



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** 2-26-2024  
**Resolution No.** 15  
**Department:** Employee Services

**Topic:** Personnel Update

**Recommendation:** Move to approve employee staff hire dates as stated on the Employee Services Worksheet.

**Rationale:** The Board of Education shall approve the hiring of staff.  
  
The Board will be notified of leaves, transfers and other personnel changes that don't require formal approval.

**Resource Person(s):** Julia Butler, Executive Director of Employee Services

**Financial Impact:** To be included in the 2023-2024 Budget Update

**Timeline:** As indicated on the Employee Services Worksheet.  
(Effective Date or implementation Date)

**Attachments:** Employee Services Worksheet

**Employee Services Worksheet  
Volume # 57, Resolution #15  
For February 26, 2024**

**Instructional / Administrative**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Replaces</b>

<b>Separation or Non-Medical Leave of Absence</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Reason</b>

**Non-Instructional**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Replacement/Promotion</b>
Eagle, Rebecca	Lead Caregiver	Croswell	02/05/2024	Megan Muxlow
Radulski, Michelle	Bus Driver	Transportation	02/05/2024	Bonnie Leeper

<b>Separation or Non-Medical Leave of Absence</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Reason</b>
Rizo, Patricia	Cook	RHS	04/26/2024	Retirement
Simons, Susan	Bus Driver	Transportation	02/26/2024	Retirement



## Board of Education - Resolution

**Year - Volume No.** 2024-57  
**Meeting Date:** February 26, 2024  
**Resolution No.** 16  
**Department:** Academic Services

**Topic:** Professional Development Advisory Committee Members

**Recommendation:** Appoint members to the District Professional Development Advisory Committee. The Committee shall consist of the following members:

*RCS Staff: Katelyn Venglar, Sarah Bigelow, Leah Giannotta, Haley Kelso, Ron LeBlanc, Jennifer Raicevich, Natalie Regener, Amanda Rocha, Danielle Roeser, Kim Ruhlman, Patrick Salembier, Hope Beringer, Evva Dossin, Paul Essian, Brad Martz, Amber Fountain, Mary Selden, Lisa Wujczyk (alternate), Rob Murray, and Jennifer McFarlane. Parents: Linda Kosal, Brielle Cichocki, and Joanna Serra*

**Rationale:** Effective October 1, 2019, Section 101 (10) of the State School Aid Act, MCL 388.1701(10), adopted by the state legislature, was amended to include new provisions. According to the new law, a district may count up to 38 hours of qualifying professional development time for teachers as hours of pupil instruction. A district-wide professional development advisory committee appointed by the district school board recommends at least 8 hours of the professional development. The advisory committee must be composed of teachers employed by the district who represent a variety of grades and subject matter specializations, including special education; non teaching staff; parents; and administrators. The majority membership of the committee shall be composed of teaching staff.

**Resource Person(s):** Jennifer McFarlane, Assistant Superintendent Academic Services

**Financial Impact:** None

**Timeline:** Upon Approval  
(Effective Date or implementation Date)

**Attachments:** None



## Board of Education - *Resolution*

**Year - Volume No.** 2024-57  
**Meeting Date:** February 26, 2024  
**Resolution No.** 17  
**Department:** Academic Services

**Topic:** Romeo Middle School and Romeo High School Course Guidebooks

**Recommendation:** Approval of the Romeo Middle School and Romeo High School Course guidebooks for the 2024-2025 school year

**Rationale:** The guidebooks have been updated with new information. The new guidebooks apply to grades 6-8 for Romeo Middle School and grades 9-12 for Romeo High School and align with our Board of Education policies

**Resource Person(s):** Jennifer McFarlane, Assistant Superintendent Academic Services

**Financial Impact:** None

**Timeline:** 2024-2025 school year  
(Effective Date or implementation Date)

**Attachments:** [6th Grade](#)  
[7th Grade](#)  
[8th Grade](#)  
[RHS Course Guidebook](#)



## Board of Education - *Resolution*

Year-Volume No. 2024-57  
Meeting Date: February 26, 2024  
Resolution No. 18  
Department: Technology

**Topic:** 2024 Group 2 Building Construction/Renovations Technology Upgrades

**Recommendation:** Move to award Digital Age Technologies bid response for technology upgrades

**Rationale:** The construction projects beginning in April 2024 and continuing throughout the year will require removal and reinstallation of existing technology, in addition to new technology for classroom additions. This project will include construction and renovation at Amanda Moore, Hevel, Washington, and the Administration building.

**Resource Person(s):** Mark Nelson, Executive Director of Technology

**Financial Impact:** \$196, 105.00 Funding Source: 2021 Facilities Bond

**Timeline:** Approximate start date April 2024 in conjunction with construction and renovation schedule  
(Effective Date or implementation Date)

**Attachments:** IDS Letter of Recommendation.PDF



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** February 26, 2024  
**Resolution No.** 19  
**Department:** Facilities

**Topic:** 2024 Summer Roofing Projects

**Recommendation:** Approve the recommendation to award the RHS/AME roofing package to Royal Roofing Company Inc.

**Rationale:** Bids were solicited for roofing projects that include roof section replacements to the following district buildings. Romeo High School DEM Academy and Amanda Moore Gymnasium. All bids were vetted through the post bid interview process.

**Resource Person(s):** Chris Storm, Director of Operations, Vicki Laseke, Executive Director of Business Services and Todd Robinson, Superintendent

**Financial Impact:** \$428,250.00 Sinking Fund

**Timeline:** Implementation in Summer of 2024  
(Effective Date or implementation Date)

**Attachments:** Recommendation letter from Tremco  
Bid Tabulations



## Board of Education - Resolution

Year-Volume No. 2024-57  
Meeting Date: February 26, 2024  
Resolution No. 20  
Department: Facilities

**Topic:** Elementary Furniture Replacement-Phase II

**Recommendation:** Move to approve the elementary Phase II furniture proposal as recommended by district administration and district consultants, NBS Commercial Interiors. *Proposal includes; General education, special education, and Y5 rooms at Hamilton-Parsons and Indian Hills and specials area classrooms at Amanda Moore, Hevel, and Washington.*

**Rationale:** Mr. Murray, Executive Director of Teaching and Learning has led a representative group of classroom teachers in a process to determine furniture replacement for general education, special education, young fives, and special area classrooms in all 5 of our elementary buildings as outlined in the 2021 Bond.

The proposal and quotes outlined by NBS detail the recommendations of the committee. The proposal was presented and discussed in detail with the Facilities Subcommittee on 2.21.24.

These quotes are bid through state approved consortiums with additional discounted pricing from specific vendors as negotiated by NBS on behalf of the district.

**Resource Person(s):** Rob Murray, Director of Teaching and Learning  
Chris Storm, Director of Operations

**Financial Impact:** 2021 Facilities Bond - \$912,226.08

**Timeline:** This is Phase II of this project, which will be concluding in the fall of 2024.  
(Effective Date or implementation Date)

**Attachments:** Site drawings  
Financial breakdown and budget



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** February 26, 2024  
**Resolution No.** 21  
**Department:** Business Services

**Topic:** 2023-24 General Fund Budget Amendment

**Recommendation:** Move to approve the Amended Budget Recommendations as presented in the attached documentation.

**Rationale:** Amendments to the General Fund Budget are necessary to keep the Board of Education updated regarding the financial status of the District, including adjusted revenues, expenditures and the anticipated fund balance.

**Resource Person(s):** Vicki Laseke, Executive Director of Business Services

**Financial Impact:** The financial impact of the General Fund Budget amendment is reflected in the projected fund balance. See attached Summary of General Fund Appropriations for the 2023-2024 Fiscal Year.

**Timeline:** February 27, 2024 upon approval  
(Effective Date or implementation Date)

**Romeo Community Schools  
General Fund Budget  
For the Fiscal Years Ending June 30  
Updated 02/26/2024**

Item	2022-2023 Actual	2023-2024 Original	2023-2024 Amended
<b>Revenues</b>			
Local	\$9,772,506	\$9,646,394	\$10,758,366
State	\$55,822,546	\$56,688,046	\$57,058,537
Federal	\$4,754,670	\$6,827,238	\$4,669,413
Incoming Transfers/Other	\$3,683,732	\$3,800,153	\$3,651,699
<b>Total Revenues</b>	<b>\$74,033,453</b>	<b>\$76,961,831</b>	<b>\$76,138,015</b>
<b>Expenditures</b>			
<b>Instruction</b>			
Basic Instruction	\$34,722,822	\$34,525,859	\$33,993,341
Added Needs	\$10,829,080	\$12,569,983	\$12,540,816
<b>Total Instruction</b>	<b>\$45,551,902</b>	<b>\$47,095,842</b>	<b>\$46,534,157</b>
<b>Support</b>			
Pupil	\$4,440,371	\$5,630,098	\$4,862,898
Instructional	\$4,070,991	\$4,746,602	\$4,094,192
General Administration	\$792,456	\$869,441	\$767,009
School Administration	\$3,847,113	\$4,043,886	\$4,213,317
Business Services	\$995,502	\$1,057,561	\$1,100,337
Operations and Maintenance	\$5,849,289	\$7,492,314	\$7,345,424
Pupil Transportation	\$3,162,514	\$3,341,809	\$3,734,772
Central Services	\$1,118,040	\$1,475,553	\$1,449,753
Other (Athletics)	\$931,434	\$942,823	\$970,026
<b>Total Support Services</b>	<b>\$25,207,709</b>	<b>\$29,600,087</b>	<b>\$28,537,728</b>
Community Services	\$5,340	\$11,213	\$13,261
Outgoing Transfers and Other	\$84,400	\$15,881	\$14,295
<b>Total Expenditures</b>	<b>\$70,849,351</b>	<b>\$76,723,023</b>	<b>\$75,099,441</b>
Excess Revenues/(Expenditures)	\$3,184,101	\$238,808	\$1,038,574
Beginning Fund Balance	\$9,168,849	\$12,352,950	\$12,591,758
<b>Ending Fund Balance</b>	<b>\$12,352,950</b>	<b>\$12,591,758</b>	<b>\$13,630,332</b>

17.44%

16.41%

18.15%



## Board of Education - *Resolution*

Year-Volume No. 2024-57  
Meeting Date: February 26, 2024  
Resolution No. 22  
Department: Technology

**Topic:** Unitrends Data Protection Unit (DPU) Renewal/Upgrade

**Recommendation:** Move to approve Unitrends DPU and Cloud Backup subscriptions

**Rationale:** This year, the annual cost for support and maintenance of the DPU, which is the district's data backup appliance, approached the cost for a hardware upgrade. In addition, the Cloud Backup subscription from the same vendor was on a different renewal schedule. It is in the best interest to upgrade the hardware, co-term the two products on the same renewal schedule, and enter into a new three-year agreement to be billed annually. This process exceeded the threshold requiring board approval through a resolution.

**Resource Person(s):** Mark Nelson, Executive Director of Technology

**Financial Impact:** \$96,359.09 Total Amount, \$31,826.95 Billed Annually  
Funding Source: General Fund Technology Budget

**Timeline:** Immediate Upon Approval  
(Effective Date or implementation Date)

**Attachments:**