SCHOOL	Girls Varsity Volleyball 091424 Entry Fee	400.00
109469	09/19/2024	1	005420	SCHOOL SPECIALTY LLC.	EM/SEIBEL	338.91
109470	09/19/2024	1	005363	SHATTUCK SPECIALTY ADVERTISING	Water Resistant Speakers	527.99
109471	09/19/2024	1	005600	SHERWIN-WILLIAMS COMPANY	Supplies - Bryant	99.59
109472	09/19/2024	1	008752	Sonitrol Great Lakes - Michigan	OHS Technology Diagnostic & Repair	275.00
109473	09/19/2024	1	006418	Wieland Trucks	Vehicle Repair Parts - Operations	217.92
109474	09/19/2024	1	008056	YOUNG, AMBER	Payroll #26 062124 Replacement Check	610.56
109476	09/26/2024	1	008699	ALDERMANS INCORPORATED	Vehicle Repair Parts - Operations	514.11
109477	09/26/2024	1	000686	Amazon Capital Services	OMS Library Book	3,253.31
109478	09/26/2024	1	000590	AMMAN, BRIANA	August Mileage Reimbursement	65.26
109479	09/26/2024	1	000278	APPLEBEE OIL COMPANY	Propane Fuel for #8	27.30
109480	09/26/2024	1	008250	BIG TEAMS LLC	Domain Transfer Fee & Contract Termination Fee	1,400.00
109481	09/26/2024	1	006417	BROOKS, STEVE	MASA Fall Conference Meals & Mileage Reimburs..	250.48
109482	09/26/2024	1	008607	BSB COMMUNICATIONS INC.	Phone/Email Support - Technology	743.75
109483	09/26/2024	1	000711	Burmax Company	OHS Cosmetology Supplies	2,208.67
109484	09/26/2024	1	008833	CAREERSAFE LLC	OHS Software/License - Engineer	617.00

Check #	Date	Run	Vendor	Name	Invoice Description	Amount
109485	09/26/2024	1	003742	CCCAM	Cheer - Membership Dues	40.00
109486	09/26/2024	1	001380	CURRICULUM ASSOCIATES LLC	Everyday Writers Student Books	125.16
109487	09/26/2024	1	000703	Didax, Inc.	Rekenrek 20 Bead Magnetic	29.49
109488	09/26/2024	1	009045	EDGE PARTNERSHIPS LLC	2025 Michigan Career Education Conference	300.00
109489	09/26/2024	1	000653	HOAG, ARLEE M	091324 Mileage Reimbursement	40.20
109490	09/26/2024	1	102408	LANSING SANITARY SUPPLY INC.	Custodial Supplies - Emerson	5,420.61
109491	09/26/2024	1	008805	MANTIS PEST MANAGEMENT SVC LLC	Monthly Services	390.00
109492	09/26/2024	1	100268	MASA	2024 MASA Fall Conference 091824-092024	550.00
109493	09/26/2024	1	003630	MAURER HEATING & COOLING	Supplies - Emerson	27.14
109494	09/26/2024	1	000668	MCCLUNG, JESSICA	New Teacher Orientation Reimbursement	143.88
109495	09/26/2024	1	008643	MEI TOTAL ELEVATOR SOLUTIONS	Sep-Nov Quarterly Service	336.13
109496	09/26/2024	1	000781	MILLER, JOE	Construction Supplies - Reimbursement	78.20
109497	09/26/2024	1	100001	ODP BUSINESS SOLUTIONS LLC	LabelWriter - Emerson	242.00
109498	09/26/2024	1	007853	PIONEER VALLEY BOOKS	LFIP Lower Take Home Book Set	13,050.00
109499	09/26/2024	1	003608	RUGENSTEIN, CARRIE	Economics Curriculum Reimbursement	105.00
109500	09/26/2024	1	002661	SATA	One-way trips in August 2024	91.50
109501	09/26/2024	1	005420	SCHOOL SPECIALTY LLC.	EM/CICALO	184.26
109502	09/26/2024	1	100017	SET-SEG	Set Seg Insurance - Admin	4,868.91
109503	09/26/2024	1	005625	SHIAWASSEE RESD	Nurses & Edustaff 8/18/24-8/31/24	11,229.10
109504	09/26/2024	1	000785	Snap! Mobile, Inc.	FanX + Manage Org Subscription	1,500.00
109505	09/26/2024	1	101518	ST. JOHNS HIGH SCHOOL	Cross Country Entry Fee 082324	250.00
109506	09/26/2024	1	100253	STAPLES BUSINESS ADVANTAGE	Office Supplies	39.15
109507	09/26/2024	1	000608	SUMMERLAND, LORI	Special Ed Supplies - OMS	98.37
109508	09/26/2024	1	002948	THOMPSON, JESSICA	July Mileage Reimbursement	60.17
109509	09/26/2024	1	000782	Tucker, Kristen	Cheer T-Shirts	315.00
109510	09/26/2024	1	004269	UNITED STATES POSTAL SERVICE	OMS Postage	730.00
109511	09/26/2024	1	001667	UNIVERSITY OF OREGON	SWIS/CICO Annual License	2,425.00
109512	09/26/2024	1	100267	UNUM LIFE INSURANCE	Unum Insurance - Admin	2,645.68
109513	09/26/2024	1	008450	VECTOR TECH GROUP	Project E-Rate 2024 AIA 2	45,326.30
109514	09/26/2024	1	007788	WAKELAND OIL	Operations Diesel August 2024	1,565.00
109515	09/26/2024	1	000163	WARNING, CARRIE	OHS Cosmetology Reimbursement - Scissors	37.49
109516	10/03/2024	1	000686	Amazon Capital Services	Office Supplies - AA Batteries	3,866.26
109517	10/03/2024	1	000240	AMERICAN SPEEDY PRINTING CENTERS	Academic Achievement Programs	265.00
109518	10/03/2024	1	008901	BASGALL, JAKE	September Mileage Reimbursement	163.59
109519	10/03/2024	1	000788	Brandon School District	GFMSL League Dues 24-25	400.00
109520	10/03/2024	1	001050	CITY OF OWOSSO	Officers	21,125.01
109521	10/03/2024	1	000789	Currie Golf Course	Regional Golf Entry Fee	150.00

Check #	Date	Run	Vendor	Name	Invoice Description	Amount
109522	10/03/2024	1	001410	DALTON ELEVATOR	Cylinder Rental	50.00
109523	10/03/2024	1	006588	DAYSTARR COMMUNICATIONS	Telephone	447.70
109524	10/03/2024	1	101560	EDWARDS SIGN & SCREEN PRINTING	Operations - Navy Shirt - Owosso Staff	1,158.75
109525	10/03/2024	1	008658	EPS SECURITY	Repairs & Maint - Emerson Operations	337.50
109526	10/03/2024	1	009063	ESS MIDWEST INC	BBB Staffing	42,656.41
109527	10/03/2024	1	003706	GOODHEART-WILLCOX	OHS Software/License - Engineering	150.00
109528	10/03/2024	1	002810	HI-QUALITY GLASS	Glass - OHS	8.95
109529	10/03/2024	1	102029	HOAG, ROBIN	OMS Spec Ed Rewards/PBIS Reimbursement	228.81
109530	10/03/2024	1	008910	HURLEY OCCUPATIONAL HEALTH PROG	DOT Physical - Cogan	90.00
109531	10/03/2024	1	004730	J. W. PEPPER & SON INC.	OMS Vocal Music	475.99
109532	10/03/2024	1	101732	LAMPHERE PLUMBING & HEATING	Install Washer & Dryer Hook-up at Bryant	1,967.20
109533	10/03/2024	1	001841	LINTNER, DALLAS	092724 Mileage Reimbursement	57.08
109534	10/03/2024	1	000722	MANER COSTERISAN	2024 Audit - Progress Billing	17,760.69
109535	10/03/2024	1	003600	MARSHALL MUSIC COMPANY INC.	Supplies - OHS Band	2,908.05
109536	10/03/2024	1	000668	MCCLUNG, JESSICA	OMS ELA Supplies Reimbursement	77.13
109537	10/03/2024	1	003660	MEDLER ELECTRIC COMPANY	Electrical Supplies - Operations	217.29
109538	10/03/2024	1	003021	MELANIE LOUNDS	091324 Mileage Reimbursement	65.66
109539	10/03/2024	1	003780	MESSA	Oct 2024 Messa Insurance Admin	351,381.20
109540	10/03/2024	1	007158	MOMAR, INCORPORATED	SERVICE AGREEMENT FOR BOILER TREATME..	430.00
109541	10/03/2024	1	003711	MSPRA	Membership Renewal - Thompson	200.00
109542	10/03/2024	1	000702	Pioneer Athletics	Supplies - Operations	601.78
109543	10/03/2024	1	007853	PIONEER VALLEY BOOKS	Second Grade Kit - Classroom	2,866.05
109544	10/03/2024	1	000106	POMP'S TIRE SERVICE	Tires & Labor	3,327.00
109545	10/03/2024	1	009003	Quadient, Inc.	Equipment Rental	89.97
109546	10/03/2024	1	000513	ROSS, STEPHANIE	Golf Coach Association Fee Reimbursement	51.65
109547	10/03/2024	1	000323	ROTARY CLUB OF OWOSSO	August Dues - Brooks	168.00
109548	10/03/2024	1	002661	SATA	MV Grant - 50 Books	750.00
109549	10/03/2024	1	005420	SCHOOL SPECIALTY LLC.	SUPPLIES FOR TEACHER CLOSET	1,116.27
109550	10/03/2024	1	005363	SHATTUCK SPECIALTY ADVERTISING	OHS Awards - Val and Sal	37.66
109551	10/03/2024	1	005600	SHERWIN-WILLIAMS COMPANY	Supplies - OHS	259.10
109552	10/03/2024	1	008301	STINSON, GUNNAR	September Mileage Reimbursement	274.37
109553	10/03/2024	1	008649	SUMMIT FIRE PROTECTION CO	Semi Annual Service - Culinary Arts	1,000.00
109554	10/03/2024	1	001704	SUNBURST GARDENS INC.	Top Dress Material Labor and Delivery	8,471.00
109555	10/03/2024	1	002623	TASC-CLIENT INVOICES	FSA Administration Fees 110124-113024	364.80
109556	10/03/2024	1	006230	THRUN LAW FIRM, P.C.	Legal Services - General	497.50
109557	10/03/2024	1	002823	UNITED STATES TREASURY	063024 Form 941 Correction	32.89
109558	10/03/2024	1	101420	UNITY SCHOOL BUS PARTS	Credit for Parts	235.06

Check #	Date	Run	Vendor	Name	Invoice Description	Amount
109559	10/03/2024	1	001206	VERIZON	081124-091024	180.71
109560	10/03/2024	1	008974	VIC BOND FLINT	Plumbing Supplies	536.03
109561	10/03/2024	1	000163	WARNING, CARRIE	SME Training 080524-080924	209.71
109562	10/03/2024	1	007985	WATSON, JOE	September Mileage Reimbursement	304.14
109563	10/03/2024	1	000765	WCEPS	WCEPS Supplies	67.00
109564	10/03/2024	1	006845	WIN'S CORPORATE OFFICE	Supplies - Electrical	34.91
109569	10/10/2024	1	002307	BRD PRINTING INC.	OPS Notecards for Admin Team	308.17
109570	10/10/2024	1	003762	BUSINESS PROFESSIONALS OF AMERICA	OHS Fall Leadership Conference	182.00
109571	10/10/2024	1	003369	CULLIGAN OF OWOSSO	OHS Office Water	30.75
109572	10/10/2024	1	009063	ESS MIDWEST INC	Instructional Aide OHS Staffing	2,061.94
109573	10/10/2024	1	007955	HENDRICKSON, MICHAEL	Mileage Reimbursement from 092924-100124 Conf	260.29
109574	10/10/2024	1	002810	HI-QUALITY GLASS	Replace Press Box Glass	4,604.25
109575	10/10/2024	1	008220	J & H OIL CO.	Fuel September 2024	11,461.53
109576	10/10/2024	1	005463	JOSTENS	OHS Awards - Diplomas	12.50
109577	10/10/2024	1	008359	KINECT ENERGY INC.	Energy Mgmt Fee - Oct 2024	315.00
109578	10/10/2024	1	101353	LAPEER COMMUNITY SCHOOLS	OHS Cross Country Entry Fee 101524	75.00
109579	10/10/2024	1	003600	MARSHALL MUSIC COMPANY INC.	OHS Band Supplies	213.13
109580	10/10/2024	1	000794	Mason High School	Tennis Ball Fee Regionals 100724	75.00
109581	10/10/2024	1	004573	OWOSSO CARPET CENTER, INC.	Flooring - Emerson	4,211.00
109582	10/10/2024	1	008962	R & D SEPTIC TANK CLEANING	OHS Porta John Rental - Willman Field	250.00
109583	10/10/2024	1	005420	SCHOOL SPECIALTY LLC.	EM/COVERT	4,480.62
109584	10/10/2024	1	005600	SHERWIN-WILLIAMS COMPANY	Supplies - OHS	83.52
109585	10/10/2024	1	005625	SHIAWASSEE RESD	iCEV Beth Clark-Pilot Agriculture - 150 Students	22,139.17
109586	10/10/2024	1	101759	SPARTAN TOOL, LLC	Model 1065	4,418.16
109587	10/10/2024	1	000413	VENTRIS LEARNING LLC	UFLI Foundations Manual	376.25
<b>Total of All Checks</b>						762,540.82
<b>Less Voids</b>						0.00
<b>Grand Total</b>						762,540.82

Check #	Date	Run	Vendor	Name	Invoice Description	Amount
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**Check Summary**

Check Status	Count	Amount
Open	109	678,921.30
Cleared	27	83,619.52
Void	0	0.00
<b>Total</b>	<b>136</b>	<b>762,540.82</b>



 **Check Register**  
Owosso Public Schools

Bank Account **SERVIC**, From 09/18/2024 to 10/14/2024

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Check #	Date	Run	Vendor	Name	Invoice Description	Amount
008657	09/19/2024	1	007224	BUKOVICK, ELIZABETH	June Mileage Reimbursement	66.86
008658	09/19/2024	1	000619	FLINT FRESH MOBILE MARKET	Food	7,123.00
008659	09/19/2024	1	000341	HARTMAN, JOY	June Mileage Reimbursement	43.41
008660	09/19/2024	1	102408	LANSING SANITARY SUPPLY INC.	Cleaning Supplies	575.10
008661	09/19/2024	1	003807	PRAIRIE FARMS DAIRY	Food	2,116.22
008662	09/19/2024	1	007788	WAKELAND OIL	FS Fuel August 2024	142.71
008664	09/26/2024	1	100030	OWOSSO PUBLIC SCHOOLS	FS - Crew, Hoodie & Power Bank	88.00
008665	09/26/2024	1	003807	PRAIRIE FARMS DAIRY	Food	3,932.37
008666	09/26/2024	1	100017	SET-SEG	Set Seg Insurance - Food Service	138.25
008667	09/26/2024	1	100267	UNUM LIFE INSURANCE	Unum Insurance - Food Service	45.50
008668	09/26/2024	1	008854	VAN EERDEN FOOD SERVICE COMPANY	Food & Paper	36,480.52
008670	10/03/2024	1	000240	AMERICAN SPEEDY PRINTING CENTERS	Supplies	291.00
008671	10/03/2024	1	000619	FLINT FRESH MOBILE MARKET	Food	3,789.00
008672	10/03/2024	1	008258	GREAT LAKES COCA-COLA DISTRIBUTI	Food	394.55
008673	10/03/2024	1	007245	HUBERT COMPANY	Supplies	79.32
008674	10/03/2024	1	000407	IMPRESS PRINTED PRODUCTS LLC	Supplies	1,655.75
008675	10/03/2024	1	003780	MESSA	Oct 2024 Messa Insurance Food Service	2,136.18
008676	10/03/2024	1	003807	PRAIRIE FARMS DAIRY	Food	3,704.01
008677	10/03/2024	1	008854	VAN EERDEN FOOD SERVICE COMPANY	Food & Paper	35,598.11
008678	10/10/2024	1	008854	VAN EERDEN FOOD SERVICE COMPANY	Food & Paper	7,397.37
<b>Total of All Checks</b>						105,797.23
<b>Less Voids</b>						0.00
<b>Grand Total</b>						105,797.23

**Check Summary**

Check Status	Count	Amount
Open	13	55,383.90
Cleared	7	50,413.33
Void	0	0.00
<b>Total</b>	<b>20</b>	<b>105,797.23</b>



Bank Account SF\_1, From 09/18/2024 to 10/14/2024

Page 1 of 1  
Oct 15, 2024 8:41 AM

Check #	Date	Run	Vendor	Name	Invoice Description	Amount
601043	09/19/2024	1	001274	SPICER GROUP INC.	Professional Services	6,361.25
601044	09/26/2024	1	001274	SPICER GROUP INC.	Professional Services	12,686.75
601045	10/03/2024	1	101335	PERRIN CONSTRUCTION CO. INC.	Bryant Interior Upgrades - AIA # 13	20,038.00
<b>Total of All Checks</b>						39,086.00
<b>Less Voids</b>						0.00
<b>Grand Total</b>						39,086.00

**Check Summary**

Check Status	Count	Amount
Open	1	20,038.00
Cleared	2	19,048.00
Void	0	0.00
<b>Total</b>	<b>3</b>	<b>39,086.00</b>

# Financials

OWOSSO PUBLIC SCHOOLS  
BOARD OF EDUCATION  
October 23,2024  
Report 24-45

**Statement of Deposits and Investments**  
**As of 09/30/24**  
**Unaudited**

	General Fund	School Service	Sinking Fund and CPF	Capital Projects Bond Fund	Debt Service Fund	Total
<b>Summary of Deposits and Investments</b>						
Cash on hand	\$ 978,928	\$ 9,245	\$ 22,468	\$ 0	\$ 35,694	\$ 1,046,336
Investments	10,507,923		\$ 3,876,649	7	2,042,976	\$ 16,427,555
Total Deposits and Investments	<u>\$ 11,486,851</u>	<u>\$ 9,245</u>	<u>\$ 3,899,117</u>	<u>\$ 7</u>	<u>\$ 2,078,671</u>	<u>\$ 17,473,891</u>
 <b>Detail of Deposits and Investments</b>						
Cash on hand	\$ 978,928	\$ 9,245	\$ 22,468	\$ 0	\$ 35,694	\$ 1,046,336
Petty Cash on hand	-	-	-	-	-	
Total Cash on hand	<u>\$ 978,928</u>	<u>\$ 9,245</u>	<u>\$ 22,468</u>	<u>\$ 0</u>	<u>\$ 35,694</u>	<u>\$ 1,046,336</u>
Huntington Bank Savings Account		\$ -				\$ -
Mich Class Investment	10,507,923	-	3,876,649	7	2,042,976	\$ 16,427,555
Total Investments	<u>\$ 10,507,923</u>	<u>\$ -</u>	<u>\$ 3,876,649</u>	<u>\$ 7</u>	<u>\$ 2,042,976</u>	<u>\$ 16,427,555</u>
Total Deposits and Investments	<u>\$ 11,486,851</u>	<u>\$ 9,245</u>	<u>\$ 3,899,117</u>	<u>\$ 7</u>	<u>\$ 2,078,671</u>	<u>\$ 17,473,891</u>

[https://owossok12mi-my.sharepoint.com/personal/goetzingers\\_owosso\\_k12\\_mi\\_us/Documents/Attachments/\[October BOARD REPORTS \(September 30th data\).xlsx\]Board Bills Monthly](https://owossok12mi-my.sharepoint.com/personal/goetzingers_owosso_k12_mi_us/Documents/Attachments/[October BOARD REPORTS (September 30th data).xlsx]Board Bills Monthly)

**OWOSSO PUBLIC SCHOOLS**  
**BOARD OF EDUCATION**  
 October 23, 2024  
 Report 24-45

**Combined Statement of Revenue, Expenditures, and Fund Balance**  
**General, School Service, and Capital Project Funds**  
**As of 09/30/24**  
**Unaudited**

	General Fund				School Service Fund				Sinking fund and Capital Projects fund			
	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used
<b>REVENUE</b>												
Local sources	4,481,965	380,477	(4,101,488)	8%	89,250	8,929	(80,321)	10%	148,750	58,324	(90,426)	39%
State sources	32,865,535	-	(32,865,535)	0%	182,111	-	(182,111)	0%	-	-	-	-
Federal sources	1,943,448	1,089,249	(854,199)	56%	1,938,733	107,950	(1,830,783)	6%	-	-	-	-
Interdistrict sources-RESD	1,345,868	3,272	(1,342,596)	0%	-	-	-	-	-	-	-	-
Interdistrict sources-transfers in and other sources	-	-	-	-	-	-	-	-	-	-	-	-
Total revenue and other sources	\$ 40,636,816	\$ 1,472,998	\$ (39,163,818)	4%	2,210,094	116,878	(2,093,216)	5%	148,750	58,324	(90,426)	39%
<b>EXPENDITURES</b>												
<b>INSTRUCTION</b>												
<b>BASIC PROGRAMS:</b>												
ELEMENTARY	\$ 8,507,345	\$ 1,125,393	(7,381,952)	13%								
MIDDLE SCHOOL	3,884,719	509,555	(3,375,164)	13%								
HIGH SCHOOL	4,653,474	630,271	(4,023,202)	14%								
ALTERNATIVE EDUCATION	590,540	82,934	(507,606)	14%								
PRESCHOOL	209,947	17,960	(191,987)	9%								
PRESCHOOL (MICHIGAN READINESS/START UP) GRANT	608,542	136,920	(471,621)	22%								
<b>TOTAL BASIC PROGRAMS</b>	\$ 18,454,567	\$ 2,503,035	\$ (15,951,533)	14%								
<b>ADDED NEEDS:</b>												
SPECIAL EDUCATION	\$ 4,022,692	\$ 546,925	(3,475,768)	14%								
VOCATIONAL EDUCATION	722,054	102,025	(620,029)	14%								
AT RISK GRANT	2,154,775	262,507	(1,892,268)	12%								
ROBOTICS	17,126	-	(17,126)	0%								
EARLY LITERACY GRANT/LITERACY COACH GRANT, DATA COLLECTION	118,774	144,076	25,302	121%								
TITLE I GRANT, TAG FUNDING	989,022	91,908	(897,114)	9%								
ESSER GRANTS (ESSER II,III/ARP HOMELESS, AND 23B FUNDS)	703,129	1,196,156	493,027	170%								
CHILDCARE GRANTS, HRA GRANT, 310 GRANT	-	-	-	-								
STATE SAFETY,SRO, MENTAL HEALTH GRANTS	783,584	161,507	(622,077)	21%								
<b>TOTAL ADDED NEEDS</b>	\$ 9,511,156	\$ 2,505,103	\$ (6,383,976)	26%								
<b>CONTINUING EDUCATION:</b>												
ADULT EDUCATION	215,890	-	(215,890)	0%								
<b>TOTAL CONTINUING EDUCATION</b>	\$ 215,890	\$ -	\$ (215,890)	0%								
<b>TOTAL INSTRUCTION</b>	\$ 28,181,613	\$ 5,008,137	\$ (22,551,399)	18%								
<b>SUPPORTING SERVICES</b>												
<b>PUPIL SERVICES:</b>												
GUIDANCE SERVICES	\$ 424,520	\$ 77,112	(347,408)	18%								
<b>TOTAL PUPIL SERVICES</b>	\$ 424,520	\$ 77,112	\$ (347,408)	18%								
<b>INSTRUCTIONAL SERVICES:</b>												
TITLE II, PART A AND TITLE IV, IDEA GRANT	\$ 113,968	\$ 28,008	(85,960)	25%								
IMPROVEMENT OF INSTRUCTION	961,672	55,022	(906,650)	6%								
MEDIA SERVICES	143,841	26,538	(117,303)	18%								
COORDINATION OF SERVICES	204,459	57,413	(147,046)	28%								
FAFSA Grant	9,000	-	(9,000)	0%								
ASSESSMENTS	46,588	-	(46,588)	0%								
<b>TOTAL INSTRUCTIONAL SERVICES</b>	\$ 1,479,529	\$ 166,982	\$ (1,312,547)	11%								
<b>GENERAL ADMINISTRATION:</b>												
BOARD OF EDUCATION	\$ 155,444	\$ 54,642	(100,802)	35%								
EXECUTIVE ADMINISTRATION	459,795	182,279	(277,516)	40%								
<b>TOTAL GENERAL ADMINISTRATION</b>	\$ 615,239	\$ 236,921	\$ (378,318)	39%								

**OWOSSO PUBLIC SCHOOLS**  
**BOARD OF EDUCATION**  
 October 23, 2024  
 Report 24-45

**Combined Statement of Revenue, Expenditures, and Fund Balance**  
**General, School Service, and Capital Project Funds**  
**As of 09/30/24**  
**Unaudited**

	General Fund				School Service Fund				Sinking fund and Capital Projects fund			
	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used
SCHOOL ADMINISTRATION:												
SCHOOL ADMINISTRATION	\$ 2,925,220	\$ 650,689	\$ (2,274,530)	22%								
<b>TOTAL SCHOOL ADMINISTRATION</b>	<b>\$ 2,925,220</b>	<b>\$ 650,689</b>	<b>\$ (2,274,530)</b>	<b>22%</b>								
BUSINESS SERVICES:												
ACCOUNTING/FINANCE	\$ 390,211	\$ 87,628	\$ (302,582)	22%								
PRINTING	\$ 65,017	\$ 9,198	\$ (55,819)	14%								
<b>TOTAL BUSINESS SERVICES</b>	<b>\$ 455,228</b>	<b>\$ 96,826</b>	<b>\$ (358,402)</b>	<b>21%</b>								
OPERATIONS AND MAINTENANCE:												
OPERATIONS AND MAINTENANCE	\$ 3,814,474	\$ 874,246	\$ (2,940,229)	23%								
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>\$ 3,814,474</b>	<b>\$ 874,246</b>	<b>\$ (2,940,229)</b>	<b>23%</b>								
PUPIL TRANSPORTATION SERVICES:												
PUPIL TRANSPORTATION SERVICES	\$ 1,510,597	\$ 176,512	\$ (1,334,085)	12%								
<b>TOTAL PUPIL TRANSPORTATION</b>	<b>\$ 1,510,597</b>	<b>\$ 176,512</b>	<b>\$ (1,334,085)</b>	<b>12%</b>								
CENTRAL SERVICES:												
COMMUNICATION SERVICES	217,835	46,021	(171,814)	21%								
HUMAN RESOURCES	205,965	42,126	(163,839)	20%								
TECHNOLOGY MANAGEMENT	646,965	138,431	(508,534)	21%								
PUPIL ACCOUNTING	77,420	25,957	(51,463)	34%								
<b>TOTAL CENTRAL SERVICES</b>	<b>\$ 1,148,186</b>	<b>\$ 252,536</b>	<b>\$ (895,650)</b>	<b>22%</b>								
OTHER SERVICES:												
PERFORMING ARTS CENTER	10,300	2,478	(7,822)	24%								
ATHLETICS	641,741	81,206	(560,536)	13%								
<b>TOTAL CENTRAL SERVICES</b>	<b>\$ 652,041</b>	<b>\$ 83,684</b>	<b>\$ (568,357)</b>	<b>13%</b>								
<b>TOTAL SUPPORTING SERVICES</b>	<b>\$ 13,025,034</b>	<b>\$ 2,615,508</b>	<b>\$ (10,409,526)</b>	<b>20%</b>								
COMMUNITY SERVICES												
COMMUNITY EDUCATION	8,279	-	(8,279)	0%								
DAYCARE PROGRAM	309,500	138,416		45%								
<b>TOTAL COMMUNITY SERVICES</b>	<b>\$ 317,779</b>	<b>\$ 138,416</b>	<b>\$ (8,279)</b>	<b>44%</b>								
OUTGOING TRANSFERS/FUND MODIFICATIONS:												
OTHER	100,000	53,086	(46,914)	53%								
TRANSFER TO OTHER FUNDS	-	-	-	-								
<b>TOTAL OUTGOING TRANSFERS/FUND MODIFICATIONS</b>	<b>\$ 100,000</b>	<b>\$ 53,086</b>	<b>\$ (46,914)</b>	<b>53%</b>								
FOOD SERVICE EXPENDITURES					\$ 2,152,321	\$ 342,169	\$ (1,810,151)	16%				
CAPITAL PROJECT EXPENDITURES									\$ 182,595	\$ 292,207	\$ 109,612	160%
<b>TOTAL EXPENDITURES</b>	<b>\$ 41,624,426</b>	<b>\$ 7,815,147</b>	<b>\$ (33,007,839)</b>	<b>19%</b>	<b>\$ 2,152,321</b>	<b>\$ 342,169</b>	<b>\$ (1,810,151)</b>	<b>16%</b>	<b>\$ 182,595</b>	<b>\$ 292,207</b>	<b>\$ 109,612</b>	<b>160%</b>
<b>REVENUE OVER or (UNDER) EXPENDITURES</b>	\$ (987,610)	\$ (6,342,149)	\$ (5,354,540)		\$ 57,773	\$ (225,291)	\$ (283,064)		\$ (33,845)	\$ (233,883)	\$ (200,038)	

# Heating Control Panels at Emerson

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 23, 2024**  
**Report 24-46**

**FOR ACTION**

Subject:

Heating Controls at Emerson

Recommendation:

Resolve that the Board of Education authorize the Superintendent to upgrade heating controls at Emerson Elementary, for the sum of \$80,500.78 using TECHNICAL BUILDING AUTOMATION INC. who was the only contractor to place a bid.

Facts/Statistics:

- The heating controls currently in place at Emerson are obsolete and unsupported.
- Recently the Trend heating control system at Emerson Elementary failed. The district was fortunate to get it back up and running. However, if the system were to completely fail, the district is unable to get replacement parts for repairs since it is unsupported.
- Failure of the control system at Emerson would leave the building without heat.

New HVAC Controls at Emerson Elementary will be installed. Removal of all existing classroom Trend controllers. Programming of new controls. Integrate all new Lynxspring controllers into the existing building automation system. Create alarms, Trends and Histories. Create HTML5 color graphics using Tridium N4 framework.

Included are the following:

- Programming, graphics, trends, and scheduling.
- Pull network cable to each new Lynxspring controller.
- Installation of the new controllers with all associated materials.
- Commissioning of the new controller and graphics with all equipment.
- Engineering and drawings.
- 1-year warranty on parts and labor.
- Quoted price is good for 30 days.

Motion

Seconded

Vote – Ayes

Nays

Motion



**Owosso Area Public Schools-Emerson Elementary Controls  
Upgrade Bid Package Summary Document**

**I. INSTRUCTIONS TO BIDDERS**

**II. Introduction**

- A. Owosso Area Public Schools is located in Eastern Michigan in Shiawassee County.
- B. Owosso Area Public Schools is seeking bids for an upgrade to our BMS currently at Emerson Elementary. The new controls shall be integrated into the existing Owosso Public Schools BMS.
- C. The temperature controls contractor is to cover all materials and labor to provide a fully functional system that includes all end devices.
- D. Temperature controls contractor shall provide the school with all backups of software and with the programming/engineering tools for full system programming and control.
- E. The temperature controls contractor shall be Niagara 4 certified and a direct factory-Authorized Lynxspring Dealer. Contractors who procure product through a secondary source such as a regionally based distributor or reseller are not acceptable. Proof of Authorized Dealer will be required before the bid is accepted.

**III. Bid Submission**

- A. Bids will be accepted electronically through email or in person at Owosso Public Schools Administration building 645 Alger Street, Owosso, MI 48867. Submission must be received by 1:00 pm, Monday, October 10<sup>th</sup> 2024 in response to the "Owosso Area Public Schools -Emerson Elementary School Controls Upgrade Bid". No Bids will be considered after 1:00 pm on Monday, October 10th, 2024. Owosso Public School reserves the right to reject Bids without a signed RFP Signature page as "not being submitted".
- B. Any Bidder may withdraw its Bid at any time prior to the official Bid opening. Negligence or error on the part of the Bidder in preparation of the Bid confers no right for the withdrawal or modification of a bid after it has been opened.

- C. Bids must remain firm and in effect for forty five(45) days from the due date of the Bid.
- D. All Bids should provide an estimate of normal delivery timelines once an order is placed. If supply shortages of any component are known, the bidder must disclose this information. Time to delivery is a consideration when evaluating bids.
- E. Overall, the Bid should fully disclose all known and potential charges for additional features and growth.
- F. All Bidders must provide a notarized Familial Relationship Affidavit (see “Appendix B”) for the purpose of disclosing any familial relationship between the owner(s) or any employees of the Bidder and any member of Owosso Board of Education or Superintendent.
- G. All Bidders must provide a sworn statement disclosing any Iran Linked Business relationship that exists within the owners, including officers, directors, and employees. (see “Appendix C”).
- H. Bids should fully comply in all respects with the specifications provided. Any deviation which the Bidder suggests as an alternative to the specified product must be explained in writing. It is the Bidders responsibility to identify how the substitution is of equivalent or superior quality to the stated specification. Owosso Public Schools shall be the final judge of whether a substitution is equivalent to the originally stated specification for the purpose of Bid evaluation. Owosso Public Schools reserves the right to determine deviations from the stated specification provided a better overall value (features cost) for the school district. Alternates will be examined but may not be accepted at Owosso Public School discretion.
- I. Bids should include arrangements for delivery. All costs for delivery should be included in the Bid price. Products are subject to inspection at the time of delivery to ensure specifications are met.
- J. Bids must detail any educational or other discounts included in the calculating of the bid cost.
- K. All equipment quoted should be new equipment and of the latest design. Variances from this requirement should be clearly noted in the Bid.
- L. Bidders are required to provide the manufacturer and model numbers for each piece of equipment and should provide “cut” or “specification” sheets when available.
- M. No verbal statements by Owosso Public Schools will be considered as binding or enforceable against Owosso Public Schools.

N. Vendors may request that information in the RFP be clarified. All such requests must be submitted through email to Mike Hendrickson: [hendrickson@owosso.k12.mi.us](mailto:hendrickson@owosso.k12.mi.us) Any clarifications and request for process modifications must be submitted to Mike Hendrickson and will be distributed to all participating contractors. Requests for clarification will be provided to all prospective vendors who are on record as having received an RFP. Note: All questions must be submitted prior to 1:00 PM on Monday, October 10th, 2024.

#### IV. General Considerations

- A. This RFP is not an offer to enter into a contract, but rather is a solicitation for Bids. The contract(s) will be deemed as having been awarded when the formal notice of acceptance of the Bid has been duly served upon the Awardees by an officer, or agent, of OPS duly authorized to give such notice.
- B. Owosso Public Schools reserves the right to reject any or all Bids in whole, or in part, and accept any Bid or portion of the Bid that, in the opinion of OPS, best serves its interests. Bid evaluation may include the Bidder's ability to meet requirements outlined in the RFP, implementation schedules, quality of workmanship, prior experience, and price. Owosso Public School is not legally or procedurally obligated to accept low Bids.
- C. Contents of the Request for Proposal and Bidder's Response shall be incorporated into the contract, if a contract ensues.
- D. OPS is not liable for any cost incurred by any bidder prior to signing of a contract by all parties.
- E. OPS reserves the right to receive any and all price reductions, discounts or rebates that are received by the selected Bidder for specified services to OPS by way of a setoff of monies owed or refund of monies paid by the OPS
- F. The warranty period and terms for all *equipment* components is specified in the scope of work. All equipment warranties shall begin on the date of final acceptance by Owosso Public Schools. Warranty service shall be included in the Bid and shall not result in an additional expense to OPS beyond the stated Bid cost. Equipment warranty services shall include any and all equipment repairs, adjustments, and calibrations needed to keep the equipment in full operating condition.
- G. Bidders should indicate a payment schedule for the project. OPS generally operates on a Net/30 day basis after receipt of authorization for payment. Bidders should indicate any discount which may be available for staged payments, prompt payment or partial pre-payment options which OPS may elect to accept. OPS will not be liable for any late payment charges.
- G. The selected Bidder must pay for all royalties, copyright, trademark and patents required to deliver its services and must defend all suits for claims or infringements on copyrights, trademarks and/or patent rights and shall indemnify and hold Owosso Public School harmless from any and all claims and/or loss related to claims and/or infringements on copyrights, trademarks, and/or patent rights, including reasonable attorney fees and costs incurred by OPS

- I. All products and/or services furnished by the selected Bidder must comply with all applicable federal, state and local codes, and regulations. All Bids must include, and the selected Bidder must pay, all taxes levied by the Federal, State, and Local Governments, on both labor and materials. Owosso Public School reserves the right to require evidence of such tax payments prior to final payment of the contract. Owosso Public School is exempt from Federal Excise and Michigan Sales & Use Tax. Owosso Public School Federal ID Number for tax exemption purposes is
- J. Owosso Public Schools will not be responsible on a lease for the property tax. This should be included in the total cost.
- K. All disputes that may result from this RFP shall be resolved according the laws of the State of Michigan.
- L. For the purpose of assuring the quality of workmanship, products and/or services, Owosso Public School will retain the right and has complete discretion to qualify or disqualify any Bidders on the basis of available information concerning the Bidder's ability to perform as needed and the suitability of the products and/or services included in the Bid as described in Section 5.
- M. OPS may request any and all Bidders to submit the following information before awarding the contract:
  - 1) The Bidder's performance record(s).
  - 2) The address of the Bidder's permanent place of business and a description of the products and/or services requested.
    - i) An itemized list of the Bidder's equipment, plant and personnel.
    - ii) The Bidder's financial statement(s).
    - iii) A description of any project, which the Bidder has completed in a satisfactory manner.
    - iv) Any additional information that will satisfy OPS that the Bidder adequately situated and able to fulfill the terms of the proposed contract.
    - v) A description of any other project(s) that will be performed simultaneously with OPS project(s).
    - vi) OPS requests the ability to view and test Bidder's equipment prior to final bid acceptance.

## **Scope of Work**

- A. The contractor is responsible for the complete understanding of the scope of the project. The general scope included herein is not intended to be all inclusive of every activity necessary for the successful completion of the project. Temperature control contractor is to be referred to as TCC from this point forward.

### **Base Bid: Phase #1**

Upgrade the High School DDC Control System to include the following requirements:

- TCC to furnish and install (43) Lynxspring DDC Controls or comparable IP manufacturer for CUHs throughout the school.
- TCC to engineer complete network requirements for the system.
- TCC to furnish and install (43) Adj Room Sensors
- TCC to furnish and install all necessary network repeaters to complete network topology.
- TCC to recreate and structure all title blocks and other common features for front end screen to match new existing style.
- TCC to add necessary trending and alarming to all critical system points.
- TCC to provide all low voltage installation CAT-5 wiring as needed to rework network and panels.
- TCC to provide new, state-of-the art, HTML 5 graphics compatible with phone or tablet use.
- TCC to furnish and install the necessary control conduit and wiring.
- TCC to provide start-up, checkout, and commissioning of all graphics and communication network changes.
- TCC to provide all submittals, complete communication riser diagrams, wiring diagrams, documentation and as-builts.
- TCC to provide (40) hours owner training.
- TCC to provide one-year warranty on all control components or software provided as part of this project.
- Work to be done on non-school hours

## Appendix A

### Owosso Public Schools Controls Upgrade RFP

I have read and understand the foregoing bid instructions. Any variations from the RFP specifications must be explicitly identified in writing.

Please sign, date, and return with your bid documents. Bids are not considered complete until all required documentation (including this page) are completed and submitted.

Bidder: TECHNICAL BUILDING AUTOMATION  
 Address: 57 COURTLAND, # 658  
ROCKFORD, MI  
49341  
 Phone Number: 269-509-6694  
 Fax Number: \_\_\_\_\_  
 Prepared By: NATE ZUBE  
 E-mail Address: NZUBE@TECHNICALBAS.COM  
 Signature: Nathaniel Zube  
 Date: 10/10/2024

Appendix C

IRAN LINKED BUSINESS AFFIDAVIT

All Bids shall be accompanied by a sworn statement disclosing any Iran Linked Business relationship that exists within the owners, including its officers, directors and employees.

The undersigned, owner or authorized officer of TECHNICAL BUILDING AUTOMATION (the bidder), pursuant to Michigan Public Act No. 517 of 2012, the "Iran Linked Business" requirement provided in the Ottawa Area ISD Universal Service Fund Request for Proposals hereby represents and warrants that the bidder, including its officers, directors and employees, is not an "Iran Linked Business" within the meaning of the applicable Public Act, and that in the event bidder is awarded a contract as a result of this RFP, the bidder will not become an "Iran Linked Business" at any time during the course of performing under the contract. The bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the District investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on future Requests for Proposals (RFPs) for three (3) years from the date that it is determined that the person has submitted the false certification.

There is not an "Iran Linked Business" that exists within the bidder and/or owner, officers, directors and employees.

Bidder: TECHNICAL BUILDING AUTOMATION  
(Company Name)  
By: [Signature]  
(Signature)  
CFO  
(Title)

This instrument was acknowledged before me, a Notary Public, in and for

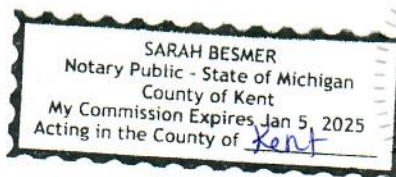
Kent County, on this 10<sup>th</sup> day of October, 2024

[Signature] SS:

(Notary Public Signature)

My Commission expires: 01-05-2025

Acting in the County of: Kent



Appendix B

Familial Relationships Affidavit

AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized officer of TECHNICAL BUILDING AUTOMATION (the "Bidder"), pursuant to the familial disclosure requirement provided in the Owosso Area Public Schools (the "School District") advertisement for bids, hereby represent and warrant, except as provided below, that no familial relationships exist between the owner(s) or any employees of the Bidder and any member of the Board of Education of the School District or the Superintendent of the School District.

List any Familial Relationships:

BIDDER:

TECHNICAL BUILDING AUTOMATION

By: Dan Grice

Its: CEO

STATE OF Michigan )  
 )ss.  
COUNTY OF Kent )

This instrument was acknowledged before me on the 10th day of October, 2024, by Dan Grice.

Sarah Besmer

SARAH BESMER  
Notary Public - State of Michigan  
County of Kent  
My Commission Expires Jan 5, 2025  
Acting in the County of Kent

Kent, Notary Public  
County, Michigan State

My commission expires: 01-05-2025  
Acting in the County of: Kent





**TECHNICAL  
BUILDING  
AUTOMATION INC.**

57 Courtland, #658  
Rockford, MI 49341  
269-509-6694

10/10/2024

Attn: Mr. Hendrickson

Please accept this quote to furnish and install HVAC Controls for Emerson Elementary.

Scope: Install new HVAC Controls at Emerson Elementary. Removal of all existing classroom Trend controllers. Programming of new controls. Integrate all new Lynxspring controllers into the existing building automation system. Create alarms, Trends and Histories. Create HTML5 color graphics using Tridium N4 framework.

Included are the following:

- Programming, graphics, trends, and scheduling.
- Pull network cable to each new Lynxspring controller
- Installation of the new controllers with all associated materials.
- Commissioning of the new controller and graphics with all equipment.
- Engineering and drawings.
- 1-year warranty on parts and labor.
- Quoted price is good for 30 days.

**Emerson Elementary**

For the sum of \$80,500.78

Assumptions and or Exceptions:

1. Work to be done during second shift hours 3:30am to 12am M-F.
2. Reusing existing relays valves and actuators
3. Incremental invoices will be made as the project progresses.
4. Materials will be invoiced once they arrive.
5. Payments are due within 30 days of invoice.

Thank you for the opportunity to submit this proposal. If you have any questions, please feel free to call.

Respectfully submitted,  
Nate Zube  
269.509.6694  
Nzube@technicalbas.com

# **2024-25 Full-Time Liaison Officer Contract Renewal**

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 23, 2024**  
**Report 24-47**

**FOR ACTION**

Subject:

Agreement for the provision of Police Officers to serve as school resource (liaison) officers for Owosso Public Schools.

Recommendation:

Resolve that the Board of Education authorize the Superintendent to renew the City of Owosso revised agreement for two “full-time” officers with the City of Owosso, pending City approval. To enhance the public safety of the City of Owosso and Owosso Public School District through the provision of police officers to serve as School Resource (liaison) officers for the contract year of fiscal year 2024-25 through fiscal year 2028-2029.

Facts /Statistics:

The contract is a renewal of the contract for two “full-time” officers that the district has had in the past, which is centered around the need and desire for the district to provide these needed services and connections for students to promote safety and security. The use of liaison officers is made possible by the collaboration with the City and is subject to the City’s negotiations with the Officer’s unions. As with all employees, there are increases in the costs for the contracts. For the 2024-2025 fiscal year contract, the School District will pay the City \$168,000, reflecting a \$25,000 cost reduction due to decreased equipment expenses. Pursuant and subject to the terms of these Agreements, the City of Owosso shall provide two qualified Owosso Police Officers to serve as School Resource Officers at schools located within the Owosso Public School District. The exact school assignments shall be determined by mutual agreement between the City of Owosso and the School District. The City, in consultation with the district, shall develop a work plan that serves the needs of the School District and the City. That plan shall identify and develop all School Resource (liaison) Officer job responsibilities and incorporate a schedule that is approved by both parties.

The term of this Agreement shall be for a period of five years and commence on the effective date and shall expire on June 30, 2027, unless sooner terminated in accordance with the terms of these Agreements or as provided by law. If the School District’s State funding source for the School Resource Officer(s) is eliminated or impaired in such a way to preclude utilizing said funds for the School Resource Officer(s), notice will be given of the termination or need to revise the contract to the City of Owosso. A minimum of 60 days’ notice shall be given if such an event occurs. The current funding source for the liaison officers is the Michigan State Police Grant and At Risk (31a) funding based on the

district's poverty percentage and the allowable use of funds by MDE of At-Risk funds for this valuable service to students.

The partnership for the liaison officers with the City of Owosso has been successful and very well received by students, staff, and the community. The relationships that are formed through the utilization of liaison officers and services provided are found to be preventative as well as restorative.

Motion

Seconded

Vote – Ayes

Nays

Motion

**INTERGOVERNMENTAL AGREEMENT  
CITY OF OWOSSO  
OWOSSO PUBLIC SCHOOLS**

This Agreement is made, entered into and effective this day of ~~7<sup>th</sup> day of 2022~~November (the "Effective Date"), by and between the City of Owosso, a municipal corporation of the State of Michigan ("City"), and the Owosso Public School District ("School District").

**RECITALS**

Whereas, the City is authorized to enter into this Agreement pursuant to the Michigan Urban Cooperation Act of 1967, Act No. 7 of 1967 and Section 3.1 General Powers, subsection B of the *City Charter of the City of Owosso*; and

Whereas, the School District is authorized to enter into this Agreement pursuant to Section 11a (4) of the Revised School Code, MCL 380.11a(4); and

Whereas, the City and the School District desire to enter into this Agreement for the purpose of establishing the position of School Resource Officer (SRO) within certain complexes of the School District, for the mutual benefit of the parties and to increase public safety within the schools and the community as a whole. The goal of both parties is to increase public safety within the schools and the community as a whole.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement and other good and valuable consideration, the Parties agree as follows:

**TERMS:**

1. The foregoing recitals are incorporated in this Agreement by this reference.
2. The City shall act through its Public Safety Department in the performance of this Agreement. In performing the services hereunder, the City shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including, but not limited to policies of School District's Board of Education and laws relating to the confidentiality of student information (e.g., FERPA, IDEA). It shall be the duty of the School District to provide all School Resource Officers with copies of current School District policies.
3. Pursuant and subject to the terms of this Agreement, the City shall provide two Owosso Police Officers to serve as School Resource Officers at schools located within the School District. The scope of services and exact school assignments shall be determined by mutual agreement between the City and the School District. The officers will be assigned to the School District during the normal school calendar year and assigned to the Owosso Police Department during the remainder of the year.
4. The City, in consultation with the Owosso Public Schools, shall determine the selection and

placement process of all School Resource Officers. The City shall be solely responsible for selecting the personnel to serve as School Resource Officers. The City shall evaluate the performance of each School Resource Officer at least annually, and the School District shall reasonably cooperate in such evaluation. The comments of the School District as to performance shall be advisory and the City retains the final authority as to personnel decisions.

5. The School District, in consultation with the City, shall establish a system that coordinates and schedules the School Resource Officers' work in such a manner as to accomplish the goals of this Agreement.
6. The City, in consultation with the School District, shall develop a work plan that serves the needs of the School District and the City. That plan shall identify and develop all School Resource Officer job responsibilities and shall incorporate a schedule whereby the School District and the City can collaborate on all related issues. The School Resource Officers will not participate in recommending or determining student discipline or in investigating incidents of student discipline which do not involve potential criminal activity. Both Parties shall approve the work plan and meeting schedule.
7. The City shall supervise the work of the School Resource Officers and provide the transportation and equipment necessary to accomplish all assignments.
8. The School District, in consultation with the City, shall provide assistance in the development and implementation of teaching materials, and shall provide other related functions as may be appropriate to carry out the goals of this Agreement.
9. To the extent possible, the School Resource Officers shall be made available to the School District for the ten (10) month period covering the normal school instructional year. During that period, to the extent possible, the School Resource Officers' work efforts shall be devoted fully to accomplishing the goals set forth in this Agreement.
10. To the extent reasonably possible, mandatory Public Safety department training for the School Resource Officers will be conducted at times that do not conflict with normal school schedules. When training schedules conflict with school schedules, any School Resource Officer may be absent from his/her duties at the School District for the duration of the training. Such absences shall not be deemed a breach of this Agreement on the part of the City, nor shall such absences relieve the School District of any of its obligations under this Agreement.
11. In case of a police emergency, the City may call any School Resource Officer away from his/her duties at the School District for the duration of such emergency. Such emergency use of the School Resource Officers' time shall not be deemed a breach of this Agreement on the part of the City, nor shall it relieve the School District of any of its obligations under this Agreement.
12. For the contract year of **FY 2022/2023,2024/2025** the School District shall pay the City the

amount listed below:

Cost for two Police Officers for 36 weeks: ~~\$160,120.80~~ \$168,000.00

Cost for equipment purchase: ~~\$ 25,000.00~~

Total Cost: ~~\$185,120.80~~ \$168,000.00

For each subsequent year thereafter, the cost will be adjusted to take into consideration the City's changes to the budgeted salaries and fringe benefits of assigned police personnel. These adjustments will be based on the salaries and fringe benefits of those personnel assigned to the School Resource Officer program as of September 1 of each year and the City shall provide preliminary cost data to the School District prior to August 1 of each year for budget planning purposes. Final costs will be provided to the School District prior to both Parties' annual budget adoptions.

13. The School District shall pay the City on or about the following dates:

December 15

March 15

June 15

Checks will be made payable to:

City of Owosso

Re: School Resource Officer

Send payments to:

City Treasurer

City of Owosso

301 W. Main Street

Owosso, MI 48867

14. At all times during the performance of this Agreement, the police officers who serve as School Resource Officers shall remain employees of the City of Owosso and shall be eligible for all benefits entitled to full time employees. School Resource Officers shall not be entitled to any benefits offered to School District employees.

15. To the extent permitted by law, each party shall indemnify, defend and hold harmless, the other party and its employees, agents and invitees, from all losses, damages, claims, liabilities and expenses (including without limitation reasonable attorney's fees) for damages to property or injury to persons to the extent and magnitude arising from any act, omission or negligence of the indemnifying party or its employees, agents or invitees.
16. This Agreement shall be effective upon approval by the governing bodies of the Parties and execution of the Agreement.
17. The term of this Agreement shall be for a period of five years and commence on the Effective Date and shall expire on June 30, 2027, unless sooner terminated in accordance with the terms of this Agreement or as provided by law. In the event that the School District's State funding source for the School Resource Officer(s) is eliminated or impaired in such a way to preclude utilizing said funds for the School Resource Officer(s), notice will be given of the termination or need to revise the contract to the City of Owosso. A minimum of sixty (60) days' notice shall be given if such an event occurs.
18. The City and the School District shall review this Agreement annually, and, upon written approval by both Parties, may amend it as appropriate under the circumstances.
19. This Agreement may be terminated by either party, with or without cause, upon sixty (60) days written notice to the other party.
20. Property acquired solely for purposes of this Agreement shall be disposed of upon termination or completion as follows:
  - a. Materials, supplies and equipment will be primarily the responsibility of the City, and all materials, supplies, or equipment purchased by the City for the development and implementation of this program shall remain the sole property of the City.
  - b. Any incidental materials, supplies, or equipment purchased or provided by the School District for the development and implementation of this program shall remain the sole property of the School District.
21. The City shall be responsible for any damages or injuries caused by its performance of services under this Agreement. Notwithstanding the foregoing, the City and School District retain all of their respective rights to governmental immunity whether it be created by common law or statute and the Agreement will not be interpreted as waiving any of those rights. The School District shall be responsible for any damages or injuries caused by its performance of duties under this agreement.
22. The Contract Administrator for the City shall be Public Safety Director Kevin Lenkart, or his designee or successor. The Contract Administrator for the District shall be Superintendent Andrea Tuttle, or her designee or successor.
23. Pursuant to the requirements of Section 1230 and 1230a of the Revised School Code, the School District shall perform a criminal history check through the Michigan State Police, as



well as a criminal records check through the Federal Bureau of Investigation, with regard to all persons assigned by the City to regularly and continuously work as a School Resource Officer in any of School District's facilities or at program sites where the School District delivers educational programs and services. The City agrees that it shall not assign any of its employees, agents or other individuals to perform any services under this Agreement where such individuals would regularly and continuously work in School District's facilities or program sites (as defined above) if such person has been convicted of any of the following offenses: (a) any "listed offense" as defined under Section 2 of the Sex Offenders Registration Act, MCL 28.722; (b) any offense enumerated in Sections MCL 380.1535a or 380.1539b of the Revised School Code, MCL 380.1535a; 380.1539b (for positions requiring State Board of Education approval or teacher certification); (c) any offense of a substantially similar enactment of the United States or another State; (d) any felony. Provided that with prior written approval of the Superintendent of School District and of its Board of Education an individual regularly and continuously providing services under this Agreement at School District facilities or program sites may be permitted to perform such services when, in the judgment of the Superintendent and Board of Education of School District, such individual's presence will not pose a danger to the safety or security of School District students or employees; or (e) any offense that would, in the judgment of School District, create a potential risk to the safety and security of students served by School District or employees of School District.

School District reserves the right to refuse City's assignment of any individual, agent or employee of City to render services under this Agreement where the criminal record history of that individual (including any pending criminal charges) indicate, in School District's judgment, unfitness to perform services under this Agreement.

24. This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature pages from one (1) or more counterparts may be removed from such counterparts and such signature pages all attached to a single instrument so that the signatures of all parties may be physically attached to a single document.

25. This Agreement contains the entire understanding of the parties as to its subject matter. There are no oral agreements not stated herein. This Agreement may only be amended by a writing signed by both parties.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of\_\_\_\_\_.

For the School District:

For the City:

OWOSSO PUBLIC SCHOOLS

CITY OF OWOSSO

\_\_\_\_\_

\_\_\_\_\_

By:  
Its:

Robert Teich  
Mayor

---

By:  
Its:

---

Amy K. Kirkland  
City Clerk

## **Purchase and Lease Option for Buses**

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 23, 2024**  
**Report 24-48**

**FOR ACTION**

Subject:

Option to purchase one - 77 passenger stock gas bus instead of leasing one bus in 2024 that will replace an outdated bus in the fleet to provide for a fleet that allows for more safety. The option to purchase would just allow us more flexibility to choose the option that makes the most financial sense at the time of delivery, if approved, this will be funded out of general funds 22L Transportation Grant.

Recommendation:

Resolve that the Board of Education authorize the district the option to purchase one 77 passenger bus instead of leasing as originally proposed in June/July of 2024.

Facts/Statistics:

The District is in need of making sure that that the buses in the fleet are up to date for safety. To maintain the status of the current fleet at an economical cost, the following is being recommended:

- Lease of one stock 77 passenger gas bus at a cost of \$29,702/year/bus using Holland bus company as the supplier of the bus and KS Statebank as the leasing agent for 3 years commencing in 2027 with a purchase option price of \$65,000. The second option would be to purchase the bus for \$132,714. The purchase option will allow for the district to keep the fleet current while maintaining operation costs to an appropriate level and allow the district to determine the opportunity costs difference between the lease and purchase price. Holland and KS Statebank have found to be reliable partners in past dealings.

<b># OF BUSES</b>	<b>COST/BUS – 77 PASSENGER</b>	<b>LEASE/BUY RECOMMENDATION</b>	<b>POTENTIAL FUNDING SOURCE</b>	<b>TOTAL COST</b>
1	\$132,714	BUY	GENERAL FUNDS 24-25	\$132,714

Motion

Seconded

Vote – Ayes

Nays

Motion

# Thrun Policies

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 23, 2024**  
**Report 24-49**

**FOR ACTION**

Subject:

Transition Owosso Public School from NEOLA to Thrun policies.

Recommendation:

Resolve that the Board of Education authorize the district to transition from NEOLA to Thrun Policies.

Facts/Statistics:

Background: Owosso Public Schools has historically relied on NEOLA for its policy services. NEOLA provides policy templates and updates that ensure compliance with state and federal education laws. However, following a comprehensive review of our district's policy needs and alignment with current legal frameworks, it has been recommended that we transition to policy services provided by Thrun Law Firm.

Thrun, a Michigan-based law firm, specializes in school law and offers a highly tailored approach to policy creation and management, which many districts in Michigan have found beneficial. This report outlines the reasons for this transition, the anticipated benefits, and the process moving forward.

Reasons for Transition:

1. **Customization and Flexibility:** While NEOLA provides comprehensive policies, they often follow a national template. Thrun, being based in Michigan, understands the nuances of state-specific legislation. This allows for more customized policies that better align with Michigan's educational laws and our district's specific needs.
2. **Legal Expertise:** Thrun Law Firm's specialization in school law means their policies are created and reviewed by Michigan education law experts. This ensures that our policies are up-to-date with the most recent state legislation and court rulings. Additionally, Thrun offers legal support for policy interpretation and application, which provides added security for the district.
3. **Cost Efficiency:** While the initial cost of switching to Thrun may seem comparable to NEOLA, Thrun's ability to provide ongoing, state-specific legal advice and policy updates could lead to long-term savings by reducing potential legal challenges and policy misunderstandings.
4. **Local Support:** Thrun is deeply connected with Michigan school districts, offering personalized support and guidance. Their close proximity allows for direct interaction, making consultations and policy adaptations quicker and more effective compared to a more generalized, out-of-state policy provider.

Benefits of Thrun Policies:

- **State-Specific Updates:** Thrun policies are updated to reflect not just federal mandates, but also Michigan-specific legislation, court rulings, and Department of Education guidance.
- **Tailored Services:** Each policy is crafted to fit the unique characteristics and needs of our district, moving away from a one-size-fits-all approach.
- **On-Call Legal Support:** As part of their service, Thrun offers immediate legal advice when it comes to interpreting policies or addressing emergent legal concerns related to policy enforcement.
- **Streamlined Governance:** Having policies that are more directly aligned with Michigan law ensures smoother board governance and fewer discrepancies in policy interpretation.

#### Transition Process:

1. **Initial Consultation and Audit:** Thrun will conduct a comprehensive review of our existing NEOLA policies to identify areas that need revision or replacement based on current Michigan law and district-specific needs.
2. **Drafting of New Policies:** Thrun will work closely with our district leadership and board members to draft new policies that are compliant with Michigan law and tailored to our district.
3. **Board Review and Approval:** Once drafts are completed, they will be presented to the board for review. This will include opportunities for feedback and revisions as needed.
4. **Implementation and Training:** After board approval, Thrun will assist in the implementation process, including providing training for district administrators and staff to ensure smooth adoption and compliance with the new policies.

#### Timeline:

- **October-November:** Initial consultation and review of existing policies.
- **December-January:** Drafting and revision process with board input.
- **February:** Board approval of new policies.
- **March onwards:** Implementation, staff training, and ongoing legal support.

**Conclusion:** The transition from NEOLA to Thrun policies represents a strategic shift that will provide Owosso Public Schools with more tailored, Michigan-specific policies and enhanced legal support. While NEOLA has served the district well in the past, we believe that Thrun's expertise and localized approach will better support our governance and compliance efforts moving forward. We recommend that the board approve this transition to ensure that our district is operating under the most relevant and effective policy framework.

Motion

Seconded

Vote – Ayes

Nays

Motion

# **Bus Transportation Equipment & Software**



**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 23, 2024**  
**Report 24-50**

**FOR ACTION**

Subject:

The purchase of Tyler Technologies Student Transportation Tracking System for 20 buses to provide for a fleet that allows for more student safety, increased communication with families and improved efficiency for the transportation department. This option makes the most financial sense and, if approved, will be funded out of the Safety and Security Grant.

Recommendation:

Resolve that the Board of Education authorize the district to purchase a student transportation tracking system with Tyler Technologies including the equipment, software, installation and training for 20 buses, and up to 25 drivers for full implementation to rollout in August 2025.

Facts/Statistics:

The District needs to ensure the safety of students on buses, while improving communication with families, and increasing efficiency within the transportation department.

- **My Ride K-12 App:** With Tyler’s My Ride K-12 mobile app, parents and students can access their own secure data for bus stop location, route, and pick up time at the touch of a button. Convenient access to this information and rapid communication via push notifications helps reduce parent calls to the school’s transportation department for everyday updates. The app can share real-time bus ETAs, reducing time spent waiting at the stop and helping students never miss the bus again.
- **Student Ridership Management:** With scan card technology, drivers confirm that students board the correct bus and get off at the right stop. When used with Tyler Drive, a student’s card scan brings up their relevant transportation information right on the tablet.
- **Bus Routing & GPS:** The student transportation software automates the school bus routing and provides drivers with turn-by-turn direction to each stop.
- **Field Trip Management:** Manage all aspects of the field trip scheduling and management process. From initial request and staffing to invoicing, our software saves time and creates efficiencies. Assign drivers and vehicles to event trips in coordination with everyday operations.
- **Fleet Maintenance:** Track and record work orders completed at the bus garage. Set reminders for preventative maintenance.

<b># OF BUSES</b>	<b>ITEMS</b>	<b>DESCRIPTION</b>	<b>POTENTIAL FUNDING SOURCE</b>	<b>TOTAL COST</b>
20	HARDWARE, SOFTWARE, SERVICES	STUDENT READER KITS, 4000 ID CARDS, TABLETS & MOUNTING HARDWARE	SAFETY & SECURITY GRANT FUNDS	\$29,907
25	EQUIPMENT TRAINING & ROLLOUT SUPPORT	CONFIGURATION SET UP & TRAINING FOR UP TO 25 DRIVERS	SAFETY & SECURITY GRANT FUNDS	\$23,155
20	2025-2026 SERVICE SOFTWARE & SUBSCRIPTION	YEARLY SUBSCRIPTION	SAFETY & SECURITY GRANT FUNDS	\$12,040
TOTAL				\$65,102

Motion

Seconded

Vote – Ayes

Nays

Motion

## **Personnel New Hire**

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 23, 2024**  
**Report 24-51**

**FOR ACTION**

Subject:

New Hire

Recommendation:

Resolve that the Board of Education approve the hiring of the following certified staff:

Name	Building/Grade	Recommending Administrator	Salary Schedule Step
Josh Ramirez-Roberts	LHS Social Studies Teacher	Superintendent Steve Brooks	BA Step 1 \$44,415
Danielle Fuller	Bryant Special Education Teacher	Superintendent Steve Brooks	BA Step 13 \$73,774

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

## **For Future Action**

# Audit Report

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 23, 2024**  
**Report 24-52**

**FOR FUTURE ACTION**

Subject:

Audit Report

Recommendation:

Resolve that the Board of Education approve the audit report for the 2023-24 fiscal year

Rationale:

The audit report prepared by Maner Costerisan, P.C. is anticipated to be presented at the November 20, 2024, board meeting with an “unqualified” opinion and therefore will indicate that the financial statements present fairly the financial operations of the District.

Facts/Statistics:

- A representative from Maner Costerisan, P.C. will review the financial statements with the Board at the November 20th meeting and will be able to answer any questions the Board may have regarding the contents.
- The audit of the District’s financial statements is conducted on an annual basis by outside auditors, in this case, Maner Costerisan, P.C.
- The audit is conducted to verify that the financial statements prepared by the District present fairly and in accordance with Generally Accepted Auditing Principles the financial operations of the District.
- The approval of the financial statements is a matter of routine business to the District.

Motion

Seconded

Vote – Ayes

Nays

Motion

# **OHS, SkillsUSA Out of State Travel, Atlanta, GA**



**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**October 23, 2024**  
**Report 24-53**

**FOR FUTURE ACTION**

Subject:

Out-of-State Student Travel – OHS 2025 SkillsUSA National Leadership and Skills Conference – Atlanta, GA

Recommendation:

Resolve that the Board of Education approve the out-of-state travel for Owosso High School SkillsUSA students, teacher (Carrie Warning) and parent chaperone (Dana Boggs) on a trip to Atlanta, GA, June 23 - 28, 2025

Rationale:

Approve travel for SkillsUSA members (OHS students) to travel by plane for the SkillsUSA National Leadership and Skills Conference in Atlanta, GA. Students will be accompanied by parent chaperones and one teacher. This is an enhancement to the CTE curriculum and is leadership building opportunity for the students.

Statement of Purpose:

The purpose of this trip is to provide our students with an opportunity for extended leadership training outside the classroom and to compete in national leadership skills contests. Students will be provided the opportunity to attend the national leadership conference from June 23-28, 2025. The conference will allow students to experience networking opportunities with other students and industry professionals as well as learn more about all of the programs and opportunities SkillsUSA has to offer. This will allow students to reflect on what they personally are capable of and the many options for their future. Students will also have the opportunity to visit some city attractions and landmarks as well as spend time exploring the city.

**Note: Wyatt Boggs will be attending as a National Officer which is paid for by national office of SkillsUSA. OHS 2024/25 SkillsUSA state officers: Paige Davis, Kloe Hayes, and Ashton White will be attending and represent Michigan as national delegates, this year we hope to have competitive students attend the national conference from qualifying at the state leadership and skills conference in April 2025. We also hope to offer the trip to other SkillsUSA members who may wish to attend to develop their leadership skills.**

Facts/Statistics:

This trip is sponsored by OHS Career Technical Education (CTE) department. SkillsUSA Michigan is offering a package price for travel, hotel, registration and potentially other bonus activities and meals. Qualifying students will be responsible \$250 (maximum) for package price, plus any additional for food and entertainment costs not covered by the trip package. NOTE: non-qualifying students will pay \$500 of the package price. Funding for the trip is being covered by 61a CTE added costs and CTE fundraising. According to the current itinerary, chaperones and students will leave for the trip on June 23rd and will return June 28th, 2025. A parent letter will be sent home after the State conference, April 11-13, 2025 with trip details to each qualifying student, state officers, and other interested members.

Motion

Seconded

Vote – Ayes

Nays

Motion

## **For Information**

## **Personnel Update**

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education**  
**October 23, 2024**  
**Report 24-54**

**FOR INFORMATION**

Subject:

Personnel Update

**Accepted Positions**

Ginger Strittmatter has accepted the Food Service Worker position at OHS.

DeAnn Floria has accepted the Custodian position at OMS.

Lorri Matousek has accepted the Sub Food Service Worker position.

Colton Blaha has accepted the Paraprofessional position at OMS.

Kelly Kline has accepted the Paraprofessional position at Central.

Jennifer Coe has accepted the Paraprofessional position at Bryant.

Michael Flagg has accepted the Sub Custodian position.

**Resignations**

Taylor Sergent, Teacher at LHS has resigned effective October 4, 2024.

Laurie Winke, Early Childhood Director at Bentley Bright Beginnings has resigned effective October 4, 2024.

Patrick Hunt, Teacher at LHS has resigned effective September 18, 2024.

Jeffrey Proulx, Teacher at Bryant has resigned effective September 30, 2024.

Taylor Ladd, Monitor at Bryant has resigned effective October 7, 2024.

**Retirements:**

Cory Hauk, Food Service Driver has submitted his letter of intent to retire effective October 18, 2024 after 15 years of service.



OWOSSO PUBLIC SCHOOLS

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## **NOTICE OF BOARD OF EDUCATION MEETING**

Please take notice that the Owosso Public Schools Board of Education will be holding a regularly scheduled Board Meeting on Wednesday, October 23, 2024. The meeting will take place at 5:30pm, located at the Washington Campus Administration Building, Gymnasium, at 645 Alger St, Owosso, MI 48867.

DATE OF MEETING: Wednesday, October 23, 2024

HOUR OF MEETING: 5:30pm

LOCATION OF MEETING: Washington Campus Administration  
Building, Gymnasium  
645 Alger St, Owosso MI 48867

PURPOSE OF MEETING: Regular Meeting

Telephone Number of Principal Office  
of Board of Education: 989-723-8131

Board Minutes are located at the  
Principal Office of the Board of  
Education: 645 Alger St, Owosso MI 48867

Board of Education, President  
Owosso Public Schools