

BOARD OF EDUCATION MEETING PACKET

March 20, 2023

7:00pm

Bates Boardroom



Our Vision:

Champion Learning –

Develop, Educate, and Inspire!

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is time for public participation during the meeting as indicated in the agenda below. Upon request to the Superintendent the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting.

BOARD MEETING AGENDA

A. CALL TO ORDER

1. Roll Call

B. MEETING MINUTES (3/6/2023)

C. APPROVAL OF AGENDA

D. SCHOOL PRESENTATIONS

1. DHS 98b Data

E. PUBLIC PARTICIPATION (up to ~30 minutes/max 5 per person)

F. ADMINISTRATIVE & BOARD UPDATES

1. Superintendent
 - a. MASB Awards
2. Board President
3. Student Representatives

G. CONSENT ITEMS

1. Personnel – New Hire
2. Personnel – Retirement
3. Budget Report

H. ACTION ITEMS

1. Auditor Selection
2. Approve MASB attendance
3. DEA Letter of Agreement
4. Camera Purchase Recommendation

I. DISCUSSION ITEMS - none planned

J. PUBLIC PARTICIPATION (up to ~15 minutes/max 3 per person)

K. BOARD COMMENTS

L. INFORMATION ITEMS

1. Nice Job Notes
2. MASB Awards
3. Finance Committee Minutes
4. Facilities Committee Minutes

M. CLOSED SESSION - none planned

N. ADJOURNMENT

CALENDAR

*March 27-31 – Spring Break

*April 10 - Board Meeting - Bates

Public Participation Policy 0167.3: Those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce his/her name and address and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting.

BOARD MEETING NOTES
MARCH 20, 2023

A. CALL TO ORDER

1. Roll Call.

B. MEETING MINUTES

Your packet includes meeting minutes from 3/6/2023.

- * An appropriate motion might be, "I move that the Board of Education approve the attached meeting minutes as presented/amended."

C. APPROVAL OF AGENDA

1. Approval of Agenda

Board policy provides that the Superintendent of Schools shall prepare an agenda for all Board meetings as directed by the President of the Board of Education.

- * An appropriate motion might be, "I move that the Board of Education approve the agenda as presented/amended."

D. SCHOOL PRESENTATIONS

1. 98b Data

At the Board's February 6th, 2023 meeting, Executive Director of Instruction Ryan Bruder shared achievement data as mandated by PA 144 of 2022 Section 98b. This evening, Mr. Bruder will share the Dexter High School data, which was not complete in time for the 2/6/2023 meeting.

E. PUBLIC PARTICIPATION (full guidelines at link)

Each speaker is allotted a maximum of 5 minutes for a total of 30 minutes unless otherwise notified. At this point in the meeting, those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce their name and district of residence and indicate if they represent any organization or agency. No person may speak more than once on the same subject during a single meeting nor yield their time to another speaker. The Board does not respond to comments during the meeting. Those wishing to receive a personal response from the Board or Superintendent must complete a [public comment form](#) available at the meeting entrance and on our website.

F. ADMINISTRATIVE & BOARD UPDATES

1. Superintendent

- a. MASB Awards. MASB has awarded Mara Greatorex the Level 3 - Award of Distinction and Elise Bruderly, the Level 2 - Award of Merit. These awards recognize board member training, conference attendance, years of service and leadership activity.

2. Board President

3. Student Representatives

G. CONSENT ITEMS

Consent items are typically approved in bulk.

BOARD MEETING NOTES

MARCH 20, 2023

- * An appropriate motion might be, "I move that the Board of Education approve the consent items in bulk."
- 1. Personnel – New Hire
Your packet includes a resume and letter of recommendation to Hire Megan Ford to teach the open Hospitality and Tourism Management course at Dexter High School.
- 2. Personnel – Retirements
Your packet includes a retirement letter from Wylie reading intervention teacher Laura Armbruster, effective at the end of this school year.
- 3. Budget Report
Your packet includes summary financial information for the month of February, 2023.

H. ACTION ITEMS

- 1. Auditor Selection
Your packet contains a memorandum from CFO Sharon Raschke regarding the selection of an auditor for the fiscal years ending 2023 and 2024. On March 3, the finance committee reviewed proposals from four auditing firms and made a recommendation to the Board. Current auditing firm Rehmann Robson submitted the lowest proposal. Based on positive experiences with Rehmann principal Kim Lindsay, there is no compelling reason to switch auditors at this time.
- * An appropriate motion might be, "I move that the Board of Education appoint Rehmann Robson as auditors for Dexter Community Schools for years ending June 2023 and June 2024, with an option for a two-year extension, contingent upon continuity for Kim Lindsay as engagement principal throughout the duration of the contract."
- 2. Approve MASB Attendance
At its February 6, 2023 meeting, the Board approved funding for each board member to take up to six MASB CBA courses between January and June 2023. Trustee Alabré has registered for six courses and has requested funding for two more courses to complete the 100-level courses. Because the state of Michigan is currently reimbursing districts for board trustee training with an indefinite end date, it is advantageous to complete these courses sooner rather than later.
- * An appropriate motion might be, "I move that the Board of Education approve funding for trustee Alabré to take two additional MASB courses between now and June 30, 2023."
- 3. DEA Letter of Agreement
Your packet includes a letter of agreement with the Dexter Education Association (DEA) regarding an off-schedule payment referenced in Article XVI of their contract.
- * An appropriate motion might be, "I move that the Board of Education approve the attached DEA letter of agreement dated March 9, 2023."

BOARD MEETING NOTES
MARCH 20, 2023

4. Camera Purchase Recommendation
Your packet includes a bid summary memo and recommendation from Director of Technology Rick Munir regarding a camera replacement project.
- * An appropriate motion might be, "I move that the Board of Education award the 2023 Camera Upgrade project to Convergent Technologies for a total amount not to exceed \$295,772."
- I. **DISCUSSION ITEMS – none planned**
- J. **PUBLIC PARTICIPATION** (up to ~ 15 minutes/max 3 per person)
Each speaker is allotted a maximum of 3 minutes for a total of 15 minutes unless otherwise notified. At this point in the meeting, those interested in making a public comment will be asked to raise their hands so the time may be divided equally. Each speaker will be asked to announce their name and district of residence and indicate if they represent any organization or agency. No person may speak more than once on the same subject during a single meeting nor yield their time to another speaker. The Board does not respond to comments during the meeting. Those wishing to receive a personal response from the Board or Superintendent must complete a [public comment form](#) available at the meeting entrance and on our website.
- K. **BOARD COMMENTS**
- L. **INFORMATION ITEMS**
 1. Nice Job Notes - January 2023
 2. MASB Awards
 3. Facilities Committee Minutes 1-24-2023
 4. Finance Committee Minutes 3-3-2023
- M. **CLOSED SESSION - none planned**
- N. **ADJOURNMENT**

**DEXTER COMMUNITY SCHOOLS
BOARD OF EDUCATION MEETING MINUTES
MARCH 6, 2023**

A. CALL TO ORDER – 7:01pm

1. Roll Call

Members Present: Brian Arnold, Elise Bruderly, Mara Greatorex, Dick Lundy, Melanie Szawara; Student Representatives Will O'Haver, Griffin Patel, Mischa Rafferty

Members Absent: Daniel Alabré, Jennifer Kangas

Administrative & Supervisory Staff: Ryan Bruder, Craig McCalla, Barb Santo, Sharon Raschke, Christopher Timmis, Hope Vestergaard

DEA: Jessica Baese

Guests: Greg Brand, Amy Raus, Anna Raus, Diego Reyes, Melanie Reyes, Edmundo Reyes, Cheryl Darnton

B. MEETING MINUTES

Melanie Szawara made a motion to approve the meeting minutes from 2/6/2023 as presented. Elise Bruderly seconded the motion. **Motion Carried (unanimous).**

C. APPROVAL OF AGENDA

Elise Bruderly made a motion to approve the agenda as presented. Brian Arnold seconded the motion. **Motion Carried (unanimous).**

D. SCHOOL PRESENTATIONS

1. Shining Star.

In December, the Board shared a new recognition program that will highlight exceptional team members. Honorees are selected from Nice Job Notes and other communications. Dexter High School Senior Diego Reyes was this evening's "Shining Star" for his brass quintet musical arrangement and performance of "Somewhere in My Memory" from the movie Home Alone. This is a project Diego did independently, just for pleasure. President Greatorex read a letter from Bands Director Dr. Ken Moore which highlighted Diego's accomplishments and qualities. The Board viewed the recording of the quintet and Diego thanked them for the honor.

E. PUBLIC PARTICIPATION

1. Anna Raus commented about the Daddy-Daughter and Mother-Son Community Education Special Events.
2. Cheryl Darnton commented on the recent raise that was approved for high school athletics coaches.

F. ADMINISTRATIVE & BOARD UPDATES

1. Superintendent Update

Dr. Timmis:

- a. Reminded the Board of two upcoming community meetings: The Science of Reading on March 7, and the second "What is School For" meeting on March 9.

**DEXTER COMMUNITY SCHOOLS
BOARD OF EDUCATION MEETING MINUTES
MARCH 6, 2023**

- b. Shared information about the DELTA Group/PLC (Professional Learning Communities) professional development groups;
- c. Had Executive Director of Instruction Ryan Bruder share information about District Instructional Initiatives.
- 2. Board President Update - none
- 3. Student Representatives Update
Griffin Patel noted that there aren't many updates since last week, although it was notable that school was in session for a full five-day week. Mischa Rafferty shared that teacher Deb Marsh is soliciting student impact on adjustments to the block schedule days pattern.

G. CONSENT ITEMS – none

H. ACTION ITEMS

- 1. Authorize Submission of RFP for Solar Project
Melanie Szawara made a motion that the Board of Education authorize the administration to submit an RFP [request for proposal] for the *Walkway to a Sustainable Future* project. Dick Lundy seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**
- 2. Mill Creek Roof Repair
Elise Bruderly made a motion that the Board of Education award the Mill Creek Emergency Roof Replacement bid to Quality Roofing, Inc., in the amount of \$328,895 and assign contracts to Granger for management, pending verification of all qualifications at the post bid meeting. Dick Lundy seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**

Because the timeline is urgent, the Board opted to make a back-up motion awarding the bid to the next highest qualified bidder in the event that any issues with the lowest bidder were to arise at the post-bid meeting.

Melanie Szawara made a motion that that the Board of Education award the Mill Creek Emergency Roof Replacement bid to Duke Roofing, in the amount of \$329,600 [which was only \$750 more than the lowest bid] and assign contracts to Granger for management, pending verification of all qualifications at a post bid meeting. Dick Lundy seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**

- 3. Juul Settlement
Melanie Szawara made a motion that the Board of Education approve the attached resolution for the Juul lawsuit settlement. Brian Arnold seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**

I. DISCUSSION ITEMS – none

**DEXTER COMMUNITY SCHOOLS
BOARD OF EDUCATION MEETING MINUTES
MARCH 6, 2023**

J. PUBLIC PARTICIPATION - none

K. BOARD COMMENTS

1. Dick Lundy shared that the finance committee met March 3rd and began the first steps of preparing the 2023-2024 budget. They'll meet again in a month.
2. Elise Bruderly noted that DCS music programs did well at Festival. She also thanked the bus drivers for getting students to the event during the snowstorm.
3. Mara Greateorex (EFD Liaison) shared the Education Foundation of Dexter's annual impact report; announced that the annual online auction opens March 12th, and noted there will be a "dine-and-donate" at Aubrey's on March 22nd. Auction winners can pick up their items at the restaurant that evening.

L. INFORMATION ITEMS – none

M. CLOSED SESSION – none

N. ADJOURNMENT

At approximately 8:17pm, President Mara Greateorex adjourned the meeting.

MINUTES/hlv

Jennifer Kangas
Secretary, Board of Education



DEXTER COMMUNITY SCHOOLS

Bates School, 2704 Baker Road, Dexter, Michigan 48130
(734) 424-4100 fax (734) 424-4111
www.dexterschools.org

To: Dexter Board of Education
From: Christopher Timmis, Superintendent
Subject: Recommendation for Hire - Career-Technical Education Teaching Position
Date: March 13, 2023

It is my pleasure to recommend Megan Ford for the new Hospitality and Tourism Management at Dexter High School.

Megan is the former owner of Dexter's Red Brick restaurant and has extensive experience in the hospitality and restaurant industry. She is a familiar face at Dexter High School because she has worked in the Counseling department for several years. She is also a DHS alumna.

In December, the DCS Board of Education approved adding a new [Career Technical Education course](#) offered to Dexter students and students through the South-West Washtenaw Consortium (SWWC – Dexter, Manchester, Chelsea, Saline, Milan, and Lincoln) to increase opportunities for our students. This new course was approved by the Michigan Department of Education for the Hospitality Administration and Management track. Mrs. Ford earned her vocational teaching certification in CTE - HOSPITALITY ADMINISTRATION, MANAGEMENT GENERAL in October, 2022. New courses in Sales & Marketing and Outdoor & Recreation Management will also be available to DHS and consortium students this fall.

It is without hesitation that I recommend Megan for this teaching position.

Megan K. Ford

11092 Pembroke Cir. South Lyon, MI
734.646.2745
mkstehley@gmail.com

SUMMARY/ HIGHLIGHTS

Experience in corporate & manufacturing settings, managing multiple projects remotely:

Successful in driving collaborative projects at eight manufacturing locations across the globe to achieve Highly Protected Risk (HPR) status by virtue of superior property maintenance, fire protection equipment & procedures, and management commitment to inventory and property loss prevention, resulting in a 50% reduction in insurance premiums valued upwards of \$200 million annually.

Goal-oriented results:

Met Pall's 2016 EOY property risk target beginning May 2016, exceeding the EOY target by 13.6%.

Clear & Effective Communication:

Proven ability in fostering positive relationships and communicating effectively across all associate and executive levels via all types of communications.

PROFESSIONAL EXPERIENCE

Oct 2018-present Counseling Office Administrative Assistant & Registrar

Dexter High School, Dexter, Michigan

- Process registration each year for new student enrollments (international, in-district, school of choice)
- Build transcripts for all new students to reflect coursework taken at previously attended schools
- Ensure enrollment and billing accuracy of 150+ students annually at Washtenaw Community College
- Enter grades for 300+ courses taken through external vendors each school year
- Plan & facilitate Senior Honors Night annually; secure local scholarships made available to graduating seniors; collaborate with teachers regarding awards & recognitions, instruct BOE members on presentations; invite all attendees; secure facilities
- Work with district Data Specialist and counselors to verify accuracy of in-person, virtual, and reduced schedule enrollments/documentation as required for state audits to ensure full student funding (FTE)
- Collaborate with the Director of Office Management & Communications on districtwide communications related to scholarships, educational exploration, the counseling website, and various counseling initiatives

March 2017-Oct 2018 Document Review Specialist & Administrative Director

TFF, Inc., Dexter, Michigan

- Document review for accuracy of technical reports and data calculations prior to submitting to Comcast and Charter Communications for FCC filing
- Verify accuracy of aerial flight maps issued by Comcast and Charter to ensure proper coverage for data collection analyzed in technical reports

2009-2020 Founder & Co-Owner

Red Brick Kitchen & Bar, Dexter, Michigan (*sold*)

- Appointed to oversee budgeting and financial management of sales revenue averaging \$1.2 million annually
- Responsible for the ongoing hiring and training of 20+ team members on average
- Work directly with the business attorney on relevant aspects of human resources related to personnel management
- Collaborate with the executive chef on menu development and cross-utilization of ingredients as related to menu diversity and maintenance of profit margins

2015- 2017 Corporate HSE Administrator, Property & Casualty Risk

Pall Corporation, Ann Arbor, Michigan (*laid off*)

- Corporate HSE Administrator for the Americas, Europe, and Asia-Pacific
- Provide ongoing leadership to Pall's manufacturing associates with the goal of improving property maintenance, employee safety, and business continuity planning
- Author relevant communications regarding property maintenance for the identification of potential loss directed at global manufacturing facilities
- Corporate liaison with Factory Mutual Insurance Company (FM Global)
- Responded to local Miss Dig inquiries related to the Gelman 1,4-dioxane plume & remediation pipeline in Ann Arbor, MI
- Attend risk management and contingency plan training specific to fire suppression, inventory, and property loss prevention as offered by FM Global, Johnston, RI
- Conduct overseas incident investigations and interviews to provide general counsel

2001-2004, 2009-2010 Clinical Lab Associate, Pathology - Phlebotomist II (Specialist)

Cancer Center, Michigan Medicine, Ann Arbor, Michigan

- Trained extensively in pediatric and adult blood drawing procedures
- Trained to draw blood from all alternative access points (indwelling)
- Accurately process written doctor requisitions for blood work
- Experience working in both inpatient and outpatient settings
- Experience performing bench and rapid testing

EDUCATION

B.S., Business, Psychology & Communications

Individualized Studies Program

Eastern Michigan University

Ypsilanti, MI



Board Monthly Financial Report

Fiscal Year to Date 02/28/23

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Fund(COA) 11 - General Fund							
Account Type Revenue							
Function Code <N/A> - <No Function defined>	.00	9,600.00	9,600.00	.00	(9,600.00)	+++	.00
Function Code <N/A> - <No Function defined> Totals	\$0.00	\$9,600.00	\$9,600.00	\$0.00	(\$9,600.00)	+++	\$0.00
Function Code R100 - Local Sources - 100	6,117,212.00	2,720,374.48	4,996,343.31	.00	1,120,868.69	82	3,876,615.35
Function Code R100 - Local Sources - 100 Totals	\$6,117,212.00	\$2,720,374.48	\$4,996,343.31	\$0.00	\$1,120,868.69	82 %	\$3,876,615.35
Function Code R200 - Non-Education Sources - 200	.00	.00	.00	.00	.00	+++	.00
Function Code R200 - Non-Education Sources - 200 Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code R300 - State Sources - 300	34,132,942.00	3,988,853.24	16,295,193.22	.00	17,837,748.78	48	14,792,667.03
Function Code R300 - State Sources - 300 Totals	\$34,132,942.00	\$3,988,853.24	\$16,295,193.22	\$0.00	\$17,837,748.78	48 %	\$14,792,667.03
Function Code R400 - Federal Sources - 400	2,885,458.00	20,848.00	164,926.00	.00	2,720,532.00	6	614.00
Function Code R400 - Federal Sources - 400 Totals	\$2,885,458.00	\$20,848.00	\$164,926.00	\$0.00	\$2,720,532.00	6 %	\$614.00
Function Code R500 - ISD / Other Sources - 500	5,641,363.00	817,577.00	3,276,814.59	.00	2,364,548.41	58	3,257,493.53
Function Code R500 - ISD / Other Sources - 500 Totals	\$5,641,363.00	\$817,577.00	\$3,276,814.59	\$0.00	\$2,364,548.41	58 %	\$3,257,493.53
Function Code R600 - In from other Funds - 600	420,879.00	2,312.68	130,428.87	.00	290,450.13	31	123,600.51
Function Code R600 - In from other Funds - 600 Totals	\$420,879.00	\$2,312.68	\$130,428.87	\$0.00	\$290,450.13	31 %	\$123,600.51
Account Type Revenue Totals	\$49,197,854.00	\$7,559,565.40	\$24,873,305.99	\$0.00	\$24,324,548.01	51 %	\$22,050,990.42
Account Type Expense							
Function Code <N/A> - <No Function defined>	.00	.00	.00	.00	.00	+++	.00
Function Code <N/A> - <No Function defined> Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code R400 - Federal Sources - 400	.00	.00	.00	.00	.00	+++	.00
Function Code R400 - Federal Sources - 400 Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code 100 - Instruction	23,624,861.00	2,015,738.02	12,188,326.67	800.00	11,435,734.33	52	10,759,348.98
Sub Function Code 110 - Basic Functions - 110	7,798,253.00	542,238.97	4,525,702.72	20,959.51	3,251,590.77	58	4,425,575.86
Sub Function Code 120 - Added Needs - 120							
Function Code 100 - Instruction Totals	\$31,423,114.00	\$2,557,976.99	\$16,714,029.39	\$21,759.51	\$14,687,325.10	53 %	\$15,184,924.84
Function Code 200 - Supporting Services	5,989,056.00	466,329.51	3,035,833.89	87,306.50	2,865,915.61	51	2,686,705.16
Sub Function Code 210 - Support Services-Pupil - 210	2,987,240.00	191,774.68	1,977,701.49	26,975.00	982,563.51	66	2,350,981.85
Sub Function Code 220 - Support Services-Instructional - 220	859,230.00	53,152.78	537,095.63	232.00	321,902.37	63	401,224.02
Sub Function Code 230 - Support Services-Administration - 230	2,743,367.00	247,618.57	1,723,213.29	1,200.00	1,018,953.71	63	1,402,028.35
Sub Function Code 240 - Support Services-School Admin - 240	729,509.00	60,334.54	477,266.41	.00	252,242.59	65	527,190.78
Sub Function Code 250 - Support Services-Business - 250	6,351,131.00	446,685.23	3,207,802.96	281,196.68	2,862,131.36	51	2,567,273.16
Sub Function Code 260 - Operations and Maintenance - 260	1,874,235.00	155,607.60	1,104,550.77	30,263.10	739,421.13	59	1,025,034.91
Sub Function Code 270 - Pupil Transportation - 270	685,312.00	58,058.61	420,947.98	22,100.00	242,264.02	61	314,512.91
Sub Function Code 280 - Support Services-Central - 280							
Function Code 200 - Supporting Services Totals	\$22,219,080.00	\$1,679,561.52	\$12,484,412.42	\$449,273.28	\$9,285,394.30	56 %	\$11,274,951.14
Function Code 300 - Community Services	201,965.00	25,833.55	161,431.63	34,616.88	5,916.49	80	123,024.56
Sub Function Code 320 - Community Recreation - 320	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 330 - Community Activities - 330							



Board Monthly Financial Report

Fiscal Year to Date 02/28/23

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Sub Function Code 350 - Care of Children - 350	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 370 - Non Public School Pupils - 370	7,747.00	49.30	1,379.40	.00	6,367.60	18	1,218.64
Sub Function Code 390 - Other Community Services - 390	.00	.00	.00	.00	.00	+++	(41,349.39)
Function Code 300 - Community Services Totals	\$209,712.00	\$25,882.85	\$162,811.03	\$34,616.88	\$12,284.09	78 %	\$82,893.81
Function Code 400 - Government Agencies & Prior Period							
Sub Function Code 400 - Other Government Agencies - 400	.00	.00	.00	.00	.00	+++	.00
Function Code 400 - Government Agencies & Prior Period Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code 500-600 - Other Financing Uses							
Sub Function Code 600 - Fund Modifications - 600	.00	.00	.00	.00	.00	+++	350,000.00
Function Code 500-600 - Other Financing Uses Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$350,000.00
Account Type Expense Totals	\$53,851,906.00	\$4,263,421.36	\$29,361,252.84	\$505,649.67	\$23,985,003.49	55 %	\$26,892,769.79
Fund(COA) 11 - General Fund Totals	(\$4,654,052.00)	\$3,296,144.04	(\$4,487,946.85)	(\$505,649.67)	\$339,544.52	96 %	(\$4,841,779.37)



Board Monthly Financial Report

Fiscal Year to Date 02/28/23

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Fund(COA) 23 - Community Service Fund							
Account Type Revenue							
Function Code R100 - Local Sources - 100							
	3,030,835.00	164,174.18	2,004,674.24	.00	1,026,160.76	66	1,717,906.25
Function Code R100 - Local Sources - 100 Totals	\$3,030,835.00	\$164,174.18	\$2,004,674.24	\$0.00	\$1,026,160.76	66 %	\$1,717,906.25
Function Code R300 - State Sources - 300							
	72,856.00	.00	1,280.00	.00	71,576.00	2	4,266.20
Function Code R300 - State Sources - 300 Totals	\$72,856.00	\$0.00	\$1,280.00	\$0.00	\$71,576.00	2 %	\$4,266.20
Function Code R400 - Federal Sources - 400							
	503,820.00	.00	409,770.92	.00	94,049.08	81	284,843.68
Function Code R400 - Federal Sources - 400 Totals	\$503,820.00	\$0.00	\$409,770.92	\$0.00	\$94,049.08	81 %	\$284,843.68
Function Code R500 - ISD / Other Sources - 500							
	.00	.00	.00	.00	.00	+++	.00
Function Code R500 - ISD / Other Sources - 500 Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
Function Code R600 - In from other Funds - 600							
	.00	.00	.00	.00	.00	+++	350,000.00
Function Code R600 - In from other Funds - 600 Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$350,000.00
Account Type Revenue Totals	\$3,607,511.00	\$164,174.18	\$2,415,725.16	\$0.00	\$1,191,785.84	67 %	\$2,357,016.13
Account Type Expense							
Function Code 100 - Instruction							
Sub Function Code 110 - Basic Functions - 110	153,744.00	12,009.77	84,589.25	.00	69,154.75	55	71,534.37
Function Code 100 - Instruction Totals	\$153,744.00	\$12,009.77	\$84,589.25	\$0.00	\$69,154.75	55 %	\$71,534.37
Function Code 200 - Supporting Services							
Sub Function Code 220 - Support Services-Instructional - 220	3,844.00	34.81	278.48	.00	3,565.52	7	706.08
Sub Function Code 250 - Support Services-Business - 250	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 260 - Operations and Maintenance - 260	142,550.00	5,322.07	40,416.02	22,168.22	79,965.76	28	30,997.83
Sub Function Code 270 - Pupil Transportation - 270	.00	.00	.00	.00	.00	+++	168.55
Sub Function Code 290 - Support Services-Other - 290	1,526,146.00	58,922.46	791,185.24	518,038.88	216,921.88	52	716,442.80
Function Code 200 - Supporting Services Totals	\$1,672,540.00	\$64,279.34	\$831,879.74	\$540,207.10	\$300,453.16	50 %	\$748,315.26
Function Code 300 - Community Services							
Sub Function Code 310 - Community Services Direction - 310	273,018.00	25,299.63	153,534.17	.00	119,483.83	56	114,648.14
Sub Function Code 320 - Community Recreation - 320	417,723.00	18,033.32	176,536.69	.00	241,186.31	42	145,182.90
Sub Function Code 350 - Care of Children - 350	1,166,584.00	70,497.36	736,806.59	.00	429,777.41	63	613,319.27
Sub Function Code 390 - Other Community Services - 390	112,500.00	20,814.22	65,036.55	.00	47,463.45	58	68,026.07
Function Code 300 - Community Services Totals	\$1,969,825.00	\$134,644.53	\$1,131,914.00	\$0.00	\$837,911.00	57 %	\$941,176.38
Function Code 500-600 - Other Financing Uses							
Sub Function Code 600 - Fund Modifications - 600	226,746.00	2,312.68	84,547.39	.00	142,198.61	37	66,246.24
Function Code 500-600 - Other Financing Uses Totals	\$226,746.00	\$2,312.68	\$84,547.39	\$0.00	\$142,198.61	37 %	\$66,246.24
Account Type Expense Totals	\$4,022,855.00	\$213,246.32	\$2,132,930.38	\$540,207.10	\$1,349,717.52	53 %	\$1,827,272.25
Fund(COA) 23 - Community Service Fund Totals	(\$415,344.00)	(\$49,072.14)	\$282,794.78	(\$540,207.10)	(\$157,931.68)	-68 %	\$529,743.88



Board Monthly Financial Report

Fiscal Year to Date 02/28/23

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Fund(COA) 25 - School Lunch Fund							
Account Type Revenue							
Function Code R100 - Local Sources - 100							
	854,011.00	100,434.46	625,700.28	.00	228,310.72	73	126,129.61
Function Code R100 - Local Sources - 100 Totals	\$854,011.00	\$100,434.46	\$625,700.28	\$0.00	\$228,310.72	73 %	\$126,129.61
Function Code R300 - State Sources - 300							
	73,602.00	3,705.20	31,026.02	.00	42,575.98	42	34,179.78
Function Code R300 - State Sources - 300 Totals	\$73,602.00	\$3,705.20	\$31,026.02	\$0.00	\$42,575.98	42 %	\$34,179.78
Function Code R400 - Federal Sources - 400							
	649,827.00	.00	237,879.62	.00	411,947.38	37	705,569.51
Function Code R400 - Federal Sources - 400 Totals	\$649,827.00	\$0.00	\$237,879.62	\$0.00	\$411,947.38	37 %	\$705,569.51
Function Code R500 - ISD / Other Sources - 500							
	195,500.00	.00	86,943.64	.00	108,556.36	44	.00
Function Code R500 - ISD / Other Sources - 500 Totals	\$195,500.00	\$0.00	\$86,943.64	\$0.00	\$108,556.36	44 %	\$0.00
Account Type Revenue Totals	\$1,772,940.00	\$104,139.66	\$981,549.56	\$0.00	\$791,390.44	55 %	\$865,878.90
Account Type Expense							
Function Code 200 - Supporting Services							
Sub Function Code 210 - Support Services-Pupil - 210	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 260 - Operations and Maintenance - 260	3,480.00	.00	1,942.70	.00	1,537.30	56	1,756.70
Sub Function Code 290 - Support Services-Other - 290	1,951,442.00	200,713.93	949,236.34	225,934.51	776,271.15	49	1,048,567.51
Function Code 200 - Supporting Services Totals	\$1,954,922.00	\$200,713.93	\$951,179.04	\$225,934.51	\$777,808.45	49 %	\$1,050,324.21
Function Code 500-600 - Other Financing Uses							
Sub Function Code 600 - Fund Modifications - 600	195,492.00	.00	45,260.07	.00	150,231.93	23	57,354.27
Function Code 500-600 - Other Financing Uses Totals	\$195,492.00	\$0.00	\$45,260.07	\$0.00	\$150,231.93	23 %	\$57,354.27
Account Type Expense Totals	\$2,150,414.00	\$200,713.93	\$996,439.11	\$225,934.51	\$928,040.38	46 %	\$1,107,678.48
Fund(COA) 25 - School Lunch Fund Totals	(\$377,474.00)	(\$96,574.27)	(\$14,889.55)	(\$225,934.51)	(\$136,649.94)	4 %	(\$241,799.58)



Board Monthly Financial Report

Fiscal Year to Date 02/28/23

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Fund(COA) 29 - Student/School Activity Fund							
Account Type Revenue							
Function Code R100 - Local Sources - 100							
	1,969,496.00	43,151.20	761,966.87	.00	1,207,529.13	39	514,521.93
Function Code R100 - Local Sources - 100 Totals	\$1,969,496.00	\$43,151.20	\$761,966.87	\$0.00	\$1,207,529.13	39 %	\$514,521.93
Account Type Revenue Totals	\$1,969,496.00	\$43,151.20	\$761,966.87	\$0.00	\$1,207,529.13	39 %	\$514,521.93
Account Type Expense							
Function Code 200 - Supporting Services							
Sub Function Code 290 - Support Services-Other - 290							
	1,969,496.00	62,742.21	489,239.54	702.00	1,479,554.46	25	326,609.19
Function Code 200 - Supporting Services Totals	\$1,969,496.00	\$62,742.21	\$489,239.54	\$702.00	\$1,479,554.46	25 %	\$326,609.19
Account Type Expense Totals	\$1,969,496.00	\$62,742.21	\$489,239.54	\$702.00	\$1,479,554.46	25 %	\$326,609.19
Fund(COA) 29 - Student/School Activity Fund Totals	\$0.00	(\$19,591.01)	\$272,727.33	(\$702.00)	(\$272,025.33)	+++	\$187,912.74
Grand Totals	(\$5,446,870.00)	\$3,130,906.62	(\$3,947,314.29)	(\$1,272,493.28)	(\$227,062.43)	72 %	(\$4,365,922.33)

Dr. Christopher Timmis
Dexter Community Schools
2704 Baker Rd.
Dexter, MI 48130

Laura Armbruster
Reading Intervention Specialist
Wylie Elementary School
3060 Kensington St.
Dexter, MI 48130

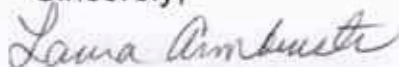
March 10, 2023

Dear Dr. Timmis,

It's with great sadness and excitement that I share my plans to retire at the end of the school year. I have loved working for Dexter Community Schools the past 33 years. I'm honored to have taught my entire career in Dexter.

Please let me know if there are any further steps I need to take with the district before the end of the year.

Sincerely,

A handwritten signature in cursive script that reads "Laura Armbruster".

Laura Armbruster

TO: Board of Education

FROM: Sharon Raschke

DATE: March 20, 2023

RE: **Auditor Recommendation - Years ending June 30, 2023 and June 30, 2024**

Per Board policy 6830, "An audit of the accounts of the School District shall be made annually by an independent certified public accountant appointed by the Board of Education. The audit examination shall be conducted in accordance with generally accepted auditing standards and shall include all funds over which the Board has direct or supervisory control." And, policy 0173, "At least once every three (3) years the School District shall request bids and proposals for service from at least three (3) different auditing firms in addition to the one (1) currently being used by the Board of Education."

I requested proposals from qualified firms of independent Certified Public Accountants to audit our financial statements for a two-year contract for the years ending June 30, 2023 and June 30, 2024, with an additional two-year extension option. Our current auditor is Kim Lindsay with the firm Rehmann Robson, LLC. We received four proposals and one "declined to bid" response as follows:

Gabridge & Co.	\$50,040 / \$51,000
Lewis & Knopf	declined to bid
Plante & Moran	\$53,000 / \$55,250
Rehmann Robson	\$23,575 / \$24,750
Yeo & Yeo	\$40,500 / \$41,000

We have had a positive experience and collaborative relationship with Kim Lindsay as the principal of our annual financial audit. There is no compelling reason to switch auditors. Rehmann submitted the lowest cost proposal.

The request for proposal and auditor proposals are available electronically for your review.

The Finance Committee discussed the auditor appointment on March 3, 2023. It is the recommendation of the Finance Committee that Rehmann Robson be appointed as auditors for Dexter Community Schools for two years, the years ending June 30, 2023 and June 30, 2024, with an option for a two-year extension, contingent upon the continuity of Kim Lindsay as engagement principal throughout the duration of the contract.

**LETTER OF AGREEMENT
BETWEEN THE
DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION
AND THE
DEXTER EDUCATION ASSOCIATION/
WASHTENAW COUNTY EDUCATION ASSOCIATION, MEA/NEA**

Date: March 9, 2023

Re: Off-Schedule Payment

This Letter of Agreement is entered into between and among the Dexter Community Schools Board of Education (the “Board”) and the Washtenaw County Education Association/Dexter Education Association (the “Association”), collectively referred to as “the parties”.

The parties agree as follows:

1. DEA members who worked more than .5 FTE during the 2021-2022 school year will receive an off-schedule payment of \$430 to be paid in April, 2023.
2. DEA members who worked .5 FTE or less during the 2021-2022 school year will receive an off-schedule payment of \$215 to be paid in April, 2023.
3. DEA members currently on a semester leave will receive the off-schedule to be paid when the employee returns to work.
4. DEA members must have been actively employed on 6/15/2022 including paid FMLA, and be actively employed as of April, 2023.
5. With the exception of the express covenants within this Letter of Agreement, this Letter of Agreement shall not constitute the establishment of any precedent, custom, practice or condition of employment with respect to the interpretation, enforcement or application of the 2022-2025 Master Agreement or any successor contract to that Agreement.

**DEXTER COMMUNITY SCHOOLS
BOARD OF EDUCATION**

By: _____

Its: _____

By: _____

Its: _____

**WASHTENAW EDUCATION
ASSOCIATION/DEXTER EDUCATION
ASSOCIATION, MEA/NEA**

By: _____

Its: _____

By: _____

Its: _____



DEXTER COMMUNITY SCHOOLS

Rick Munir, Director of Technology
2615 Baker Road, Dexter, Michigan 48130
(734) 424-4201
munirr@dexterschools.org

TO: Board of Education

FROM: Rick Munir, Director of Technology

DATE: March 17, 2023

RE: Section 97 Security Grant

Dexter Community Schools Camera 2023 Upgrade

Bids for the replacement of 107 existing cameras, installing 22 new cameras, and iPhone replacements around the district were due March 10th, 2023. We had three consultants bid on the project: Convergent Technologies, Prudential Alarm, and Capricorn Diversified Systems. After reviewing the scope of work, bidder's proposal, and timelines, Convergent was the lowest responsive bidder. This project will be managed by Dexter Community Schools Technology Staff.

Project not to exceed: \$295,772.34

Vendor	Camera Bid	iPhone Bid	Total Bid Cost
Convergent	\$242,301.94	\$53,470.40	\$295,772.34
Capricorn	\$285,045.00	\$46,100.00	\$305,365.00
Prudential	\$291,549.46	\$80,850.00	\$372,399.46

Recommendation

I recommend that the Board of Education award the 2023 Camera Upgrade project to Convergent Technologies for a total amount not to exceed \$295,772.



Dexter Community Schools

Nice Job Notes

JAN 2023

Vicki Allie (3)	Heather Green	Rachel Piersol
Angela Anderson	Sue Harvey	Dawn Poinier
Joel Anderson	Alex Heidtke	Jennifer Porcaro
Ryan Baese	Tori Hoffman	Sarah Redman
Frances Bastion (2)	Don Holiday	Drake Reinert (2)
Jen Boyce (3)	Sarah Hunt (2)	Anna Romano
Jill Boydston (2)	Matt Inch	Amy Sadler (3)
Samantha Brandt (2)	Brandy Jacobs	Lori Schmidt
Trina Cox (3)	Jennifer Johnson	Macy Selecman
Andy Damman	Susan Karsch	Amy Slothower (2)
Trevor Davidson	Jon Keith	Janelle Smith (2)
Lacie Demetriou	Mollie Kemp	John Sperendi
Allison Denisco	Roxanne Kohler	Neil Stinebaugh (2)
Technology Department	Kellison Kohler	Judi Stoll
Kristie Doyle (2)	Cassie Korinek	Kasey Straub
Jaime Dudash	Pam Krebs	Kaitlyn Tietsema
Lisa Dunn (6)	Jennifer Mattison	Chris Timmis
Nicole Durbin (2)	Roxanne Maze	Leigh Vaughn
Denise Dutcher	Beth McDonald	Lisa Veenstra
Deb Eber	John McKaig	Kristin Walters
Adrian Edwards	Melanie Napolitan (2)	Jane Webby
Jason Elmy	Kaitlyn Nelson	Anouk Weiss
Mill Creek F&N	Sharon Norris	Marianne Wendt
Megan Ford	Kelli Nowaczck	Jen Werner
Trina Gale (2)	Kalli Nowitzke	Jenny Whipple (4)
Kelli Gatecliff	Nadia Para	Angie Williams
Ed Gauthier	Kelly Parachek	
Brook Gillum	Andrew Parker	
Sue Gowan (2)	Alex Pattenaude (2)	

February 28, 2023

Christopher Timmis
Dexter Community Schools
Bates School
2704 Baker Road
Dexter, MI 48130

Dear Supt. Timmis,

The Michigan Association of School Boards is pleased to acknowledge the accomplishment of at least one of your board members and/or your district's whole board for their achievements in 2022. I have enclosed a list of your district's award recipients.

We're very proud of board members who use their valuable time to improve their leadership effectiveness by completing individual and board development courses.

We know you'll want to celebrate their accomplishments by attending the County Area School Board Association meeting that's designated for this purpose. If your CASBA is active, please watch for an announcement about the award ceremony in your area.

MASB will be listing all award recipients on our website on or before March 10. A sample press release can be found at masb.org/miboardawards.

Congratulations to your district and thank you for supporting your board members in improving their leadership skills on behalf of Michigan's public schools.

Sincerely,



Don P. Wotruba, CAE
Executive Director



INFO@MASB.ORG | MASB.ORG | 517.327.5900
1001 Centennial Way, Suite 400 • Lansing, Michigan 48917-8249

Dexter Community Schools

Elise Bruderly

Level 2 - Award of Merit

Mara Greateorex

Level 3 - Award of Distinction

Dexter Community Schools
Finance Committee
Meeting Minutes
March 3, 2023
Bates Board Room

Board Committee Members Present – Daniel Alabré (by Zoom), Dick Lundy (Chair)
Staff Committee Members Present – Jessica Baese (by Zoom), John Heuser (by Zoom), Sharon Raschke, Chris Timmis
Others Present – None

Meeting convened at 3:45 pm.

Approval of Minutes

A motion was made by Daniel Alabré to approve the finance committee meeting minutes of December 13, 2022. John Heuser seconded the motion. Motion Carried (unanimous).

Audience Participation

None

Discussion Items

1. Sharon Raschke presented the results of the RFP for fiscal audit services. The Committee discussed the process, responses, and relationship with the current auditor. A motion was made by Daniel Alabré to recommend the appointment of Rehmann Robson for the next two years (2022-23 and 2023-24) contingent upon the continuity of Kim Lindsay as engagement principal throughout the duration of the contract. Jessica Baese seconded the motion. Motion Carried (unanimous). The recommendation of the Finance Committee will be presented to the Board of Education for discussion and action at the March 20 meeting.
2. The Committee reviewed and discussed the draft budget 2023-24. One budget scenario was prepared per Board Policy, carrying forward the current year program expenses as of the December 2022 revision and subsequent Board action. Revenue parameters included an optimistic student count and most recently available, but not appropriated, information on foundation allowance. The Finance Committee requested administration to proceed planning programming and staffing that will be fiscally supported.

Meeting adjourned at 4:15 pm.

Facilities Committee Minutes

Date: Tuesday, January 24, 2023

Project: Dexter Community Schools – Review the bids for the Al Ritt Synthetic Turf and Running Track renovation and upcoming projects review

Location: Bates School

Time: 3:00 pm

Attendees:

Board Committee Members: Dick Lundy, Mara Greateorex, Daniel Alabre

Staff Committee Members: Brian Schuler, Chris Timmis, Craig McCalla, Sharon Raschke

Community Committee Members: Jerry Brand

Others Present: Greg Brand

A. Call to Order: 3:02pm

B. Approve Agenda:

- a. Motion - Moved by Jerry Brand. Second by Dick Lundy. Passed, unanimous.

C. Approve Minutes:

- a. Motion - Moved by Dick Lundy. Second by Jerry Brand. Passed, unanimous.

D. Public Participation: NA

E. Action/Discussion:

- a. Review the bids for the Al Ritt Synthetic Turf and Running Track renovation
 - i. The facility committee is recommending to the board to approve AstroTurf Great Lakes base bid for turf and add alternates #2 & #3 for a total cost of \$672,674.00.
 - ii. Add alternate #1 for the Synthetic Turf bid was a shock pad and we are gathering more information.
 - iii. The facility committee is recommending to the board to approve Goddard Coatings Company the base bid and add alternate #4 for a total cost of \$143,950.00.
 - iv. A 15% contingency on the total package for both the Synthetic Turf and Running Track renovation will be included at a cost of \$122,494.00.
 - v. The total cost of the entire project, including contingency, would be \$939,118.00.
 - vi. Dick Lundy made the motion, Jerry Brand seconded, unanimous approval to recommend above to the Board for approval.
-



- b. Update status of series 2 bond work -
 - i. Mechanical units are arriving - looking to begin installation after Spring Break 2023 - W.J. O'Neil and Granger is coordinating the work with Dexter Community Schools
 - ii. Review of current projects under design
 - iii. For the Building Automation Systems - we are continuing to design for Wylie and Creekside, but are holding off on any further design for DHS at this time
- c. Pool Scoreboard Update - Installation is scheduled to begin in April
- d. Solar Update -
 - i. DCS has been working with CMS and Harvest Solar on design and contract
 - ii. The solar field and solar walkway will create energy savings for the district
 - iii. DCS is looking at going public with a fundraiser after the project has been brought to the Board

F. Public Participation: NA

G. Adjournment: 4:37pm - Mara
