



## Board of Education - *Resolution*

Year-Volume No. 2024-57

Meeting Date: 7-22-2024

Resolution No. 56

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 2024-2025 Budget Update

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

**Attachments:** Employee Services Worksheet  
Candidate Profile Sheet  
Memo regarding CTE Position

**Employee Services Worksheet**  
**Volume # 57, Resolution #56**  
**For July 22, 2024**

**Instructional / Administrative**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Replaces</b>
Baum, Lillian	MICI / IRR Teacher	Hevel	2024-2025	New Allocation
Dossin, Evva **	CTE Director	RHS	2024-2025	New Allocation
Garcia, Leanza	ELL Teacher	AME/Ind. Hills	2024-2025	New Allocation
Parr, Kayla	First Grade	Washington	2024-2025	Colleen Vanderhoff
Petry, Sara	Art Teacher	Indian Hills	2024-2025	Kathy Kurkowski
Vernengo, Philip	Social Studies	RMS	2024-2025	Suzanne Ziel
Wilkinson, Abbey	First Grade	Hevel	2024-2025	Andrea Vandeberghe

<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>
Ott, Lea	Teacher	RMS	06/21/2024	Resignation

\*\* Personnel update approval includes the additional action outlined in the attached memorandum.

**Non-Instructional**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Replacement/Promotion</b>
Lee, Angela	Admin. Asst.	Hevel	08/13/2024	Cheryl Fillner
Smith, Carol	Bus Driver	Transportation	08/06/2024	Sherry Smith-Perry

<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>
Fillner, Cheryl	Admin. Asst.	Hevel	06/30/2024	Retirement
Horton, Janice	Utility Driver	Warehouse	01/01/2025	Retirement



## Board of Education - *Resolution*

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

**Topic:** Non-Affiliate Employee Contracts Proposal 2024-2027

**Recommendation:** Move to approve the 3 year contracts retroactive to July 1, 2024 for non-affiliate employees (all non Leadership Organizational positions)

**Rationale:** The contracts for these employees expired on June 30, 2024 and this action will provide updated contracts for these employees as outlined.

**Resource Person(s):** Julia Butler, Exec. Director of Employee Services  
Vicki Laseke, Exec. Director of Business Services  
Dr. Robinson, Superintendent

**Financial Impact:** General Fund  
2024-2025 - \$ 125,126  
2025-2026 - \$ 114,016  
2026-2027 - \$ 101,595  
  
Total Cost (3 years) - \$340,737

**Timeline:** Immediate upon board approval  
(Effective Date or implementation Date)

**Attachments:** Non-Affiliate Contract Proposal Memorandum  
Attachment A - Non-Affiliate Employee Salary Schedule 2024-27  
Attachment B - Non-Affiliate Employee Wage Detail



## Board of Education - *Resolution*

Year-Volume No. 2024-57  
Meeting Date: July 22, 2024  
Resolution No. 58  
Department: Academic Services

**Topic:** LEGO STEM Purchase

**Recommendation:** Move to approve the purchase of the Lego Education SPIKE Essential Sets and Personal Learning kits

**Rationale:** We offered at-risk students and families an after school event to continue to increase our efforts in STEM at each elementary school and middle school. The SPIKE sets will be added to our STEM and PLTW classrooms

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

**Financial Impact:** \$46,360.00 - 31A At Risk grant funds

**Timeline:** FY June 30, 2024  
(Effective Date or implementation Date)

**Attachments:** [Quote LEGO Education](#)



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** July 22, 2024  
**Resolution No.** 59  
**Department:** Facilities

**Topic:** Administration Building Renovation Project Contract Approvals

**Recommendation:** The Board of Education approve the recommendation provided by Barton Malow with the support of District Administration to award contracts for the Administration Renovation project.

**Rationale:** Bids were solicited for various categories to complete the building renovations at the Administration Building. All bids were vetted through the post bid interview process.

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

**Financial Impact:** \$1,808,319.00  
2021 Facilities Bond

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

**Attachments:** Recommendation letter from Barton Malow  
Bid Tabulations



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** July 22, 2024  
**Resolution No.** 60  
**Department:** Facilities

**Topic:** Administration Building Abatement Project

**Recommendation:** Move to Approve the recommendation for the Administration Building Abatement project

**Rationale:** The district and our environmental consultant, NOVA reviewed all bids acquired from the RFP process. It was determined that the bids contained all the required components and that the companies met the qualifications to complete the work successfully. The recommendation of NOVA was to award the contract to Qualified Abatement Services, Inc. who was the low bidder.

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

**Financial Impact:** \$20,350.00  
2021 Facilities Bond

**Timeline:** Fall of 2024  
(Effective Date or implementation Date)

**Attachments:** Recommendation Letter from NOVA Environmental,  
Project Bid Tabulations  
Letter from Qualified Abatement Services, Inc.



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** July 22, 2024  
**Resolution No.** 61  
**Department:** Facilities

**Topic:** Croswell Change Order approval - Hicks Construction

**Recommendation:** Move to approve the Change Order for the media center renovation work at Croswell

**Rationale:** This Change Order is a result of the expanded work needed to renovate the former media center at the Croswell Early Childhood Center. The scope of the renovation work has expanded from the original plan to develop a large group meeting and training room in this space. This involved the removal of some small office spaces and a storage room. The ceiling was also reconfigured to be more open and provide expanded lines of sight for projection systems in the new space. The district requested the expansion of this work to maximize the use of this space for a greater impact. Upon approval this will be paid for from project contingency funds. The Change Order was reviewed during the Facilities Meeting on July 15, 2024.

**Resource Person(s):** Chris Storm, Director of Operations,  
Dr. Todd Robinson, Superintendent

**Financial Impact:** \$55,272 - 2021 Facilities Bond Funds

**Timeline:** Upon approval - Summer of 2024  
(Effective Date or implementation Date)

**Attachments:** Facilities Committee Meeting minutes 7.15.24



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** July 22, 2024  
**Resolution No.** 62  
**Department:** Facilities

**Topic:** Operations Department Equipment Purchase - Cat 906 Loader

**Recommendation:** Approve the resolution to purchase a 2024 Caterpillar 906 Loader Tool Carrier from Michigan Cat

**Rationale:** The resolution presents the proposal for the purchase of a Caterpillar 906 Loader Tool Carrier for use in the Operations Department. This Equipment will provide an efficient means for snow removal and eliminate the District's need to rent equipment for this purpose. This machine will also reduce labor hours during the crucial snow removal time period. This is a very versatile tool that can also be used for a variety of tasks in the operations department. The provided quote utilizes MI Deal consortium pricing.

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

**Financial Impact:** 2021 Facilities Bond (New equipment allocation)  
\$122,653.38 (MI DEAL Pricing Applied)

**Timeline:** Order upon approval - Projected Lead Time to receive is Fall of 2024  
(Effective Date or implementation Date)

**Attachments:** Quote from Michigan Caterpillar  
Caterpillar 906 Brochure