



PLYMOUTH-CANTON
COMMUNITY SCHOOLS

GLOBALLY FOCUSED. LOCALLY CONNECTED.

**454 S. Harvey
Plymouth, Michigan**

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 a time for public participation during the meeting as indicated in the agenda item Citizens' Comment.

Citizens' Comment Cards must be submitted before the start of the Board meeting per district policy #0167.3

Regular Meeting - Tuesday, April 9, 2024 - 7:00 p.m.

2023-2024 Meeting Calendar

[Calendar of Board Meetings 2023-2024 \(p. 4\)](#)

Call The Meeting to Order

- o Roll Call
- o Pledge of Allegiance

A. Adoption of Agenda/Approval of Consent Agenda

Action Item #24-04-63

1. Human Resources

Leaves, Resignations, and Retirements

[Leaves, Resignations, and Retirements \(p. 5\)](#)

Tenure Recommendations

[Tenure Recommendations \(p. 6\)](#)

2. Approval of Minutes

[Regular Meeting Minutes - March 12, 2024 \(p. 7\)](#)

3. First Reading Policies

[Policy #5464 - Early Graduation \(First Read\) \(p. 12\)](#)

4. Final Reading Policies

[Policy #3131 - Reduction in Certified Staff \(Final Read\) \(p. 14\)](#)

5. Out-of-Country Field Trips

[Out-of-Country Field Trips \(p. 16\)](#)

B. Celebrating Success

Melissa Darnell, Starkweather Academy Science Teacher

Presenter: Member Westra

C. Board Committee Reports/Action

1. President's Report

2. Student Performance & Achievement Committee (SPA)-Anupam Sidhu

Next Meeting: Wednesday, May 1, 2024 - 5 p.m.

3. Policy Committee-Patti McCoin

Next Meeting: Tuesday, April 23, 2024 - 5:30 p.m.

4. Finance and Operations Committee-Patrick Kehoe

Next Meeting: Thursday, April 18, 2024 - 5 p.m.

5. Student Voice in Action Committee-Josh Patterson & Sae Pawar

Next Meeting: Monday, April 15, 2024 - 6 p.m.

D. Administrative Reports/Recommendations

1. Superintendent's Report

2. Teaching and Learning - Bethany Rayl

P-CCS High School Program Highlights (Presentation)

[P-CCS High School Program Highlights 2023-2024 \(p. 17\)](#)

Consider Approval of a Resolution for Elementary English Language Arts (ELA)
Curriculum Materials (First Reading)

[Resolution-Elementary English Language Arts \(ELA\) Materials \(p. 36\)](#)

3. Finance and Operations - Jill Minnick

Consider Approval of a Resolution for Hoben Elementary Drainage Improvements Bid
Package #EL-4a (First Reading)

[Hoben Site Drainage Improvements Presentation \(p. 38\)](#)

[Resolution- BP #EL-4a Hoben Site Drainage Improvements \(p. 46\)](#)

Action Item #24-04-64: Consider Approval of a Resolution for a Water Main
Easement for Bid Package #P-CEP-1 New Stadium (First and Final Reading)

[Resolution-Watermain Easement Canton Twp. BP #PCE1-2 New Stadium \(p. 52\)](#)

Action Item #24-04-65: Consider Approval of a Resolution for a Chiller Purchase at Salem High School (First and Final Reading)

[Resolution-Chiller Repair at Salem High School \(p. 57\)](#)

Action Item #24-04-66: Consider Approval of a Resolution for Bid Package #P-CEP-2 Tennis Courts Award (Final Reading)

[Resolution-BP #PCEP-2 Tennis Court Replacement \(p. 64\)](#)

E. Citizens' Comments

F. Action Items/Discussion

Action Item #24-04-67: Consider Approval of Policy #9140 Citizens' Advisory Committes (Final Reading)

[Policy #9140 - Citizens' Advisory Committees \(Final Read\) \(p. 84\)](#)

Action Item #24-04-68: Consider Approval of Policy #9140.01 Facilities Utilization and Boundary Study (Final Reading)

[Policy #9140.01 - Facilities Utilization and Boundary Study \(Final Read\) \(p. 87\)](#)

G. Follow-up Board Questions

None as of 3-12-24 Board Meeting

H. Adjournment

District Vision: P-CCS will deliver an innovative educational experience which propels each student to excellence.

District Mission: P-CCS will develop capable, involved citizens who recognize that they are citizens of the world, use critical thinking skills, and are lifelong learners.

E.J. McClendon Educational Center
454 S. Harvey, Plymouth, MI 48170

Meeting of the Board of Education
2023-2024
(subject to change)

DATE	TIME	MEETING TOPIC	LOCATION
April 9, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
April 16, 2024	5:30 p.m.	Special Meeting	E.J. McClendon Center
April 23, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
May 14, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
May 28, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
June 11, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
June 25, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center

Regular meetings of the Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, shall be held on the second and fourth Tuesdays of each month (except 8-29-23 = 5th Tuesday) (there will be only one meeting in July (7-11-23), one meeting in December (12-12-23), and one meeting in March (3-12-24).

The Board shall comply with Subtitle A of Title II of the Americans with Disabilities Act of 1990, being Public Law 101-336, 42 USC 12101 et. Seq. or successor law. Requests for reasonable accommodation to participate in the meeting may be made by calling Diane Robertson, Executive Assistant to the Superintendent, at 734-416-3048 for voice & TDD calls or email to diane.robertson@pccsk12.com five days in advance of the meeting. Video recording of any open meeting is permitted with prior approval of the Superintendent. *Updated 3-31-24*

2023/24 SCHOOL YEAR

NAME, ASSIGNMENT, DATE OF HIRE

REASON, EFFECTIVE DATE

LEAVES

MILLS, COURTNEY
ELEM. CLSRM.
FARRAND
08/26/2019

Childcare Leave of Absence
2024/2025 School Year

RESIGNATIONS

CAMPERNEL, ANGELA
ELEM. CLSRM.
WORKMAN
08/27/2018

Resignation effective March 11, 2024.

IGNAGNI, BRANDI
INSTRUCTIONAL COACH
PCCS EDUC. SUPPORT CENTER
08/26/2019

Resignation effective March 15, 2024.

LEWIS, PATRICIA
ELEM. CLSRM.
FIELD
08/30/2021

Resignation effective March 15, 2024.

SHOEMAKER, AMY
(0.8) SPEECH CORRECTION (EARLY ON)
ALLEN
11/15/2021

Resignation effective April 19, 2024.

RETIREMENTS

ONEIL, MICHELE
COMPUTER PROGRAMMING
CANTON
08/31/2020

Retirement effective June 12, 2024.

WOJTOWICZ, NANCY
ELEM. CLSRM.
WORKMAN
09/10/1991

Retirement effective June 13, 2024.

MOTION:

AUTOMATICALLY ACCEPT AS PART OF THE CONSENT AGENDA ACTION.

"Move that the Board of Education approve the above Leaves, Resignations and Retirements as listed above."

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

RECOMMENDATIONS FOR TENURE
SCHOOL YEAR 2023/24

NO.	Name	School (s)/ Assignment	Admin(s) Recom. for Tenure	Date of Hire	Effective Date
	Amanda Bachand	Biology Plymouth	D. Ramos	04/15/2019	04/13/2024
	Michelle Leblanc	Cognitive Imp Elem/MS Virtual Academy	A. Pelukas	02/19/2019	02/18/2024

"Move that the Board of Education approve the tenure recommendation for Number 3 upon the effective date."

MOVED _____ SECONDED _____ VOTE _____

Board of Education

Form 1702.3B

BOARD OF EDUCATION REGULAR MEETING MINUTES
March 12, 2024

The Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, met in a Regular Meeting on Tuesday, March 12, 2024, at 7 p.m. at the E. J. McClendon Educational Center, 454 S. Harvey Street, Plymouth, Michigan, 48170.

President Wilson called the Regular Meeting to order at 7:10 p.m. in the Boardroom.

Present: Members Christenson, Kehoe, McCoin, and Wilson

Absent: Members Picard, Sidhu, and Westra

Administrators Present: Dr. Monica L. Merritt, Superintendent of Schools
Dr. Liz Vartanian-Gibbs, Assistant Superintendent of Student & Family Engagement
Mr. Kurt Tyszkiewicz, Assistant Superintendent of Student Services
Ms. Jill Minnick, Chief Finance and Operations Officer
Ms. Bethany Rayl, Chief Academic and Innovation Officer
Mr. Abdul Madyun, Chief Human Resource Officer
Ms. Carly Rays, Assistant Director of Marketing and Promotion
Dr. Denise Lilly, Executive Director of Elementary Education

Others Present: Ms. Diane Robertson, Executive Assistant to the Superintendent and Board
Mr. Josh Patterson, SVA Student Co-Chair
Ms. Sae Pawar, SVA Student Co-Chair
Mr. Brian Geasman, McCarthy and Smith Senior Project Manager
Mr. Derek Dinkeloo, TMP Architecture, Inc. Senior Associate

Sae Pawar led the Pledge of Allegiance.

A. Adoption of the Agenda/Approval of the Consent Agenda

Action Item #24-03-58: It was moved by Member Kehoe and seconded by Member McCoin to adopt the Agenda and the Consent Agenda as presented. The Consent Agenda consisted of New Hires, Leaves, Resignations, Retirements, Tenure Recommendations, Regular Meeting Minutes of February 27, 2024, First Reading Policies, and Final Reading Bylaws/Policies.

Ayes: Members Christenson, Kehoe, McCoin, and Wilson

Nays: None

The motion was carried 4-0

New Hires

Campbell, Ashley	Early-on Service Provider Allen Early Learning Academy	Effective 3-18-24
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Leaves

Johnson, Carolanne	ECDD-Special Education Teacher Allen Early Learning Academy	Childcare Leave of Absence 2-28-24 through 5-31-24
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Resignations

Bolz, Kelsey	Math Plymouth High School	Resignation Effective 2-26-24
Carr, Vernon	Student Success Specialist Eriksson Elementary School	Resignation Effective 6-19-24
Miller, Jasmine	Social Studies Canton High School	Resignation Effective 3-8-24
Pettovello, Stephanie	Computer Technician Educational Support Center	Resignation Effective 3-15-24

Shutt, Jocelyn	(0.6) Music Elementary Field Elementary School	Resignation Effective 2-20-24
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Retirements

Konyha, Ann-Marie	Social Studies Liberty Middle School	Retirement Effective 6-12-24
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Tenure Recommendations

Deady, Holly	Elementary Classroom Hulsing Elementary School	Tenure Effective 3-2-24
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Approval of Minutes

The Regular Meeting Minutes of February 27, 2024, were approved as presented.

First Reading Policies

- Policy #3131 - Reduction in Certified Staff
- Policy #9140 - Citizens' Advisory Committees
- Policy #9140.01 - Facilities Utilization and Boundary Study

Final Reading Bylaws/Policies

- Bylaw #0122 - Board Powers
- Policy #1420 - School Administrator Evaluation
- Policy #3120 - Employment of Personnel
- Policy #3139 - Staff Discipline
- Policy #3140 - Termination and Resignation
- Policy #3220 - Professional Staff Evaluation
- Policy #3244 - Individualized Development Plan

B. Celebrating Success

Member Christenson presented the VIPS Award (Volunteers in Public Schools) to the Isbister Elementary School PTO board committee members, acknowledging their dedication to advocating for students and staff through their time, talents, and efforts. The recipients of this recognition are Ms. Erica Hudson, Ms. Amy Boyer, Ms. Judan Flanagan, Ms. Megan Vickers, Ms. Carrie Hyman, and Ms. Jessica McGrath. Principal Emily Hawthorne expressed heartfelt appreciation on behalf of the Isbister staff and students for the many ways the PTO supports its school community through fundraising and creating unique and engaging ways to connect staff and students.

C. Board Committee Reports/ActionPresidents Report - Shawn Wilson

President Wilson thanked members Kehoe, Picard, Sidhu, and Westra, who recently attended the P-CEP Lightning Robotics opening competition, where the latest robot was unveiled. Member Kehoe provided a recap of this event and wished the team good luck as they began their competition season.

Student Performance and Achievement Committee (SPA) - Anupam Chugh Sidhu

Ms. Bethany Rayl, Chief Academic and Innovation Officer, shared that the SPA committee met on March 6, 2024, and reviewed the elementary English Language Curriculum and an out-of-country field trip. The next SPA meeting is scheduled for April 3, 2024, at 5 p.m. in the Boardroom at the E.J. McClendon Educational Center, and everyone is welcome to attend.

Policy Advisory Committee - Patti McCoin

Member McCoin shared that the Policy Committee met this evening to review policies related to the Teaching and Learning Department and alternative education policies. The committee's structure and processes were also discussed. The next policy meeting is scheduled for April 23, 2024, at 5:30 p.m. in the Collaboration Room at the E.J. McClendon Educational Center, and everyone is welcome to attend.

Finance and Operations Committee - Patrick Kehoe

Member Kehoe shared that the F&O Committee met on March 7, 2024, and reviewed bid awards for the P-CEP tennis court replacement. The committee also reviewed the annual budget survey responses and a draft of the ADA accessibility report focusing on providing equity for all students. The next F&O meeting will be held on April 4, 2024, at 5 p.m. in the Boardroom at the E.J. McClendon Educational Center, and everyone is welcome to attend.

Student Voice in Action Committee – Josh Patterson and Sae Pawar

Josh Patterson and Sae Pawar, SVA co-chairs, shared that the SVA Committee has not met since the last meeting. The next SVA meeting is scheduled for March 18, 2024, in the Canton High School Media Center, and everyone is welcome to attend.

D. Administrative Reports/Recommendations

Superintendent's Report

Superintendent Merritt conveyed sincere appreciation to the community on behalf of P-CCS for its continued support of the district, demonstrated by the resounding approval of the non-homestead millage renewal proposal at the polls on February 27, 2024.

She also invited community members to attend the annual P-CEP Athletics and Activities Extravaganza scheduled for Wednesday, March 20, 2024, from 6–7:30 p.m. This event provides an excellent opportunity for students and families to meet with representatives from our athletic programs and explore the more than 100 clubs and organizations offered at P-CEP.

While highlighting recent student and staff accomplishments, Superintendent Merritt congratulated Madison Morson, a member of the Salem High School girls' basketball team, who was recently named a finalist for this year's *Mick McCabe Miss Basketball Award*, recognizing the best high school players in the state. Additionally, Ms. Brenda Johnson, a resource room teacher at Discovery Middle School, was recognized for her recent selection as *Teacher of the Month* by Michigan State Representative Ranjeev Puri, recognizing her efforts to help every child feel valued and supported.

A shout-out was also given to the P-CEP Science Olympiad team members for the awards and achievements received during recent team competitions. Additionally, she spoke about the award-winning P-CEP Lightning Robotics team, which recently unveiled "Rhapsody," the latest addition to their impressive line of robots, positioning them as one of the top teams in the world as they begin their competition season.

Superintendent Merritt thanked students of Ms. Hirsch's second-grade class at Isbister Elementary School for warmly welcoming her as their guest reader during the district's kickoff to *March Is Reading Month*, celebrating the importance of reading for young learners.

In closing, she spoke about the P-CCS Virtual Academy, which recently opened enrollment for the 2024-2025 school year. This innovative remote learning program offers flexibility for students who learn best outside the traditional classroom. Enrollment will remain open until April 5, 2024. Additional information is available on the P-CCS website.

Teaching and Learning – Bethany Rayl

Final Reading Resolutions

- **Action Item #24-03-59:** It was moved by Member Christenson and seconded by Member McCoin to Approve a Resolution for New Course Materials for Other Worlds of Science Fiction & Fantasy. It is recommended that the district purchase 465 copies of *The Emperor's Soul* by Bryan Sanderson as a whole-class text for this class, which will not exceed \$6,300. These books will be purchased from the 2023-2024 budget and implemented during the second semester of the 2023-2024 school year and beyond. (Final Reading)

Ayes: Members Christenson, Kehoe, McCoin, and Wilson

Nays: None

The motion was carried 4-0

Elementary Program Highlights (Presentation)

Ms. Bethany Rayl, Chief Academic and Innovation Officer, and Dr. Denise Lilly, Executive Director of Elementary Education, gave a presentation to showcase key aspects of P-CCS Elementary School Programming during the 2023-2024 school, aligning with the district's Dynamic Plan and Learner Profile. The presentation emphasized

how P-CCS elementary schools foster a sense of belonging among students, focusing on student engagement and cultivating a positive culture and climate. The "Peer Buddies" program, which pairs kindergarten students with older student mentors, was highlighted. Additionally, they provided an update on the highly successful K-5 innovation period and shared positive feedback received from parents throughout the year. Ms. Rayl expressed appreciation to the Bosch Corporation for their generous grant funding, which helps to support innovation programming.

Board members were provided an opportunity to comment and ask questions.

Finance and Operations - Jill Minnick

First Reading Resolutions

- Consider Approval of a Resolution for Bid Package #P-CEP-2 Tennis Court Replacement. Mr. Brian Gesaman, McCarthy and Smith Senior Project Manager, and Mr. Derek Dinkeloo, TMP Architecture, Inc. Senior Associate, provided an overview of the proposed P-CEP tennis court replacement project, being requested due to the deteriorating condition of the existing courts. The project's scope of work includes replacing asphalt courts with post-tensioned concrete, a much more durable material, coaching alleys, fencing replacement and updated stormwater detention. After receiving bids from 17 vendors across four bid divisions, the recommended contract awards total \$3,188,150 and will be paid from the 2020 and 2023 bond funds. (First Reading)

Board members were given an opportunity to comment and ask questions.

Final Reading Resolutions

- **Action Item #24-03-60:** It was moved by Member Kehoe and seconded by Member Christenson to Approve a Resolution for Bid Package #MS-2 East and West Middle School Furniture Purchase. All furniture vendor quotations were procured through purchasing consortiums, resulting in a positive variance for the two buildings. The total cost for the recommended furniture and equipment at both buildings is \$1,121,934.69, which will be paid from 2020 and 2023 bond funds. (Final Reading)

Ayes: Members Christenson, Kehoe, McCoin, and Wilson

Nays: None

The motion was carried 4-0

- **Action Item #24-03-61:** It was moved by Member Kehoe and seconded by Member Christenson to Approve a Resolution for Bid Package #T-8 e-Rate Structured Cabling and Network Infrastructure related to 2020 Bond program additions and renovations at Canton High School, Plymouth High School, East Middle School, West Middle School, and the new P-CEP stadium. It is recommended that contracts be awarded to People Driven Technology in an amount not to exceed \$145,622.10 and to Nerds Xpress in an amount not to exceed \$142,157.70. The total award will not exceed \$287,779.89, net of reimbursements for \$100,809.04, through the federal e-Rate Universal Service Fund (USF) program. These purchases will be funded using 2020 and 2023 bond funds. (Final Reading)

Ayes: Members Christenson, Kehoe, McCoin, and Wilson

Nays: None

The motion was carried 4-0

- **Action Item #24-03-62:** It was moved by Member Kehoe and seconded by Member Christenson to Approve a Resolution for Bid Package #T-9 Technology Related to 2020 Bond Projects HS-2A, HS-4, MS-2, and HS-4A. This recommendation will include the technology equipment needed for learning, office, and activity/athletic spaces at Canton High School, Plymouth High School, East Middle School, and West Middle School. It is recommended that contracts be awarded to TEL Systems in an amount not to exceed \$205,441.39, to SoundCom Systems in an amount not to exceed \$120,147.50, and to Security 101 in an amount not to exceed \$414,321.57. The total award for BP #T-9 in the three awarded categories will not exceed \$748,610.46 and will be paid for with 2020 and 2023 bond funds. (Final Reading)

Ayes: Members Christenson, Kehoe, McCoin, and Wilson

Nays: None

The motion was carried 4-0

2024-2025 Budget Assumptions (Presentation)

Ms. Jill Minnick, Chief Finance & Operations Officer, presented an overview of the 2024-2025 Fiscal Year Budget Assumptions. The presentation outlined a tentative budget timeline, reviewed the state budget, and discussed initial budget assumptions with a review of historical financial data utilized to create the initial budget. Throughout the budgeting process, the district prioritizes fiscal responsibility to align with the objectives of the P-CCS Dynamic Plan. Initial assumptions include an anticipated 2.5% increase in the state foundation and categorical funding. Going forward, close monitoring of state budget developments and enrollment projections will remain a priority. P-CCS remains committed to offering 500 seats through the School of Choice option and will ensure class sizes remain consistent with the previous year. An estimated 4.1% hard cap increase in benefit costs is foreseen, with an MSPERS base contribution rate projected at 31.34%.

Board members were given an opportunity to comment and ask questions.

Budget Community Forum (Presentation)

Member Kehoe, Treasurer of the Board of Education, reviewed district stakeholder feedback and results from the Budget Community Forum, which included input from staff and community members. The survey gathers feedback to help identify priorities as the district goes through the budget transformation process for the 2024-2025 budget year. 46 survey responses were received.

Board members were given an opportunity to comment and ask questions.

E. Citizens' Comments

- Jen Vos spoke on the recent P-CEP Culinary Arts competition and teacher support
- Chris Vos spoke on facility conditions

F. Discussion

- None

G. Follow-up Board Questions

- None

H. Adjournment

President Wilson adjourned the Regular Meeting at 9:12 p.m.

Anupam Chugh Sidhu
Secretary, Board of Education

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

MEMO TO: Members of the Board of Education
Dr. Monica L. Merritt, Superintendent

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: April 4, 2024

SUBJECT: **Policy 5464 – EARLY GRADUATION**

Date to Administrator for review: March 2024 Reviewed by: Kurt Tyszkiewicz

Date reviewed and approved by the Policy Advisory Committee: March 12, 2024

This policy from NEOLA:	<table border="1" style="display: inline-table; vertical-align: top;"><tr><td style="width: 40px; height: 30px;"></td></tr><tr><td style="width: 40px; height: 30px; text-align: center;">X</td></tr><tr><td style="width: 40px; height: 30px;"></td></tr></table>		X		reflects current state of the law and should be adopted to have accurate policies is recommended but not required is optional
X					

This policy is being brought to the Board of Education for first reading.

KEY IDEA:

This policy is being brought forward as part of the policy review process with a minor grammatical revision.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve the first reading of **Policy 5464** for the Plymouth-Canton Community Schools. A period of at least two weeks will be allowed for stakeholder input prior to a second reading at a public board meeting, at which time a majority vote of the board voting in favor of this policy will cause it to be adopted.

Ayes: _____

Nays: _____

The Motion was: _____

Attachments X New/Revised/Replacement Policy
 Current Policy

Book	Policy Manual
Section	Ready for Policy Meeting
Title	EARLY GRADUATION
Code	po5464
Status	
Adopted	August 23, 1993

5464 - **EARLY GRADUATION**

The Board of Education acknowledges that some students are pursuing educational goals which include graduation from high school at an earlier date than their designated class.

Any application for early graduation shall be submitted to the high school principal in accordance with school regulations. The principal may honor this request if all conditions for graduation are met and the student fulfills the graduation requirements.

The student may participate in the graduation ceremonies with ~~his/her~~ **their** designated class.

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

MEMO TO: Members of the Board of Education
Dr. Monica L. Merritt, Superintendent

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: April 3, 2024

SUBJECT: **Policy 3131 / 4141 - REDUCTION IN CERTIFIED STAFF**

Date to Administrator for review: January 2024 Reviewed by: John Kava, Legal Counsel

Date reviewed and approved by the Policy Advisory Committee: February 27, 2024

This policy from NEOLA:

☒	reflects current state of the law and should be adopted to have accurate policies
☐	is recommended but not required
☐	is optional

This policy is being brought to the Board of Education for second reading.

KEY IDEA:

The redlined revisions reflect the amendments to the law, including requirements effective prior to July 1, 2024 versus after July 1, 2024. The redlined revisions also include several grammatical revisions.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve the second reading of **Policy 3131/4141** for the Plymouth-Canton Community Schools.

Ayes: _____

Nays: _____

The Motion was: _____

Attachments X New/Revised/Replacement Policy
 Current Policy

Book	Policy Manual
Section	3000 Professional Staff
Title	REDUCTION IN CERTIFIED INSTRUCTIONAL STAFF
Code	po3131-4131
Status	Active
Adopted	August 23, 1993
Last Revised	<u>January 24, 2012</u> _____, 2024

3131-4131 - REDUCTION IN CERTIFIED INSTRUCTIONAL STAFF

The Plymouth-Canton Community Schools Board of Education is responsible by law for the employment and supervision of all staff and personnel. MCL 380.11a(3)(d).

~~Public Act 102 of 2011 places an obligation on Plymouth-Canton Community Schools ("District") to develop and implement a policy, with regard to teachers as defined in the Teachers' Tenure Act, that provides that all personnel decisions when conducting a staffing or program reduction or any other personnel determination resulting in the elimination of a position, when conducting a recall from a staffing or program reduction or any other personnel determination resulting in the elimination of a position, or in hiring after a staffing or program reduction or any other personnel determination resulting in the elimination of a position, be based on retaining effective teachers. MCL 380.1248. It is the policy of this Board that all personnel decisions shall be based on retaining effective teachers in situations involving a staffing or program reduction or any other personnel decision resulting in the elimination of a position, as well as for hiring after such reductions/position eliminations or recall to vacant positions, in conformance with statute and the negotiated, collective-bargained agreement, or other contractual arrangements.~~

Commented [C&B1]: This is Section 1248 as adopted in 2011.

Commented [C&B2]: This language is from Neola Policy 3131.

Commented [C&B3]: See e.g. PCCS Board Policy 3242, 3161

~~Public Act 103 of 2011, places the decision-making authority regarding the development and implementation of a staffing policy pursuant to MCL 380.1248 as well as all decisions regarding teacher placement and assignment with the District. MCL 423.215(3)(j) & (k).~~

Commented [C&B4]: PERA - Section re layoff and recall as a prohibited subject of bargaining.

The Plymouth-Canton Community Schools Board of Education delegates to the Superintendent the responsibility of developing administrative procedures for personnel decisions, in accordance with this Board Policy and MCL 380.1248.

Legal: MCL 380.1248 (as amended).

Out-of-Country Field Trip - April 9, 2024 Board of Education Meeting

Grade Levels	Building	Destination of Trip	Purpose	# of students	# of chaperones	Date of Student Performance and Achievement Committee Review
9-12	Plymouth	Costa Rica	Spanish immersion to practice language in real life situations. Interact with local residents while participating in culturally relevant activities and a community service project	Approx 15	3	March 6, 2024

P-CCS High School Program Highlights 2023-2024

***P-CCS Board of Education Meeting
April 9, 2024***



Purpose of Today's Presentation

- Share highlights from P-CCS high school programming during the 2023-24 school year that support the P-CCS Dynamic Plan and Learner Profile.
- Focus on Sense of Belonging, Student Engagement, and Culture & Climate.
- Provide an update about Career and Technical Education Programming and its connection to Student Engagement and Innovation Dynamic Plan Goals.



Plymouth-Canton Community Schools (P-CCS)

Dynamic Plan Goals

- A. P-CCS will increase achievement for all students and close achievement gaps.
- B. All P-CCS students and staff will report they feel physically, psychologically, and emotionally safe and represented at school.
- C. P-CCS will increase, enhance, and sustain community partnerships to improve student outcomes, student and family engagement, student enrollment, and opportunities.
- D. P-CCS will incorporate student voice and input throughout the educational experience.
- E. P-CCS will be recognized as a leader and innovator for student learning and growth.



Common High School Vision

All P-CCS high school students will:

- have equitable access to a positive and collaborative school culture with multiple varied opportunities.
- be supported in a safe environment that values diversity, excellence, and honors flexibility in learning.
- become strong independent and adaptive learners in achieving excellence in their unique goals through their high school experience and beyond.



Logic Model

Purpose Statement: The high school program will incorporate student voice and input throughout the educational experience to increase student achievement, create a sense of belonging, enhance student engagement, and promote a positive school climate and culture.

Inputs:

Student feedback groups

Professional learning for staff

Student Success Room

Early Warning System

Activities:

Increase student voice through feedback groups, activities, leadership

Provide professional development on equity, Multi-tiered system of supports(MTSS), SEL

Launch Student Success Room for behavior intervention

Outputs:

More student input and buy-in

More equitable practices and culturally responsive environment

Enhanced teacher skills to support all students

Reduced discipline issues through Student Success Room

At-risk students identified and receiving tailored interventions

Outcomes:

Increased achievement for all; closed achievement gaps

Students and staff feel safe, represented, and valued

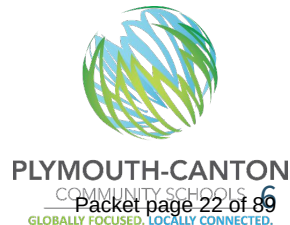
Improved student attendance, behavior, academic performance

Students prepared for future success



High School Program Highlights

*Focus on Sense of Belonging,
Student Engagement, and Climate &
Culture*



Student Voice



Student Engagement



Sense of Belonging

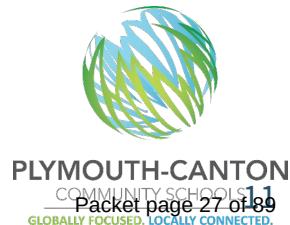


Climate & Culture



High School Program Highlights

Focus on Career and Technical Education Opportunities





Career and Technical Education by the numbers

- ◇ 15 Programs available to all students.
- ◇ 2,989 P-CEP students currently enrolled
- ◇ 2 Academies
- ◇ 2 Departments
- ◇ 4 National Championship Teams
- ◇ 3 High Schools



Programs

Marketing Sales and Service
Engineering/CAD
Digital Multimedia
Finance

Computer Programming
Systems Administration
Cybersecurity
Health Sciences
Culinary Arts

Hospitality and Tourism
Automotive Technology
Auto Body Repair and Restoration
Business Management Administration
Educational Careers
Graphic Design





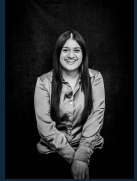
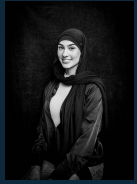
The Academies

Business Academy

- Marketing Pathway
- Opportunity for College Credit
- Business Partnerships

STEM Academy

- Computer Science
- Cybersecurity Capstone





Student Leadership Organizations

- ◇ DECA
- ◇ HOSA
- ◇ CYBERPATRIOT
- ◇ SKILLS USA
- ◇ PROSTART
- ◇ FCCLA



SPECIAL EVENTS

- ◇ Job Fair
- ◇ Critical Skills Day
- ◇ Health Care Day
- ◇ STEM Showcase
- ◇ STEM Alumni Reunion
- ◇ Career Fair
- ◇ Antique Car Show
- ◇ UofM GET IT Connection Summit



Internships, Scholarships, Mentorships!

- ◇ Hella Scholars-Engineering Internship
- ◇ Canton Rotary-Mentorship and Scholarship
- ◇ Community Financial Internship
- ◇ EnviroSolutions-Internship
- ◇ Plymouth Rotary Vocational Scholarship
- ◇ UofM Allied Health Experience



Student Experience

Educational Careers

Cyber Security

Culinary Arts



“

Questions





PLYMOUTH-CANTON
COMMUNITY SCHOOLS
GLOBALLY FOCUSED. LOCALLY CONNECTED.

MEMO

To: Members of the P-CCS Board of Education
Dr. Monica Merritt, Superintendent

From: Beth Rayl, Chief Academic and Innovation Officer

Subject: Elementary English Language Arts (ELA) Materials (FIRST READING)

Date: April 5, 2024

Over the past year and a half, P-CCS elementary teachers have engaged in Phases 1 & 2 of the P-CCS Curriculum Cycle, aiming to implement a new literacy curriculum in the 2024-2025 school year. Their journey has included the identification of curricular gaps, professional learning on the science of reading, adoption of the University of Florida Literacy Institute (UFLI) Foundations in K-2, piloting of EL Education and Collaborative Classroom resources, use of the Reading League Curriculum and Evaluation tool to review piloted resources, and a recommendation by the Elementary ELA Curriculum Team based on data from the pilot.

Scarborough's Reading Rope (Scarborough, 2001) served as a foundational model for the team as they worked to identify curricular resources supporting our P-CCS Targeted Literacy Plan. This model provides a visual representation of the many components of word recognition and language comprehension that integrate to support the development of skilled readers. As articulated in the P-CCS Targeted Literacy Plan, the curriculum team identified research-based resources for the instruction of word study, language comprehension, and writing for grades PreK-5. All selected resources in our plan are culturally responsive, aligned to the science of reading, and supportive of individualized instruction informed by student data. UFLI Foundations (K-2nd), Morphemes for Little Ones (3rd), and Morpheme Magic (4th-5th) have provided a vertically articulated word study curriculum, including opportunities for differentiated, small-group instruction. To complement this word study component, during the 2023-24 school year, the curriculum team piloted two resources and evaluated the data from that pilot.

Based on the pilot's data review, the team has recommended adopting Collaborative Classroom's *Being a Reader* and *Being a Writer* as curriculum resources for the elementary ELA curriculum for the 2024-25 school year and beyond. These resources support language comprehension and writing development. Collaborative Classroom's curricular resources have yielded high student engagement and provided teachers with an educative curriculum that supports professional learning and high-quality instruction. Furthermore, the resources contain culturally responsive texts to which students have made strong personal connections and voiced high interest during the pilot period.

The cost of the Collaborative Classroom's *Being a Reader* (2nd Edition) curriculum materials is \$1,081,445.00, and *Being a Writer* (3rd Edition) is \$374,210.00. The total cost for all program materials is \$1,455,655.00.

Funding for this purchase would come from the 35j Professional Development, Curriculum, and Supports Grant, and P-CCS has received initial approval for this purchase from the Michigan Department of Education under the guidelines of this grant program.

RECOMMENDED RESOLUTION:

It was moved by member _____ and seconded by member _____ to approve the purchase of the Collaborative Classroom's *Being a Reader* and *Being a Writer* curriculum resources for elementary English Language Arts (ELA) not to exceed \$1,455,655.00. These resources would be purchased from the 2023-24 and 2024-25 budgets of the 35j Professional Development, Curriculum, and Supports Grant from the Michigan Department of Education and be implemented during the 2024-25 school year and beyond. FIRST READING at the Board of Education meeting on April 9, 2024.

Ayes: _____

Nays: _____

The motion was: _____

**2020
BOND**

A Change You Can See

Plymouth-Canton Community Schools



2020 BOND PROGRAM UPDATE

BP#EL 4-A

Hoben Elementary Site Drainage Improvements BOE Presentation

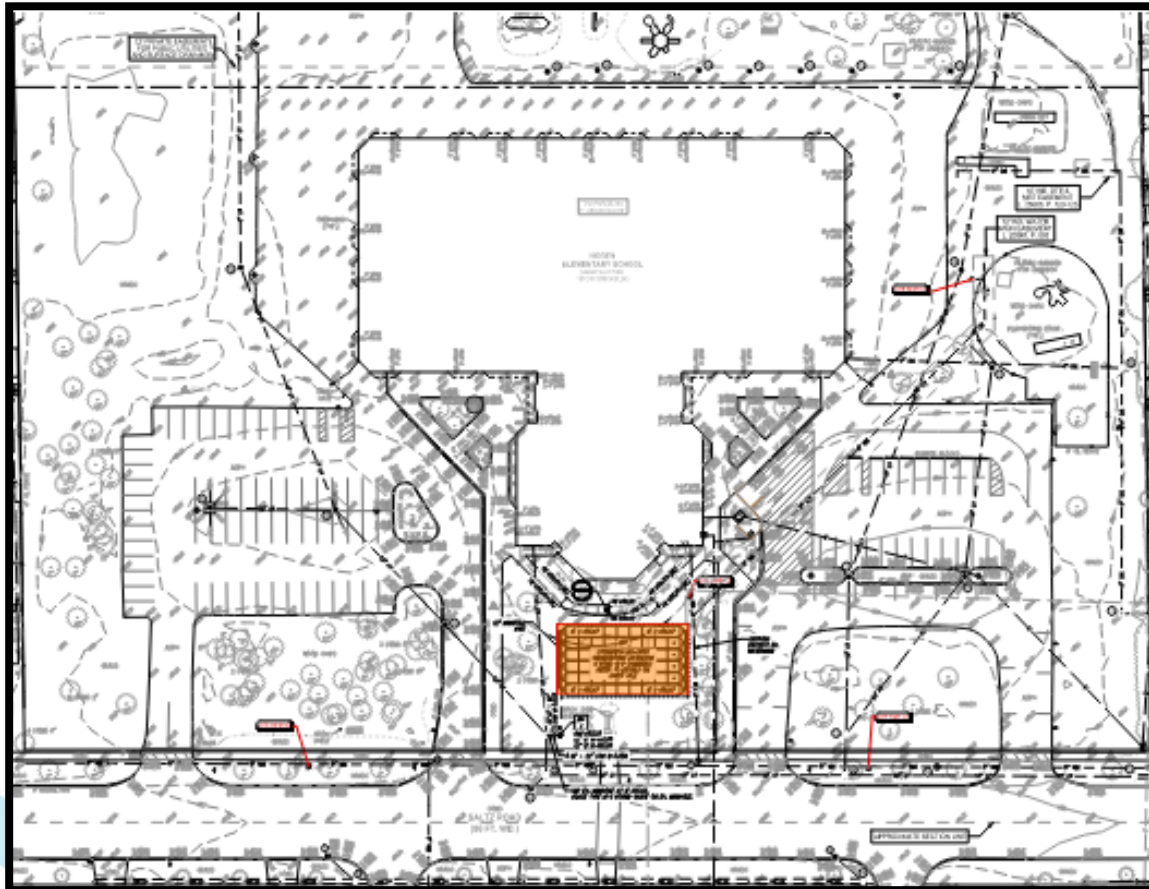
April 5, 2024



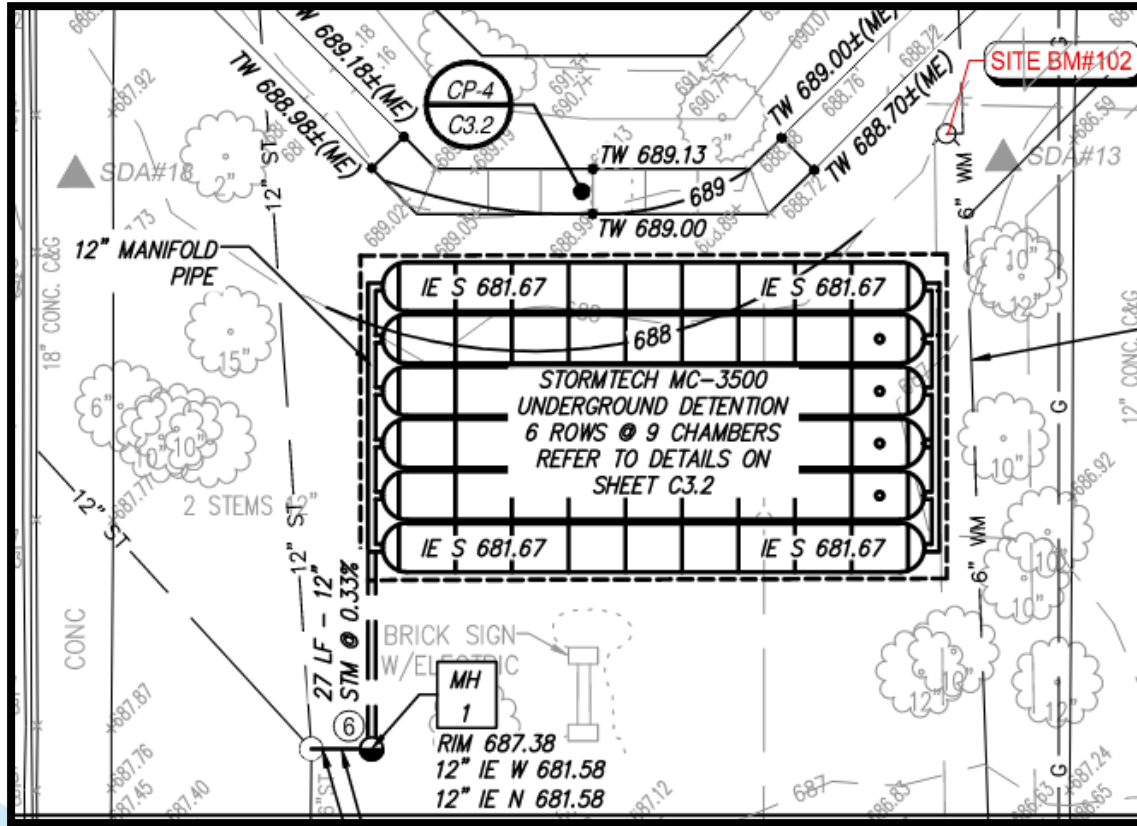
Project Overview

- Installation of underground storm water detention system to supplement storage of stormwater during heavy rain events.
- Project was expedited to alleviate flooding issues at existing building.
- Project is part of a future Bid Package that will be issued at a later date.

Proposed Work



Proposed Work



Bid Summary

Bid Division	Description	Apparent Low Bidder	Base Bid Information		Combined Bid Deduct	Total Base Bid	Accepted Alternates	Voluntary Alternates	Total Award	# of Bids Received
			Base Bid	PLM Bond						
101	Earthwork/Site Utilities	ILE Excavating (W.O,V.O)	\$193,250.00	\$3,400.00		\$196,650.00	\$0.00		\$196,650.00	9

W.O. Women Owned Business
V.O. Veteran Owned Business

Budget Summary	
Construction Budget (Hoben Elementary Addition and Site Improvements)	\$3,900,000.00
Total Award Recommendation	\$196,650.00
Remaining Budget (Future Bid Package)	\$3,703,350.00

NOTE: A separate Contingency Budget of \$16,000 has been established for this project

Bid Summary-Continued

# of Bids Received	Woman Owned Business	Minority Owned Business	Union Business	Non Union Business	Veteran Owned	Small Business Administration	Disadvantaged Business Enterprise
9	1	0	4	5	1	2	1
	11.1%	0.0%	44.4%	55.6%	11.1%	22.2%	11.1%

Proposed Schedule

- **Construction Start**
- **Construction Finish**

June 2024
July 2024

**2020
BOND**

A Change You Can See

Plymouth-Canton Community Schools



THANK YOU!



PLYMOUTH-CANTON COMMUNITY SCHOOLS
Office of Chief Finance & Operations Officer

TO: Monica Merritt, Superintendent
Board of Education

FROM: Jill Minnick, Chief Finance & Operations Officer

DATE: April 9, 2024

**RE: Approval to Award Contracts for Bid Package #EL-4a Hoben Elementary
Drainage Improvements – First Reading**

On April 1, 2024 at 1:00 p.m. 9 bids were publically opened for the Bid Package #EL-4a Hoben Elementary School Drainage Improvements. This work was a component of the future Bid Package #EL-4 work, but the drainage component has been pulled ahead due to flooding issues. The remainder of the 2020 Bond work for Hoben Elementary will be planned and completed at a later date.

We are recommending the award for this work to go to the lowest bidder, ILE Excavating, Inc. of Plymouth, Michigan, at a cost of \$196,650.00.

This item was discussed at the Finance & Operations Committee Meeting held on April 4, 2024.

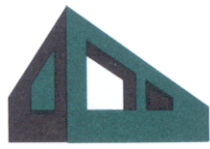
RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____
to award the contract for Bid Package #EL-4a to ILE Excavating, Inc. in the amount of
\$196,650.00. This will be paid with 2020 and 2023 bond funds.

Ayes: _____

Nays: _____

The motion was: _____



McCarthy & Smith, Inc.
Construction Services

April 2, 2024

Ms. Jill Minnick
Chief Finance and Operations Officer
Plymouth Canton Community Schools
454 S. Harvey
Plymouth, MI 48170

RE: Plymouth Canton Community Schools – 2020 Bond Issue
Bid Package #EL-4A – Hoben Elementary School Drainage Improvements

SUBJ: Contract Award Recommendation

Dear Ms. Minnick,

On Monday, April 1st at 1:00 p.m. sealed bids were received and publicly opened for the above referenced project. In attendance for the bid opening were representatives from Plymouth Canton Community Schools, TMP Architecture, McCarthy & Smith, Inc. and interested bidders.

The project team conducted post bid interviews with the following low, qualified bidder for the individual scopes of work. During post bid interviews, the project team reviewed the scope of work, project schedule, manpower requirements, and specified materials with the bidders. In some instances, second or third low bidders are being recommended if the low contractors were missing scope, or not able to fulfill the manpower requirements.

This drainage project is a component of a future Bid Package for Hoben Elementary. Due to flooding issues, this sitework component of this Bid Package was expedited and bid separately. The remainder of the Hoben Elementary project will be bid at a later date. A Construction Contingency of \$16,000 has been established for this project outside of the Construction Costs listed below. Based upon the project team's review of the proposals and specified scopes of work, we recommend the following firms to Plymouth Canton Community Schools for contract award:

Bid Division 101: Earthwork/Site Utilities

Ms. Sarah Musa
ILE Excavating Inc.
138 E Ann Arbor Trail
Plymouth, MI 48170

Base Bid	\$	193,250.00
PLM Bond (Westfield Insurance Companies)	\$	3,400.00

TOTAL AWARD RECOMMENDATION AMOUNT: \$ 196,650.00

Plymouth-Canton Community Schools
BP #EL-4A – Hoben Site Drainage Improvements

I have included a copy of the bid summary spreadsheet and the bid tabulation for your review.

I trust the above award recommendation will meet with your approval and the approval of the Board of Education. I will be in attendance at the Board of Education meetings on April 9th, 2024 and April 23rd, 2024 to answer any questions that may arise.

Should you have any concerns prior to the board meeting, please do not hesitate to contact me.

Sincerely,

Brian Gesaman

Brian Gesaman
McCarthy & Smith, Inc.

CC: Mr. Derek Dinkeloo, TMP Architecture
Mr. Bill McCarthy, McCarthy & Smith, Inc.
Mr. Nick Tindall, McCarthy & Smith
File

Bid Summary																			
Bid Division	Description	Apparent Low Bidder	Base Bid Information		Combined Bid Deduct	Total Base Bid	Accepted Alternates	Voluntary Alternates	Total Award	# of Bids Received	Woman Owned Business	Minority Owned Business	Union Business	Non Union Business	Veteran Owned	Small Business Administration	Disadvantaged Business Enterprise	Bid Range	
			Base Bid	PLM Bond														High	Low
101	Earthwork/Site Utilities	ILE Excavating (W.O,V.O)	\$193,250.00	\$3,400.00		\$196,650.00	\$0.00		\$196,650.00	9	1	0	4	5	1	2	1	\$324,625.00	\$196,650.00
											11.1%	0.0%	44.4%	55.6%	11.1%	22.2%	11.1%		

W.O. Women Owned Business
V.O. Veteran Owned Business

Budget Summary	
Construction Budget (Hoben Elementary Addition and Site Improvements)	\$3,900,000.00
Total Award Recommendation	\$196,650.00
Remaining Budget (Future Bid Package)	\$3,703,350.00

NOTE: A separate Contingency Budget of \$16,000 has been established for this project

Job #1271-24: Plymouth-Canton Community Schools BP#EI-4A - Hoben Elementary Drainage Improvements

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America
Bid Package Lead: Nicholas Tindall (ntindall@mccarthysmith.com)
Project Location: Plymouth, MI, United States of America

BD 101: Earthwork & Site Utilities Generated April 1, 2024 Base Bid LINE ITEMS Lump Sum Bid for Earthwork /Site Utilities Bid Division Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid is INCLUSIONS Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check) Bidder has signed and uploaded the Familial Disclosure Affidavit Form. Bidder has signed and uploaded the Iran Linked Business Affidavit Form. Bidder has signed and uploaded the Criminal Background Check Affidavit Form. Base Bid Total AFFILIATIONS The Bidder is a Woman Owned Business The Bidder is a Minority Designated Business The Bidder is a Union Business The Bidder is a Non-Union Business Other Affiliations	ILE Excavating Inc. Submitted by Jeff Musa \$196,650 Original Proposal, March 29, 2024 UnitUnit CostTotal Cost \$196,650 Lump Sum Bid for Earthwork /Site Utilities Bid Division \$193,250 Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid is \$3,400 INCLUSIONS Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check) YES YES YES YES \$196,650 AFFILIATIONS The Bidder is a Woman Owned Business YES The Bidder is a Minority Designated Business NO The Bidder is a Union Business YES The Bidder is a Non-Union Business NO Other Affiliations Veteran and small business	Cortis Brothers Trucking & Excavating Submitted by Joseph Robinson \$214,600 Revision #2, April 1, 2024 UnitUnit CostTotal Cost \$214,600 Lump Sum Bid for Earthwork /Site Utilities Bid Division \$212,454 Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid is \$2,146 INCLUSIONS Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check) YES YES YES YES \$214,600 AFFILIATIONS The Bidder is a Woman Owned Business NO The Bidder is a Minority Designated Business NO The Bidder is a Union Business NO The Bidder is a Non-Union Business NO Other Affiliations NONE	Eagle Excavation, Inc. Submitted by Jackson Wentworth \$245,000 Original Proposal, April 1, 2024 UnitUnit CostTotal Cost \$245,000 Lump Sum Bid for Earthwork /Site Utilities Bid Division \$243,000 Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid is \$2,000 INCLUSIONS Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check) YES YES YES YES \$245,000 AFFILIATIONS The Bidder is a Woman Owned Business NO The Bidder is a Minority Designated Business NO The Bidder is a Union Business YES The Bidder is a Non-Union Business NO Other Affiliations N/a	Highlands Services LLC Submitted by Ben Peterson \$246,685 Original Proposal, April 1, 2024 UnitUnit CostTotal Cost \$246,685 Lump Sum Bid for Earthwork /Site Utilities Bid Division \$239,500 Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid is \$7,185 INCLUSIONS Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check) YES YES YES YES \$246,685 AFFILIATIONS The Bidder is a Woman Owned Business NO The Bidder is a Minority Designated Business NO The Bidder is a Union Business NO The Bidder is a Non-Union Business YES Other Affiliations None	Compeau Brothers Excavating Submitted by Mark Rodgers \$256,036 Original Proposal, March 28, 2024 UnitUnit CostTotal Cost \$256,036 Lump Sum Bid for Earthwork /Site Utilities Bid Division \$246,036 Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid is \$10,000 INCLUSIONS Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check) YES YES YES YES \$256,036 AFFILIATIONS The Bidder is a Woman Owned Business NO The Bidder is a Minority Designated Business NO The Bidder is a Union Business NO The Bidder is a Non-Union Business YES Other Affiliations N/A
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Job #1271-24: Plymouth-Canton Community Schools BP#EI-4A - Hoben Elementary Drainage Improvements

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America

Bid Package Lead: Nicholas Tindall (ntindall@mccarthysmith.com)

Project Location: Plymouth, MI, United States of America

Jacklyn contracting Submitted by Scott Jacklyn			Diponio Contracting, Inc. Submitted by Ben Spada			Eminent Contracting LLC Submitted by Francisco Guardado			East Edge Excavating Submitted by Henry Chang		
\$269,000			\$273,925			\$294,000			\$324,625		
Original Proposal, April 1, 2024			Original Proposal, April 1, 2024			Original Proposal, April 1, 2024			Original Proposal, April 1, 2024		
Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost
		\$269,000			\$273,925			\$294,000			\$324,625
		\$260,000			\$270,625			\$289,000			\$318,225
		\$9,000			\$3,300			\$5,000			\$6,400
	YES			YES			YES			YES	
	YES			YES			YES			YES	
	YES			YES			YES			YES	
	YES			YES			YES			YES	
	\$	269,000		\$	273,925		\$	294,000		\$	324,625
	NO			NO			NO			NO	
	NO			NO			YES			NO	
	NO			NO			YES			YES	
	YES			YES			NO			NO	
SBA			None			DBE			None		

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Office of Chief Finance & Operations Officer

TO: Monica Merritt, Superintendent
Board of Education

FROM: Jill Minnick, Chief Finance & Operations Officer

DATE: April 9, 2024

RE: Approval of Water Main Easements for Bid Package #PCEP-1 Third Stadium - First and Final Reading

As part of the construction work to be completed for the construction of the P-CEP 3rd stadium, as part of BP #PCEP-1, that following water main easements are required to be approved by our Board of Education. The water main is a public utility owned and operated by the Charter Township of Canton, and as such, it is standard practice to furnish an easement granting the township access to the water main located on our site.

This item was discussed at the Finance & Operations Meeting held on April 4, 2024.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve the agreement with the Charter Township of Canton regarding the water main easement on P-CCS owned property at Plymouth-Canton Educational Park, in the area of the New Stadium.

Ayes: _____

Nays: _____

The motion was: _____

PRIVATE SPONSORED PROJECT
EASEMENT FOR WATER MAIN

PARCEL/LOT & SUBN. _____
SIDWELL NO. _____71-013-99-0007-701

THIS INDENTURE made the _____ day of _____ A.D. 20_____ between
Plymouth-Canton Community Schools a Michigan general power school district, whose address is 454 S. Harvey St.
Plymouth Michigan, 48170

party of the first part, and the Charter Township of Canton, 1150 South Canton Center Road, Canton, MI 48188-1699,
a Municipal Corporation, of the County of Wayne, State of Michigan, party of the second part.

WITNESSETH: That the said parties of the first part, for and in consideration of the sum of One Dollar and
other valuable consideration to them in hand paid by the said party of the second part, the receipt whereof is hereby
confessed and acknowledged, do, by these presents, grant unto the said party of the second part, its successors, and
assigns, an easement for the purpose of access to install and maintain water lines and connections and equipment
therefore, in, unto, and upon that certain piece of land situated in the Charter Township of Canton, County of Wayne,
and State of Michigan, to-wit:

SEE EXHIBIT "A"

PROVIDED: That the granting of the above easement does not vest in the party of the second part authority to
use any portion of the said property for purposes other than herein designated: Provided also, that this easement shall
obligate the party of the first part to pay all costs associated with restoration work, performing maintenance and
replacement operations of any surface improvements. Provided, also, that this easement shall continue for such period
of time as the said party of the second part, their successors, and assigns, shall maintain said water lines to provide
service to the local community.

The said parties of the first part have hereunto set their hands and seals the day and year first above written.

OWNER: Plymouth-Canton Community Schools

SIGNATURE: _____
Jill Minnick - Chief Finance and Operations Officer

STATE OF MICHIGAN) SS
COUNTY OF _____)

On this _____ day of _____, 20____, before me, the subscriber, a Notary Public in and
for said County, personally appeared: Jill Minnick - Chief Finance and Operations Officer
Plymouth-Canton Community Schools

to me known to be the same persons described in and who executed the within instrument, and who have
acknowledged the same to be their free act and deed.

INSTRUMENT DRAFTED BY:

Daniel Jackson, P.S.
Spalding DeDecker, Inc.
905 South Blvd. E
Rochester Hills, MI 48307

Notary Public, _____ County, Michigan
My commission expires _____

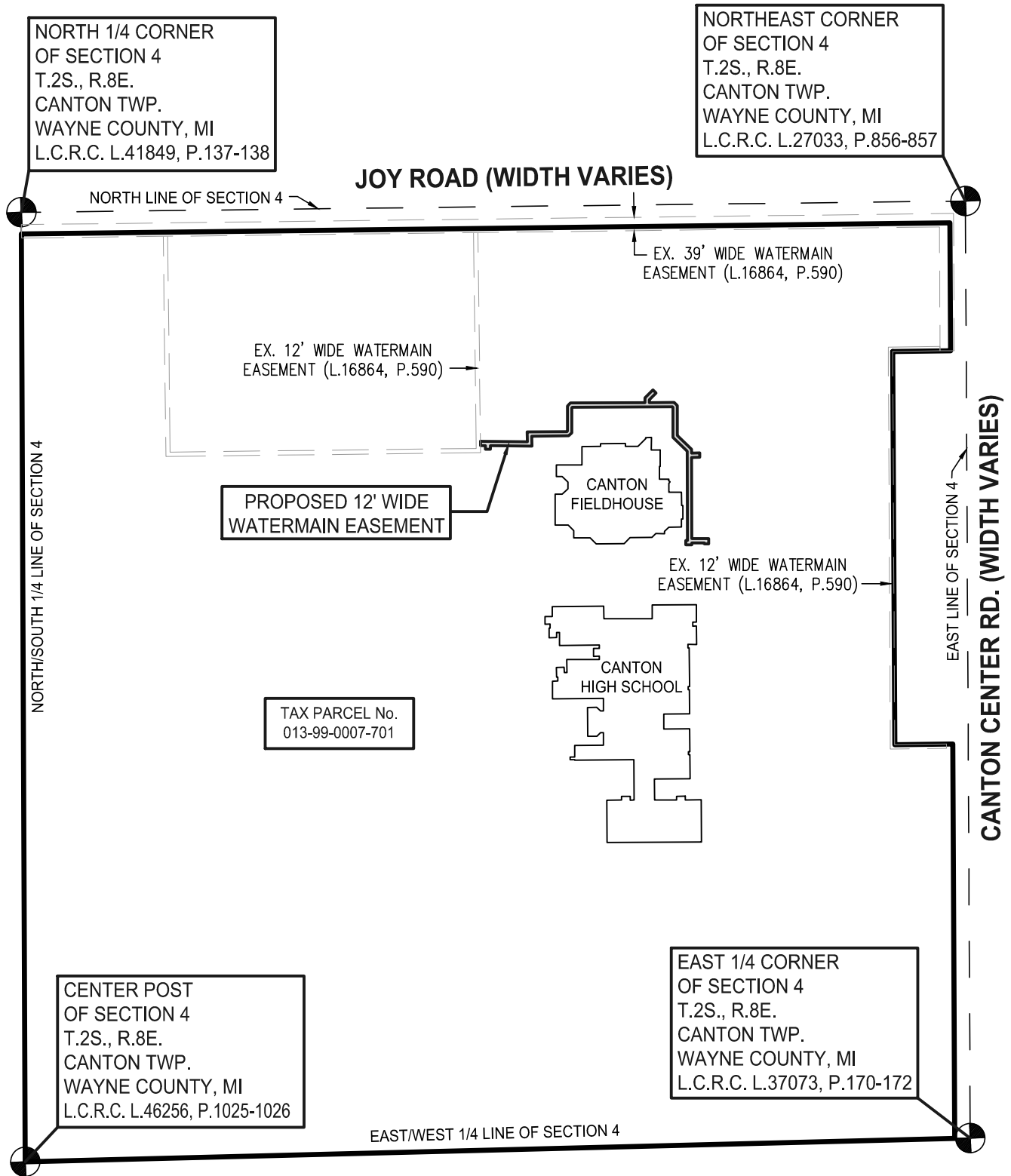
WHEN RECORDED RETURN TO:

Charter Township of Canton
1150 S. Canton Center Road
Canton, MI 48188-1699
Attention: Engineering Services

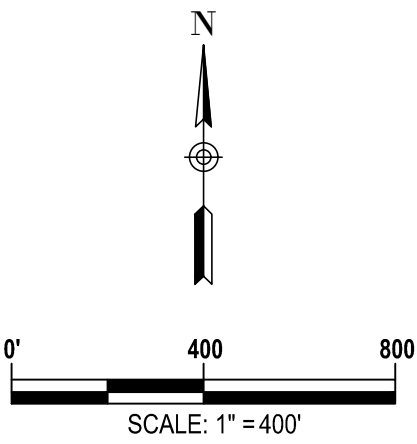
Exemption pursuant to County MCL 207.505(a) and State MCL 207.526(a)

Plotted: Jan 31, 2024, 7:39 AM by user: 510 - Saved: 1/30/2024 by user: 510
N: \\NP\NLD Projects\NP22098 - Plymouth Canton - New Football Stadium\Survey\DWG\NP22098EA-OV-WM.dwg

EASEMENT



BASIS OF BEARINGS:
NORTH LINE OF SECTION 4
RECORDED AS N89°18'45"E PER
EX. 12' WIDE WATERMAIN EASEMENT
RECORDED IN L.16864, P.590



**SPALDING DeDECKER**
Engineers | Surveyors

905 South Blvd. East
Rochester Hills, MI 48307

Phone: (248) 844-5400
Fax: (248) 844-5440
www.sda-eng.com

DRAWN: S.BROWN	DATE: 01-31-24
CHECKED: D.JACKSON	DATE: 01-31-24
MANAGER: D.JACKSON	SCALE: 1" = 400'
JOB No. NP22098	SHEET: 1 OF 3
SECTION 04 TOWN 02 SOUTH RANGE 08 EAST	
CANTON TWP.	WAYNE COUNTY, MI

EASEMENT

NORTH 1/4 CORNER
OF SECTION 4
T.2S., R.8E.
CANTON TWP.
WAYNE COUNTY, MI
L.C.R.C. L.41849, P.137-138

JOY ROAD (WIDTH VARIES)

S89°18'45"W
1347.00'

NORTH LINE OF SECTION 4

NORTHEAST CORNER
OF SECTION 4
T.2S., R.8E.
CANTON TWP.
WAYNE COUNTY, MI
L.C.R.C. L.27033, P.856-857

EX. 60' R.O.W. LINE

EX. 12' WIDE WATERMAIN
EASEMENT (L.16864, P.590)

PROPOSED 12' WIDE
WATERMAIN EASEMENT

P.O.B.
PROPOSED 12' WIDE
WATERMAIN EASEMENT

TAX PARCEL No.
013-99-0007-701

CANTON
FIELDHOUSE

BASIS OF BEARINGS:
NORTH LINE OF SECTION 4
RECORDED AS N89°18'45"E PER
EX. 12' WIDE WATERMAIN EASEMENT
RECORDED IN L.16864, P.590

0' 100 200
SCALE: 1" = 100'



SPALDING DeDECKER
Engineers | Surveyors

905 South Blvd. East Phone: (248) 844-5400
Rochester Hills, MI 48307 Fax: (248) 844-5440
www.sda-eng.com

DRAWN: S.BROWN	DATE: 01-31-24
CHECKED: D.JACKSON	DATE: 01-31-24
MANAGER: D.JACKSON	SCALE: 1" = 100'
JOB No. NP22098	SHEET: 2 OF 3
SECTION 04 TOWN 02 SOUTH RANGE 08 EAST	
CANTON TWP.	WAYNE COUNTY, MI

Plotted: Jan 31, 2024, 7:43 AM by user: 510 - Saved: 1/25/2024 by user: 510
N:\NP\NLD Projects\NP22098 - Plymouth Canton - New Football Stadium\Survey\DWG\NP22098EA-WM.dwg

LEGAL DESCRIPTION

SOURCE: TAX RECORDS
TAX PARCEL ID: 013-99-0007-701
ADDRESS: 8415 N. CANTON CENTER RD.

THE NORTHEAST 1/4 OF SECTION 4, T.2S., R.8E., CANTON TOWNSHIP, WAYNE COUNTY, MICHIGAN,
EXCEPT THE SOUTH 1066' OF THE NORTH 1479' OF THE EAST 203' THEREOF; ALSO EXCEPT THE NORTH 60'
THEREOF; ALSO EXCEPT THE EAST 43' THEREOF.
CONTAINING 145.31 ACRE

PROPOSED WATERMAIN EASEMENT

A PERMANENT 12 FOOT WIDE WATER MAIN EASEMENT, BEING A PART OF SECTION 4, TOWN 02 SOUTH, RANGE
08 EAST, CHARTER TOWNSHIP OF CANTON, COUNTY OF WAYNE, STATE OF MICHIGAN, BEING MORE
PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION 4, THENCE S89°18'45"W 1353.00 FEET ALONG THE
NORTH LINE OF SAID SECTION 4; THENCE S00°41'15"E 647.14 FEET; THENCE S89°23'00"E 6.00 FEET TO THE POINT
OF BEGINNING; THENCE S89°23'00"E 129.79 FEET; THENCE N01°01'29"W 27.47 FEET; THENCE N89°34'57"E 109.58
FEET; THENCE N44°39'38"E 2.12 FEET; THENCE N00°15'58"W 68.75 FEET; THENCE N44°44'02"E 12.04 FEET;
THENCE N89°44'02"E 205.74 FEET; THENCE N00°15'58"W 12.98 FEET; THENCE N44°44'02"E 31.30 FEET; THENCE
S45°15'58"E 12.00 FEET; THENCE S44°44'02"W 26.32 FEET; THENCE S00°15'58"E 8.01 FEET; THENCE N89°44'02"E
68.73 FEET; THENCE S45°15'57"E 12.04 FEET; THENCE S00°15'56"E 82.59 FEET; THENCE S45°41'20"E 54.52 FEET;
THENCE S00°12'19"E 10.32 FEET; THENCE N89°47'41"E 22.62 FEET; THENCE S00°12'19"E 12.00 FEET; THENCE
S89°47'41"W 22.62 FEET; THENCE S00°12'19"E 224.19 FEET; THENCE N89°47'41"E 46.30 FEET; THENCE
S00°12'19"E 15.00 FEET; THENCE S89°47'41"W 12.00 FEET; THENCE N00°12'19"W 3.00 FEET; THENCE S89°47'41"W
34.30 FEET; THENCE S00°12'19"E 5.55 FEET; THENCE S89°47'41"W 17.00 FEET; THENCE N00°12'19"W 12.00 FEET;
THENCE N89°47'41"E 5.00 FEET; THENCE N00°12'19"W 247.03 FEET; THENCE N45°41'20"W 54.51 FEET; THENCE
N00°15'56"W 82.64 FEET; THENCE N45°15'57"W 2.10 FEET; THENCE S89°44'02"W 276.53 FEET; THENCE
S44°44'02"W 2.10 FEET; THENCE S00°15'58"E 68.74 FEET; THENCE S44°39'38"W 12.04 FEET; THENCE S89°34'57"W
102.41 FEET; THENCE S01°01'29"E 27.69 FEET; THENCE N89°23'00"W 114.07 FEET; THENCE S00°37'00"W 10.06
FEET; THENCE N89°23'00"W 14.47 FEET; THENCE N00°37'00"E 10.06 FEET; THENCE N89°23'00"W 13.33 FEET;
THENCE N00°41'15"W 12.00 FEET TO THE POINT OF BEGINNING.



SPALDING DeDECKER
Engineers | Surveyors

905 South Blvd. East
Rochester Hills, MI 48307
www.sda-eng.com

Phone: (248) 844-5400
Fax: (248) 844-5440

DRAWN: S.BROWN	DATE: 01-31-24
CHECKED: D.JACKSON	DATE: 01-31-24
MANAGER: D.JACKSON	SCALE: 1" = 100'
JOB No. NP22098	SHEET: 3 OF 3
SECTION 04 TOWN 02 SOUTH RANGE 08 EAST	
CANTON TWP.	WAYNE COUNTY, MI

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Office of the Chief Finance & Operations Officer

TO: Monica Merritt, Superintendent
Board of Education

FROM: Jill Minnick, Chief Finance & Operations Officer

DATE: April 9, 2024

RE: Approval to Repair Chiller at Salem High School – First and Final Reading

Background:

One of the three chillers at Salem High School is in need of repair. The 12 year old Daikin Model chiller is operable, but if we perform this repair we will extend the life of the unit for an additional 12-15 years.

We are recommending ThermalNetics, Inc. perform the work at a cost of \$43,961.00, with an additional \$3,000.00 contingency amount, for a total of \$46,961.00. The pricing quoted is from the Omnia Purchasing Consortium. Please see the attached recommendation memo for specific consortium information and quote.

This item was discussed at the Finance & Operations Committee meeting held on April 4, 2024. It was recommended for first and final reading to ensure that repairs are completed prior to the cooling season.

Recommended Resolution:

It was moved by member _____ and seconded by member _____ to approve the repair costs of the Daikin Chiller at Salem High School at a potential cost of \$46,961.00 which will be paid for with the Operations Department repair budget.

Ayes: _____

Nays: _____

Passed: _____

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Operations Department

TO: Jill Minnick, Chief Finance & Operations Officer

FROM: Tim Gruszczynski, Director of Operations

DATE: March 13, 2024

RE: **Salem HS Chiller Repair Award Recommendation**

We are recommending the repair of the Daikin Model WSC087 chiller at Salem High School. The 12 year old chiller remains operable, but at the mid-point of its expected life the unit requires a leak repair rebuild. We would expect another 12–15 years of operation from this unit with the proposed maintenance.

We are asking that ThermalNetics, Inc. be awarded a contract to perform the repair of the chiller at a cost of \$43,961.00. The pricing is derived from the Omnia Partners Region 4 ESC Contract #R200401 purchasing consortium.

This project will be funded through general fund.

VENDOR	Base Bid	Contingency	Bid Consortium	PRICE
ThermalNetics	\$43,961	\$3,000	Omnia	\$46,961



Plymouth High School

Salem HS Chiller Leak Repairs

Proposed Project Agreement

Date:

3/5/2024

Proposal Number:

P01092

OMNIA Certified Proposal Number:

R200401-MI-284562

Prepared for:

Plymouth High School
46181 Joy Road
Canton, Michigan 48187

Prepared by:

Tom Gabler

thomasg@thermalnetics.com



PROJECT PROPOSAL

Company

ThermalNetics
3955 Pinnacle Court
Suite 200
Auburn Hills, Michigan 48326
Ph:

Proposal Date: 3/5/2024
Proposal Number: P01092

Bill To Identity

Plymouth Schools
454 S. Harvey Street
Plymouth, Michigan 48170

Agreement Location

Salem High School
46181 Joy Road
Canton, Michigan 48187
Bob Shelata

WE ARE PLEASED TO SUBMIT OUR PROPOSAL TO PERFORM THE FOLLOWING:

OUR PRICE FOR THIS PROPOSAL IS\$43,961.00.

Proposal is in accordance with Region 4 ESC Contract #R200401 available via OMNIA Partners

OUR PROPOSAL INCLUDES:

WARRANTY: Our warranty on work performed is thirty (30) days, parts and labor.

TERMS OF PAYMENT: Monthly Progress Billing. Material and equipment furnished under this proposal shall remain the property of the seller until final payment has been received.

Daikin Model WSC087

Serial # STNU060300109

We will provide labor and materials to perform the following:

- Transport refrigerant recovery tanks to job site
- Transport rigging/gantry's and beam
- Remove and weigh refrigerant charge (891lbs r-134a nameplate)
- Replace oil pump, oil pump wiring, and rebuild oil sump.
- Replace motor terminals, motor cover o-ring, motor cover sight glasses
- Replace pilot expansion valve
- Replace oil filter and associated gaskets
- Replace leaking evaporator and condenser relief valves
- Remove suction elbow
- Replace leaking discharge check valve gaskets and inspect discharge check valve condition
- Replace leaking vane open/close switch
- Replace suction Victaulic gaskets and inspect impeller condition with borescope
- Pressurize to 100psig and leave standing vacuum test overnight



- Pull vacuum down to EPA regulated micron level of 500 microns or below.
- Charge to nameplate refrigerant charge 891lbs (any additional refrigerant is not included in this proposal)
- Start and test chiller operation (adjust pilot expansion valve based on discharge superheat)

Upon execution as provided below, this agreement, including the following pages attached hereto (collectively, the “Agreement”), shall become a binding and enforceable agreement against both parties hereto. Customer, by execution of this Agreement, acknowledges that it has reviewed and understands the attached terms and conditions and has the authority to enter into this Agreement.

Contractor

Signature (Authorized Representative)

Tom Gabler

Name (Print/ Type)

Phone

3/5/2024

P01092

Date

Proposal #

Customer

Signature (Authorized Representative)

Name (Print/ Type)

Title

Date

PO#

Project Agreement Terms and Conditions

The following terms and conditions are incorporated into and a part of the agreement between Contractor and Customer (the "Agreement"):

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.
2. Contractor warrants that the workmanship hereunder shall be free from defects for thirty (30) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates in effect. CONTRACTOR MAKES NO OTHER WARRANTIES, EXCEPT AS DESCRIBED HEREIN, AND EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
3. Contractor may invoice Customer on a monthly basis. Customer will promptly pay invoices within thirty (30) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately without notice or demand. In addition, if Contractor does not receive payment of a properly submitted invoice within thirty (30) days, Customer shall accrue a late charge on the balance outstanding at the lesser of (a) 1 1/2% per month or (b) the highest rate allowed by law, in each case compounded monthly to the extent allowed by law.
4. Any alteration to, or deviation from, this Agreement involving extra work, cost of materials or labor will become an extra charge (fixed price amount to be negotiated or on a time-and-materials basis at Contractor's rates then in effect) over the sum stated in this Agreement.
5. In the event Contractor must commence legal action in order to recover any amount payable or owed to Contractor under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.
6. In the event of a breach by Contractor of the terms of this Agreement, including without limitation Section 2, or in the event Customer incurs any liability in connection with the rendering of services by Contractor, Customer's sole remedy against Contractor shall be for Contractor to re-perform the services in accordance with the warranty or, if such services cannot be re-performed or such re-performance does not cure the breach or the liability, to refund to Customer the amount paid to Contractor under this Agreement, up to Customer's direct damages caused by such breach or liability. Notwithstanding the foregoing, in no event shall the liability of Contractor in connection with any products or services, whether by reason of breach of contract, tort (including without limitation negligence), statute or otherwise exceed the amount of fees paid by Customer to Contractor for those products or services. Further, in no event shall Contractor have any liability for loss of profits, loss of business, indirect, incidental, consequential, special, punitive, indirect or exemplary damages, even if Contractor has been advised of the possibility of such damages. In furtherance and not in limitation of the foregoing, Contractor shall not be liable in respect of any decisions made by Customer as a result of Contractor's services. Any action, regardless of form, against the Contractor relating to this Agreement, or the breach thereof, must be commenced within one (1) year from the date of the work.
7. Contractor shall not be liable for any delay, loss, damage or detention caused by acts or circumstances beyond its control including, without limitation, unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, war, acts of terrorism, action of the elements, forces of nature, or by any cause beyond its control.

8. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, liabilities, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder or any act or omission arising out of or related to this Agreement, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor. Further, and notwithstanding the preceding sentence, Contractor shall be held harmless and shall not be liable to Customer for any claims, liabilities, damages, losses and expenses related to mold or to the creation of mold at Customer's location(s) and shall have no obligation to treat, identify or remove such mold.

9. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.

10. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.

11. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos, mold or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted. As previously provided, Contractor shall be held harmless and shall not be liable for any claims, liabilities, damages, losses and expenses related to such substances, wastes and materials, including the failure to identify or notify Customer of such substances, wastes and materials.

12. This Agreement is between Contractor and Customer alone, and neither intends that there be any third party beneficiaries to this Agreement. Without limiting the generality of the foregoing, by entering into this Agreement and providing services on Customer's behalf, Contractor is not assuming any duty or obligation to any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members. Customer agrees to indemnify and hold Contractor harmless from and against any and all liabilities, losses, claims, costs, expenses and damages (including without limitation reasonable attorneys' fees) incurred by Contractor by reason of a claim brought against Contractor by any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members with respect to the services provided by Contractor on Customer's behalf.

13. Each of the parties hereto is an independent contractor and neither party is, nor shall be considered to be, an agent, distributor or representative of the other. Neither party shall act or present itself, directly or indirectly, as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.

14. These terms and conditions, together with the attached documents, constitutes the entire agreement and understanding among the parties hereto and supersedes any and all prior agreements and understandings, oral or written, relating to the subject matter hereof. It sets forth the terms for the provision of any products or services Contractor may provide Customer, whether in connection with the particular engagement that is identified as the subject of this Agreement or otherwise, unless and until a written instrument is signed by an authorized representative of Contractor agreeing to different terms. This Agreement shall not be assignable by Customer and Contractor without the express prior written consent of either party. This Agreement shall be governed by and construed in accordance with the laws of the State of the Contractor's headquarters are located, without giving effect to that State's conflicts of laws principles.

15. If paying with credit card a 3% surcharge will be added to total project price.

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Office of Chief Finance & Operations Officer

TO: Monica Merritt, Superintendent
Board of Education Finance & Operations Committee

FROM: Jill Minnick - Chief Finance & Operations Officer

DATE: April 9, 2024

RE: **Approval to Award Bids for the P-CEP Tennis Court Replacement-
Final Reading**

OVERVIEW:

The tennis courts at P-CEP were originally built in 2002. Over the years we have performed several repairs due to cracking. Repairs were most recently done in 2016 and in 2019. Last year the APAAs at P-CEP expressed safety concerns over the current conditions of the courts. The courts were assessed and it was determined the tennis courts required a complete replacement. The project scope is to replace the asphalt courts with post-tensioned concrete, which is a much more durable material. The new courts will include coaching alleys, a full replacement of all fencing, and updated stormwater detention.

On February 28, 2024 at 1:00 p.m. bids were opened that included 17 bids across four bid divisions. Attached please find an award recommendation letter from McCarthy & Smith, bid tabulations, bid summary, and a budget summary resulting from the bids received.

This resolution was presented to the Board of Education for a first reading on March 12, 2024.

RECOMMENDED RESOLUTION:

It was moved by Member _____ and seconded by Member _____
to award contracts for Bid Package #PCEP-2, Tennis Court Replacement, in the amount of
\$3,188,150, which will be paid from the 2020 and 2023 bond funds.

Ayes: _____

Nays: _____

The motion was: _____



McCarthy & Smith, Inc.
Construction Services

March 1, 2024

Ms. Jill Minnick
Chief Finance and Operations Officer
Plymouth Canton Community Schools
454 S. Harvey
Plymouth, MI 48170

RE: Plymouth Canton Community Schools – 2020 Bond Issue
Bid Package #P-CEP 2 – Tennis Courts

SUBJ: Contract Award Recommendation

Dear Ms. Minnick,

On Wednesday, February 28th at 10:00 a.m. sealed bids were received and publicly opened for the above referenced project. In attendance for the bid opening were representatives from Plymouth Canton Community Schools, TMP Architecture, McCarthy & Smith, Inc. and interested bidders.

The project team conducted post bid interviews with the following low, qualified bidders for the individual scopes of work. During post bid interviews, the project team reviewed the scope of work, project schedule, manpower requirements, and specified materials with the bidders. In some instances, second or third low bidders are being recommended if the low contractors were missing scope, or not able to fulfill the manpower requirements.

A Construction Contingency of \$300,000 has been established for this project outside of the Construction Costs listed below. Based upon the project team's review of the proposals and specified scopes of work, we recommend the following firms to Plymouth Canton Community Schools for contract award:

Bid Division 101: Earthwork/Site Utilities

Mr. Mike Martin
Best Asphalt
6334 Beverly Plaza
Romulus, MI 48174

Base Bid	\$	1,097,800.00
PLM Bond (Westfield Insurance Companies)	\$	8,000.00
TOTAL	\$	1,105,800.00

Bid Division 102: Asphalt/Site Concrete

Mr. Ric Giles
Simone Construction Services
51268 Fischer Park Drive
Shelby Township, MI 48316

Base Bid	\$	1,580,000.00
PLM Bond (J. Ryan Bonding)	\$	15,200.00
TOTAL	\$	1,595,200.00

Bid Division 149: Fences & Gates

Mr. Paul Bhavsar
Zak Welding & Custom Work, LLC
8711 Epworth Street
Detroit, MI 48204

Base Bid	\$	273,150.00
PLM Bond (Selective Insurance Company of America)	\$	4,000.00
TOTAL	\$	277,150.00

Bid Division 167: Synthetic Surfacing

Mr. Jake Vaughn

Goddard Coatings Sport Surfaces

490 S. Opdyke Rd.

Pontiac, MI 48341

Base Bid	\$	207,790.00
PLM Bond (Selective Insurance Company of America)	\$	2,210.00
TOTAL	\$	210,000.00

TOTAL AWARD RECOMMENDATION AMOUNT: \$ 3,188,150.00

I have included a copy of the bid summary spreadsheet and the bid tabulation for your review.

I trust the above award recommendation will meet with your approval and the approval of the Board of Education. I will be in attendance at the Board of Education meetings on March 12th, 2024 and April 9, 2024 to answer any questions that may arise.

Should you have any concerns prior to the board meeting, please do not hesitate to contact me.

Sincerely,

Brian Gesaman

Brian Gesaman

McCarthy & Smith, Inc.

CC: Mr. Derek Dinkeloo, TMP Architecture
Mr. Bill McCarthy, McCarthy & Smith, Inc.
Mr. Joe Ross, McCarthy & Smith
File

Bid Summary																			
Bid Division	Description	Apparent Low Bidder	Base Bid Information														Bid Range		Alternates
			Base Bid	PLM Bond	Combined Bid Deduct	Total Base Bid	Accepted Alternates	Voluntary Alternates	Allowances	Total Award	# of Bids Received	Woman Owned	Minority Owned	Union Business	Non Union Business	Other Affiliations	High	Low	2025 Work
101	Earthwork/Site Utilities	Best Asphalt	\$1,097,800.00	\$8,000.00		\$1,105,800.00	\$0.00		\$25,000.00	\$1,105,800.00	6	1		3	3		\$1,585,000.00	\$1,105,800.00	\$109,000.00
102	Site Concrete	Simone Construction Services (W.O.)	\$1,580,000.00	\$15,200.00		\$1,595,200.00	\$0.00			\$1,595,200.00	4	1		4		3	\$1,813,567.00	\$1,595,200.00	\$59,900.00
149	Fencing	Zak Welding	\$273,150.00	\$4,000.00		\$277,150.00	\$0.00			\$277,150.00	5			1	4	1	\$467,039.00	\$241,150.00	\$42,500.00
167	Synthetic Surfacing	Goddard Coatings Form Surfacing	\$207,790.00	\$2,210.00		\$210,000.00	\$0.00			\$210,000.00	2				2		\$231,750.00	\$210,000.00	\$0.00
										\$0.00									
			\$3,158,740.00	\$29,410.00	\$0.00	\$3,188,150.00	\$0.00	\$0.00		\$3,188,150.00	17	2	0	8	9		\$4,097,356.00	\$3,152,150.00	\$211,400.00
												11.8%	0.0%	47.1%	52.9%				

Budget Summary		
Original Construction Budget		\$720,000.00
Revised Budget		\$3,600,000.00
Total Award Recommendation		\$3,188,150.00
Total:		
Variance to Revised Budget:	\$411,850.00	11.44%

NOTE: A separate Contingency Budget of \$300,000 has been established for this project

Job #1255-24: Plymouth-Canton Community Schools BP#P-CEP 2 - Tennis Court Replacement

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America

Bid Package Lead: Brian Gesaman (bgesaman@mccarthysmith.com)

Project Location: Plymouth-Canton, MI, United States of America

BD 101: Earthwork & Site Utilities

Generated February 28, 2024

Base Bid

LINE ITEMS

Lump Sum Bid for Earthwork /Site Utilities Bid Division

Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid is

INCLUSIONS

Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check)

Bidder has signed and uploaded the Familial Disclosure Affidavit Form.

Bidder has signed and uploaded the Iran Linked Business Affidavit Form.

Bidder has signed and uploaded the Criminal Background Check Affidavit Form.

Base Bid Total

SCOPE-SPECIFIC INFORMATION

ALLOWANCES

Allowance No. 1

\$ 25,000

Allowance No. 2

\$ -

AFFILIATIONS

The Bidder is a Woman Owned Business

NO

The Bidder is a Minority Designated Business

NO

The Bidder is a Union Business

YES

The Bidder is a Non-Union Business

NO

Other Affiliations

Best Asphalt Inc.

Submitted by Barb Page

\$1,105,800

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
		\$1,105,800
		\$1,097,800
		\$8,000

YES

YES

YES

YES

\$ 1,105,800

\$ 25,000

\$ -

NO

NO

YES

NO

na

Cortis Brothers Trucking & Excavating

Submitted by Joseph Robinson

\$1,278,200

Revision #3, February 28, 2024

Unit	Unit Cost	Total Cost
		\$1,278,200
		\$1,265,418
		\$12,782

YES

YES

YES

YES

\$ 1,278,200

\$ 25,000

\$ -

NO

NO

NO

NO

NONE

Site Development Inc

Submitted by Brian Callaway

\$1,356,000

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
		\$1,356,000
		\$1,342,576
		\$13,424

YES

YES

YES

YES

\$ 1,356,000

\$ 25,000

\$ -

NO

NO

YES

NO

MITA

ILE Excavating Inc.

Submitted by Milad Ibrahim

\$1,366,200

Original Proposal, February 27, 2024

Unit	Unit Cost	Total Cost
		\$1,366,200
		\$1,348,200
		\$18,000

YES

YES

YES

YES

\$ 1,366,200

\$ 25,000

\$ -

YES

NO

YES

NO

Veteran and small business

Job #1255-24: Plymouth-Canton Community Schools BP#P-CEP 2 - Tennis Court Replacement

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America

Bid Package Lead: Brian Gesaman (bgesaman@mccarthysmith.com)

Project Location: Plymouth-Canton, MI, United States of America

Jacklyn contracting

Submitted by Scott Jacklyn

\$1,399,000

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
		\$1,399,000

\$1,369,000

\$30,000

YES

YES

YES

YES

\$ 1,399,000

\$ 25,000

\$ -

NO

NO

NO

YES

SBA

Eagle Excavation, Inc.

Submitted by Jackson Wentworth

\$1,585,000

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
		\$1,585,000

\$1,573,000

\$12,000

YES

YES

YES

YES

\$ 1,585,000

\$ 25,000

\$ -

NO

NO

NO

NO

N/a

Job #1255-24: Plymouth-Canton Community Schools BP#P-CEP 2 - Tennis Court Replacement

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America

Bid Package Lead: Brian Gesaman (bgesaman@mccarthysmith.com)

Project Location: Plymouth-Canton, MI, United States of America

BD 102: Asphalt Paving & Site Concrete

Generated February 28, 2024

Base Bid

LINE ITEMS

Lump Sum Bid for Asphalt Paving / Exterior Concrete

Cost for Performance and labor & Material Payment Bond to be added to the Base Bid

ALTERNATES

Alternate No. 1 - Alternate Schedule. Provide additional cost added to be added to base bid for all work to be performed in 2025 in lieu of 2024.

INCLUSIONS

Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check).

Bidder has signed and uploaded the Familial Disclosure Affidavit Form.

Bidder has signed and uploaded the Iran Linked Business Affidavit Form.

Bidder has signed and uploaded the Criminal Background Check Affidavit Form.

Base Bid Total

SCOPE-SPECIFIC INFORMATION

ALLOWANCES

Allowance No. 1

Allowance No. 2

AFFILIATIONS

The Bidder is a woman Owned Business

The Bidder is a Minority Designated Business

The Bidder is a Union Business

The Bidder is a Non-Union Business

Other Affiliations

Simone Construction Services
Submitted by Joe Rubino

\$1,595,200

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
		\$1,595,200

		\$1,580,000
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		\$15,200
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		\$59,900
--	--	----------

YES		
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YES		
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YES		
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YES		
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\$	1,595,200	
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ALLOWANCES

\$	-	
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\$	-	
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YES		
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NO		
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YES		
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NO		
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NO		
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Albanelli Cement Contractors, Inc.
Submitted by Nick Silveri

\$1,694,700

Revision #1, February 27, 2024

Unit	Unit Cost	Total Cost
		\$1,694,700

		\$1,672,800
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		\$21,900
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		\$39,700
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YES		
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YES		
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YES		
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YES		
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\$	1,694,700	
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ALLOWANCES

\$	-	
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\$	-	
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NO		
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NO		
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YES		
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NO		
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NO		
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Fessler & Bowman, Inc.
Submitted by Nicholas Percy

\$1,727,100

Revision #1, February 28, 2024

Unit	Unit Cost	Total Cost
		\$1,727,100

		\$1,710,000
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		\$17,100
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		\$40,360
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YES		
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YES		
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YES		
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YES		
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\$	1,727,100	
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ALLOWANCES

\$	-	
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\$	-	
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NO		
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NO		
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YES		
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NO		
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NO		
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DSP Constructors
Submitted by Alfredo Campos

\$1,813,567

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
		\$1,813,567

		\$1,798,887
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		\$14,680
--	--	----------

		\$60,000
--	--	----------

YES		
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YES		
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YES		
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YES		
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\$	1,813,567	
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ALLOWANCES

\$	-	
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\$	-	
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NO		
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NO		
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YES		
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NO		
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NO		
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Job #1255-24: Plymouth-Canton Community Schools BP#P-CEP 2 - Tennis Court Replacement

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America

Bid Package Lead: Brian Gesaman (bgesaman@mccarthysmith.com)

Project Location: Plymouth-Canton, MI, United States of America

BD 149: Fences And Gates

Generated February 28, 2024

Base Bid

LINE ITEMS

Lump Sum Bid for Fencing

Cost for Performance and Labor & Material
Payment Bonds, to be added to the Base Bid

ALTERNATES

Alternate No. 1 - Alternate Schedule. Provide
additional cost added to be added to base bid for
all work to be performed in 2025 in lieu of 2024.

INCLUSIONS

FOLLOWING DOCUMENTS MUST BE UPLOADED
WITH BID

Bidder has uploaded the Bid Security in
the amount of five (5%) percent (Bid Bond
or Certified Check)

Bidder has signed and uploaded the
Familial Disclosure Affidavit Form

Bidder has signed and uploaded the Iran
Linked Business Affidavit Form

Bidder has signed and uploaded the
Criminal Background Check Affidavit
Form

Base Bid Total

AFFILIATIONS

The Bidder is a Woman Owned Business

The Bidder is a Minority Designated
Business

The Bidder is a Union Business

The Bidder is a Non-Union Business

Other Affiliations

Zak Welding & Custom Work,LLC

Submitted by PAUL BHAVSAR

\$277,150

Revision #1, February 28, 2024

Unit	Unit Cost	Total Cost
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		\$277,150
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		\$273,150
--	--	-----------

		\$4,000
--	--	---------

		\$0
--	--	------------

		\$42,500
--	--	----------

		\$0
--	--	------------

		\$0
--	--	------------

YES		
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YES		
-----	--	--

YES		
-----	--	--

YES		
-----	--	--

		\$277,150
--	--	------------------

NO		
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NO		
----	--	--

NO		
----	--	--

YES		
-----	--	--

YES		
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Motor City Fence

Submitted by Brian Lepp

\$284,921

Original Proposal, February 27, 2024

Unit	Unit Cost	Total Cost
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		\$284,921
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		\$280,421
--	--	-----------

		\$4,500
--	--	---------

		\$0
--	--	------------

		\$21,500
--	--	----------

		\$0
--	--	------------

		\$0
--	--	------------

YES		
-----	--	--

YES		
-----	--	--

YES		
-----	--	--

YES		
-----	--	--

		\$284,921
--	--	------------------

NO		
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NO		
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NO		
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YES		
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NO		
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Future Fence Company

Submitted by Future Fence

\$353,714

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
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		\$353,714
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		\$350,211
--	--	-----------

		\$3,503
--	--	---------

		\$0
--	--	------------

		\$14,305
--	--	----------

		\$0
--	--	------------

		\$0
--	--	------------

YES		
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YES		
-----	--	--

YES		
-----	--	--

YES		
-----	--	--

		\$353,714
--	--	------------------

NO		
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NO		
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YES		
-----	--	--

NO		
----	--	--

NO		
----	--	--

Nationwide Construction Group

Submitted by Scott Keller

\$365,053

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
------	-----------	------------

		\$365,053
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		\$363,237
--	--	-----------

		\$1,816
--	--	---------

		\$0
--	--	------------

		\$18,280
--	--	----------

		\$0
--	--	------------

		\$0
--	--	------------

YES		
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YES		
-----	--	--

YES		
-----	--	--

YES		
-----	--	--

		\$365,053
--	--	------------------

NO		
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NO		
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NO		
----	--	--

YES		
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NO		
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American Fence & Supply Company, Inc.

Submitted by AFS

\$467,039

Original Proposal, February 27, 2024

Unit	Unit Cost	Total Cost
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		\$467,039
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		\$459,006
--	--	-----------

		\$8,033
--	--	---------

		\$0
--	--	------------

		\$0
--	--	------------

		\$0
--	--	------------

YES		
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YES		
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YES		
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YES		
-----	--	--

		\$467,039
--	--	------------------

NO		
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NO		
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NO		
----	--	--

YES		
-----	--	--

NO		
----	--	--

Job #1255-24: Plymouth-Canton Community Schools BP#P-CEP 2 - Tennis Court Replacement

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America

Bid Package Lead: Brian Gesaman (bgesaman@mccarthysmith.com)

Project Location: Plymouth-Canton, MI, United States of America

BD 167: Synthetic Surfacing

Generated February 28, 2024

Base Bid

LINE ITEMS

Track & Tennis Court Surfacing

Performance Labor and Material Payment Bond
to be added to the Base Bid

ALTERNATES

Alternate No. 1 - Alternate Schedule. Provide
additional cost added to be added to base bid for
all work to be performed in 2025 in lieu of 2024.

Base Bid Total

Goddard Coatings Sport Surfaces

Submitted by Jake Vaughn

\$210,000

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
		\$210,000

		\$207,790
--	--	-----------

		\$2,210
--	--	---------

		\$0
--	--	------------

		\$0
--	--	-----

	\$	210,000
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Laser Striping And Sport Surfacing

Submitted by Michael Laser

\$231,750

Original Proposal, February 28, 2024

Unit	Unit Cost	Total Cost
		\$231,750

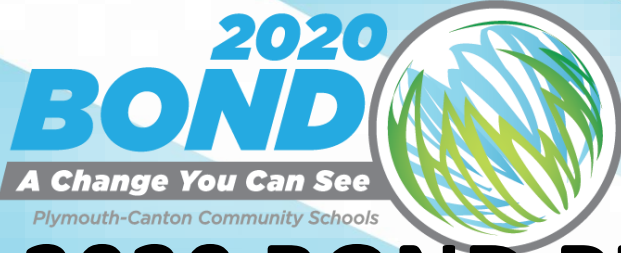
		\$225,000
--	--	-----------

		\$6,750
--	--	---------

		\$0
--	--	------------

		\$7,000
--	--	---------

	\$	231,750
--	----	----------------



2020 BOND PROGRAM UPDATE

BP#P-CEP-2

Tennis Court Replacement

BOE Presentation

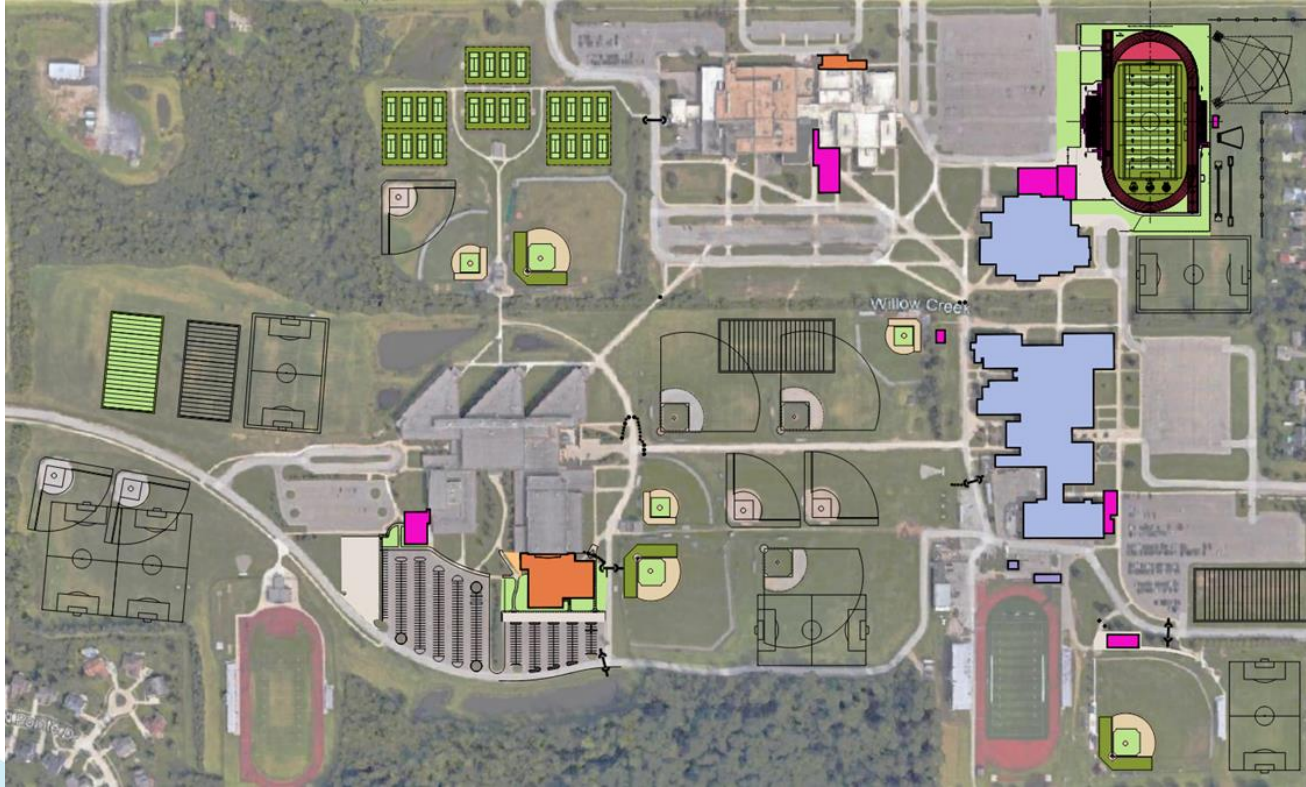
March 7, 2024



Project Overview

- Full demolition and removal of existing fence, tennis courts and sidewalk
- Installation of (24) new post-tensioned courts
- Include (2) new coaches alleys
- New underground storm water detention system

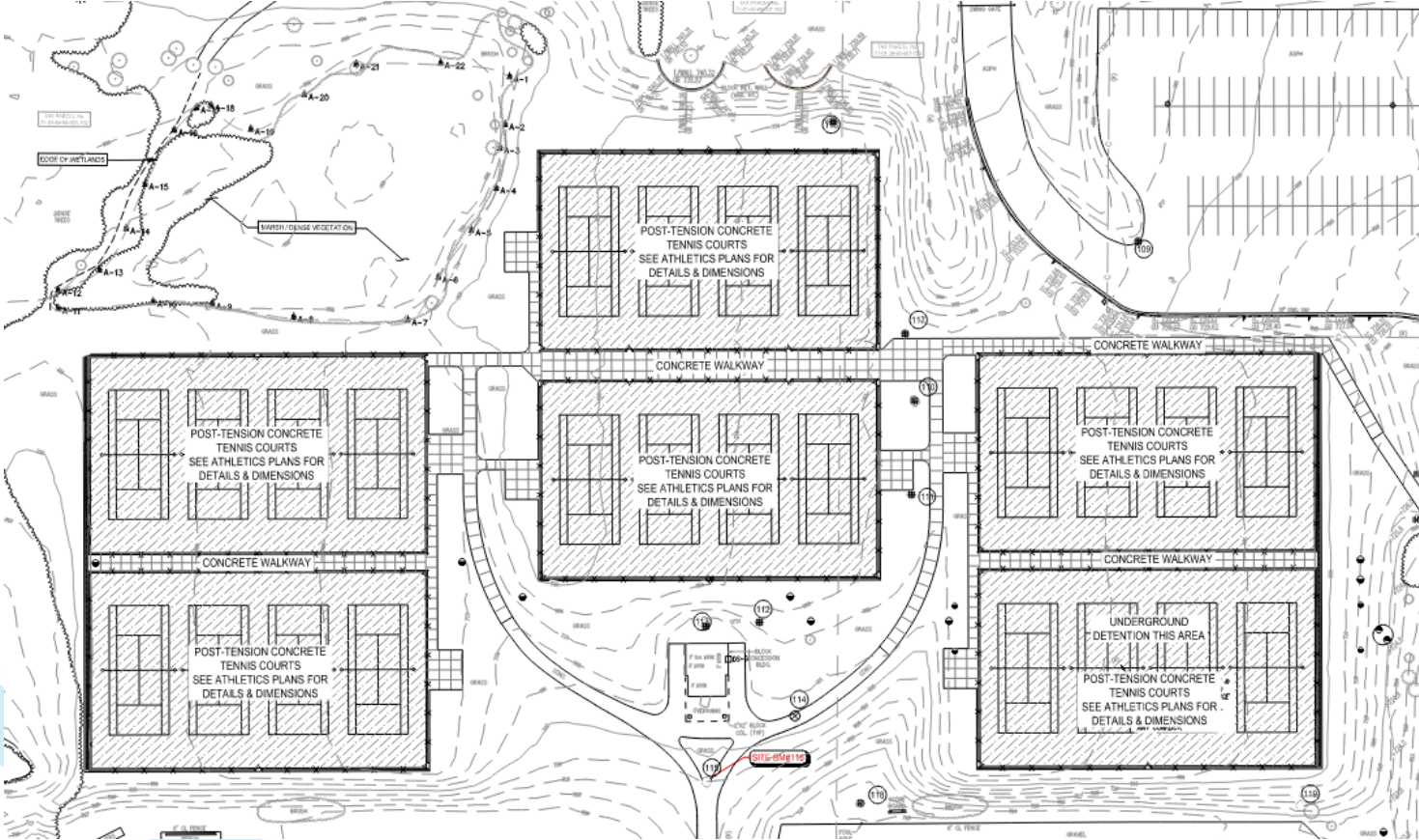
Future Campus Site Plan



Current Tennis Court Layout



Proposed Tennis Court Layout



Project Budget

- **Original Bond Scope Budget** **\$ 720,000**
 - Tennis Court Replacement
- **Updated Scope of Work Budget** **\$3,600,000**
 - Tennis Court Replacement w/ Post-Tensioned Concrete
 - Full Replacement of Tennis Court Fencing
 - New Coaches Alley(s)
 - Underground Stormwater Detention

Bid Summary

Bid Summary

Bid Division	Description	Apparent Low Bidder	Base Bid Information		Combined Bid Deduct	Total Base Bid	Accepted Alternates	Voluntary Alternates	Allowances	Total Award
			Base Bid	PLM Bond						
101	Earthwork/Site Utilities	Best Asphalt	\$1,097,800.00	\$8,000.00		\$1,105,800.00	\$0.00		\$25,000.00	\$1,105,800.00
102	Site Concrete	Simone Construction Services(w.o.)	\$1,580,000.00	\$15,200.00		\$1,595,200.00	\$0.00			\$1,595,200.00
149	Fencing	Zak Welding	\$273,150.00	\$4,000.00		\$277,150.00	\$0.00			\$277,150.00
167	Synthetic Surfacing	Goddard Coatings Form Surfacing	\$207,790.00	\$2,210.00		\$210,000.00	\$0.00			\$210,000.00
										\$0.00
			\$3,158,740.00	\$29,410.00	\$0.00	\$3,188,150.00	\$0.00	\$0.00		\$3,188,150.00

Bid Summary-Continued

Bid Summary											
Bid Division	Description	Apparent Low Bidder	# of Bids Received	Woman Owned	Minority Owned	Union Business	Non Union Business	Other Affiliation	Bid Range		Alternates
									High	Low	2025 Work
101	Earthwork/Site Utilities	Best Asphalt	6	1		3	3		\$1,585,000.00	\$1,105,800.00	\$109,000.00
102	Site Concrete	Simone Construction Services(w.o.)	4	1		4		3	\$1,813,567.00	\$1,595,200.00	\$59,900.00
149	Fencing	Zak Welding	5			1	4	1	\$467,039.00	\$241,150.00	\$42,500.00
167	Synthetic Surfacing	Goddard Coatings Form Surfacing	2				2		\$231,750.00	\$210,000.00	\$0.00
			17	2	0	8	9		\$4,097,356.00	\$3,152,150.00	\$211,400.00
				11.8%	0.0%	47.1%	52.9%				

Budget Summary

Budget Summary		
Original Construction Budget		\$720,000.00
Revised Budget		\$3,600,000.00
Total Award Recommendation		\$3,188,150.00
Total:		
Variance to Revised Budget:		\$411,850.00

Proposed Schedule

- **Ground Breaking (Pending Wayne County Approval)** April 2024
- **Project Completion** October 2024

- **Note: If Wayne County Permits cannot be obtained in a timely manner an alternative schedule will be considered.**

**2020
BOND**

A Change You Can See

Plymouth-Canton Community Schools



THANK YOU!



PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

MEMO TO: Members of the Board of Education
Dr. Monica L. Merritt, Superintendent

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: April 3, 2024

SUBJECT: **Policy 9140 - CITIZENS' ADVISORY COMMITTEES**

Date to Administrator for review: January 2024 Reviewed by: John Kava, Legal Counsel

Date reviewed and approved by the Policy Advisory Committee: February 27, 2024

This policy from NEOLA:

☐	reflects current state of the law and should be adopted to have accurate policies
☒	is recommended but not required
☐	is optional

This policy is being brought to the Board of Education for second reading.

KEY IDEA:

This policy is being brought forward to addressing compliance with the Open Meetings Act as well as providing clarity for members of the committee.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve the second reading of **Policy 9140** for the Plymouth-Canton Community Schools.

Ayes: _____

Nays: _____

The Motion was: _____

Attachments X New/Revised/Replacement Policy
 Current Policy

Book	Policy Manual
Section	9000 Relations
Title	CITIZENS' ADVISORY COMMITTEES
Code	po9140
Status	
Adopted	August 23, 1993
Last Revised	February 27, 2024

9140 - **CITIZENS' ADVISORY COMMITTEES**

The Board of Education, in its discretion, shall establish citizens' advisory committees when there is a definite function to be performed. All appointments of citizens to advisory committees shall be approved by the Board. All appointments of staff members to citizens' advisory committees shall be made by the Superintendent. Staff members shall never constitute more than a minority of any such committee. Every effort shall be made to ensure that the makeup of an advisory committee is as truly representative of the community as possible. The chairperson of an advisory committee shall be chosen from among the lay members. Board members may be ex officio members of an advisory committee.

Specific topics for study or well-defined areas of activities shall be assigned in writing to each committee immediately following its appointment. Upon completing its assignment, a committee either shall be given a new problem or shall be dissolved promptly. No advisory committee shall be permitted to continue for prolonged periods without a definite assignment. Each committee shall be instructed as to the length of time each member is asked to serve, the resources the Board intends to provide, the approximate dates on which the Board wishes it to submit reports, and the approximate date on which the Board wishes it to dissolve. Furthermore, the committee shall be instructed as to the relationship it has to the Board, to individual Board members, to the Superintendent, and to the remainder of the professional staff.

A Citizens' Advisory Committee shall only be required to comply with the Open Meetings Act, including the posting of a public meeting, If:

A. The committee is empowered to exercise or perform a governmental function or proprietary authority; and

B. The committee's power is derived from state constitution, statute, charter, ordinance, resolution, or rule.

Performing a governmental function may include, but is not limited to, making a decision or depriving the full school board the opportunity to consider an issue. If a Committee formed pursuant to this Policy is required to comply with the Open Meetings Act, It shall maintain minutes of such meetings, and allow for public participation, in compliance with current Board Bylaws, at the meeting.

A District staff member who is a member of the Committee shall serve as a liaison to the Committee and the Committee Chairman to ensure the Committee complies with an Open Meetings Act requirements, ensure the Committee is provided any requested information, and to ensure the Committee keeps accurate minutes and other relevant records.

The structure and organization of an advisory committee shall be determined by the Board as appropriate to the assignment. Advisory committees shall be encouraged to draw upon a wide variety of resources both inside and outside the School District. Each committee shall be encouraged to draw upon the talents of other local residents and to recommend to the Board the official appointment of any such additional member(s) as the committee may desire.

The purpose and intent of this Policy is to gain feedback from constituents of the District. Individuals appointed to Committees pursuant to this Policy are expected to engage in the following:

- Regularly attend Committee meetings;
- Act with civility and in a manner that is consistent with Board Policies;
- Engage in the work and activities assigned to the Committee by the Board;

- Act in a manner that is consistent with the Mission and Vision of the Board and District; and
- Commit to the length of time needed to complete the work and activities assigned to the Committee by the Board.

If a majority of the members of a Committee created pursuant to this Policy believe a member is not acting consistent with the expectations listed above, the Committee may appeal to the Board to have the Committee member removed for failure to comply with this Policy.

Citizens' Advisory Committee members may be privy to certain privileged or confidential information. If such information is released to third-parties, individual Committee members could be subject to individual liability. Therefore, Committee members shall sign a non-disclosure agreement, recognizing they may be privy to such privileged or confidential information, and that they will not release any such information.

Citizens' Advisory Committees may elect an individual to be the chairperson for meetings.

Expenditure of District funds by an advisory committee shall be made only upon the prior approval of the Superintendent. Supplies, equipment, and personnel from within the School District may be obtained through the appointed staff resource person.

Correspondence between the Board and its committees shall be conducted by the Superintendent with the advice of the President.

The Superintendent shall transmit the contents of any communication from a committee to the Board.

When a committee is ready to submit a report on its assigned topic, the Superintendent, when appropriate, shall arrange an appropriate time for the purpose of receiving the report.

The Board shall have the sole power to dissolve any of its advisory committees and shall reserve the right to exercise this power at any time during the life of any committee.

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

MEMO TO: Members of the Board of Education
Dr. Monica L. Merritt, Superintendent

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: April 3, 2024

SUBJECT: **Policy 9140.01 - FACILITIES UTILIZATION AND BOUNDARY STUDY**

Date to Administrator for review: January 2024 Reviewed by: John Kava, Legal Counsel

Date reviewed and approved by the Policy Advisory Committee: February 27, 2024

This policy from NEOLA:	☐	reflects current state of the law and should be adopted to have accurate policies
	☒	is recommended but not required
	☐	is optional

This policy is being brought to the Board of Education for second reading.

KEY IDEA:

This policy is being brought forward to addressing compliance with the Open Meetings Act as well as providing clarity for members of the committee.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve the second reading of **Policy 9140.01** for the Plymouth-Canton Community Schools.

Ayes: _____

Nays: _____

The Motion was: _____

Attachments X New/Revised/Replacement Policy
 Current Policy

Book	Policy Manual
Section	9000 Relations
Title	FACILITIES UTILIZATION AND BOUNDARY STUDY
Code	po9140.01
Status	
Adopted	June 26, 2007
Last Revised	February 27, 2024

9140.01 - **FACILITIES UTILIZATION AND BOUNDARY STUDY**

Purpose: The Plymouth-Canton Community School District will assess the need to conduct a Facility Utilization and Boundary Study on a biannual basis. The Study has two key functions:

- A. To investigate ways to optimize the utilization of our facilities while creating the capacity to enhance our programs.
- B. To develop boundary recommendations for each of our schools that will create stable and equitable attendance zones for our elementary and middle schools.

Three Tiers:

- A. **Steering Committee.** The Steering Committee will be facilitated by a designee of the Superintendent. It will meet once monthly during the course of the study. Representatives from the school board (2), District Administrators (two (2) from elementary, two (2) from middle school and two (2) from high school), staff (two (2) from elementary, two (2) from middle school and two (2) from high school), and the community (as appointed by the Superintendent) will comprise the steering committee that will provide guidance for the study. The purpose of the Steering Committee is to gather pertinent data, solicit input from constituents and draft options.
- B. **Advisory Committee.** The Advisory Committee, consisting of administrators, staff and a parent representative from each of our buildings, will also provide feedback as the study progresses. The purpose of this committee is to examine data/proposals provided by the Steering Committee and to provide feedback that will help in the creation of options for ultimate presentation to the Board. The Advisory Committees will meet by level (Elementary, Middle, and High School) three times during the process.
- C. **Community Forums.** A minimum of three (3) Community Forums will be scheduled at strategic points during the study. The purpose of these forums will be to present information and collect feedback to be used by the Steering Committee prior to making final recommendations to the Board.

A Citizens' Advisory Committee shall only be required to comply with the Open Meetings Act, including the posting of a public meeting, If:

A. The committee is empowered to exercise or perform a governmental function or proprietary authority; and

B. The committee's power is derived from state constitution, statute, charter, ordinance, resolution, or rule.

Performing a governmental function may include, but is not limited to, making a decision or depriving the full school board the opportunity to consider an issue. If a Committee formed pursuant to this Policy is required to comply with the Open Meetings Act, It shall maintain minutes of such meetings, and allow for public participation, in compliance with current Board Bylaws, at the meeting.

Individuals appointed to Committees pursuant to this Policy are expected to engage in the following:

- Regularly attend Committee meetings;
- Act with civility and in a manner that is consistent with Board Policies;

- Engage in the work and activities assigned to the Committee by the Board;
- Act in a manner that is consistent with the Mission and Vision of the Board and District; and
- Commit to the length of time needed to complete the work and activities assigned to the Committee by the Board.

If a majority of the members of a Committee created pursuant to this Policy believe a member is not acting consistent with the expectations listed above, the Committee may appeal to the Board to have the Committee member removed for failure to comply with this Policy.

Committee members may be privy to certain privileged or confidential information. If such information is released to third parties, individual Committee members could be subject to individual liability. Therefore, Committee members shall sign a non-disclosure agreement, recognizing they may be privy to such privileged or confidential information, and that they will not release any such information.

Revised 8/27/13