



OWOSSO PUBLIC SCHOOLS  
Ready for the World

**Board of Education Agenda  
May 13, 2019**

**5:30 pm Regular Meeting (Immediately Following SRES D Meeting)**  
Owosso High School Media Center  
765 E. North Street  
Owosso, Michigan 48867

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Building Reports:**

Celebrate Kids! – Owosso High School & Lincoln High School Top Graduates  
Owosso Public Schools Retiree Recognition  
Peer to Peer Program-Recognition of Jim Fournier  
Carson Bornefeld and Cayden Whiteherse – Board of Education Student Representative

**4. Board Correspondence:**

Superintendent’s Report  
Curriculum Director’s Report

**5. Public Participation**

**6. For Action**

▪ **Consent Agenda:**

April 22, 2019 Regular Meeting Minutes-----	Report 18-171	Page 1
April 22, 2019 Closed Session Minutes-----	Report 18-172	At Place
Current Bills-----	Report 18-175	Page 7
Financials-----	Report 18-176	Page 14
▪ ESS Midwest, Inc. Contract Approval (formerly PCMI Agreement)-----	Report 18-177	Page 17
▪ Awarding of Technology Infrastructure for Elementary Bond Work-----	Report 18-178	Page 32
▪ Approval of Copier Bid-----	Report 18-179	Page 34
▪ Land Bank Property – Bentley-----	Report 18-180	Page 36
▪ Obsolete Material-----	Report 18-181	Page 38
▪ Allocation of Bond Funds to Purchase Furniture for Elementary Additions-----	Report 18-182	Page 39
▪ Bond Contract Awards for Construction Services at Secondary Campus (Multiple Disciplines)-----	Report 18-183	Page 40
▪ Bond Contract Awards for Glass, Lockers, Athletic Equipment & Fire Protection at Secondary Campus-----	Report 18-184	Page 49
▪ SRES D Biennial Election-----	Report 18-185	Page 54
▪ SRES D Budget Approval-----	Report 18-186	Page 57
▪ Certified Staff New Hire-----	Report 18-187	Page 78

**7. For Future Action**

▪ OHS Out-of-State Travel: FCCLA National Convention-----	Report 18-188	Page 79
▪ Bond Contract Awards Associated with the Security Systems Project-----	Report 18-189	Page 81
▪ Bond Contract Award for Structured Cabling at Secondary Campus-----	Report 18-190	Page 83
▪ Bond Contract Awards for Construction Categories at Secondary Campus (Multiple Disciplines)-----	Report 18-191	Page 85
▪ Awarding of Bus Lease-----	Report 18-192	Page 96

**8. For Information**

▪ Personnel Update-----	Report 18-193	Page 98
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**9. Public Participation**

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

**11. Upcoming Board Meeting Dates:**

June 10: Regular Board Meeting, 5:30 pm

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

**Important Upcoming Dates:**

May 14: OMS Spring Choir Concert, 7 pm

May 15: 5<sup>th</sup> Grade Field Meet at OHS, 9:30 am – 2 pm

May 16: Bryant Movie Night, 4 pm

May 17: Cabaret at OHS, 7 pm

May 18: Cabaret at OHS, 7 pm

May 19: OHS Art Walk, 1-3 pm

May 20: Senior Walk at OHS, 9:40 am

May 20: Senior Picnic at OHS, 10 am

May 20: Seniors Walk the Halls of Their Elementary School, 10:30 am

May 20: Athletic Awards at OHS, 7 pm

May 21: Honors Convocation at OHS, 7 pm

May 22: LHS Graduation Ceremony at OMS, 7 pm

May 23: OHS Graduation Ceremony at Willman Field, 7 pm

May 27: No School: Memorial Day

May 31: Half Day for All Students

**12. Committee of the Whole: NEOLA Board Policy Updates**

**13. Adjournment:**

## 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.

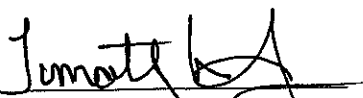
We will do our part to work as a team with administrators, teachers, support staff, parents, students and citizens so that the entire learning atmosphere of our school will be one of warmth and caring. We will do this by becoming a part of district committees such as cross-functional, professional governance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

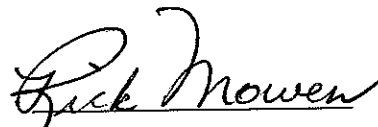
We will be enthusiastic and energetic in our support of the work in our schools by students, staff and volunteers. We will model this behavior by attending school sponsored events and working toward board certification through class work.

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.

Timothy Jenc  
President



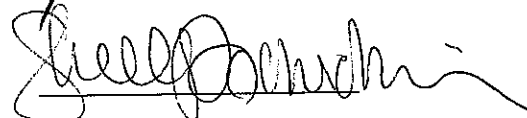
Rick Mowen  
Vice-President



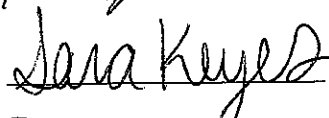
Marlene Webster  
Treasurer



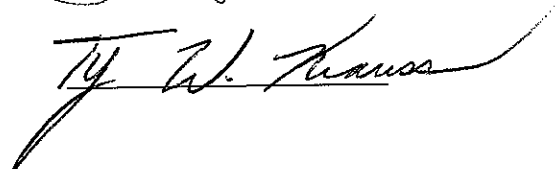
Shelly Ochodnicky  
Secretary



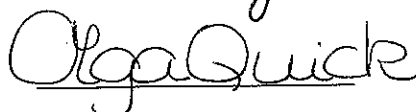
Sara Keyes  
Trustee



Ty Krauss  
Trustee



Olga Quick  
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**

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.

# Organizational

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Minutes**  
**April 22, 2019**  
**Report 18-171**

President Jenc called the meeting of the Board of Education to order at 5:30 pm. The meeting was held in the media center located at Owosso High School, 765 E. North Street, Owosso, Michigan.

Present: Jenc, Keyes, Krauss, Mowen, Ochodnický, Quick, Webster

Absent: All members were present

**Pledge of Allegiance**

The Pledge of Allegiance was recited by students representing the Bentley Bright Beginnings Early Childhood Center's four-year old preschool program.

**Building Reports**

As part of the Celebrate Kids! segment of the meeting, Superintendent Tuttle introduced Mrs. Amanda Rowell, Director of Bentley Bright Beginnings Early Childhood Center to the Board of Education. Bentley Bright Beginnings Preschool Teacher Mrs. Heidi Lorigan and her students Arlo Calhoun, Trey Morgan, Alexis Genovese, Elizabeth Floria, Ellie Rowell, Decal Hughes, Ethan Bandkau, and Lia Mlynek performed a song about what they do on a daily basis in their four-year old preschool class.

Dr. Dallas Lintner, Athletic Director recognized Owosso High School junior Colton Blaha for being named an All-State Wrestler by the Michigan High School Athletic Association. Colton Blaha won District and Regional titles as an individual wrestler. He also placed third in the State Finals as an individual wrestler.

Owosso High School senior Thomas Trecha was recognized by Dr. Dallas Lintner for being named an All-State Bowler by the Michigan High School Athletic Association. Thomas was an All-State individual bowler and also led the Owosso High School Boys' Varsity Bowling team to a state final four finish.

Dr. Dallas Lintner recognized Owosso High School senior Megan Vondrasek for earning the title of State Champion in Girl's Wrestling by the Michigan Wrestling Association. This was the first year that the Michigan Wrestling State Coaches Association held a State Finals Tournament for girls. Out of 379 female competitors from Michigan, Megan Vondrasek was the first female State Champion in the 130-pound division. Megan also holds a 3.9 grade point average. She plans to wrestle at Adrian College and will sign her letter of intent on April 29<sup>th</sup>.

Board of Education Student Representative Carson Bornefeld reported that Owosso High School hosted tours of the building earlier that day for eighth grade students.

Carson Bornefeld shared pictures of the chalkboard project that was introduced at the high school by Cayden Whiteherse. Carson stated that the project was a great success. The goal of the project is to turn negativity towards students into a positive. If students are told something negative about themselves, they post it on a chalkboard. Fellow classmates had an opportunity to counter the negative comments with positive remarks.

Carson Bornefeld shared a few of the high school's upcoming events that included Prom on April 26<sup>th</sup> and the annual Beyond the Books academic pep assembly will occur on May 3<sup>rd</sup>. Additionally, members of the senior class can leave a personal mark by painting their own brick. Carson stated that students have been informed that the bricks must be appropriate and a template will need to be approved before the painting takes place. The goal is to brighten up the OHS hallways, show the school's culture, show off talented artists, and to allow students to leave their mark after they graduate.

### Board Correspondence

Superintendent Dr. Andrea Tuttle reported that students displayed their International Baccalaureate personal projects that day. She praised the students on their ingenuity and creativity. Examples of the projects included dog obedience, how to make baklava, creating a computer, and playing the violin. Lance Little and Sarah Collins were recognized for organizing the presentations.

Superintendent Dr. Tuttle informed the Board that bond construction work is in full force at the secondary campus. The elementary bond projects are on schedule with a targeted completion date of August 2019. Representatives from Clark Construction and Kingscott are working with the District to get the secondary campus budget back on track. She stated that the architects expanded the secondary campus budget beyond what was requested by the District and they are working together to get the project on budget. Superintendent Dr. Tuttle stated that everything that was previously promised to the voters will happen. She stated that it will be an amazing facility when it is completed.

Superintendent Dr. Tuttle reported that the eighth graders will be traveling to Washington, D.C. for their annual trip. The students will depart on April 24<sup>th</sup> and return on April 26<sup>th</sup>.

Superintendent Dr. Tuttle announced that Michael Tolrud was recently honored as the VFW Teacher of the Year. She remarked that this is another example of the great staff at Owosso Public Schools.

Superintendent Dr. Tuttle informed the Board that the annual Blue and Gold Banquet that honors the highest honors graduates was held on April 17<sup>th</sup>. She remarked that this is one of her favorite events and she enjoys listening to the student tributes to someone that has made a positive impact on their lives.

Superintendent Dr. Tuttle reported that the Shiawassee Community Foundation Scholarship event took place on April 18<sup>th</sup>. Owosso High School seniors were the recipients of several scholarships that were awarded during the event.

Superintendent Dr. Tuttle announced that 13 Owosso High School seniors with a 4.0 or higher grade point average will be recognized at the Top 10 RESD/CCRESA luncheon on April 23<sup>rd</sup>.

Superintendent Dr. Tuttle stated that Chef Hannah Poyner organized a student culinary arts competition that was held earlier that day.

Superintendent Dr. Tuttle informed the Board that Central Elementary Teacher Megan Friend was recently certified as a National Geographic Educator.

Superintendent Dr. Tuttle explained that the annual Bryant Elementary Career Day was a great success. Individuals with a variety of occupations were invited to share information about their professions with students during the event.

Superintendent Dr. Tuttle stated that the elementary buildings hosted their 4<sup>th</sup> and 5<sup>th</sup> grade recorder concerts the previous week.

Superintendent Dr. Tuttle and the Board of Education applauded Liaison Officer Mike Ash for being selected as the 2019 Curwood Festival's Grand Marshal. Officer Ash was announced as this year's Grand Marshal during a student assembly at Bryant Elementary on April 12<sup>th</sup>.

Superintendent Dr. Tuttle reported that on Valentine's Day, Emerson Elementary hosted a stuffed animal fundraising event for the Department of Health and Human Services.

Superintendent Dr. Tuttle announced that Owosso Middle School students recently participated in a College Career and Exploration Day and toured the Career Center at Baker College. The event provided students with an exposure to a variety of careers.



Superintendent Dr. Tuttle stated that eighth grade students were given a guided tour of the high school by members of the senior class earlier that day.

Curriculum Director Steve Brooks reported that the SAT was given to students during the previous week. Makeup tests will be completed by April 25<sup>th</sup>. He stated that conducting the annual assessments requires a huge undertaking by several staff members.

Curriculum Director Steve Brooks informed the Board that 275 students are enrolled in session four of the Blue and Gold Afterschool Program. The programs include a variety of programs such as physical fitness at Fortitude and baton classes.

Curriculum Director Steve Brooks explained that the District is in the midst of planning academic enrichment, i.e. summer school, for students to participate in over the summer months.

Curriculum Director Steve Brooks stated that teachers will also continue to further their education over the summer. Two Owosso High School teachers are enrolled in Project Lead the Way classes that will involve Human Body Systems and Bio-medical training. Teachers will also have the opportunity to participate in additional professional development to further their education over the summer months.

Curriculum Director Steve Brooks informed the Board that the District recently received a report from the IB reauthorization visit. The report had minimal findings but indicated that over the next five years, the District needs to address professional development and vocabulary. Mr. Brooks stated that the report is available for review by the Board.

### **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 public.

### **For Action**

- Moved by Mowen, supported by Quick to approve the April 8, 2019 regular meeting minutes, current bills, and financials as presented. Motion carried unanimously.
- Moved by Ochodnicki, supported by Krauss to approve the student handbook revisions for Bentley Bright Beginnings, elementary, middle and high schools as presented. It was noted that the Bentley Bright Beginnings and elementary handbooks still need to change all DHS references to DHHS. Motion carried unanimously.
- Moved by Mowen, supported by Quick to authorize the Superintendent to sign contracts associated with the masonry and structural steel for the renovation of the secondary campus to be funded out of bond and sinking fund proceeds with Schiffer Mason Contractors out of Holt, Michigan for the masonry (bid package 04A) in an amount not to exceed \$5,503,300 and Delta Steel, Inc. out of Saginaw, Michigan for structural steel in an amount not to exceed \$2,558,700. It should be noted that all bidding categories that were put out to bid and received on February 15th and March 20, 2019 were over budget due to: 1) significantly higher inflation than could be expected 21 months ago when the budget was developed by the architects and submitted to the State for approval; and 2) inclusion by the architects of higher end finishes and scope changes in the bid packages. Due to the fact that the facility will need to serve our community and children for decades to come, the administration feels that it is necessary to recommend using sinking fund dollars in the amount not to exceed \$2.5 million to ensure that square footage cuts are not made to the building with all residual funds for these two contracts and future contracts to come from the bond proceeds. The District will carefully work through the value engineering with the guidance of the construction manager and architects to provide

a quality end product in order to bring the contracts back in line with the budget. This will ensure that the community and students are not short changed by a facility that does not meet their needs as was done in the past. This recommendation is not brought lightly for consideration but is considered to provide the best service to the community for moving forward with the project without sacrificing needed educational space in the new facility and still allows enough sinking fund dollars available to take care of the facilities. Motion carried unanimously.

- Moved by Quick, supported by Keyes to authorize the Superintendent to sign contracts with Sonitrol for the Door Access Control System in an amount not to exceed \$102,512.11 and with Rivers Security Specialists, Inc. for the security glass in an amount not to exceed \$62,270.00 for a total award of \$164,782.11 fully utilizing the security grant of \$164,794.00. All installation and disbursement of funds will take place by September 2019 in accordance with the grant parameters. Motion carried unanimously.
- Moved by Webster, supported by Quick to approve the Shiawassee County School District and Shiawassee SRESM Mutual Aid Agreement. It is the recommendation of the Superintendent that the Board of Education authorize David Schulte, SRESM Superintendent, to sign the Shiawassee County School Districts and SRESM Mutual Aid Agreement which is part of our countywide continuity of operations plan as presented. Motion carried unanimously.
- Moved by Mowen, supported by Quick to approve the hiring of certified staff member Carrie Miculka as a K-5 elementary teacher. Motion carried unanimously.

#### **For Future Action**

- The Board of Education will be asked to authorize the Superintendent to sign the proposed contract for the fiscal year of 2019-20 with ESS Midwest (formerly PCMI/Willsub) to provide contracted services for the Athletic Department, for non-employee coaches, Bentley Bright Beginnings non-certified/non-Administrative staff and for special circumstances in which specialized non-union staff are needed.
- The Board of Education will be asked to authorize the Superintendent to sign a contract with Vector Tech Group from Holland, Michigan for technology infrastructure for the elementary additions included in the bond work in an amount not to exceed \$22,656.00.
- The Board of Education will be asked to authorize awarding of the contract for the copiers to be placed throughout the District for the next five years.
- The Board of Education will be asked to approve the resolution authorizing the District to pursue submitting a letter of interest to remove the property located at Bentley from the Michigan Land Bank.
- The Board of Education will be asked to support/disapprove the Shiawassee Regional Education School District 2019-20 budget as presented and authorize the Superintendent to forward the resolution to the SRESM Board on or before June 1, 2019.
- The Board of Education will be asked to authorize the Owosso High School to dispose of two concert band timpani drums (kettle drums).
- The Board of Education will be asked to authorize District personnel to proceed with furniture purchases for the elementary additions from bond proceeds in an amount not to exceed \$94,050.00 including \$8,550.00 in contingency.

#### **For Information**

Superintendent Dr. Tuttle reported Danielle Adamski has accepted the 1.75-hour Monitor position at Emerson Elementary. Ryley Turk has accepted the 7-hour Special Education Para-professional position at Owosso Middle School. Penny Wheeler-McNinch has accepted the 3-hour Food Service Worker position at Owosso Middle School. Guadalupe Bryant, Owosso Middle School English teacher has submitted her letter of resignation effective at the conclusion of the school year.

#### **Public Participation**

There were no comments from the public.

**Board Member Comments/Updates**

Trustee Ty Krauss congratulated Liaison Officer Mike Ash for being selected as the 2019 Curwood Grand Marshal. Mr. Krauss also thanked everyone that is involved in the on-going bond project. He stated that a lot of effort and time is being contributed to the project through value engineering by Board members and administrators.

Trustee Sara Keyes thanked Liaison Office Mike Ash for bringing so much positivity to the District and teaching students that they can trust police officers. She stated that it is her belief that he truly deserves the honor of being this year's Curwood Grand Marshal. Mrs. Keyes commented that she recently attended a fifth grade recorder concert and is amazed at the student musicians improvements by middle school, which is a huge compliment to the Districts' band instructors.

Vice President Rick Mowen remarked that in today's society, public safety personnel and police officers do not get the recognition that they deserve. He stated that Officer Ash has made a big impact in the District and community and is getting the recognition that he deserves. Mr. Mowen congratulated the students and young athletes that are working so hard. Mr. Mowen remarked that he attended the fifth grade recorder concert at Central Elementary and it was amazing to witness the young musicians and future Trojan Marching Band's talent.

Secretary Shelly Ochodnicki commented that her granddaughter is in the young-fives program and knew very early on into the school year who Officer Ash was. Mrs. Ochodnicki stated that she attended the Blue and Gold Banquet as a parent. She praised Mrs. Linda Dignan for an amazing job organizing the event. Mrs. Ochodnicki remarked that she is looking forward to honors convocation and graduation as her fifth child will be a part of the celebrations. She also has a four-year old granddaughter that will be attending Bentley Bright Beginnings next year.

Trustee Olga Quick congratulated Officer Mike Ash. She remarked that she has known him for years. Mrs. Quick stated that she works with high risk youths and sincerely expressed her appreciation to the staff of OPS for making a difference in the lives of so many children.

Treasurer Marlene Webster commented that she thinks Officer Mike Ash is awesome and we all appreciate him. Mrs. Webster stated that Owosso Public Schools continues to support the people that Shiawassee Hope serves and many of these people are OPS students. She thanked District personnel who contributed to a recent Casual for a Cause that benefited Shiawassee Hope by raising \$353. She remarked that the money will be used to help families that may be on the verge of being evicted from their homes. Mrs. Webster reported that a spring workday is scheduled for April 27<sup>th</sup> at the Pleasant Valley trailer park. She thanked the Kindness Sisters KhiaLa Keyes and Madilyn Hagan for their efforts to raise approximately \$1,300 that will be used for playground equipment at Pleasant Valley. Community groups have also been asked to help build 6-8 picnic tables for the trailer park that will provide a great gathering space. Mrs. Webster stated the District hosted the annual Pleasant Valley fundraiser on April 15<sup>th</sup> in the OHS cafeteria and raised about \$600 that will be used to help purchase sports equipment for any type of activity that the children of Pleasant Valley have an interest in. Mrs. Webster thanked the staff of OPS for their continued support and assistance for those in need.

Student Representative Carson Bornefeld remarked that he has never met Liaison Officer Mike Ash but he has seen him at football games and school sponsored events. He stated that he thinks it's wonderful that OPS students are growing up and not fearing police officers. Through the Liaison Officers, the students of OPS have developed a trust in police officers and perceive them as a friend and role model. Carson stated that he is enrolled in the Theory Thought of Knowledge class at OHS which allows students to share their thoughts on modern day issues. Recently, an entire class period was spent discussing police officers and that they should be more involved in their communities.

President Tim Jenc remarked that he has had several discussions with people from within and out of the community who are talking about the infrastructure improvements that are underway in the District. He stated that people are noticing the progress that is being made at Owosso Public Schools. Mr. Jenc's also congratulated Liaison Officer Mike Ash.

**Upcoming Board Meeting Dates.**

May 13: Board Meeting, 5:30 pm (meeting held on second Monday of the month due to Memorial Day)

**Important Upcoming Dates:**

April 23: Foreign Exchange Student Luncheon, OHS Room 212 at 11 am

April 23: OMS Band Concert, 7 pm

April 24-26: OMS Washington DC Trip

April 26: Prom at Golden Glow Ballroom/St. Charles, 8 pm

April 30: CTE Student Achievement Ceremony, D'Mar Banquet Center, 11:30 am

April 30: 5th Grade Parent Meeting at OMS, 6 pm

May 2-4: OHS Dinner Theater, 6 pm

May 2: OMS Seussical the Musical, 7 pm

May 3: OEA Retirement Banquet, Wrought Iron Grill, 6 pm

May 7: OHS Band Concert, 7 pm

May 10: 5th Grade Fun Night at OMS, 4-5:30 pm

May 11: 8th Grade Award Ceremony at OMS, 6-7 pm

May 11: OMS Spring Fling at OHS, 7-9 pm

**Adjournment**

Moved by Mowen, supported by Ochodnicki to move into closed session at 6:25 pm for the purpose of a negotiations discussion and a personnel matter. Secretary Ochodnicki conducted a roll call vote. Ayes: Webster, Quick, Ochodnicki, Mowen, Jenc, Keyes, and Krauss. Motion carried unanimously.

Moved by Ochodnicki, supported by Keyes to return to open session at 7:12 pm.

Moved by Webster, supported by Mowen to waive Board Policy 4121.01 and permit the determination for assignment of the said named person based on a recommendation from Coach Devin Pringle. The Superintendent and Board took into consideration the nature of the offense that did not relate or is related to 1) children, sex, drugs, or violence, etc. 2) how long ago the incident occurred. 3) there were no repeated incidents. 4) the nature of the assignment in the District. 5) whether any treatment or other rehabilitation has occurred and 6) the nature of the employee's work record since offense (likelihood of repeated behavior). Nays: Krauss. Motion carried.

Moved by Mowen, supported by Ochodnicki to adjourn at 7:21 pm. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

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Shelly Ochodnicki, Secretary

OWOSSO PUBLIC SCHOOLS  
EXPENDITURE REPORT  
APRIL 15 - MAY 5, 2019  
REPORT 18-175

**CHECK RUN ACTIVITY BY FUND**

GENERAL FUND	\$1,039,449.68
SERVICE FUND	\$21,205.76
SINKING FUND	\$0.00
CAPITAL PROJECTS - BOND FUND	\$768,095.97

**CHECK RUN TOTAL** \$1,828,751.41

**CREDIT CARD ACTIVITY BY FUND - (4/05-5/05/19)**

GENERAL FUND	\$ 27,603.81
SERVICE FUND	\$ 443.37
ORGANIZATIONAL FUND	\$ 3,927.87

**CREDIT CARD TOTAL** \$ 31,975.05

**GORDON FOOD SERVICE ACTIVITY (SERVICE FUND)**

PAYMENT 4/18/2019	\$ 27,183.06
PAYMENT 4/26/2019	\$ 27,613.04

**DIRECT DRAW FROM BANK ACCOUNT** \$ 54,796.10

PAYROLL (#22) 4/26/19 \$ 804,412.63

**PAYROLL TOTAL** \$ 804,412.63

**GRAND TOTAL** \$ 2,719,935.19

Check Register for Bank Account ID CHEM1

From 04/15/2019 to 05/05/2019

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
099750	04/18/2019	1 Comp	Open	008433 ABC SUPPLY CO.	HS/MALLORY/SUPPLIES	3,357.63
099751	04/18/2019	1 Comp	Open	101548 AGNEW GRAPHICS, SIGNS & PROMOTIO	ATH/SMITH/SIGNS	533.00
099752	04/18/2019	1 Comp	Open	000278 APPLEBEE OIL COMPANY	TRANS/SECOR/PROPANE	3,814.23
099753	04/18/2019	1 Comp	Open	008648 CHEMICAL BANK	4TH STATE AID PMT	434,710.86
099754	04/18/2019	1 Comp	Open	007465 CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORM RENT	140.42
099755	04/18/2019	1 Comp	Open	001202 CONSUMERS ENERGY	UTIL/GAS&ELEC/APRIL 2019	40,422.30
099756	04/18/2019	1 Comp	Open	008016 CRANSHAW, PAULINE	OPER/CRANSHAW/MILEAGE	20.88
099757	04/18/2019	1 Comp	Open	001410 DALTON ELEVATOR	OPER/KLAPKO/WELDING SUPPLI	45.00
099758	04/18/2019	1 Comp	Open	002966 FRED FERNETTE	OPER/FERNETTE/MILEAGE	22.69
099759	04/18/2019	1 Comp	Open	002330 GENESEE INTER.SCHOOL DISTRICT	DUAL ENROLL MI VIRTUAL/EDG	4,063.00
099760	04/18/2019	1 Comp	Open	008028 GOLDBERG, DIANE	OPER/GOLDBERG/MILEAGE	24.13
099761	04/18/2019	1 Comp	Open	006861 GRAHAM, ANGELA	EM/GRAHAM/CONF REIMB	40.60
099762	04/18/2019	1 Comp	Open	100923 GRAND BLANC COMMUNITY SCHOOLS	MS/DWYER/LEAGUE MEET	150.00
099763	04/18/2019	1 Comp	Open	000070 H. K. ALLEN PAPER COMPANY	OPER/KLAPKO/CUSTODIAL SUPP	569.39
099764	04/18/2019	1 Comp	Open	100069 HEINEMANN	BR/LAMAY/LLI	181.50
099765	04/18/2019	1 Comp	Open	002810 HI-QUALITY GLASS	OPER/KLAPKO/GLASS REPAIR	256.08
099766	04/18/2019	1 Comp	Open	002959 INDEPENDENT NEWSPAPERS/I60 MEDIA	KINDERGARTEN REG AD	1,302.00
099767	04/18/2019	1 Comp	Open	008220 J & H OIL CO.	TRANS/SECOR/FUEL	8,560.21
099768	04/18/2019	1 Comp	Open	100685 LITTLE, LANCE	MS/LITTLE/MILEAGE	62.64
099769	04/18/2019	1 Comp	Open	008332 MALLORY, ROBERT	HS/MALLORY/SUPPLIES	13.14
099770	04/18/2019	1 Comp	Open	100001 OFFICE DEPOT INC.	EM/NIDEFSKI/SUPPLIES	304.44
099771	04/18/2019	1 Comp	Open	004600 OPS FOOD SERVICE FUND	BR/COLLISON/SNACKS	613.10
099772	04/18/2019	1 Comp	Open	007851 OREILLY AUTO PARTS	OPER/KLAPKO/REPAIR PARTS	14.97
099773	04/18/2019	1 Comp	Open	008010 OWOSSO MEDICAL GROUP	PHELPS BUS DRIVER PHYSICAL	85.00
099774	04/18/2019	1 Comp	Open	004590 OWOSSO PUB. SCH. ATHLETIC FUND	ATH/SMITH/OFFICIALS	5,000.00
099775	04/18/2019	1 Comp	Open	004652 PCMI - WEST	BB STAFF PAYMENT	23,546.05
099776	04/18/2019	1 Comp	Open	008572 PFM FINANCIAL ADVISORS LLC	BOND DISCLOSURE SVCS	1,000.00
099777	04/18/2019	1 Comp	Open	100135 QUILL CORPORATION	ALT/PARSONS/TONER	182.70
099778	04/18/2019	1 Comp	Open	003692 RESERVE ACCOUNT	ADM/PITT/POSTAGE	500.00
099779	04/18/2019	1 Comp	Open	008700 RUESS WINCHESTER, INC.	OPER/KLAPKO/WELDING	75.00
099780	04/18/2019	1 Comp	Open	000693 SEHI COMPUTER PRODUCTS	EM/NIDEFSKI/INK	748.33
099781	04/18/2019	1 Comp	Open	005363 SHATTUCK SPECIALTY ADVERTISING	ADM/PITT/BOARD RECOGNITION	50.00
099782	04/18/2019	1 Comp	Open	005625 SHIAWASSEE RESD	SPRING 2019 DUEAL ENROLL	105,783.44
099783	04/18/2019	1 Comp	Open	000549 STECHSCHULTE, SAMANTHA	ADM/STECHSCHULTE/SUPPLIES	14.50
099784	04/18/2019	1 Comp	Open	002623 TASC-CLIENT INVOICES	MAY FSA SERVICES	323.84
099785	04/18/2019	1 Comp	Open	004604 TUTTLE, ANDREA	ADM/TUTTLE/MILEAGE	34.22
099786	04/18/2019	1 Comp	Open	001119 UNITED PARCEL SERVICE	HS/POSTAGE	9.34
099787	04/18/2019	1 Comp	Open	007457 US BANK EQUIPMENT FINANCE	APRIL 2019 LEASE FMT	2,132.95
099788	04/18/2019	1 Comp	Open	006510 VALLEY LUMBER COMPANY	HS/DIGNAN/CONST SUPPLIES	1,093.69
099789	04/18/2019	1 Comp	Open	001354 VSC, INC.	OMS/COLLINS/ELMOS	1,158.00
099790	04/18/2019	1 Comp	Open	007788 WAKELAND OIL	OPER/KLAPKO/FUEL	636.50
099791	04/25/2019	1 Comp	Open	000278 APPLEBEE OIL COMPANY	TRANS/SECOR/PROPANE	128.02
099792	04/25/2019	1 Comp	Open	007465 CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORM RENT	70.21
099793	04/25/2019	1 Comp	Open	004065 CONRAD, CHRIS	OPER/CONRAD/MILEAGE	68.67
099794	04/25/2019	1 Comp	Open	000124 CONTROL SOLUTIONS INC.	OPER/KLAPKO/HVAC PROGRAMM	1,470.15
099795	04/25/2019	1 Comp	Open	100455 D & G EQUIPMENT INC.	OPER/KLAPKO/OIL	44.99
099796	04/25/2019	1 Comp	Open	007680 D'MAR BANQUET & CONF CENTER	HS/DIGNAN/BLUE&GOLD BANQUE	3,629.24
099797	04/25/2019	1 Comp	Open	008658 ENGINEERED PROTECTION SYSTEM INC	OPER/KLAPKO/ALARM MONITORI	300.00
099798	04/25/2019	1 Comp	Open	008540 FORESIGHT SUPERSIGN	ADM/PITT/NAMEPLATE	35.50
099799	04/25/2019	1 Comp	Open	000070 H. K. ALLEN PAPER COMPANY	OPER/KLAPKO/CUSTODIAL SUPP	149.50
099800	04/25/2019	1 Comp	Open	008044 HARKEMA, SUSAN	BR/HARKEMA/SUPPLIES	16.46
099801	04/25/2019	1 Comp	Open	002962 INDUSTRIAL SUPPLY OF OWOSSO INC.	OHS/KRANTZ/SUPPLIES	7,602.50
099802	04/25/2019	1 Comp	Open	005929 IRELAN, STEVE	ALT/IRELAN/STUDENT INCENTI	151.38
099803	04/25/2019	1 Comp	Open	007886 KENTWOOD PUBLIC SCHOOLS	ATL/BAUGHMAN/TOURNAMENT	150.00

Check Register for Bank Account ID CHEM1

From 04/15/2019 to 05/05/2019

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
099804	04/25/2019	1	Comp Open	008292 KONICA MINOLTA BUSINESS SOLUTION	1/1-3/31/19 MAINT PAYMENT	6,655.26
099805	04/25/2019	1	Comp Open	102408 LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/CUSTODIAL SUPP	429.53
099806	04/25/2019	1	Comp Open	003318 MAEO	ALT/IRELAN/SPRING CONF	250.00
099807	04/25/2019	1	Comp Open	001867 MCINTYRE, MELISSA	MS/MCINTYRE/CONF REIMB	33.85
099808	04/25/2019	1	Comp Open	003780 MESSA	MAY 2019 BILL/TEACHERS	221,460.54
099809	04/25/2019	1	Comp Open	003780 MESSA	MAY 2019 BILL/OESPA STAFF	49,536.52
099810	04/25/2019	1	Comp Open	003780 MESSA	MAY 2019 BILL/ADMIN STAFF	23,326.70
099811	04/25/2019	1	Comp Open	003780 MESSA	MAY 2019 BILL/NON-UNION ST	14,413.89
099812	04/25/2019	1	Comp Open	003756 MICHIGAN COMPANY, INC.	OPER/KLAPKO/CUSTODIAL SUPP	473.33
099813	04/25/2019	1	Comp Open	004050 MORRIS MECHAN. CONTRACTING INC.	OPER/KLAPKO/HVAC REPAIR	550.00
099814	04/25/2019	1	Comp Open	100001 OFFICE DEPOT INC.	REFUND FOR STAPLER	490.03
099815	04/25/2019	1	Comp Open	004600 OPS FOOD SERVICE FUND	BR/COLLISON/PARENT EVENT	399.40
099816	04/25/2019	1	Comp Open	007851 OREILLY AUTO PARTS	OPER/KLAPKO/SUPPLIES	130.75
099817	04/25/2019	1	Comp Open	007830 OWL BRAND DISCOVERY KITS	BR/LAMAY/ OWL PELLETS ALL	518.81
099818	04/25/2019	1	Comp Open	004652 PCMI - WEST	OMS COACHES	3,495.18
099819	04/25/2019	1	Comp Open	004860 POSTMASTER	HS/DIGNAN/MAILING	36.25
099820	04/25/2019	1	Comp Open	100135 QUILL CORPORATION	CE/KLAPKO/SUPPLIES	599.16
099821	04/25/2019	1	Comp Open	002452 ROCHESTER 100 INC.	CE/KLAPKO/NICKY'S FOLDERS	573.75
099822	04/25/2019	1	Comp Open	002233 SCHOOL OUTFITTERS.COM	EM/BUZA/TABLES	2,922.46
099823	04/25/2019	1	Comp Open	100017 SET-SEG	MAY 2019 BILL/GF STAFF	5,763.93
099824	04/25/2019	1	Comp Open	100971 TILLOTSON ENVIRON.OCCUPA.CONSULT	OPER/KLAPKO/SAMPLING	190.50
099825	04/25/2019	1	Comp Open	008675 TSA CONSULTING GROUP, INC.	MARCH 2019 SERVICES	157.68
099826	04/25/2019	1	Comp Open	100267 UNUM LIFE INSURANCE	MAY 2019 BILL/ADMIN	1,090.31
099827	04/25/2019	1	Comp Open	100267 UNUM LIFE INSURANCE	MAY 2019 BILL/GF STAFF	1,228.80
099828	04/25/2019	1	Comp Open	006510 VALLEY LUMBER COMPANY	HS/DIGNAN/BALL FIELD SUPP	213.80
099829	04/25/2019	1	Comp Open	002238 WHITE, BEVERLY	ADM/WHITE/CONF MILEAGE	83.52
099830	05/02/2019	1	Comp Open	101548 AGNEW SIGNS CO.	OPER/KLAPKO/ROAD CLOSED SI	249.00
099831	05/02/2019	1	Comp Open	008699 ALDERMANS INCORPORATED	OPER/KLAPKO/MOWER	16,057.55
099832	05/02/2019	1	Comp Open	008350 ALEXANDRIA PUMFORD	COMM ED LIFE GUARD	85.50
099833	05/02/2019	1	Comp Open	005935 BP CANADA ENERGY MARKETING GROUP	UTIL/NATURAL GAS PURCHASE	16,290.19
099834	05/02/2019	1	Comp Open	100809 BROOKS, STEPHEN	ADM/BROOKS/CONF MILEAGE	50.73
099835	05/02/2019	1	Comp Open	008635 COLONY HARDWARE CORP.	HS/MALLORY/SUPPLIES	102.00
099836	05/02/2019	1	Comp Open	008591 DAVIS, LILYANNE	COMM ED LIFE GUARD	57.00
099837	05/02/2019	1	Comp Open	006588 DAYSTARR COMMUNICATIONS	OPER/APRIL 2019 PHONE BILL	1,138.17
099838	05/02/2019	1	Comp Open	100197 DESIGNS BY BEAN	ADM/MILLER/SHIRTS	123.80
099839	05/02/2019	1	Comp Open	006197 FRONTIER	APRIL&MAY BILL	29.07
099840	05/02/2019	1	Comp Open	002125 GOVCONNECTION, INC	ADM/MILLER/PRINTER	613.96
099841	05/02/2019	1	Comp Open	000070 H. K. ALLEN PAPER COMPANY	OPER/KLAPKO/CUSTODIAL SUPP	2,916.31
099842	05/02/2019	1	Comp Open	002973 HANKERD SPORTSWEAR	HS/DIGNAN/ADVISORY BOARD	1,104.80
099843	05/02/2019	1	Comp Open	100069 HEINEMANN	CE/BINGER/BAGS, WRITING BOO	794.75
099844	05/02/2019	1	Comp Open	006403 IRELAN, BRENA	HS/IRELAN/CONF REIMB	398.00
099845	05/02/2019	1	Comp Open	002241 KELLEY, ELIZABETH	ATL/KELLEY/SUPPLIES	169.92
099846	05/02/2019	1	Comp Open	008359 KINECT ENERGY INC.	MONTHLY ENERGY MGT FEE	315.00
099847	05/02/2019	1	Comp Open	102408 LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/MACHINE REPAIR	1,004.24
099848	05/02/2019	1	Comp Open	008566 LIVINGSTON, MADISON	COMM ED LIFE GUARD	185.25
099849	05/02/2019	1	Comp Open	007066 MICHALANGELO ENTERPRISES LLC	ADM/BROOKS/PROF DEV	3,500.00
099850	05/02/2019	1	Comp Open	001133 MILLER, RANDY	ADM/MILLER/MILEAGE	85.57
099851	05/02/2019	1	Comp Open	003890 MSBO	ADM/WHITE/HR CERTIFICATION	30.00
099852	05/02/2019	1	Comp Open	100001 OFFICE DEPOT INC.	EM/NIDEFSKI/SUPPLIES	32.07
099853	05/02/2019	1	Comp Open	008010 OWOSSO MEDICAL GROUP	BUS DRIVER HUDSON PHYSICAL	85.00
099854	05/02/2019	1	Comp Open	102005 PIONEER MANUFACTURING COMPANY	OPER/KLAPKO/CLEANER	70.04
099855	05/02/2019	1	Comp Open	005420 SCHOOL SPECIALTY INC.	EM/NIDEFSKI/SUPPLIES	2,009.85
099856	05/02/2019	1	Comp Open	006491 SOMERS, JOHN	MS/SOMERS/BATTERIES	7.99
099857	05/02/2019	1	Comp Open	000549 STECHSCHULTE, SAMANTHA	ADM/STECHSCHULTE/MILEAGE	50.37

Check Register for Bank Account ID CHEM1

From 04/15/2019 to 05/05/2019

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
099858	05/02/2019	1 Comp	Open	008301 STINSON, GUNNAR	ADM/STINSON/MILEAGE	73.90
099859	05/02/2019	1 Comp	Open	006230 THRUN LAW FIRM, P.C.	APRIL GENERAL LEGAL SVCS	153.00
099860	05/02/2019	1 Comp	Open	006250 TIRE FACTORY	OPER/KLAPKO/TIRE	46.99
099861	05/02/2019	1 Comp	Open	003806 TOLEDO PHYSICAL EDUCATION	OMS/APSEY/SUPPLIES	620.99
099862	05/02/2019	1 Comp	Open	001119 UNITED PARCEL SERVICE	HS/POSTAGE	17.06
099863	05/02/2019	1 Comp	Open	006510 VALLEY LUMBER COMPANY	HS/DIGNAN/CTE SUPPLIES	152.87
099864	05/02/2019	1 Comp	Open	008420 WATER TECH	OPER/KLAPKO/WATER ANALYSIS	22.00
099865	05/02/2019	1 Comp	Open	007985 WATSON, JOE	ADM/WATSON/MILEAGE	120.40
099866	05/02/2019	1 Comp	Open	005194 WILLIAMSTON BASEBALL BOOSTERS	ATH/SMITH/1/2 DAVENPORT FE	200.00
099867	05/02/2019	1 Comp	Open	007454 ZIIBIING CENTER	ALT/IRELAN/FIELD TRIP	50.00
CHECK TOTAL						1,039,449.68
LESS VOIDS						0.00
GRAND TOTAL						1,039,449.68

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	118	1,039,449.68	Computer	118	1,039,449.68
Cleared			Prepaid		
Void					
Scratch					
TOTAL		118 1,039,449.68	TOTAL		118 1,039,449.68



Check Register for Bank Account ID SERVIC

From 04/15/2019 to 05/05/2019

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
007496	04/18/2019	1	Comp Open	003167 SOUTHSIDE CAR WASH	FS/KLAPKO/CAR WASH	2.90
007497	04/18/2019	1	Comp Open	004679 TOBEY, CHRISTINE	FS/TOBEY/MILEAGE	127.78
007498	04/18/2019	1	Comp Open	007788 WAKELAND OIL	FS/KLAPKO/FUEL	240.02
007499	04/25/2019	1	Comp Open	004621 AUNT MILLIE'S BAKERIES	FS/MANNS/FOOD PURCHASE	395.77
007500	04/25/2019	1	Comp Open	007480 BANANA BROTHERS PRODUCE	FS/MANNS/FOOD PURCHASE	9,081.05
007501	04/25/2019	1	Comp Open	007792 GALL, TARA	FS/GALL/SURVSAFE	149.95
007502	04/25/2019	1	Comp Open	008258 GREAT LAKES COCA-COLA DISTRIBUTI	FS/MANNS/FOOD PURCHASE	2,929.44
007503	04/25/2019	1	Comp Open	003780 MESSA	MAY 2019 BILL/FS STAFF	1,298.44
007504	04/25/2019	1	Comp Open	004354 MILLS REFRIGERATION, INC.	FS/MANNS/FOOD PURCHASE	356.59
007505	04/25/2019	1	Comp Open	003807 PRAIRIE FARMS DAIRY	FS/MANNS/FOOD PURCHASE	5,299.32
007506	04/25/2019	1	Comp Open	006782 ROBINSON, KAREN	FS/ROBINSON/MILEAGE	56.26
007507	04/25/2019	1	Comp Open	100017 SET-SEG	MAY 2019 BILL/FS STAFF	155.41
007508	04/25/2019	1	Comp Open	007689 THEODORES SUPERIOR COFFEE ROASTE	FS/MANNS/COFEE	180.00
007509	04/25/2019	1	Comp Open	100267 UNUM LIFE INSURANCE	MAY 2019 BILL/FS STAFF	45.49
007510	05/02/2019	1	Comp Open	007792 GALL, TARA	FS/GALL/MILEAGE	45.59
007511	05/02/2019	1	Comp Open	102408 LANSING SANITARY SUPPLY INC.	FS/MANNS/CLEANING SUPPLIES	841.75
CHECK TOTAL						21,205.76
LESS VOIDS						0.00
GRAND TOTAL						21,205.76

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	16	21,205.76	Computer	16	21,205.76
Cleared			Prepaid		
Void					
Scratch					
<b>TOTAL</b>	<b>16</b>	<b>21,205.76</b>	<b>TOTAL</b>	<b>16</b>	<b>21,205.76</b>

Check Register for Bank Account ID BOND




From 04/15/2019 to 05/05/2019

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
900075	04/18/2019	1	Comp Open	008639 BORNOR RESTORATION, INC.	APP# 6 THRU 3-31-19	70,253.10
900076	04/18/2019	1	Comp Open	005142 CLARK CONSTRUCTION	MARCH 2019 CONST MGT	78,619.27
900077	04/18/2019	1	Comp Open	008633 DEE CRAMER, INC.	APP#6 THRU 3-31-19	30,155.68
900078	04/18/2019	1	Comp Open	008632 DICKERSON MECHANICAL, INC.	APP#6 THRU 3-31-19	6,562.54
900079	04/18/2019	1	Comp Open	005197 GREAT LAKES POWER & LIGHTING, INC	APP# 6 THRU 3-31-19	45,360.00
900080	04/18/2019	1	Comp Open	008685 GREAT LAKES WEST	APP#6 THRU 3-31-19	7,322.40
900081	04/18/2019	1	Comp Open	008595 J. PEREZ CONSTRUCTION INC.	APP #6 THRU 3-31-19	16,222.50
900082	04/18/2019	1	Comp Open	008336 LA CONSTRUCTION	APP # 6 THRU 3-31-19	381,968.78
900083	04/18/2019	1	Comp Open	008596 MOORE TROSPER CONSTRUCTION CO.	APP#6 THRU 3-31-19	25,392.60
900084	04/18/2019	1	Comp Open	008597 STRUCTURAL STANDARDS, INC.	APP# 6 THRU 3-31-19	23,179.00
900085	04/18/2019	1	Comp Open	008598 XTREME MASON CONTRACTORS, LLC	APP# 6 THRU 3-31-19	83,060.10
CHECK TOTAL						768,095.97
LESS VOIDS						0.00
GRAND TOTAL						768,095.97

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	11	768,095.97	Computer	11	768,095.97
Cleared			Prepaid		
Void					
Scratch					
<b>TOTAL</b>	<b>11</b>	<b>768,095.97</b>	<b>TOTAL</b>	<b>11</b>	<b>768,095.97</b>

Date Range : From\*: 04/05/2019  To\*: 05/06/2019   
 Date Type : Posting Date   
 Data available starting: 05/09/2016 Search

SEARCH RESULTS

Search Tot

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Account Name	Account Number ^	Transaction Amount	Adjustment Amount	Total Transaction
EMERSON ELEMENTARY	XXXX-XXXX-██████████	696.63	0.00	
MIKE GRAHAM	XXXX-XXXX-██████████	4,751.48	0.00	
FRED LAB	XXXX-XXXX-██████████	116.00	0.00	
ED VAN STRATE	XXXX-XXXX-██████████	367.28	0.00	
LINCOLN HIGH SCHOOL	XXXX-XXXX-██████████	618.46	0.00	
BRIGHT BEGINNINGS OFFICE	XXXX-XXXX-██████████	400.35	0.00	
OWOSSO SCHOOLS	XXXX-XXXX-██████████	443.37	0.00	
CTE CULINARY ARTS	XXXX-XXXX-██████████	69.46	0.00	
CTE CONSTRUCTION TRADES	XXXX-XXXX-██████████	38.04	0.00	
AL HUYCK	XXXX-XXXX-██████████	92.98	0.00	
OWOSSO PUBLIC SCHOOLS	XXXX-XXXX-██████████	0.00	(30,422.13)	(3)
BRYANT ELEMENTARY	XXXX-XXXX-██████████	2,254.02	0.00	
DAN CLARK	XXXX-XXXX-██████████	130.02	0.00	
BEN COBB	XXXX-XXXX-██████████	528.27	0.00	
OWOSSO HIGH SCHOOL	XXXX-XXXX-██████████	3,096.97	0.00	
TECHNOLOGY DEPT	XXXX-XXXX-██████████	297.78	0.00	
OWOSSO MIDDLE SCHOOL	XXXX-XXXX-██████████	1,341.35	0.00	
CENTRAL ELEMENTARY	XXXX-XXXX-██████████	388.14	0.00	
OPERATIONS DEPT	XXXX-XXXX-██████████	576.75	0.00	
DISTRICT TRAVEL	XXXX-XXXX-██████████	2,002.94	0.00	
CENTRAL OFFICE	XXXX-XXXX-██████████	8,940.82	0.00	
OWOSSO HIGH SCHOOL 2	XXXX-XXXX-██████████	3,927.87	0.00	
BRIGHT BEGINNINGS	XXXX-XXXX-██████████	896.07	0.00	

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Search Tot

Currently logged in as: Julie Omer (OMER\_81101, Company Program Administrator)  
 Last Visit: 05/06/2019

**OWOSSO PUBLIC SCHOOLS  
BOARD OF EDUCATION  
April 30, 2019  
Report 18-176**

**Statement of Deposits and Investments  
As of 4/30/2019  
Unaudited**

	<u>General Fund</u>	<u>School Service</u>	<u>Building &amp; Site</u>	<u>Capital Projects Bond Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
<b>Summary of Deposits and Investments</b>						
Cash on hand	\$ 159,776	\$ (21,679)	\$ 651,305	\$ 33	\$ 1,678,597	\$ 2,468,031
Investments	4,535,746		\$ 5,281,158.71	41,518,117	579,293	\$ 51,914,315
<b>Total Deposits and investments</b>	<u>\$ 4,695,522</u>	<u>\$ (21,679)</u>	<u>\$ 5,932,464</u>	<u>\$ 41,518,150</u>	<u>\$ 2,257,890</u>	<u>\$ 54,382,346</u>
 <b>Detail of Deposits and Investments</b>						
Cash on hand	\$ 159,776	\$ (22,456)	\$ 651,305	\$ 33	\$ 1,678,597	\$ 2,467,254
Petty Cash on hand	-	777	-	-	-	-
<b>Total Cash on hand</b>	<u>\$ 159,776</u>	<u>\$ (21,679)</u>	<u>\$ 651,305</u>	<u>\$ 33</u>	<u>\$ 1,678,597</u>	<u>\$ 789,402</u>
Chemical Bank Savings Account	\$ 9,632	\$ -	\$ 344,741			\$ 354,373
Mich Class Investment	4,526,114	-	4,936,418	41,518,117	579,293	\$ 51,559,942
 <b>Total Investments</b>	<u>\$ 4,535,746</u>	<u>\$ -</u>	<u>\$ 5,281,159</u>	<u>\$ 41,518,117</u>	<u>\$ 579,293</u>	<u>\$ 51,914,315</u>
 <b>Total Deposits and Investments</b>	<u>\$ 4,695,522</u>	<u>\$ (21,679)</u>	<u>\$ 5,932,464</u>	<u>\$ 41,518,150</u>	<u>\$ 2,257,890</u>	<u>\$ 54,382,346</u>

**OWOSSO PUBLIC SCHOOLS**  
**BOARD OF EDUCATION**  
**April 30, 2019**  
**Report 18-176**

**Combined Statement of Revenue, Expenditures, and Fund Balance**  
**General, School Service, and Capital Projects Funds**  
**As of 4/30/2019**  
 Unaudited

	General Fund			School Service Fund			Capital Projects Fund-Sinking Fund		
	BUDGET REVISION 1	YTD Actual	Over (Under) Budget	BUDGET REVISION 1	YTD Actual	Over (Under) Budget	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget
<b>REVENUE</b>									
Local sources	3,713,704	3,296,730	(416,974)	152,056	120,852	(31,204)	1,633,917	1,601,103	(32,814)
State sources	25,670,081	16,256,451	(9,413,630)	74,190	44,720	(29,470)	-	-	-
Federal sources	1,477,627	781,251	(696,376)	1,688,581	1,038,078	(650,502)	-	-	-
Identisfrict sources-RESD	705,276	60,677	(624,699)	-	-	-	-	-	-
Identisfrict sources-transfers in and other sources	106,677	3,190	(103,487)	-	-	-	-	75,152	75,152
Total revenue and other sources	\$ 31,673,365	\$ 20,428,299	\$ (11,245,066)	\$ 1,912,827	\$ 1,201,651	\$ (711,176)	\$ 1,633,917	\$ 1,676,295	\$ 42,338
<b>EXPENDITURES</b>									
<b>INSTRUCTION</b>									
<b>BASIC PROGRAMS:</b>									
ELEMENTARY	6,837,567	4,751,638	(2,085,929)						
MIDDLE SCHOOL	3,451,568	2,406,594	(1,044,964)						
HIGH SCHOOL	3,943,711	2,673,083	(1,270,628)						
ALTERNATIVE EDUCATION	600,649	409,204	(191,445)						
PRESCHOOL	185,477	101,718	(83,699)						
PRESCHOOL (MICHIGAN READINESS) GRANT	185,200	149,892	(35,308)						
TOTAL BASIC PROGRAMS	\$ 15,154,102	\$ 10,492,129	\$ (4,661,973)						
<b>ADDED NEEDS:</b>									
SPECIAL EDUCATION	3,247,021	2,311,281	(935,740)						
CHILD CARE PROGRAM	296,636	176,022	(118,614)						
TITLE I GRANT	1,053,121	688,379	(364,742)						
VOCATIONAL EDUCATION	622,638	423,187	(199,451)						
AT RISK GRANT	1,391,991	743,122	(648,869)						
ROBOTICS/ICTE COUNSELOR/ADULT ED/TESTING GRANTS	110,388	66,176	(44,212)						
EARLY LITERACY GRANT/LITERACY COACH GRANT	80,979	30,738	(50,241)						
TOTAL ADDED NEEDS	\$ 6,802,784	\$ 4,450,903	\$ (2,351,881)						
<b>CONTINUING EDUCATION:</b>									
COMMUNITY EDUCATION	145,058	119,778	(25,280)						
TOTAL CONTINUING EDUCATION	\$ 145,058	\$ 119,778	\$ (25,280)						
<b>TOTAL INSTRUCTION</b>	\$ 22,101,944	\$ 15,062,810	\$ (7,039,134)						
<b>SUPPORTING SERVICES:</b>									
<b>PUPIL SERVICES:</b>									
GUIDANCE SERVICES	465,739	345,801	(119,938)						
TOTAL PUPIL SERVICES	\$ 465,739	\$ 345,801	\$ (119,938)						
<b>INSTRUCTIONAL STAFF:</b>									
TITLE II, PART A/RURAL EDUCATION GRANT/TITLE IV	358,918	108,868	(250,050)						
IMPROVEMENT OF INSTRUCTION	315,027	208,405	(106,622)						
MEDIA SERVICES	152,237	124,181	(28,056)						
TOTAL INSTRUCTIONAL STAFF	\$ 826,182	\$ 441,454	\$ (384,728)						
<b>GENERAL ADMINISTRATION:</b>									
BOARD OF EDUCATION	104,518	52,331	(52,187)						
EXECUTIVE ADMINISTRATION	358,134	290,264	(67,870)						
HUMAN RESOURCES	211,784	159,240	(52,544)						
TOTAL GENERAL ADMINISTRATION	\$ 674,436	\$ 501,835	\$ (172,601)						
<b>SCHOOL ADMINISTRATION:</b>									
SCHOOL ADMINISTRATION	2,414,317	1,889,654	(525,663)						
TOTAL SCHOOL ADMINISTRATION	\$ 2,414,317	\$ 1,889,654	\$ (525,663)						

**OWOSSO PUBLIC SCHOOLS  
BOARD OF EDUCATION  
April 30, 2019  
Report 18-176**

**Combined Statement of Revenue, Expenditures, and Fund Balance  
General, School Service, and Capital Projects Funds  
As of 4/30/2019**  
Unaudited

	General Fund				School Service Fund				Capital Projects Fund- Sinking Fund			
	BUDGET REVISION 1	YTD Actual	Over (Under) Budget	% Rec'd/ Used	BUDGET REVISION 1	YTD Actual	Over (Under) Budget	% Rec'd/ Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used
BUSINESS SERVICES:												
FISCAL SERVICES	\$ 343,350	\$ 257,599	\$ (85,751)	75%								
TECHNOLOGY MANAGEMENT	412,692	230,294	(182,398)	56%								
<b>TOTAL BUSINESS SERVICES</b>	<b>\$ 756,042</b>	<b>\$ 487,893</b>	<b>\$ (268,149)</b>	<b>65%</b>								
OPERATIONS AND MAINTENANCE:												
OPERATIONS AND MAINTENANCE	\$ 2,823,066	\$ 2,193,344	\$ (629,722)	78%								
<b>TOTAL OPERATIONS AND MAINTENANCE</b>	<b>\$ 2,823,066</b>	<b>\$ 2,193,344</b>	<b>\$ (629,722)</b>	<b>78%</b>								
PUPIL TRANSPORTATION SERVICES:												
PUPIL TRANSPORTATION SERVICES	\$ 919,939	\$ 673,018	\$ (246,921)	73%								
<b>TOTAL PUPIL TRANSPORTATION</b>	<b>\$ 919,939</b>	<b>\$ 673,018</b>	<b>\$ (246,921)</b>	<b>73%</b>								
OTHER SERVICES:												
COMMUNICATION SERVICES	55,117	50,942	(4,175)	92%								
ATHLETICS	462,378	313,233	(149,145)	68%								
PRINTING AND OTHER SUPPORT SERVICES	36,185	24,439	(11,746)	68%								
<b>TOTAL OTHER SERVICES</b>	<b>\$ 553,680</b>	<b>\$ 388,614</b>	<b>\$ (165,066)</b>	<b>70%</b>								
<b>TOTAL SUPPORTING SERVICES</b>	<b>\$ 9,433,401</b>	<b>\$ 6,920,613</b>	<b>\$ (2,512,788)</b>	<b>73%</b>								
OUTGOING TRANSFERS/FUND MODIFICATIONS:												
OTHER	160,652	144,964	(15,688)	90%								
<b>TOTAL OUTGOING TRANSFERS/FUND MODIFICATIONS</b>	<b>\$ 160,652</b>	<b>\$ 144,964</b>	<b>\$ (15,688)</b>	<b>90%</b>								
FOOD SERVICE EXPENDITURES												
CAPITAL PROJECT EXPENDITURES	\$ 31,695,997	\$ 22,128,387	\$ (9,567,610)	70%								
<b>TOTAL EXPENDITURES</b>	<b>\$ 31,695,997</b>	<b>\$ 22,128,387</b>	<b>\$ (9,567,610)</b>	<b>70%</b>								
REVENUE OVER or (UNDER) EXPENDITURES	\$ (22,632)	\$ (1,700,086)	\$ (1,677,456)		\$ 2,014,305	\$ 1,467,037	\$ (547,268)	73%	\$ 557,924	\$ 288,718	\$ (269,206)	52%
<b>AUDITED FUND BALANCE, JULY 1, 2018</b>	<b>3,521,357</b>	<b>3,521,357</b>	<b>-</b>		<b>2,014,305</b>	<b>1,467,037</b>	<b>(547,268)</b>	<b>73%</b>	<b>557,924</b>	<b>288,718</b>	<b>(269,206)</b>	<b>52%</b>
<b>PROJECTED FUND BALANCES - June 30, 2018</b>	<b>3,498,725</b>	<b>3,498,725</b>	<b>-</b>		<b>(1)</b>	<b>101,477</b>	<b>(163,908)</b>	<b>-</b>	<b>4,527,464</b>	<b>4,527,464</b>	<b>311,544</b>	<b>-</b>
									<b>5,603,457</b>			



**OWOSSO PUBLIC SCHOOLS  
Board of Education Meeting  
May 13, 2019**

**Report 18-177**

**FOR ACTION**

Subject:

Agreement for the continued use of ESS Midwest (formerly PCMI/Willsub) to provide contracted services for the Athletic department for non-employee coaches, Bentley Bright Beginnings non-certified/non-Administrative staff and for special circumstances in which specialized non-union staff are needed

Recommendation:

Resolve that the Board of Education authorize the Superintendent to sign the proposed contract with ESS Midwest (formerly PCMI/Willsub) for the contract for the fiscal year 2019-20.

Facts /Statistics:

The original goals of the District have continued to be met with this ongoing relationship which were primarily as follows:

- Provide a mechanism to reduce the costs associated with providing Childcare and preschool services while trying to preserve the programming
- Reduce the costs for coaches in the Athletic area while trying to preserve the programming
- Contract for non-primary educational services in order to satisfy the push from the State to contract for services
- Fees will remain unchanged from the previous year.

The contracted relationship between ESS Midwest (formerly PCMI/Willsub) for these services has been ongoing since 2011. The services have been deemed to be satisfactory during this time period and beneficial to the District in meeting the goals outlined above. Other opportunities have been reviewed since 2011 and ESS Midwest (formerly PCMI/Willsub) has continued to be determined to be the best fit for the District's needs. All terms and rates remain unchanged from the current contract year.

Motion

Seconded

Vote – Ayes

Nays

Motion



## **AGREEMENT FOR HUMAN RESOURCE STAFFING SERVICES**

This Service Agreement ("Agreement") made this 1<sup>st</sup> day of July, 2019, by and between ESS Midwest, Inc., (hereinafter referred to as "ESS Midwest") and Owosso Public Schools, located at 645 Alger St., Owosso, MI 48867 (whether a General Powers School District or an Intermediate School District, the client shall hereinafter be referred to as the "District").

### **SECTION 1**

#### **DESCRIPTION OF SERVICES AND RELATIONSHIP OF PARTIES**

- 1.1 ESS Midwest shall provide the District the services set forth below, including necessary personnel, pursuant to the terms and conditions of this Agreement.

**ESS Midwest agrees to:**

- A. Hire, assign, supervise and discipline (as necessary) qualified personnel in those classifications identified on the attached Service Fee Schedule ("Employees") to perform the duties identified for each such classification as described in the Description of Employment Services contained in the Service Fee Schedule. The duties and obligations of ESS Midwest under this Agreement and the duties of the ESS Midwest staff placed with the District under this Agreement shall be referred to herein as the "Services." The Service Fee Schedule and Description of Employee Services is incorporated herein by reference.
- B. Make all wage payments, applicable wage deductions and tax withholdings/filings for and on behalf of ESS Midwest's employees and agents providing services under this Agreement.
- C. Assist with the facilitation of Criminal History Record Checks in cooperation with the District in accordance with State law.
- D. Conduct employment reference checks of potential staff. Such reference checks will meet or exceed the standards required under state and school Code.
- E. Provide and require annual training in laws related to Blood borne Pathogens, FERPA and Sexual Harassment as well as any other training ESS Midwest may require.
- F. Provide itemized invoices on a bi-weekly basis to Board/District/ISD. Invoices to include details deemed sufficient by Board/District/ISD, including the number of hours/days worked and the total amount owed to ESS Midwest.
- G. Process all contracted employee usage information reported through District/ISD utilizing willSub.
- H. Receive and process potential candidates approved by the District during non-scheduled open enrollment periods.
- I. Maintain ESS Midwest Employee personnel files based on Federal and State guidelines.
- J. Manage employment payroll related inquiries, adjustments, changes, needed discipline, and termination reporting and processing.
- K. Act on District Incident Report requests for Employee discipline, removal, or termination.
- L. Administration of voluntary employee benefits if applicable.
- M. Host web information on Midwest's website for all Employee enrollment information.
- N. Provide District with accurate and timely data to be used for state required reporting.
- O. Assign an Account Manager that will serve as the main point of contact.

- 1.2 Personnel assigned by ESS Midwest to perform Services under this Agreement for the District shall be fully qualified (including any applicable license or certification). ESS Midwest will not furnish any personnel to the District who would be ineligible for employment by the District if such person(s) were instead employed directly by the District.
- 1.3 To enable the District to comply with its reporting obligations under the Michigan Public School Employees Retirement Act, 1980 PA 300, as amended, ESS Midwest will: (1) upon becoming aware, promptly notify the District in writing of the identity of any individual employed or assigned by ESS Midwest to perform Services for the District that is a retirant from the Michigan Public School Employees Retirement System (MPERS); and (2) provide information on a pay period basis regarding any such individual's wages or amounts paid and hours of service under this Agreement, as necessary for the District to report on a schedule and in such manner as may be determined from time to time by MPERS. MCL38.1342(6). In order to comply with this section, ESS Midwest shall make a reasonable effort to obtain information from its employees sufficient to identify individuals who are retirants in MPERS. Neither the District, nor ESS Midwest, shall be held liable for any false answers provided by the individual employee.
- 1.4 Pursuant to the requirements of Sections 1230 and 1230a-h of the Revised School Code, and as authorized by Section 1236a(2)(e) of the Revised School Code, ESS Midwest shall cooperate fully with the District, who 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 ESS Midwest under this Agreement. ESS Midwest shall ensure that all individuals it may assign under this Agreement take all necessary steps, including traveling to the District, and filling out all necessary paperwork and paying all necessary fees (for the background checks, fingerprinting, and ICHAT checks), to comply with Sections 1230 and 1230a-h of the Revised School Code, and any record keeping requirements of the Michigan State Police. The District will receive a ESS Midwest Affidavit for Assignment for each individual qualified to perform services described herein. A signed and returned ESS Midwest Affidavit for Assignment will be considered the District's acceptance or rejection of the individual's criminal records check.
- 1.5 ESS Midwest and District agree that ESS Midwest shall not assign any individual to perform any Services under this Agreement where such individuals would regularly and continuously work in the District's facilities or program sites 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;
  - B. Any offense enumerated in Sections MCL 380.1535a or 380.1539b of the Revised School Code, MCL 380.1535a; 380.1539b; or
  - C. Any felony. Provided, that with prior written approval of the Superintendent of the District and of its Board of Education an individual who has been convicted of a felony (other than a "listed offense" as defined above) and who

- is regularly and continuously providing services under this Agreement at the District facilities or program sites may be permitted to perform such services when, in the judgment of the Superintendent and Board of Education of the District, that individual's presence will not pose a danger to the safety or security of the District students or employees; or
- D. Any misdemeanor conviction involving sexual or physical abuse as those terms are defined in Sections 1230(10) and 1230a(8) of the Revised School Code; or
  - E. Any offense of a substantially similar enactment (to those enumerated in A-D, above) of the United States or another State; or
  - F. Any other offense that would, in the judgment of the District or ESS Midwest, create a potential risk to the safety and security of students serviced by the District or employees of the District.

The District reserves the right to refuse ESS Midwest's assignment of any individual where the criminal record history of that individual (including any pending criminal charges) indicate, in the District's judgment, unfitness to perform services under this Agreement. The District's right of refusal shall have no effect on the employment status between ESS Midwest and its employee or agent, which shall be a matter exclusively between ESS Midwest and its employee/agent.

- 1.6 It is the intent of the Parties that ESS Midwest shall be the sole employer of any individuals assigned to the District pursuant to this Agreement with respect to the Services it is providing to the District under this Agreement. This Agreement shall not be interpreted in a manner that creates a joint or co-employer relationship. In the performance of services under this Agreement, ESS Midwest (its agents, contractors and employees) shall be regarded at all times as performing services as independent contractors of the District. Consistent with that status, ESS Midwest reserves to itself the right to designate the means and methods of accomplishing the objectives and purposes of this Services Agreement and the District shall not exercise (or have the right to exercise) control or direction over the means and methods utilized by ESS Midwest in providing the Services under this Agreement. ESS Midwest shall be exclusively and solely responsible for compensating, hiring, retaining, evaluating, disciplining, dismissing and otherwise regulating the employment conditions, employment rights, compensation and other similar matters relative to all individuals whom ESS Midwest utilizes.
- 1.7 The parties understand that all employees of ESS Midwest are "at-will" and the Teacher Tenure Act does not apply. This Agreement shall not be interpreted to provide third- party beneficiary status upon any individual or entity.

ESS Midwest's employees are not entitled to the benefits which the District may provide to its own employees or which the District may be obligated to provide to substitute teachers that it employs, pursuant to Section 1236 of the Revised School Code.

At the District's reasonable request, ESS Midwest will remove any of its employees assigned to provide Services under this Agreement. The District's right to request removal of a ESS Midwest employee is solely related to its right to control access to

its property and programs, and is unrelated to any individual's employment status with ESS Midwest.

- 1.8 ESS Midwest shall pay all salaries, wages, benefits, payroll and other taxes to or on account of its employees or agents arising out of or resulting from providing the Services performed under the terms of this Agreement.
- 1.9 ESS Midwest will provide compensation and the option for fringe benefits to its employees under the terms of this Agreement as set forth in the attached Description of Compensation and Optional Fringe Benefits Provided by ESS Midwest which is attached hereto solely to comply with MCL380.1236a(2)(c). The Description of Compensation and Optional Fringe Benefits Provided by ESS Midwest shall not confer any third-party beneficiary rights, and may be altered at any time by ESS Midwest at its discretion. If ESS Midwest alters the Description of Compensation and Optional Fringe Benefits Provided by ESS Midwest shall provide the updated version to the District which shall become a part of this agreement to comply with Section 1236a of the Revised School Code.
- 1.10 Unless ESS Midwest is notified by the District and approves in writing an expansion of Services, the District shall not utilize any ESS Midwest employee in any manner other than that which is within the scope of the Services covered by this Agreement and the Description of Services applicable to that employee's classification and may not expand those Services beyond what is normally and customarily expected in the position to which the employee has been assigned by ESS Midwest. Any utilization by the District of any ESS Midwest employee in contravention of this section shall alleviate ESS Midwest and its insurers of any and all responsibility for claims arising out of the non-covered services, which shall be the sole responsibility of the District.
- 1.11 ESS Midwest has the sole and exclusive responsibility to make the requisite tax filings, deductions and payments to the appropriate federal, state and local tax authorities for and on behalf of all persons employed by ESS Midwest to provide the Services under this Agreement. No part of ESS Midwest's invoiced fees shall be subject to withholding by the District for payment of social security, unemployment or disability insurance or any other similar state or federal tax obligations. ESS Midwest shall be solely and exclusively responsible for any taxation consequences to it or its agents or employees as a result of ESS Midwest's engagement under this Agreement. ESS Midwest agrees to defend, indemnify and hold the District harmless from any and all such claims.
- 1.12 ESS Midwest shall be responsible for answering, defending and/or resolving any and all claims arising from the performance of its employees or agents to carry out the Services under this Agreement. The District shall be responsible for answering, defending and/or resolving any and all claims arising from the acts or omissions of District agents or employees and for the acts or omissions of ESS Midwest employees in the performance of services at the direction of the District which are outside the scope of the Services hereunder and/or outside the scope of the Description of Services applicable to that employee's classification.

All costs (including legal fees) incurred in connection with the defense of the foregoing matters and any judgments resulting therefrom shall be the sole and exclusive responsibility of the party (ESS Midwest or the District) which is responsible for answering, defending and/or resolving the claim.

- 1.13 ESS Midwest agrees that the individuals it assigns to the District under this Agreement will abide by those lawful policies of the District which are applicable to performance of Services under this Agreement.

At the inception of this Agreement, a copy of the applicable District policies that the District wishes to make applicable to ESS Midwest employees will be provided to ESS Midwest by the District. ESS Midwest and the District will cooperate in orientation of ESS Midwest's employees to these policies.

- 1.14 Although ESS Midwest shall provide all tools and other necessary equipment to perform the Services, the Parties recognize that some equipment may be specific to the District or the work space in which the ESS Midwest employee is performing their duties. This may include, but is not limited to, office space, desk, PC and equipment necessary to accomplish the agreed upon services. The Parties recognize that it may be impossible to put a value on the short term use of said items, for example the short time use of a desk or PC. In consideration for this ESS Midwest will pay one dollar (\$1.00) annually for the use of the District's resources.

- 1.15 ESS Midwest agrees that the individuals it assigns to the District under this Agreement will adhere to professional standards and will perform all services required under this Agreement in a manner consistent with generally accepted proficiency and competency for the type and nature of Services rendered.

- 1.16 The responsibilities of the District under this Agreement include the following:
- A. Approve or disapprove of criminal history record checks in accordance with state law.
  - B. Enter Employee attendance information into automated software system.
  - C. Enter and maintain District information in automated software system (willSub) and identify a primary contact to ESS Midwest who is trained in the use of willSub.
  - D. District/ISD will approve or not approve of qualified eligible employees provided by ESS Midwest for their site locations in willSub
  - E. Authorize and verify completion of assigned Employee in timeframe provided.
  - F. Notify ESS Midwest immediately upon removal of Employee from District program(s) or site(s) or refusal to place Employee at District program(s) or site(s).
  - G. Refer Employees to District workers' compensation medical facility for emergency treatment and notify ESS Midwest upon referral of Employees for emergency medical treatment.
  - H. Provide space for periodic enrollment meetings and facilitate enrollment meetings, trainings and updates.
  - I. Provide coordination and communication among and between constituent schools/buildings/district.
  - J. Establish an ongoing Substitute Walk-In Procedure for inquiring substitutes.

- K. Follow the attached ESS Midwest/District Practices for Maintaining Available Staffing Groups.
  - L. Contact tech support to retrieve, maintain, edit, or adjust District calling system data.
  - M. Dispatch Employees as needed utilizing willSub
  - N. Post ESS Midwest/willSub website information on District website.
  - O. Provide a primary contact to ESS Midwest who is trained in the use of the willSub software.
  - P. Timely payment of invoices.
- 1.17 The District is hereby agreeing to the use of the willSub software for the fee, and under the terms and conditions, set for in the attached Subscription Agreement.

**SECTION 2**  
**TERM OF AGREEMENT AND TERMINATION DURING TERM**

- 2.1 This Agreement shall commence on July 1, 2019 ("Effective Date") and remain in full force and effect until June 30, 2020.
- 2.2 After the initial term the parties may mutually agree to extend this contract for additional one-year terms. Alternatively, either party may propose a new or modified agreement for the subsequent contract term. Whether by extension of this Agreement or by way of a new or modified agreement, the parties must have an agreement in place for the subsequent contract term at least thirty (30) days prior to the expiration of the then-current term of this Agreement unless otherwise agreed in writing.
- 2.3 In the event that this Agreement is terminated during its term pursuant to this provision, the District will pay ESS Midwest for its services performed under this Agreement up to and including the effective date of termination. Any funds remitted by the District to ESS Midwest in excess of the pro-rata charges for services performed by ESS Midwest up to and including the effective date of termination will be returned to the District by ESS Midwest. Any such amounts owed by either party to the other shall be paid within fifteen (15) days of the effective date of termination of this Agreement.
- 2.4 Termination of this agreement will end the relationship, but this agreement will continue to govern the parties' rights and obligations with respect to the business done before termination, including a party's indemnification, insurance, liability, confidentiality, and intellectual property obligations.

**SECTION 3**  
**FEES, INVOICE AND PAYMENT**

- 3.1 In consideration of the services provided to the District by ESS Midwest under this Agreement, the District will pay ESS Midwest for Services rendered under this Agreement as specified in Attached Service Fee Schedule. ESS Midwest shall not exceed authorized costs without first notifying District, as noted below in Section 3.3.
- 3.2 District shall place on deposit with ESS Midwest a sum equal to one tenth (1/10), or as specified in the Service Fee Schedule, of the average annual payroll for the

Services supplied as described in the Service Fee Schedule. The District will submit payment of the deposit upon receipt of invoice. Any late fees or interest charges as a result of late payment for services (See section 3.4 below) may be automatically deducted from this deposit. ESS Midwest will apply any remaining deposit amounts to the final invoice at the completion or termination of Services. Once all invoiced payrolls and administrative fees have been paid and the contract has ended, excess deposits will be refunded.

In the event that the initial deposit is exhausted during the term of the agreement ESS Midwest will re-invoice the amount necessary to continue services.

- 3.3 ESS Midwest's administrative fee is calculated on the gross pay of personnel who are assigned by ESS Midwest to provide services under this Agreement. See Service Fee Schedule for fees, rates, and applicable charges.

Notwithstanding the above, ESS Midwest shall have the right to adjust the administrative fee in excess of the above amount:

- A. Notwithstanding the above, ESS Midwest shall have the right to adjust the administrative fee in excess of the above amount: In the event there is an increase in any applicable statutory employment related tax from federal, state, or local governmental entity (FICA, FUTA, etc). The administrative fee shall only be increased by that exact percentage necessary to cover and reimburse ESS Midwest for the increase in tax that has occurred. The increase shall only be effective and become applied on the date which the tax rate increases take effect and cannot be collected in arrears.
  - B. For any position that is provided to the District that is not a substitute position and may be eligible to participate in qualifying ACA insurance programs, the corresponding insurance premium amounts that ESS Midwest would be responsible for as the employer will be charged back to the district during the assignment of the individuals by ESS Midwest to the District. ESS Midwest will be responsible for compliance with all ACA reporting and any fine or penalties due to not offering insurance to qualifying individuals for all positions provided by ESS Midwest.
  - C. Upon showing of an increase in the cost of providing Workers Compensation Insurance by reason of increased claims or increased premiums. The increase may only occur once a year within each year of the Agreement and shall not be greater than .25% per year. Said increase is subject to review by the District.
  - D. ESS Midwest will comply with state law requiring paid leave. ESS Midwest will seek district reimbursement for paid leave days taken by ESS Midwest staff for a district assignment per the service rate set forth in the Service Fee Schedule
  - E. For multi-year Agreements or whenever this Agreement is extended, the Pricing Plan will be modified to reflect a cost of living adjustment equal to the greater of 3% or the applicable consumer price index rate for the District for the twelve months preceding the most recent quarterly rate.
- 3.4 ESS Midwest shall submit to the District on a bi-weekly basis an invoice setting forth all applicable charges for the billing interval, itemized by date and service rendered.

The District will remit payment on invoices, to include any/all undisputed portions of invoices upon receipt.

- A. Payment not received within seven (7) days after receipt of invoice will be assessed a late fee of 5% of the total invoice and automatically deducted from the District's deposit.
- B. Invoices over 30 days will be subject to a 1.5% per month service charge (18% per Annum) and automatically deducted from the District's deposit.
- C. If the District disputes the accuracy of any invoice delivered by ESS Midwest, the District shall, within five (5) days of receipt, deliver a written notice and explanation of such dispute to ESS Midwest and confirm such notification. ESS Midwest shall meet with the District to review the invoice and account within ten (10) business days. In the event that the District does not notify ESS Midwest of their dispute then applicable late fees will apply. The District is required to pay undisputed portions or applicable late fees will apply.

The District (or its authorized representatives or agents) shall have the right to examine the accounting records and related documents pertaining to work performed for the District by ESS Midwest under this Agreement during normal business hours. ESS Midwest shall retain such records for a period of not less than six (6) years after the final date under which services are performed.

ESS Midwest shall maintain a method of cost accounting in accordance with generally accepted accounting principles and practices.

- 3.5 Special expenses required and approved, in writing may be billed to the District by ESS Midwest.

#### **SECTION 4** **LIABILITY, INSURANCE AND INDEMNITY**

- 4.1 ESS Midwest shall indemnify, defend and hold harmless the District and its Board of Education, Officers, and employees harmless from and all demands, Fair Labor Standards Act claims, unpaid wage claims, Patient Protection and Affordable Care Act claims, Michigan Public School Employees Retirement Act claims, Michigan Workers' Disability Compensation Act claims, state or federal tax claims, minimum wage claims, any other claims, actions, lawsuits, causes of action, losses, judgments, liabilities, damages, fines, penalties, demands, forfeitures, or any other liabilities or losses, including costs and expenses (including reasonable attorney fees, expert and other professional fees) settlement and prosecution (collectively "Damages") imposed upon or incurred by the District, to the extent that they arise out of any of the following:
  - A. The failure of ESS Midwest or any of its employees, agents, representatives or others for whom ESS Midwest is responsible to comply with its/their obligations under any applicable laws, regulations, policies, procedures or orders in the provision of Services covered by this Agreement;



- B. Breach by ESS Midwest of any obligation under this Agreement;
- C. Any direct claim for workers' compensation benefits for job-related bodily injury or death asserted against the District (or its constituent districts) by ESS Midwest's employees or, in the event of death, by their personal representatives arising out of the ESS Midwest employee's performance of Services covered by this Agreement; or
- D. Any negligent or intentional tortuous act, or omission, or criminal act of ESS Midwest or any of its employees, agents or representatives while providing Services covered by this Agreement, that results in any injury (including death) or property damage.

The above covenant of indemnity and defense shall not apply to the extent such liability results from: (1) the negligence, wrongful act or breach of this Agreement by the District or its employees or agents; or (2) any actions of a ESS Midwest employee or agent where the agent or employee was acting under District directives and was providing services at the direction of the District outside the scope of the employee's Description of Services or was providing services directly to the District outside the scope of employee Services provided for in this Agreement. In addition, the above covenant of indemnity and defense shall not apply to the extent such liability results from a failure to comply with an IEP or from the contents of an IEP. It is understood and agreed that ESS Midwest and its Employees shall have no responsibility for the content of or compliance with District-established IEPs.

- 4.2 ESS Midwest agrees to procure and maintain in full force and effect Workers' Compensation Insurance covering its employees while those persons are engaged in performing Services under this Agreement. In the event that a claim is filed under the provisions of the Michigan Workers' Compensation Disability act against the District by an employee of ESS Midwest as a result of performing Services within the scope of the employee's Description of Services covered under this Agreement, ESS Midwest agrees to defend and hold harmless the District from such claims(s). ESS Midwest agrees to provide the District, upon request of the District, with certifications evidencing the required coverage.
- 4.3 ESS Midwest agrees to carry comprehensive general liability and employment practices liability insurance with limits of not less than One Million Dollars (\$1,000,000) per occurrence, and Two Million Dollars (\$2,000,000) combined single limit for bodily injury and property damage, in a form acceptable to both parties, to protect ESS Midwest and the District against liability or claims of liability which may arise out of ESS Midwest's (including ESS Midwest's employees and agents) performance under this Agreement. In addition, ESS Midwest agrees that such policy shall provide an endorsement stating that such insurance shall be primary and that insurance carried by the District shall be excess and non-contributory. Not later than ten (10) days from the date both parties have executed this Agreement, ESS Midwest shall provide the District with certificates of insurance evidencing all coverage and endorsements required hereunder. ESS Midwest agrees to name the District, upon request, and its officers, agents and employees, as an additional insureds under said policy.
- 4.4 To the extent permitted by law, the District shall indemnify, defend and hold harmless ESS Midwest, its agents and employees against any and all claims, actions, lawsuits,

causes of action, losses, judgments, liabilities, damages, fines, penalties, demands, forfeitures, or any other liabilities or losses, including costs and expenses (including reasonable attorney fees, expert and other professional fees) settlement and prosecution (collectively "Damages") imposed upon or incurred by ESS Midwest to the extent that they arise out of any of the following:

- A. The failure of District or any of its employees, agents, representatives or others for whom District is responsible to comply with its/their obligations under any applicable laws, regulations, policies, procedures or orders;
  - B. Breach by District of any obligation under this Agreement;
  - C. Any negligent or intentional tortuous act, or omission, or criminal act of District or any of its employees, agents or representatives that results in any injury (including death) or property damage;
  - D. Any actions of a ESS Midwest employee or agent where the agent or employee was acting under District directives, was providing services at the direction of the District outside the scope of the employee's Description of Services, or was providing services directly to the District outside the scope of Services provided for in this Agreement; or
  - E. Any failure to comply with an IEP or from the contents of an IEP. It is understood and agreed that ESS Midwest and its Employees shall have no responsibility for the content of or compliance with District-established IEPs.
- 4.5 Notwithstanding any other provision of this Agreement, ESS Midwest's maximum liability to the District (including its representatives, agents and employees) for any claims or damages relating to any error, malfunction or defect in the willSub software shall not exceed the amount of actual fees paid by the District to ESS Midwest for the use of the software pursuant to the attached Software Use Agreement in the 12-month period immediately preceding the alleged loss.

#### **SECTION 5** **CONFIDENTIALITY**

- 5.1 ESS Midwest agrees that it shall observe the policies and directives of the District to preserve the confidentiality of student records and student record information, to the extent that ESS Midwest (its employees and agents) are permitted to access student records or student record information protected by the Family Educational Rights and Privacy Act or the Individuals with Disabilities Education Act in the course of performing Services under this Agreement.

#### **SECTION 6** **INTELLECTUAL PROPERTY**

- 6.1 All drawings, writings, inventions or any other materials produced by ESS Midwest, its employees and agents (including its willSub system) in the course of preparing to performing work in the District under this Agreement, shall be the property ESS Midwest as proprietary information. The District will not disclose any proprietary information of ESS Midwest without Midwest's prior written permission or unless otherwise required by law. In the event the parties separate at any time for any

reason all propriety materials will be returned or destroyed unless otherwise required by law. Any information produced by ESS Midwest's assigned employees or agents in the normal course of their work for the District (grades, reports, etc.) will be considered the property of the District.

**SECTION 7**  
**NON-DISCRIMINATION**

- 7.1 The parties to this Agreement agree not to discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, due to race, color, religion, sex, national origin, pregnancy, age, height, weight, disability, marital status, veteran status, or other legally protected characteristic.
- 7.2 The parties further agree not to discriminate against any student or other recipient of Services under this Agreement due to race, color, religion, sex, national origin, disability, or other legally protected characteristic in the delivery of programs and Services rendered under this Agreement.
- 7.3 Breach of covenants recited in this Section shall be regarded as a material breach of this Agreement.

**SECTION 8**  
**MISCELLANEOUS**

- 8.1 Neither party shall assign this Agreement nor its rights and duties hereunder nor any interest herein without prior written consent from the other, except that ESS Midwest may assign its rights and duties in connection with a sale or other disposition of all or substantially all of its business, and may assign custodial services to Custodial Services, LLC.
- 8.2 This Agreement and Attachments attached hereto, constitute the entire agreement between the parties regarding its subject matter and supersedes any prior or contemporaneous understandings or agreements.
- 8.3 None of the terms and provisions of this Agreement may be modified or amended in any way except by an instrument in writing executed by authorized representatives of ESS Midwest and the District.
- 8.4 Failure by either party at any time to require performance by the other party or to claim breach of any provision of this Agreement shall not be construed as a waiver of any subsequent breach nor affect the validity and operation of this Agreement, nor prejudice either party with regard to any subsequent action to enforce the terms of this Agreement.
- 8.5 Any notice or other communications required or permitted under this Agreement shall be sufficiently given if in writing and delivered personally or sent by confirmed facsimile transmission or other wire transmission (with request for assurance in a manner typical with respect to communications of that type), overnight air courier

(postage prepaid), registered or certified mail (postage prepaid with return receipt requested) addressed to the party's principal place of business or such other address of which the parties may have given notice.

Unless otherwise specified herein, notices shall be received: (a) on the date delivered, if delivered personally, by wire transmission or confirmed facsimile transmission; (b) on the next business day after deposit with an overnight air courier; or (c) three (3) business days after being signed for, if sent by registered or certified mail.

- 8.6 This Agreement shall be interpreted and enforced under the laws of the State of Michigan applicable to contracts made and to be performed entirely within such State without giving effect of choice of law principles of such State. The parties irrevocably consent to the jurisdiction of the Courts of Michigan to determine all issues which may arise under this Agreement.
- 8.7 If any provision of this Agreement should be invalid, illegal or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions of this Agreement shall not in any way be affected, impaired or prejudiced thereby.
- 8.8 Neither party hereto shall be liable to the other for any loss of business or any other damages caused by an interruption of this Agreement where such interruption is due to: war, rebellion or insurrection; an act of God; fire; government statute, order or regulation prohibiting the performance of this Agreement; riots; strikes, labor stoppages, lockouts or labor disputes to the extent such occurrences are not caused by the unlawful actions of the party seeking relief under this Section; or other causes beyond the reasonable control of ESS Midwest or the District.
- 8.9 The Section headings of this Agreement are for convenience of the parties only and in no way alter, modify, amend, limit or restrict contractual obligations of the parties.
- 8.10 This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which constitute one and the same agreement.
- 8.11 Nothing in this Agreement shall be intended to confer third party beneficiary status or rights, pursuant to MCL 600.1405 or under the common law, to any person or entity that is not a party to this Agreement.

#### **SECTION 9** **AUTHORIZATION**

- 9.1 The Agreement has been duly authorized, executed and delivered by the parties and constitutes a legal, valid and binding obligation upon each of them, enforceable in accordance with its terms. Each person placing his/her signature below represents and warrants that he/she is the signatory duly authorized to execute this Agreement on behalf of the District or ESS Midwest, as is respectively applicable.

Executed the Day and Year first stated above:

**OWOSSO PUBLIC SCHOOLS**

**ESS MIDWEST**

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: Executive Vice President Midwest Region

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTACHMENT A  
SERVICE FEE SCHEDULE AND DESCRIPTION  
 OF ESS MIDWEST EMPLOYEE SERVICES**

<b>Costs:</b>	<b>Estimated</b>	<b>Estimated</b>
<b>I. <u>willSub® Subscription*</u></b>	<b>Employees</b>	<b>Total</b>
<b>A. Employees Requiring a Substitute</b>	<b>TBD</b>	<b>Included</b>
<b>B. Employees Not Requiring a Substitute</b>	<b>TBD</b>	<b>Included</b>
<b>Estimated Monthly Cost</b>		<b>Included</b>
<b>Estimated Annual Subscription Cost: Monthly Cost Multiplied by 10 Months</b>		<b>Included</b>
<b>II. <u>Set-Up &amp; Training</u></b>		<b>Amount</b>
<b>A. willSub® On-Site Set-Up &amp; Training</b>		<b>Included</b>

<b>Position Title or Service</b>	<b>Start Date</b>	<b>Type of Employment</b>	<b>Administrative Fee</b>	<b>Est. Deposit (1/10<sup>th</sup>)</b>	<b>Service End Date</b>
Coaches	7/1/2019	Seasonal	19.5%	N/A	6/30/2020
Sea Turtles	7/1/2019	Part-Time	19.5%	N/A	6/30/2020
Bright Beginnings	7/1/2019	Part-Time	19.5%	N/A	6/30/2020

**\*ESS Midwest will require that the District has an employee who has obtained willSub® administrator training. If said willSub® administrator is no longer able to serve as such, the District will promptly and at the District's expense have a new employee trained as a willSub® administrator.**

**Notes:**

**Description of ESS Midwest Employee Services**

**Caregiver (Daycare, Latch Key, Pre-School, Lunch Room Aides)-Provide supervision, assist lead teacher in activities and care of children.**

**Coach-Provide instruction and training to team athletes in appropriate setting.**

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**May 13, 2019**  
**Report 18-178**

**FOR ACTION**

**Subject:**

Awarding of technology infrastructure for the elementary additions included in the bond work.

**Recommendation:**

Recommend that the Board authorize the Superintendent to sign a contract with Vector Tech Group from Holland, Michigan in amount not to exceed \$22,656.00.

**Rationale:**

To award the contract for the additional Ethernet switches, wireless access points and uninterruptable power supplies for the additions to the elementary schools funded through the bond project.

**Statement of Purpose/Issue:**

To award the contract for the additional technology infrastructure for the elementary additions for the bond work.

**Facts/Statistics:**

On February 15, 2019 the bid for Ethernet switches, wireless access point and uninterruptable power supplies including installation for the three elementary additions were requested and opened. There was only one bidder, Vector Tech Group out of Holland, Michigan. Although there was only one bidder, the District technology department is recommending awarding the bid based on the following factors:

- The bidder has worked with the District before and has supplied the technology infrastructure that is currently installed in the buildings. The bidder performed to the satisfaction of the district in this prior arrangement.
- The technology infrastructure components contained in the bid meets the specifications of the RFP and the infrastructure already utilized throughout the District and is needed to be compatible.
- The bid received is considered to be competitive in light of the market cost of the equipment.
- Other responsible bidders do not have the ability to obtain the proprietary equipment requested.
- The District will reserve the right to interchange the optics component of the bid for a similar reliable piece of equipment at each building that serves the same purpose at a lesser cost. If this option is chosen, the bid will come in even lower than the full of the amount of the contract being requested.

The bid will fit within the budgetary guidelines established for technology contained in the elementary portion of the pre-qualification application sent to the State as part of the approval of the bond process. All payments will be made from the proceeds of the sale of the bonds that took place in May of 2018 and have been designated for the purpose outlined above.

Motion

Seconded

Vote – Ayes

Nays

Motion

**AWARDING OF CONTRACT  
FOR ELEMENTARY TECHNOLOGY INFRASTRUCTURE BID  
2017 BOND  
BID RECEIVED ON 2/15/19**

<b>CONTRACTOR</b>	<b>LOCATION</b>	<b>BASE BID</b>
Vector Tech Group	Holland, Michigan	\$22,656.00



**FOR ACTION**

**Subject:**

Awarding the bid for copiers District-wide

**Recommendation:**

Resolve that the Board of Education authorize the Superintendent or her designee to enter into negotiations with Konica Minolta Business Solutions U.S.A., Inc. for a contract for leasing and maintenance of copiers for the District for the next five years.

**Rationale:**

In order to assure the timely transition from the current copiers at the conclusion of the current copier lease with machines and service that have a proven track record.

**Statement of Purpose/Issue:**

To contract for the leasing and maintenance of copiers to be placed throughout the District for the next five years.

**Facts/Statistics:**

The current copier lease of Konica Minolta machines will end in the current fiscal year. In order to provide for a timely and responsible transition from the current copier lease/maintenance contract to a proposed five-year lease/maintenance contract, the following steps have been taken:

- A comprehensive bid specification was sent out in February 2019 to a minimum of seven bidders that were taken from a variety of sources including, but not limited to, the vendors listed on the MSBO website.
- A walk through of the District was conducted with interested bidders on March 4, 2019 to show the current placement of the copiers.
- Questions from various bidders were entertained via email from the time that the bid was put out until the bid deadline. Responses were only provided in writing.
- The bids were due on March 13, 2019 and were opened at 2:00 p.m.
- The four primary evaluation components to determine the winning bidder have been: 1) Overall projected annual cost/cost over the lease; 2) Quality of the machines; 3) Customer service subsequent to the signing of the contract; and 4) Proven track record of the recommended bidder for transitions and problem solving.
- Four site visits of customers of several of the vendors took place on May 2<sup>nd</sup> with representatives of technology, central office, print shop and building secretaries participating in the site visits and one company brought machines on site due to there not being any locations in the Lansing area available to visit. The intent of the visits was to gain a better feel for the equipment not currently used in the District, hear from users their experience with the service provided by the various companies, and view different configurations for the machines.
- After the site visits, additional review of the bids took place by the technology department and a meeting was held with the current vendor providing service on the Konica Minolta machines.

Although, Konica Minolta Business Solutions does not meet criteria of being the lowest bidder, the other three factors weighed heavily for the following reasons:

1. Quality of the machines – the district has had good success with the Konica Minolta machines operating well with very few maintenance issues of significance over the last five years. The lowest bidder had Kyocera machines which the observations from the site visit did not come back as favorable, Sharps (2<sup>nd</sup> lowest bidder) had to be brought in for viewing since the company was in transition from Kyocera's to Sharps which was of concern, and the Toshiba machines (3<sup>rd</sup> lowest bidder) the district did not have a good experience with the quality when they were in the district previously.
2. Customer service – although there were not any specific concerns that arose about the ability of the other three lower bid companies to provide customer service, Business Solutions has provided excellent customer service over the last several years for the District. They were solicited by the District to take over a previous

company's maintenance agreement and worked diligently to solve issues that were not resolved by the previous company. Konica Minolta is the only brand that is serviced by Konica Minolta Business Solution which is unique from the other bidders and provides stability and consistency.

- 3. Transition and problem solving – due to the fact that the District currently has Konica Minolta machines, there will be an easier transition and flexibility in moving forward. This has the potential to afford the District some opportunities to look at current machines for retention allowing for some cost savings. In addition, Business Solutions as previously mentioned, has proven themselves to be committed to problem solving.

In dealing with a number of type of copiers and service providers in the past for copiers, the three aforementioned factors cannot be easily quantified but it is strongly felt by the technology and business department that after going through this arduous process that Konica Minolta Business Solutions should be awarded the bid for the copiers. It should be noted that with this particular contract that there is the opportunity to negotiate pricing that will reduce or eliminate the spread of the cost between the lowest and highest bidder without compromising the quality or quantity of the copiers bid.

Motion

Seconded

Vote – Ayes

Nays

Motion

**COPIER BID COST ANALYSIS  
2018-19**

VENDOR	ANNUAL LEASE	PROJECTED ANNUAL MAINTENANCE COST*	AVERAGE PER PIECE MAINTENANCE COST*	TOTAL PROJECTED ANNUAL PAYMENT (all bids include software and hardware for Papercut but the amounts vary)	TYPE OF MACHINE
HC Berger	\$31,492.44	\$31,409.81	0.0035	\$62,902.25	KYOCERA
American Office Solutions	\$37,735.68	\$26,025.27	0.0029	\$63,760.95	SHARP
Toshiba	\$29,410.78	\$34,999.50	0.0039	\$64,410.28	TOSHIBA
Konica Minolta Business Solutions USA	\$40,894.44	\$30,277.45	0.0034	\$71,171.89	KONICA
Michigan Office Solutions	\$37,730.88	\$33,501.87	0.0041	\$71,232.75	XEROX
Applied Imaging (Cannon)	\$41,782.44	\$29,614.96	0.0033	\$71,397.40	CANNON
Polack Corporation	\$30,799.22	\$44,395.52	0.0049	\$75,194.74	SAVIN
Image Business Solutions	\$32,748.00	\$58,332.50	0.0065	\$91,080.50	SHARP

NOTE:

\* Based primarily on 17/18 volumes and usage remains same on machine

Report 18-180

**FOR ACTION**

Subject:

Land bank resolution – Bentley property

Recommendation

Resolve that the Board of Education approve the resolution authorizing the District to pursue submitting a letter of interest to remove the property located at Bentley from the Michigan Land Bank

Facts/Statistics:

On March 25, 2019, Dr. Tuttle was notified that a parcel of land at the Bentley campus owned by the District had reverted to the Michigan Land Bank. According to Brian Wooden, Property Analyst at the Michigan Land Bank Fast Track Authority, while doing some work in their database, he came across a parcel that the Land Bank owned in Owosso that he could not find on any maps. After contacting the city assessors office, it became clear that the parcel he was looking for was actually a part of the legal description for Bentley Elementary School. Back in 2004, it was discovered by the local assessor that this portion of land had been erroneously assessed a separate parcel number and taxable value. By then, when the tax bill had not been paid, it had already reverted first to the State of Michigan Treasury in 2002, then to the DNR, and finally ended up with the Land Bank in November 2004. Someone at the local level had discovered the error in early 2004, and they cleaned things up on their end but never told the State about the error. To make a long story short, the Michigan Land Bank wants to help remove any possible cloud on the title for the parcel and would like to quit claim any interest the Land Bank may have in it back to the school district. The following are the specific steps needed to accomplish this task:

- Submit a letter of Interest containing specific information to the Michigan Land Bank Fast Track Authority
- Submit a resolution from the Board approving the “acquisition” to the Michigan Land Bank.

The cost associated with the purchase is proposed at \$1.00 and any cost to register the deed once the process is complete and approved by the Land Bank.

As a side note, the original error was brought to the attention of the Clerk by the District at the time that the tax bill was received. Apparently, the issue was not handled at the time as previously thought based on the events that occurred.

Motion

Seconded

Vote – Ayes

Nays

Motion

**BOARD RESOLUTION AUTHORIZING ACQUISITION OF PROPERTY FROM THE MICHIGAN LAND BANK** P37

A regular meeting of the Owosso Public Schools board of education was held in the Owosso High School Media Center, within the boundaries of the District, on the 13<sup>th</sup> day of May, 2019, at \_\_\_\_\_ in the p.m.

The Meeting was called to order by \_\_\_\_\_

Present: Members \_\_\_\_\_

Absent: Members \_\_\_\_\_

The following resolution was offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**WHEREAS:**

1. It is the opinion of the Board of Education, based on information received from the Michigan Land Bank, that the parcel in question was previously owned by the District.
2. The title of the property, due to a clerical error, was erroneously passed to the Michigan Land Bank.
3. The acquisition of the property from the Michigan Land Bank is authorized at a cost of \$1.00 plus any required registration costs.
4. The property has continued value to the operations of the District.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Board authorize the Superintendent or Chief Financial Officer to pursue the necessary steps with the Michigan Land Bank to acquire the property parcel number, address and legal description as set forth below:

Parcel Number: 78-050-537-000-061-00  
 Address: N Chipman Street Owosso, MI 48867  
 Legal Description: Town 07 North, Range 02 East, Section 14  
 S 33 FT OF N 231 FT OF THE W 100 FT OF THE NW COR OF THE N 20 A  
 OF THE E 1/2 OF NE 1/4.78 050 537 000 061

2. The Superintendent or Chief Financial Officer are authorized to sign on behalf of the Board of Education to execute the necessary legal documents to effect the transfer of the aforementioned property to the District.

Ayes: Members \_\_\_\_\_

Nays: Members \_\_\_\_\_

Resolution declared adopted:

\_\_\_\_\_  
 Shelly Ochodnicky, Secretary  
 Owosso Public Schools Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Owosso Public Schools, Shiawassee County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on May 13, 2019, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

\_\_\_\_\_  
 Shelly Ochodnicky, Secretary  
 Owosso Public Schools Board of Education

**OWOSSO PUBLIC SCHOOLS  
Board of Education Meeting  
May 13, 2019**

**Report 18-181**

**FOR ACTION**

Subject:

Declaration of Obsolete Material – two concert band timpani drums

Recommendation

Resolve that the Board of Education authorize the Owosso High School to dispose of two concert band timpani drums (kettle drums)

Facts/Statistics:

Pursuant to Board Policy #7300, “the Board shall direct the periodic review of all District property and authorize the disposition by sale, donation, trade, or discard of any property not required for school purposes”. The two timpani drums being requested to be disposed of are thought to be the first set of timpani drums owned by the school making them 40-50 years old. The sound quality of instruments has changed since the original time of acquisition rendering the drums obsolete by current day standards.

If authorized by the Board, the Owosso High School will put the drums up for sale through a closed bid process in an effort to obtain the best price for the District.

Motion

Seconded

Vote – Ayes

Nays

Motion

Board of Education Meeting

May 13, 2019

Report 18-182

**FOR ACTION**

Subject:

Allocation of the funds to purchase furniture for the elementary additions from bond proceeds.

Recommendation:

Recommend that the Board authorize district personnel to proceed with furniture purchases in an amount not to exceed \$94,050.00 including \$8,550.00 in contingency.

Statement of Purpose/Issue:

To allocate funds to purchase furniture on a timely basis for the elementary additions from the bond proceeds.

Facts/Statistics:

As part of the prequalification application for the bond approved by the voters there was an allocation for furnishings and equipment (note: this is not inclusive of technology equipment which is contained in a different budget) in the new elementary additions of \$64,800/elementary building or \$194,400. This allocation was to cover any furnishings necessary to provide the programming for which the additions were designed. In order to facilitate the final selection of what furnishings were necessary, the elementary principals, in conjunction with the architects, have discussed the needs for these rooms and have determined the listing of furnishings and equipment that will meet the requirements. The packet will go to vendors that have state-contract pricing, which means that they have already gone through the state required competitive bid process for these products, and therefore the district does not need to go through the bidding process again. By authorizing the district to proceed with the purchase of the furniture and equipment packages through these vendors will allow the timely purchase and delivery of the needed furniture and equipment for use in the Fall of 2019 by the students utilizing the new additions in the elementary schools. The allocation of the budget is as follows, per the recommendation from the architects:

- Bryant - \$30,200.00
- Central - \$28,300.00
- Emerson- \$27,000.00
- Contingency - \$8,550.00

The elementary principals have reviewed the detailed listing provided by the architects and found the furnishings to bid quoted/bid are consistent with the needs of the space and are complete. The resulting purchases will be made from the bond proceeds are under the pre-qualification budget by \$100,000.

Motion

Seconded

Vote – Ayes

Nays

Motion

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**May 13, 2019**  
**Report 18-183**

**FOR ACTION**

**Subject:**

Awarding of the contracts associated with the construction categories of building demolition, building concrete, precast masonry, carpentry/general trades, elevator, plumbing, mechanical, and electrical for the renovation of the secondary campus to be funded out of bond proceeds. This report was inadvertently omitted from April 22<sup>nd</sup> board meeting for consideration as a "For Future Action" item but the information was shared electronically with the Board immediately following that board meeting and has been brought as a "For Action" currently to move the bond project forward in a timely matter.

**Recommendation:**

Recommend that the Board authorize the Superintendent to sign contracts with for construction services to performed at the secondary campus:

- J. Perez, Flint, Michigan for an amount not to exceed \$1,327,698\* for building demolition (category 02a)
- Moore Trosper, Holt, MI for an amount not to exceed \$944,030\* for concrete flatwork (category 03a)
- Kerkstra Precast Inc., Grandville, MI for an amount not to exceed \$44,625\* for precast concrete (category 03b)
- R.C. Hendrick & son, Inc., Saginaw, MI for an amount not to exceed \$1,636,870\* for general carpentry/general trades (category 06a)
- Schindler, Grand Rapids, MI for an amount not to exceed \$104,791\* for the elevator
- Dickerson Mechanical, Davison, MI for an amount not to exceed \$1,280,500\* for plumbing
- Professional Thermal Systems, Inc., Howell, MI for an amount not to exceed \$4,826,920\* for heating ventilation air conditioning (HVAC)
- Superior Electric of Lansing, Lansing, MI for an amount not to exceed \$4,347,400\* for electrical

\*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.

**Statement of Purpose/Issue:**

To award the contracts and approve general conditions/contingency allocations for the construction services needed for the bond work at the secondary campus. Total approval requested: \$15,471,806 = \$14,512,834 (construction contracts) + \$958,972 (general conditions/contingency)

**Facts/Statistics:**

On February 15,2019 and March 20, 2019 the bids for the majority of the renovation for the secondary campus were opened and found to be over the original budget established in the pre-qualification process. Clark Construction, the District's Construction Manager, in conjunction with the architects and the District have continued to meet to discuss review items for value engineering to bring the project back in line with the budgets established. Any additional items identified will be incorporated as a change order after District approval.

In addition to the base bids, Clark Construction recommends the following standard type of authorizations from the Board to be added up to \$958,972 in base bids for these two categories:

- 1.05% General Conditions fund – this will be utilized for such items as safety fencing & signage, temporary roads, construction office trailer, temporary facilities, document reproductions and snow removal. Only those items that are considered customary and necessary will be recommended by Clark to the District Administration for approval and be billed through the Clark Construction billing.
- 5.5% Contingency fund – the contingency fund would be established for changes in work that have not been able to be anticipated by the bid documents. These will not be approved prior to consultation with the Owosso Public Schools Administration and will be in the form of Change Orders to the basic contract. This has been a normal and customary practice utilized by the District to administer the sinking fund to allow flexibility of the projects to move forward without coming back to the Board unless there is a significant change required.

The contingency and general conditions budgets approved of 1.05% and 5.5% will continue to be requested to be approved until the maximum value contained in the bond budget in line with funds available is reached. If that threshold is reached, the board will no longer be asked to approve additional amounts to be set aside for the general conditions and contingencies.

Motion

Seconded

Vote – Ayes

Nays

Motion

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
DEMOLITION (BID CATEGORY 02A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
J. Perez, Flint, MI	\$1,341,072	\$(13,374)	\$1,327,698
Blue Star, Warren, MI	\$1,359,000		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$1,327,698
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$13,941
<b>SUBTOTAL</b>			\$1,341,639
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$73,790
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$1,415,429



**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
FLATWORK CONCRETE (BID CATEGORY 03A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID INCLUDES ALT A1 FOR THE MS CORRIDOR</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Moore Trosper Construction, Holt, MI	\$1,004,466	\$(60,436)	\$944,030
Spence Brothers, Saginaw, MI	\$1,080,500		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$944,030
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$9,912
<b>SUBTOTAL</b>			\$953,942
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$52,467
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$1,006,409

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
PRECAST CONCRETE (BID CATEGORY 03B)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Kerkstra Precast, Inc., Grandville, MI	\$44,625	\$0	\$44,625
Davenport Masonry, Inc., Holt, MI	\$269,000		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$44,625
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$469
<b>SUBTOTAL</b>			\$45,094
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$2,480
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$47,574

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
GENERAL TRADES (BID CATEGORY 06A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID Includes Alt. 1 Middle School Corridor, Alt 2 Acoustical Panels; and Alt. 10 Density Storage</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
R.C. Hendrick & Son, Inc., Saginaw, MI	\$1,685,500	\$(48,630)	\$1,636,870
Moore Trospen Construction Co., Holt, MI	\$1,748,380		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$1,636,870
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$17,187
<b>SUBTOTAL</b>			\$1,654,057
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$90,973
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$1,745,030

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
ELEVATOR (BID CATEGORY 14A)  
BIDS RECEIVED ON 2/15/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Schindler, Grand Rapids, MI	\$104,791	\$0	\$104,791
KONE, Inc., Grand Rapids, MI	\$107,920		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$104,791
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$1,100
<b>SUBTOTAL</b>			\$105,891
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$5,824
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$111,715

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
PLUMBING (BID CATEGORY 22A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID Includes Alt. 1 – Middle School Corridor</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Dickerson Mechanical, Inc., Davison, MI	\$1,296,000	\$(15,500)	\$1,280,500
Professional Thermal Systems, Inc., Howell, MI	\$1,591,000		
William E. Walter, Inc., Flint, MI	\$1,640,000		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$1,280,500
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$13,445
<b>SUBTOTAL</b>			\$1,293,945
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$71,167
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$1,365,112

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
MECHANICAL (BID CATEGORY 23A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID Includes Alt. 1 – Middle School Corridor</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Professional Thermal systems, Inc. , Howell, MI	\$4,956,000	\$(129,080)	\$4,826,920
William E. Walter, Inc. (Provided combination bid but individual bids for two different contractors for bid package 22A and 23A was more cost efficient)	\$5,380,000		
Ecker Mechanical (Provided combination bid for 22A and 23A but combined bid exceeded awarding bid separately for each package)	N/A		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$4,826,920
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$50,683
<b>SUBTOTAL</b>			\$4,877,603
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$268,268
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$5,145,871

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
ELECTRICAL (BID CATEGORY 26A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID Includes Alt. 1 – Middle School Corridor</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Superior Electric of Lansing, Lansing, MI	\$4,450,900	\$(103,500)	\$4,347,400
Great Lakes Power & Lighting, Casco, MI	\$4,957,000		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$4,347,400
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$45,648
<b>SUBTOTAL</b>			\$4,393,048
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$241,618
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$4,634,666

## Board of Education Meeting

May 13, 2019

Report 18-184

**FOR ACTION****Subject:**

Awarding of the contracts associated with the construction categories of Glass and Glazing, Metal Lockers, Athletic Equipment and Fire Protection for the renovation of the secondary campus to be funded out of bond proceeds. These items are being requested to be considered immediately "For Action" due to the following:

- Glass & Glazing – the HS Main office will require new entrances be completed prior to the start of school. These entrances will require about 12 weeks after approved shop drawings.
- Lockers – Locker delivery are currently running 8 weeks after submittal approvals are returned.
- Athletic Equipment – The contractor for the basketball backboards reports needing to get shop drawings and submittals to the Steel Contractor to properly calculate the backboard weights and locations as it hangs off the structural steel. Also, any in-wall electrical circuiting will need to be coordinated with the Masons.
- Fire Protection – The fire protection system contractor reports needing 4 weeks for designing the system and submitting the plans to the State for approval. Once submitted, the plan review/approval could take 12-18 weeks, depending on the backlog at the State office(s). The contractor also anticipates the State will require the system to be active prior to occupying the new classrooms and/or Gym.

**Recommendation:**

Recommend that the Board authorize the Superintendent to sign contracts with the following vendors for construction services to be performed at the secondary campus:

- Traverse City Glass Co, Traverse City, MI for an amount not to exceed \$1,284,115 for Storefronts, Glass & glassing (bid category 08a)
- Brainard Enterprises, Inc., Rockford, MI for an amount not to exceed \$328,900 for Metal Lockers (bid category 10c)
- C&M Associates, LLC, Brighton, MI for an amount not to exceed \$46,164 for Athletic Equipment (bid category 11g)
- Great Lakes Fire Protection, Clio, MI for an amount not to exceed \$1,013,940 for Fire Protection (bid category 21a)

**Statement of Purpose/Issue:**

To award the contracts and approve the general conditions/contingencies for the construction services needed for the bond work at the secondary campus. Total approval requested = \$2,849,751 = \$2,673,119 (construction contracts) + \$176,632 (general conditions/contingency)

**Facts/Statistics:**

On March 20, 2019 the bids for the majority of the renovation for the secondary campus were opened and found to be over the original budget established in the pre-qualification process. Clark Construction, the District's Construction Manager, in conjunction with the architects and the District have continued to meet to discuss review items for value engineering to bring the project back in line with the budgets established. In order to move forward with the bond work, the Board is being asked to award the contracts referenced above at this board meeting due to the construction requirements stated above. Any additional items identified for value engineering will be incorporated as a change order after District approval.

In addition to the base bids, Clark Construction recommends the following standard type of authorizations from the Board to be added up to \$958,972 in base bids for these two categories:

- 1.05% General Conditions fund – this will be utilized for such items as safety fencing & signage, temporary roads, construction office trailer, temporary facilities, document reproductions and snow removal. Only those items that are considered customary and necessary will be recommended by Clark to the District Administration for approval and be billed through the Clark Construction billing.
- 5.5% Contingency fund – the contingency fund would be established for changes in work that have not been able to be anticipated by the bid documents. These will not be approved prior to consultation with the Owosso Public Schools Administration and will be in the form of Change Orders to the basic contract. This has been a normal and customary practice utilized by the District to administer the sinking fund to allow flexibility of the projects to move forward without coming back to the Board unless there is a significant change required.

The contingency and general conditions budgets approved of 1.05% and 5.5% will continue to be requested to be approved until the maximum value contained in the bond budget in line with funds available is reached. If that threshold is reached, the board will no longer be asked to approve additional amounts to be set aside for the general conditions and contingencies.

Motion

Seconded

Vote – Ayes

Nays

Motion



**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
STOREFRONTS, GLASS & GLAZING (BID CATEGORY 08A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID (Includes Alt A1 for Middle School Corridor)</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Traverse City Glass Co., Traverse City, MI	\$1,330,095	\$(45,980)	\$1,284,115
Lansing Glass Company	\$1,499,929		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$1,284,115
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$13,483
<b>SUBTOTAL</b>			\$1,297,598
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$71,368
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$1,368,966

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
METAL LOCKERS (BID CATEGORY 10C)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Brainerd Enterprises, Inc., Rockford, MI	\$328,900	\$0	\$328,900
Rayhaven Group, Livonia, MI	\$346,071		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$328,900
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$3,453
<b>SUBTOTAL</b>			\$332,353
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$18,279
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$350,632

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
ATHLETIC EQUIPMENT (BID CATEGORY 11G)  
BIDS RECEIVED ON 3/20/2019**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
C&M Associates, LLC, Brighton, MI	\$49,980	\$(3,816)	\$46,164
Bareman & Associates, Jenson, MI	\$51,515		
Sportscon, St. Louis, MO	\$58,357		
Gardiner C. Vose, Inc. Bloomfield Hills, MI	\$51,444 (alternate products only)		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$46,164
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$485
<b>SUBTOTAL</b>			\$46,649
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$2,566
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$49,215

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
FIRE PROTECTION (BID CATEGORY 21A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID Includes Alt. 1 – Middle School Corridor</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Great Lakes Fire Protection, Clio, MI	\$1,013,940	\$0	\$1,013,940
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$1,013,940
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$10,646
<b>SUBTOTAL</b>			\$1,024,586
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$56,352
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$1,080,938

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education – SRESB meeting**  
**May 13, 2019**

**Report 18-185**

**FOR ACTION**

Resolve that the Board of Education adopt the Resolution to confirm their designation of Rick Mowen to be their designated representative of the Owosso Public Schools for the electoral body of the ISD biennial election to be held June 3, 2019 as acted upon at the regular Owosso Public Schools Board meeting on May 13, 2019 and \_\_\_\_\_ as an alternate representative in the event Mr. Mowen is unable to attend. In addition, resolve that the Board direct Mr. Mowen or his alternate to cast a vote on behalf of the Owosso Public Schools Board of Education at the election to be held on June 3, 2019 for **two** of the three candidates listed as follows: Dr. Timothy Atkinson, Catherine Mulholland, and Stephanie Zacharda to each serve six year terms on the SRESB Board.

**Rationale:**

The Revised School Code provides that board members of Shiawassee Regional Education Service District, Michigan, be elected biennially on the first Monday in June by an electoral body composed of one (1) person designated by the Board of each constituent school district. The designee from the Owosso Schools Board of Education must be directed to cast the vote on behalf of the District during the regular meeting by adoption of the presented resolution. This resolution was considered during the Owosso Public Schools Board of Education SRESB special meeting held just prior to this regular meeting.

**Facts/Statistics:**

- The Revised School Code further provides that this Board shall consider the resolution of designating its representative on the electoral body at not less than one (1) public meeting before adopting the designating resolution. The resolution must be presented no earlier than May 13<sup>th</sup> and prior to the actual SRESB election taking place on June 3, 2019.
- The actual election of candidates happens once every two years (biennial). This year the SRESB must elect **two** candidates for six year terms. The candidates for the SRESB Board presented for consideration during the Owosso Public Schools Board of Education SRESB special meeting held just prior to this regular meeting were as follows:

1. Dr. Timothy Atkinson – resident of Owosso Township
2. Catherine Mulholland – resident of Morrice
3. Stephanie Zacharda – resident of Bennington Township

Profiles for these candidates have been included in this Board package along with the required resolution for adoption.

Motion

Seconded

Vote – Ayes

Nays

Motion

**RESOLUTION DESIGNATING DISTRICT'S ELECTION REPRESENTATIVE  
AND WHO TO VOTE FOR ON BEHALF OF THE BOARD OF EDUCATION  
(To be adopted on or after May 13)**

\_\_\_\_\_, Michigan (the "District")  
A \_\_\_\_\_ meeting of the board of education of \_\_\_\_\_, Michigan (the "Board"),  
was held in the \_\_\_\_\_, in the District, on the \_\_\_\_\_ day of \_\_\_\_\_, 2019,  
at \_\_\_\_\_ o'clock in the \_\_\_\_\_.

The meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

**WHEREAS:**

1. The biennial election of the Board of Shiawassee Regional Education Service District (the "ISD") will be held on Monday, June 3, 2019; and
2. The members of the ISD Board will be elected by an electoral body composed of one (1) person designated by the board of each of the constituent school districts; and
3. In accordance with Section 614(2) of the Revised School Code [MCL380.614(2)], this Board must now adopt a resolution which designates its representative to the electoral body and direct said representative to vote on behalf of this Board for the specific candidate this Board supports for each position to be filled on the RESD Board, at least on the first ballot taken by the electoral body.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. This Board does hereby approve the designation of \_\_\_\_\_ as the representative of this Board for the electoral body, which body will elect two (1) six year term, candidates to the vacancy on the Shiawassee RESD Board of Education on Monday, June 3, 2019 and \_\_\_\_\_ as an alternate representative in the event the designated representative is unable to attend.
2. The designated representative, or the alternate in the event of the absence of the designated representative, is further directed to cast a vote on behalf of this Board for \_\_\_\_\_ and \_\_\_\_\_ (insert candidates' names equal to the number of vacancies).
3. The Secretary of this Board is hereby further directed to file a certified copy of this resolution with the Secretary of the RESD Board at or prior to the election of the RESD Board on Monday, June 3, 2019.
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Motion declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2019, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act 1976 PA 267, as amended.

\_\_\_\_\_  
Secretary, Board of Education

**Shiawassee RESD Board of Education Candidates for June 3, 2019 Election**

<b>Two (1) Six Year Terms</b>	
<p><b>Dr. Timothy Atkinson</b> Resident of Owosso Township</p>	<p>Married, with 4 married adult children and 14 grandchildren. Graduate of Grand Rapids South High. B.A. from Western Michigan University - Degree in Medical Technology. Doctor of Optometry Degree from Pennsylvania College of Optometry. Retired Self-employed Optometrist, having practiced over 40 years in Owosso. Member, and past president of Owosso Rotary Club. Member of First Church of Christ, Owosso. Served 12 years on the Owosso School Board until 1997. Currently serving on SRESD Board of Education since 1987, currently as Board President. Enjoys family, tennis, golf, sailing and woodworking as well as supporting the community in which I live.</p>
<p><b>Catherine Mulholland</b> Resident of Morrice</p>	<p>Mother of four adult daughters, seven grandchildren and three great-grandchildren of which all but two attended Shiawassee County Schools. Born and raised in the Morrice area most of my life. Graduated from Morrice Area Schools and Lansing Community College with a Registered Nursing Degree. Volunteered on the local ambulance service for 25 plus years, served on its board as President and Trustee. Also, attended LCC to become a licensed EMT-Specialist and Instructor Coordinator and trained many to become EMT's in Shiawassee County. Worked at Ingham Medical Center, in Emergency Room and retired from General Motors as an Occupational Health Nurse.</p> <p>Served on Morrice Area Schools Board of Education and currently have served on the SRESD Board of Education for 15 years as Treasurer and past Secretary. Worked on many bond issues that were successful including the building of the Morrice High School and member of Field of Dreams Committee to raise money for the football field and track.</p> <p>My commitment as a Board Member is to continue to support instruction of students and adults in our local districts and surrounding areas as needed; to continue our cooperative service to students in special education as well as general education. Finally, to continue to support the SRESD to become a leader in the field of technology and support our staff in enhancing current programs to assist local districts to achieve the goal of educating our students so that they will become successful adults.</p>
<p><b>Stephanie Zacharda</b> Resident of Bennington Township</p>	<p>Program Manager at Dewpoint, where she supports the Michigan Department of Health &amp; Human Services (MDHHS) by managing complex IT projects. Professional experience in Government, Medicaid and Public Health - has spent the last few years focusing on her role in improving family and child welfare in the State of Michigan. She is active in her community as a Girl Scout Troop leader, a civically-engaged leader, an exchange student host, and part of the Young Professionals Network. Enjoys spending time with family, exercising, reading, and still finding time for creativity. She and her family reside on their farm in Owosso.</p>
<p>5/1/19ks_H-Candidate Profiles.xls</p>	

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**May 13, 2019**

**Report 18-186**

**FOR ACTION**

**Subject:**

SRESB Budget Resolution Approval

**Recommendation:**

Resolve that the Board of Education support/disapprove the Shiawassee Regional Education School District 2019-20 budget as presented, and authorize the superintendent to forward the resolution to the SRESB board on or before June 1, 2019.

**Rationale:**

Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review. The local school district's board of education must do the following on or before June 1 of each year:

1. review the proposed intermediate school district budget;
2. adopt a resolution expressing the board's support for or disapproval of the proposed intermediate school district budget; and
3. if the board disapproves of the budget, submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

**Facts/Statistics:**

The intermediate school district reform legislation is part of Act 234, Public Acts of Michigan, 2004. A draft of each resolution (to support or disapprove) is attached to this report. The actual budget was presented to Rick Mowen, Board of Education Trustee on May 6, 2019 at a budget proposal meeting held at the SRESB for which the minutes of the meeting have been included in the package for review and consideration. The SRESB budget appropriations have been included as part of the Board package.

Motion

Seconded

Vote – Ayes

Nays

Motion





**SHIAWASSEE REGIONAL  
EDUCATION SERVICE DISTRICT**

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**2019-2020 Budget Presentation**

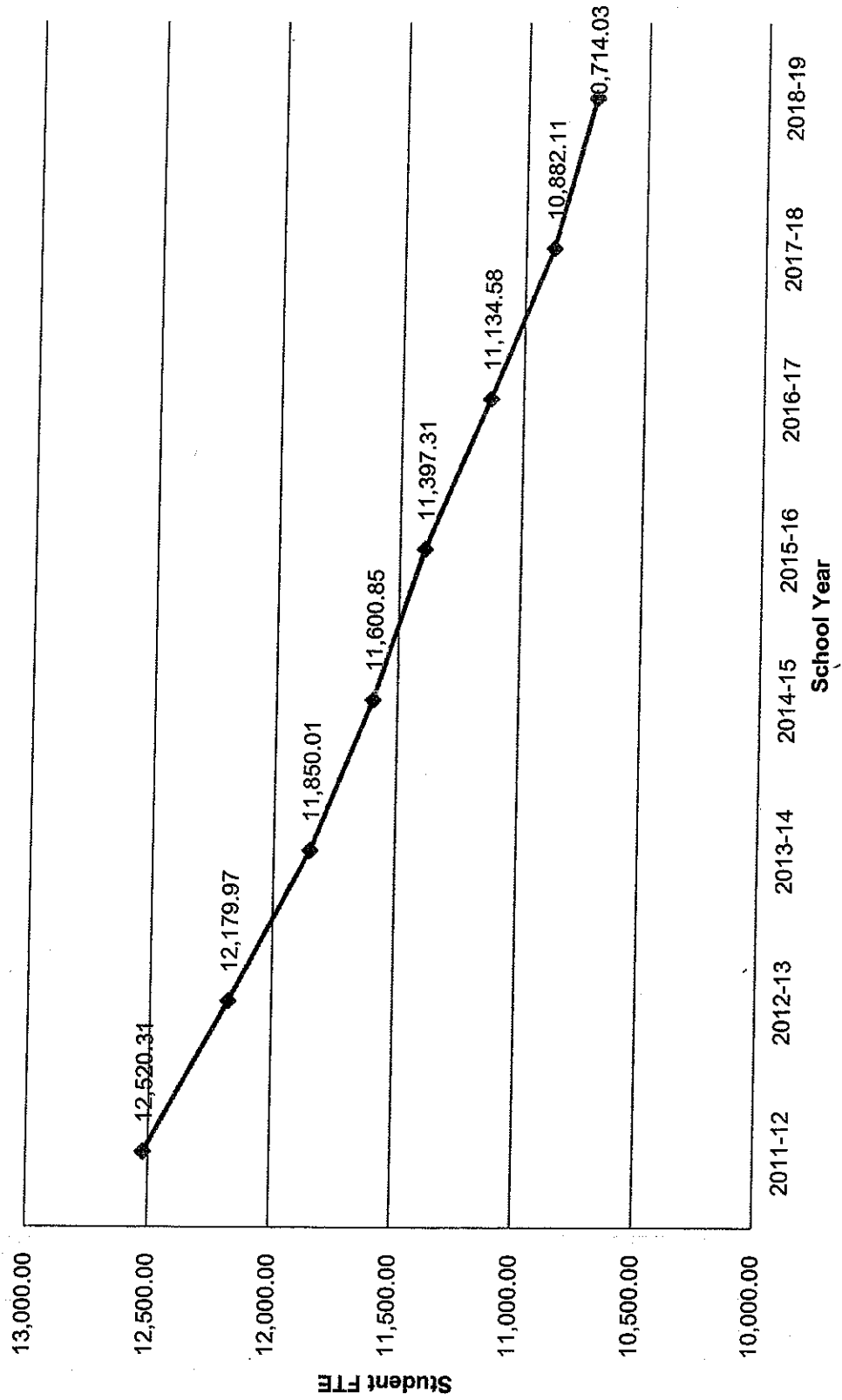
## Services & Support Provided to Local School District's

- Administrative Services
- Assessment Assistance & Support
- Assistance with Federal/State Compliance
- Business Services (Payroll, A/P, A/R, H/R)
- Career and Technical Education
- Classroom Speaker Directory
- Employability Skills Support, Training, Student Industry Certificate Programs, School to Work Programs, Workforce Investment Act
- Communication and Data Services
- Inter-District Cooperative Programs
- Curriculum Development Support
- Parent Advisory Committee
- Curriculum Development Support
- Curriculum Mapping & Alignment
- Course Management System (Moodle)
- Survey Creation and Support
- SRES and LEA Integration
- Data Collection and reporting support
- Pupil Accounting Services
- Data Warehouse Implementation & training
- Internet and Technology Support Services
- Math & Science Coordination
- Fiber Optic Network
- General Education Service Agreement with CCRESA
- Medicaid Outreach & School Based Services
- Early Literacy Coaches
- CPI Training
- Financial and Student Software Applications
- Registration Event System, REP Reporting
- Instructional Technology & Media Services
- Group Purchasing cost reductions
- Network Design and Management
- Distance Learning through SITES
- Energy Supply Reduction
- Hardware, Software & Instructional Technology Support
- School Improvement & Accreditation Assistance
- Professional Development & Consultation
- Truancy Services
- Early Childhood Programs, Services & Trainings
- Courier Services between SRES and LEA's
- Homeland Security Training
- Countywide CTE Programs: Automotive Services, Computer Networking, Electrical & Robotics Technology, Graphic & Web Design and Health Careers
- Physical & Occupational Therapy
- Programs for Students with Developmental Disabilities
- Deaf & Hard of Hearing programs
- School Psychologists & Social Workers
- Speech Therapy
- Special Education Student Support Services
- Transportation Services
- SRP Catering Program
- Teacher Consultants for AI, EI, HI, VI
- ASD Consultation Services
- Behavior Specialist Services

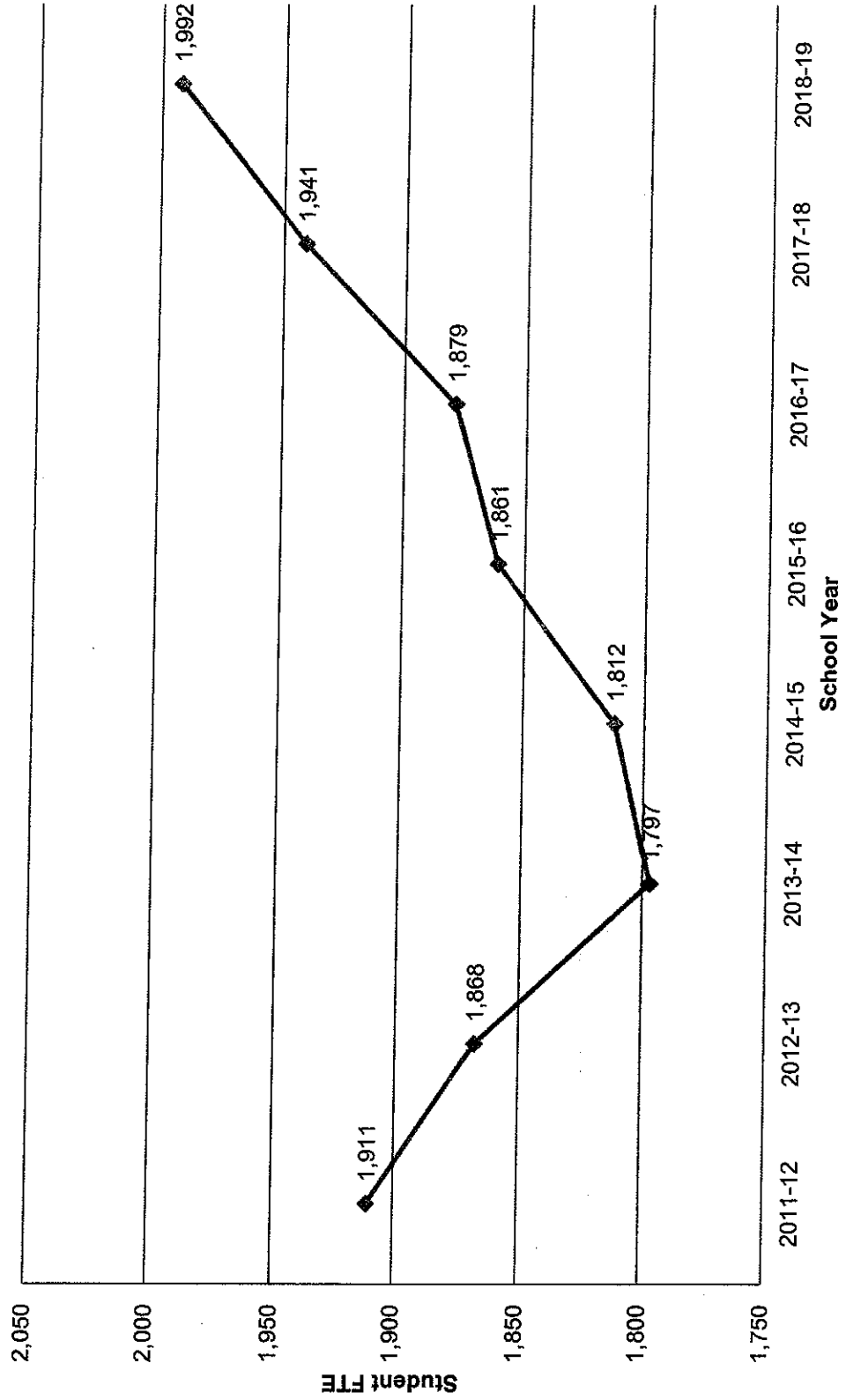
# SRES D Partnerships

- Michigan Department of Education
- Michigan Career and Technical Education
- Association of Educational Service Agencies
- Michigan Association of Intermediate School Administrators
- Michigan Mathematics and Science Center Network
- Michigan Regional Educational Media Center Association
- Michigan Staff Development Council
- Genesee-Shiawassee Workforce Development Board
- Michigan Assoc. for Community College Education Prep.
- School Improvement Facilitator's Network
- Shiawassee Career Preparation System
- Baker College of Owosso
- Delta College
- Lansing Community College
- Mott Community College
- Saginaw Valley State University
- University of Michigan-Flint
- Michigan State University
- Northern Michigan University
- Memorial Healthcare of Owosso
- REMC
- Michigan College Access Foundation
- Shiawassee Community Foundation
- Shiawassee Vocational Rehabilitation Corporation
- Michigan Schools Energy Cooperative
- Shiawassee County Family Court
- Shiawassee Health and Wellness
- Shiawassee Dept. of Health and Human Services
- Michigan State University Extension
- North Central Regional Educational Laboratory
- MACUL
- Kiwanis Club
- Macomb Intermediate School District
- Shiawassee Area Transportation Authority
- United Way of Genesee County
- Consortium with CCRESA, EISD, IISD, GISD
- Cook Family Foundation
- Capital Area Community Services
- Michigan Rehabilitation Services
- Michigan School Business Officials
- Michigan Association of Pupil Transportation
- Michigan Nonprofit Association
- Early Childhood Services with; Bright Beginnings, Learning Link, My Great Beginnings, Noah's Ark, CACS, Elite Learning Center
- Michigan Early Middle College Association
- Shiawassee County Government
- Shiawassee County Health Department
- MAAASE

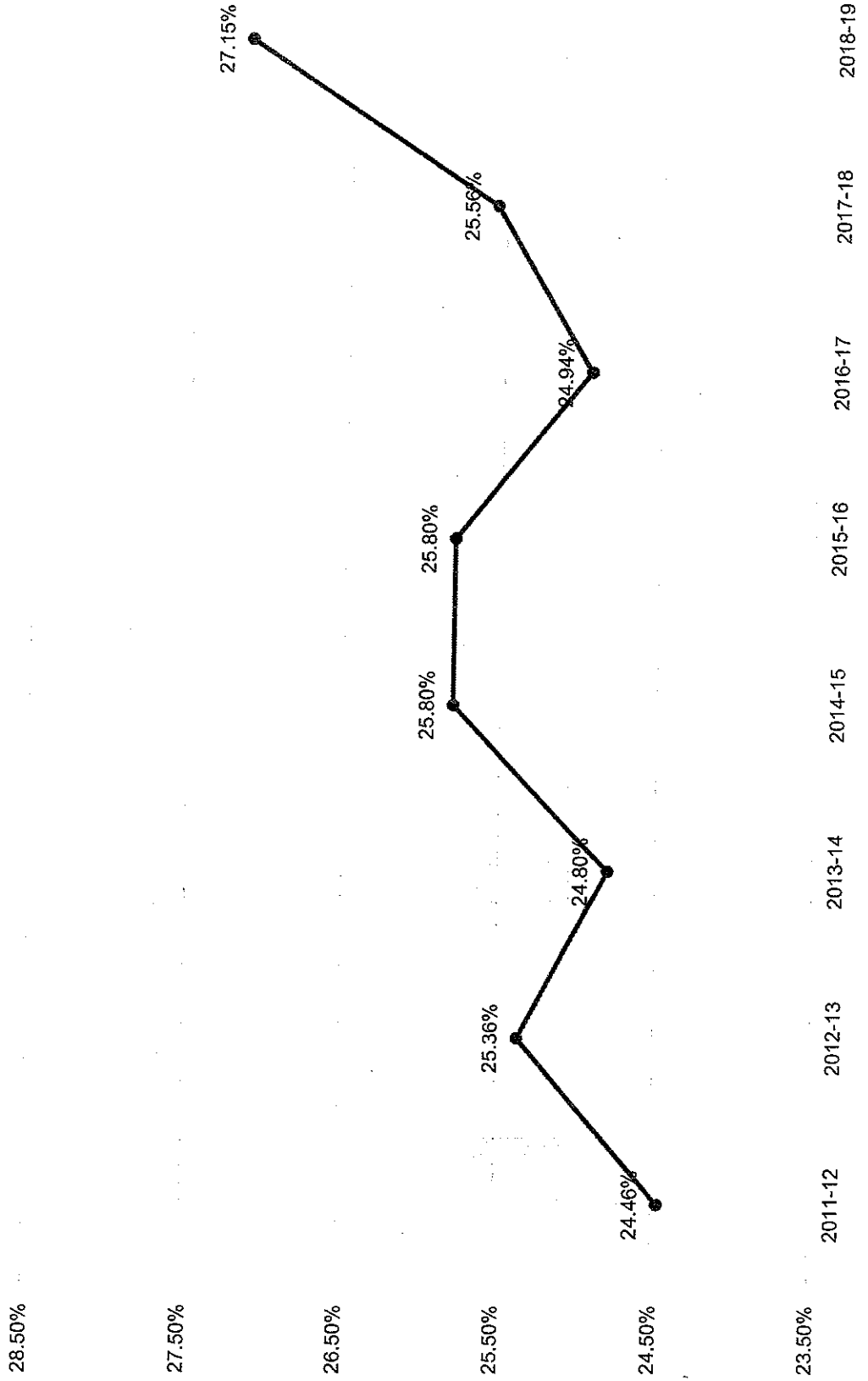
# SRESD Countywide Student Count



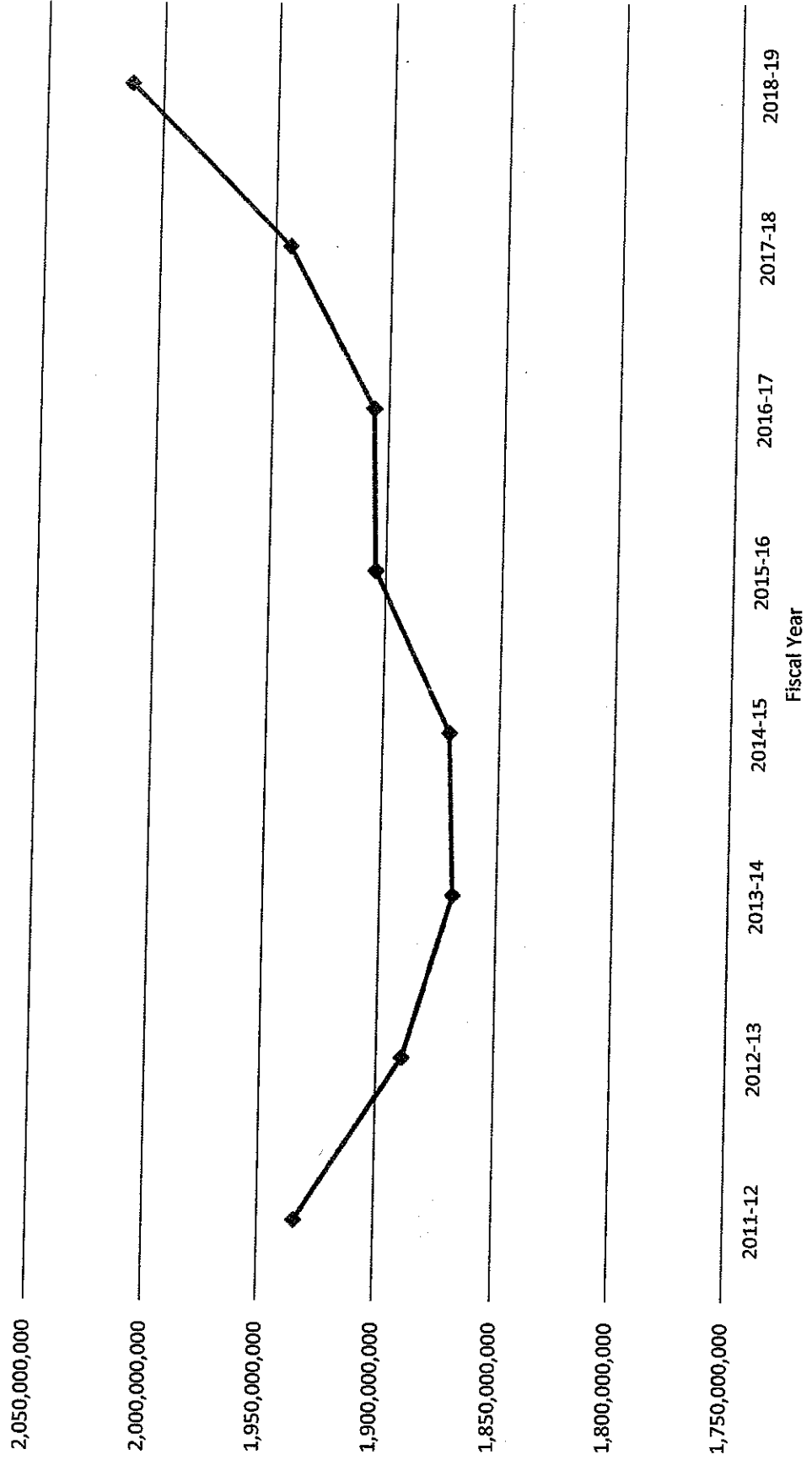
# SRESD Special Education Count



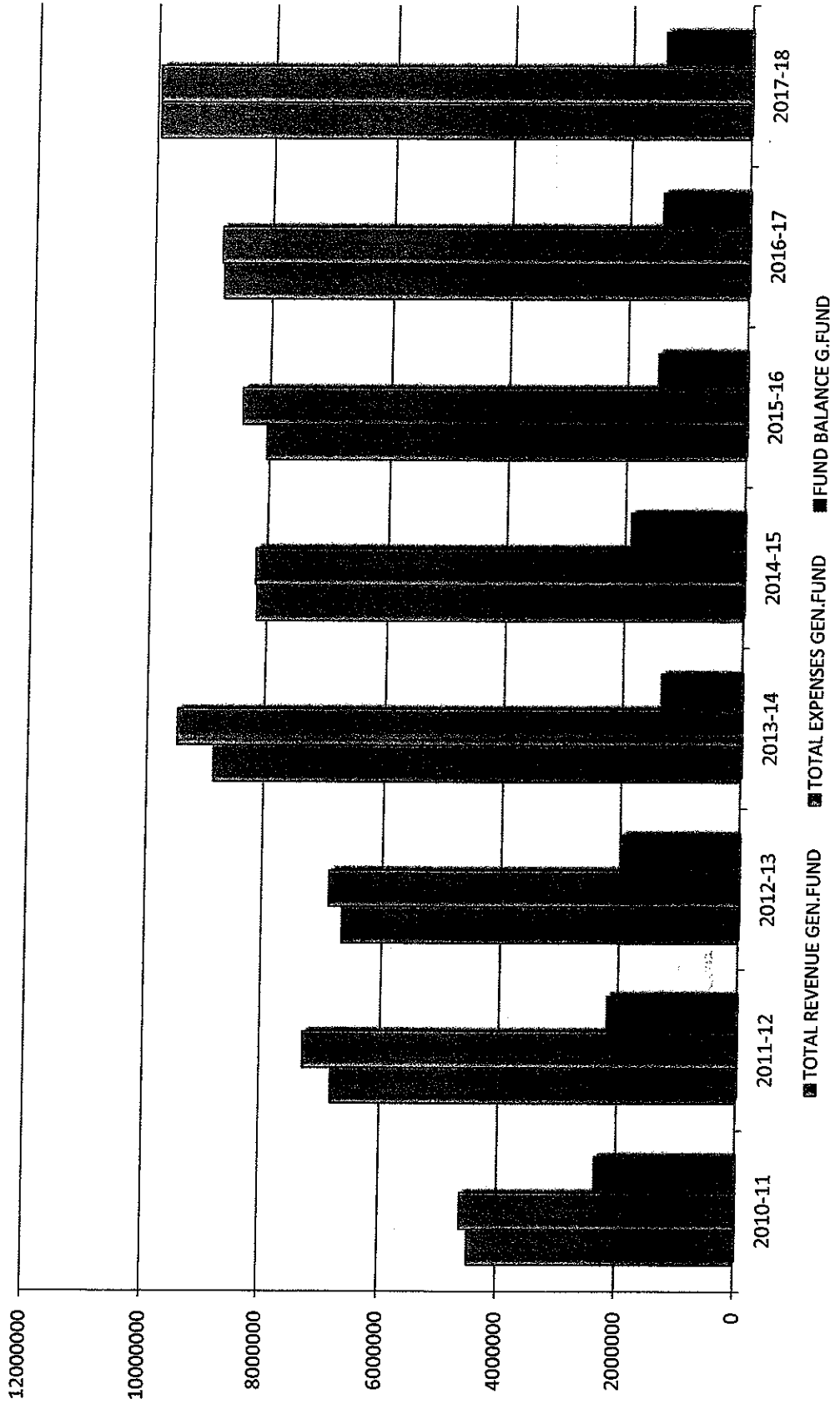
# Retirement Rates



# Historical State Equalized Valuation

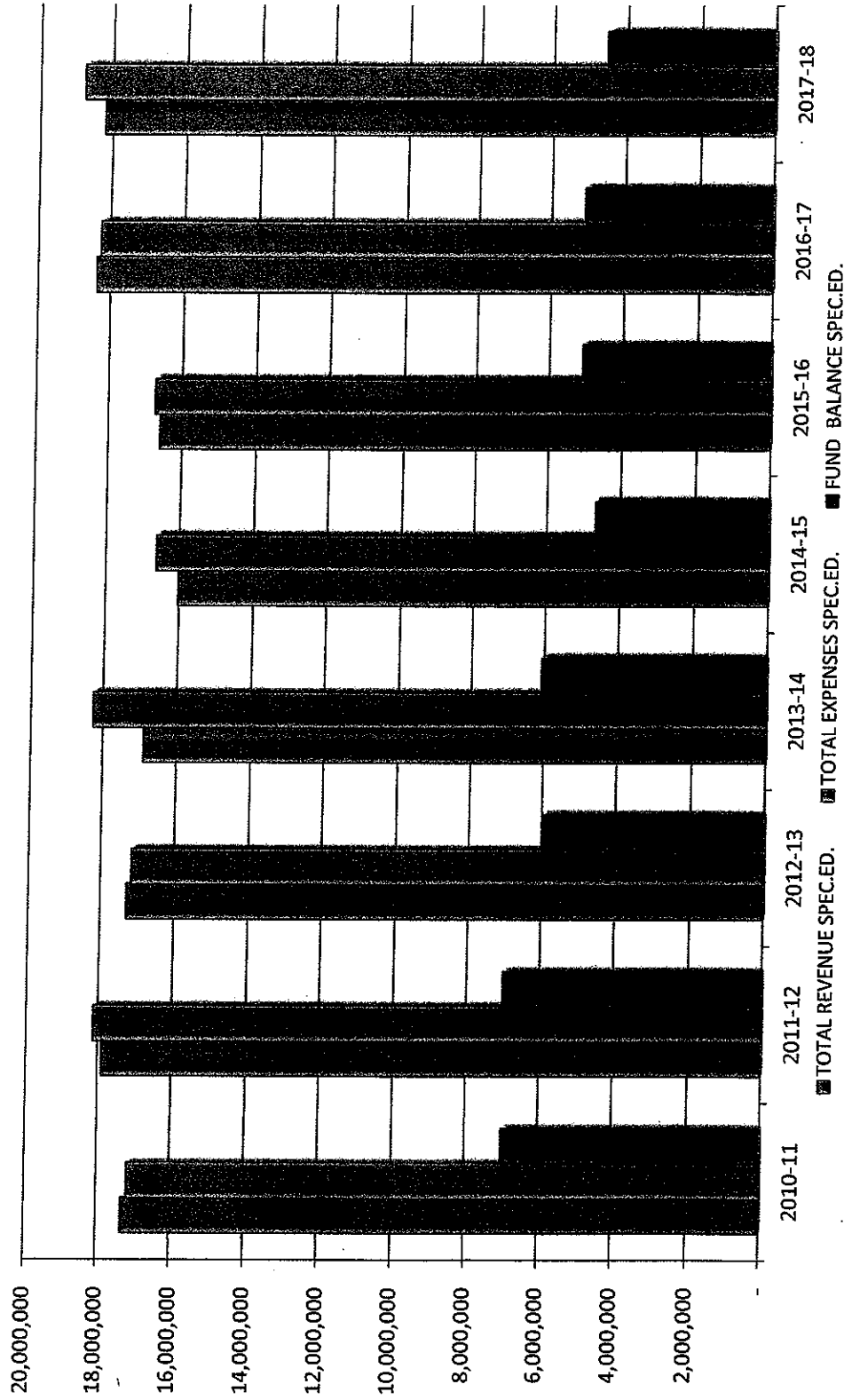


# Historical Fund Balance General Fund

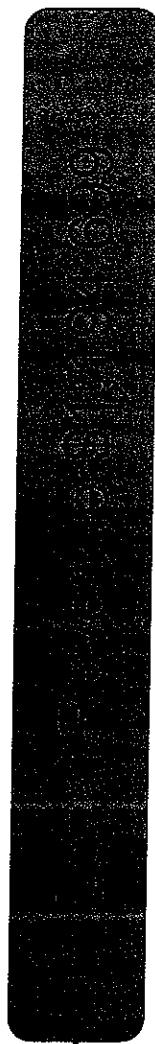
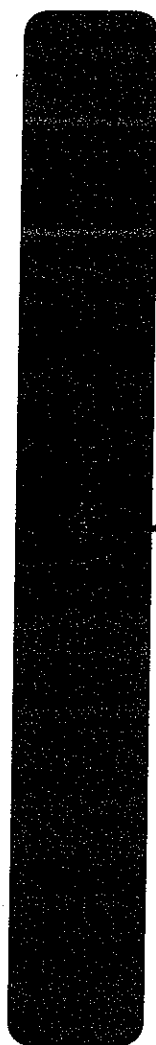




# Historical Fund Balance Special Ed Fund

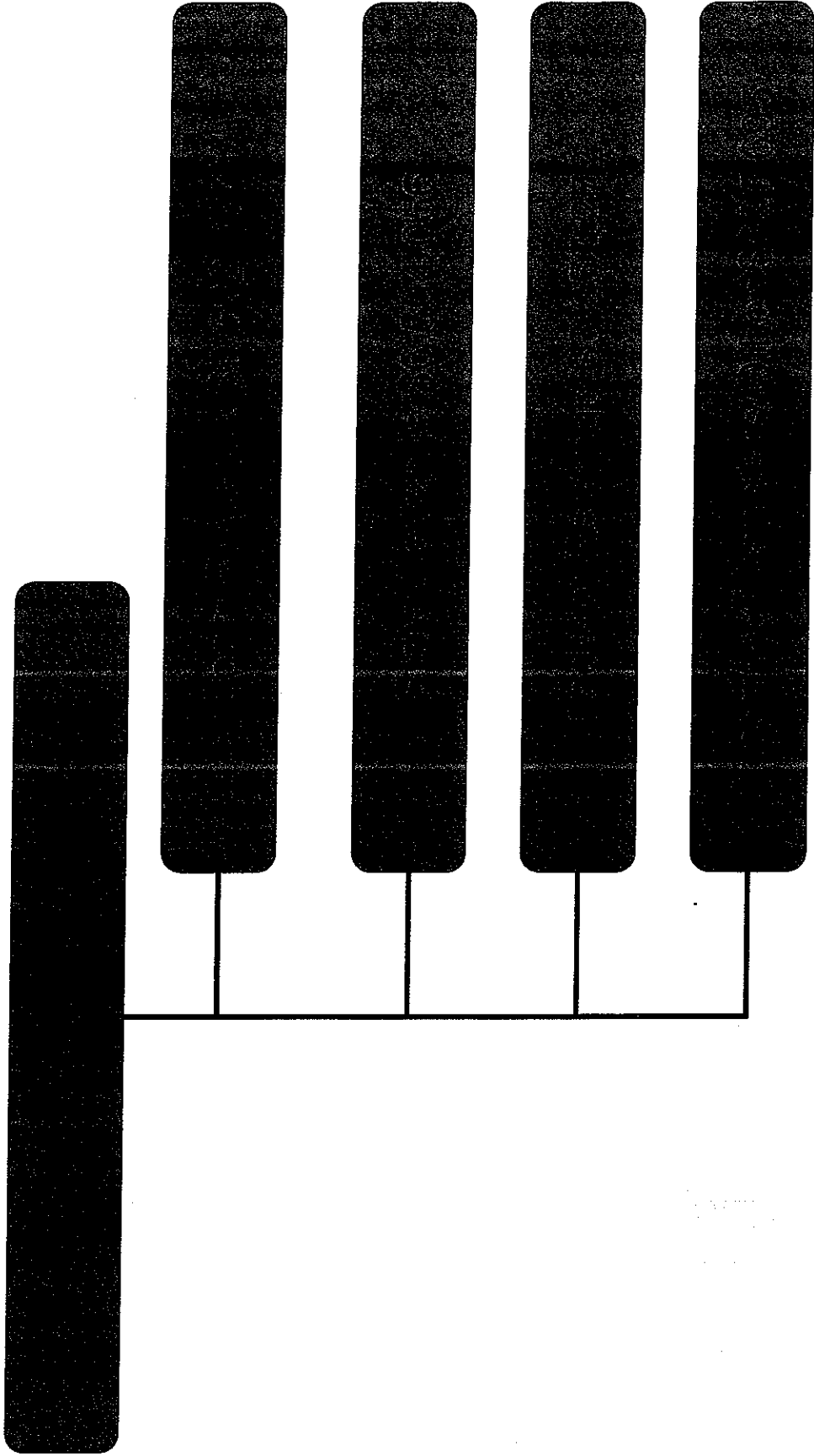


# SRESD General Fund Projected 2019-2020 Budget

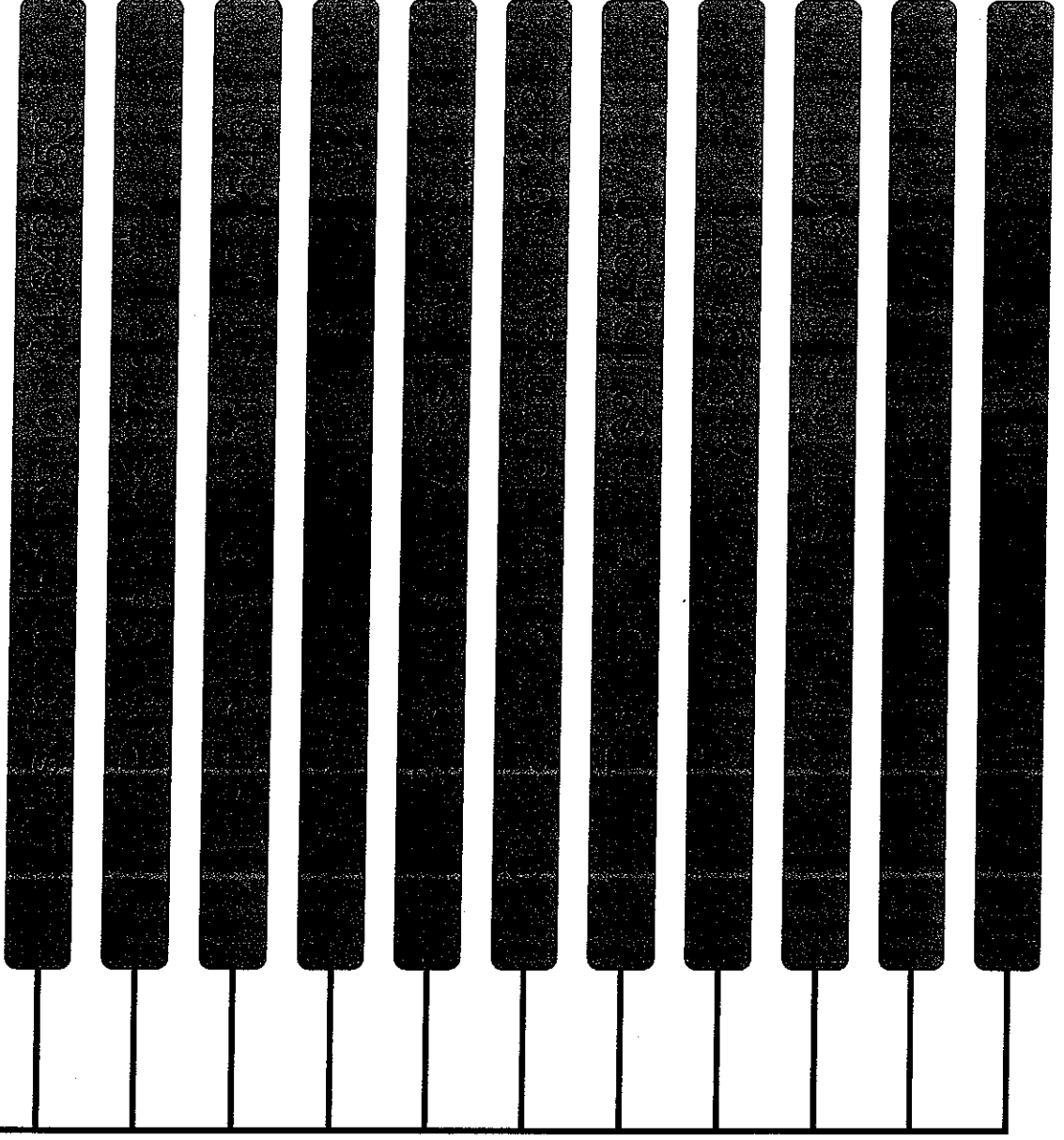




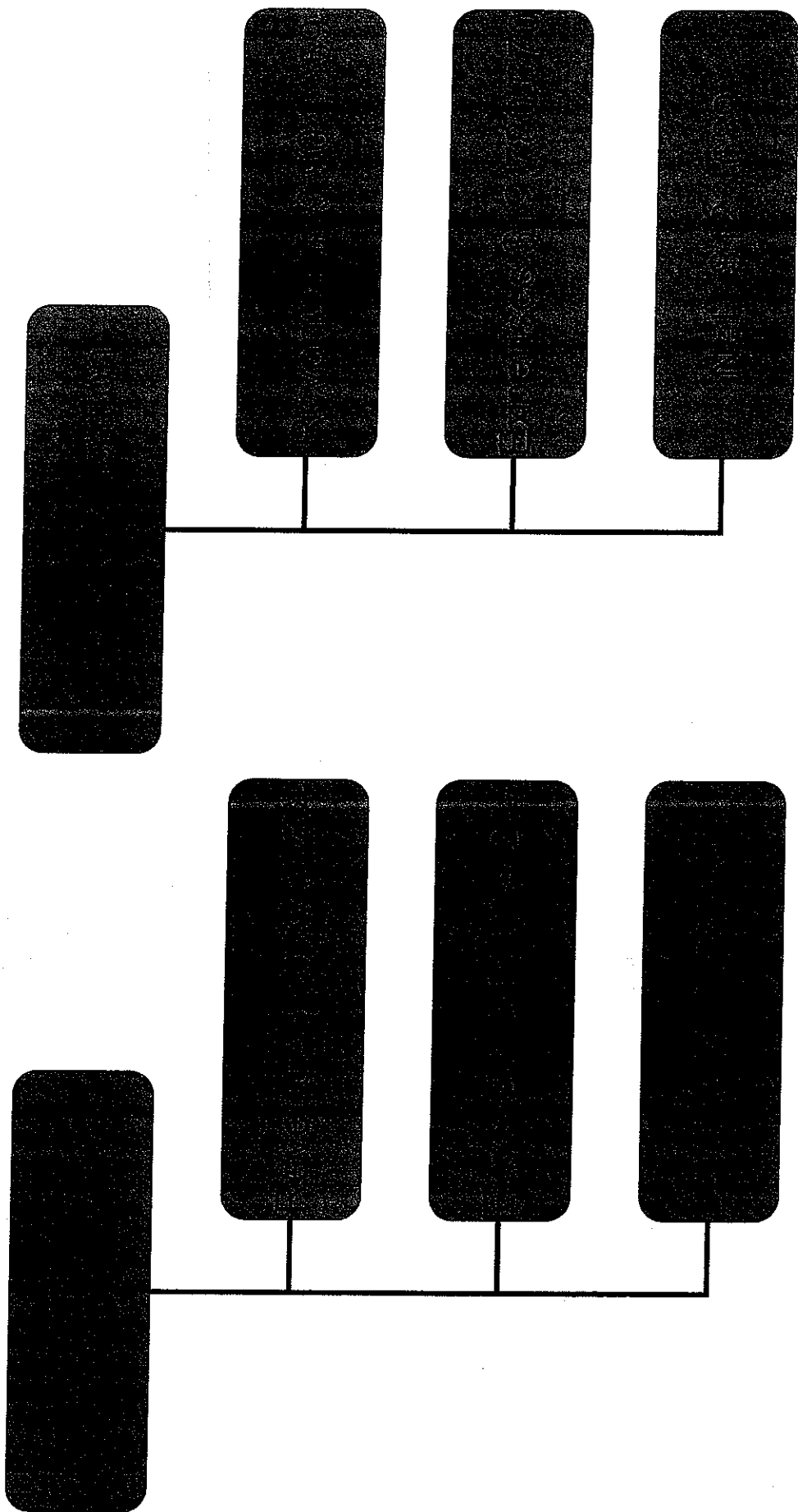
**SRESD Special Education  
Projected 2019-2020 Budget**



# SRESD Special Education Projected 2019-2020 Budget



# SRES D 2019-2020 Projected Budgets



Shiawassee Regional Education Service District (RES D) Support for  
General Fund Operating Budget  
RESOLUTION

A \_\_\_\_\_, Michigan (the "District") meeting of the Board of Education of the District was held in the \_\_\_\_\_, 2019, at \_\_\_\_\_ o'clock in the \_\_\_\_\_ in the District, on the \_\_\_\_\_ day of \_\_\_\_\_, 2019, at \_\_\_\_\_ o'clock in the \_\_\_\_\_, President  
The meeting was called to order by \_\_\_\_\_, President  
Present: Members \_\_\_\_\_  
Absent: Members \_\_\_\_\_  
The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_

WHEREAS:

- 1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
- 2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1. The board of education has received and reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.
  - 2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2019.
  - 3. All resolutions insofar as they conflict with this resolution be and the same are hereby rescinded.
- Ayes: Members \_\_\_\_\_  
Nays: Members \_\_\_\_\_  
Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_, Michigan hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2019, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Shiawassee Regional Education Service District (RES D)  
General Fund Operating Budget  
RESOLUTION

Disapproval of Budget

\_\_\_\_\_ Michigan (the "District")  
A \_\_\_\_\_ meeting of the Board of Education of the District was held in the \_\_\_\_\_ in the District, on the \_\_\_\_\_ day of \_\_\_\_\_, 2019, at \_\_\_\_\_ o'clock in the \_\_\_\_\_.

The meeting was called to order by \_\_\_\_\_, President  
Present: Members  
Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_

WHEREAS:

- 1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
- 2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1. The board of education has received and reviewed the proposed intermediate school district budget and has determined that it disapproves of certain portions of the proposed intermediate school district budget which objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.
- 2. The superintendent is hereby directed to submit a certified copy of this resolution to the intermediate school board and/or to the intermediate school district superintendent with the specific objections and proposed changes that this board has to the budget.
- 3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members  
Nays: Members  
Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Michigan hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a meeting held on \_\_\_\_\_, 2019, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.



**Shiawassee Regional Education Service District (RES D)  
General Fund Operating Budget  
RESOLUTION**

**Support for  
Budget**

\_\_\_\_\_, Michigan (the "District")

A \_\_\_\_\_ meeting of the Board of Education of the District was held in the \_\_\_\_\_  
\_\_\_\_\_ in the District, on the \_\_\_\_ day of \_\_\_\_\_, 2019 at \_\_\_\_\_ o'clock in the  
\_\_\_\_\_.

The meeting was called to order by \_\_\_\_\_, President

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and  
supported by Member \_\_\_\_\_.

**WHEREAS:**

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The board of education has received and reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.
2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2019.
3. All resolutions insofar as they conflict with this resolution will be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_, Michigan hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2019, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

\_\_\_\_\_  
Secretary, Board of Education

H:Board/Budget Disapproval Resolution/ks

**Shiawassee Regional Education Service District (RES D)  
General Fund Operating Budget  
RESOLUTION**

**Disapproval of  
Budget**

\_\_\_\_\_, Michigan (the "District")

A \_\_\_\_\_ meeting of the Board of Education of the District was held in the \_\_\_\_\_  
\_\_\_\_\_ in the District, on the \_\_\_\_ day of \_\_\_\_\_, 2019, at \_\_\_\_\_ o'clock in the  
\_\_\_\_\_.

The meeting was called to order by \_\_\_\_\_, President

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and  
supported by Member \_\_\_\_\_.

**WHEREAS:**

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The board of education has received and reviewed the proposed intermediate school district budget and has determined that it disapproves of certain portions of the proposed intermediate school district budget which objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.
2. The superintendent is hereby directed to submit a certified copy of this resolution to the intermediate school board and/or to the intermediate school district superintendent with the specific objections and proposed changes that this board has to the budget no later than June 1, 2019.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution will be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_, Michigan hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2019, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

\_\_\_\_\_  
Secretary, Board of Education

H:Board/Budget Approval Resolution/ks

**OWOSSO PUBLIC SCHOOLS  
Board of Education Meeting  
May 13, 2019**

**Report 18-187**

**FOR ACTION**

Subject:

New Teacher Hire

Recommendation:

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

Name	Building/Grade	Recommending Administrator	Salary Schedule Step
Jessica Askew	Owosso Middle School English Teacher	Superintendent Dr. Tuttle	BA Step 1 Salary \$39,354
Maggie Keech	Bryant Elementary Third Grade Teacher	Superintendent Dr. Tuttle	BA Step 1 Salary \$39,354
Michael Schiller	Owosso Middle School Science Teacher	Superintendent Dr. Tuttle	MA Step 4 \$47,783

Please note the Step rate is based upon the 2018-2019 salary schedule of the OEA Master Agreement and is subject to negotiations of the 2019-2020 OEA Master Agreement.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

## Future Action

**OWOSSO PUBLIC SCHOOLS  
Board of Education Meeting  
May 13, 2019  
Report 18-188**

**FOR FUTURE ACTION**

Subject:

Out-of-State Student Travel – FCCLA National Convention

Recommendation:

Resolve that the Board of Education approve the out-of-state travel for Owosso High School FCCLA students, Rachael Dahl, Lynnae Gilman, Maya Manuel, Lily Pirochta, and Morgan Louch. Plus, Trudy Schneider, the FCCLA Advisor to travel to Anaheim, California to compete at the National Level. The trip will be from June 27<sup>th</sup>- July 5<sup>th</sup>, 2019.

Rationale:

The team will travel by airplane to the convention. This is an enhancement of the CTE-Family and Consumer Science curriculum and is the culminating experience for all FCS students who would like to take on leadership roles. Students competing at the National level must have received first place at the state level.

Statement of Purpose:

The purpose of this trip is to provide exemplary FCCLA students with the opportunity to represent the District on a national level. The goal of not only FCCLA, but also IB for our students to experience different cultures both in and out of the classroom. We believe that this is one of those experiences, as our team will be meeting and competing with students from around the U.S. Our team will be provided the opportunity to compete for national recognition representing OPS in three different FCCLA competitions.

Facts/Statistics:

The National Leadership Conference is the highest honor of FCCLA and has been a tradition here at Owosso High School. We have had teams qualify for this honor each of the past eight years.

Funding for this event will be as follows:

CTE Added Cost - Total \$1870.00

Student Conference registrations

5 students x \$329 = \$1645.00

Student Competition registrations

5 students x \$45 = \$225.00

FCCLA Organizational - \$715.00

Student day events/tours  
5 students x \$50 = \$250  
1 advisor x \$57 = \$57  
6 attendees x \$68 = \$408

CTE Organizational - \$6127.00  
Student/Advisor Travel expenses - est. \$2700.00  
Student/Advisor Lodging (2 rooms) - \$3098.00  
Advisor Registration - \$329.00

**Total Budget - \$8712.00**  
Unknown costs - late fees (pay from CTE Organizational)

Students attending were instructed to contribute \$500 or sell 10 boat tickets or a combination to attend the event. Students payments and tickets sales will be deposited back into the CTE Organizational Account by May 13th, 2019.

Motion  
Seconded  
Vote – Ayes                      Nays                      Motion



**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**May 13, 2019**  
**Report 18-189**

**FOR FUTURE ACTION**

Subject:

Awarding of the contracts associated with the Security System Project for the bond work. This includes two components: 1) Access Control and Intercom Systems; and 2) IP Cameras and Network Video recorders.

Recommendation:

Recommend that the Board 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 of and installation of access control and intercom systems; and Presidio, \_\_\_\_\_, MI in an amount not to exceed \$149,610.80 (inclusive of \$5,704.89 contingency) for IP Cameras, Network Video recorders and licenses with both bids pertaining to the 2017 bond security project.

Statement of Purpose/Issue:

To award the contracts for installation of the security system associated with the bond work at the secondary campus. Total award approval = \$239,994.09 = \$222,860.91 (contract) + \$17,133.18 (contingency).

Facts/Statistics:

On April 26, 2019 bids for the Security Systems project for the 2017 bond work was opened. The Security System scope of work includes the installation of access control devices, IP Cameras, Network Video Recorder (NVR) and new door and master stations for a new intercom system for secure entrances pertaining to the bond work. The accompanying bid tables reflect the bids that were received and the amounts. Sonitrol was the lowest bidder for the access control and intercom systems and Presidio was the lowest responsible bidder for the IP cameras, network video records (NVR) inclusive of licenses. Presidio was not the lowest actual bidder however, based on the post-bid review and interviews it was determined that Presidio included a more robust and feature rich NVR (Network Video Recorder), provided 157 Terabytes (TB) of storage for additional IP cameras (compared to 96 TB) and that the bid was fully compliant with specifications in the bid document compared to ROK therefore Wright & Hunter (the bond technology consultant) felt it was in the District's best interest to go with Presidio.

It should be noted that Sonitrol is also the recommended bidder for the same type of security equipment that the Board awarded for the security equipment and installation funded by the Michigan State Police Security grant. The award of that component of the bond work to Sonitrol will provide consistent equipment throughout the district.

All funds awarded for these contracts will be from the bond proceeds.

Motion

Seconded

Vote – Ayes

Nays

Motion

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION – SECURITY SYSTEM  
IP CAMERAS, NETWORK VIDEO RECORDER, LABOR AND LICENSES  
BIDS RECEIVED ON 4/26/2019**

<b>BIDDER</b>	<b>LOCATION</b>	<b>BID AMOUNT</b>
ROK	Belmont, MI	\$124,995.00
Presidio	Wixom, MI	\$143,905.91*
Siemens	Plymouth, MI	\$143,963.00
D/A Central	Oak Park, MI	\$157,587.00
Security Design	Farmington Hills, MI	\$209,000

\*Presidio was not the lowest actual bidder however, based on the post-bid review and interviews it was determined that Presidio included a more robust and feature rich NVR (Network Video Recorder), provided 157 Terabytes (TB) of storage for additional IP cameras (compared to 96 TB) and that the bid was fully compliant with specifications in the bid document compared to ROK.

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION – SECURITY SYSTEM  
ACCESS CONTROL AND INTERCOM SYSTEMS INCLUDING INSTALLATION  
BIDS RECEIVED ON 4/26/2019**

<b>BIDDER</b>	<b>LOCATION</b>	<b>BID AMOUNT</b>
Sontrol	Grand Blanc, MI	\$78,955.00
Security Design	Farmington Hills, MI	\$140,457.00

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**May 13, 2019**  
**Report 18-190**

**FOR FUTURE ACTION**

Subject:

Awarding of the contract associated with Structured Cabling System for the bond work at the secondary campus.

Recommendation:

Recommend that the Board authorize the Superintendent to sign a contract with Datacom Group, Holt, MI in an amount not 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.

Statement of Purpose/Issue:

To award the contracts for installation and purchase of the structured cabling to support computers, phones, wireless access point, paging systems and classroom video throughout the new additions and in some of the renovated areas associated with the 2017 bond work at the secondary campus.

Facts/Statistics:

On April 16, 2019 bids for the structured cabling purchase and installation for the new additions and renovated areas associated with the 2017 bond work at the secondary campus were opened. There were four alternates requested to be bid beyond the base bid:

- Alternate 1 and 2 were for options to provide upgraded cabling to the wireless access points for anticipated future requirements for the wireless network.
- Alternates 3 and 4 were for the replacement of the existing equipment cabinets in two of the existing telecommunications rooms.

After review of the requirements, pricing and consultation with Wright & Hunter (the consultants for the technology component of the bond work), it was determined that alternates 1, 3 and 4 should be incorporated into the bid. These alternates are shown on the accompanying bid tabulations for reference and have been included in the total bid (when possible). One bidder, Hi Tech, is not shown on the bid tabulations since their bid was non-compliant. Of all of the bids, received, Datacom was determined to be the lowest responsible bidder.

All funds awarded for this contract will be from the bond proceeds.

Motion

Seconded

Vote – Ayes

Nays

Motion

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
STRUCTURED CABLING PURCHASE AND INSTALLATION  
BIDS RECEIVED ON 4/16/2019**

<b>BIDDER</b>	<b>BASE BID</b>	<b>ALTERNATE #1</b>	<b>ALTERNATE #3</b>	<b>ALTERNATE #4</b>	<b>TOTAL BID</b>
The Datacom Group, Holt, MI	\$151,695.00	\$470.00	\$2,420.00	\$1,140.00	\$155,725.00
Electromedia, Spring Lake, MI	\$166,857.71	\$(80.00)	\$4,500.00	\$2,285.00	\$173,562.71
Amcomm, Brighton, MI	\$191,500.00	\$2,000.00	\$2,800.00	\$1,200.00	\$197,500.00
FD Hayes, Lansing, MI	\$223,146.00	\$(2,500.00)	\$1,879.00	\$1,500.00	\$224,025.00
TTL, Sterling Hts, MI	\$240,294.09	\$1,390.03	\$1,618.00	\$677.00	\$243,979.12
Windemuller, Midland, MI	\$250,000.00	\$11,000.00	\$4,499.00	\$2,975.00	\$268,474.00
Vector Tech, Freeland, MI	\$293,000.00	\$325.00	\$8,250.00	\$6,000.00	\$307,575.00

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Meeting**  
**May 13, 2019**  
**Report 18-191**

**FOR FUTURE ACTION**

**Subject:**

Awarding of the contracts associated with the construction categories of Metal Panels, Overhead/Coiling doors, Drywall Assemblies/Ceilings, Flooring, Wood Flooring, Painting, Hard Tile, Toilet Partitions, Scoreboards/Signs, and Telescopic Seating (bleachers) for the renovation of the secondary campus to be funded out of bond proceeds.

**Recommendation:**

Recommend that the Board authorize the Superintendent to sign contracts with the following vendors for construction services to be performed at the secondary campus:

- Architectural Metals, Inc., Portland, MI in amount not to exceed \$682,500\* for Metal Panels (category 07a)
- 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 maximum approved amount.

**Statement of Purpose/Issue:**

To award the contracts for the construction services needed for the bond work at the secondary campus. Total award approval = \$4,099,233 = \$3,845,155 (construction) + \$254,078 (general conditions/contingencies).

**Facts/Statistics:**

On March 20, 2019 the bids for the majority of the renovation for the secondary campus were opened and found to be over the original budget established in the pre-qualification process. Clark Construction, the District's Construction Manager, in conjunction with the architects and the District have continued to meet to discuss review items for value engineering to bring the project back in line with the budgets established. In order to move forward with the bond work, the Board is being asked to award the contracts referenced above at the June 10, 2019 meeting. Any additional value engineering items identified and accepted by the District subsequent to the publication of this board package and prior to the publishing of the June 10<sup>th</sup> board package will be reflected in the final award.

In addition to the base bids, Clark Construction recommends the following standard type of authorizations from the Board to be added up to \$958,972 in base bids for these two categories:

- 1.05% General Conditions fund – this will be utilized for such items as safety fencing & signage, temporary roads, construction office trailer, temporary facilities, document reproductions and snow removal. Only those items that are considered customary and necessary will be recommended by Clark to the District Administration for approval and be billed through the Clark Construction billing.
- 5.5% Contingency fund – the contingency fund would be established for changes in work that have not been able to be anticipated by the bid documents. These will not be approved prior to consultation with the Owosso Public Schools Administration and will be in the form of Change Orders to the basic contract. This has been a normal and customary practice utilized by the District to administer the sinking fund to allow flexibility of the projects to move forward without coming back to the Board unless there is a significant change required.

The contingency and general conditions budgets approved of 1.05% and 5.5% will continue to be requested to be approved until the maximum value contained in the bond budget in line with funds available is reached. If that threshold is reached, the board will no longer be asked to approve additional amounts to be set aside for the general conditions and contingencies.

Motion

Seconded

Vote – Ayes

Nays

Motion

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
METAL PANELS (BID CATEGORY 07A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID (Includes Alt A1 for Middle School Corridor)</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Architectural Metals, Inc., Portland, MI	\$780,500	\$(98,000)	\$682,500
Liberty Sheet Metal Inc., Shelby Twp, MI	\$893,500		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$682,500
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$7,166
<b>SUBTOTAL</b>			\$689,666
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$37,932
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$727,598

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
OVERHEAD COILING DOORS (BID CATEGORY 08B)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Bareman & Associates, Jenson, MI	\$45,520	\$0	\$45,520
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			<b>\$45,520</b>
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			<b>\$478</b>
<b>SUBTOTAL</b>			<b>\$45,998</b>
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			<b>\$2,530</b>
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			<b>\$48,528</b>

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
DRYWALL ASSEMBLIES (BID CATEGORY 09A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Wm. Reichenbach Company, Okemos, MI	\$1,544,000	\$(24,401)	\$1,519,599
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$1,519,599
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$15,956
<b>SUBTOTAL</b>			\$1,535,555
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$84,456
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$1,620,011



**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
CARPET AND RESILIENT FLOORING (BID CATEGORY 09B)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID Includes Alt. 1 Middle School Corridor</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Lansing Tile & Mosaic, Inc., Lansing, MI	\$798,760	\$(187,977)	\$610,783
Wm. Reichenbach Company, Okemos, MI	\$862,000		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$610,783
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$6,413
<b>SUBTOTAL</b>			\$617,196
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$33,946
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$651,142

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
WOOD FLOORING (BID CATEGORY 09C)  
BIDS RECEIVED ON 3/20/2019**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Kuhn Specialty Flooring, Beverly Hills, MI	\$97,750	\$(6,650)	\$91,100
Foster Specialty Floors, Wixom, MI	\$103,225		
Floor Care Concepts, Wyoming, MI	\$105,458		
Star Flooring, Grand Rapids, MI	\$109,000		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$91,100
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$957
<b>SUBTOTAL</b>			\$92,057
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$5,063
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$97,120

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
PAINTING (BID CATEGORY 09D)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID Includes Alt. 1 – Middle School Corridor</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Niles Construction Services, Inc., Flint, MI	\$501,830	\$(36,937)	\$464,893
B&J Painting, Inc., Lansing, MI	\$579,900		
MPM Painting, LLC, Shelby Twp, MI	\$583,612		
Murray Painting Co., Freeland, MI	\$586,938		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$464,893
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$4,881
<b>SUBTOTAL</b>			\$469,774
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$25,838
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$495,612

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
HARD TILE (BID CATEGORY 09E)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Lansing Tile & Mosaic, Lansing, MI	\$210,174	\$(17,947)	\$192,227
Wm. Reichenbach Company, Okemos, MI	\$352,500		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$192,227
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$2,018
<b>SUBTOTAL</b>			\$194,245
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$10,683
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$204,928

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
TOILET PARTITIONS (BID CATEGORY 10A)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Rayhaven Group, Livonia, MI	\$83,475	\$0	\$83,475
R.E. Leggette Co., Dearborn, MI	\$86,695		
Payne-Rosso Coompany, Lansing, MI	\$128,500		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$83,475
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$876
<b>SUBTOTAL</b>			\$84,351
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$4,639
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$88,990

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
DIMENSIONAL LETTERS, GRAPHICS & SCOREBOARDS (BID CATEGORY 10B)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Agnew Sign Company, Owosso, MI	\$139,031	\$(21,760)	\$117,271
Shattuck Specialty Advertising, Inc., Owosso, MI	\$180,630		
Gardiner C. Vose Inc., Bloomfield Hills, MI	\$28,844 (Scoreboard pricing only)		
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			<b>\$117,271</b>
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			<b>\$1,231</b>
<b>SUBTOTAL</b>			<b>\$118,502</b>
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			<b>\$6,518</b>
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			<b>\$125,020</b>

**AWARDING OF CONTRACT  
FOR SECONDARY CAMPUS RENOVATION  
TELESCOPIC SEATING (bleachers) (BID CATEGORY 12D)  
BIDS RECEIVED ON 3/20/19**

<b>CONTRACTOR</b>	<b>BASE BID</b>	<b>Value Engineering adjustments made to date</b>	<b>WINNING BID ADJUSTED FOR VALUE ENGINEERING TO DATE</b>
Interkal, LLC, Kalamazoo, MI	\$34,819	\$2,968	\$37,787
<b>TOTAL CONTRACTOR AWARD RECOMMENDATION</b>			\$37,787
<b>GENERAL CONDITIONS FUND RECOMMENDATION 1.05%</b>			\$397
<b>SUBTOTAL</b>			\$38,184
<b>CONSTRUCTION CONTINGENCY FUND 5.5%</b>			\$2,100
<b>GRAND TOTAL FOR CONSIDERATION FOR BOARD AUTHORIZATION</b>			\$40,284

**OWOSSO PUBLIC SCHOOLS  
Board of Education Meeting  
May 13, 2019  
Report 18-192**

**FOR FUTURE ACTION**

**Subject:**

Awarding the lease of one bus

**Recommendation:**

Resolve that the Board of Education authorize the Superintendent to enter into a three-year fair market value lease agreement for three new 77 passenger gas buses and purchase two used 2016 propane 77 passenger buses previously leased by the District. 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. The cost of each of the used propane buses would be \$54,914.00 for a total cost of \$109,828.

**Rationale:**

Based on assessment of the bus fleet for the upcoming year performed by the District interim transportation director and the mechanic, the district will be in need of a minimum of five buses for the upcoming 2019-20 school year. Four buses that have been leased since 2016 for which the lease term is coming to an end and one additional bus in order to replace one of the buses that is not expected to pass inspection in the coming year.

**Statement of Purpose/Issue:**

To obtain Board approval for the lease of three buses for a term of three years with a purchase option at the end of the agreement from Holland Bus Company with a third party company to provide the financing for the lease process with the agreement to mirror the lease agreements entered into previously by the District and the purchase of two buses previously leased by the district that have demonstrated reliability over the past three years and meet the needs identified. The two purchased buses would have an extended two-year warranty period.

**Facts/Statistics:**

The district had knowledge that the lease for four of the buses was coming to an end in August of 2019. A bid process took place asking for responsible bidders to provide bids inclusive of purchase and lease options for new and old buses for both gas and propane to be submitted by May 6, 2019. Two companies responded, Holland Bus Company and Midwest Transit Equipment. The resulting bid results are reflected in the accompanying table. Although Holland is not the lowest bidder based on the bid sheets (Midwest being lower by \$590/year for the three-year lease option elected by the district), after further review it was noted that Midwest did not include the following items that were part of the bid specifications and considered to be essential elements to have a fleet that is reliable (all items were included by Holland as per specifications):

- Stainless Steel step-walls
- Stainless steel battery trays
- Heavy duty front axles
- Heavy duty rear axles
- Locks on all bus doors

In addition, Holland included the following items in their bids while Midwest did not:

- Colorado racking test
- Rearview backing camera
- Roush engines are part of the Bluebird fleet which are considered to be very reliable engines

The Bluebird buses provided by Holland and service has proven to be very reliable and accessible over the years. In addition to the three service people traveling around the State, Bluebirds are able to be serviced locally at Signature Ford for maintenance and repair items that cannot be addressed by the district's mechanic thereby saving valuable travel and down time.



The mechanic has requested that the district consider the gas buses for lease this time instead of the propane. It is felt that the gas that is being used currently is much cleaner than previously was available and is comparable in cost and environmentally responsibility to the propane. Although the propane buses have worked well in most cases for the district, the mechanic feels that it is time to test some of the current gas engines for reliability through the leasing option. In 2016, the District worked through the leasing arrangements with Holland (De Lage Landen) and the communication has been that the District desires to maintain that same arrangement for these buses. This is consistent with the proposed 2019/20 lease of buses process as well. Terms were negotiated that were favorable and fair for the District.

It has been decided to recommend purchasing two of the propane buses that were previously leased in order to provide some consistency and flexibility in the fleet while continuing to rotate new and used buses in order to update the fleet and allow reliable buses to go out on trips without being concerned about additional mileage fees. Holland offered an option to lease the same two buses at cost of \$12,811/unit. The payback period (using a simple computation) would be slightly over 4 years or twice the proposed lease period. It is felt by the mechanic that the reliability of these two units would far exceed the 4-year payback period and would meet the needs of the district. The district is typically getting a minimum of ten years of utility from buses before they cost vs. return starts to reverse. The other two units were not found to be as reliable and are not recommended for purchase. It is not recommended that the district purchase any new buses outright since leasing the new units gives the district an opportunity to experience the reliability of the buses without the significant initial capital outlay.

The combination of purchasing used and leasing new to update the aging bus fleet will continue to be reviewed as the opportunity arises.

Motion

Seconded

Vote – Ayes

Nays

Motion

**BUS BID OPENED MAY 6, 2019  
77 PASSENGER BUSES**

BIDDERS	PURCHASE PRICE	TYPE OF BUS	BASE ANNUAL LEASE PRICE PER UNIT	TERM OF LEASE (years)	# OF MILES PER YEAR	OPTIONAL PURCHASE PRICE AT END OF LEASE	PURCH PRICE OF USED BUS PER UNIT
Holland Bus Company, Holland, Michigan	\$84,095.00	GAS	\$14,247.00	3	15,000	\$53,800	\$63,550
	\$94,024.00	PROPANE	\$16,408.00	3	15,000	\$58,500	\$54,914
Midwest Transit Equipment, Kankakee, IL	\$80,902.00* See exclusions listed in Recommendation	GAS	\$13,657.00	3	15,000	\$51,000	No bid
	\$90,908.00	PROPANE	No bid	No bid	No bid	No bid	No bid



**OWOSSO PUBLIC SCHOOLS  
Board of Education  
May 13, 2019**

**Report 18-193**

**FOR INFORMATION**

Subject:  
Personnel Update

**Accepted Positions**

**Resignations**

Peggy Luce, has resigned her position at Emerson Elementary as Food Service Worker, but will continue employment as a Food Service Sub.

**Retirements**

Tina Fleminger, Paraprofessional at Bryant Elementary has submitted her letter of retirement effective at the conclusion of the school year after 25 years of service.

Wayne Dumond, Custodian III at Owosso Middle School has submitted his letter of retirement effective July 31, 2019 after 23 years of service.