



35100 Little Mack – Clinton Township, Michigan 48035 586.791.6300 – www.clintondaleschools.net

PUBLIC NOTICE OF MEETING

**THE CLINTONDALE COMMUNITY SCHOOLS BOARD OF EDUCATION WILL
CONVENE IN A REGULAR BOARD MEETING on:**

Monday, May 13, 2024, at 6:30pm

**35200 Little Mack, Clinton Township, MI 48035
High School Conference Center**

"The Clintondale Community Schools, upon at least three (3) hours prior notice of a given Board meeting, will provide necessary and reasonable auxiliary aids and services, such as signers for hearing-impaired persons and audiotapes of printed materials for visually-impaired persons, at the commencement of that meeting. Disabled persons requiring such auxiliary aids or services must notify the District by contacting Richard Lerman, Director of Technology, by one of the following methods: 35100 Little Mack Avenue, Clinton Township, Michigan 48035, email:lermanr@clintondaleschools.net or call 586-791-6300, extension 1023."

If you should have any questions or if you plan to bring a group of people to the meeting, please call the Board of Education at (586) 791-6300.

**Mr. Jared Maynard
President, Board of Education**

Proposed minutes of the above meeting will be available for public inspection during regular business hours, at 35100 Little Mack, Clinton Township, MI and online not more than eight business days after said meeting, and approved minutes of said meeting will be available for public inspection during regular business hours, at the same location, not more than five business days after the meeting at which they are approved. Copies of the minutes shall also be available at the reasonable estimated cost of printing and copying.

This Notice is given in compliance with Act. No. 267 of the Public Acts of Michigan, 1976.

District Policy requires nondiscrimination on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, English Proficiency, handicap, or disability, height or weight; in its programs, services, activities, employment, or admissions policies. The following persons have been designated to handle complaints, questions, etc.: Heather Halpin, The Age Act, Title VI, Title IX, 35100 Little Mack Clinton Township, MI (586)791-6300; Mr. Kenneth Janczarek, Title II and Section 504, 35200 Little Mack, Clinton Township, MI (586) 791-6300.



Clintondale Community Schools Board Agenda
35200 Little Mack - Clinton Township, MI 48035
High School Conference Center
May 13, 2024 6:30 p.m.
Regular Board Meeting

Call Regular Board Meeting to Order – 6:30 p.m. Regular Board Meeting began at: _____

ROLL CALL

Jared Maynard Barry Powers Lisa Valerio-Nowc Wilbur Jones
Felicia Kaminski Diane Zontini Michael Manning

ALSO IN ATTENDANCE

PLEDGE OF ALLEGIANCE

AGENDA- It is recommended by the Superintendent and the Board President, that the Board approve the agenda as submitted or amended.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

APPROVAL OF THE MINUTES- It is recommended by the Superintendent and the Board President, that the Board approve:

Regular Board meeting April 22, 2024
Special Board meeting April 29, 2024.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

CORRESPONDENCE - It is recommended by the Superintendent and the Board President, that the Board acknowledge the correspondence and receive them.

Christopher Kasprik

Motion by _____ Support by _____ Y _____ N _____ Ab _____

SUPERINTENDENT'S REPORT

STUDENT REPRESENTATIVE REPORT

PRESENTATION - None

PUBLIC COMMENT REGARDING BUSINESS BEFORE THE BOARD

We encourage you to voice your opinion on topics on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments, speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible. ____



Clintondale Community Schools Board Agenda
35200 Little Mack - Clinton Township, MI 48035
High School Conference Center
April 22, 2024 6:30 p.m.
Regular Board Meeting Minutes

Call Regular Board Meeting to Order – 6:30 p.m.

ROLL CALL

Jared Maynard	Barry Powers (6:35)	Lisa Valerio-Nowc	Wilbur Jones
Felicia Kaminski	Diane Zontini	Michael Manning	

ALSO IN ATTENDANCE

Kenneth Janczarek- Superintendent	Lee Walmsley- Director of Human Resources
Teresa Wilson- Executive Assistant	Kurt Violet- Student Ambassador
Abriana Guzman- Student Ambassador	Richard Lerman- Technology Director
Bob Walmsley- Director of Athletics	Meloney Cargill- High School Principal
Melissa Klopinski- Child Care Director	Dawn Sanchez, Icampus Principal
Rashida Shack, Elementary Principal	Maurice Woods, Assistant Principal
Maria Romain, Middle School Principal	Cara Cottrell, Elementary Principal

PLEDGE OF ALLEGIANCE

AGENDA- Motion by Mr. Manning, Support by Ms. Zontini, that the Board approve the agenda as submitted or amended. Motion Carried 6-0.

APPROVAL OF THE MINUTES- Motion by Ms. Valerio-Nowc, Support by Mr. Jones, that the Board approve the Regular Meeting Minutes- April 8, 2024. Motion Carried 6-0.

CORRESPONDENCE - Motion by Mr. Manning, Support by Ms. Zontini, that the Board acknowledge the correspondence and receive them. Motion Carried 6-0.

SUPERINTENDENT'S REPORT

Town Hall

PRESENTATION

Meloney Cargill and Kim Spriggs- CTE
Bob Walmsley- Athletic Awards

PUBLIC COMMENT REGARDING BUSINESS BEFORE THE BOARD

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DISTRICT REPORTS- #1-2

1. Motion by Mr. Manning, Support by Mr. Powers, that the Board approve the Department Reports. Motion Carried 7-0.

2. Motion by Mr. Manning, Support by Mr. Powers, that the Board approve the Building Reports. Motion Carried. Motion carried 7-0.

CONSENT ITEMS – #1-3

Motion by Mr. Manning, Support by Mr. Powers that the Board approve the Consent Items #1-3 as presented. Motion Carried 7-0.

NON-CONSENT ITEMS #1-4

1. **Resignation** - Motion by Ms. Zontini, Support by Mr. Manning, that the Board approve the resignation of **David Taylor**, Teacher, effective immediately, per his letter dated April 16, 2024. Motion Carried 7-0.

2. **Public Announcement System Bid** – Tabled. Motion Carried 7-0.

3. **Closed Session**- Motion by Ms.Valerio-Nowc, Support by Ms. Kaminski, that the Board enter into a Closed Session as authorized by Section 8(b) of the Open Meetings Act for a student discipline hearing. Motion Carried 6-0.

4. **Closed Session**- Motion by Ms. Kaminski, Support by Ms. Zontini that the Board enter into a Closed Session as authorized by Section 8(b) of the Open Meetings Act for a student discipline hearing. Motion Carried 6-0.

GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

We encourage you to voice your opinion on topics not on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments, speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible. None

APPROVAL OF BILLS - Motion by Ms. Zontini, Support by Mr. Jones, that the Board approve the bills ending April 12 , 2024. Motion Carried 7-0.

ADJOURNMENT- Motion by Ms.Valerio-Nowc, Support by Mr. Jones that the Board of Education meeting adjourn at 11:20pm. Motion Carried 6-0.

Lisa Valerio-Nowc, Secretary



Clintondale Community Schools Board Agenda
35200 Little Mack - Clinton Township, MI 48035
High School Conference Center
April 29, 2024 6:30 p.m.
Special Board Meeting Minutes

Call Special Board Meeting to Order – 6:30 p.m.

ROLL CALL

Jared Maynard	Barry Powers (excused)	Lisa Valerio-Nowc	Wilbur Jones
Felicia Kaminski	Diane Zontini	Michael Manning	

PLEDGE OF ALLEGIANCE

ALSO IN ATTENDANCE

Kenneth Janczarek- Superintendent	Lee Walmsley- Director of Human Resources
Edward McKinen- Chief Financial Officer	

AGENDA- Motion by Ms. Kaminski, Support by Mr. Jones, that the Board approve the agenda as amended.
Motion carried 6-0.

PUBLIC COMMENT REGARDING BUSINESS BEFORE THE BOARD

We encourage you to voice your opinion on topics on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments, speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible. **None**

NEW BUSINESS ITEMS - #1-2

1. **Public Announcement System Bid**- Motion by Ms. Valerio-Nowc, Support by Ms. Zontini, that the Board review and approve the public announcement system contract. Motion carried 6-0.
2. **Washington D.C. Trip**- Motion by Ms. Kaminski, Support by Mr. Jones, that the Board approve the Middle School Washington D.C. trip. May 15, 16, and 17. Motion carried 6-0.
3. **Closed Session** - Motion by Ms. Valerio-Nowc , Support by Mr. Jones, that the Board of Education enter into a Closed Session as authorized by Section 8 (c) of the Michigan Open Meetings Act to discuss negotiations. Motion carried 6-0.

GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

We encourage you to voice your opinion on topics not on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments, speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible. **None**

ADJOURNMENT

Motioned by Mr. Manning, Supported by Mr. Jones that the Special Board meeting adjourn at 8:33pm. Motion carried 6-0.

Lisa Valerio-Nowc, Secretary



MEMO to the Board of Education for May 13, 2024

May 13, 2024 - Regular Meeting of the Board of Education

CONSENT ITEM - #1

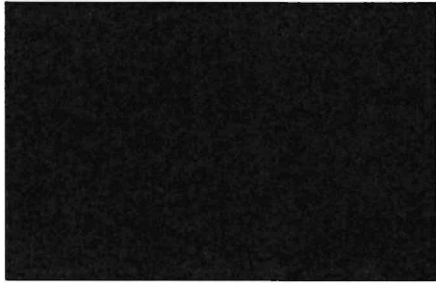
1. **Instructional Assistant-GSRP** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve **Kimberly Mooney**, GSRP Associate Teacher, effective May 8, 2024, at a rate of pay of \$20.55 per hour (Step 5 of the Instructional Assistant Salary Schedule).

NOTE: Mrs. Mooney was pre-approved by Board President Jared Maynard. Mrs. Mooney was needed to start prior to full Board approval due to GSRP regulations and has passed the Criminal History (CHRI) background check. She has an Associate's Degree in Early Childhood Education and was a previous Director of Latchkey and PreSchool teacher at a neighboring school district.

NON-CONSENT ITEM - #1

1. **Resignation** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve the resignation of **Christopher Kasprik**, Technology Specialist, effective May 17, 2024, per his letter dated May 3, 2024.

NOTE: Mr. Kasprik has worked for the district for almost 2 years. He accepted a position in Cyber Security, which aligns closely to his degree and certifications.



Lee Walmsley
Director of Human Resources
Clintondale Community Schools
35100 Little Mack Ave
Clinton Township, MI 48035

Dear Mrs. Walmsley,

I am writing to formally resign from my position as a Technology Specialist at Clintondale Community Schools, effective at the end of the school day on 05/17/23. This decision was not made lightly, but after careful consideration, I believe it is the right step for me at this point in my career.

I want to express my gratitude for the opportunities I've had to work with the district and support the educational mission of our school district. Over the course of my time here, I have learned a great deal and have had the chance to contribute to meaningful projects that have positively impacted our students and staff. My sincere appreciation goes out to my supervisor, Mr. Richard Lerman, and to all of the district's staff, who have held such appreciation, respect, and support for me during my tenure here at Clintondale.

I am committed to ensuring a smooth transition during my remaining time with the district. I will complete ongoing projects, document processes, and assist in training my replacement to the best of my ability. Please let me know how I can help facilitate this transition and ensure a seamless handover of responsibilities.

Thank you once again for the opportunity to be part of Clintondale. I wish Clintondale as well as the community continued success and growth in the future.

Sincerely,

A handwritten signature in black ink, appearing to read "Ch. Kasprick".

Christopher Kasprick

CONSENT ITEM - #1

1. **Instructional Assistant-GSRP** - It is recommended by the Superintendent and the Director of Human Resources, that the Board approve **Kimberly Mooney**, GSRP Associate Teacher, effective May 8, 2024, at a rate of pay of \$20.55 per hour (Step 5 of the Instructional Assistant Salary Schedule).

NOTE: Mrs. Mooney was pre-approved by Board President Jared Maynard. Mrs. Mooney was needed to start prior to full Board approval due to GSRP regulations and has passed the Criminal History (CHRI) background check. She has an Associate's Degree in Early Childhood Education and was a previous Director of Latchkey and PreSchool teacher at a neighboring school district.

END OF CONSENT ITEM- Please ask if any Board Member would like to isolate and item.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

NON-CONSENT ITEMS- #1-10

1. **Resignation** - It is recommended by the Superintendent and the Director of Human Resources, that the Board approve the resignation of **Christopher Kasprick**, Technology Specialist, effective May 17, 2024, per his letter dated May 3, 2024.

NOTE: Mr. Kasprick has worked for the district for almost 2 years.

2. **L'Anse Creuse Public Schools/Clintondale Community Schools Educational Cooperative Agreement**

It is recommended by the Superintendent that the Board approve the L'Anse Creuse Public Schools/Clintondale Community Schools Educational Cooperative Agreement.

NOTE: Board approval would allow the continuation of the CCS/LCPS Agreement that has been in place for approximately six years. It is not unusual for districts to partner with other districts to increase course offerings. Students would participate in a course or CTE program 1-2 periods each day. Transportation would be provided by CCS. At this time, there are no students enrolled in LCPS programs.

CCS students have the opportunity to participate in the following L'Anse Creuse programs:

Sports Medicine Physical & Occupational Therapy

Construction Technology

Criminal Justice

Graphic Arts & Design Technology

Early Childhood Education

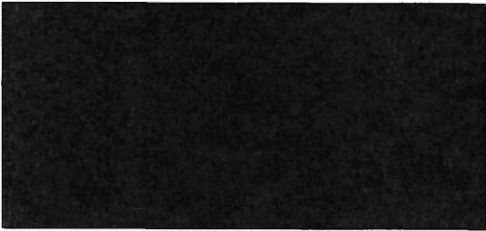
It is important that we continue to provide a variety of options for our high school students within and outside the district.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

3. **Food Service Contract-** It is recommended by the Chief Financial Officer and the Director of Buildings and Grounds, that the Board approve the food service management company contract with Southwest Foodservice Excellence (SFE) for the 2024-2025 school year.

NOTE: This renewed contract is in effect from July 1, 2024, to June 30, 2025.

Motion by _____ Support by _____ Y _____ N _____ Ab _____



Pre-Approved

Work Experience

Data Entry Specialist

Covius - Madison Heights, MI
November 2012 to April 2022

I was responsible for preparing loan modifications for quite a few banks, manage engine tickets through the county and being a great team player within our pod.

Nanny

Berkley, MI
January 2007 to November 2012

I worked for a family with two small children, taking care of all their basic needs and taking care of household duties as well.

Director latchkey, Preschool teacher

Utica Community Schools - Sterling Heights, MI
September 2002 to January 2007

I was responsible for overseeing 40 plus children at once, implementing daily activities/field trips, also billing for the families.

Education

Associate's degree in Early Childhood Education

Macomb Community College - Clinton Township, MI
September 2002 to June 2004

High school diploma or GED

Skills

- Toddler Care
- Nannying
- Early Childhood Education
- Data Entry
- Tutoring
- Typing
- Personal Assistant Experience
- Babysitting

- Childcare
- Typing
- Childcare
- Teaching
- Computer skills
- Clerical experience
- Filing
- Office experience
- Organizational skills
- Communication skills
- English
- Microsoft Office
- Microsoft Word
- Medical office experience
- Customer service
- Data entry
- Medical terminology
- Phone etiquette
- 10 key typing

Certifications and Licenses

Child Development Associate Certification

First Aid Certification



L'ANSE CREUSE PUBLIC SCHOOLS/CLINTONDALE COMMUNITY SCHOOLS EDUCATIONAL COOPERATIVE AGREEMENT

The L'Anse Creuse Public Schools/Clintondale Community Schools, executing this Agreement, desire to cooperate in a manner that provides greater opportunities for students and efficient use of resources. The purpose of this Agreement is to facilitate cooperative programs and services between L'Anse Creuse Public Schools/Clintondale Community Schools. This includes, but is not limited to, greater access for all students to career and technical education programs, school to work opportunities, and academic or special courses not available in all districts.

In accordance with the provisions of the Michigan Revised School Code and State School Aid Act of 1996, the parties agree as follows:

1. There shall be no administrating district of the Cooperative; each participating district will be responsible for all record keeping and all reporting requirements as stipulated in state or federal laws or regulations. Accounting for student enrollment shall be made in accordance with the Michigan Revised School Code and the State School Aid act of 1996.
2. Classes and schedules will be distributed to each participating district, by each educating district, no later than February 1 of each year.
3. Costs, fees, tuition and other financial considerations shall be mutually determined by cooperating participants.
4. Transportation shall be the responsibility of each district; however, cooperative transportation may be arranged by mutual agreement of the participating districts
5. Availability of programs, and space within a program, shall be determined by the educating district. By mutual agreement, additional classes or sections may be added to accommodate a sending district's students. If additional classes or sections are added, a fee may be charged to the participating districts, to cover associated costs for the additional class or section.
6. All students will be subject to the educating district's policies, rules and regulations when in attendance in its programs.
7. When feasible, participating districts will develop common calendars. When not feasible, students attending cooperative programs shall attend classes when the educating district's classes are in session.
8. The desire of the participating districts to collaborate for educational programs extends to new programs or grant opportunities. This Agreement may be extended to those opportunities upon the approval of the Superintendents of each participating district.
9. This Agreement shall be for the term of one school year, through August 31, 2025, and thereafter, shall be renewed each year for an additional one-year period (until August 31st of each year), unless terminated by either party in writing within sixty (60) days before expiration of the year term.

Date _____

Clinton Township, MI



Clintondale Cares

Accountability | Achievement | Equity | Hard Work | Community

May 9, 2024

Clintondale Community Schools Board of Education,

It is recommended by the Chief Financial Officer that the Board of Education renew the contract for our food service management company to Southwest Foodservice Excellence (SFE) for the 2024-2025 school year. Attached is an email from the Michigan Department of Education that agrees with our recommendation to award SFE with a 1-year contract. The standard rates that were set by the state are listed in the attached email.

SFE has made significant improvements since they joined our team in 2022. This contract was agreed upon with the notion that SFE will continue to improve the food quality and service within Clintondale Schools. Based on the efforts and improvements made in the 2023-24 school year, it is felt that the opportunity for SFE in the 2024-25 school year is warranted.

Thank you for your consideration,

Edward Makinen
Chief Financial Officer
Clintondale Community Schools

Food Service Management Company
Contract Renewal - Rate Agreement Form
COST REIMBURSABLE CONTRACT

Clintondale Community Schools	2022-23
School Food Authority/Sponsor Name	Year of Original Contract
50070	2
Agreement Number/School District Code	Renewal Year (1, 2, 3, or 4)
Southwest Foodservice Excellence (SFE)	1
Food Service Management Company Name	

This document contains the rates and fees for the furnishing of food service management for nonprofit food service programs for the period beginning July 1, 2024, and ending June 30, 2025. The terms and conditions of the original contract are applicable to the contract renewal.

The Consumer Price Index for All Urban Consumers (CPI-U) for the Midwest Region for December 2023 is 4.2% as released by the U.S. Bureau of Labor Statistics. The Equivalent Meal Factor decreased from \$4.7100 to \$4.6250 for SY 2024-2025.

Price Per Meal and Meal Equivalents must be quoted as if no USDA Donated Commodities will be received.

Rates for School Year (SY) 2023-2024 must match what was approved by MDE.

RATE NEGOTIATIONS ARE NOT ALLOWED FOR THE SY 2024-2025 RENEWAL.

RATES MUST <u>NOT</u> BE ROUNDED UP.			
Fee Items	SY 2023-2024 Rate	Flat % Increase per Original Contract	New SY 2024-2025 Rate
1. Management Fee per Meal (breakfast and lunch) and Meal Equivalent (a la carte)	\$ 0.0703	4.2	\$0.0732
2. Administrative Fee per Meal or Month	\$ 0.1516	4.2	\$0.1579
3. Reimbursable Breakfasts			
4. Reimbursable Lunches			
5. A la Carte Meal Equivalents			
6. After School Snacks			
7. At Risk Suppers			
8. Special Milk			
9. Advance Payment amount for the 24-25 school year, if any			NA
10. Guaranteed Return amount for the 24-25 school year, if any			NA
11. Planned Client Investment amount for the 24-25 school year, if any			NA

Note: Company must sign this page prior to initial upload into GEMS/MARS.

By submission of this proposal, the company certifies that, in the event it receives a renewal award under this solicitation, the company shall operate in accordance with applicable program laws and regulations. The company shall not plead misunderstanding or deception because of such estimates of quantities, or of the character, location, or other conditions pertaining to the proposal. This agreement shall not exceed one year.

Signed: 103EC93051EC194C25F57AB80DD54312 contractworks

Food Service Management Company Representative

Monty Staggs/ Chief Executive Officer

Printed Name/Title

04/08/2024

Date

Note: Sponsor does NOT sign this page prior to initial upload into GEMS/MARS. Signature is obtained AFTER MDE approval.

Sponsor Acceptance of Contract Renewal Agreement

Signed: _____

Sponsor Representative

Printed Name/Title

Date

Regular Meeting – May 13, 2024

Page #3

4. **Key Card Access Contract**- It is recommended by the Chief Financial Officer and the Director of Buildings and Grounds, that the Board approve the bid from Flying Locksmiths in the amount of \$84,410.00 for district key card access.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

5. **Roof Restoration**- It is recommended by the Chief Financial Officer and the Director of Buildings and Grounds, that the Board approve the Roof Restoration bid from Lutz Roofing Company in the amount of \$27,420.00.

NOTE: The restoration will be paid with general Funds. This bid includes a \$5,000.00 allowance.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

6. **Skylights**- It is recommended by the Chief Financial Officer and the Director of Buildings and Grounds, that the Board approve the Skylight restoration bid from Designers Mirror and Glass in the amount of \$48,530.00

NOTE: The restoration will be paid with ESSER III funds. This bid includes a \$5,000.00 allowance.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

7. **Bank Fees**- It is recommended by the Superintendent and the Board President that the Board review the Banking Fees.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

8. **Recommendation of Staffing Projections 2024-2025** - It is recommended by the Superintendent and Director of Human Resources that the district may eliminate up to 15 CEA positions and up to 10 AFSCME positions for the 2024-2025 school year.

NOTE: These reductions are a result of declining enrollment and the ending of ESSER funds.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

9. **Closed Session**- It is recommended by the Superintendent that the Board of Education enter into a Closed Session as authorized by Section 8(a) of the Michigan Open Meetings Act employee discipline.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

10. **Closed Session**- It is recommended by the Superintendent that the Board of Education enter into a Closed Session as authorized by Section 8 (c) of the Michigan Open Meetings Act to discuss negotiations.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

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Clinton Township, MI



Clintondale Cares

Accountability | Achievement | Equity | Hard Work | Community

May 10, 2024

Dear Clintondale Community Schools Board of Education:

It is recommended by the Chief Financial Officer and the Director of Operations that the Board of Education award the Key Card Access bid to The Flying Locksmiths, in the amount of \$84,410. The full amount will be paid out of the 31aa Mental Health and School Safety Grant.

The Flying Locksmiths were the most detailed and extensive bid, with their technology and services meeting or exceeding the needs of our district at every angle. They have lifetime warranty on all parts and use Motorola for the majority of their products. Their service calls came in less than the other bids, and all of their employees are fingerprinted and FBI screened. The safety and security of the district is our top priority. I believe The Flying Locksmiths are the obvious choice when it comes to securing our building entrances.

Thank you for your consideration,

Edward Makinen
Chief Financial Officer
Clintondale Community Schools



Wakely Associates Inc./Architects

30500 Van Dyke Avenue, Suite 209

Warren, MI 48093

Ph: 586-573-4100 Fx: 586-573-0822 Wb: www.wakelyaia.com

After discussing the potential construction schedule, it is anticipated that all parts of the project will start right after school ends in mid-June and be completed by mid-July of 2024.

Therefore, for the reasons stated above, we recommend the following for award:

Lutz Roofing Company, Inc.:

- Proposal 'C' Base Bid of **\$27,420.00**
(NOTE: This bid includes a \$5,000.00 allowance)

Designors Mirror and Glass:

- Proposal 'A' Base Bid of **\$9,805.00**
- Proposal 'D' Base Bid of **\$38,725.00**
(NOTE: This bid includes a \$5,000.00 allowance)

I would be happy to answer any questions you may have regarding this recommendation.

Sincerely,

Brian J. Smilnak

Brian J. Smilnak, AIA
Vice President

BJS/amd

Enclosures

Cc: Laura Lawniczak, Clintondale Community Schools



Wakely Associates Inc./Architects

30500 Van Dyke Avenue, Suite 209

Warren, MI 48093

Ph: 586-573-4100 Fx: 586-573-0822 Wb: www.wakelyaia.com

May 7, 2024

Edward Markinen
Director of Business and Finance
Clintondale Community Schools
35100 Little Mack
Clinton Township, MI 48035

RE: Clintondale Community Schools
Roof Restoration at
Clintondale High School
WA Project No. 242033

Dear Mr. Markinen:

On Tuesday, May 7, 2024, two (2) bids were received for the project at 10:00 pm at the Administration Building and the bid tabulation summary is attached to this letter.

For clarification, the Base Bid scope of work includes several different Proposals for consideration. Proposal 'A' for the replacement of several dome skylights above some classrooms and corridors; Proposal 'B' for the removal and sealing off of several dome skylights above some classrooms and corridors; Proposal 'C' for the installation of two new roof drains on a flat portion of roof to improve drainage; and Proposal 'D' for re-sealing the perimeter of the glass panels of the large glass skylights over the Media Center.

On Tuesday, May 7, 2024, a post-bid interview was conducted with each of the bidders, Lutz Roofing Company, Inc. (Shelby Twn, M), and Designors Mirror and Glass (Warren, MI). After reviewing their bids and answering questions during the interviews, it appears that each of the bidders have included all scope items and are comfortable with their base bids as submitted.

Lutz Roofing Company, Inc. has completed many neighboring roofing projects for K-12 Districts and recently completed the re-roofing of the Middle School in 2022. They are also certified as a Premier Installer by the specified roof manufacturer, TREMCO.

Designors Mirror and Glass has completed many projects for neighboring districts and is currently the service contractor for Grosse Point Schools for all of their glass replacement needs.

Clinton Township, MI



Clintondale Cares

Accountability | Achievement | Equity | Hard Work | Community

May 9, 2024

Dear Clintondale Community Schools Board of Education:

It is recommended by the Chief Financial Officer and the Director of Operations that the Board of Education award the roofing bid, also referred to as Proposal C in the board packet recommendation letter, to Lutz Roofing Company, Inc., in the amount of \$27,420. This amount will be paid from the general fund for repairs to the high school roof.

As mentioned, the board packet contains a recommendation letter from our architect, Wakely Associates Inc., that explains Proposal C. These repairs are necessary to control the leak in a section of the high school roof located above the art rooms and buildings and grounds area.

Thank you for your consideration,

Edward Makinen
Chief Financial Officer
Clintondale Community Schools

Clinton Township, MI



Clintondale Cares

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May 9, 2024

Dear Clintondale Community Schools Board of Education:

It is recommended by the Chief Financial Officer and the Director of Operations that the Board of Education award the skylight projects, also referred to Proposal A and Proposal D in the board packet recommendation letter, to Designers Mirror and Glass in the amount of \$9,805 for Proposal A, and \$38,725 for Proposal D. The combined amount of \$48,530 will be paid from our ESSER III grant. The funding for this project was previously approved at the January 8 board meeting.

As mentioned, the board packet contains a recommendation letter from our architect, Wakely Associates Inc., that explains Both Proposals A and D. These proposals are for the leak repairs and on the high school hallway skylights and the library atrium skylights.

Thank you for your consideration,

Edward Makinen
Chief Financial Officer
Clintondale Community Schools



Accountability | Achievement | Equity | Hard Work | Community

May 10, 2024

Clintondale Community Schools Board of Education,

It is the recommendation of the Superintendent and Human Resources that the Board of Education approve the reduction of up to 15 Clintondale Education Association (CEA) members and up to 10 American Federation of State, County, and Municipal Employees (AFSCME) members for the 2024/25 school year. This recommendation is being made for the 2024/25 school year to ensure the district is right-sized and has appropriate staffing to balance the district's budget.

Moving into the 2024/25 school year, these reductions are a result of declining enrollment and ESSER III funds ending. Our current budget has 81% of our revenue being used for salaries, resulting in needing to reduce staffing to have an overall impact on our budget. As reported in our recent Town Hall on April 18, 2024, Clintondale Community Schools' budget has revenue of \$33,107,266 and expenditures of \$34,129,792. These figures do not reflect the ESSER III funds that were utilized for the 2023/24 school year and previous years.

As a district, we have a financial responsibility to develop a balanced budget each year. The reduction of these staff members will have a significant impact on the financial security of the school district. Enrollment projections will continue to be reviewed which can affect staffing.



Kenneth Janczarek

Superintendent - Clintondale Community Schools

APPROVAL OF BILLS - It is recommended by the Superintendent and Board President, that the Board approve the bills ending April 26, 2024.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

ADJOURNMENT

Motioned by: _____ Supported by: _____ Time: _____

4/29/24 12.53.14
CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 4/15/24 TO 4/26/24

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
124557	4/15/24	40072	555	AFLAC			SUPPLEMENTAL INS 4/15 PAY *COMPUTER CHECK TOTAL*	891.37 891.37
124558	4/15/24	40070	2468	HOLZMAN LAW, PLLC			CASE #07C03197GC01 4/15 PAY *COMPUTER CHECK TOTAL*	228.78 228.78
124559	4/15/24	40117	333675	THE MICHIGAN 529 ADVISOR PLAN			MICH 529 PLAN 4/15 PAY *COMPUTER CHECK TOTAL*	535.00 535.00
124560	4/15/24	40066	210600	MISDU			FRIEND OF THE COURT 4/15 PAY *COMPUTER CHECK TOTAL*	618.50 618.50
124561	4/15/24	40066	2394	TX CHILD SUPPORT SDU			ID #0013106178271635 4/15 PAY *COMPUTER CHECK TOTAL*	125.00 125.00
124562	4/16/24	99973	553420	UPLAND HILLS FARM	000306		ECSE- MOBILE UNIT *COMPUTER CHECK TOTAL*	1,200.00 1,200.00
124563	4/17/24	08589	356650	MIAEYC			SANCHEZ-EARLY CHILDHOOD CONF *COMPUTER CHECK TOTAL*	294.00 294.00
124564	4/19/24	99977	2206	ACTIVE INTERNET TECHNOLOGIES	INV064950		COMMUNICATIONS THRU 6/30/25 *COMPUTER CHECK TOTAL*	9,000.00 9,000.00
124565	4/19/24	96641	114197	CLINTON TOWNSHIP TREASURER	14098		FOOTBALL SECURITY *COMPUTER CHECK TOTAL*	1,210.91 1,210.91
124566	4/19/24	07500	142000	DALE'S LANDSCAPING SUPPLY	68710	240384	HS Track-LONG JUMP HS Hardball Field *COMPUTER CHECK TOTAL*	110.25 351.50 461.75
124567	4/19/24	09145	194600	F.A.R. MANAGEMENT INCORPORATED	2401M004		UNEMPLOYMENT 2/01-4/30/24 UNEMPLOYMENT 5/01 - 7/31/24 *COMPUTER CHECK TOTAL*	460.00 460.00 920.00
124568	4/19/24	07220	2608	FACILITIES MANAGEMENT EXPRESS	32789		ONLINE WORK ORDER REQUESTS *COMPUTER CHECK TOTAL*	3,079.04 3,079.04
124569	4/19/24	07560	232250	GRAINGER	9085921725	240383	Toilet Part HS/RB Maintenance Supplies Boiler Parts *COMPUTER CHECK TOTAL*	790.70 50.94 217.88 1,059.52
124570	4/19/24	05980	286000	JOSTENS	32998378	240300	Diploma Certificate of Completion Shipping/Handling *COMPUTER CHECK TOTAL*	504.00 6.00 15.95 525.95
124571	4/19/24	07000	1256	KSS ENTERPRISES	1563095-1	240385	MS Custodial Supplies MS Custodial Supplies HS Custodial Supplies	371.68 159.97 174.04

4/29/24 12.53.14
CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 4/15/24 TO 4/26/24

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
124571	4/19/24	07000	1256	KSS ENTERPRISES	1563116-2		HS Custodial Supplies *COMPUTER CHECK TOTAL*	15.90 721.59
124572	4/19/24	09470	414730	OCCUPATIONAL HEALTH CENTERS	715273061		NEW HIRE PHYSICAL-HICHEL *COMPUTER CHECK TOTAL*	173.00 173.00
124573	4/19/24	09386	2569	SOLIANIT	20931991	240378	Staffing-Psychologist *COMPUTER CHECK TOTAL*	3,675.00 3,675.00
124574	4/19/24	07221	507150	SPENCER OIL CO	2409101	240021	Dist Fuel McKinney Vento Fuel *COMPUTER CHECK TOTAL*	435.82 304.42 740.24
124576	4/19/24	07500	569525	WARREN PIPE AND SUPPLY CO.	847412		ZIP TIES FOR BANNERS CREDIT MEMO *COMPUTER CHECK TOTAL*	24.59 1.39- 23.20
124577	4/26/24	07849	299	ADOBE SYSTEMS INCORPORATED	2716175406		ADOBE LICENSE - HICHEL *COMPUTER CHECK TOTAL*	88.68 88.68
124579	4/26/24	06450	229850	GORDON FOOD SERVICE, INC.	876238718	240328	DRAGON CAFE FOOD *COMPUTER CHECK TOTAL*	722.86 722.86
124580	4/26/24	09040	240100	GUARDIAN ALARM COMPANY	23042986	240016	Alarms *COMPUTER CHECK TOTAL*	1,754.65 1,754.65
124581	4/26/24	07000	1256	KSS ENTERPRISES	1563079	240359	Custodial Supples *COMPUTER CHECK TOTAL*	1,395.75 1,395.75
124582	4/26/24	06450	339325	MACOMB COUNTY HEALTH DEPARTMEN			DRAGON CAFE FOOD LICENSE *COMPUTER CHECK TOTAL*	254.00 254.00
124583	4/26/24	09010	341045	MACOMB INTERMEDIATE SCHOOL DIS	119151		TEACHER OF THE YEAR *COMPUTER CHECK TOTAL*	650.00 650.00
124586	4/26/24	09386	2569	SOLIANIT	20937990	240387	Staffing-Psychologist *COMPUTER CHECK TOTAL*	3,675.00 3,675.00
124587	4/26/24	07500	522540	SUPPLYDEN, INC.	296914-00		TAPE/DISPENSERS MOVE BOXES FOR MOVE	154.65 796.19
124587	4/26/24	07500	522540	SUPPLYDEN, INC.	296915-00		BOXES FOR MOVE	84.48
124587	4/26/24	07500	522540	SUPPLYDEN, INC.	296916-00		*COMPUTER CHECK TOTAL*	1,035.32
124593	4/26/24	09175	1420	21ST CENTURY MEDIA	2581240		SCHOOL OF CHOICE AD *COMPUTER CHECK TOTAL*	1,727.73 1,727.73
5529	4/15/24	07500	324900	LOWES BUSINESS ACCOUNT		240374	Maintenance Supplies Admin Air Compressor	113.52 257.36
5529	4/15/24	07500	324900	LOWES BUSINESS ACCOUNT			Maintenance Supplies	238.00
5529	4/15/24	07500	324900	LOWES BUSINESS ACCOUNT			Maintenance Supplies	128.68
5529	4/15/24	07500	324900	LOWES BUSINESS ACCOUNT			McGlennen Fields	419.51

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
5529	4/15/24	07500	324900	LOWES BUSINESS ACCOUNT			MAINTENANCE SUPPLIES * MANUAL CHECK TOTAL *	163.03 1,320.10
5530	4/15/24	07500	254900	HOME DEPOT CREDIT SERVICES			BOLTS/SCREWS * MANUAL CHECK TOTAL *	48.52 48.52
5531	4/15/24	08965	2265	EHIM	ADM00032065		ADMIN FEE * MANUAL CHECK TOTAL *	50.00 50.00
5532	4/15/24	40100	411	UNITED STATES TREASURY			FEDERAL TAXES 4/15 PAY	46,956.13
5532	4/15/24	40106	411	UNITED STATES TREASURY			FICA/MED TAXES 4/15 PAY	42,263.11
5532	4/15/24	40106	411	UNITED STATES TREASURY			FICA/MED MATCH 4/15 PAY * MANUAL CHECK TOTAL *	42,263.11 131,482.35
5533	4/15/24	40030	899	HEALTH EQUITY			EE HSA CONTRIBUTIONS 4/15 PAY * MANUAL CHECK TOTAL *	5,421.00 5,421.00
5534	4/15/24	40116	2149	SUB TEACHER SOURCE	116775		SUB TEACHERS	528.91
5534	4/15/24	40116	2149	SUB TEACHER SOURCE	116778		SUB TEACHERS	402.36
5534	4/15/24	40116	2149	SUB TEACHER SOURCE	116783		SUB TEACHERS	454.28
5534	4/15/24	40116	2149	SUB TEACHER SOURCE	116787		SUB TEACHERS * MANUAL CHECK TOTAL *	1,661.36 3,046.91
5535	4/15/24	40120	1557	TSA CONSULTING GROUP			EE ANNUITIES 4/15 PAY * MANUAL CHECK TOTAL *	24,530.92 24,530.92
5536	4/16/24	02250	140020	DTE ENERGY			MCG 910001851773 THRU 3/26	2,135.70
5536	4/16/24	04680	140020	DTE ENERGY			PKR 910001864503 THRU 3/26	4,529.77
5536	4/16/24	06940	140020	DTE ENERGY			ADM 910001864248 THRU 3/26	771.04
5536	4/16/24	06945	140020	DTE ENERGY			FH 910001864248 THRU 3/26	74.23
5536	4/16/24	02250	140020	DTE ENERGY			FH 9200268986226 THRU 3/26 * MANUAL CHECK TOTAL *	17.63 7,528.37
5537	4/16/24	04300	140020	DTE ENERGY			RBW 910001851948 THRU 3/22 * MANUAL CHECK TOTAL *	2,773.42 2,773.42
5538	4/17/24	07731	2422	TEAM FINANCIAL GROUP INC	116011		LIGHTING PROJECT * MANUAL CHECK TOTAL *	11,445.00 11,445.00
5539	4/17/24	09167	2220	AM CONSULTING LLC	30		CONSULTING SERVICES * MANUAL CHECK TOTAL *	5,925.00 5,925.00
5540	4/19/24	09135	2046	PRIORITY HEALTH			EMP HRA CLAIMS THRU 4/15 * MANUAL CHECK TOTAL *	769.46 769.46
5541	4/19/24	40150	364800	MICHIGAN PUBLIC SCHOOL EMPLOYEE			CONTRIBUTION 4/15 PAY	162,008.17
5541	4/19/24	40102	364800	MICHIGAN PUBLIC SCHOOL EMPLOYEE			MIP PAYMENT 4/15 PAY	34,646.78
5541	4/19/24	40103	364800	MICHIGAN PUBLIC SCHOOL EMPLOYEE			TDP PAYMENT 4/15 PAY	372.90
5541	4/19/24	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYEE			D% DCP PAYMENT 4/15 PAY	11,591.03
5541	4/19/24	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYEE			D% DC MATCH 4/15 PAY	5,283.49
5541	4/19/24	40029	364800	MICHIGAN PUBLIC SCHOOL EMPLOYEE			D% PHF PAYMENT 4/15 PAY	3,534.28

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
5541	4/19/24	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D% PHF MATCH 4/15 PAY	3,534.28
							* MANUAL CHECK TOTAL *	220,970.93
11 General Fund								
							COMPUTER CHECKS	28 \$36,786.84
							MANUAL CHECKS	13 \$415,311.98
							TOTAL CHECKS	41 \$452,098.82
							*** VOID SUMMARY ***	
							COMPUTER VOID CHECKS	
							VOID CHECKS - COMPUTER	
							VOID CHECKS - MANUAL	
							TOTAL VOID CHECKS	
							TOTAL NET CHECKS	41 \$452,098.82
							REPLACEMENT CHECKS	

NON-PAYMENT

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DETAIL CHECK REGISTER BY FUND
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CLINTONDALE

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
12 Federal Grants								
124578	4/26/24	00492	1223	EDMENTUM	INV31424		I CAMPUS CURRICULUM *COMPUTER CHECK TOTAL*	34,753.50 34,753.50
124584	4/26/24	12100	635710	PETTY CASH-ADMINISTRATION			MCKINNEY VENTO GAS CARDS *COMPUTER CHECK TOTAL*	400.00 400.00
124588	4/26/24	99853	2496	STACEY BASILISCO			S.T.EARLY CHILDHOOD CONFERENCE *COMPUTER CHECK TOTAL*	781.11 781.11
124589	4/26/24	99853	2362	NICOLE DUNCAN			S.T.EARLY CHILDHOOD CONFERENCE *COMPUTER CHECK TOTAL*	831.23 831.23
124590	4/26/24	99853	2216	MONICA LAWTON			S.T.EARLY CHILDHOOD CONFERENCE *COMPUTER CHECK TOTAL*	742.85 742.85
124591	4/26/24	99853	2497	SANDRA RAY			S.T.EARLY CHILDHOOD CONFERENCE *COMPUTER CHECK TOTAL*	803.76 803.76
124592	4/26/24	99853	2615	NATALIE SPATAFORA			S.T.EARLY CHILDHOOD CONFERENCE *COMPUTER CHECK TOTAL*	765.88 765.88
12 Federal Grants								
				COMPUTER CHECKS		7		\$39,078.33
				MANUAL CHECKS				
				TOTAL CHECKS		7		\$39,078.33
*** VOID SUMMARY ***								
				COMPUTER VOID CHECKS				*NON-PAYMENT*
				VOID CHECKS - COMPUTER				
				VOID CHECKS - MANUAL				
				TOTAL VOID CHECKS				
				TOTAL NET CHECKS		7		\$39,078.33
REPLACEMENT CHECKS								

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CLINTONDALE

DETAIL CHECK REGISTER BY FUND
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
13 State and Local Grants								
124575	4/19/24	00211	774	URBAN INFANT, INC	S37646	240214	GSRP Nap mat NEW MCG CLASSROOM *COMPUTER CHECK TOTAL*	720.00 720.00
124585	4/26/24	00311	446345	PUMP IT UP	10015		MCG-GSRP FIELD TRIP *COMPUTER CHECK TOTAL*	420.00 420.00
13 State and Local Grants								
							COMPUTER CHECKS	2 \$1,140.00
							MANUAL CHECKS	2 \$1,140.00
							TOTAL CHECKS	
							*** VOID SUMMARY ***	
							COMPUTER VOID CHECKS	
							VOID CHECKS - COMPUTER	
							VOID CHECKS - MANUAL	
							TOTAL VOID CHECKS	
							TOTAL NET CHECKS	2 \$1,140.00
							REPLACEMENT CHECKS	

CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
*** GRAND TOTALS ***								
							COMPUTER CHECKS	37 \$77,005.17
							MANUAL CHECKS	13 \$415,311.98
							TOTAL CHECKS	50 \$492,317.15
*** VOID SUMMARY ***								
							COMPUTER VOID CHECKS	*NON-PAYMENT*
							VOID CHECKS - COMPUTER	
							VOID CHECKS - MANUAL	
							TOTAL VOID CHECKS	
							TOTAL NET CHECKS	50 \$492,317.15
REPLACEMENT CHECKS								

** SPOILED CHECKS NOT INCLUDED IN THIS REPORT **