



Board of Education Agenda
December 12, 2016
7:00 pm Regular 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 Middle School
- Mike Tolrud – District Band Director of the Year
- Andrew Pond and Lucy Popovitch – Board of Education Student Representative’s Report

4. Board Correspondence:

- Superintendent’s Report
- Curriculum Director’s Report

5. Public Participation

6. For Action

▪ **Consent Agenda:**

November 28, 2016 Minutes-----	Report 16-40	Page 1
November 28, 2016 Closed Session Minutes-----	Report 16-40A	At Place
Current Bills-----	Report 16-41	Page 11
Financials-----	Report 16-42	Page 17
▪ Declaration of Obsolete Material-----	Report 16-43	Page 20
▪ Superintendent Evaluation-----	Report 16-44	Page 21

7. For Future Action

▪ Sinking Fund Project Administration/Spicer Contract-----	Report 16-45	Page 22
▪ VEI Great Lakes Trade Show, Rosemont, IL-----	Report 16-46	Page 31
▪ OHS 2017 Choral Experience in New York, NY-----	Report 16-47	Page 32

8. For Information

▪ Personnel Update-----	Report 16-48	Page 37
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9. Public Participation

10. Board Reports: Board Member Comments/Updates

11. Upcoming Board Meeting Dates:

- January 9: Board Subcommittee Meeting 5 pm
- January 23: Regular Board Meeting, 7 pm

Important Upcoming Dates:

- December 13: OMS Choir Concert 7:30 p.m.
- December 14: Bryant Gingerbread Houses – Kindergarten 1:00 p.m.
- December 15: Bryant Movie Night 4:00 p.m.
- December 15: OHS Vocal Music Concert 7:30 p.m.
- December 16: ABC 12 Can Drive Assembly 5:30 a.m. **(Cancelled)**
- December 16: LHS Blood Drive 10:00 am -2:30 pm
- December 17: Michigan Alternative HS Association State Volleyball Tournament – OHS 8:00 am
- December 20: OMS IB Learner/Athlete of the Month Breakfast
- Dec. 21-Jan 3: No School: Holiday Recess
- January 4: School Resumes
- January 5: Bryant Student of the Month 8:00 a.m.
- January 12: Bryant 1st Grade Field Trip – Comstock Inn 9:00 a.m.
- January 12: PTO Snowball Dance – Central Gym 6:00 p.m.
- January 17: Bryant Bake Sale
- January 19: Bryant Movie Night 4:00 p.m.
- January 20: Students half Day – Teacher Work Day PM (End of First Semester)

12. 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.

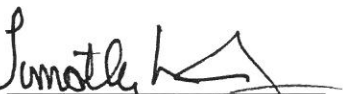
We will do our part to work as a team with administrators, teachers, support staff, parents, students and citizens so that the entire learning atmosphere of our school will be one of warmth and caring. We will do this by becoming a part of district committees such as cross-functional, professional governance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



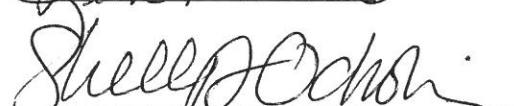
Rick Mowen
Vice-President



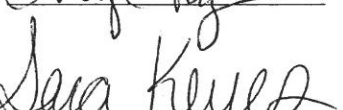
Cheryl Paez
Treasurer



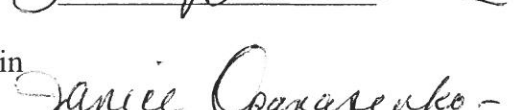
Shelly Ochodnicky
Secretary



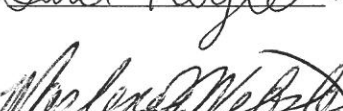
Sara Keyes
Trustee



Janice Opanasenko-Lubkin
Trustee



Marlene Webster
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.

OWOSSO PUBLIC SCHOOLS
Board of Education Minutes
November 28, 2016
Report 16-40

President Jenc called the meeting of the Board of Education to order at 7:01 pm. The meeting was held in the media center located at Owosso High School, 765 E. North Street, Owosso, Michigan.

Present: Jenc, Keyes, Ochodnicki, Paez, Opanasenko-Lubkin, Webster
 Absent: Mowen ((Motions of the Board of Education that were unanimous did not include Mowen)

Pledge of Allegiance

Building Reports

Superintendent Tuttle remarked this is always the most exciting time of our Board meeting and turned the meeting over to Emerson Principal, Mr. Terry Sedlar. Mr. Sedlar introduced Emerson fourth grade teachers Mr. Mofield, Mr. McVay and Mrs. Thornton who then introduced their students. Students introduced from Mr. Mofield's class, Hoyt Patrick; Mr. McVay's class, Kameron Marsden and Elaina Pennel and from Mrs. Thornton's class Abigail Cobb and Desiree Mofield.

Mr. Mofield announced student will be presenting on the IB unit *External Body Structures of Living Organisms and How They Help to Survive in the Planet*. Sharing the planet is our IB theme and the students will be talking about the different things they learned as each slide is shown.

Mr. McVay reported Mrs. Spielman was kind enough to loan her tarantula to the class to explore and told Mrs. Spielman they would loan the python snake if she wanted to swamp sometime.

The first explored was the structure of the tarantula and Kameron Marsden reported on what he learned. Kameron stated they studied the fangs and the web spinner in the tarantula. The tarantula uses its fangs to put venom inside its pray.

Elaina Pennel reported on the snake and observed a rat in its mouth and the structures its uses so it does not choke.

Mr. Mofield reported the next project was about bees and how pollination is very important to our survival and showed a Cheetos activity where the students actually became bees themselves and took Cheetos to pollinate a flower that was right in front of them. This activity was done to represent pollination to the students.

Hoyt Patrick spoke about why pollination is important to us. He stated, it is important so we can get the food, because bees have to pollinate or we would not get the vegetables that we have.

Abigail Cobb reported students made bee boxes for a local bee keeper by gluing and hammering them together. They also learned about how the body structure of a bee helps it to survive.

Desiree Mofield reported bees pollinate and help to grow food. One-third of our food comes from bee pollination. Bees are dying out because of bug spray.

It was reported six bee boxes will be sent to a local bee keeper to help raise honey for future endeavors.

Superintendent Tuttle asked if the Board had any questions for the students. She stated we like to learn from you just as much as your teachers like to help you learn.

Mrs. Marlene Webster asked specifically what structures of a python help it not to choke? It was reported the windpipe; it sticks out the front so it can breathe.

Superintendent Tuttle asked, what do you predict will happen if the bee population continues to decrease? It was reported, eventually the bees will die out and then we will only have about 4 years to live because there will not be the pollination to grow the food that is needed.

Mrs. Janice Opanasenko-Lubkin asked if the students will have a chance to see what the bee hives look like in place or if the bee keeper was able to bring in some pictures to show what they look like?

Mr. Mofield reported a bee keeper is coming to speak to the class in December. He will be bringing pictures and the students will actually have the opportunity to dress up in the bee keeper outfit and he will have a smoker and other things to see.

Mrs. Janice Opanasenko-Lubkin reported, she agrees with the students that this is very important and that is why she let a bee keeper put a hive on her property so there would be lots of honey there. She reported honey can be very important for your health also. She expressed to the students that it was a great project they took on.

Superintendent Tuttle inquired about the type of bug spray. She asked if it was suggested that the bug spray referred to was like the mosquito spray we put on? Desiree Mofield reported it is like the spray that you use in your house to get the bugs out and the spray that is also put on the crops. Superintendent Tuttle asked if there was an alternative or something different that we should be doing? Mrs. Thornton reported the class really did not go into detail about alternatives.

Mrs. Sarah Keyes stated it is super hard to get up in front of a large group of people and the students did a good job. She stated the students are very well spoken, did a great job and expressed how very proud she was of them.

Mr. John Klapko, Operations Director introduced Mr. Russell Wing and asked him to introduce his special guest. Mr. Wing introduced his mother and stated "Thank you Mom". Mr. Klapko reported Mr. Wing started working for the District in 1992. He is an Owosso grad who has spent his whole life in Owosso. During his 24 years of service, Mr. Wing has only missed four days during his career. Two of those days were for surgery and two days his colleagues literally had to take him home. Mr. Wing was commended

for his dedication and attendance. Mr. Wing is beloved by everyone in the District and I am very honored and proud to have worked with him.

Superintendent Tuttle commented she has had the pleasure of working with Mr. Wing. She stated he is one of the kindest and most genuine individuals she has ever met. Superintendent Tuttle expressed to Mr. Wing his dedication to this District exemplifies everything we want in an employee; hard working, compassionate, prideful, kind, generous and does everything that is asked of him. Superintendent Tuttle read Mr. Wing's retirement letter as stated below.

I was hired in April of 1991 as a sub custodian. Dick Langdon was the director of Operations then. Rick Luft was the custodial supervisor. Dr. David Bowman was the superintendent.

On March of 1996 I was hired as a Custodian II. Before that I was a sub custodian from 1991-1996. Out of all the buildings I've worked in the district, Emerson School comes to mind as the one that had good memories for me. The past two years or more have been real good ones. The administrators, teachers in every building went out of the way to say hello to me. I'll always be grateful plus appreciative for the hellos. The staff at Emerson have been very helpful, kind, thoughtful, supportive. I'll always cherish the memories of Mr. Terry Sedlar plus the staff taking the time to say hello. Thank you Mr. Terry Sedlar plus the staff for the kind words always.

My most meaningful time as a custodian took place in 2012 during the time Mitt Romney was running for President. That night at Washington, Lincoln went out in a normal way on election night. When the polls were about to close at 8:00, I was about to get the sign that says Vote Here with the American flag in the middle. That's when I discovered the American flag was missing. I took action by calling 911. The officer arrived within seconds. Then the officer questioned myself about the situation. The officer then went into the nearby neighborhood to retrieve the flag. Getting the stars and stripes back to where it belongs was an accomplishment that has greater meaning each day.

I would like to also thank Dr. Tuttle along with the rest of the administrators for taking the time to say hello whenever I was on the Washington Campus. That took on a greater meaning plus a lift for my spirits. Thank you again.

I would also like to thank Terry Hoenshell, Brandon Kramer also. The three of us made a very good team at Emerson. I've learned a lot also.

In conclusion, it has been and interesting 30-year journey over the years. It is time to start a new phase of my life. May all of you in the district have good health each and every day of your lives. Best wishes always.

Respect to all of you, Russ Wing.

After reading Mr. Wing's letter, Superintendent Tuttle commented on how a simple "Hello" is profound and can make an impact in people's lives.

Student Representative Lucy Popovitch reported on the last student government meeting that occurred two weeks ago. Cayden Whiteherse was named as the member of the month because he has just been diligent coming to every meeting and working hard to make a difference in the school and the student government really appreciates that. He was presented with a card signed by everyone. The student government recently started making birthday signs and putting them on student's lockers for everyone in student government. We have exciting ideas on the rise, but will remain a secret for now.

One of the biggest events that the school hosts is the can drive and to kick it off will be a pep assembly on Friday, December 2nd when all of the fundraising events are announced. Nothing has been finalized yet, but there will be meetings this week to finalize fundraising events. As always, there is a battle of the grades and last week the student government came up with a few ideas to fund raise, such as selling hot cocoa. In addition to that, possibly bidding for a lunch with a teacher or having an additional competition between MSU and U of M fans. These are just a few ideas that have not been finalized yet.

On December 16th will be the 5:00 a.m. ABC pep assembly and as always, super excited to wake up at the crack of dawn to go to the event. Mrs. Burzmor has announced that the shirts for the can drive go on sale Tuesday, November 29th for \$10. Anyone who would like one, please email Mrs. Burzmor. The shirt says "I can, you can, we can, make a difference"

Board Correspondence

Superintendent Tuttle stated as the theme of her report, not all things that go on are necessarily in the curriculum that we do to teach kids and help others.

Superintendent Tuttle announced the 100 Women who Care made their \$20,000 donation to the Owosso Public Schools backpack program. She expressed her gratitude to those who participated in the photo.

Superintendent Tuttle announced the 300 Club event raised \$8,000 for our Athletic Boosters and is used towards our students.

The Harvest Festival Dinner at Lincoln Alternative High School was a huge success. Thanks was given to those who attended including Board Trustee Webster and Board Secretary Ochodnicky. The produce was picked from the community garden and used to make lots of goodies.

Superintendent Tuttle stated Veteran's Day is her favorite day of the year. She reported on just a few of the many activities that occurred throughout the District that day. Lincoln had several Veteran's speak directly to students. Collectively, the elementary buildings had the largest attendance. The buildings looked great and the activities were great. At the middle school, students wrote on red, white and blue sticky notes what Veteran's Day meant to them. The sticky notes were displayed as an American flag and then a drone flew overhead and filmed it. The high school did a lot of educational opportunities to know what a Veteran is and how they protect all of us and the sacrifices they made.

Superintendent Tuttle reported on election activities that have occurred at the buildings since the last Board meeting acknowledging the nice job in teaching students how to register to vote and how to vote. At Bryant Elementary, students were taught how to register to vote. During the mock election at Bryant, if students

did not register they were not allowed to vote to show the reality of not being a registered voter. At Emerson Elementary, students had to choose someone they felt would make a good President and then report why. One student chose Mrs. Susan Harkema and stated the reason was she is honest, sweet and brings joy to everyone.

Superintendent Tuttle announced Emerson teacher, Mr. Scott McCuaig purchases either MSU or U of M shirts for all of the fifth grade students every year for the big game. Mr. Terry Sedlar, Emerson Principal was duct taped to a wall recently because the students met a fundraising goal. These are just some of the cool things happening in our District.

Superintendent announced the Varsity Swim Team clinched the CAAC Red Division Girls Championship. Mallory Irelan, a Junior broke the school record twice in the 50 freestyle and advanced to the State Finals where she placed 14th in 50 freestyle and 21st in the 100 fly. The Girls Cross Country team made it to the state finals. Kaitlyn Owens finished 122nd last year, 57th this year and hopes to finish minimally in the top 30 next year to clinch all-state honors.

Superintendent Tuttle reported on the Human Trafficking event that took place at the Owosso High School, presented by the Michigan State Police. She acknowledged Mr. Phillips, OHS Principal and Mrs. Van Epps, OHS Assistant Principal for organizing the event.

Superintendent Tuttle reported the Food Service Department is preparing for huge audit on Tuesday, November 29th. She acknowledged how great the fleet in the Transportation department looks and what a great job the Buildings and Grounds department is doing in maintaining our aging facilities.

Superintendent Tuttle reported Board members, Cheryl Paez, Sara Keyes and Marlene Webster attended the MASB Leadership Conference professional development.

Superintendent Tuttle reported on various activities that took place throughout the District. At Bryant Elementary, Mrs. Tuma's 5th grade class began an adopt a soldier campaign and kindergarten students in Mrs. Skym's class adopted military men and women at Hell Air Force Base.

At the Middle School, debates were facilitated by Mr. Aue and high school students interested in politics. The Middle School students were given the opportunity to choose a stance and debate who they felt was the best candidate and why. The students handled themselves with respect and dignity. Superintendent Tuttle also gave Mrs. Michalec kudos for organizing the debate.

At Central Elementary Mr. Raffaelli and Mr. Lentz organized a 4th grade Lumberjack breakfast at that included ballroom dancing with Mrs. Napier, entertainment with guitar playing and old fashion games.

At the high school, the VEI trip to Tennessee was a success. There were two teams competing this year and the students did well. Mock elections and registrations took place all over the district. The high school students had voter registration based upon their township. There were retired teachers, Mrs. Bontrager, Mrs. Furr, Mrs. Gooding, Mrs. Napier and Mrs. Optigrove registering students.

The Middle School Volleyball team participated in the Fowlerville Pink Out fundraiser.

District wide, there was Homeland Security training provided to all staff. The training ended with the Gotcha! campaign, giving a Gotcha! card to all staff.

At Lincoln Alternative High School, the students participated in a Day of Respect. The focus of the Day of Respect is to have students participate in exercises to understand what it means to show respect, and be treated in a respectful manner. The students scheduled Gotcha! activities in the community consisting of four groups. One group went to the RESD Learning Center East to help with making crafts, one group went to downtown to help with holiday baskets on the bridge and litter clean-up, another group went to the high school to help Food Service pack Thanksgiving baskets to be distributed in the community and the last group stayed at Lincoln to winterize the gardens, rake and clean-up around the school.

Superintendent Tuttle reported over 270 turkey dinners were distributed districted wide. She also acknowledged Officer Ash for sharing a Thanksgiving story to the 4 Wings, 4-year-old preschool and 3 year-old preschool students at Bentley.

Curriculum Director Dr. Kari Selleck reported on a special CTE Advisory Board event that took place on November 15th. At the special event the CTE Advisory Board provided information about Agriscience and Aviation Aeronautics. There has been good feedback about both programs. Jennifer and Diane Krajcovic were instrumental in organizing approximately 20 representatives from the farming industry including organic farms, the Farmer's Market and farmers from the field to participate in the event. The event was well attended with approximately 60-70 people. Dr. Selleck stated the CTE Advisory Board meetings are required for the CTE certification programs.

Dr. Selleck reported the Robotics Club has a competition in Grand Rapids coming up. Dr. Selleck introduced Robotics Club instructor, Mr. John Hankerd and his son Alex. Mr. Hankerd stated Alex is a good builder and has moved from one team to another. He has been working on two robots for the Grand Rapids competition. Alex described and demonstrated the two robots he is working on for the competition in Grand Rapids. The Robotics Club meets twice a week.

Superintendent Tuttle asked Mr. Hankerd if he was in charge of the Glow Parade. Mr. Hankerd reported there are six to seven individuals in charge of the parade. Superintendent Tuttle gave kudos to Mr. Hankerd for the wonderful event. Mr. Hankerd expressed his gratitude for the Lincoln students who cleaned out the flower beds during the Day of Respect event.

Mr. Hankerd also reported the students have applied for a grant and received a grant for \$1,000 as long as the Robotics Club commits to building two robots. The grant paid for one and the middle school had a team that was not able to use their parts so we are able to use those for the second robot. This entire competition is only going to cost approximately \$200 with the use of the grant, so we are going to be able to compete several times with the robot.

Dr. Selleck pointed out the wings of the airplane in the Media Center that are being built, stating the girls have had the wings out four or five sessions.

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.

Mr. Tom Manke of *Friends and Community Owosso and Shiawassee News and Views* expressed comments on three issues.

First, Mr. Manke expressed his gratitude to all, especially the Administration for taking the initiative and stepping up to the plate regarding Human Trafficking. He stated he attended the meeting and unfortunately, even though it was communicated to students and parents, there was less than thirty parents in attendance. He expressed his disappointment, especially since his story went viral on his Facebook page *Friends and Community Owosso and Shiawassee News and Views* that night. Within 24 hours the story reached 250,000 readers. He also reported as of now, as he just checked his phone, there were 326,865 reads, 5200 shares, 449 comments and 667 likes. He expressed his concerns he had at the Human Trafficking meeting, stating when he asked the Michigan State Police presenting to tell about what is happening in other schools and not just what is happening in Owosso, the response was to him and other media that they were not there to discuss others, only Owosso tonight. Mr. Manke informed the Board he still wrote his story reporting that this is in every school and what he found is that there was no bashing on Owosso. When the story went viral, the census was if they have that in Owosso, we must have it in our own community.

Secondly, Mr. Manke expressed his desire to have an update on the 24 students referenced at the Human Trafficking meeting.

Lastly, Mr. Manke expressed his gratitude for all of the new programs coming up at Owosso, stating he has not seen anything like it in 30 years. He attended the CTE Advisory Board event referenced by Dr. Selleck and the Culinary reading, stating both events were awesome. Mr. Manke referenced students building airplanes and robots and commented that if that does not attract people into the school, he does not know what else will. Thank you for all you do.

For Action

- Moved by Webster, supported by Ochodnicki to approve the October 24, 2016 regular Board meeting minutes, November 14, 2016 Board Workshop minutes, current bills, and financials as presented. Motion carried unanimously.

For Future Action

The Board of Education will be asked to authorize the disposal of the following obsolete material:

Owosso Transportation Department:

- 1996 65 passenger Blue Bird School bus, VIN #1HVBBAAPZTH399116 with 244,417 miles

Owosso High School:

- Drum – used for freshmen band but no longer of use

For Information

Superintendent Tuttle provided the Board of Education with a personnel update: Lana Orrison has accepted the Title Paraprofessional position at Emerson Elementary effective November 11, 2016. Jennifer Hall, Owosso High School Monitor has resigned effective October 28, 2016. Russell Wing, Custodian at Emerson Elementary, has submitted his letter of retirement effective December 31, 2016 after 20 years of service.

Public Participation

Mr. Josh Dewley, teacher at Lincoln Alternative High School invited the Board and others to participate in the Lincoln High School Blood Drive on Friday, December 16th from 10:00 am – 2:30 pm if they were not able to make the NHS Blood Drive on December 6th. Anyone interested in participating may call or email Mr. Dewley. Mr. Dewley also expressed his appreciation to President Jenc for allowing Lincoln students to attend a field trip at Crest Pontoon. He stated it was a great opportunity for the students to get out there and see what is going on.

Mr. Chris Eveleth, introduced himself as the new Mayor of the City of Owosso and thanked everyone for all that they do. Mr. Eveleth reported he is here for any opportunities for the City and the school district to work together. Please give him a call with any questions or concerns.

Board Reports

Janice Opanasenko-Lubkin commented she loved seeing Oklahoma, stating it was very impressive and she is grateful the high school has so much talent and can put on such musicals. Mrs. Opanasenko-Lubkin also enjoyed the different Veteran's Day events, as she went to all of the elementary schools and commented even though they were different, they were all very powerful events. It was great to talk with the Service Men and to see the kids and all of the excitement. It was as a great civic opportunity for the children. Mrs. Opanasenko-Lubkin also commented on how she loved the Band festival at Willman Field, it was very impressive. She reported being sad she missed the Trojan Spectacular, but reported maybe next year and commented on how it can even be seen on Facebook as everyone has their moments posted. Mrs. Opanasenko-Lubkin announced she has enjoyed working with the Board and is looking forward to the December Board meeting.

Mrs. Sara Keyes commented on what retiree Russell Wing brought up about simple hellos. She stated every building she goes into all of the staff are so friendly, kind, always willing to help and smiling. Mr. Sedlar was taped to a wall and she had the opportunity to be there for that. She stated she loved it and the kids also loved it. It means a lot to have staff at each building that are willing to be there for all of the kids. She reported it is great to see at sporting events and at all of the buildings, it always puts a smile on her face. She also reported her children have been passing the Gotcha! kindness around, stating that her daughter, along with her grandma, put scarves around trees at Emerson and left a note to the effect of *I am not lost, if you are cold you can take me home*. She expressed her appreciation on the Gotcha! campaign and how it has the children's mind thinking about kindness even outside of school. Keep up the good work!

Mrs. Shelly Ochodnicky reported the biggest highlight was getting to be at the swim meet at the conference and watching the excitement. She also commented on how loud the Owosso fans and parents were cheering on the girls, which she felt helped them. She stated her daughter had convinced her the green and white team was going to win but the blue and gold team won, stating it was a great season and so much fun to be a part of. Mrs. Ochodnicky also reported she attended one of the debates at the middle school. It was fun listening to the kids, the debates, their closing comments and why they wanted their person. They put a lot of effort and time into it. She also commented on the Trojan Spectacular and how fun it is. Mrs. Ochodnicky reported, it is great to be in the buildings and Veteran's Day is also one of her favorite days of the year, the events are great and she looks forward to that day every year.

Dr. Tuttle thanked Mrs. Ochodnicky for speaking at Emerson Elementary on Veteran's Day.

Mrs. Cheryl Paez reported she attended the Human Trafficking presentation, which was a real eye opener. She stated she has heard members of the community say they wish a presentation would be held at the middle school, so she is glad to hear that is going to happen. Mrs. Paez reported she was grateful to attend the MASB Leadership Conference, stating it is always a great networking opportunity for Board members and hearing what is happening in the world of education.

Mrs. Marlene Webster spoke about her experience at the MASB Leadership Conference. She was able to attend the majority of the conference. The pre-conference session was the conversation with State Superintendent Brian Whiston regarding Michigan being the top 10 in 10; one of the top 10 schools in ten years. Unfortunately, Superintendent Whiston was not able to present because of surgery so he sent other staff. It was really exciting in the beginning and then there was discussion of doing away with some of the formal assessments and coming up with more organic ways to assess students on a day to day basis. There were lots of great ideas, but no idea of how to get it done, which was disappointing. She also reported the emphasis of the conference was supporting all students and focusing on under resourced students. Dr. Ruby Payne, who is a national figure was a key note speaker. I had an opportunity to attend a clinic presented by a judge from the Detroit area, a social worker and school principal from Pontiac. The focus was on how to help students to be successful who are under resourced. One of the items discussed was attendance, which is something Owosso is addressing. The district went from having 45 students to 190 receiving scholarships and from about \$200,000 in scholarships to \$14.4 million in scholarships and 50% of students are attending AP classes. They really had a turnaround in attendance and have a goal for all of their students to have a successful year in year 14 after they graduate so they keep track of how the students have done. Mrs. Webster felt it would be worth reaching out to them. They presented some really creative ideas that Mrs. Webster will be sharing with Superintendent Tuttle. It was a great conference and a lot applied to Owosso. The District is already ahead with real world education and hands on learning.

Upcoming Board Meeting Dates

December 12: Committee of the Whole - 5-7 p.m. OHS Media Center

December 12: Regular Board Meeting, 7 pm

Important Upcoming Dates:

November 29: District 1st & 2nd Graders to St. Paul for Guy Lewis Performance

- November 30: OMS IB Learner/Athlete of the Month Breakfast
 December 1: Dance Concert OHS 7:30 p.m.
 December 2: Bryant Student of the Month 8:00 a.m.
 December 2: Central PTO Family Movie Night Central Gym 6:00 pm/NHS Glow Dance after basketball game
 December 3: Regional Honors Choir @ Flushing/OMS Band Solo and Ensemble
 December 6: NHS Blood Drive
 December 6: Bryant 1st & 2nd Graders to St. Paul for Guy Lewis Performance
 December 6: OMS Band Concert 7:30 p.m.
 December 7: Emerson Holiday Program 7:00 p.m.
 December 8: Band Concert OHS 7:30 p.m.
 December 9: Senior Citizen Holiday Breakfast

Superintendent Evaluation

Motion by Ochodnicki, supported by Webster to move into closed session at 8:01 p.m. for Superintendent Evaluation. Secretary Ochodnicki conducted roll call vote. Ayes: Webster, Paez, Ochodnicki, Jenc, Keyes, Opanasenko-Lubkin. Nays: None motion carried unanimously.

Motion by Opanasenko-Lubkin, supported by Ochodnicki to return to open session at 8:56 p.m. Secretary Ochodnicki conducted roll call vote. Ayes: Webster, Paez, Ochodnicki, Jenc, Keyes, Opanasenko-Lubkin. Nays: None motion carried unanimously.

Adjournment

Moved by Opanasenko-Lubkin supported by Webster to adjourn at 8:57 pm. Motion carried unanimously.

Minutes recorded by Bev White

Respectfully submitted,

Shelly Ochodnicki, Secretary

OWOSSO PUBLIC SCHOOLS
EXPENDITURE REPORT
NOVEMBER 21 - DECEMBER 4, 2016
REPORT 16-41

CHECK RUN ACTIVITY BY FUND

GENERAL FUND	\$114,053.88
SERVICE FUND	\$30,684.66
SINKING FUND	\$2,111.00

CHECK RUN TOTAL	\$146,849.54
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CREDIT CARD ACTIVITY BY FUND (11/05/16 - 12/04/2016)

GENERAL FUND (NOVEMBER ACTIVITY)	\$	23,049.78
SERVICE FUND (NOVEMBER ACTIVITY)	\$	722.33
ORGANIZATIONAL FUND (NOVEMBER ACTIVITY)	\$	224.11

CREDIT CARD TOTAL	\$	23,996.22
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GORDON FOOD SERVICE ACTIVITY (SERVICE FUND)

PAYMENT 11/22/16	\$	9,174.26
PAYMENT 11/30/16	\$	14,199.15
PAYMENT 12/02/16	\$	9,027.53

DIRECT DRAW FROM BANK ACCOUNT	\$	32,400.94
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PAYROLL (#11) 11/25/2016	\$	864,472.94
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PAYROLL TOTAL	\$	864,472.94
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GRAND TOTAL	\$	1,067,719.64
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Check Register for Bank Account ID CHEM1

From 11/21/2016 to 12/04/2016

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
094985	11/22/2016	1	Comp Open	001697 ASCD	HS/VANEPPS/MEMBERSHIP	59.00
094986	11/22/2016	1	Comp Open	007876 CAPSTONE CLASSROOM	BR/COLLISON/BOOKS	975.17
094987	11/22/2016	1	Comp Open	101271 CENTRAL MICHIGAN PAPER COMPANY	BENT/HELVIE/PAPER	256.90
094988	11/22/2016	1	Comp Open	006159 CENTURY LINK COMMUNICATIONS LLC	UTIL/PHONE SVC/OCT 2016	97.48
094989	11/22/2016	1	Comp Open	004175 DATA IMAGE SYSTEMS	EM/NIDEFSKI/PROJECTOR	419.00
094990	11/22/2016	1	Comp Open	004625 HILLSDALE EDUCATION PUBLISHING	BR/COMPTON/MAP	17.95
094991	11/22/2016	1	Comp Open	003396 INT'L BACCALAUREATE NORTH AMER.	HS/LITTLE/DUES	90.00
094992	11/22/2016	1	Comp Open	004730 J. W. PEPPER & SON INC.	HS/NIEUWKOOP/MUSIC	13.85
094993	11/22/2016	1	Comp Open	100685 LITTLE, LANCE	HS/LITTLE/REIMBURSEMENT	168.79
094994	11/22/2016	1	Comp Open	003448 LOCKER ROOM & TROPHY PLACE	HS/COBB/NAME PLATE	18.00
094995	11/22/2016	1	Comp Open	003600 MARSHALL MUSIC COMPANY INC.	OHS/SCHLEGEL/REPAIRS	10.00
094996	11/22/2016	1	Comp Open	007877 OKAPI EDUCATIONAL PUBLISHING INC	BR/COLLISON/BRYANT	1,142.64
094997	11/22/2016	1	Comp Open	004600 OPS FOOD SERVICE FUND	HS/POYNER/SUPPLIES	183.09
094998	11/22/2016	1	Comp Open	004600 OPS FOOD SERVICE FUND	BB/HURLEY/4-WINGS LUNCHESES	435.25
094999	11/22/2016	1	Comp Open	004652 PCMI - WEST	BB STAFF PAYMENT	12,488.79
095000	11/22/2016	1	Comp Open	007024 PROJECT LEAD THE WAY	EM/THORNTON/PLTW KITS	1,735.00
095001	11/22/2016	1	Comp Open	100135 QUILL CORPORATION	CE/KLAPKO/TONER CARTRIDGES	539.80
095002	11/22/2016	1	Comp Open	006432 REALITYWORKS	HS/SCHNEIDER/KITS	2,000.00
095003	11/22/2016	1	Comp Open	101669 REALLY GOOD STUFF	EM/CICALO/DRY ERASE BOARDS	528.65
095004	11/22/2016	1	Comp Open	005420 SCHOOL SPECIALTY INC.	OMS/SAWYER/SUPPLIES	247.97
095005	12/01/2016	1	Comp Open	008146 ART VAN FURNITURE	HS/MEDIA CENTER FURNITURE	4,921.66
095006	12/01/2016	1	Comp Open	002568 BELDING HIGH SCHOOL	ATH/SMITH/12-17 WRESTLING	175.00
095007	12/01/2016	1	Comp Open	003794 BRYANT ELEMENTARY	BR/BROOKS/POSTAGE	48.23
095008	12/01/2016	1	Comp Open	101586 CARMAN-AINSWORTH HIGH SCHOOL	ATH/SMITH/12-10 JV WRESTLI	160.00
095009	12/01/2016	1	Comp Open	004168 CENTRAL MONTCALM HIGH SCHOOL	ATH/SMITH/12-28 WRESTLING	175.00
095010	12/01/2016	1	Comp Open	007465 CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORM RENT	175.50
095011	12/01/2016	1	Comp Open	001050 CITY OF OWOSSO	UTIL/WATER&SEWER	421.90
095012	12/01/2016	1	Comp Open	002201 COE, PAM	HS/COE/MILEAGE	53.46
095013	12/01/2016	1	Comp Open	004065 CONRAD, CHRIS	OPER/CONRAD/MILEAGE	63.94
095014	12/01/2016	1	Comp Open	001202 CONSUMERS ENERGY	UTIL/GAS&ELEC/OCT 2016	34,191.92
095015	12/01/2016	1	Comp Open	005726 CROOKED TREE NURSERY, LLC	OPER/KLAPLO/WINTERIZATION	275.00
095016	12/01/2016	1	Comp Open	001410 DALTON ELEVATOR	OPER/KLAPKO/WELDING SUPPLI	45.00
095017	12/01/2016	1	Comp Open	002966 FRED FERNETTE	OPER/FERNETTE/MILEAGE	31.97
095018	12/01/2016	1	Comp Open	002390 GILBERT'S DO IT BEST HARDWARE	OPER/KLAPKO/SUPPLIES	1,175.69
095019	12/01/2016	1	Comp Open	000070 H. K. ALLEN PAPER COMPANY	OPER/KLAPKO/SUPPLIES	131.00
095020	12/01/2016	1	Comp Open	008145 K & K CHEMICAL	OPER/KLAPKO/PLUMBING SUPP	657.00
095021	12/01/2016	1	Comp Open	102408 LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/CUSTODIAL SUPP	852.86
095022	12/01/2016	1	Comp Open	102344 LINDEN HIGH SCHOOL	ATH/SMITH/12-23 WRESTLING	140.00
095023	12/01/2016	1	Comp Open	003448 LOCKER ROOM & TROPHY PLACE	ADM/WHITE/RETIREMENT AWARD	42.50
095024	12/01/2016	1	Comp Open	007152 LWOA	ATH/SMITH/JV WRESTLING	100.00
095025	12/01/2016	1	Comp Open	001867 MCINTYRE, MELISSA	MS/MCINTYRE/SUPPLIES	78.12
095026	12/01/2016	1	Comp Open	100496 MICHALEC, KAREN	MS/MICHALEC/CONF REIMBURS	68.09
095027	12/01/2016	1	Comp Open	003756 MICHIGAN COMPANY, INC.	OPER/KLAPKO/CUSTODIAL SUPP	157.32
095028	12/01/2016	1	Comp Open	008144 MIDWEST DATA CENTER INC.	ATH/LINTNER/RECORD BOARDS	6,223.99
095029	12/01/2016	1	Comp Open	007158 MOMAR, INCORPORATED	OPER/KLAPKO/BOILER PROTECT	290.00
095030	12/01/2016	1	Comp Open	100925 MOUNT PLEASANT HIGH SCHOOL	ATH/SMITH/1-7 WRESTLING	150.00
095031	12/01/2016	1	Comp Open	004121 NAPA AUTO PARTS	OPER/KLAPKO/HYDRAULIC FLUI	148.32
095032	12/01/2016	1	Comp Open	100001 OFFICE DEPOT INC.	EM/NIDEFSKI/CARD STOCK AND	305.83
095033	12/01/2016	1	Comp Open	008122 OP AQUATICS-LANSING	OPER/KLAPKO/CLEANER PARTS	224.69
095034	12/01/2016	1	Comp Open	004600 OPS FOOD SERVICE FUND	ADM/WHITE/BOARD MEETING	355.28
095035	12/01/2016	1	Comp Open	007851 OREILLY AUTO PARTS	OPER/KLAPKO/VEHICLE MAINT	26.17
095036	12/01/2016	1	Comp Open	101103 OVID-ELSIE AREA SCHOOLS	ATH/SMITH/1-14 WRESTLING	175.00
095037	12/01/2016	1	Comp Open	004650 OWOSSO SAFE & LOCK COMPANY	OPER/KLAPKO/LOCK	6.00
095038	12/01/2016	1	Comp Open	004652 PCMI - WEST	BB/HURLEY/STAFF PAYMENT	15,849.77

Check Register for Bank Account ID CHEM1

From 11/21/2016 to 12/04/2016

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
095039	12/01/2016	1	Comp Open	100135 QUILL CORPORATION	CE/KLAPKO/EXPOS,WHISTLES,E	103.82
095040	12/01/2016	1	Comp Open	007490 SCHAFFERT, KIRSTEN	MS/SCHAFFERT/SUPPLIES	99.76
095041	12/01/2016	1	Comp Open	102443 SCHOLASTIC INC.	BR/BROOKS/SCHOLASTIC NEWS	2,914.10
095042	12/01/2016	1	Comp Open	005420 SCHOOL SPECIALTY INC.	ADM/SMITH/WINDOW ENVELOPES	806.15
095043	12/01/2016	1	Comp Open	006634 SCREENVISION DIRECT	ADM/THOMPSON/ADVERTISING	188.00
095044	12/01/2016	1	Comp Open	005520 SECURITY ALARM COMPANY INC.	OPER/KLAPKO/FIRE ALARM MON	204.00
095045	12/01/2016	1	Comp Open	000693 SEHI COMPUTER PRODUCTS	CE/KLAPKO/BATTERIES	44.00
095046	12/01/2016	1	Comp Open	007484 SHEPHERD HIGH SCHOOL	ATH/SMITH1-28 WRESTLING	150.00
095047	12/01/2016	1	Comp Open	007951 SHIAWASSEE COMM MENTAL HEALTH	MS/BETTS/CONF REGISTRATION	10.00
095048	12/01/2016	1	Comp Open	005625 SHIAWASSEE RESD	HS/CONFERENCE REG	12,458.15
095049	12/01/2016	1	Comp Open	101057 STATE OF MICHIGAN	OPER/KLAPKO/RENEWAL	67.00
095050	12/01/2016	1	Comp Open	005900 STECHSCHULTE GAS & OIL COMPANY	TRANS/DELONG/DIESEL	6,796.00
095051	12/01/2016	1	Comp Open	002948 THOMPSON, JESSICA	ADM/THOMPSON/MILEAGE	63.93
095052	12/01/2016	1	Comp Open	001119 UNITED PARCEL SERVICE	HS/POSTAGE	13.68
095053	12/01/2016	1	Comp Open	006510 VALLEY LUMBER COMPANY	ATH/SMITH/FOOTBALL TOWER	461.75
095054	12/01/2016	1	Comp Open	005194 WILLIAMSTON HIGH SCHOOL	ATH/SMITH/1-21 WRESTLING	350.00
CHECK TOTAL						114,053.88
LESS VOIDS						0.00
GRAND TOTAL						114,053.88

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	70	114,053.88	Computer	70	114,053.88
Cleared			Prepaid		
Void					
Scratch					
TOTAL		70	114,053.88	TOTAL 70 114,053.88	

Check Register for Bank Account ID SERVIC

From 11/21/2016 to 12/04/2016

From Check First to Last

Check#	Date	Run Type Status	Vendor Name	Invoice Description	Amount
006848	11/22/2016	1 Comp Open	004621 AUNT MILLIE'S BAKERIES	FS/PRINCE/FOOD PURCHASE	61.65
006849	11/22/2016	1 Comp Open	007480 BANANA BROTHERS PRODUCE	FS/PRINCE/FOOD PURCHASE	10,602.57
006850	11/22/2016	1 Comp Open	007965 BELLINGAR SPECIALTY MEATS	FS/PRINCE/FOOD PURCHASE	106.55
006851	11/22/2016	1 Comp Open	001995 CENTRAL RESTAURANT PRODUCTS	OHS/PRINCE/EQUIPMENT	3,082.00
006852	11/22/2016	1 Comp Open	003758 COCA-COLA BOTTLING CO OF MICHIGN	FS/PRINCE/FOOD PURCHASE	2,111.04
006853	11/22/2016	1 Comp Open	005058 FD HAYES ELECTRIC CO.	FS/PRINCE/EQUIP REPAIR	682.95
006854	11/22/2016	1 Comp Open	007509 NIXON'S GROCERY	FS/PRINCE/FOOD PURCHASE	656.00
006855	11/22/2016	1 Comp Open	003807 PRAIRIE FARMS DAIRY	FS/PRINCE/FOOD PURCHASE	9,157.14
006856	12/01/2016	1 Comp Open	008134 COMMERCIAL FOOD SYSTEMS INC.	OHS/PRINCE/EQUIPMENT	4,092.00
006857	12/01/2016	1 Comp Open	102408 LANSING SANITARY SUPPLY INC.	FS/KLAPKO/CLEANING SUPPLIE	132.76
CHECK TOTAL					30,684.66
LESS VOIDS					0.00
GRAND TOTAL					30,684.66

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	10	30,684.66	Computer	10	30,684.66
Cleared			Prepaid		
Void					
Scratch					
TOTAL		10	30,684.66	TOTAL 10 30,684.66	

12/02/2016 12:13 pm

Owosso Schools

Page: 1

Check Register for Bank Account ID SF#1

From 11/21/2016 to 12/04/2016

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
600859	11/22/2016	1	Comp Open	001274 SPICER GROUP INC.	SINKING FUND MANAGEMENT	2,111.00
CHECK TOTAL						2,111.00
LESS VOIDS						0.00
GRAND TOTAL						2,111.00

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	1	2,111.00	Computer	1	2,111.00
Cleared			Prepaid		
Void					
Scratch					
TOTAL		1	2,111.00	TOTAL 1 2,111.00	

Date Range: From: 11/05/2016
 To: 12/04/2016

Date Type: Posting Date

Data available starting: 12/02/2013 Search

SEARCH RESULTS

Search Total: (432.61

Page 1 of 1 Page Go

Account Name	Account Number	Transaction Amount	Adjustment Amount	Total Transaction Amount
EMERSON ELEMENTARY	XXXX-XXXX-0517-2354	433.28	0.00	433.2
MIKE GRAHAM	XXXX-XXXX-0530-1557	710.73	0.00	710.7
FRED LAB	XXXX-XXXX-0532-9202	179.25	0.00	179.2
ED VAN STRATE	XXXX-XXXX-0532-9277	450.96	0.00	450.9
LINCOLN HIGH SCHOOL	XXXX-XXXX-0593-9232	232.23	0.00	232.2
BRIGHT BEGINNINGS OFFICE	XXXX-XXXX-1097-9983	481.46	0.00	481.4
OWOSSO SCHOOLS	XXXX-XXXX-1253-3820	722.23	0.00	722.2
CTE CULINARY ARTS	XXXX-XXXX-1311-0891	910.38	0.00	910.3
CTE CONSTRUCTION TRADES	XXXX-XXXX-1311-0933	92.07	0.00	92.0
AL HUYCK	XXXX-XXXX-1323-6431	0.00	0.00	0.0
OWOSSO PUBLIC SCHOOLS	XXXX-XXXX-0002-6361	0.00	(24,428.83)	(24,428.83)
SWIM PROGRAM	XXXX-XXXX-0173-5686	530.57	0.00	530.5
BRYANT ELEMENTARY	XXXX-XXXX-0177-1509	447.92	0.00	447.9
DAN CLARK	XXXX-XXXX-0188-5846	465.21	0.00	465.2
OWOSSO HIGH SCHOOL	XXXX-XXXX-0223-2881	1,792.50	0.00	1,792.5
TECHNOLOGY DEPT	XXXX-XXXX-0270-9854	438.38	0.00	438.3
JOHN QUICK	XXXX-XXXX-0274-4836	343.44	0.00	343.4
OWOSSO MIDDLE SCHOOL	XXXX-XXXX-0316-8175	908.61	0.00	908.6
OPERATIONS DEPT	XXXX-XXXX-0322-6353	4,626.14	0.00	4,626.1
BRIGHT BEGINNINGS	XXXX-XXXX-0352-0722	408.50	0.00	408.5
CENTRAL ELEMENTARY	XXXX-XXXX-0358-7523	655.58	0.00	655.5
DISTRICT TRAVEL	XXXX-XXXX-0372-6121	2,336.30	0.00	2,336.3
OWOSSO HIGH SCHOOL 2	XXXX-XXXX-0969-6765	224.11	0.00	224.1
CENTRAL OFFICE	XXXX-XXXX-1647-6861	6,606.37	0.00	6,606.3

Page 1 of 1 Page Go

Search Total: (432.61

OWOSSO PUBLIC SCHOOLS
BOARD OF EDUCATION
 November 30, 2016
 Report 16-42

Statement of Deposits and Investments
As of 11/30/2016
Unaudited

	General Fund	School Service	Building & Site	Total
Summary of Deposits and Investments				
Cash on hand	\$ 209,182	\$ 473,871	\$ 776,922	\$ 1,459,974
Investments	4,355,000		1,221,542	5,576,543
Total Deposits and Investments	<u>\$ 4,564,182</u>	<u>\$ 473,871</u>	<u>\$ 1,998,464</u>	<u>\$ 7,036,517</u>
 Detail of Deposits and Investments				
Cash on hand	\$ 209,182	\$ 473,094	\$ 776,922	\$ 1,459,197
Petty Cash on hand	-	777	-	
Total Cash on hand	<u>\$ 209,182</u>	<u>\$ 473,871</u>	<u>\$ 776,922</u>	<u>\$ 1,459,974</u>
Chemical Bank Savings Account	\$ 61,282	-	\$ 111,666	\$ 172,948
Mich Class Investment	4,293,719	-	1,109,876	5,403,594
Total Investments	<u>\$ 4,355,000</u>	<u>\$ -</u>	<u>\$ 1,221,542</u>	<u>\$ 5,576,543</u>
Total Deposits and Investments	<u>\$ 4,564,182</u>	<u>\$ 473,871</u>	<u>\$ 1,998,464</u>	<u>\$ 7,036,517</u>

OWOSSO PUBLIC SCHOOLS
BOARD OF EDUCATION
November 30, 2016
Report 16-42

Combined Statement of Revenue, Expenditures, and Fund Balance
General, School Service, and Capital Projects Funds
As of 11/30/2016
Unaudited

	General Fund			School Service Fund			Capital Projects Fund		
	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget
REVENUE									
Local sources	3,317,105	252,498	(3,064,607)	278,052	99,701	(178,351)	1,591,871	7,848	(1,584,023)
State sources	24,209,927	4,576,263	(19,633,664)	56,429	-	(56,429)	-	-	-
Federal sources	1,272,141	187,198	(1,084,943)	1,648,110	416,468	(1,231,642)	-	-	-
Interdistrict sources-RESD	735,493	37,752	(697,741)	-	-	-	-	-	-
Interdistrict sources-transfers in and other sources	120,525	-	(120,525)	-	-	-	-	-	-
Total revenue and other sources	\$ 29,655,191	\$ 5,053,711	\$ (24,601,480)	\$ 1,982,591	\$ 516,169	\$ (1,466,422)	\$ 1,591,871	\$ 7,848	\$ (1,584,023)
EXPENDITURES									
INSTRUCTION									
BASIC PROGRAMS:									
ELEMENTARY	\$ 6,917,907	\$ 1,905,705	(5,012,202)						
MIDDLE SCHOOL	3,660,513	1,003,004	(2,657,509)						
HIGH SCHOOL	3,992,723	1,094,899	(2,897,824)						
ALTERNATIVE EDUCATION	643,071	190,387	(452,684)						
PRESCHOOL	118,835	39,682	(79,153)						
PRESCHOOL (MICHIGAN READINESS) GRANT	176,800	72,851	(103,949)						
TOTAL BASIC PROGRAMS	\$ 15,509,849	\$ 4,306,528	\$ (11,203,321)						
ADDED NEEDS:									
SPECIAL EDUCATION	\$ 3,257,427	\$ 882,176	(2,375,251)						
CHILDCARE PROGRAM	265,842	84,258	(181,584)						
TITLE I GRANT	917,691	247,889	(669,802)						
VOCATIONAL EDUCATION	528,025	154,264	(373,761)						
CTE GRANT									
AT RISK GRANT	1,025,474	242,686	(782,788)						
MISC STATE GRANTS	38,610	37,654	(956)						
TOTAL ADDED NEEDS	\$ 6,033,069	\$ 1,648,927	\$ (4,384,142)						
CONTINUING EDUCATION:									
COMMUNITY EDUCATION	\$ 138,462	\$ 57,849	(80,613)						
TOTAL CONTINUING EDUCATION	\$ 138,462	\$ 57,849	(80,613)						
TOTAL INSTRUCTION	\$ 21,681,380	\$ 6,013,304	\$ (15,668,076)						
SUPPORTING SERVICES:									
PUPIL SERVICES:									
GUIDANCE SERVICES	\$ 463,965	\$ 151,065	(312,900)						
TOTAL PUPIL SERVICES	\$ 463,965	\$ 151,065	(312,900)						
INSTRUCTIONAL STAFF:									
TITLE II, PART A/RURAL EDUCATION GRANT	\$ 320,158	\$ 71,176	(248,982)						
IMPROVEMENT OF INSTRUCTION	255,896	64,756	(191,140)						
MEDIA SERVICES	284,549	78,095	(186,454)						
TOTAL INSTRUCTIONAL STAFF	\$ 840,603	\$ 214,027	(626,576)						
GENERAL ADMINISTRATION:									
BOARD OF EDUCATION	\$ 104,709	\$ 31,554	(73,155)						
EXECUTIVE ADMINISTRATION	314,403	126,303	(188,100)						
HUMAN RESOURCES	213,350	91,350	(121,990)						
TOTAL GENERAL ADMINISTRATION	\$ 632,462	\$ 249,217	(383,245)						
SCHOOL ADMINISTRATION:									
SCHOOL ADMINISTRATION	\$ 2,563,603	\$ 967,721	(1,595,882)						
TOTAL SCHOOL ADMINISTRATION	\$ 2,563,603	\$ 967,721	(1,595,882)						
BUSINESS SERVICES:									

OWOSSO PUBLIC SCHOOLS
 BOARD OF EDUCATION
 November 30, 2016
 Report 16-42

Combined Statement of Revenue, Expenditures, and Fund Balance
 General, School Service, and Capital Project Funds
 As of 11/30/2016
 Unaudited

	General Fund			School Service Fund			Capital Projects Fund					
	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/Used
FISCAL SERVICES	\$ 338,739	\$ 94,970	\$ (243,769)	28%								
TECHNOLOGY MANAGEMENT	\$ 326,175	\$ 105,952	\$ (220,223)	32%								
TOTAL BUSINESS SERVICES	\$ 664,914	\$ 200,922	\$ (463,992)	30%								
OPERATIONS AND MAINTENANCE:												
OPERATIONS AND MAINTENANCE	\$ 2,733,687	\$ 1,020,977	\$ (1,712,710)	37%								
TOTAL OPERATIONS AND MAINTENANCE	\$ 2,733,687	\$ 1,020,977	\$ (1,712,710)	37%								
PUPIL TRANSPORTATION SERVICES:												
PUPIL TRANSPORTATION SERVICES	\$ 849,192	\$ 320,454	\$ (528,738)	38%								
TOTAL PUPIL TRANSPORTATION	\$ 849,192	\$ 320,454	\$ (528,738)	38%								
OTHER SERVICES:												
PAC	\$ 5,874	\$ -	\$ (5,874)	0%								
COMMUNICATION SERVICES	44,308	12,937	(31,371)	29%								
ATHLETICS	425,797	182,037	(243,760)	43%								
PRINTING AND OTHER SUPPORT SERVICES	77,644	30,325	(47,319)	39%								
TOTAL OTHER SERVICES	\$ 553,623	\$ 225,299	\$ (328,324)	41%								
TOTAL SUPPORTING SERVICES	\$ 9,302,049	\$ 3,349,682	\$ (5,952,367)	36%								
OUTGOING TRANSFERS/FUND MODIFICATIONS:												
OTHER	\$ 59,586	\$ 11,813	\$ (47,783)	20%								
TOTAL OUTGOING TRANSFERS/FUND MODIFICATIONS	\$ 59,586	\$ 11,813	\$ (47,783)	20%								
FOOD SERVICE EXPENDITURES												
CAPITAL PROJECT EXPENDITURES												
TOTAL EXPENDITURES	\$ 31,043,025	\$ 9,374,799	\$ (21,668,226)	30%	\$ 2,046,684	\$ 705,286	\$ (1,341,398)	34%	\$ 1,079,623	\$ 456,766	\$ (622,857)	42%
REVENUE OVER or (UNDER) EXPENDITURES	\$ (1,387,834)	\$ (4,321,088)	\$ (2,933,254)		\$ (64,093)	\$ (189,117)	\$ (125,024)		\$ 512,248	\$ (448,918)	\$ (961,166)	
AUDITED FUND BALANCE, JULY 1, 2016	3,784,865	3,784,865	-		468,893	468,893	-		2,447,382	2,447,382	-	
PROJECTED FUND BALANCES - June 30, 2017	2,397,031				404,800				2,959,630			

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
December 12, 2016

Report 16-43

FOR ACTION

Subject:

Declaration of Obsolete Material – School bus and drum

Recommendation

Resolve that the Board of Education authorize the disposal of the following obsolete material:

Owosso Transportation Department:

- 1996 65 passenger Blue Bird School bus, VIN #1HVBBAAPZTH399116 with 244,417 miles

Owosso High School:

- Drum – used for freshmen band but no longer of use

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 material listed has been deemed to be no longer viable for use in the transportation and in the band department.

If the Board declares these items obsolete, the items will be placed up for sale through a closed bid process. The funds garnered, if any, will be returned to the General fund.

Motion

Seconded

Vote – Ayes

Nays

Motion

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
December 12, 2016
Report 16-44

FOR ACTION

Subject:

Evaluation of Superintendent Dr. Andrea Tuttle.

Recommendation

Resolve that the Board of Education adopt the completed year-end evaluation for Superintendent Dr. Andrea Tuttle.

Statement of Purpose/Issue:

Superintendent Tuttle is employed under a three-year contract from July 1, 2016 through June 30, 2019. Each year upon completion of the year-end evaluation of the Superintendent, the Board of Education reviews the Superintendent contract to extend for an additional year based upon the Superintendent's evaluation effectiveness rating.

Facts/Statistics:

The Revised School Code Section 380.1249b and Board Policy 1240 requires the Board of Education to evaluate the Superintendent's job performance annually as part of a comprehensive performance evaluation. The Michigan Association of School Boards (MASB) Superintendent Evaluation instrument shall be used to evaluate the Superintendent. The MASB Superintendent Evaluation instrument has been established as state-approved pursuant to Public Act 173. The Board of Education and Superintendent received training on the MASB Superintendent Evaluation instrument October 10, 2016.

Collectively, the Board of Education completed the evaluation of Superintendent Dr. Andrea Tuttle during closed session November 28, 2016.

Board Policy 1240 and Section 1249b of the Revised School Code provide that if a Superintendent rated highly effective on three (3) consecutive annual year-end evaluations the school district may choose to conduct an evaluation biennially instead of annually. However, if a Superintendent is not rated as highly effective on one of these biennial evaluations, the Superintendent shall again be provided with annual evaluations.

Superintendent Dr. Andrea Tuttle has received highly effective educator effectiveness ratings consecutively 2011-2012 through the 2015-2016 school years.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
December 12, 2016

Report 16-45

FOR FUTURE ACTION

Subject:

Sinking Fund Project Administration

Recommendation:

Resolve that the Board of Education authorize the Superintendent to enter into a contract with Spicer Group for retention of their services for the Sinking Fund Project Administration and professional design services where required for the projects slated for the Summer of 2017.

Rationale:

The District has had a successful relationship with Spicer since 2002. Proposed contract language for the project administration is similar to that of the contract entered into in the previous year.

Facts/Statistics:

The District has identified projects based on a slate of needs and this is reviewed annually by the Board to determine the highest priority projects with the safety of the staff and students being at the forefront of the decision making process. The voters approved a five year sinking fund renewal in November of 2013 which the final collection period will be in December of 2018 for summer of 2019 projects. In order to facilitate some of the projects slated in the plan, the District feels it is necessary to again retain a project manager for those projects based on the following reasons:

- The projects that would fall under the auspices of the project manager are multi-trade projects that require a complex knowledge of the trades involved.
- These projects are time consuming in nature to manage, which would draw District personnel away from other important operational areas.
- The bidding process requires a full knowledge of the players involved including the integrity of the bidders. A project manager would be held accountable for this process as well as the outcome thereby minimizing the risk to the District associated with these projects and the related contracted service.
- Communication is a key activity in carrying out these projects. A project manager will be responsible for communicating to District personnel regarding the progress on these projects as well as meeting budgetary guidelines.
- The purpose of the contract administration will be to monitor progress during the course of construction activities to ensure systems are in compliance with the construction documents. This will provide protection for the District that the projects involved are being done correctly and that the District is acting as a good steward of the taxpayers' funds.
- Most projects that fall within the requirements to qualify for sinking fund use require the services of an architect. Within the availability of services provided by Spicer, architectural services are included. If architectural services are utilized, the individual(s) providing the services will be separate from the ongoing project management. This avenue will be pursued in order to obtain quality architect services while achieving potential cost savings.

Motion

Seconded

Vote – Ayes

Nays

Motion

November 21, 2016

Dr. Andrea Tuttle, Superintendent
Owosso Public Schools
645 Alger Street
Owosso, Michigan 48867

RE: 2017 Sinking Fund Improvements
Owosso Public Schools, Owosso, Michigan

Dr. Tuttle:

This document contains Spicer Group's proposal to you to act as the Owner's Representative and provide Professional Design Services for the Owosso Public School's Facilities Improvement Sinking Fund.

BACKGROUND:

The voters of Owosso Public Schools have entrusted a millage-financed sinking fund in the Board of Education to provide miscellaneous capital improvements at facilities owned by the Owosso Public Schools. Improvements are needed in order to provide the staff and students with a positive physical environment conducive to learning. To attain the most value from these improvements, professional administration of the sinking fund is warranted. Spicer Group has been involved in the 2002 through 2016 sinking fund improvements and we believe this relationship to be of great benefit to both parties. We feel that it is imperative to start the design and permitting of the 2017 improvements as soon as possible to allow the work to be completed over the summer.

SCOPE OF PROFESSIONAL SERVICES:

Spicer's proposed services follow. They are phased as annual segments to reflect the orderly and reasonable progress of the project and, unless directed by you, we will only proceed from one year to the next with your concurrence and approval. This proposal will remain valid for sixty days. In the following narrative, "you" or "your" means Owosso Public Schools and "we" or "our" means Spicer Group, Inc.

1.01 SINKING FUND ADMINISTRATION

- 1.01.1 Meet with you to walk through the facilities. Based upon input from you, we shall coordinate, plan, develop, and detail the master schedule of identified improvements, including confirmation that the projects or portions of a project qualifies for payment out of the sinking fund per State of Michigan guidelines. This schedule, including appropriate cost estimates, will be revised from time-to-time on a semi-annual basis and will be reflective of the perspectives of the school district at large, the subject facility, construction "window" time periods, and budget. We will help you identify projects that will be done in house by the Operations Staff.
- 1.01.2 Update you periodically on the status and progress of each activity related to the sinking fund. This may include verbal reports at your meetings, memos, or information you may want to use for public or press release purposes. The frequency of these updates will be determined by you.
- 1.01.3 Advise and recommend to you any alternatives that may be more cost-efficient, that will achieve the same purpose, and that will add value to the project(s).

2.01 PROCUREMENT SERVICES

- 2.01.1 Upon your approval for construction, assist you in the bidding process for construction services. This will include advertising for bids in appropriate publications, hosting any necessary pre-bid meetings and walk through, coordinating any necessary addenda and assisting you when bids are opened. We will evaluate the low bids with emphasis on the bidder's ability to satisfactorily complete the project within the specified time and the bidder's ability to adequately staff, insure, bond, equip, and finance its efforts. In concert with the architect of record, if applicable, we will prepare letters of recommendation for you regarding approval of the award of the construction contract.
- 2.01.2 It is NOT the intent of the Procurement Services scope to develop and implement more than three (3) sets of bidding and or procurement documents to support the 2017 Sinking Fund.

3.01 PROJECT ADMINISTRATION

- 3.01.1 During each design or construction phase, we will provide general administrative oversight to assure adherence to the contract's scope, budget, and schedule. This will include attendance at necessary pre-design, and post-bid conferences meetings and project team progress meetings at a frequency determined by you.
- 3.01.2 Provide general construction observation oversight, review and recommend any changes to the work; review and recommend approval of progress payments and change orders and provide periodic reports on the financial status of the project budget.
- 3.01.3 Inform and update you as to the progress of the particular project with memos and attendance at your meetings. This will include a weekly project meeting with you during the construction season.

4.01 FIELD SERVICES

- 4.01.1 As needed, if needed, and as approved by you and upon our recommendation we will provide specialized on site construction inspection and material testing services during certain identified segments of the construction project to assure a value and quality construction product and conformance to the approved bidding documents.

5.01 PROFESSIONAL DESIGN SERVICES

- 5.01.1 During the design phase of the project we will meet with School district personnel for input prior to beginning the design.
- 5.01.2 Provide outside field investigation to verify existing conditions in as much as feasible.
- 5.01.3 Prepare plans and specifications for permitting and construction for –
- 5.01.3.1 High School Corridor Ceiling Replacement
- 5.01.3.2 High School Track Resurfacing
- 5.01.3.3 Misc. Site and Drainage Improvements
- 5.01.4 Meet with School District personnel to review project documents and incorporate input from review
- 5.01.5 Submit bidding documents to the State of Michigan for project approval.
- 5.01.6 Review shop drawings submitted by the contractor.

Facilities Improvement Sinking Fund Management for 2017

November 21, 2016

Page 3 of 4

- 5.01.7 At the end of construction provide the School District with record documents of the completed work.
- 5.01.8 Design Professionals responsible for the design will be involved with the construction process as needed to address design related issues.

SERVICES NOT INCLUDED:

We will not be providing any construction services. Professional Environmental Services will need to be obtained once the exact scope of potential abatement is understood.

ADDITIONAL SERVICES:

Additional services related to this project will be furnished by us after you review the scope and authorize the work. Our fee for the additional services will be determined at the time they are agreed to and rendered.

FEE SCHEDULE:

Our proposed fee schedule follows. We will submit monthly invoices to you for our basic professional services, any additional authorized services, and any reimbursable expenses. For each annual segment, our total proposed fee will be an amount equal to the schedule as follows:

- A. Administration – hourly rates not to exceed \$9,500.
- B. Procurement – hourly rates not to exceed \$5,000.
- C. Field Services– hourly rates not to exceed \$55,000.
- D. Professional Design Services – 6.9% of the construction costs (estimated at \$1,040,000) - \$71,760.
- E. Our total estimate fee for basic services for 2017 Sinking Fund - \$141,260.

Upon each annual amendment of this Agreement for subsequent segments, the fee will be negotiated and proposed in a similar fashion reflective of the services you request.

As the fee is hourly, not to exceed, our invoice will be based upon our actual effort and our standard hourly rates.

We have calculated these fees based on our understanding of what you want us to do and what you have told us. Should we approach the amount of the fee for any reason before we are finished with the work, if the scope changes or our understanding was incorrect, we will notify you and discuss with you the option of adjusting the amount of the fee or adjusting the scope of services.

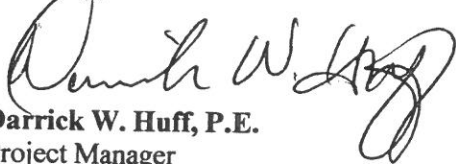
In addition, attached to this letter is a copy of our general conditions for our services which are part of this agreement. Any changes to this agreement must be agreed to by both of us.

If this proposal meets with your approval, please acknowledge this approval with an authorized signature below and return the enclosed copy to us. Upon receipt, we will start our services promptly.

Facilities Improvement Sinking Fund Management for 2017
November 21, 2016
Page 4 of 4

We deeply appreciate your confidence in Spicer Group. We look forward to working with you and for you on this exciting endeavor.

Sincerely,



Darrick W. Huff, P.E.
Project Manager

SPICER GROUP, INC
230 S. Washington Avenue
Saginaw, MI 48607
Phone: (989) 754-4717
Cell: (734) 787-0339
mailto: darrickh@spicergroup.com

Above proposal accepted and approved
by Owner.

OWOSSO PUBLIC SCHOOLS

By: _____
Dr. Andrea Tuttle
Superintendent

Date: _____

cc: SGI File 124059SG2016
John Klapko, Owosso Public Schools
Julie Omer, Owosso Public Schools
KAJ/ACCTG

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GENERAL CONDITIONS ATTACHED TO LETTER AGREEMENT

SECTION 1

1.1 Preamble. This agreement is based upon a mutual obligation of good faith and fair dealing between the parties in its performance and enforcement. Accordingly, the OWNER and the PROFESSIONAL, with a positive commitment to honesty and integrity, agree to the following:

That each will function within the laws and statutes that apply to its duties and responsibilities; that each will assist in the other's performance; that each will avoid hindering the other's performance; that each will work diligently to fulfill its obligations; and that each will cooperate in the common endeavor of the contract.

1.2 Ownership of Instruments of Service. All reports, plans, specifications, computer files, field data, notes and other documents and instruments prepared by the PROFESSIONAL as instruments of service shall remain the property of the PROFESSIONAL. The PROFESSIONAL shall retain all common law, statutory and other reserved rights, including the copyright thereto.

1.3 Covenant not to Hire. OWNER agrees that during the term of this agreement and for a period of one (1) year thereafter that it will not hire for its own employment any person employed by the PROFESSIONAL in the performance of this agreement.

1.4 Standard of Care. Service performed by PROFESSIONAL under this AGREEMENT will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this AGREEMENT, or in any report, opinion, document or otherwise.

1.5 Defects in Service. OWNER and OWNER's personnel, contractors and subcontractors shall upon discovery promptly report to PROFESSIONAL any defects or suspected defects in PROFESSIONAL's work, in order that PROFESSIONAL may take prompt, effective measures which in PROFESSIONAL's opinion will minimize the consequences of a defect in service. PROFESSIONAL shall not be responsible for additional costs due to any tardiness in reporting defects in service.

1.6 Reimbursable Expenses mean the actual expenses incurred by PROFESSIONAL or PROFESSIONAL's independent professional associates or consultants, directly or indirectly in connection with the Project, such as expenses for; transportation and subsistence incidental thereto; obtaining bids or proposals from Contractor(s); providing and maintaining field office facilities including furnishings and utilities; subsistence and transportation of Resident Project Representatives and their assistants; toll telephone calls and courier services; reproduction of reports, drawings, specifications, bidding documents, and similar project-related items; and, if authorized in advance by OWNER, overtime work requiring higher than regular rates.

1.7 Standard Hourly Rates used as a basis for payment mean those rates in effect at the time that the work is performed, for all PROFESSIONAL's personnel engaged directly on the Project, including, but not limited to, architects, engineers, surveyors, designers, planners, drafters, specification writers, estimators, other technical and business personnel. The Standard Hourly Rates include salaries and wages, direct and indirect payroll costs and fringe benefits. The Standard Hourly Rates of personnel of PROFESSIONAL will be adjusted periodically to reflect changes in personnel and in PROFESSIONAL's overall compensation procedures and practices.

1.8 Limitation of Liability. To the fullest extent permitted by law, and not withstanding any other provision of this Agreement, the total liability, in the aggregate, of the PROFESSIONAL and the PROFESSIONAL's officers, directors, partners, employees and subconsultants, and any of them, to the OWNER and anyone claiming by or through the OWNER, for any and all claims, losses, costs or damages, including attorneys' fees and costs and expert-witness fees and costs of any nature whatsoever or claims expenses resulting from or in any way related to the Project or the Agreement from any cause or causes shall not exceed the total compensation received by the PROFESSIONAL under this Agreement, or the total amount of \$100,000.00, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

1.9 Indemnification. The PROFESSIONAL agrees, to the fullest extent permitted by law, to indemnify and hold harmless the OWNER, its officers, directors and employees (collectively, Owner) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the PROFESSIONAL's negligent performance of professional services under this Agreement.

The OWNER agrees, to the fullest extent permitted by law, to indemnify and hold harmless the PROFESSIONAL, its officers, directors, employees and subconsultants (collectively, Professional) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the OWNER's negligent acts in connection with the Project and the acts of its contractors, subcontractors or PROFESSIONAL or anyone for whom the OWNER is legally liable.

Neither the OWNER nor the PROFESSIONAL shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.

1.10 Severability. Any term or provision of this Agreement found to be invalid under any applicable statute or rule of law shall be deemed omitted and the remainder of this Agreement shall remain in full force and effect.

1.11 Survival. Notwithstanding completion or termination of this Agreement for any reason, all rights, duties and obligations of the parties to this Agreement shall survive such completion or termination and remain in full force and effect until fulfilled.

1.12 **Betterment.** If, due to the PROFESSIONAL's negligence, a required item or component of the Project is omitted from the PROFESSIONAL's construction documents, the PROFESSIONAL shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event will the PROFESSIONAL be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

1.13 **Mediation.** In an effort to resolve any conflicts that arise during the design and construction of the Project or following the completion of the Project, the OWNER and the PROFESSIONAL agree that all disputes between them arising out of or relating to the Agreement or the Project shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

The OWNER and the PROFESSIONAL further agree to include a similar mediation provision in all agreements with independent contractors and consultants also to include a similar mediation provision in all agreements with their subcontractors, subconsultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between the parties to all those agreements.

1.14 **Changed Conditions.** If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the PROFESSIONAL are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks or other material terms of this Agreement, the PROFESSIONAL may call for renegotiation of appropriate portions of this Agreement. The PROFESSIONAL shall notify the OWNER of the changed conditions necessitating renegotiation, and the PROFESSIONAL and the OWNER shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions.

1.15 **Hazardous Materials.** Both parties acknowledge that the PROFESSIONAL's scope of services does not include any services related to the presence of any hazardous or toxic materials. In the event the PROFESSIONAL or any other party encounters any hazardous or toxic materials, or should it become known to the PROFESSIONAL that such materials may be present on or about the job site or any adjacent areas that may affect the performance of the PROFESSIONAL's services, the PROFESSIONAL may, at its option and without liability for consequential or any other damages, suspend performance of its services under this Agreement until the OWNER retains appropriate PROFESSIONAL's or contractors to identify and abate or remove the hazardous or toxic materials and warrants that the job site is in full compliance with all applicable laws and regulations.

SECTION 2

2.1 **Assignment.** Neither party to this Agreement shall transfer, sublet or assign any rights under or interest in this Agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party. Subcontracting to subconsultants normally contemplated by the PROFESSIONAL shall not be considered an assignment for purposes of this Agreement.

2.2 **Governing Law & Jurisdiction.** The OWNER and the PROFESSIONAL agree that this Agreement and any legal actions concerning its validity, interpretation and performance shall be governed by the laws of the State of Michigan.

2.3 **Billing and Payment Terms.** *Payment Due:* invoices shall be submitted by the PROFESSIONAL (2nd) are due upon presentation and shall be considered past due if not paid within thirty (30) calendar days of the due date. *Interest:* If payment in full is not received by the PROFESSIONAL within thirty (30) calendar days of the due date, invoices shall bear interest at one-and one-half (1.5) percent of the PAST DUE amount per month, which shall be calculated from the invoice due date. Payment thereafter shall first be applied to accrued interest and then to the unpaid principal.

2.4 **Suspension of Services.** If the OWNER fails to make payments when due or otherwise is in breach of this Agreement, the PROFESSIONAL may suspend performance of service upon ten (10) calendar days' notice to the OWNER. The PROFESSIONAL shall have no liability whatsoever to the OWNER for any costs or damages as a result of such suspension caused by any breach of this Agreement by the OWNER. Upon payment in full by the OWNER the PROFESSIONAL shall resume services under this Agreement, and the time scheduled and compensation shall be equitably adjusted to compensate for the period of suspension plus any other reasonable time and expenses necessary for the PROFESSIONAL to resume performance. *Termination of Services:* If the OWNER fails to make payment to the PROFESSIONAL in accordance with the payment terms herein, this shall constitute a material breach of this Agreement and shall be cause for termination of this Agreement by the PROFESSIONAL. *Set-off, Backcharges, Discounts:* Payment of invoices shall not be subject to any discounts or set-offs by the OWNER unless agreed to in writing by the PROFESSIONAL. Payment to the PROFESSIONAL for services rendered and expenses incurred shall be due and payable regardless of any subsequent suspension or termination of this Agreement by either party.

2.5 **Collection of Costs.** In the event legal action is necessary to enforce the payment terms of this Agreement, the PROFESSIONAL shall be entitled to collect from the OWNER any judgement or settlement sums due, plus reasonable attorneys' fees, court costs and other expenses incurred by the PROFESSIONAL in connection therewith and, in addition, the reasonable value of the PROFESSIONAL's time and expenses spent in connection with such collection action, computed according to the PROFESSIONAL's prevailing fee schedule and expense policies.

2.6 **Delays.** The OWNER agrees that the PROFESSIONAL is not responsible for damages arising directly or indirectly from any delays for causes beyond the PROFESSIONAL's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters; fires, riots, war or other emergencies or acts of God; failure of any government agency to act in timely manner; failure of performance by the OWNER or the OWNER's contractors or consultants; or discovery of any hazardous substances or differing site conditions.

In addition, if the delays resulting from any such causes increase the cost or time required by the PROFESSIONAL to perform its services in an orderly and efficient manner, the PROFESSIONAL shall be entitled to an equitable adjustment in schedule and/or compensation.

2.7 Delivery and Use of Electronic Files. In accepting and utilizing any drawings, reports and data on any form of electronic media generated and furnished by the PROFESSIONAL, the OWNER agrees that all such electronic files are instruments of service of the PROFESSIONAL, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights.

The OWNER agrees not to reuse these electronic files, in whole or in part, for any purpose other than for the Project. The OWNER agrees not to transfer these electronic files to others without the prior written consent of the PROFESSIONAL. The OWNER further agrees to waive all claims against the PROFESSIONAL resulting in any way from any unauthorized changes to or reuse of the electronic files for any other project by anyone other than the PROFESSIONAL.

The OWNER and the PROFESSIONAL agree that any electronic files furnished by either party shall conform to the original specifications. Any changes to the original electronic specifications by either the OWNER or the PROFESSIONAL are subject to review and acceptance by the other party. Additional services by the PROFESSIONAL made necessary by changes to the electronic file specifications shall be compensated for as Additional Services.

Electronic files furnished by either party shall be subject to an acceptance period of fourteen (14) days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files.

The OWNER is aware that differences may exist between the electronic files delivered and the printed hard-copy construction documents. In the event of a conflict between the signed construction documents prepared by the PROFESSIONAL and electronic files, the signed or sealed hard-copy construction documents shall govern.

In addition, the OWNER agrees, to the fullest extent permitted by law, to indemnify and hold harmless the PROFESSIONAL, its officers, directors, employees and subconsultants (collectively, Professional) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, arising from any changes made by anyone other than the PROFESSIONAL or from any reuse of the electronic files without the prior written consent of the PROFESSIONAL.

Under no circumstances shall delivery of electronic files for use by the OWNER be deemed a sale by the PROFESSIONAL, and the PROFESSIONAL makes no warranties, either expressed or implied, or merchantability and fitness for any particular purpose. In no event shall the PROFESSIONAL be liable for indirect or consequential damages as a result of the OWNER's use or reuse of the electronic files.

2.8 Opinions of Probable Construction Costs. In providing opinions of probable construction cost, the OWNER understands that the PROFESSIONAL has no control over the cost or availability of labor, equipment or materials, or over market conditions or the Contractor's method of pricing, and that the PROFESSIONAL's opinions of probable construction costs are

made on the basis of the PROFESSIONAL's judgement and experience. The PROFESSIONAL makes no warranty, express or implied that the bids or the negotiated cost of the Work will not vary from the PROFESSIONAL's opinion of probable construction costs.

SECTION 3

3.1 Design Without Construction Administration. Unless Authorized, it is understood and agreed that the PROFESSIONAL's Basic Services under this Agreement do not include project observation or review of the Contractor's performance or any other construction phase services, and that such services will be provided for by the OWNER. The OWNER assumes all responsibility for interpretation of the Contract Documents and for construction observation and the OWNER waives any claims against the PROFESSIONAL that may be in any way connected thereto.

3.2 Verification of Existing Conditions. Inasmuch as the remodeling and/or rehabilitation of the existing structures requires that certain assumptions be made by the PROFESSIONAL regarding existing conditions, and because some of these assumptions may not be verifiable without the OWNER's expending substantial sums of money or destroying otherwise adequate or serviceable portions of the structure, the OWNER agrees to bear all costs, losses and expenses, including the cost of the PROFESSIONAL's Additional Services, arising from the discovery of concealed or unknown conditions in the existing structure.

3.3 Jobsite Safety. Neither the professional activities of the PROFESSIONAL, nor the presence of the PROFESSIONAL or its employees and subconsultants at a construction/project site, shall relieve the General Contractor of its obligations, duties and responsibilities including, but not limited to, construction means, methods sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies, the PROFESSIONAL and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The OWNER agrees that the General Contractor shall be solely responsible for jobsite safety, and warrants that this intent shall be carried out in the OWNER's contract with the General Contractor. The OWNER also agrees that the OWNER, the PROFESSIONAL and the PROFESSIONAL's subconsultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.

3.4 Construction Observation. The PROFESSIONAL shall visit the site if authorized at intervals appropriate to the stage of construction, or as otherwise agreed to in writing by the OWNER and the PROFESSIONAL, in order to observe the progress and quality of the Work completed by the Contractor. Such visits and observation are not intended to be an exhaustive check or a detailed inspection of the Contractor's work but rather are to allow the PROFESSIONAL, as an experienced professional, to become generally familiar with the Work in progress and to determine, in general, if the Work is proceeding in accordance with the Contract Documents.

Based on this general observation, the PROFESSIONAL shall keep the OWNER informed about the progress of the Work and shall endeavor to guard the OWNER against deficiencies in the work.

If the OWNER desires more extensive project observation or full-time project representation, the OWNER shall request that such services be provided by the PROFESSIONAL as Additional Services in accordance with the terms of this Agreement. The PROFESSIONAL shall not supervise, direct or have control over the Contractor's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the contractor in accordance with the Contract Documents.

The PROFESSIONAL shall not be responsible for any acts or omissions of the contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The PROFESSIONAL does not guarantee the performance of the Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

3.5 Pre-Engineered Buildings. The OWNER acknowledges that it has requested the PROFESSIONAL to specify a pre-engineered building. The OWNER further acknowledges that the PROFESSIONAL will not engineer, design, manufacture, assemble or erect said building and is not responsible in any way for defects or deficiencies in the building. Therefore, the OWNER waives all claims against the PROFESSIONAL arising in any way from the specification of the building or for any defects, deficiencies, errors or omissions in the design, fabrication or erection of the building.

3.6 Client Requested Substitutions. Upon request by the OWNER, the PROFESSIONAL shall evaluate and make recommendations regarding substitutions of materials, products or equipment proposed by the OWNER's consultants or contractors. The PROFESSIONAL shall be compensated for these services, as well as any services required to modify and coordinate the construction documents prepared by the PROFESSIONAL with those of the PROFESSIONAL's subconsultants and the OWNER's consultants, as Additional Services. The PROFESSIONAL also shall be entitled to an adjustment in schedule caused by this additional effort.

3.7 Record Drawings. If authorized by the Agreement, upon completion of the Work, the PROFESSIONAL shall compile for and deliver to the OWNER a reproducible set of Record Documents based upon the marked-up record drawings, addenda, change orders and other data furnished by the Contractor. These Record documents will show significant changes made during construction. Because these Record Documents are based on unverified information provided by other parties, which the PROFESSIONAL shall assume will be reliable, the PROFESSIONAL cannot and does not warrant their accuracy.

3.8 Certifications, Guarantees and Warranties. The PROFESSIONAL shall not be required to sign any documents, no matter by whom requested, that would result in the PROFESSIONAL's having to certify, guarantee or warrant the existence of conditions whose existence the PROFESSIONAL cannot ascertain. The OWNER also agrees not to make resolution of any dispute with the PROFESSIONAL or payment of any amount due to the PROFESSIONAL in any way contingent upon the PROFESSIONAL's signing any such certification.

3.9 Contingency Fund. The OWNER and the PROFESSIONAL agree that certain increased cost and changes may be required because of possible omissions, ambiguities or inconsistencies in the drawings and specifications prepared by the PROFESSIONAL and, therefore, that the final construction cost of the Project may exceed the estimated construction cost. The OWNER agrees to set aside a reserve in the amount of 10 percent of the Project construction costs as a contingency to be used, as required, to pay for any such increased costs and changes. The OWNER further agrees to make no claim by way of direct or third-party action against the PROFESSIONAL or its subconsultants with respect to any increased costs within the contingency because of such changes or because of any claims made by the Contractor relating to such changes.

3.10 Code Compliance. The PROFESSIONAL shall put forth reasonable professional effort to comply with applicable laws, codes and regulations in effect as of the date of (*submission to building authorities*). Design changes made necessary by newly enacted laws, codes and regulations after this date shall entitle the PROFESSIONAL to a reasonable adjustment in the schedule and additional compensation in accordance with the Additional Services provisions of this Agreement.

3.11 Permits and Approvals. The PROFESSIONAL shall assist the OWNER in applying for those permits and approvals normally required by law for projects similar to the one for which the PROFESSIONAL's services are being engaged. This assistance shall consist of completing and submitting forms to the appropriate regulatory agencies having jurisdiction over the construction documents, and other services normally provided by the PROFESSIONAL and included in the scope of Basic Services of this Agreement.

3.12 Right of Entry. OWNER shall provide for PROFESSIONAL's right to enter from time to time property owned by OWNER and/or other(s) in order for PROFESSIONAL to fulfill the scope of services indicated hereunder. OWNER understands that use of testing or other equipment may unavoidably cause some damage, the correction of which is not part of this AGREEMENT.

These General Conditions shall be attached to and made part of the Agreement between Spicer Group, Inc. (PROFESSIONAL) and the Owner.

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
December 12, 2016

Report 16-46

FOR FUTURE ACTION

Subject:

VE Great Lakes Trade Show, Rosemont, IL – Out-of-State Student Travel

Recommendation:

Resolve that the Board of Education approve the out-of-state travel by Owosso High School students to attend and compete in the VE Great Lakes Trade Show, February 2-4, 2017.

Rationale:

Second-year entrepreneurship students are enrolled in our Entrepreneurship and Innovation class, in which the students form, plan and manage a virtual business. Owosso High School was the first high school in Michigan to join the Virtual Enterprises, International (VE) program through which students transact virtual business with thousands of students both in the United States and 17 foreign countries. The VE program includes on-line curriculum where students work in various departments completing all the functions necessary to successfully operate a profitable business.

This trade show brings together more than 700 students in a real world trade show setting, where each virtual company sets up their own booth and makes sales presentations to all visitors. In addition to the actual trade show where salesmanship and booth design are evaluated by industry professionals, students will also compete in other business-related events such as brochure design, business card design, video commercial production, newsletter production, impact marketing and website design. We will be traveling with students from Grand Blanc, Fenton and Davison High Schools in a tour bus. Both VE classes will be earning money through various fund raisers to keep the cost per student under \$300 for travel, 2 nights lodging and meals. Students will be expected to pay for their own lunch and any shopping costs.

Statement of Purpose:

These trade shows provide the real world opportunity for our students to openly compete for business. The entire experience will provide multiple opportunities for competition, networking, problem-solving, sales promotion and public speaking for each individual involved. Teamwork, personal responsibility and goal-setting will also be required. By virtue of these activities, each student will gain valuable experience that should foster a growth in self-confidence and poise under pressure. The networking with students from all parts of the Midwest will also provide a real world study of different cultures and racial diversity.

Facts/Statistics:

The cost of the trip will be covered by each individual student, along with funds earned by the VEI classes through fund raisers.

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
December 12, 2016
Report 16-47

FOR FUTURE ACTION

Subject:

Out-of-state Student Travel – OHS 2017 Choral experience in New York, NY

Recommendation:

Resolve that the Board of Education approve the out-of-state travel for Owosso High School Choir students and teacher Jessica Nieuwkoop on a trip to New York City, New York March 31-April 3

Rationale:

Ms. Nieuwkoop and approximately 55 OHS 9th – 12th grade students will travel by Charter Bus for a vocal music experience in New York City. Students will be accompanied by Ms. Nieuwkoop and chaperones composed of OPS Staff & Parents. This is an enhancement to the Vocal Music curriculum and a unique opportunity to engage with professional performers.

Statement of Purpose:

The purpose of this trip is to provide our students with a global choral experience outside of the classroom. Students will be provided the opportunity to view a professional performance and see many of the skills that we use in class daily in action. Students will also have the opportunity to work with a profession director and choreographer including one of the performers from the musical they will be seeing. Students will be able to engage in a question and answer sessions with individuals involved in all aspects of professional theater including pit performer, costumer, back stage hand and a swing (understudy) performer. Students will also have the opportunity to visit Ellis Island, Liberty Island, One World Trade Center, Ground Zero and Times Square.

Facts/Statistics:

This trip is sponsored by Owosso High School Vocal Music department. Students and Chaperones are responsible for all of the cost. Chaperones and students will leave for the trip at 6:00 AM on March 31, 2017. Students will return home on April 3 around 12:00 PM. Two parent meetings will take place before students go on the trip. Bob Rogers Travel is our trips organizer.

Motion

Seconded

Vote – Ayes

Nays

Motion



Bob Rogers Travel

Making Moments That Matter

**PREPARED FOR THE: OWOSSO HIGH SCHOOL CHOIR
UNDER THE DIRECTION OF: MRS. JESSICA A. NIEUWKOOP
DESTINATION: NEW YORK, NEW YORK
TOUR DATES: MARCH 31 – APRIL 3, 2017**

ITINERARY AS OF JUNE 6, 2016

JEFF MCLAIN, SALES CONSULTANT ~ JENNIFER SHIPLET, TRIP COORDINATOR

ALL TOUR INCLUSIONS ARE SUBJECT TO AVAILABILITY AND CHANGE

FRIDAY, MARCH 31ST

Meals Included Today: **None / all meals en-route are on your own**

- 6:00 AM Your privately chartered motor coach arrives for loading at:
Owosso High School
765 East North Street
Owosso, MI 48867
- 7:00 AM Coach departs for the **BIG APPLE!**
🎵 The estimated driving distance is 680 miles; the calculated drive time is approximately 12 hours without stops. 2 hours of additional time has been factored into your travel for driver changes, rest & meal stops and traffic delays. **Your route will not take you through Canada.** Dinner stop en-route at your own expense.
- 9:00 PM Arrive in New Jersey at your hotel, the **Hilton Meadowlands**. Upon your arrival you'll secure your luggage and check-in to your rooms.
- Your Professional Bob Rogers Travel Tour Director will meet you here and accompany your group throughout your tour.

One privately hired security guard on duty at your hotel from 10:30 PM - 5:30 AM

SATURDAY, APRIL 1ST

Meals Included Today: **Breakfast, Lunch and Dinner**

- 7:00 AM Enjoy an **American breakfast buffet** at your hotel this morning.
- 8:15 AM Board the coach and transfer to **Liberty State Park / Statue Cruises Terminal**.



Bob Rogers Travel

Making Moments That Matter

SATURDAY, APRIL 1ST CONTINUED

- 9:00 AM Board the ferry for **Ellis Island and Liberty Island**. Visit this monument to freedom and the surrounding area of Liberty Island as well as the immigration Museum. You will proceed through airport-type security to go on the ferry to the islands. Please refrain from carrying large bags or metal objects to expedite going through security, and leave any sharp objects (pocket knives, etc.) on the bus.
- You'll have a **NYC deli boxed lunch** delivered this afternoon for lunch.
- 1:00 PM Approximate arrival time to **Battery Park**. Your group will walk to the 9/11 Memorial.
- 1:30 PM Arrive at the **National September 11 Memorial**. The National September 11 Memorial is a tribute of remembrance and honor to the nearly 3,000 people killed in the terror attacks of September 11, 2001 at the World Trade Center site, near Shanksville, Pa., and at the Pentagon, as well as the six people killed in the World Trade Center bombing in February 1993. The Memorial's twin reflecting pools are each nearly an acre in size and feature the largest manmade waterfalls in North America. The pools sit within the footprints where the Twin Towers once stood. **Bob Rogers Travel** is a **Charter Member and Memorial Builder** for the **National September 11 Memorial**.
- 2:00 PM Visit the **9/11 Memorial Museum**. The 9/11 Memorial Museum is an educational and historical institution honoring the victims and examining 9/11 and its continued global significance.
- 3:30 PM Walk to the One World Tower.
- 4:00 PM Ascend to the **One World Observatory**. Start by ascending to the top of the tallest building in the Western Hemisphere in less than 60 seconds. Once you've arrived to the top experience three levels of innovation and inspiration, then look towards the horizon and feel the city's invincible spirit.
- 5:00 PM Board the coach and transfer to dinner.
- 6:00 PM Arrive for dinner at the **Crossroads American Kitchen**. A vibrant Times Square restaurant and lounge. Dine in a dramatic atrium setting, with a spectacular 21-foot mirrored spiral bar.
- 7:00 PM Walk to the **theatre** for your Broadway Show.
- 8:00 PM **Curtain rises on your Broadway Musical!** (PLEASE NOTE, YOUR SHOW IS STILL TBD, ALL SHOWS ARE SUBJECT TO AVAILABILITY AND \$100 HAS BEEN BUDGETED FOR YOUR TICKETS)



Bob Rogers Travel

Making Moments That Matter

SATURDAY, APRIL 1ST CONTINUED

11:00 PM Board the coach and transfer to your hotel.

One privately hired security guard on duty at your hotel from 10:30 PM - 5:30 AM

SUNDAY, APRIL 2ND

Meals Included Today: **Breakfast and Dinner**

- 7:30 AM Enjoy an **American breakfast buffet** at your hotel this morning.
- 8:30 AM Check-out of your rooms and load the coach from Michigan. **PLEASE DON'T LEAVE ANY PERSONAL ITEMS ON THIS COACH THAT YOU'LL NEED FOR TODAY AS YOUR DRIVER WILL REMAIN AT THE HOTEL FOR REQUIRED DOWNTIME.**
- 9:00 AM Board your locally hired coach (with ACADEMY BUS) and transfer to and transfer to your **Broadway Workshop**. (PLEASE NOTE, YOUR BROADWAY WORKSHOP IS STILL TBD AND SUBJECT TO AVAILABILITY, TIMES AND STUDIO LOCATION WILL BE DETERMINED AT A LATER DATE)
- 10:30 AM Your **Making Music Workshop begins. GREAT FOR CHOIRS!** Participants will learn techniques of vocal dynamics and acting through song while working with a musical director on a piece of Broadway music. Explore the art of marrying music and drama to effectively achieve great emotional impact. Then the group has the opportunity to perform the piece they just learned with a Broadway guest performer, followed by a question-and-answer session.
- 12:30 PM Transfer (walk or NYC Subway, depending on studio location) to the **Times Square** area. Time Square is located at the intersection of Broadway and Seventh Avenue, stretching from West 42nd to West 47th Streets. Times Square is known as the "The Crossroads of the World" and the "The Great White Way" which is the brightly illuminated theatre district.
- Lunch will be at your own expense this afternoon.
- 5:30 PM Board the coach at a predetermined location arranged by your Tour Director and transfer to **Chelsea Piers**.
- 6:30 PM **Boarding begins on Spirit Cruises.**



Bob Rogers Travel

Making Moments That Matter

SUNDAY, APRIL 2ND CONTINUED

7:00 PM Set sail for your **Dinner / DJ Dance Harbor Cruise**. The best sights of New York are from the water and the Spirit of New York will deliver all of New York Harbors to your tableside. Get up-close to the Statue of Liberty. Cruise under the breath-taking Brooklyn Bridge. Admire the South Street Seaport and the Financial District. No other place in New York will show you the city like this.

10:00 PM Upon your return to the docks you'll board the coach for your return trip home.

MONDAY, APRIL 3RD

Meals Included Today: **None / all meals en-route are at your own expense**

12:00 PM Approximate arrival time to **Owosso High School**.

WELCOME HOME AND THANK YOU FOR TRAVELING WITH BOB ROGERS TRAVEL. WE HOPE YOU HAVE MADE MANY SPECIAL MEMORIES!

**OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
December 12, 2016**

Report 16-48

FOR INFORMATION

Subject:
Personnel Update

Accepted Positions

Dena Church has accepted the 2.5-hour Food Service Worker position at Bryant Elementary.

Jeanne Pahl has accepted the 3.25-hour Food Service Worker position at Bryant Elementary.

Resignations

Kim Fauth-Newberry has resigned her 3.25-hour Food Service Worker position at Bryant Elementary but will continue to sub as a food service worker as needed.