

OWOSSO PUBLIC SCHOOLS
Board of Education Minutes
June 10, 2019
Report 18-218

President Jenc called the meeting of the Board of Education to order at 5:30 pm. The meeting was held in the Washington Campus located at 645 Alger Street, Owosso, Michigan.

Present: Jenc, Krauss, Mowen, Ochodnicki, Quick
Absent: Keyes and Webster. (motions of the Board of Education that were unanimous did not include Keyes and Webster)

Pledge of Allegiance

President Tim Jenc apologized for the late notice about the meeting's location change. He announced that Board of Education meetings will be held at the Washington Campus until further notice.

Building Reports

Mr. John Klapko, Director of Operations and Food Service honored Mr. Wayne Dumond on his retirement. Mr. Dumond is a Custodian III at Owosso Middle School and his retirement is effective July 31, 2019 after 23 years of service to the District.

Mrs. Amanda Rowell, Director of Bentley Bright Beginnings Early Childhood Center congratulated Mrs. Tammy Van Horn, GSRP Associate Teacher on her retirement that was effective at the conclusion of the school year after 20 years of service.

Bryant Elementary Principal Mrs. Shelly Collison recognized Mrs. Penny Reed, Paraprofessional who retired at the conclusion of the school year after 28 years of service with the District.

Bryant Elementary Principal Mrs. Shelly Collison honored Mrs. Darla Dunn, Paraprofessional on her retirement after 17 years of service with the District.

Superintendent Dr. Tuttle thanked the retirees for their dedication to Owosso Public Schools. She also thanked their family members for attending the meeting.

Superintendent Tuttle proudly announced that Bentley Bright Beginnings was selected as the Argus Press "Best of the Best" Day Care Center in Shiawassee County. Vicki Tobey was selected as the "Best of the Best" Bus Driver. In addition, Daniel Humphreys was awarded the "Best of the Best" Coach.

Dr. Dallas Lintner, Athletic Director recognized Lexi Martenis for earning All-State Honors at the MHSAA State Track and Field finals in the long jump. In addition, Lexi broke a long standing Girls' Track and Field record in the long jump. Dr. Lintner applauded Lexi as a highly accomplished athlete in multiple sports.

Board Correspondence

Superintendent Dr. Andrea Tuttle thanked the Board of Education for a great school year and the great accomplishments of the District. She expressed her sincere appreciation for the Board and their continual support.

Superintendent Dr. Tuttle acknowledged Steve Brooks, Curriculum Director; Jessica Thompson, Community Education Director; and Bev White, Human Resources Director for organizing a Job Fair that was held on June 6th. She remarked that the response was outstanding and approximately 100 candidates were in attendance for open positions in teaching, paraprofessional, transportation, food service, and custodial. All of the District's administrators were available and conducted on the spot interviews. It is hoped that the Job Fair will become an annual event.

Superintendent Dr. Tuttle reported that several teachers are working over the summer on curriculum work that includes writing, IB curriculum, and OHS theater that will be incorporated into English courses. Additionally, teachers are working on support systems for OMS and OHS algebra.

Superintendent Dr. Tuttle informed the Board that New Teacher Orientation is scheduled for August 20-21. Traditionally this has been completed in one day but two days are needed to integrate new teachers into the community and familiarize them with District expectations.

Superintendent Dr. Tuttle announced that the Administrative team will meet August 28-29 for professional development at the Owosso Armory.

Superintendent Dr. Tuttle stated that bond work at all buildings is progressing in spite of the weather. She remarked that Clark Construction has been phenomenal to work with. They are doing their best to keep the bond schedule on track. The elementary building additions are on schedule to open in the fall. Open Houses will be scheduled for the public to view the buildings after completion.

Superintendent Dr. Tuttle expressed her sincere gratitude for the administrative team and staff for their flexibility. She commented that as of June 5th the high school staff is not allowed in the building which required a lot of preparation. The high school administration has relocated to the cafeteria for the summer. She informed the Board that the OHS gym and pool is open and a firewall has been installed around these locations.

Superintendent Dr. Tuttle thanked everyone for their involvement and assistance with graduation ceremonies and celebrations at all levels.

Superintendent Dr. Tuttle applauded Steve Irelan and the OPS Sports Boosters for helping with clean up at the Curwood Festival.

Superintendent Dr. Tuttle announced that the Request for Proposal for the middle school has been shared with various groups. She explained that the lead time for responses has been extended beyond the normal time-frame to allow for as many offers as possible.

Public Participation

President Jenc stated that 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 were 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.

There were no comments from the meeting's audience.

For Action

- Moved by Mowen, supported by Ochodnicki to approve the May 13, 2019 SRES D meeting minutes, May 13, 2019 regular meeting minutes, May 13, 2019 committee of the whole meeting minutes, current bills, and financials as presented. Motion carried unanimously.
- Moved by Ochodnicki, supported by Mowen to approve the out-of-state travel for Owosso High School Family, Career, and Community Leaders of America (FCCLA) students, Rachael Dahl, Lynnae Gilman, Maya Manuel, Lily Pirochta, and Morgan Louch. Ms. Trudy Schneider, FCCLA Advisor and the students will travel to Anaheim, California to compete at the FCCLA National Convention. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to authorize the Superintendent to sign contracts with Sonitrol, Grand Blanc, MI in an amount not to exceed \$90,383.29 (inclusive of \$11,428.29 in contingency) for purchase and installation of access control and intercom systems; and Presidio out of Wixom, MI in an amount not to exceed \$149,610.80 (inclusive of \$5,704.89 in contingency) for IP

cameras, network video recorders and licenses with both bids pertaining to the 2017 bond security project. Motion carried unanimously.

- Moved by Mowen, supported by Krauss to authorize the Superintendent to sign a contract with Datacom Group, Holt, MI in an amount not to exceed \$163,511 (inclusive of \$7,786.00 in contingency) for the purchase and installation of structured cabling at the secondary campus for the bond work authorized by voter approval in 2017. Motion carried unanimously. Vice President Mowen gave credit to everyone involved in reviewing the bids with their diligence and research to obtain the best vendor at affordable prices.
- Moved by Mowen, supported Ochodnicky to authorize the Superintendent to sign the awarded contracts with the following vendors for construction services to be performed at the secondary campus to be funded out of bond proceeds:
 - Metal Panels through Architectural Metals, Inc., Portland, MI in amount not to exceed \$682,500* for Metal Panels (category 07a); Overhead/Coil
 - Bareman & Associates, Jenison, MI in amount not to exceed \$45,520* for Overhead Coiling Doors (category 08b)
 - Wm. Reichenbach Company not to exceed \$1,519,599* for Drywall Assemblies/Ceilings (category 09a)
 - Lansing Tile & Mosaic, Inc., Lansing, MI in an amount not to exceed \$610,783* for Carpet and Resilient Flooring (category 09b)
 - Kuhn Specialty Flooring, Beverly Hills, MI in an amount not to exceed \$91,100* for Wood Flooring (category 09c)
 - Niles Construction Services, Inc., Flint, MI in an amount not to exceed \$464,893* for Painting (category 09d)
 - Lansing Tile & Mosaic, Lansing, MI in an amount not to exceed \$192,227* for Hard Tile (category 09e)
 - Rayhaven Group, Livonia, MI in an amount not to exceed \$83,475* for Toilet Partitions (category 10a)
 - Agnew Sign Company, Owosso, MI in an amount not to exceed \$117,271 for Dimensional Letters, Graphics & Scoreboard (category 10b)
 - Interkal, LLC, Kalamazoo, MI in an amount not to exceed \$37,787 (category 12d) for Telescopic Seating (Bleachers) (category 12d)

*It should be noted that additional value engineering and change orders as the project progresses are expected to bring these contracts in lower than the maximum approved amounts. Motion carried unanimously.

- It was noted that the Allocation of Funds for High School Office Furniture for the 6-12 campus from Bond Proceeds was inadvertently placed as a “For Future Action” item on the meeting’s agenda and should have been listed under the “For Action” items. Moved by Ochodnicky, supported by Quick to move this to “For Action”. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicky to authorize District personnel to purchase furniture for the high school office that is being renovated over the 2019 summer months for the 6-12 campus from bond proceeds. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicky to authorize the Superintendent to enter into a three-year fair market value lease agreement for five new 77 passenger gas buses. The annual base lease of each of the gas buses is \$14,247.00 with the option to purchase the buses at the end of the three-year period for a cost of \$53,800 each. President Tim Jenc thanked Superintendent Dr. Tuttle, Julie Omer, and Renee Secor-Jenks for providing him with the additional information he requested during the May 13th Board meeting in regards to how much it cost the District to maintain its bus fleet. Motion carried unanimously.
- Moved by Quick, supported by Mowen to approve the hiring of the following certified staff: Alicia Lonteen, Owosso High School Special Education Teacher; Derek Woltjer, Owosso High School Guidance Counselor; and Stacey Coleman, Elementary Teacher. Motion carried unanimously.

For Future Action

- The Board of Education will be asked to authorize the Superintendent to sign contracts * with the following vendors for construction services to be performed at the secondary campus with payments to be made out of the bond proceeds:
 - Great Lakes West, Mattawan, Michigan in an amount not to exceed \$103,017 for Food Service Equipment (category 11A)
 - Wenger Corporation, Owatonna, MN in an amount not to exceed \$58,006 for the Orchestra Enclosure (category 11B)
 - TLS Sales, Inc., Ann Arbor, MI in an amount not to exceed \$73,100 for Theatrical Rigging (category 11D)
 - Bluewater Technologies Group, Inc, Southfield, MI in an amount not to exceed \$574,907 for Theatrical Audio Visual (category 11F)
 - C&M Associates, LLC, Brighton, MI in an amount not to exceed \$8,764 for Gym Dividers (category 11H)
 - CCW Inc. d/b/a Creative Windows, Ann Arbor, MI in an amount not to exceed \$2,987 for Roller Window Shades (category 12A)
 - Irwin Seating Company, Grand Rapids, MI in an amount not to exceed \$192,824 for Fixed Auditorium Seating (category 12C)
 - Mike and Son Asphalt, Bath, MI in an amount not to exceed \$255,010 for Asphalt (category 32A)

Recommend that the Board authorize the Superintendent to sign contracts with the following vendors for construction services to be performed at the secondary campus with payments to be made out of the Cook Family Foundation donation:

- Wenger Corporation, Owatonna, MN in an amount not to exceed \$175,000 for the Orchestra Shell and Towers (category 11B)
- Wenger Corporation, Owatonna, MN in an amount not to exceed \$75,626 for Theatrical Platforms (category 11C)
- TLS Sales, Inc., Ann Arbor, MI in an amount not to exceed \$250,000 for enhanced Theatrical Rigging (category 11D)
- TLS Sales, Inc., Ann Arbor, MI in an amount not to exceed \$96,000 for Theatrical Drapery (category 11E)
- Bluewater Technologies Group, Inc. Southfield, MI in an amount not to exceed \$100,000 for enhanced Theatrical Audio Visual (category 11F)

*It should be noted that additional value engineering and change orders as the project progresses are expected to bring these contracts in lower than maximum approved amount.

- The Board of Education will be asked to authorize the District to purchase 3 flat interactive panels, computers and cabling needed to complete the technology in amount not to exceed \$22,000 for the elementary bond work authorized by voter approval in 2017.
- The Board of Education will be asked to authorize the Superintendent to award the contract associated with Casework (bid category 12B) for the bond work at the secondary campus.
- The Board of Education will be asked to authorize the Superintendent to award the contract associated with installation and purchase of the Master Clock System for the bond work at the secondary campus.
- The Board of Education will be asked to authorize the Superintendent to award the contract associated with Paging, Classroom Audio and Interactive Flat Panels for bond work at the secondary campus.
- The Board of Education will be asked to authorize the Superintendent to award the contract associated with Roofing (bid category 07B) for bond work at the secondary campus.
- The Board of Education will be asked to authorize Owosso Middle School to dispose of the items listed below that have been identified by staff as no longer being able to be utilized:

3 TV Stands/carts
3 Computer Carts
World Wall Maps
4 Wrestling Mats
Old Lockers in Shop Room
Basketball Hoop/ Floor Model
Various Tables and chairs
Various Bookshelves

- The Board of Education will be asked to authorize the District to move forward with a Tax Exempt Lease Purchase (TELP) for the Konica Minolta copiers. CFO Julie Omer reported that at the May 13, 2019 Board meeting, the Board authorized the District to pursue an arrangement with Konica Minolta to lease copiers and negotiate with them to obtain advantageous terms. In doing so, it has been determined that a Tax Exempt Lease Purchase works well in this circumstance for the following reasons:
 - Financing costs are imbedded in any fair market value lease which is what all vendors were evaluated on and was presented to the Board. This rate typically is higher than that of a lease to purchase arrangement. (It has been confirmed by Konica Minolta that this is the case but final terms are still being negotiated at this time so the actual rates are not included in this report but will be available by Monday's meeting).
 - The typical fair market value lease contains provisions for returning equipment at the end of the lease. That not only results in the lease incorporating costs associated with remarketing the equipment by the company leasing the equipment, it also results in the District having to pay the costs for returning the equipment (The projected costs for returning the copier equipment for the lease currently ending is approximately \$5,600).
 - With a TELP, the District owns the equipment at the end of the term. This affords the District the flexibility to decide whether to continue to utilize the equipment or sell it to a third party with transportation of the equipment being born by the purchaser. If the District continues to utilize the equipment after the financing period is over, an arrangement can be made to continue maintenance on all or only those machines that the District finds to be of value at a slightly higher maintenance rate but no longer pays the lease/finance costs on the machines. If the District opts to sell the machines, there are vendors that will assist with this process to gain the District the best rate possible.

All figures from Konica Minolta indicate that the District will not only come in under the annual fair market lease payment authorized by the Board at the May 13, 2019 meeting but, with this TELP arrangement, will also obtain more equipment to meet the needs of the District.

- The Board of Education will be asked to allow the District to continue to utilize credit cards to transact the business of the District under a new arrangement with JP Morgan Chase.
- The Board of Education will be asked to authorize the borrowing of \$_____ (pending attorney approval and recommended 2019-20 budget adoption) inclusive of \$_____ of "set-aside" notes and \$_____ in "no set-asides" for operating purposes to eliminate cash flow challenges that result from timing issues related to State Aid payments for the 2019-20 school year. NOTE: The actual borrowing resolution(s) that is (are) necessary for the Board to pass will be provided on June 24th which will include the attorney approved amount. There will be two resolutions allowing for participation in the traditional School Bond Loan fund and one allowing for competitive rates to be obtained from other qualified financial institutions.
- The Board of Education will be asked to adopt the resolutions that revise the appropriations for the General, School Service and Building and Site Funds for the 2018-19 fiscal year to be presented to the Board for adoption at the June 24, 2019 regularly scheduled Board meeting. Superintendent Dr. Tuttle informed the Board that the General Fund projected revenue over expenses for the 2018-2019 proposed budget revision #2 is \$200,000, which is mainly attributed to student count numbers coming in higher than anticipated. The projected fund balance at June 30, 2019 is \$3,721,000. The School Service Fund that finances food service and is separate from the General Fund has \$1,964,891 available to appropriate, with expenditures estimated at 1.956 million. The estimated ending fund balance is \$8,752. The Building and Site Fund, also separate from the General Fund, consists of

funds from the District's Sinking Fund shows an estimated fund balance of \$5,328,149 as of June 30, 2019.

- The Board of Education will be asked to adopt the resolutions to be presented for the 2019-20 fiscal year budget package for the General fund, School Service and Sinking fund at the June 24, 2019 meeting.

For Information

Superintendent Dr. Tuttle reported that Tammy Van Horn, GSRP Associate Teacher at Bentley Bright Beginnings has submitted her letter of retirement effective at the conclusion of the school year after 20 years of service with the District. Darla Dunn, Paraprofessional at Bryant Elementary has submitted her letter of retirement effective at the conclusion of the school year after 17 years of service with the District. Penny Reed, Paraprofessional at Bryant Elementary has submitted her letter of retirement effective at the conclusion of the school year after 28 years of service with the District.

Public Participation

There were no comments from the meeting's audience.

Board Member Comments/Updates

Trustee Olga Quick stated that she did not have an opportunity to attend the elementary graduation ceremonies; however, Honor's Convocation, Owosso High School, and Lincoln High School's graduations were very nice and quite an experience to be a part of. Mrs. Quick congratulated the retirees. She also recognized Band Director Michael Tolrud for being awarded the Owosso Musicale's Musician of the Year. Mrs. Quick commented that she was happy to see Mr. Jeff Phillips in attendance at the meeting. Mrs. Quick remarked that the bond requires a lot of work and she appreciates the efforts of Karen Middleton from Clark Construction and everyone else that is working tirelessly on the project.

Secretary Shelly Ochodnicki commented that it was a great end to the school year and she is excited that her youngest child is now a college student. She remarked that she spoke with someone that attended the Job Fair and thought it was amazing. Mrs. Ochodnicki stated that an open house for the Homeless Shelter was held over the weekend and included tours of the facility. Calls are coming in daily from the homeless population. She remarked that the community has supported the construction of the shelter in an amount of approximately \$100,000 and the biggest volunteers and supporters have been OPS teachers and nurses. Mrs. Ochodnicki was also pleased to report that approximately \$1,000 was collected for the Homeless Shelter during the Curwood Festival Parades and Farmer's Market. She expressed her sincere appreciation for the staff of OPS and the employees of Memorial Healthcare for having a vested interest in the Homeless Shelter.

Trustee Ty Krauss commented that it was great to see Jeff Phillips at the meeting and healthy. He thanked the administration and staff for their hard work at the graduation ceremonies. He remarked that he attended Honor's convocation, Lincoln High School's graduation, and Owosso High School's graduation and they were all awesome.

Vice President Rick Mowen remarked that as a Board member, one of the most satisfying things to witness is students walking across the stage at graduation and hopes that he contributed in some way. He also enjoyed attending kindergarten graduation at Central Elementary School. Mr. Mowen stated that it is always sad to see the retirees leave the District. The retirees that were recognized that evening had a combined service of almost 90 years and they will be very hard to replace. Mr. Mowen thanked that Sport's Boosters for their assistance with the Curwood Festival clean up and the difference this made. He stated that he has lived on Main Street for several years and his biggest peeve was always the clean-up of his property after the festival was over.

President Tim Jenc stated that graduation ceremonies are his favorite time of the year. He remarked that he attended kindergarten graduation at Central Elementary School which was also great. Mr. Jenc commented that he is noticing that people are commenting on Facebook about where the money is coming from for the new access road that is being installed at the high school.

Vice President Rick Mowen stated that he noticed on Facebook that locations for free meals are available if text your zip code. He was surprised to see that Owosso Public Schools Meet Up and Eat Up summer free meals for children 18 years and under did not come up. Mr. Mowen expressed his frustration after recently reading a newspaper article about the decline in teacher's incomes and that our legislations do not value education. He thanked teachers for giving so much of themselves for so many years.

Upcoming Board Meeting Dates.

June 24: Regular Board Meeting and Budget Hearing, 5:30 pm

Adjournment

Moved by Mowen, supported by Ochodnicky to move into closed session to discuss contract negotiations. Secretary Ochodnicky conducted a roll call vote. Ayes: Quick, Ochodnicky, Jenc, Mowen, Krauss. Nays: None. Motion carried unanimously.

Moved by Mowen, supported by Ochodnicky to return to open session at 6:52 pm. Motion carried unanimously.

Moved by Mowen, supported by Ochodnicky to adjourn at 6:52 pm. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

Shelly Ochodnicky, Secretary