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, March 12, 2024 - 7:00 p.m.

2023-2024 Meeting Calendar

Calendar of Board Meetings 2023-2024 (p. 4)

Call The Meeting to Order

- Roll Call
- Pledge of Allegiance

A. Adoption of Agenda/Approval of Consent Agenda

Action Item #24-03-58

1. Human Resources

New Hires

New Hires (p. 5)

Leaves, Resignations and Retirements

Leaves, Resignations, and Retirements (p. 6)

Tenure Recommendations

Tenure Recommendation (p. 7)

2. Approval of Minutes

Regular Meeting Minutes - February 27, 2024 (p. 8)

3. First Reading Policies

Policy #3131 - Reduction in Certified Staff (First Read) (p. 13)

Policy #9140 - Citizens' Advisory Committees (First Read) (p. 15)

Policy #9140.01 - Facilities Utilization and Boundary Study (First Read) (p. 18)

4. Final Reading Bylaws & Policies

Bylaw #0122 - Board Powers (p. 21)

Policy #1420 - School Administrator Evaluation (p. 26)

Policy #3120 - Employment of Personnel (p. 32)

Policy #3139 - Staff Discipline (p. 35)

Policy #3140 - Termination and Resignation (p. 38)

Policy #3220 - Professional Staff Evaluation (p. 41)

Policy #3244 - Individualized Development Plan (p. 48)

B. Celebrating Success

Isbister PTO Volunteer Committee
Presenter: Member Christenson

C. Board Committee Reports/Action

1. President's Report

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

Next Meeting: Wednesday, April 3, 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 4, 2024 - 5 p.m.

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

Next Meeting: Monday, March 18, 2024 - 6 p.m.

D. Administrative Reports/Recommendations

1. Superintendent's Report

2. Teaching and Learning - Bethany Rayl

Action Item #24-03-59: Consider Approval of a Resolution for New Course Materials for Other Worlds of Science Fiction & Fanasty (Final Reading)

Resolution-Other Worlds of Science Fiction & Fantasy (p. 51)

Elementary Program Highlights (Presentation)

P-CCS Elementary Program Highlights Presentation (p. 53)

3. Finance and Operations - Jill Minnick

Consider Approval of a Resolution for Bid Package #P-CEP-2 Tennis Courts Award (First Reading)

Resolution-BP #P-CEP-2 Tennis Court Replacement (p. 71)

Action Item #24-03-60: Consider Approval of a Resolution - Bid Package #MS-2 East and West MS Furniture Purchase (Final Reading)

Resolution-Bid Package #MS-2 East & West Middle Schools Furniture Purchase. (p. 91)

Action Item #24-03-61: Consider Approval of a Resolution Bid Package #T-8 2020 Bond Project Tech Contracts e-Rate Structured Cabling & Network Infastructure (Final Reading)

Resolution-Bond Technology Bid Package #T-8 (p. 118)

Action Item #24-03-62: Consider Approval of a Resolution for Bid Package #T-9 Technology Related to 2020 Bond Projects HS-2A, MS-2, & HS-4A (Final Reading)

Resolution-Bond Technology Bid Package #T-9 (p. 129)

2024-2025 Budget Assumptions (Presentation)

2024-2025 Fiscal Year-Budget Assumptions Presentation (p. 144)

Budget Community Survey Results (Presentation)

Budget Community Forum Presentation (p. 155)

E. Citizens' Comments

F. Discussion

G. Follow-up Board Questions

Follow-up Board Questions from 2-27-24 (p. 161)

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.

PLYMOUTH-CANTON
COMMUNITY SCHOOLS
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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
March 12, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
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 ll 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 3-8-24*

Action Item #24-03-58
Board Meeting: March 12, 2024

New Contracts 2023/2024 School Year

NAME/POSITION/SCHOOL CERTIFICATION	HIRE DATE SALARY	DEGREE/UNIVERSITY EXPERIENCE
CAMPBELL, ASHLEY G EARLY ON SERVICE PROVIDER/ ALLEN	03/18/2024	BA-Ferris State College MA-Michigan State Univ. SPEC-Wayne State Univ. 14 YRS ANN ARBOR

CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2026 Y-K ZS K-5 ZG

MOTION:

AUTOMATICALLY ACCEPT AS PART OF THE CONSENT AGENDA ACTION.

"Move that the Board of Education approve the new hires as listed above."

MOVED _____ **SECONDED** _____ **VOTE** _____

Action Item: #24-03-58
Board Meeting: March 12, 2024

2023/24 SCHOOL YEAR

NAME, ASSIGNMENT, DATE OF HIRE	REASON, EFFECTIVE DATE
LEAVES	
JOHNSON, CAROLANNE ECDD - SPECIAL EDUCATION TEACHER ALLEN 08/29/2016	Childcare leave of absence February 28,2024 – May 31, 2024
RESIGNATIONS	
BOLZ, KELSEY MATH PLYMOUTH 08/28/2017	Resignation effective February 26, 2024.
CARR, VERNON STUDENT SUCCESS SPECIALIST ERIKSSON 12/01/2022	Resignation effective June 19, 2024.
MILLER, JASMINE SOCIAL STUDIES CANTON 08/30/2021	Resgnation effective March 8, 2024.
PETTOVELLO, STEPHANIE COMPUTER TECHNICIAN PCCS EDUC. SUPPORT CENTER 11/05/2014	Resignation effective March 15, 2024.
SHUTT, JOCELYN (0.6) MUSIC ELEMENTARY FIELD 08/26/2019	Resignation effective February 20, 2024.
RETIREMENTS	
KONYHA, ANN-MARIE SOCIAL STUDIES LIBERTY 01/04/1999	Retirement effective June 12, 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
	Holly Deady	Elem. Clsrm. Hulsing	Jennifer Chambers	03/04/2019	03/02/2024

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

MOVED _____ SECONDED _____ VOTE _____

Board of Education

PLYMOUTH-CANTON
COMMUNITY SCHOOLS
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BOARD OF EDUCATION REGULAR MEETING MINUTES
February 27, 2024

The Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, met in a Regular Meeting on Tuesday, February 27, 2024, at 7 p.m. at the E. J. McClendon Educational Center, 454 S. Harvey Street, Plymouth, Michigan, 48170.

Vice President Christenson called the Regular Meeting to order at 7 p.m. in the Boardroom.

Present: Members Christenson, Kehoe, McCoin, Picard, Sidhu, and Westra
Absent: Member Wilson

Administrators Present: Dr. Monica L. Merritt, Superintendent of Schools
Mr. Kurt Tyszkiewicz, Assistant Superintendent of Student Services
Ms. Bethany Rayl, Chief Academic and Innovation Officer
Ms. Jill Minnick, Chief Finance and Operations Officer
Ms. Carly Rays, Assistant Director of Marketing and Promotion
Ms. Lisa Anglin, Executive Director of Human Resources
Mr. Mark Salzer, Director of Integrated Technology Systems
Mr. Tim Gruszczynski, Director of Facilities and Capital Projects

Others Present: Ms. Diane Robertson, Executive Assistant to the Superintendent and Board
Mr. Josh Patterson, SVA Student Co-Chair
Ms. Jennifer Maino, TMP Architecture, Inc. Interior Designer
Mr. Derek Dinkeloo, TMP Architecture, Inc. Senior Associate
Mr. Brian Jesse, Barton Malow CTS Senior Designer
Mr. Matthew Stockert, Barton Malow Design Specialist

Josh Patterson led the Pledge of Allegiance.

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

Action Item #24-02-54: It was moved by Member Sidhu and seconded by Member Kehoe to adopt the Agenda and the Consent as presented. The Consent Agenda consisted of New Hires, Leaves, Resignations, Retirements, Special Meeting Minutes of February 13, 2024, Regular Meeting Minutes of February 13, 2024, Special Meeting Minutes of February 21, 2024, First Reading Bylaws/Policies, and Final Reading Policies.

Ayes: Members Christenson, Kehoe, McCoin, Picard, Sidhu, and Westra
Nays: None
The motion was carried 6-0

New Hires

Conner, Caroline	Technology Integration Specialist Educational Support Center	Effective Date 2-26-24
Madyun, Abdul	Chief Human Resource Officer Administration Building	Effective 3-6-24

Leaves

Dunn, Cheryl	(0.5) Elem. Classroom-EL Teacher Isbister Elementary School	Unpaid Childcare Leave of Absence for the 2024-2025 School Year
Jossey, Keri	Math Canton High School	Childcare Leave of Absence 2-1-24 to 3-20-24

Resignations

Levin, Melissa	Instructional Coach Farrand Elementary School	Resignation Effective 2-21-24

Onder, Chelsea	Math Plymouth High School	Resignation Effective 2-12-24
Welch, Richard	Director of Operations Educational Support Center	Resignation Effective 2-29-24

Retirements

Breslin, Lizbeth	Innovation Period Teacher Eriksson Elementary School	Resignation Effective 6-12-24
Sawchuk, Terrance	Middle School Principal Discovery Middle School	Resignation Effective 2-28-24

Approval of Minutes

The Special Meeting Minutes of February 13, 2024, the Regular Meeting Minutes of February 13, 2024, and the Special Meeting Minutes of February 21, 2024, were approved as presented.

First 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

Final Reading Policies

- Policy #7540.03 - Student Technology Acceptable Use and Safety
- Policy #7540.04 - Staff Technology Acceptable Use and Safety

B. Celebrating Success

Member Picard presented the STARS Award (Students with Tenacity Achieving and Reaching Success) to 45 talented middle and high school band and choir students who auditioned and were accepted into the following elite Michigan School Vocal, Band, and Orchestra Association ensembles: Regional Honors Choir, State Honors Choir, and All-State Bands and Orchestras. P-CEP Marching Band Drum Majors Alana Lake and Miles Dupree were also honored with STARS Awards for their hard work, dedication, and leadership during the marching band season. Congratulations to all of these students on their impressive accomplishments.

C. Board Committee Reports/Action

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

Member Sidhu shared that the SPA committee has not met since the last meeting. The next SPA meeting is scheduled for March 6, 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 and discussed several policy revisions, which are being sent to the Teaching & Learning Department for additional clarification. The policies on this evening's agenda are being recommended to comply with recent legislative changes. The next policy meeting is scheduled for March 12, 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 February 22, 2024, and reviewed updates regarding the Tanger property sale. The committee also reviewed a furniture purchase for East and West Middle Schools, two technology resolutions, the Mid-year Budget Amendment, 2024-2025 Budget Assumptions, and financial statements for the month of January. The next F&O meeting will be held on March 7, 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 Saee Pawar

Josh Patterson, SVA co-chair, shared that the SVA Committee met on February 26, 2024, and had positive conversations regarding the student handbook, specifically related to the dress code and students' perspectives. The committee also reviewed the food and nutrition services presentation regarding student meals and discussed the next steps in order to provide SVA committee feedback. 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 highlighted recent student accomplishments and congratulated Anirudh Krishnan, a Plymouth HS senior who was recently recognized for his athletic excellence, stellar academic record, and community service when MHSAA named him one of 32 winners of this year's prestigious Scholar-Athlete Award.

She also gave a shout-out to nine P-CEP Arts Education Program students honored for their outstanding work at the prestigious Scholarships Art and Writing Awards show. Ryan Peters, a senior on the Salem High School boys' basketball team, was also congratulated for his incredibly significant milestone last week when he scored his 1,000th career point. Additionally, she applauded East Middle School chess team members for winning the Michigan Middle School Chess Championship for an unprecedented 3rd year in a row, where each student had a perfect record in the competition against students from around the state.

Superintendent Merritt invited parents of P-CCS 8th and 9th-grade students to an open house for the district's new Early Middle College Program to learn more about this new opportunity for students to blend their high school courses with college-level coursework and earn college credit at no cost to our families. The open house will be held on March 6, 2024, at 7 p.m. in room #401 at Plymouth HS.

Finally, she spoke about the P-CCS intra-district transfer application window, which is currently open until March 14 and offers an opportunity for resident families of P-CCS students to apply for a transfer to a different school within the district if space is available. Once the intra-district transfer period concludes, the district will open a School of Choice application period from March 15 to April 13, 2024, allowing non-resident families from our surrounding counties an opportunity to apply for enrollment. Additional information on both enrollment opportunities is available on the P-CCS website.

Finance and Operations - Jill Minnick

First Reading Resolutions

- Consider Approval of a Resolution for Bid Package #MS-2 (East/West Middle School Furniture Purchase) Representatives from TMP Architecture, Inc. provided an overview of this recommendation, which includes furniture for general education and special education classrooms, learning commons, and main offices at each building. Quotes received from all furniture vendors were obtained through purchasing consortiums, and the recommended pieces resulted in a positive variance for the two buildings. The total cost for the recommended furniture and equipment at both buildings is $1,115,787.15, which will be funded using 2020 and 2023 bond funds. (First Reading)

- Consider Approval of a Resolution - Bid Package #T-8 2020 Bond Project Tech Contracts e-Rate Structured Cabling and Network Infrastructure. Representatives from Barton Malow and Mr. Mark Salzer, Director of Integrated Technology Systems, provided an overview of this recommendation to purchase structured cabling and network infrastructure needs at Canton HS, Plymouth HS, East MS, West MS, and the new P-CEP Stadium. A virtual public bid opening was held, and eight bids were received. School districts are eligible for partial reimbursement of some telecommunications services under the federal e-Rate Universal Service Fund (USF) program. Based on the project team's evaluation, it is recommended that contracts be awarded to People Driven Technology in an amount not to exceed $145,622.19 and to Nerds Xpress in an amount not to exceed $142,157.70. The total awarded amount will not exceed $287,779.89, net of reimbursements for $100,809.04. These purchases will be funded using 2020 and 2023 bond funds. (First Reading)

- Consider Approval of a Resolution - Bid Package #T-9 Technology Related to 2020 Bond Projects HS-2A, HS-4, MS-2, and HS-4A. Representatives from Barton Malow and Mr. Mark Salzer, Director of Integrated Technology Systems, provided an overview of this recommendation to purchase technology equipment needed in learning, office, and activity/athletic spaces at Canton HS, Plymouth HS, East MS, and West MS. A virtual public bid opening was held, and seven bids were received from six different contractors. 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 funded with 2020 and 2023 bond funds. (First Reading)

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

Mid-Year 2023-2024 Budget Amendment (Presentation)

Ms. Jill Minnick, Chief Finance and Operations Officer, presented a comprehensive overview of the Mid-Year Budget Amendment. She outlined the district's goals, emphasizing the alignment of financial resources to meet the P-CCS Dynamic Plan objectives and to address areas of greatest student need as identified through academic data. The presentation included an examination of various resources, comparing and analyzing them against the budget to identify variances in the amendment. Ms. Minnick provided a high-level review of general fund revenue and expenditures. Historical financial data and enrollment numbers were also examined. The impact of lower birth rates on statewide enrollment was discussed. The School Finance Research Collaborative estimates the cost of educating a student to be $10,421 per school year. Currently, P-CCS receives $9,608 per student, representing an increase from the previous year but still falling short of the recommended amount. After amendments, the district's projected fund equity stands at 20.4%, which exceeds the projected balance and is above the minimum required by district policy (10%) and above the auditors' minimum recommendation (15%). Superintendent Merritt expressed gratitude to Ms. Minnick and Ms. Jody Malbon, Director of Finance & Accounting, acknowledging their dedicated efforts in identifying efficiencies and enhancing the district's overall budgeting process.

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

Final Reading Resolutions

- **Action Item #24-02-55**: It was moved by Member Kehoe and seconded by Member Westra to Approve a Resolution for the 2023-2024 Mid-Year Budget Amendment. (First and Final Reading)

  Ayes: Members Christenson, Kehoe, McCoin, Picard, Sidhu, and Westra
  Nays: None
  The motion was carried 6-0

Teaching and Learning – Bethany Rayl

First Reading Resolutions

- Consider Approval of a Resolution for New Course Materials (Other Worlds of Science Fiction and Fantasy). Ms. Bethany Rayl, Chief Academic and Innovation Officer, provided an overview of this recommendation to purchase 465 copies of *The Emperor's Soul* by Bryan Sanderson as a whole-class text for the class "Other Worlds of Science Fiction and Fantasy," not to exceed $6,300. These books would be purchased from the 2023-2024 budget and implemented during the second semester of the 2023-2024 school year and beyond. (First Reading)

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

Final Reading Resolutions

- **Action Item #24-02-56**: It was moved by Member Kehoe and seconded by Member Westra to Approve a Resolution for a Course Name Change Request (Beginning/Intermediate Piano to Piano Studies). This more inclusive name change will help high school students interested in studying piano at a higher level understand that Piano Studies is an option and ensure that students who complete their course of study will have their course more accurately reflected on their transcript. This name change would go into effect during the 2024-2025 school year and beyond. (Final Reading)

  Ayes: Members Christenson Kehoe, McCoin, Picard, Sidhu, and Westra
  Nays: None
  The motion was carried 6-0

E. Citizens' Comments

- None

F. Action Items/ Discussion

- **Action Item #24-02-57**: It was moved by Member McCoin and seconded by Member Kehoe to Approve a Resolution Designating a Representative, Ms. Diane Robertson, to vote for MASB Region 8- Board of Directors Three-Year Term. Board members discussed and agreed to cast a collective vote for candidate Birgit McQuiston. (First and Final Reading)

  Ayes: Members Christenson Kehoe, McCoin, Picard, Sidhu, and Westra
  Nays: None
  The motion was carried 6-0

G. Follow-up Board Questions

- Related to the Middle School Furniture Purchase - Member Kehoe would like to know the age of the classroom furniture in rooms, which are scheduled to be updated with the bond purchase.

H. Adjournment

Vice President Christenson adjourned the Regular Meeting at 8:25 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: March 5, 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:		
	x	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 first 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 first reading of **Policy 3131/4141** 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	3000 Professional Staff
Title	REDUCTION IN CERTIFIED INSTRUCTIONAL STAFF
Code	po3131-4131
Status	Active
Adopted	August 23, 1993
Last Revised	~~January 24, 2012~~ _____, 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.

~~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).~~

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).

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

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

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: March 5, 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
	X	is recommended but not required
		is optional

This policy is being brought to the Board of Education for first 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 first reading of **Policy 9140** 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	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 sigu 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: March 5, 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
	X	is recommended but not required
		is optional

This policy is being brought to the Board of Education for first 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 first reading of **Policy 9140.01** 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	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

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: March 5, 2024

SUBJECT: **Bylaw 0122 – Board Powers**

Date to Administrator for review: February 2024 Reviewed by: William Blaha, District Counsel

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

This bylaw from NEOLA:		
	X	reflects current state of the law and should be adopted to have accurate bylaws
		is recommended but not required
		is optional

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

KEY IDEA:

The redlined revisions reflect the amendments to the Public Employment Relations Act ("PERA") repeal of prohibited subjects of bargaining.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve the second reading of **Bylaw 0122** for the Plymouth-Canton Community Schools.

Ayes: _____

Nays: _____

The Motion was: _____

Attachments _X__ New/Revised/Replacement Bylaw
____ Current Bylaw

Book	Policy Manual
Section	0000 Bylaws
Title	BOARD POWERS
Code	po0122
Status	Active
Adopted	August 23, 1993
Last Revised	, 2024

Commented [C&B1]: The redlined revisions reflect the amendments to the Public Employment Relations Act ("PERA") repeal of prohibited subjects of bargaining.

Commented [C&B2]: The "Last Revised" date will need to reflect the date the Board takes action to revise the policies.

PCCS Policy 0122 – Board Powers

The District shall operate as a General Powers School District. As such it has all of the rights, powers, and duties expressly stated in statute; may exercise a power implied or incident to any power expressly stated in statute; and, except as provided by law, may exercise a power incidental or appropriate to the performance of any function related to the operation of the District in the interests of public elementary and secondary education in the District, including, but not limited to, all of the following:

A. Educating Students. In addition to educating students in grades K- 12, this function may include operation of preschool, lifelong education, adult education, community education, training, enrichment, and recreation programs for other persons.

B. Providing for the safety and welfare of students while at school or at a school-sponsored activity or while enroute to or from school or a school-sponsored activity.

C. Acquiring, constructing, maintaining, repairing, renovating, disposing of, or conveying school property, facilities, equipment, technology, or furnishings.

D. Hiring, contracting for, scheduling, supervising, or terminating employees, independent contractors, and others to carry out District powers.

E. Receiving, accounting for, investing, or expending District money; borrowing money and pledging District funds for repayment; and qualifying for State-School Aid and other public or private money from local, regional, State, or Federal sources.

The District may enter into agreements or cooperative arrangements with other entities, public or private, or join organizations as part of performing the functions of the School District.

The District is a body corporate and shall be governed by a school board. An act of this Board is not valid unless approved, at a meeting of the Board, by a majority vote of the members lawfully serving on the Board.

The Board may submit to the School electors a question that is within the scope of the powers of the School electors and that the Board considers proper for the management of the School system or the advancement of education in the School District. Upon the adoption of a question by the Board, the Board shall submit the question to the School electors by complying with Michigan election law (M.C.L. 168.312).

The Board shall adopt bylaws. These bylaws may establish or change Board procedures, the number of Board officers, titles and duties of Board officers, and any other matter related to effective and efficient functioning of the Board.

The Board has authority, based on statute, to make decisions regarding the following subjects without resort to prior bargaining:

A. the policyholder of an employee group insurance benefit

B. the starting day for the school year and the amount of student contact time to receive full State school aid

C. the composition of the District's school-improvement committees established under M.C.L. 380.1277

D. the decision whether or not to have inter-district and intra-district open-enrollment opportunities

E. the decision whether or not to permit authorization of Charter Schools (public school academies)

~~F. contracting with outside parties for noninstructional support services provided by an employee group including the procedures for obtaining a contract, the identity of the outside party, and the impact on individual staff members or a bargaining unit if the employee group is given an opportunity to bid on providing the noninstructional support services~~

~~G.~~F. use of volunteers

~~H.~~G. decisions regarding the use of experimental or pilot programs including staffing, use of technology, provision of the technology, and the impact on individual staff members or a bargaining unit

~~I.~~H. compensation or reimbursement of a staff member for monetary penalties imposed on the staff member under the Public Employment Relations Act

~~J. any decision regarding the placement of teachers, or the impact of that decision on an individual employee or the bargaining unit~~

~~K. for teachers covered under the Teacher Tenure Act, decisions about the development, content, standards, procedures, adoption and implementation of policies regarding personnel decisions when conducting a staffing or program reduction or eliminating a position as well as decisions regarding recall or hiring after any such reduction~~

~~This includes the impact of any such decisions on an individual employee or the bargaining unit.~~

~~L. decisions about the development, content, standards, procedures, adoption and implementation of a performance evaluation system under M.C.L. 380.1249 for teachers and administrators~~

~~M. decisions concerning the content of a teacher's or administrator's performance evaluation or the impact of such decision~~

~~N. decisions about the format, timing or number of classroom observations required for evaluation under the Teacher Tenure Act (M.C.L. 38.83a)~~

~~O. decisions concerning the classroom observation of an individual teacher, and the impact of such decision on an individual teacher or the bargaining unit~~

~~P. decisions about the development, content, standards, procedures, adoption and implementation of the method of performance based compensation for teachers and administrators in accordance with M.C.L. 380.1250~~

~~Q. decisions about how performance evaluation is used to determine the performance based compensation for teachers and administrators~~

~~R. decisions concerning the performance based pay of an individual teacher or administrator, or the impact of such decision on such individual or the bargaining unit~~

~~S. decisions about the development, content, standards, procedures, adoption and implementation of a policy regarding discipline or discharge for teachers covered under the Teacher Tenure Act (M.C.L. 38.71)~~

~~T. decisions concerning the discipline or discharge of a teacher covered under the Teacher Tenure Act (M.C.L. 38.71), or the impact of such decision on an individual teacher or the bargaining unit~~

~~U.~~I. insertion of statutorily required emergency manager language into all collective bargaining agreements

~~V. decisions on whether to enter into an intergovernmental agreement to consolidate, to jointly perform or to collaborate on one or more functions or services~~

~~1. procedures of obtaining a contract for such an agreement to transfer of functions or responsibilities~~

~~2. identities of any other parties to such an agreement~~

~~W. any requirement that would violate section 10(3), M.C.L. 423.210(3) (Right to Work Law)~~

~~X. decisions about the development, format, content, and procedures of the notification to parents and legal guardians required under M.C.L. 380.1249a (the requirement to make the notifications is effective with the 2018-2019 school year)~~

Legal MCL 380.11a, 380.1131 et seq.
MCL 423.201, 202, 206, and 215
MCL 168.301 et seq.

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

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

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: March 5, 2024

SUBJECT: **Policy 1420 - School Administrator Evaluation**

Date to Administrator for review: February 2024 Reviewed by: William Blaha, District Counsel

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

This policy from NEOLA:		
	X	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 1420** for the Plymouth-Canton Community Schools.

Ayes: _____

Nays: _____

The Motion was: _____

Attachments _X__ New/Revised/Replacement Policy
____ Current Policy

Book	Policy Manual
Section	1000 Administration
Title	SCHOOL ADMINISTRATOR EVALUATION
Code	po1420
Status	Adopted
Adopted	August 23, 1993
Last Revised	~~February 25, 2020~~ , 2024

Commented [C&B1]: 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.

Commented [C&B2]: The "Last Revised" date will need to reflect the date the Board takes action to revise the Policies.

PCCS Policy 1420 – School Administrator Evaluation

The Board of Education, through the powers derived from the School Code and other relevant statutes, is responsible for the employment and discharge of all personnel. To carry out this responsibility, with the involvement of school administrators, it delegates to the Superintendent, the function of establishing and implementing a rigorous, transparent, and fair performance evaluation system that does all of the following:

A. Evaluates the school administrator's job performance ~~at least~~ annually in a year-end evaluation, while providing timely and constructive feedback.

   The Superintendent or designee shall perform administrators' evaluations. Administrators rated highly effective on three (3) consecutive year-end evaluations may be evaluated every other year, at the District's discretion.

B. Establishes clear approaches to measuring student growth and provides school administrators with relevant data on student growth.

C. Before the 2024-2025 school year, forty percent (40%) of the annual year-end evaluation shall be based on student growth and assessment data.~~Evaluates a school administrator's job performance in accordance with the law.~~

   Prior to July 1, 2024 for ~~For~~ building level administrators, the data to be used is the aggregate student growth and assessment data that are used in teacher annual year-end evaluations in each school in which the school administrator works as an administrator. For a central -office-level administrator, the pertinent data is that of the entire School District.

Beginning in the 2024-2025 school year, the annual evaluation must include the student growth and assessment data or student learning objectives metrics and twenty percent (20%) of the annual evaluation must be based on student growth and assessment data or student learning objectives metrics.

After July 1, 2024, the evaluations must be based primarily on the administrator's performance as measured by the District's evaluation tool.

D. Uses the evaluations, at a minimum, to inform decisions regarding all of the following:

1. The effectiveness of school administrators, so that they are given ample opportunities for improvement.

2. Promotion, retention, and development of school administrators, including providing relevant coaching, instruction support, or professional development.

3. Prior to July 1, 2024, ~~R~~removing ineffective school administrators after they have had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures.

E. Prior to July 1, 2024, ~~T~~the portion of the annual year-end evaluation that is not based on student growth and assessment data shall be based on at least the following for the school in which the school administrator works as an administrator:

1. The school administrators' training and proficiency in conducting teacher performance evaluations if ~~s/he does~~they do so or a ~~his/her~~ designee's proficiency and training if the administrator designates such duties.

2. The progress made by the school or District in meeting the goals established in the school/District improvement plan.

3. Student attendance.

4. Student, parent and teacher feedback and other information considered pertinent by the Board.

After July 1, 2024, the portion of the year-end evaluation that is not based on student growth and assessment data or student learning objectives must be based on objective criteria.

F. For the purposes of conducting ~~annual~~ year-end evaluations under the performance evaluation system, the District shall adopt and implement one (1) or more of the evaluation

tools for teachers or administrators, if available, that are included on the list established and maintained by the Michigan Department of Education ("MDE"). However, if the District has one (1) or more local evaluation tools for administrators or modifications of an evaluation tool on the list, and the District complies with G., below, the District may conduct ~~annual~~ year-end evaluations for administrators using one (1) or more local evaluation tools or modifications. The evaluation tools shall be used consistently among the schools operated by the District so that all similarly situated school administrators are evaluated using the same measures.

G. The District shall post on its public website all of the following information about the measures it uses for its performance evaluation system for school administrators:

1. The research base for the evaluation framework, instrument, and process or, if the District adapts or modifies an evaluation tool from the MDE list, the research base for the listed evaluation tool and an assurance that the adaptations or modifications do not compromise the validity of that research base.

2. The identity and qualifications of the author or authors or, if the District adapts or modifies an evaluation tool from the MDE list, the identity and qualifications of a person with expertise in teacher evaluations who has reviewed the adapted or modified evaluation tool.

3. Either evidence of reliability, validity, and efficacy or a plan for developing that evidence or, if the District adapts or modifies an evaluation tool from the MDE list, an assurance that the adaptations or modifications do not compromise the reliability, validity, or efficacy of the evaluation tool or the evaluation process.

4. The evaluation frameworks and rubrics with detailed descriptors for each performance level on key summative indicators.

5. A description of the processes for conducting classroom observations, collecting evidence, conducting evaluation conferences, developing performance ratings, and developing performance improvement plans.

6. A description of the plan for providing evaluators and observers with training.

H. The District shall also:

1. Provide training to school administrators on the measures used by the District in its performance evaluation system and on how each of the measures is used. This training may be provided a District or by a consortium consisting of two (2) or more districts, the intermediate school district or a public school academy.

2. Ensure that training is provided to all evaluators and observers. The training shall be provided by an individual who has expertise in the evaluation tool or tools used by the District, which may include either a consultant on that evaluation tool or framework or an individual who has been trained to train others in the use of the evaluation tool or tools. The District may provide the training in the use of the evaluation tool or tools if the trainer has expertise in the evaluation tool or tools.

Prior to July 1, 2024, administrators shall receive a rating of highly effective, effective, minimally effective, or ineffective. After July 1, 2024, the rating system must assign a rating of effective, developing, or needing support and the evaluation process shall comply with the requirements of M.C.L. 380.1249b. After July 1, 2024, if a teacher is rated as needing support, the options related to review of the evaluation, including a written response, the ability to request mediation where appropriate, utilization of the grievance process or binding arbitration will be available to the teacher as set out in MCL 380.1249b.

The evaluation system shall ensure that if the administrator is rated as minimally effective or ineffective prior to July 1, 2024, or developing or needing support on or after July 1, 2024, the person(s) conducting the evaluation shall develop and require the school administrator to implement an improvement plan to correct the deficiencies. The improvement plan shall recommend professional development opportunities and other measures designed to improve the rating of the administrator on ~~his/her~~the next annual year-end evaluation. An administrator rated as "ineffective" prior to July 1, 2024, or needing support on or after July 1, 2024 on three (3) consecutive year-end evaluations must be dismissed from employment with the District.

After July 1, 2024, the evaluation system must include a midyear progress report for each administrator in each year they are evaluated. This midyear progress report shall comply with M.C.L. 380.1249b and may not replace the annual evaluation.

After July 1, 2024, for the first three (3) years that an administrator is in a new administrative position, they shall be assigned a mentor or coach.

The evaluation program shall aim at the early identification of specific areas in which the individual administrator needs help so that appropriate assistance may be provided or arranged for. A supervisor offering suggestions for improvement to an administrator shall not release that professional staff member from the responsibility to improve. If an administrator, after receiving a reasonable degree of assistance, fails to perform ~~his/her~~ assigned responsibilities in a satisfactory manner, dismissal, or non-renewal procedures may be invoked. In such an instance, all relevant evaluation documents may be used in the proceedings.

Evaluations shall be conducted of each administrator as stipulated in the revised School Code, the employment contract, the Superintendent's administrative guidelines and as directed by the Michigan Department of Education. An administrator shall be given a copy of any documents relating to the administrator's ~~his/her~~ performance which are to be placed in the personnel file.

This policy shall not deprive an administrator of any rights provided by State law or any contractual rights consistent with State law.

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Legal M.C.L. 380.1249, 1249b

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

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

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: March 5, 2024

SUBJECT: **Policy 3120/4120 - Employment of Personnel**

Date to Administrator for review: February 2024 Reviewed by: William Blaha, District Counsel

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

This policy from NEOLA:

X	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 update to address grammatical revisions.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve the second reading of **Policy 3120/4120** 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	EMPLOYMENT OF PERSONNEL
Code	po3120/4120
Status	Active
Adopted	August 23, 1993
Last Revised	~~September 27, 2022~~ _____, 2024

Commented [C&B1]: The redlined revisions contain grammatical revisions.

Commented [C&B2]: The "Last Revised" date will need to reflect the date the Board takes action to revise the Policies.

3120/4120 - **EMPLOYMENT OF PERSONNEL**

The Board of Education recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with highly-qualified and competent personnel. The Board requires that anyone employed as a professional staff member with instructional responsibilities in an elementary or secondary school in this District hold a certificate, permit, or vocational authorization valid for the positions to which ~~they are~~ the professional staff member is assigned.

The Board shall approve the employment~~,~~ and also, when not covered by the terms of a negotiated, collectively-bargained agreement, fix the compensation~~,~~ and establish the term of employment for each professional staff member employed by the Board.

All staff are subject to a criminal history record check. See Policy 3121.

Such approval shall be given only to those candidates for employment recommended by the Superintendent or their designee.

When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation.

All applications for employment shall be referred to the Human Resources Department.

Relatives of Board members may be employed by the Board, provided the Board member does not participate in any way in the discussion or vote on the employment when a conflict of interest is involved.

Relatives of staff members may be employed by the Board, provided the staff member being employed is not placed in a position in which ~~s/he~~the staff would be supervised directly by the relative staff member. The Board shall be informed of any relatives of Board member or staff members who are being hired by the District.

The provisions of this policy shall not be interpreted as requiring the dismissal or reassignment of current employees.

Applications for employment will not be accepted from any current District Board member. If a Board member wishes to apply for a position, ~~their~~ the Board member's resignation must be accepted by the Board at least one (1) year prior to submitting an application.

The Board may employ administrators, without provision for tenure as an administrator, by means of a written contract for a term not to exceed three (3) years.

Any professional staff member's intentional misstatement of fact or omission material to ~~his/her~~ qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

The temporary employment of professional staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in the educational program. Employment shall be recommended to the Board at the next regular meeting.

No candidate for employment to the professional staff as a non-administrator shall receive recommendation for such employment without having provided visual evidence of proper certification or that application for such certification is in process, except as otherwise permitted by law.

Prior to hiring an applicant, the Superintendent or their designee shall obtain from the applicant a signed PA-189 form and shall obtain from the applicant's current or immediately-previous employer any records, including the applicant's personnel file relating to unprofessional conduct in which the applicant engaged. Any such records may be disclosed to those individuals directly involved in evaluating the applicant's qualifications. The review of such records, upon receipt, may be grounds for dismissal. The Board may approve contingent employment until such time as the records herein described are received.

The Superintendent or their designee shall prepare administrative guidelines for the recruitment and selection of all professional staff.

Revised 10/28/08
Revised ~~10/22/19~~ /24

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Legal M.C.L. 380.1229 – 1231, 380.1233, 380.1233b, 380.1237, 380.1531d, 380.623

R 390.1105

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PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

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

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: March 5, 2024

SUBJECT: **Policy 3139 - Staff Discipline**

Date to Administrator for review: February 2024 Reviewed by: William Blaha, District Counsel

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

This policy from NEOLA:		
	X	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 update to address grammatical revisions.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve the second reading of **Policy 3139** 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	STAFF DISCIPLINE
Code	po3139-4139
Status	Active
Adopted	January 24, 2012
Last Revised	~~November 21, 2017~~ , 2024

Commented [C&B1]: The redlined revisions contain grammatical revisions.

Commented [C&B2]: The "Last Revised" date will need to reflect the date the Board takes action to revise the Policies.

3139-4139 - **STAFF DISCIPLINE**

Whenever it becomes necessary to discipline a member of the staff, the Superintendent shall utilize related procedures described in the current negotiated agreement, to the extent not inconsistent with the current negotiated agreement, and the following principles and procedures.

A teacher may only be discharged, demoted or otherwise disciplined for a reason that is not arbitrary or capricious. In all instances, discipline, discharge and demotion shall occur in accordance with the statutory requirements under the Teacher Tenure Act and the Revised School Code.

The administrator/Superintendent shall conduct an investigation of any alleged act or omission by a teacher that could result in disciplinary action. The teacher shall be provided with oral or written notice of the issue or incident being investigated.

The investigation shall include, at a minimum, interviews of appropriate persons and a meeting with the subject teacher and, if requested or if required by the bargaining agreement, the teacher's ~~his/her~~ designated representative (either another employee or a union representative if part of a bargaining unit) to allow the teacher an opportunity to respond to the complaint. Prior notice of this meeting shall be provided to the teacher for any discipline that may result in a suspension or loss of pay. The meeting shall not proceed without the teacher's designated representative; however, the meeting shall not be unduly delayed to secure the attendance of the teacher's preferred representative. The District may substitute another representative from the union to timely process the investigation.

After completion of the investigation, if discipline is to be imposed, the teacher shall receive written notice of the discipline and this notice shall also be placed in the teacher's file.

Discipline may include, but is not limited to:

A. written warning;

B. written reprimand;

C. suspension (paid or unpaid);

D. discharge

E. financial penalty in accordance with Michigan law.

The District does not have to apply discipline in a progressive manner, but, rather, may impose discipline consistent with the seriousness of the teacher's conduct, as determined by the District. Additionally, nothing in this policy limits the District's right to take other appropriate action, such as placing a teacher on administrative leave during the pendency of an investigation or issuing a counseling memorandum, which is considered instructional, not disciplinary.

If it appears that disciplinary action beyond written reprimand may be necessary, the administrator should contact the Superintendent to discuss the disciplinary action that is to be taken.

Any disciplinary action that is not subject to Board review, as described below, may be submitted to the Superintendent for review within five (5) work days of the teacher's receipt of the written confirmation. The Superintendent is not required to conduct an independent investigation. The Superintendent ~~S/He~~ shall meet with the administrator who issued the discipline and with the teacher and the teacher's ~~his/her~~ designated representative, if requested. The Superintendent may affirm, revise, or reject any disciplinary action taken against a teacher and the Superintendent's his/her decision is final.

The following disciplinary actions may only be imposed by the Board in adherence with the requirements of the Teacher Tenure Act:

A. discharge of a tenured or probationary teacher;

B. demotion of a tenured teacher (which includes suspension for fifteen (15) or more consecutive days without pay or a reduction in compensation by more than the equivalent of thirty (30) days compensation in one (1) school year);

C. non-renewal of a probationary teacher; M.C.L. 38.101 et seq., 38.74, 380.1230d, 380.1535a

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Legal M.C.L. 38.101 et seq., 38.74, 380.1230d, 380.1535a

~~§~~

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

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

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: March 5, 2024

SUBJECT: **Policy 3140 - Termination and Resignation**

Date to Administrator for review: February 2024 Reviewed by: William Blaha, District Counsel

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

This policy from NEOLA:		
	X	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 update to address grammatical revisions.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve the second reading of **Policy 3140** 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	TERMINATION AND RESIGNATION TERMINATION
Code	po3140-4140
Status	Active
Adopted	August 23, 1993
Last Revised	~~March 1, 2007~~ _____, 2024

Commented [C&B1]: The redlined revisions contain grammatical revisions

Commented [C&B2]: The "Last Revised" date will need to reflect the date the Board takes action to revise the Policies.

3140-4140 - **TERMINATION AND RESIGNATION**

TERMINATION

Employment contracts may be suspended or terminated upon a majority vote of the Board of Education. In such cases, the Board shall abide by due process and such terms as may be set forth in a negotiated, collectively-bargained agreement.

Employees and those under contract to work regularly and continuously in the schools, whether part-time or full-time, cannot continue employment with the Board if a criminal history records check or other authoritative source reveals a conviction of a "listed" offense under M.C.L.A. 28.722.

Individuals convicted of a non-listed felony or certain enumerated misdemeanors as defined by law cannot continue to work unless both the Superintendent and the Board give written approval. Such conviction(s) may subject professional staff to discharge or demotion in accordance with the Teacher Tenure Act.

The State Superintendent of Public Instruction will be notified of the report of conviction(s) as required by law.

RESIGNATION

A professional staff member may resign in accordance with the terms of the negotiated, collectively-bargained agreement or the staff member's ~~his/her~~ employment contract.

A professional staff member may resign by filing a written resignation with the Superintendent at least thirty (30) days prior to the effective date of the resignation, if possible.

The Superintendent may act for the Board in the acceptance of a resignation.

A resignation, once acted upon by the Board, may not then be rescinded.

Revised ~~5/23/06~~ _____/24

Legal M.C.L.A. 28.722, 38.74, 380.1230 et seq., 380.1535a

§

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

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

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: March 5, 2024

SUBJECT: **Policy 3220 Professional Staff Evaluation**

Date to Administrator for review: February 2024 Reviewed by: William Blaha, District Counsel

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

This policy from NEOLA:		
	X	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 3220** 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	PROFESSIONAL STAFF EVALUATION
Code	po3220
Status	Adopted
Adopted	August 23, 1993
Last Revised	~~February 25, 2020~~ , 2024

Commented [C&B1]: 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.

Commented [C&B2]: The "Last Revised" date will need to reflect the date the Board takes action to revise the Policies.

PCCS Policy 3220 – Professional Staff Evaluation

The Board of Education, through the powers derived from the School Code and other relevant statutes, is responsible for the employment and discharge of all personnel. To carry out this responsibility, with involvement of professional staff, the Board ~~it~~ delegates to the Superintendent the function of establishing and implementing a rigorous, transparent, and fair performance evaluation system that does at least all of the following:

A. Evaluates the employee's job performance ~~at least annually~~ in a year-end evaluation, while providing timely and constructive feedback

   Teachers rated highly effective or, as of July 1, 2024, effective on the three (3) most recent consecutive year-end evaluations may be evaluated every other year or, as of July 1, 2024, every third year, at the District's discretion.

B. Establishes clear approaches to measuring student growth and provides professional staff with relevant data on student growth ~~based on the most recent three (3) consecutive school years of student growth data, or all available student growth data if less than three (3) years is available~~.

C. Evaluates an employee's job performance in accordance with the law.

   Evaluations must also comply with the following:

   1. The portion of a teacher's ~~annual~~ year-end evaluation that is not based on student growth and assessment data or student learning objective metrics shall be based primarily on a teacher's performance as measured by the District ~~as described below~~.

2. Prior to July 1, 2024, ~~Beginning with the 2018 – 2019 school year,~~ for core content areas in grades and subjects in which state assessments are administered, fifty percent (50%) of student growth must be measured using the state assessments, and the portion of student growth not measured using state assessments must be measured using multiple research-based growth measures or alternative assessments that are rigorous and comparable across schools within the District. Student growth also may be measured by student learning objectives or nationally normed or locally adopted assessments that are aligned to state standards, or based on achievement of individualized education program goals.

3. Prior to July 1, 2024, ~~T~~the portion of a teacher's evaluation that is not measured using student growth and assessment data or using the evaluation tool developed or adopted by the District shall incorporate criteria enumerated in section M.C.L. 380.1248(1)(b)(i) to (iii) that are not otherwise evaluated under the tool. (See Policy 3131.) After July 1, 2024, the portion of a teacher's evaluation that is not measured using student growth and assessment data or student learning objectives metrics, or using the evaluation tool developed or adopted by the District, must be based on objective criteria.

4. Prior to July 1, 2024, ~~I~~if there are student growth and assessment data available for a teacher for at least three (3) school years, the annual year-end evaluation shall be based on the student growth and assessment data for the most recent three (3) consecutive-school-year period. If there are not student growth and assessment data available for a teacher for at least three (3) school years, the annual year-end evaluation shall be based on all student growth and assessment data that are available for the teacher.

~~4.~~5. As of July 1, 2024, the following apply: Evaluations and feedback concerning the evaluation must be provided in writing to the teacher; if a written evaluation is not provided, the teacher is deemed effective; if required by circumstances described in M.C.L. 380.1249, a teacher must be designated as unevaluated; and if a teacher receives an unevaluated designation, the teacher's rating from the immediately prior school year must be used.

D. uses the evaluations, at a minimum, to inform decisions regarding all of the following:

1. the effectiveness of employees, so that they are given ample opportunities for improvement
2. prior to July 1, 2024, promotion, retention, and development of employees, including providing relevant coaching, instruction support, or professional development, and after July 1, 2024, development of employees, including providing relevant coaching, instruction support, or professional development

3. prior to July 1, 2024, whether to grant tenure or full certification, or both, to employees, using rigorous standards and streamlined, transparent, and fair procedures
4. prior to July 1, 2024, removing ineffective tenured and untenured employees after they have had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures

E. provides a mid-year progress report for every ~~certificated~~ teacher who is in the first year of probation or has received a rating of minimally effective or ineffective or, after July 1, 2024, needing support or developing on the most recent ~~annual~~ year-end evaluation

This mid-year report shall supplement and not replace the ~~annual~~ year-end evaluation. The mid-year report shall:

1. prior to July 1, 2024, be based, at least in part, on student achievement;
2. be aligned with the teacher's individualized development plan;
3. include specific performance goals and any recommended training for the remainder of the school year, as well as written improvement plan developed in consultation with the teacher that incorporates the goals and training.

F. includes classroom observations in accordance with the following:

1. must include review of the lesson plan, State curriculum standards being taught and student engagement in the lesson and, as of July 1, 2024, the items described in this paragraph must be discussed during a post-observation meeting between the observer and the teacher;
2. must include multiple observations unless the teacher has received an effective or higher rating on the last two (2) year-end evaluations;
3. observations need not be for an entire class period but, as of July 1, 2024, must not be less than fifteen (15) minutes;
4. ~~at least~~ one (1) observation ~~must~~ may be unscheduled;
5. the school administrator responsible for the teacher's performance evaluation shall conduct at least one (1) of the observations;

Other observations may be conducted by other observers who are trained in the use of the evaluation tool as described below. These other observers may be teacher leaders.

6. the district shall ensure that, within thirty (30) calendar days after each observation, the teacher is provided with written feedback from the observation.

G. For the purposes of conducting annual year-end evaluations under the performance evaluation system, the District will adopt and implement one (1) or more of the evaluation

tools for teachers that are included on the list established and maintained by the Michigan Department of Education ("MDE").

The evaluation tool(s) shall be used consistently among the schools operated by the District so that all similarly situated teachers are evaluated using the same evaluation tool.

H. The District will post on its public website all of the following information about the measures it uses for its performance evaluation system for teachers:

1. The research base for the evaluation framework, instrument, and process or, if the District adapts or modifies an evaluation tool from the MDE list, the research base for the listed evaluation tool and an assurance that the adaptations or modifications do not compromise the validity of that research base.
2. The identity and qualifications of the author or authors or, if the District adapts or modifies an evaluation tool from the MDE list, the identity and qualifications of a person with expertise in teacher evaluations who has reviewed the adapted or modified evaluation tool.
3. Either evidence of reliability, validity, and efficacy or a plan for developing that evidence or, if the District adapts or modifies an evaluation tool from the MDE list, an assurance that the adaptations or modifications do not compromise the reliability, validity, or efficacy of the evaluation tool or the evaluation process.
4. The evaluation frameworks and rubrics with detailed descriptors for each performance level on key summative indicators.
5. A description of the processes for conducting classroom observations, collecting evidence, conducting evaluation conferences, developing performance ratings, and developing performance improvement plans.
6. A description of the plan for providing evaluators and observers with training.

I. The District shall also:

1. ~~P~~provide training to teachers on the evaluation tool(s) used by the District in its performance evaluation system and how each evaluation tool is used. This training may be provided by a district or by a consortium consisting of the District, the intermediate school district or a public school academy.
2. ~~E~~ensure that training is provided to all evaluators and observers. The training shall be provided by an individual who has expertise in the evaluation tool or tools used by the District, which may include either a consultant on that evaluation tool or framework or an individual who has been trained to train others in the use of the evaluation tool or tools. The District may provide training in the use of the evaluation tool or tools if the trainer has expertise in the evaluation tool or tools.
~~2.~~3. by not later than September 1, 2024, and every three (3) years thereafter, each individual who conducts an evaluation shall complete rater reliability training provided by the District that complies with M.C.L. 380.1249

The staff evaluation program shall aim at the early identification of specific areas in which the individual professional staff member needs help so that appropriate assistance may be provided or arranged for. A supervisor offering suggestions for improvement to a professional staff member shall not release that professional staff member from the responsibility to improve. If a professional staff member, after receiving a reasonable degree of assistance, fails to perform ~~his/her~~ assigned responsibilities in a satisfactory manner, dismissal~~,~~ or non-renewal procedures may be invoked. A teacher rated as ~~"ineffective"~~ ineffective or, as of July 1, 2024, needing support on three (3) consecutive year-end evaluations must be dismissed from employment as a teacher with the District. In such an instance, all relevant evaluation documents may be used in the proceedings.

Prior to July 1, 2024, ~~I~~if a non-probationary teacher is rated as ineffective on an annual year-end evaluation, the teacher may request a review of the evaluation and the rating by the Superintendent. The request for a review must be submitted in writing within twenty (20) days after the teacher is informed of the rating. Upon receipt of the request, the Superintendent shall review the evaluation and rating and may make any modifications as appropriate based on ~~his/her~~ review. However, the performance evaluation system shall not allow for a review as described in this subdivision more than twice in a three (3) school-year period.

After July 1, 2024, if a teacher is rated as needing support, the options related to review of the evaluation, including a written response, the ability to request mediation where appropriate, utilization of the grievance process or binding arbitration will be available to the teacher as set out in MCL 380.1249.

The District shall not assign a student to be taught in the same subject area for two (2) consecutive years by a teacher who has been rated as ineffective or, after July 1, 2024, as needing support on ~~his/her~~the teacher's two (2) most recent annual year-end evaluations. If the District is unable to comply with this and plans to assign a student to be taught in the same subject area for two (2) consecutive years by a teacher who has been rated as ineffective or, after July 1, 2024, as needing support on ~~his/her~~the teacher's two (2) most recent annual year-end evaluations, the Board will notify the student's parent or legal guardian in writing not later than July 15 immediately preceding the beginning of the school year for which the student is assigned to the teacher, that the District is unable to comply and that the student has been assigned to be taught in the same subject area for a second consecutive year by a teacher who has been rated as ineffective or, as of July 1, 2024, as needing support on ~~his/her~~the teacher's two (2) most recent annual year-end evaluations. The notification shall include an explanation of why the Board is unable to comply. After July 1, 2024, if a teacher requests a review of the teacher's evaluation under the amendments to the statute, the Board must not issue the notification until the review process is complete.

Evaluations shall be conducted of each professional staff member as stipulated in the Teacher Tenure Act, the revised School Code, a negotiated agreement or contract, the Superintendent's administrative guidelines and as directed by the Michigan Department of Education. A professional staff member shall be given a copy of any documents relating to the staff member's ~~his/her~~ performance which are to be placed in the personnel file.

Commented [C&B3]: Section 1249 states that the Superintendent shall review the evaluation and provide a written response. The statute does not include "Superintendent's designee."

The Superintendent may designate another administrator to conduct an initial review of the evaluation and make a recommendation to the Superintendent, so the Superintendent is still deciding. (Although the administrator who conducted the evaluation should not be designated to conduct this review.)

Commented [C&B4]: This section applies to evaluation review prior to July 1, 2024. The prior statutory language did not define "days."

Generally, where a statute states "days" without defining calendar or business days, the language is interpreted to mean "calendar days." See MCR 1.108; *Stanley v Genesee Cnty Clerk*, 258 Mich App 215 (2003).

This policy shall not deprive a professional staff member of any rights provided by State law or contractual rights consistent with State law.

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Legal M.C.L. 380.1249 (as amended)

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

M E M O

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

FROM: Kurt Tyszkiewicz, Assistant Superintendent of Student Services

DATE: March 5, 2024

SUBJECT: **Policy 3244 - Individualized Development Plan**

Date to Administrator for review: February 2024 Reviewed by: William Blaha, District Counsel

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

This policy from NEOLA:

X	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 3244** 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	INDIVIDUALIZED DEVELOPMENT PLAN
Code	po3244
Status	Active
Adopted	January 24, 2012
Last Revised	_____, 2024

Commented [C&B1]: The redlined revisions reflect the amendments to the law.

Commented [C&B2]: The "Last Revised" date will need to reflect the date the Board takes action to revise the policies

3244 - INDIVIDUALIZED DEVELOPMENT PLAN

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 Acts 101 and 102 of 2011, by amending the Teachers' Tenure Act and the Revised School Code, made significant revisions to the achievement of teacher tenure and the teacher evaluation and observation process. MCL 38.81, 38.83a, 38.93.~~

~~Public Act 103 of 2011, by amending Section 15 of the Public Employment Relations Act, places the decision making authority regarding the development, content, standards, procedures, adoption, and implementation of the performance evaluation system for teachers, conducted pursuant to MCL 380.1249, along with the format, timing, or number of classroom observations to be used in relation to the performance evaluations with the District. MCL 423.215(3)(l) & (n).~~

~~Pursuant to Public Act 101, school boards are required to:~~ It is the policy of the Board that an individualized development plan shall be provided to all probationary teacher and any teacher who received a rating of minimally effective, ineffective, needing support, or developing on the teacher's most recent year-end evaluation.

~~Provide each probationary teacher with an individualized development plan developed by appropriate administrative personnel in consultation with the individual teacher and provide the teacher is provided with at least an annual year- end performance evaluation each year during the teacher's probationary period, conducted in accordance with MCL 380.1249. The annual year-end performance evaluation shall be based on classroom observations and shall include at least an assessment of the teacher's progress in meeting the goals of his or her individualized development plan.~~

~~Provide a teacher on continuing tenure who has received a rating of ineffective or minimally effective on an annual year-end performance evaluation in accordance with MCL 380.1249, with an individualized development plan developed by appropriate administrative personnel in consultation with the individual teacher. The individualized development plan shall require the teacher to make progress toward individual development goals within a specified time period, not to exceed 180 days. The annual year-~~

~~end performance evaluation shall be based on multiple classroom observations conducted during the period covered by the evaluation and shall include, in addition to the factors required under section MCL 380.1249, at least an assessment of the teacher's progress in meeting the goals of his or her individualized development plan.~~

The Plymouth-Canton Community Schools Board of Education delegates to the Superintendent the responsibility of developing administrative procedures, in accordance with the Teachers' Tenure Act, Revised School Code, a negotiated agreement or contract, and the ~~Superintendent's~~ administrative guidelines ~~and Public Employment Relations Act~~, to provide for the creation and implementation of individualized development plans for probationary teachers and tenured teachers.

Legal: MCL 380.1249; MCL 38.71, et seq.

Commented [C&B3]: "Superintendent" is deleted as the prior sentence delegates to the Superintendent the responsibility of developing administrative procedures.

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Board Meeting 3-12-2024
Final Reading
Action Item #24-03-59

MEMO

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

From: Beth Rayl, Chief Academic and Innovation Officer

Subject: Other Worlds of Science Fiction and Fantasy Course Materials (FINAL READING)

Date: March 8, 2024

Other Worlds of Science Fiction and Fantasy is a yearlong English Language Arts (ELA) course for 11th and 12th-grade students launched in the 2023-24 school year. This course introduces students to a world of possibilities by reflecting on various "What if…?" questions through science fiction and fantasy. In the course, students analyze and respond to multiple literature and media resource interpretations, which may include futuristic societies, post-apocalyptic worlds, alien life, time travel, space exploration, genetic modifications, the relationship between humans and machines, and artificial intelligence advancements.

The Other Worlds of Science Fiction and Fantasy curriculum team recommends implementing *The Emperor's Soul* by Bryan Sanderson as a whole-class text for the second semester of the 2023-24 school year and beyond. This novella complements the much longer first-semester text, *Ender's Game.*

The Emperor's Soul has complex, interesting characters and cleverly crafted conflicts. It showcases a strong female character persevering in challenging situations that offer opportunities to explore truth, trust, leadership, identity, and ethics. This novella models various narrative techniques, including characterization, integration of multiple conflicts into a single overarching plot, use of symbols and tropes and irony, description of setting, character, and action, and contrasting internal monologue with actions and dialogue. *The Emperor's Soul* allows students to make text-to-text and text-to-world connections. The text also serves as a mentor text for the creative writing requirement during the second semester, when students write their own fantasy short stories. The cost for 465 books is approximately $6,300.

RECOMMENDED RESOLUTION:

It was moved by member _____ and seconded by member _____ to approve the purchase of 465 copies of *The Emperor's Soul* for Other Worlds of Science Fiction and Fantasy, not to exceed $6,300.00. These books would be purchased from the 2023-24 budget and implemented during the 2023-24 school year and beyond. FINAL READING at the Board of Education meeting on March 12, 2024.

Ayes: _____

Nays: _____

The motion was: _____

P-CCS Elementary Program Highlights 2023-2024

P-CCS Board of Education Meeting on March 12, 2024

PLYMOUTH-CANTON COMMUNITY SCHOOLS
REACH HIGHER

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Purpose of Today's Presentation

- Share highlights from P-CCS elementary 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 the K-5 Innovation Period 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.

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Elementary Program Highlights

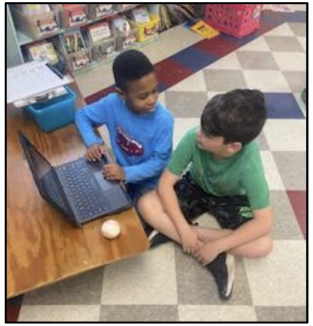
Focus on Sense of Belonging, Student Engagement, and Climate & Culture

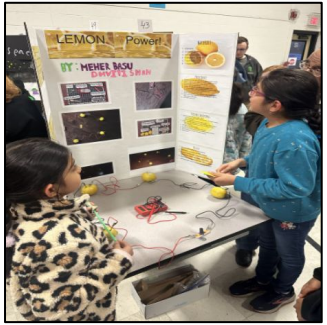
PLYMOUTH-CANTON COMMUNITY SCHOOLS
REACH HIGHER

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Sense of Belonging and Culture & Climate















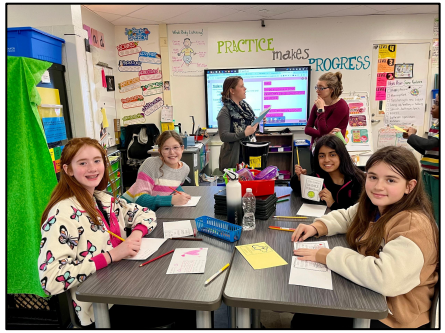








Sense of Belonging and Culture & Climate



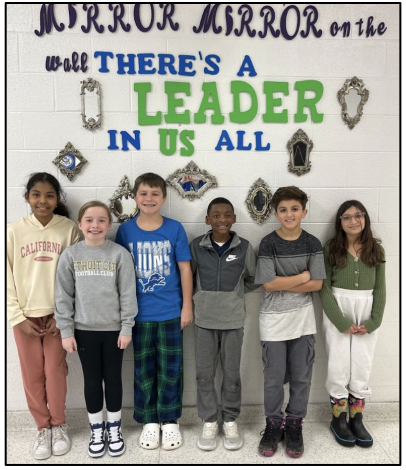














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Elementary Program Highlights

Focus on the K-5 Innovation Period

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REACH HIGHER

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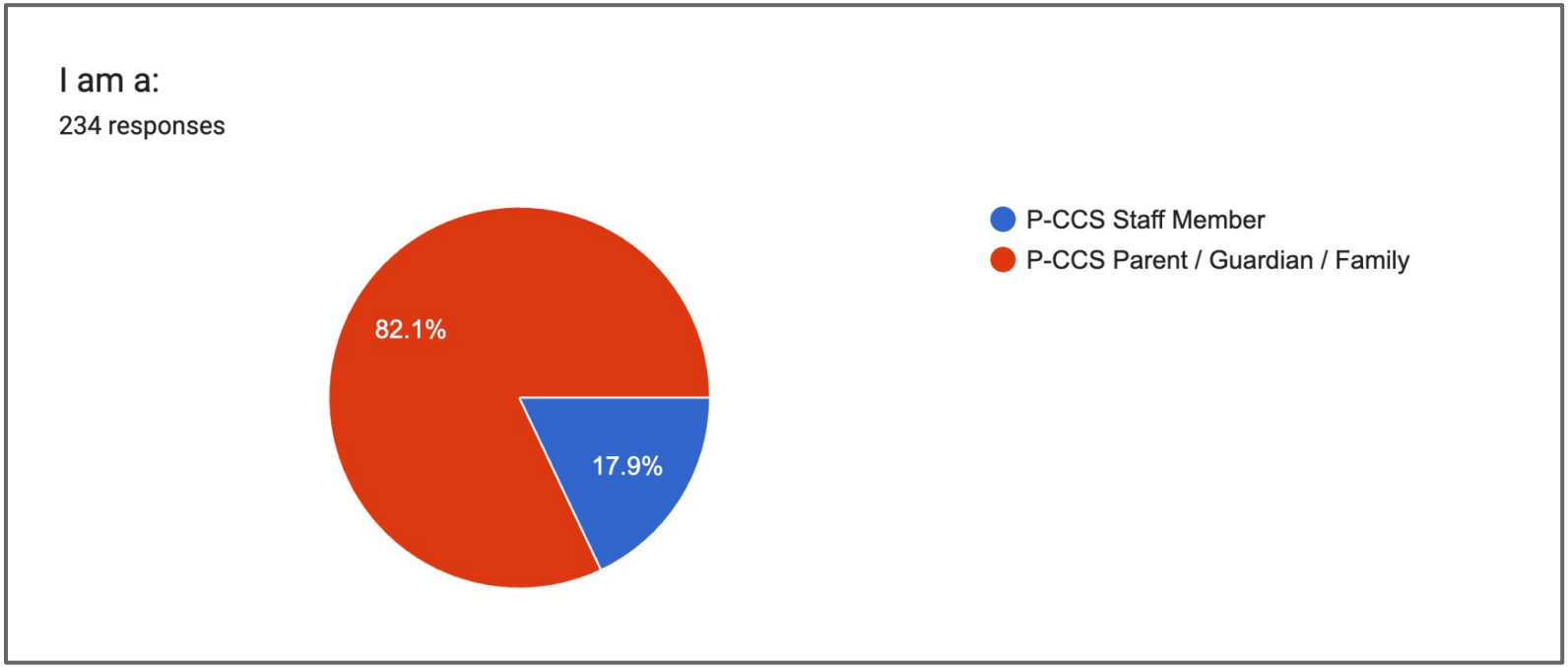
P-CCS Learner Profile

- Collaborator
- Ethical and Global Citizen
- Critical Thinker
- Goal Directed & Resilient
- Communicator
- Innovator



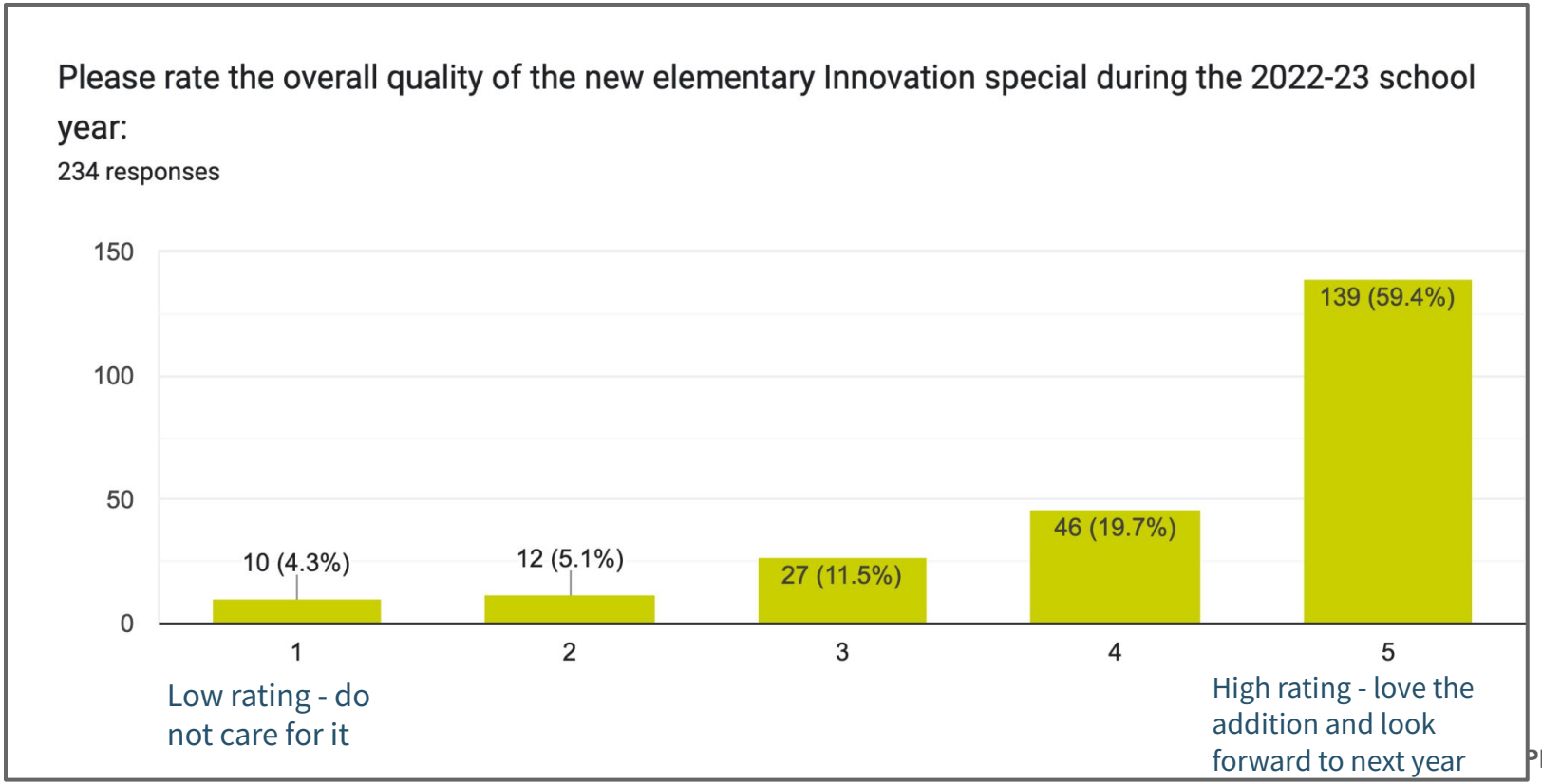
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Data from Implementation Year One (2022-23)

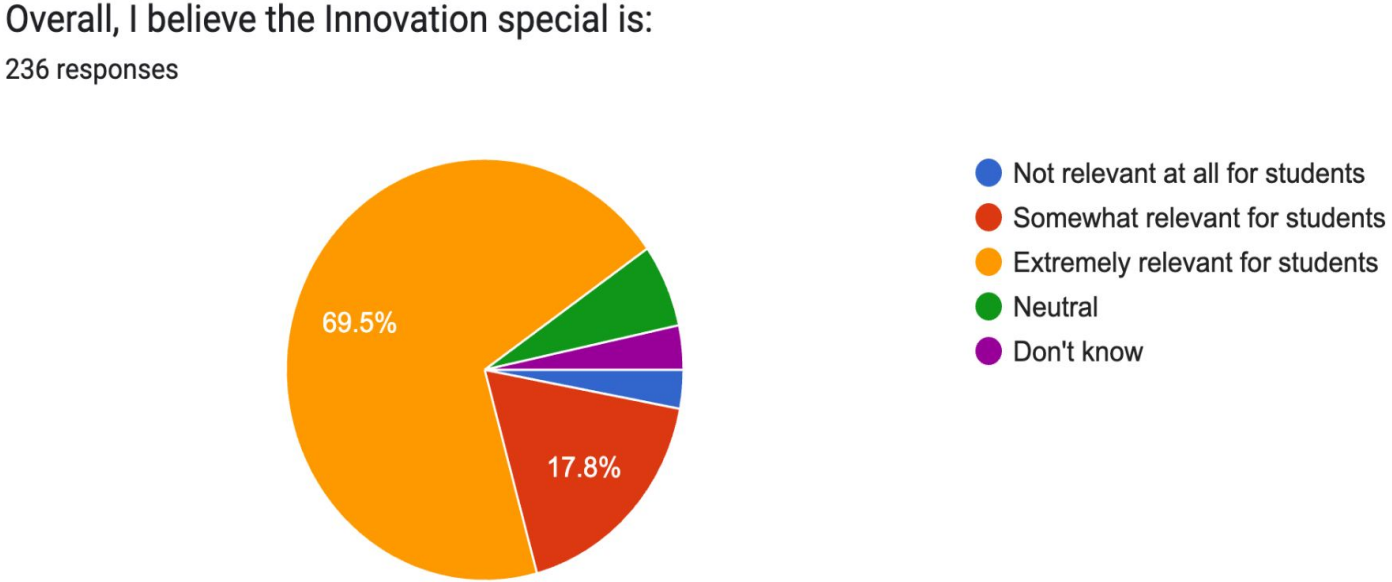


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Data from Implementation Year One (2022-23)



Data from Implementation Year One (2022-23)

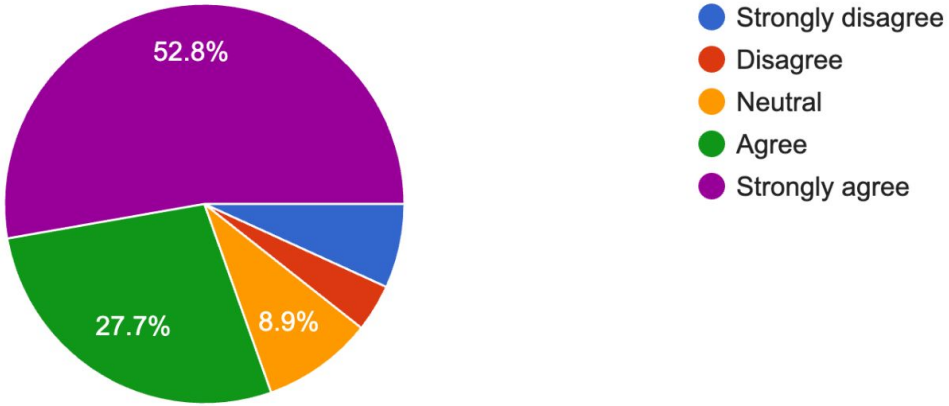


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Data from Implementation Year One (2022-23)

Please select the answer that best fits with the following statement: My student(s) had a positive experience and enjoyed the new Innovation special.

235 responses



Packet page 64 of 161

Sample Parent Feedback from Implementation Year One

"This was my kindergartners favorite special! He was constantly talking about the projects he was working on and thinking about solutions at home. I appreciate that this class allowed our child to think, apply, and sometimes fail. I'm grateful this type of instruction is included as a special, so classroom teachers can continue to focus on foundational skills. This is a great addition to P-CCS and our family looks forward to seeing it grow!"

"This was the highlight of my son's year. He loved it and I hope it continues."

"It's amazing to see S so excited about learning! She's constantly trying to "innovate" at home as well. In fact, she is so excited about this class that she has signed up for the Camp Innovation this summer!"

"Many school nights have ended with me emailing T an innovation that S has come up with at home and it MUST be shared with T asap! T always responds to my emails but MOST importantly, she acknowledges S's creation in person the next time they meet. This boosts S's confidence, makes her feel important and only furthers S's interest and excitement to continue to innovate!"

"Thank you to everyone for all the time and effort put into making this class possible. I truly believe that the kids are benefiting from it. The allowance to think, work as a team and create with trial and error in a wonderfully positive/ encouraging environment is definitely something I would like to see continue for S and all the students."

"We are strong supporters of the new Innovation Period. We have two kids (2nd and 5th grade) that have very different learning styles. They both have enjoyed the Innovation Period and are always excited to tell us what they've learned in the class. I think this shows how well this new class is connecting with kids across a wide spectrum. Sparking interest in kids is a sure way to increase learning, which I believe this class is excelling at."

Teacher Name = T

Student Name = S

Lesson Examples

Kindergarten - Who Am I as a Learner?

Lesson 2

Growth Mindset/The Dot

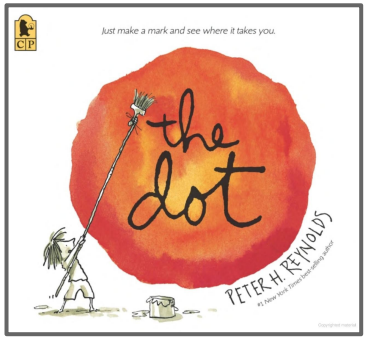
Activity Outcomes: Students will use the EDP to create Dot Art with paper plates and markers.

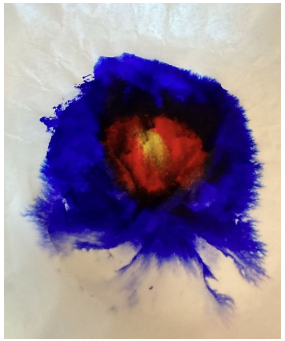
Learner Profile Outcomes:

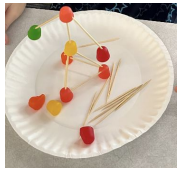
- I can use a growth mindset to stay encouraged when there is a challenge.
- I can try again if something doesn't go as planned.

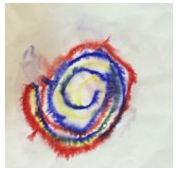
Standards:

- The shape and stability of structures of natural and designed objects are related to their function(s). (K-2-ETS1-2)









First Grade - Collaborating with Others

Lesson 3

Habits of Innovators/Snowman Lesson

Activity Outcomes: Students will use habits of innovators as they work together to create a 3D snowman.

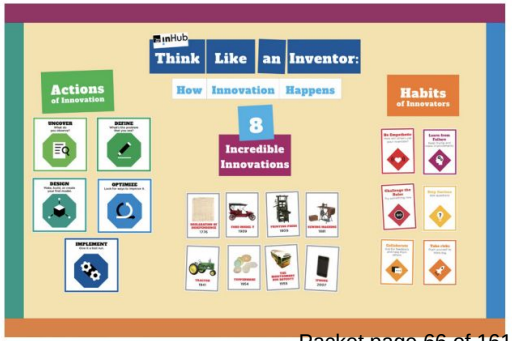
Learner Profile Outcomes:

- I can cope, learn & recover from failure and persevere when something doesn't go my way.
- I can reflect on every experience, good or bad, as an opportunity to learn.

Standards:

- MITECS - 4.d Students exhibit a tolerance for ambiguity, perseverance and the capacity to work with open-ended problems.





Lesson Examples

Second Grade - Design Thinking Challenges

Lesson 1

Dr. Ellen Ochoa - Engineer and First Latina in Space
Space Shuttle Glider Challenge

Activity Outcomes:
- I can recognize the contributions of women to the NASA space program.
- I can work collaboratively with a team to design and test a glider.

Learner Profile Outcomes:
- I can seek out perspectives that represent varied points of view.
- I can appreciate the strength in differences.
- I can partner with others to realize a common goal.
- I can reflect on every experience as an opportunity to learn.
- I can try again if something doesn't go as planned.

Standards:
- MITECS 4c. Develop, test, and refine prototypes as part of a cyclical design process.















Third Grade - Who Am I as a Learner?

Lesson 12

Dominoes Chain Reactions with Towers

Activity Outcomes:
- I can use a growth mindset to stay encouraged when there is a challenge.
- I can share the effort, responsibility, and workload with members of my team.
- I can try again if something doesn't go as planned

Learner Profile Outcomes:
- MITECS 1.articulate and set personal learning goals, develop strategies leveraging technology to achieve them, and reflect on the learning process itself to improve learning outcomes.

Standards:
- MITECS 4d. Exhibit a tolerance for ambiguity, perseverance, and the capacity to work with open-ended problems.

Lesson Examples

Fourth Grade - Collaborating with Others

Lesson 1

Wonder Project Day 1

Activity Outcomes:

- Students will use skills learned throughout the first trimester to research and report on something they are curious about.
- Students will use research methods that will strengthen them as learners and digital citizens.

Learner Profile Outcomes:

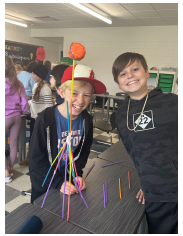
- I can make decisions based upon an analysis of information.
- I can make my ideas (and others' ideas) better by sharing and getting feedback.
- I can ask questions to frame, deepen, and drive my thinking and learning.

Standards:

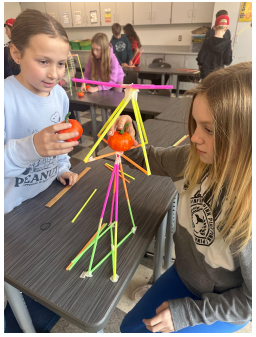
- MITEC 3.a. Plan and employ effective strategies to locate information and other resources for their intellectual or creative pursuits.
- MITEC 2.b. Engage in positive, safe, legal, and ethical behavior when using technology, including social interactions online or when using networked devices.
- MITEC 6.c. Communicate complex ideas clearly and effectively by creating or using a variety of digital objects such as visualizations, models or simulations
- MITEC 6.d Publish or present content that customizes the message and medium for their intended audiences.











Fifth Grade - Who Am I as a Learner?

Lesson 8

Pumpkin Stand

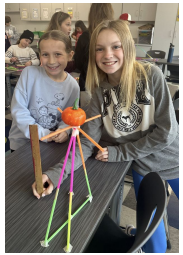
Activity Outcomes: Students will build a model of a pumpkin stand from craft sticks.

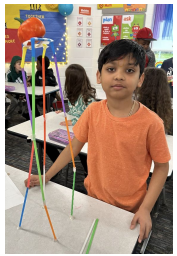
Learner Profile Outcomes:

- Build a model
- Ask questions, make observations, and gather information about a situation people want to change to define a simple problem that can be solved through the development of a new or improved object or tool.

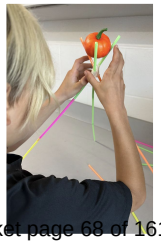
Standards:

- MITEC 4.a. Know and use a deliberate design process for generating ideas, testing theories, creating innovative artifacts, or solving authentic problems.
- MITEC 4.c. Develop, test, and refine prototypes as part of a cyclical design process.
- MITEC 7.c. Contribute constructively to project teams, assuming various roles and responsibilities to work effectively toward a common goal.









Innovation in Action



Packet page 69 of 161

Next Steps



PLYMOUTH-CANTON
COMMUNITY SCHOOLS
GLOBALLY FOCUSED. LOCALLY CONNECTED.

2020 BOND
A Change You Can See
Plymouth-Canton Community Schools

2020 BOND PROGRAM UPDATE

BP#P-CEP-2

Tennis Court Replacement

BOE Presentation

March 7, 2024

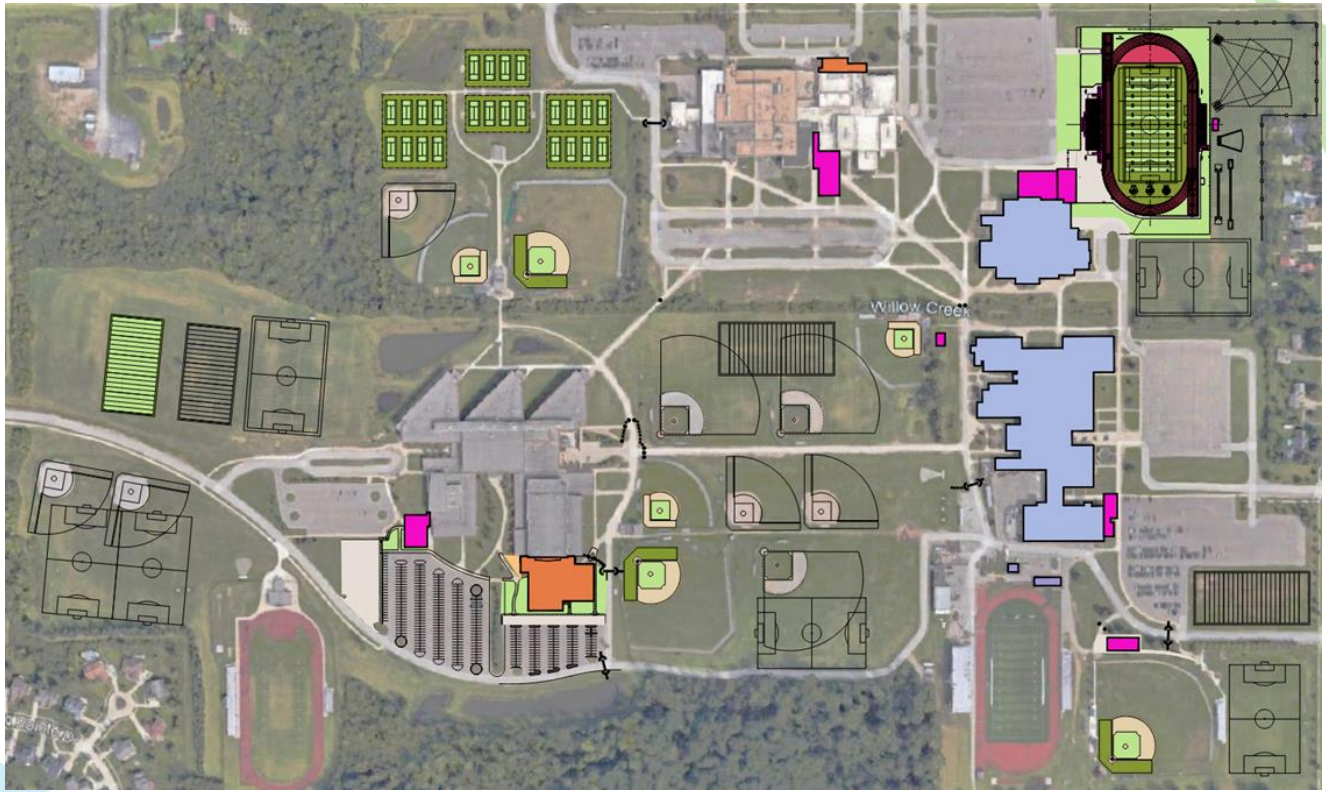
McCarthy & Smith, Inc. Construction Services

TMP ARCHITECTURE

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

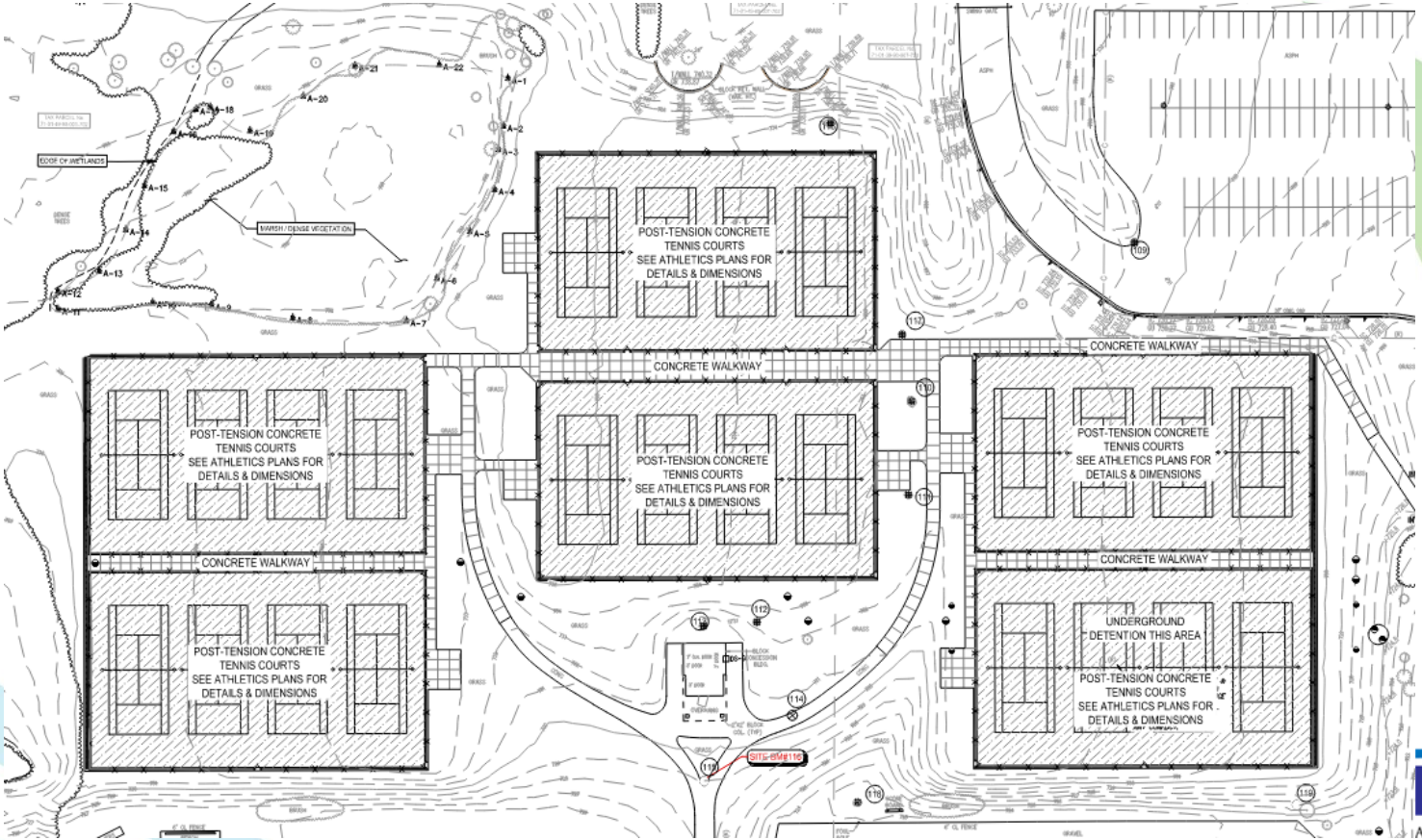


TMP ARCHITECTURE

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										
			Base Bid Information							
Bid Division	Description	Apparent Low Bidder	Base Bid	PLM Bond	Combined Bid Deduct	Total Base Bid	Accepted Alternates	Voluntary Alternates	Allowances	Total Award
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!

McCarthy & Smith, Inc. Construction Services

TMP ARCHITECTURE

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: March 12, 2024

RE: **Approval to Award Bids for the P-CEP Tennis Court Replacement- First 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 Finance & Operations Committee on March 7, 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

McCarthy Smith, Inc.

Project: PCCS BP #PCEP-2- Tennis Court Replacement
Owner: Plymouth-Canton Community Schools
Date: 3/1/2024

Bid Summary

Bid Division	Description	Apparent Low Bidder	Base Bid Information															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	Bid Range High	Bid Range 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

	Best Asphalt Inc. Submitted by Barb Page			Cortis Brothers Trucking & Excavating Submitted by Joseph Robinson			Site Development Inc Submitted by Brian Callaway			ILE Excavating Inc. Submitted by Milad Ibrahim		
	$1,105,800 Original Proposal, February 28, 2024			**$1,278,200** Revision #3, February 28, 2024			**$1,356,000** Original Proposal, February 28, 2024			**$1,366,200** Original Proposal, February 27, 2024		
	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost
LINE ITEMS			**$1,105,800**			**$1,278,200**			**$1,356,000**			**$1,366,200**
Lump Sum Bid for Earthwork /Site Utilities Bid Division			$1,097,800			$1,265,418			$1,342,576			$1,348,200
Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid is			$8,000			$12,782			$13,424			$18,000
INCLUSIONS												
Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check)		YES			YES			YES			YES	
Bidder has signed and uploaded the Familial Disclosure Affidavit Form.		YES			YES			YES			YES	
Bidder has signed and uploaded the Iran Linked Business Affidavit Form.		YES			YES			YES			YES	
Bidder has signed and uploaded the Criminal Background Check Affidavit Form.		YES			YES			YES			YES	
Base Bid Total			**$ 1,105,800**			**$ 1,278,200**			**$ 1,356,000**			**$ 1,366,200**
SCOPE-SPECIFIC INFORMATION												
ALLOWANCES												
Allowance No. 1			$ 25,000			$ 25,000			$ 25,000			$ 25,000
Allowance No. 2			$ -			$ -			$ -			$ -
AFFILIATIONS												
The Bidder is a Woman Owned Business		NO			NO			NO			YES	
The Bidder is a Minority Designated Business		NO			NO			NO			NO	
The Bidder is a Union Business		YES			NO			YES			YES	
The Bidder is a Non-Union Business		NO			NO			NO			NO	
Other Affiliations	na			NONE			MITA			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			Eagle Excavation, Inc. Submitted by Jackson Wentworth		
$1,399,000			**$1,585,000**		
Original Proposal, February 28, 2024			Original Proposal, February 28, 2024		
Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost
		$1,399,000			**$1,585,000**
		$1,369,000			$1,573,000
		$30,000			$12,000
	YES			YES	
	YES			YES	
	YES			YES	
	YES			YES	
		$ 1,399,000			**$ 1,585,000**
		$ 25,000			$ 25,000
		$ -			$ -
	NO			NO	
	NO			NO	
	NO			NO	
	YES			NO	
SBA			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

	Simone Construction Services Submitted by Joe Rubino **$1,595,200** Original Proposal, February 28, 2024			Albanelli Cement Contractors, Inc. Submitted by Nick Silveri **$1,694,700** Revision #1, February 27, 2024			Fessler & Bowman, Inc. Submitted by Nicholas Percy **$1,727,100** Revision #1, February 28, 2024			DSP Constructors Submitted by Alfredo Campos **$1,813,567** Original Proposal, February 28, 2024		
	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost
LINE ITEMS			**$1,595,200**			**$1,694,700**			**$1,727,100**			**$1,813,567**
Lump Sum Bid for Asphalt Paving / Exterior Concrete			$1,580,000			$1,672,800			$1,710,000			$1,798,887
Cost for Performance and labor & Material Payment Bond to be added to the Base Bid			$15,200			$21,900			$17,100			$14,680
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.			$59,900			$39,700			$40,360			$60,000
INCLUSIONS												
Bidder has signed and uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check).		YES			YES			YES			YES	
Bidder has signed and uploaded the Familial Disclosure Affidavit Form.		YES			YES			YES			YES	
Bidder has signed and uploaded the Iran Linked Business Affidavit Form.		YES			YES			YES			YES	
Bidder has signed and uploaded the Criminal Background Check Affidavit Form.		YES			YES			YES			YES	
Base Bid Total			**$ 1,595,200**			**$ 1,694,700**			**$ 1,727,100**			**$ 1,813,567**
SCOPE-SPECIFIC INFORMATION												
ALLOWANCES												
Allowance No. 1			$ -			$ -			$ -			$ -
Allowance No. 2			$ -			$ -			$ -			$ -
AFFILIATIONS												
The Bidder is a woman Owned Business		YES			NO			NO			NO	
The Bidder is a Minority Designated Business		NO			NO			NO			NO	
The Bidder is a Union Business		YES			YES			YES			YES	
The Bidder is a Non-Union Business		NO			NO			NO			NO	
Other Affiliations		NO			NO			NO			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 149: Fences And Gates

Generated February 28, 2024

Base Bid

	Zak Welding & Custom Work,LLC Submitted by PAUL BHAVSAR			Motor City Fence Submitted by Brian Lepp			Future Fence Company Submitted by Future Fence			Nationwide Construction Group Submitted by Scott Keller			American Fence & Supply Company, Inc. Submitted by AFS		
	$277,150			**$284,921**			**$353,714**			**$365,053**			**$467,039**		
	Revision #1, February 28, 2024			Original Proposal, February 27, 2024			Original Proposal, February 28, 2024			Original Proposal, February 28, 2024			Original Proposal, February 27, 2024		
	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost
LINE ITEMS			**$277,150**			**$284,921**			**$353,714**			**$365,053**			**$467,039**
Lump Sum Bid for Fencing			$273,150			$280,421			$350,211			$363,237			$459,006
Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid			$4,000			$4,500			$3,503			$1,816			$8,033
ALTERNATES			**$0**			**$0**									
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.			$42,500			$21,500			$14,305			$18,280			$0
INCLUSIONS															
			$0			**$0**									
FOLLOWING DOCUMENTS MUST BE UPLOADED WITH BID			**$0**			**$0**									
Bidder has uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check)		YES			YES			YES			YES			YES	
Bidder has signed and uploaded the Familial Disclosure Affidavit Form		YES			YES			YES			YES			YES	
Bidder has signed and uploaded the Iran Linked Business Affidavit Form		YES			YES			YES			YES			YES	
Bidder has signed and uploaded the Criminal Background Check Affidavit Form		YES			YES			YES			YES			YES	
Base Bid Total			**$277,150**			**$284,921**			**$353,714**			**$365,053**			**$467,039**
AFFILIATIONS															
The Bidder is a Woman Owned Business		NO			NO			NO			NO			NO	
The Bidder is a Minority Designated Business		NO			NO			NO			NO			NO	
The Bidder is a Union Business		NO			NO			YES			NO			NO	
The Bidder is a Non-Union Business		YES			YES			NO			YES			YES	
Other Affiliations		YES			NO			NO			NO			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

	Goddard Coatings Sport Surfaces Submitted by Jake Vaughn			Laser Striping And Sport Surfacing Submitted by Michael Laser		
	$210,000 Original Proposal, February 28, 2024			**$231,750** Original Proposal, February 28, 2024		
	Unit	Unit Cost	Total Cost	Unit	Unit Cost	Total Cost
LINE ITEMS			**$210,000**			**$231,750**
Track & Tennis Court Surfacing			$207,790			$225,000
Performance Labor and Material Payment Bond to be added to the Base Bid			$2,210			$6,750
ALTERNATES			**$0**			**$0**
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.			$0			$7,000
Base Bid Total			**$ 210,000**			**$ 231,750**

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: March 12, 2024

RE: **Purchase of Furniture and Equipment for BP # MS—2 East and West Middle Schools - Final Reading**

OVERVIEW:

As part of the planning for the 2020 bond campaign, every building in the district was assessed, and one of the main needs that surfaced was new furnishings and equipment.

This purchase is for the furnishings for Bid Package #MS-2 (East and West Middle Schools). The recommended pieces are durable, flexible, and were purposefully chosen with consideration to flexibility, and equity across the middle schools. This purchase includes general education and special education classrooms, learning commons, and main offices at each building.

TMP received quotes from furniture vendors on February 5, 2024. All quotes were obtained through purchasing consortiums. The quotes that were received resulted in a positive variance for the two buildings of $348,065.31. The total cost for the furniture and equipment at both buildings is $1,121,934.69.

This item was presented for first reading at the Board of Education meeting held on February 27, 2024.

RECOMMENDED RESOLUTION:

It was moved by Member _____and seconded by Member _____to approve the purchase of the furniture and equipment for Bid Package #MS-2, East and West Middle Schools, at a total cost for both buildings of $1,121,934.69, which will be paid for with 2020 and 2023 bond funds.

Ayes: _____

Nays: _____

The motion was: _____

ARCHITECTURE

March 11, 2024

Ms. Jill Minnick
Chief Finance and Operations Officer
E.J. McClendon Educational Center
454 S. Harvey Street
Plymouth, MI 48170

Re: Furnishing Recommendation
East Middle School Addition and Remodeling
West Middle School Remodeling
TMP Project Nos. 20061A, 20064A

Dear Ms. Minnick:

On February 5, 2024, TMP received quotes for Plymouth-Canton Community Schools MS-2 Furnishings. MS-2 includes East and West Middle School. Quotes were obtained using pre-negotiated consortiums.

TMP Interior Designers, in partnership with District Administration, conducted an extensive validation process of the classroom furniture from the previously designed MS-1 furniture package – Pioneer Middle School. This process commenced in October of 2023 with a kick-off meeting and furniture introduction with the East and West Middle School Principals, and included the Pioneer Middle School Principal. The process continued with regular meetings with key individuals from District Administration, Curriculum & Instruction, the middle school Principals, select teachers, and middle school students to discuss furniture layouts, proposed products, and furniture finish selection. This process allowed input and evaluation from various stakeholders.

TMP has compiled furniture pricing quotations for the MS-2 furniture package, for review at the February 27, 2024 Board of Education Meeting. I have attached furniture quotations for each building. Below is a summary of the total costs per building.

East Middle School	*Bond Budget, Classroom, Learning Commons, & Main Office Furniture*	*$730,000.00*
	Final Cost, Classroom, Learning Commons, & Main Office Furniture	***$568,684.42***
	Positive Variance	*$161,315.58*
West Middle School	*Bond Budget, Classroom & Learning Commons Furniture*	*$740,000.00*
	Final Cost, Classroom & Learning Commons Furniture	***$553,250.27***
	Positive Variance	*$186,749.73*

TMP ARCHITECTURE INC
1191 WEST Square Lake Road Bloomfield Hills Michigan 48302
PH 248.338.4561 FX 248.338.0223 www.TMP-ARCHITECTURE.COM

EAST MIDDLE SCHOOL (20061A)

MANUFACTURER CATEGORY	***FURNITURE CONTRACTOR***	***AMOUNT***	***CONTRACT***
Category A: *VS America*	*Great Lakes Furniture Supply*	*$317, 704.88*	*Omnia*
Category B: *Sit On It*	*NBS Commercial Interiors*	*$39,865.54*	*Omnia*
Category C: *Steelcase+*	*NBS Commercial Interiors*	*53,122.19*	*E&I*
Category D: *Smith System*	*NBS Commercial Interiors*	*$2,880.54*	*E&I*
Category E: *WB Manufacturing*	*NBS Commercial Interiors*	*$63,232.42*	*PEPPM*
Category F: *KI*	*KI*	*$16,275.12*	*Sourcewell*
Category G: *Integra*	*NBS Commercial Interiors*	*$6,330.44*	*NPP*
Category H: *Media Technologies*	*Dew-El*	*$21,101.47*	*Omnia*
Category I: *NOT USED*			
Category J: *Allsteel*	*Interior Environments*	*$41,3000.09*	*Omnia*
Category K: *HON*	*Interior Environments*	*$4,353.21*	*Omnia*
Category L: *Ergotron*	*ISCG, Inc.*	*$1,245.52*	*MiDeal*
Category M: *Watson*	*NBS Commercial Interiors*	*$1,273.00*	*Omnia*

WEST MIDDLE SCHOOL (20064A)

MANUFACTURER CATEGORY	***FURNITURE CONTRACTOR***	***AMOUNT***	***CONTRACT***
Category A: *VS America*	*Great Lakes Furniture Supply*	*$298,297.92*	*Omnia*
Category B: *Sit On It*	*NBS Commercial Interiors*	*$35,959.07*	*Omnia*
Category C: *Steelcase+*	*NBS Commercial Interiors*	*$44,243.08*	*E&I*
Category D: *Smith System*	*NBS Commercial Interiors*	*$2,778.24*	*E&I*
Category E: *WB Manufacturing*	*NBS Commercial Interiors*	*$74,338.11*	*PEPPM*
Category F: *KI*	*KI*	*$10,852.80*	*Sourcewell*
Category G: *Integra*	*NBS Commercial Interiors*	*$19,302.19*	*NPP*
Category H: *Media Technologies*	*Dew-El*	*$38,210.96*	*Omnia*
Category I: *NOT USED*			
Category J: *Allsteel*	*Interior Environments*	*$23,571.88*	*Omnia*
Category K: *HON*	*Interior Environments*	*$1,867.20*	*Omnia*
Category L: *Ergotron*	*ISCG, Inc.*	*$1,251.04*	*MiDeal*
Category M: *Watson*	*NBS Commercial Interiors*	*$2,577.75*	*Omnia*

Sincerely,

TMP ARCHITECTURE, INC.

J. Maino

Jennifer Maino, NCIDQ
Interiors

Enclosure: Quote Summary, MS-2 Furniture Quotations, Specifications, Dealer Assurances
Cc: Derek Dinkeloo (TMP Architecture)
Anna Read (TMP Architecture)

Plymouth-Canton Community Schools
MS-2 Furniture Package
TMP Project No.: 20061A, 20064A
February 16, 2024

FURNITURE QUOTE SUMMARY						
MS-2 FURNITURE						
Dealer	**Category**	**Manufacturer**	**Item**	**Total by Buiding**		**Total by Vendor**
				East MS	**West MS**	
NBS Commercial Interiors	B	Sit On It	Teacher Chairs + LC Chairs	$39,865.54	$35,959.07	
	C	Steelcase+	Classroom and Office Storage + LC Furniture	$53,122.19	$44,243.08	
	D	Smith System	Learning Commons Storage	$2,880.54	$2,778.24	
	E	WB Manufacturing	Science Tables	$63,232.42	$74,338.11	
	G	Integra	Learning Commons Furniture	$6,330.44	$19,302.19	
	M	Watson	Mobile Markerboards	$1,273.00	$2,577.78	
	NBS Totals:			**$166,704.13**	**$179,198.47**	**$345,902.60**
Great Lakes Furniture Supply	A	VS America	Classroom Furniture	$317,704.88	$298,297.92	
	GLFS Totals:			**$317,704.88**	**$298,297.92**	**$616,002.80**
Dew-El	H	Media Technologies	LC Circulation Desks + Book Display	$21,101.47	$38,210.96	
	Dew-El Totals:			**$21,101.47**	**$38,210.96**	**$59,312.43**
KI	F	KI	LC Furniture	$16,275.12	$10,852.80	
	KI Totals:			**$16,275.12**	**$10,852.80**	**$27,127.92**
Interior Environments	J	Allsteel	Privates Offices	$41,300.09	$23,571.88	
	K	HON	Conference Room Furniture	$4,353.21	$1,867.20	
	IE Totals:			**$45,653.30**	**$25,439.08**	**$71,092.38**
ISCG	L	Ergotron	Mobile Lecterns	$1,245.52	$1,251.04	
	ISCG Totals:			**$1,245.52**	**$1,251.04**	**$2,496.56**
TOTAL:				**$568,684.42**	**$553,250.27**	**$1,121,934.69**
BOND BUDGET:				**$730,000.00**	**$740,000.00**	**$1,470,000.00**
POSITIVE VARIANCE:				**$161,315.58**	**$186,749.73**	**$348,065.31**

2020 BOND
A Change You Can See
Plymouth-Canton Community Schools

2020 BOND PROGRAM
MS-2 Furniture Package
East & West Middle School

February 27, 2024

McCarthy & Smith, Inc. Construction Services

TMP ARCHITECTURE

BUILDING: East



General Classrooms (QTY: 21)

Science Classrooms (QTY: 6)

Special Education (QTY: 2)

Learning Commons

Main Office

COMPOSITE PLAN

BUILDING: West



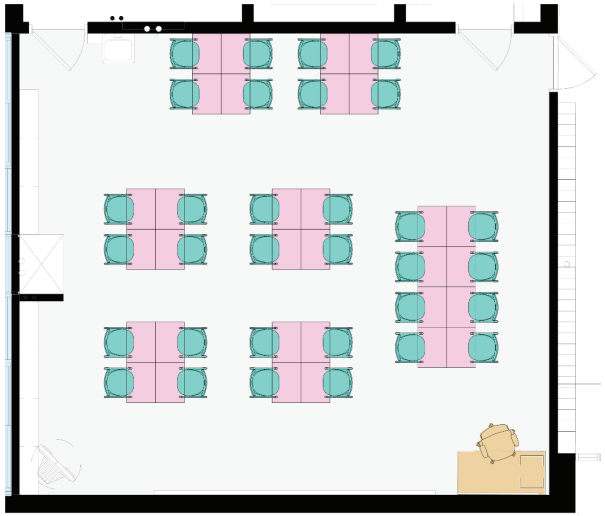
COMPOSITE PLAN

Classrooms

Furniture Plans and Selections

General Classrooms

32 student stations



Student Furniture



Student Table
Compressed Solid Core Top (LIGNOdur)
Size: 27.5”W x 19.75”D x 29”H
with two (2) casters
Qty: 32



Student Chair
Plastic Seat Shell
Seat Height: 18”
Cantilever with glides
Qty: 32

Teacher Furniture



Teacher Chair
Height-adjustable
with casters
Qty: 1



Teacher Table
Size: 63”W x 27.5”D x 29”H
with two (2) casters
Qty: 1



Teacher Storage
Mobile Pedestal File
Size: 15”W x 22”D x 26.5”H
Qty: 1

Science Classrooms

34 student stations



Student Furniture



Student Table
Chem-resistant Plastic Laminate (typical)
Size: 54”W x 24”D x 36”H (height-adjustable)
with casters
Qty: 17



Student Stool
Plastic Seat Shell
Seat Height: 24”
with glides
Qty:34

Teacher Furniture



Teacher Chair
Height-adjustable
with casters
Qty: 1



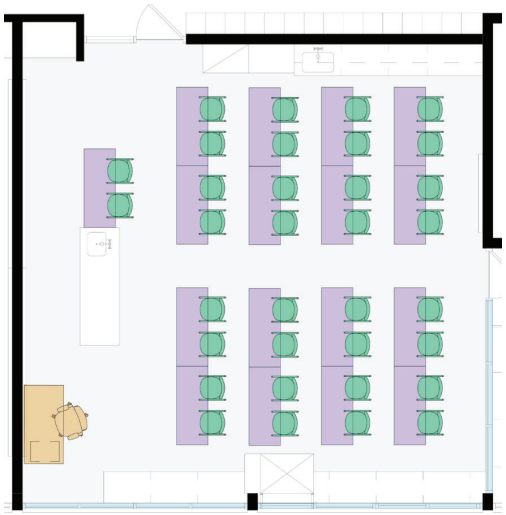
Teacher Table
Size: 63”W x 27.5”D x 29”H
with two (2) casters
Qty: 1



Teacher Storage
Mobile Pedestal File
Size: 15”W x 22”D x 26.5”H
Qty: 1

Science Classrooms

34 student stations



Student Furniture



Student Table
Chem-resistant Plastic Laminate (typical)
Size: 54”W x 24”D x 29”H (height-adjustable) with casters
Qty: 17



Student Chair
Plastic Seat Shell
Seat Height: 18”
Cantilever with glides
Qty: 34

Teacher Furniture



Teacher Chair
Height-adjustable
Qty: 1



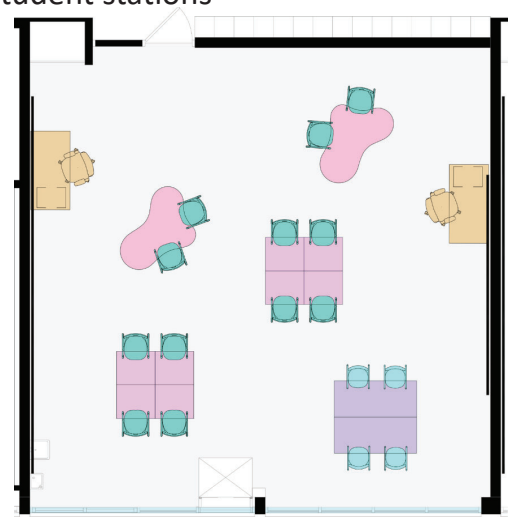
Teacher Table
Size: 63”W x 27.5”D x 29”H with two (2) casters
Qty: 1



Teacher Storage
Mobile Pedestal File
Size: 15”W x 22”D x 26.5”H
Qty: 1

Special Education Classrooms

16 student stations



Student Furniture



Student Desk
Compressed Solid Core Top (typical)
LIGNOdur
Size: 27.5”W x 19.75”D x 29”H
with two (2) Casters
Qty: 8



High-Top Table
Plastic Laminate Top
Size: 63”W x 27.5”D x 36”H
with two (2) casters
Qty: 2



Student Group Table
Plastic Laminate Top
Size: 65”W x 44”D x 29”H
with glides
Qty: 2

Teacher Furniture



Teacher Chair
Height-adjustable
with casters
Qty: 2



Teacher Table
Size: 63”W x 27.5”D x 29”H
with two (2) casters
Qty: 2



Teacher Storage
Mobile Pedestal File
Size: 15”W x 22”D x 26.5”H
Qty: 2



Student Chair
Plastic Seat Shell
Seat Height: 18”
Cantilever with glides
Qty: 12



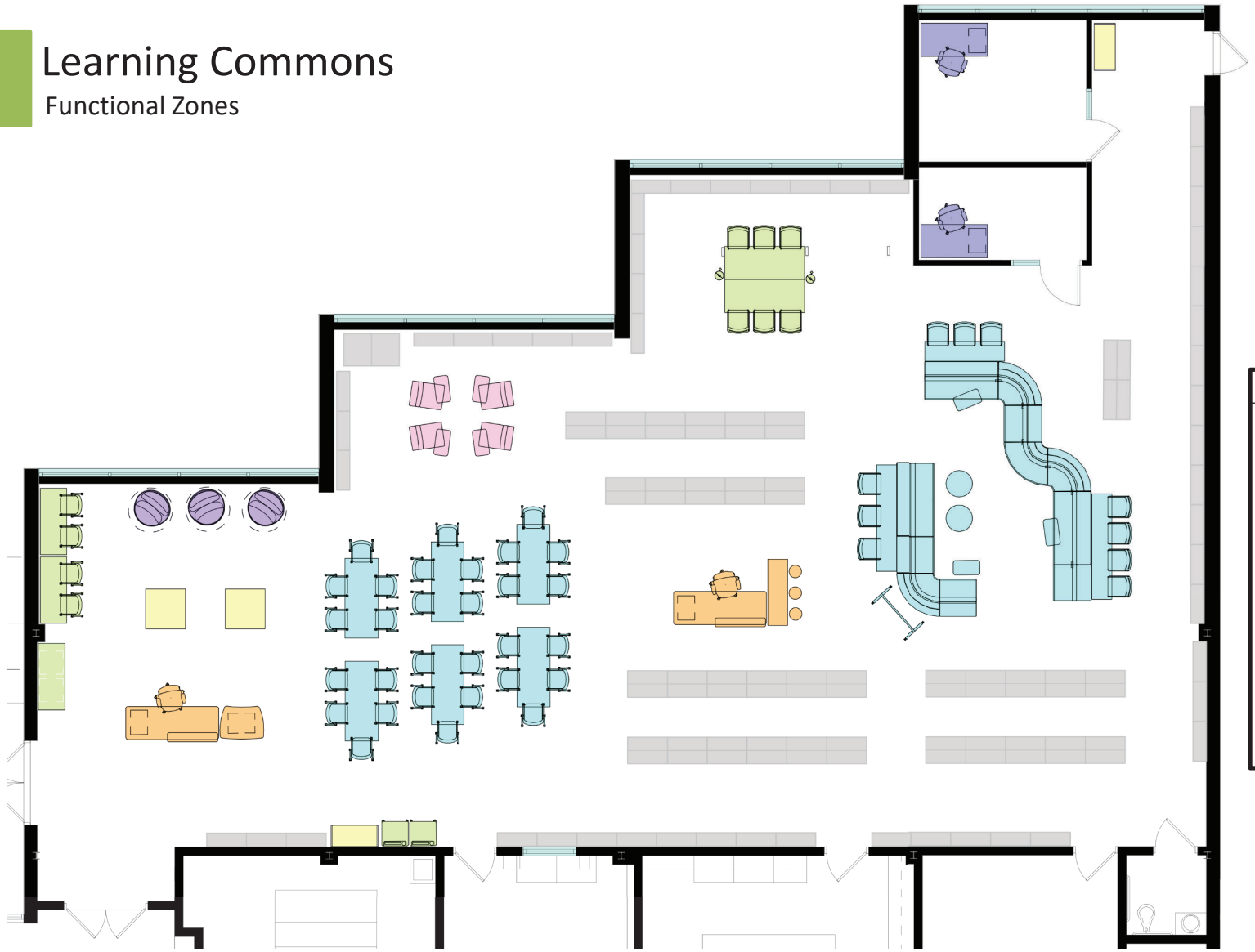
Student Stool
Plastic Seat Shell
Seat Height: 24”
with glides
Qty: 4

Learning Commons

Furniture Plans and Selections

Learning Commons

Functional Zones



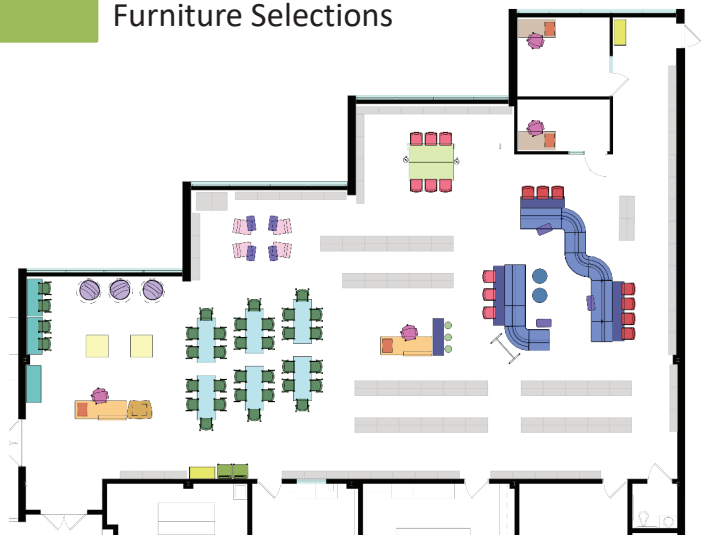
LEGEND

- ENTRY/WELCOME
- TECHNOLOGY TOUCHDOWN
- LARGE GROUP INSTRUCTION/COLLAB.
- INDEPENDENT STUDY
- READING/QUIET ZONES
- BOOK DISPLAY/STORAGE

EAST MIDDLE SCHOOL

Learning Commons

Furniture Selections



Entry/Welcome



Teacher Chair
Height-adjustable
with casters
Qty: 2



Circulation Desk/Para Desk
Size: 84”W x 30”D x 29”H
with transaction top and casters
Qty: 2



Book Return
with Depressible Book Truck
Qty: 1



Tech Para Collaboration Table
Size: 60”W x 18”D x 29”H
with two (3) Wobble Stools
Qty: 1

Large Group



Student Table
Flip & Nest
Size: 72”W x 30”D x 29”H
Qty: 6



Student Chair
Nesting Chair w/ Upholstered Seat
Armless
Qty: 30



Student Lounge
Upholstered
Seat Height: 18”
Qty: 2



Pull-Up Table
Size: 24”W x 13” D x 25”H
Qty: 3



Student Lounge Counter
Size: 72”/96”W x 18”D x 29”/36”H
with Glides
Qty: 3



Student Chair
Plastic Seat Shell
Seat Height: 18”
Qty: 3



Student Stool
Plastic Seat Shell
Seat Height: 24”
Qty: 7



Ottoman
Size: 24” dia.
Qty: 2



Mobile Markerboard
Qty: 1

Independent Study



Student Lounge
Armless, Clean-out design
with Caster
Qty: 4

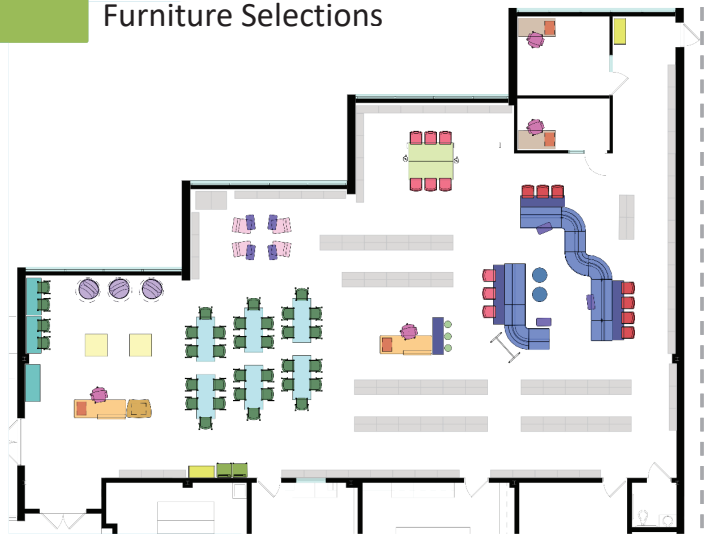


Pull-Up Table
Size: 24”W x 13” D x 25”H
Qty: 4

EAST MIDDLE SCHOOL

Learning Commons

Furniture Selections



Technology Touchdown



Student Gathering Table
Size: 72”W x 24”D x 29”H
Qty: 2



Student Chair
Plastic Seat
Seat Height: 29”
Qty: 6



Power Hub
Size: 30”H, lounge height
Qty: 2



Desktop/Printer Table
Size: 60”W x 24”D x29”H
Qty: 3



Student Chair
Nesting Chair with Upholstered Seat
Armless
Qty: 4



Catalog Table
Size: 24”W x 22”D, Pneumatic height-adjustable
Qty: 2

Quiet/Reading



Sway Lounge
Qty: 3

Storage & Book Display





Mobile Storage
(1) with Open Shelves and (1) with Shelves/Totes
with Doors and Casters
Qty: 2 (one of each)



Book Display
Mobile 4-side Display
Qty: 2

Learning Commons Offices



Task Chair
Height-adjustable
4-way Adjustable Arms
Qty: 2



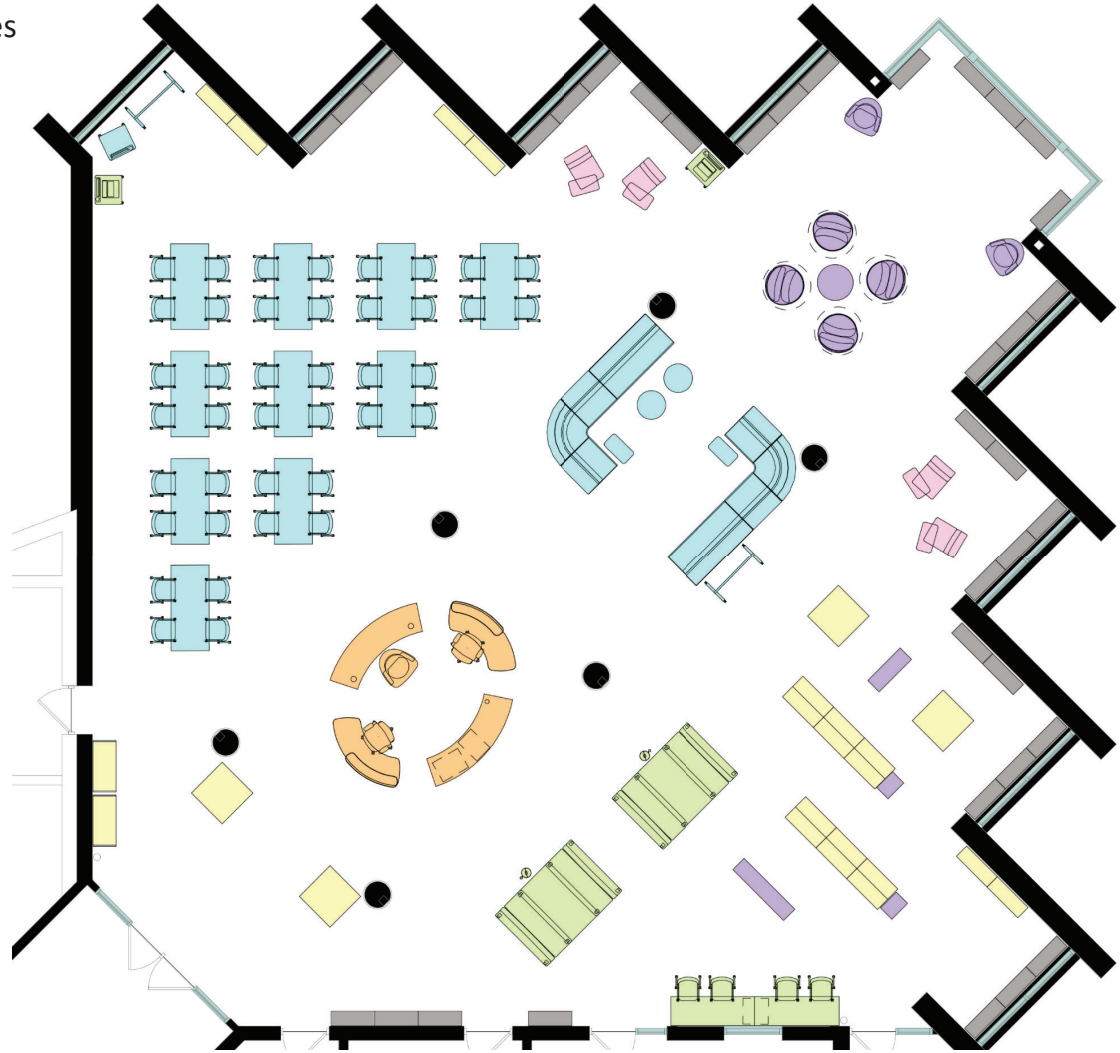
Staff Desk
Size: 63”W x 27.5”D x 29”H
with two (2) casters
Qty: 2



Mobile Storage
Mobile B/B/F Pedestal File
Size: 15”W x 22”D x 26.5”H
Qty: 2

Learning Commons

Functional Zones

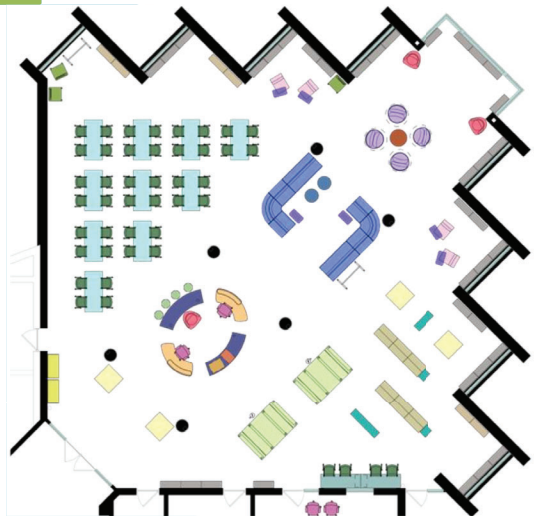


LEGEND

- ENTRY/WELCOME
- TECHNOLOGY TOUCHDOWN
- LARGE GROUP INSTRUCTION/COLLAB.
- INDEPENDENT STUDY
- READING/QUIET ZONES
- BOOK DISPLAY/STORAGE

Learning Commons

Furniture Selections



Entry/Welcome



Teacher Chair
Height-adjustable
Qty: 4



Circulation Desk/Para Desk
Size: 75”W x 24”D x 35”H
with transaction top and casters
Qty: 2



Tech Para Collaboration Table
Size: 96”W x 24”D x 29”H
with two (4) Wobble Stools
Qty: 4



Teacher Lounge
Automatic-return lounge
Qty: 1



Mobile Storage
Mobile Pedestal File
Size: 15”W x 22”D x 26.5”H
Qty: 1

Large Group



Student Table
Flip & Nest
Size: 72”W x 30”D x 29”H
Qty: 10



Student Chair
Nesting Chair w/ Upholstered Seat
Armless
Qty: 40



Student Lounge
Upholstered
Seat Height: 18”
Qty: 2



Pull-Up Table
Qty: 2



Mobile Lectern
Size: 24” x 22”, height-adjustable
Qty: 1



Ottoman
Size: 24” dia.
Qty: 2



Mobile Markerboard
Qty: 2

Independent Study



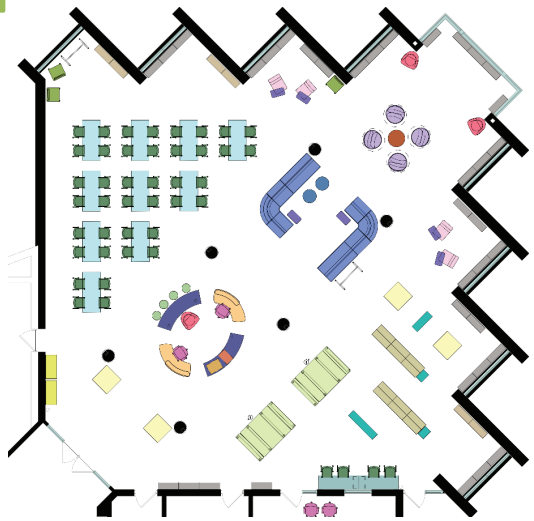
Student Lounge
Armless, Clean-out design
With Caster



Pull-Up Table
Qty: 4

Learning Commons

Furniture Selections



Storage & Book Display



Mobile Storage
With shelves (1) and shelves/totes (1) with Doors and Casters
Qty: 2 (one of each)



Book Display
Mobile 4-side Display
Qty: 4



Book Shelving
Size: 36”W x 12”D x 72”H
Qty: 6



Book Shelving
Size: 36”W x 24”D x 42”H
Qty: 6

Quiet/Reading



Reading Bench
Small: 13”D x 18.5”W x 17.5”H; Qty: 2
Medium: 13”D x 38”W x 17.5”H; Qty: 1
Large: 13”D x 59.5”W x 17.5”H; Qty: 1



Sway Lounge
Qty: 4

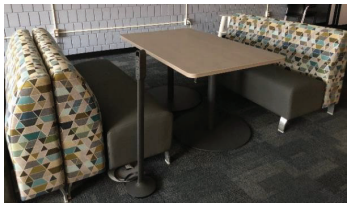


Lounge Table
Size: 30” dia. x 22”H
Qty: 1



Reading Lounge
Automatic-return lounge
Qty: 2

Technology Touchdown



Student Gathering Table
Size: 72”W x 24”D x 29”H
Qty: 2



Power Hub
Qty: 2



Catalog Table
Size: 24”W x 22”D, height-adjustable
Qty: 2



Printer Table
Size: 70”W x 27”D x29”H
Qty: 2



Student Chair
Nesting Chair with Upholstered Seat
Armless
Qty: 4

Main Office

Furniture Plans and Selections

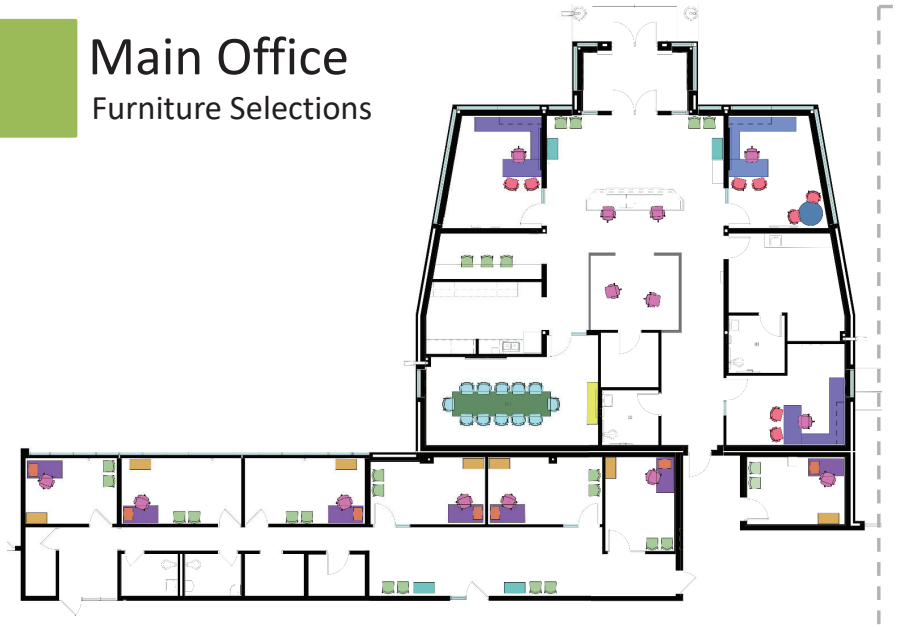
Main Office

Furniture Plan



EAST MIDDLE SCHOOL

Main Office
Furniture Selections



Principal's Office







Principal's Office
Front and back worksurface with bridge
Bookcase, 2-drawer Lateral File, B/F Mobile Pedestal,
Overhead Storage, and Tackboard

Task Chair
Height-adjustable
4-way Adjustable Arms
Qty: 1





Guest Chair
Mesh back, upholstered Seat
Seat Height: 18"
Qty: 4

Conference Table
Size: 42" dia. X 29" H
Qty: 1

Conference Room



Conference Table
Size: 168"W x 42"D x 29"H
Qty: 1

V.P./Dean's Office



AP's Office
Front and back worksurface with bridge
2-drawer Lateral File, B/B/F Personal File,
B/F Mobile Pedestal, Overhead Storage, and Tackboard



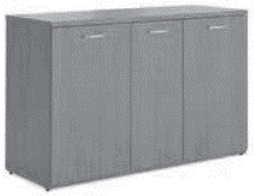
Task Chair
Height-adjustable
4-way Adjustable Arms
Qty: 1



Guest Chair
Mesh back, upholstered Seat
Seat Height: 18"
Qty: 2



Conference Chairs
Mesh back, Upholstered Seat
Qty: 12

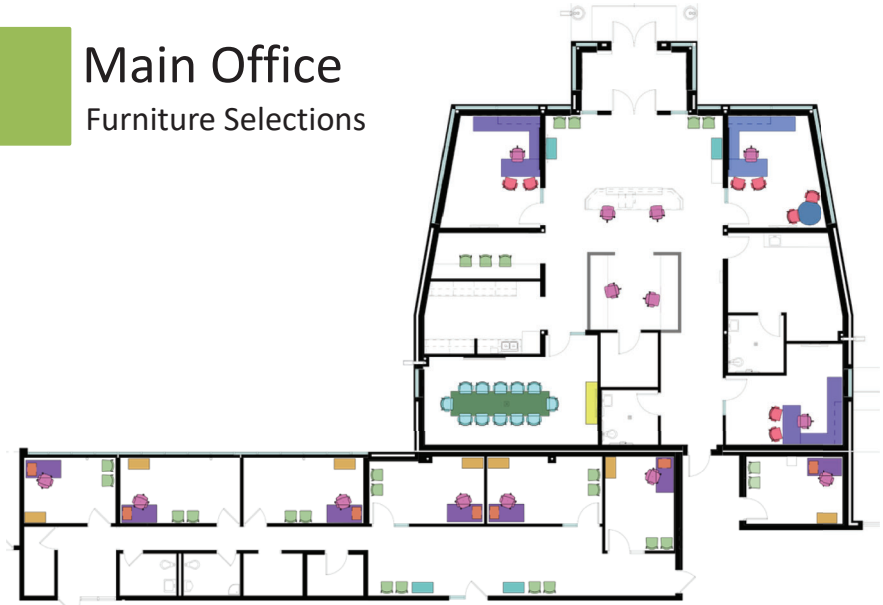


Credenza
Size: 57"W x 20"D x 36"H
Qty: 1

EAST MIDDLE SCHOOL

Main Office

Furniture Selections



Staff Offices



Task Chair
Height-adjustable
4-way Adjustable Arms
Qty: 7



Staff Desk
Size: 63”W x 27.5”D x 29”H
with two (2) casters
Qty: 7



Guest Seating
Plastic Seat and Seat Back, Armless
Qty: 14

Reception/Admin



Task Chair
Height-adjustable
4-way Adjustable Arms
Qty: 4

Welcome Center/Student Alcove/Waiting



Guest/Student Seating
Plastic Seat and Seat Back, Armless
Qty: 11



Bench Ottoman
Size: 36”W x 18”D x 19”H
Qty: 4



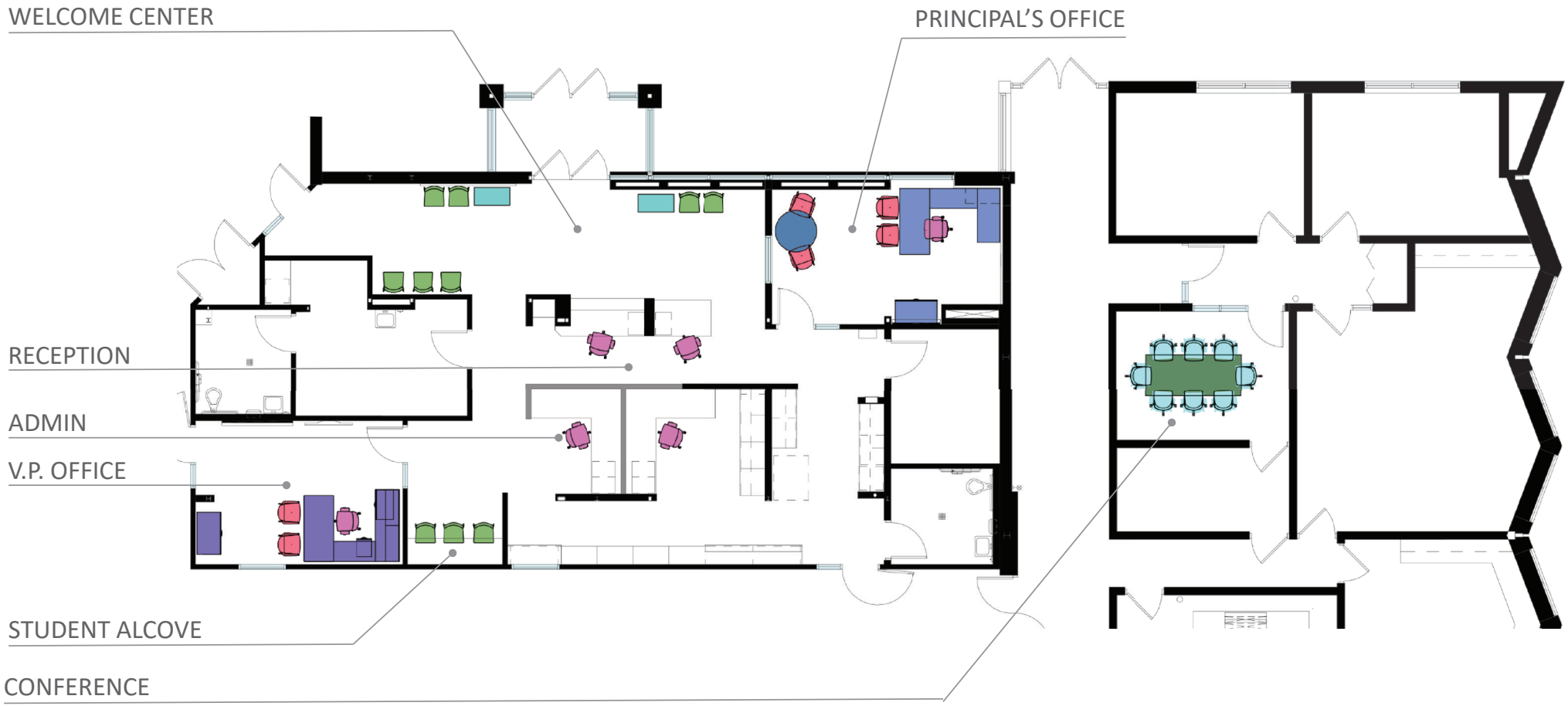
Mobile Storage
Mobile B/B/F Pedestal File
Size: 15”W x 22”D x 26.5”H
Qty: 7



Staff Storage
B/F Lateral File
Size: 18”W x 36”D x 21”H
Qty: 7

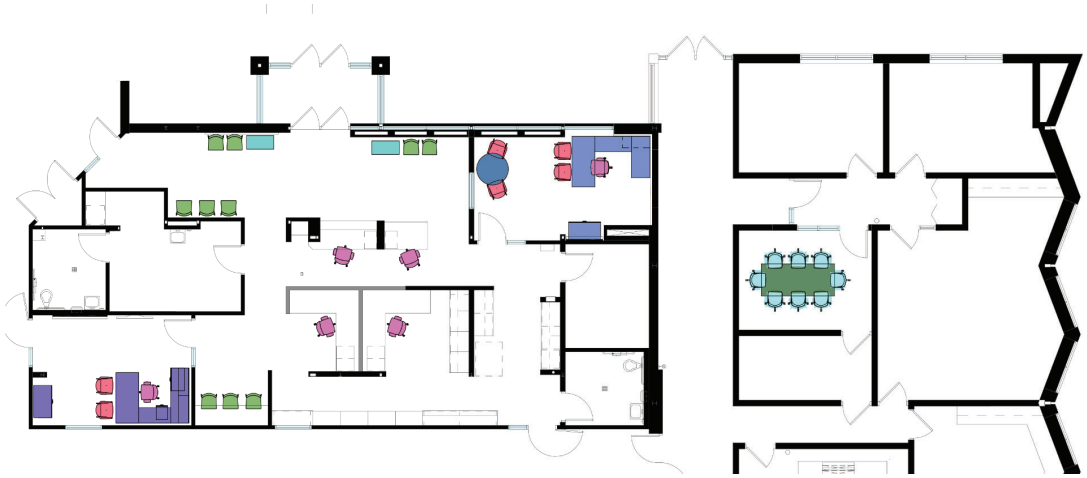
Main Office

Furniture Plan



Main Office

Furniture Selections



VP's Office



AP's Office
Front and Back worksurface with Return
2-drawer Lateral File, B/B/F Personal File, B/F
Mobile Pedestal, Overhead Storage, and Tackboard



Task Chair
Height-adjustable
4-way Adjustable Arms
Qty: 1



Guest Chair
Upholstered Seat
Armless, with casters
Seat Height: 18"
Qty: 2

Principal's Office



Principal's Office
Front and Back worksurface with Return
Bookcase, two (2) 2-drawer Lateral File, B/F Mobile
Pedestal, Overhead Storage, and Tackboard



Task Chair
Height-adjustable
4-way Adjustable Arms
Qty: 1



Guest Chair
Upholstered Seat
Armless, with casters
Seat Height: 18"
Qty: 4



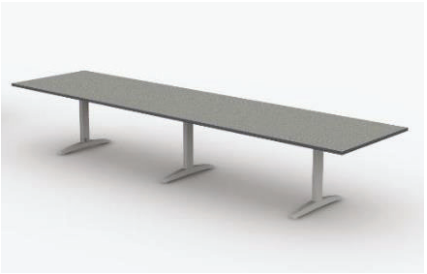
Conference Table
Size: 42" dia. X 29" H
Qty: 1

Main Office

Furniture Selections



Conference Room



Conference Table
Size: 96”W x 42”D x 29”H
Qty: 1



Conference Chairs
Armless, with Upholstered Seat
Qty: 8

Reception



Task Chair
Height-adjustable
4-way Adjustable Arms
Qty: 4

Welcome Center/Student Alcove



Welcome Center Guest Seating
Plastic Seat and Seat Back, Armless
Qty: 10



Bench Ottoman
Size: 36”W x 18”D x 19”H
Qty: 2

PLYMOUTH-CANTON
COMMUNITY SCHOOLS

GLOBALLY FOCUSED. LOCALLY CONNECTED.

TMP
ARCHITECTURE

Thank You!

PLYMOUTH-CANTON COMMUNITY SCHOOLS
TECHNOLOGY DEPARTMENT

TO: Monica Merritt, Superintendent
Board of Education

FROM: Mark Salzer, Director of Integrated Technology Systems

DATE: March 12, 2024

RE: Approve 2020 Bond Project Tech Contract - BPT8 –E-rate Structured Cabling and Network Infrastructure related to 2020 Bond Program additions and renovations at Plymouth High School, Canton High School, East Middle School, West Middle School, and the P-CEP New Stadium – Final Reading

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OVERVIEW:
School districts are eligible for partial reimbursement of some telecommunications services under the federal eRate / Universal Service Fund (USF) program. Federal regulations require a District to bid on any services for which they are seeking such reimbursement.

For School Year 2024-25, Plymouth-Canton Community Schools requested bids in the T8 bid package for structured cabling and network infrastructure needs for the bond projects planned at Plymouth High School, Canton High School, East Middle School, West Middle School, and the P-CEP New Stadium.

Under eRate guidelines, nearly all of these services are eligible, and P-CCS was eligible for $201,618.08 of needs. Multiplying the eligible amount ($201,618.08) by the district's reimbursement rate of 50% means the federal government is expected to underwrite up to $100,809.04 of the costs.

The posting of this bid package followed appropriate newspaper bid requirements and was published online. A virtual public bid opening was held at the E.J. McClendon Educational Center on February 1, 2024 with eight bids received between two categories.

Based upon the evaluation of the project team, we present the following for consideration by the administration and Board of Education.

Bid Category	Vendor	Bid Amount	Contingency Allowance
27:1 Network Electronics	People Driven Technologies	$132,383.81	10% Contingency
27:2 Structured Cabling	Nerds Xpress	129,234.27	
	TOTAL CONTRACT AWARD	$ 261,618.08	$ 26,161.81
	TOTAL PROJECT COST	**$ 287,779.89**	

These purchases will be funded using the 2020 and 2023 bond funds. Please see the attached letter from Barton Malow providing more details regarding our recommendation to award to two bidders.

This item was presented for first reading at the Board of Education meeting held on February 27, 2024.

RECOMMENDED RESOLUTION:

It was moved by member _____ and seconded by member _____ to approve the resolution to award contracts to People Driven Technology in an amount not to exceed $145,622.19 and to Nerds Xpress in an amount not to exceed $142,157.70. The total awarded amount for BP T8 will be an amount not to exceed $287,779.89, net of reimbursements for $100,809.04. These purchases will be funded using the 2020 and 2023 bond funds.

Ayes: _____
Nays: _____
The motion was: _____

Barton Malow

Mr. Mark Salzer
Director of Technology
Plymouth-Canton Community Schools
454 S. Harvey Street
Plymouth, MI 48170

February 14, 2024

RE: BP T8 –E-rate Structured Cabling and Network Infrastructure needs for 2024 Funding Cycle

Dear Mr. Salzer,

Bid documents were issued for Bid Package T8 for the structured cabling and network infrastructure needs related to 2020 Bond Program additions and renovations at Plymouth High School, Canton High School, East Middle School, West Middle School, and the P-CEP New Stadium. This scope of work is for eligible E-Rate USAC reimbursable expenses and includes the following work:

- the buildout of new network closets where necessary,
- structured cabling to support workstations and other network devices,
- network switches and wireless access points.

Documents were issued on December 13, 2023. In addition to contacting known interested bidders, the RFP was advertised per the state and USAC requirements and posted online. A prebid meeting was held via video conference on December 20, 2023. Eight bids were received between the two bid categories, from seven different contractors, on February 1, 2024.

Bid Evaluation Summary and Recommendations
After receiving bids, Barton Malow and Plymouth-Canton Community Schools' Technology Department staff evaluated the proposals to ensure they were inclusive of the scope of work and schedule. It was found that the network infrastructure bid was complete and satisfactory. The project team evaluated all bidders who submitted proposals on the project, and after evaluation of the apparent second low bidders' proposal, it was found to be complete. Barton Malow also called references for the bidder, and received glowing reviews.

Based upon the evaluation of the project team, we present the following for consideration by the administration and Board of Education.

BP T8	Award Amount
27:1 Network Electronics – People Driven Technologies	$132,383.81
27:2 Structured Cabling – Nerds Xpress	$129,234.27
Total Contract Award Amount:	**$261,618.08**
Contingency (10%)	$26,161.81
Total Project Cost:	**$287,779.89**

Sincerely,

Brian Jessie, CTS
Barton Malow

c: P-CCS: J. Minnick

Plymouth-Canton Community Schools 2020 Bond Program
BP T8 E-Rate 2024 Network Electronics and Structured Cabling

2/1/2024

Bid Package No. **T8**

Combined Bid Tabulation

BID TABULATION

Bidder	Bid Bond	Familial	Iran Form	Criminal BK	Addendum 1	Addendum 2	SBE Affiliation	Base Bid	Voluntary Alternate - Deduct to utilize third party optics
27-1: Network Electronics									
People Driven Technology*	**X**	**X**	**X**	**X**	**X**	**X**	**N/A**	**$132,383.81**	-$7,613.61
Inacomp TSG	X	X	X	X	X	X	N/A	$137,209.00	
Nerds Xpress**	X	X	X	X	X	X	Minority Owned Business	$198,416.36	
27-2: Structured Cabling									
Nerds Xpress**	**X**	**X**	**X**	**X**	**X**	**X**	**Minority Owned Business**	**$129,234.27**	
Complete Interactive Technologies	X	X	X	X	X	X	N/A	$153,419.00	
Amcomm Telecommunications Inc.	X	X	X	X	X	X	N/A	$166,330.00	
Great Lakes Cabling Solutions	X	X	X	X	X	X	N/A	$183,488.74	
The DataCom Group, Inc.	X	X	X	X	X	X	Veteran Owned Business	$186,815.00	

Notes:
*During post bid reviews, it was identified that People Driven Technologies included 11 unnecessary power supplies. Utilizing their submitted BOM, we were able to accurately delete these items from scope.
**At bid opening, it was apparent that Nerds Xpress combined the two bid categories into their response. Their as read number for data cabling was $327,650.63. We were able to separate the scope of work using their provided BOM.

Barton Malow

BPT8 Plymouth-Canton Community Schools - E-Rate Network Electronics and Structured Cabling

454 South Harvey Street, Plymouth, MI 48170, United States of America

Additional Scope was given for additional power supplies in their base bid- Deducted $14,435.19
Total Awarded amount now $132,383.81

Sent proposal: $146,819.00

Submitted Feb 1, 2024 at 11:13 AM EST

People Driven Technology

6300 Venture Hills Blvd SW, Byron Center, MI 49315, United States of America

Scott Sutherland | Account Manager | +1 248-860-9920 | sutherlands@peopledriven.com

Line Items

Description	Quantity	Unit Cost	Total Cost
East Middle School (eligible) (base bid including bond)			$12,726.70
East Middle School (non-eligible) (base bid including bond)			$2,779.58
West Middle School (eligible) (base bid including bond)			$13,707.44
West Middle School (non-eligible) (base bid including bond)			$5,440.16
Canton High School Annex Addition and New Stadium (eligible) (base bid including bond)			$36,029.68
Canton High School Annex Addition and New Stadium (non-eligible) (base bid including bond)			$5,632.16
Canton High School Innovation Hub Addition (eligible) (base bid including bond)			$33,058.23
Canton High School Innovation Hub Addition (non-eligible) (base bid including bond)			$13,587.89
Plymouth High School (eligible) (base bid including bond)			$11,094.87
Plymouth High School (non-eligible) (base bid including bond)			$2,762.29
Owner-Directed Allowance ($10,000)			$10,000
Base Bid			**$146,819.00**

Alternates

VOLUNTARY ALTERNATES:

Voluntary Alternate 1	Deduct of -$7613.61 for 3rd party optics
Voluntary Alternate 2	
Voluntary Alternate 3	

Inclusions

Did you include the $10,000 Owner-Directed Allowance?	Yes

Scope-Specific Information and Unit Costs

UNIT PRICES: NETWORK EQUIPMENT:

BPT8 Plymouth-Canton Community Schools - E-Rate Network Electronics and Structured Cabling

454 South Harvey Street, Plymouth, MI 48170, United States of America

Percent off list price for equipment/models not included as unit price. (Provide a number not a range. If % varies by model/category upload the list with bid submission)	69.0%
48 Port PoE+ Switch	$2,940.41 /per each
Network Switch Secondary Power Supply	$1,312.29 /per each
Installation and Configuration of 48 Port Switch	$400 /per each
Fiber Optic Transceiver (If multiple product numbers upload the price list with bid submission)	$378.36 /per each

UNIT PRICES: WIRELESS EQUIPMENT:

Percent off list price for equipment/models not included as unit price. (Provide a number not a range. If % varies by model/category upload the list with bid submission)	69.0%
Indoor Wireless Access Point (with 7 year DNA license or equivalent)	$1,021.25 /per each
Outdoor Wireless Access Point (with 7 year DNA license or equivalent)	$1,057.92 /per each
External Antenna	$843.03 /per each
Cable Connector (if applicable for proposed products)	$303.99 /per each
Horizontal wall mount for wireless access point	$105 /per each
Installation and Configuration of Wireless Access Point	$50 /per each
Remove Wireless Access Point and turn over to Owner (accessible from ladder)	$50 /per each

General Acknowledgments

Bidder, in compliance with the Advertisement to Bid for this bid package having carefully examined the Contract Documents and the site of the proposed Project and the conditions affecting the proposed Work proposes to furnish all labor, materials, tools, equipment, equipment rental, transportation, supervision, and services as are necessary to perform all Work in the Bid Category(ies) stated in accordance with the Contract Documents.	Yes
If identified as one of the apparent lowest bidder(s) for a Bid Category, Bidder agrees to meet immediately with Barton Malow and submit post bid information as described in the Project Manual.	Yes
Bidder, if awarded a contract, agrees to: (1) execute the Agreement within fifteen (15) days of receiving notice of the award; (2) provide performance/payment bonds and insurance certificates in full compliance with the Contract Documents, (3) submit the Project Safety Program as described in the bid proposal documents (4) commence Work upon execution of the Contract or at such other time as directed, and (5) to complete its Work in accordance with the Contract Documents and within the milestone activity dates and durations set forth in the Project Manual. In the event Bidder defaults in complying with any portion of this paragraph, Bidder specifically agrees that the entire bid security amount shall become the property of the Owner as liquidated damages constituting the reasonable estimate of the damages that Owner would incur for delays and additional expenses in the event of such default, and not as a penalty.	Yes
Warranties Included (if applicable)?	Yes
Permits Included (if applicable, please list)?	N/A

BPT8 Plymouth-Canton Community Schools - E-Rate Network Electronics and Structured Cabling

454 South Harvey Street, Plymouth, MI 48170, United States of America

Applicable sales tax included?	Yes
Insurance Coverage and Limits acknowledged and will be provided	Yes
Have you visited the site?	No
Cleanup Included per BMB Clean Up Procedures	Yes
Bidder has included AutoDesk Build documentation cost	Yes
Bidder understands Textura will be used for pay applications and has included applicable costs	Yes
List anticipated subcontractors. Owner reserves the right to approve any subcontractors used.	None

REQUIRED DOCUMENTS TO UPLOAD ALONG WITH BID SUBMISSION (ENSURE NOTARY SEALS ARE VISIBLE):

Bidder has included required Familial Disclosure Affidavit found in the bid document distribution folder	Yes
Bidder has included required Iran Sanctions Affidavit found in the bid document distribution folder	Yes
Bidder has included required Criminal Background Affidavit found in the bid document distribution folder	Yes
Bidder has included required Bid Bond from a qualified surety company	Yes
Bidder has uploaded the required Bill of Materials, schematic designs (if applicable) and any supporting documentation.	Yes

AFFILIATIONS:

The Bidder is a Woman Owned Business Enterprise (WBE)	No
The Bidder is a Minority Business Enterprise (MBE)	No
The Bidder is a Veteran Owned Business	No
The Bidder is a Union Business	No
The Bidder is a Non-Union Business	Yes
Give a brief description of the outreach programs the Bidder has in place to encourage diversity in its workforce and its subcontracting.	N/A

Bond Information

Current EMR Rating	1.0
Bonding Company Name	Western Surety Company

BPT8 Plymouth-Canton Community Schools - E-Rate Network Electronics and Structured Cabling

454 South Harvey Street, Plymouth, MI 48170, United States of America

Bonding Company A.M. Best Rating	A
Bonding Company NAIC Number	13188

Labor Rates

Project Foreman / Project Lead	$195 /per hour
Engineer	$155 /per hour
Apprentice/Field Technician	$135 /per hour

Certifications

USAC SPIN Number	143052828
Bidder is a certified direct reseller and installer of the submitted products.	Yes
Are you on the Excluded Parties List, which excludes you from receiving Federal Contracts or certain sub contracts, pursuant to the provisions of 31 U.S.C. 6101, note E.O. 12689, 48 C.F.R. 9.404?	No

Additional Information

Notes Thank you for the opportunity!

Attachments

- People Driven Technology In... (4.5 MB)
- Cisco Gold Partner Certificat... (185 KB)
- Affadavit of Compliance-Cri... (1.0 MB)
- Familial Disclosure.pdf (713 KB)
- Iran Sanctions Affadavit.pdf (972 KB)
- Bid Bond Plymouth Canton ... (613 KB)
- Plymouth Canton BP T8 USF... (150 KB)

BPT8 Plymouth-Canton Community Schools - E-Rate Network Electronics and Structured Cabling

454 South Harvey Street, Plymouth, MI 48170, United States of America

Nerds Xpress submitted a combined bid for:
Network Electronics - $198.416.36
Structured Cabling - $129,234.27
Only awarding the structured cabling scope

Sent proposal: $327,650.63

Submitted Jan 17, 2024 at 7:36 PM EST

Nerds Xpress
Techone, 440 Burroughs St, Detroit, MI 48202, USA

Dustin Barlow | President | +1 313-460-0407 | dbarlow@nerdsxpress.com

Line Items

Description	Quantity	Unit Cost	Total Cost
East Middle School (eligible) (base bid including bond)			$47,564.07
East Middle School (non-eligible) (base bid including bond)			$1,835.48
West Middle School (eligible) (base bid including bond)			$40,788.10
West Middle School (non-eligible) (base bid including bond)			$2,056.54
Canton High School Annex Addition and New Stadium (eligible) (base bid including bond)			$84,389.48
Canton High School Annex Addition and New Stadium (non-eligible) (base bid including bond)			$7,377.86
Canton High School Innovation Hub Addition (eligible) (base bid including bond)			$109,112.08
Canton High School Innovation Hub Addition (non-eligible) (base bid including bond)			$3,278.78
Plymouth High School (eligible) (base bid including bond)			$19,471.07
Plymouth High School (non-eligible) (base bid including bond)			$1,777.17
Owner-Directed Allowance ($10,000)			$10,000
Base Bid			**$327,650.63**

Alternates

VOLUNTARY ALTERNATES:

- Voluntary Alternate 1
- Voluntary Alternate 2
- Voluntary Alternate 3

Inclusions

Did you include the $10,000 Owner-Directed Allowance?	Yes
Did you separate eligible and non-eligible items above? Ex. Cabling shown for security is non-eligible.	Yes

BPT8 Plymouth-Canton Community Schools - E-Rate Network Electronics and Structured Cabling

454 South Harvey Street, Plymouth, MI 48170, United States of America

Scope-Specific Information and Unit Costs

UNIT PRICES: STRUCTURED CABLING:

48 Port Patch Panel	$235 /per each
24 Port Patch Panel	$147.50 /per each
Wall Mounted Cabinet	$1,375.85 /per each
Run of 500' 12 strand SM fiber	$1,250 /per each
2 Post Relay Rack with vertical wire managers	$1,238.53 /per each
Single Category 6 drop (including patch cables)	$210 /per each
Two Category 6 drops to the same room or termination location (including patch cables)	$375 /per each
Single Category 6A drop (including patch cables)	$275 /per each

General Acknowledgments

Bidder, in compliance with the Advertisement to Bid for this bid package having carefully examined the Contract Documents and the site of the proposed Project and the conditions affecting the proposed Work proposes to furnish all labor, materials, tools, equipment, equipment rental, transportation, supervision, and services as are necessary to perform all Work in the Bid Category(ies) stated in accordance with the Contract Documents.	Yes
If identified as one of the apparent lowest bidder(s) for a Bid Category, Bidder agrees to meet immediately with Barton Malow and submit post bid information as described in the Project Manual.	Yes
Bidder, if awarded a contract, agrees to: (1) execute the Agreement within fifteen (15) days of receiving notice of the award; (2) provide performance/payment bonds and insurance certificates in full compliance with the Contract Documents, (3) submit the Project Safety Program as described in the bid proposal documents (4) commence Work upon execution of the Contract or at such other time as directed, and (5) to complete its Work in accordance with the Contract Documents and within the milestone activity dates and durations set forth in the Project Manual. In the event Bidder defaults in complying with any portion of this paragraph, Bidder specifically agrees that the entire bid security amount shall become the property of the Owner as liquidated damages constituting the reasonable estimate of the damages that Owner would incur for delays and additional expenses in the event of such default, and not as a penalty.	Yes
Warranties Included (if applicable)?	Yes
Permits Included (if applicable, please list)?	Low Voltage Permit
Applicable sales tax included?	Yes
Insurance Coverage and Limits acknowledged and will be provided	Yes
Have you visited the site?	Yes
Cleanup Included per BMB Clean Up Procedures	Yes

BPT8 Plymouth-Canton Community Schools - E-Rate Network Electronics and Structured Cabling

454 South Harvey Street, Plymouth, MI 48170, United States of America

Bidder has included AutoDesk Build documentation cost	Yes
Bidder understands Textura will be used for pay applications and has included applicable costs	Yes
List anticipated subcontractors. Owner reserves the right to approve any subcontractors used.	None

REQUIRED DOCUMENTS TO UPLOAD ALONG WITH BID SUBMISSION (ENSURE NOTARY SEALS ARE VISIBLE):

Bidder has included required Familial Disclosure Affidavit found in the bid document distribution folder	Yes
Bidder has included required Iran Sanctions Affidavit found in the bid document distribution folder	Yes
Bidder has included required Criminal Background Affidavit found in the bid document distribution folder	Yes
Bidder has included required Bid Bond from a qualified surety company	Yes
Bidder has uploaded the required Bill of Materials, schematic designs (if applicable) and any supporting documentation.	Yes

AFFILIATIONS:

The Bidder is a Woman Owned Business Enterprise (WBE)	No
The Bidder is a Minority Business Enterprise (MBE)	Yes
The Bidder is a Veteran Owned Business	No
The Bidder is a Union Business	Yes
The Bidder is a Non-Union Business	No
Give a brief description of the outreach programs the Bidder has in place to encourage diversity in its workforce and its subcontracting.	Part of USMCA and Local Diversity Councils, Nerds Xpress is MBE Certified and DBE

Bond Information

Current EMR Rating	.95
Bonding Company Name	Selective Insurance Company of America
Bonding Company A.M. Best Rating	A+ Superior
Bonding Company NAIC Number	12572

Labor Rates

Project Foreman / Project Lead	$75 /per hour

Engineer	
Apprentice/Field Technician	$75 /per hour

Certifications

USAC SPIN Number	143052558
Bidder is a certified direct reseller and installer of the submitted products.	Yes
Are you on the Excluded Parties List, which excludes you from receiving Federal Contracts or certain sub contracts, pursuant to the provisions of 31 U.S.C. 6101, note E.O. 12689, 48 C.F.R. 9.404?	No

Attachments

PLYMOUTH.docx.pdf (5.2 MB)

Action Item # 24-03-62
Meeting Date: March 12, 2024
Final Reading

PLYMOUTH-CANTON COMMUNITY SCHOOLS
TECHNOLOGY DEPARTMENT

TO: Monica Merritt, Superintendent
Board of Education

FROM: Mark Salzer, Director of Integrated Technology Systems

DATE: March 12, 2024

RE: Resolution for BP T9 – Technology Related to 2020 Bond Projects HS-2A (Plymouth HS Band Room), HS-4 (Canton HS Annex Addition and P-CEP New Stadium), MS-2 (East MS and West MS), HS-4A (Canton HS Innovation Hub and Robotics) – Final Reading

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OVERVIEW:

Our T9 bid package for the 2020 Bond Projects was to engage one or more vendors to supply the Technology equipment needed in learning, office and activity/athletic spaces at Canton High School, East Middle School, Plymouth High school and West Middle School. The posting of this bid package followed appropriate newspaper bid requirements and was published online. A virtual public bid opening was held at the E.J. McClendon Educational Center on January 29, 2024 with seven bids received across the three bid categories, from six different contractors.

Please see the attached letter from Barton Malow providing more details regarding our recommendation to award to three bidders.

This item was presented for first reading at the Board of Education meeting held on February 27, 2024.

RECOMMENDED RESOLUTION:

It was moved by member _____ and seconded by member _____ to approve the resolution to award contracts 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 T9 in the three awarded categories will be an amount not to exceed $748,610.46 and will be funded by proceeds from the 2020 and 2023 bond.

Ayes: _____

Nays: _____

The motion was: _____

Barton Malow

Mr. Mark Salzer
Director of Technology
Plymouth-Canton Community Schools
454 S. Harvey Street
Plymouth, MI 48170

February 14, 2024

RE: BP T9 – Technology Related to 2020 Bond Projects HS-2A (Plymouth HS Band Room), HS-4 (Canton HS Annex Addition and P-CEP New Stadium), MS-2 (East MS and West MS), HS-4A (Canton HS Innovation Hub and Robotics).

Dear Mr. Salzer,

Bid documents were issued for Bid Package T9, which includes three bid categories. The three categories capture audiovisual needs, public address modifications, as well as expansion of the video surveillance and access control systems required for the additions and renovations at Plymouth High School, Canton High School, East Middle School, West Middle School, and the P-CEP New Stadium. Documents were issued on January 8, 2024. In addition to contacting known interested bidders, bids were advertised per the state requirements. A prebid meeting was held via video conference on January 11, 2024. Seven bids were received across the three bid categories, from six different contractors.

Bid Evaluation Summary and Recommendations
After receiving bids, Barton Malow and Plymouth-Canton Community Schools' Technology and Security department staff evaluated the proposals to ensure they were inclusive of the scope of work and schedule. It was found that for the three categories, the low bidders captured and understand the full scope of work. Also included below is an allowance to purchase the anticipated two additional interactive flat panels from the current elementary school SMART integrator, VSC. These would each be supplied with a cart and a soundbar, and utilized in the Innovation/Robotics Hub at Canton High School.

Based upon the evaluation of the project team, we present the following for consideration by the administration and Board of Education.

BP T9	Award Amount
27:1 Audiovisual – TEL Systems	$186,764.90
27:2 Paging and Clocks – SoundCom Systems	$109,225.00
28:1 Video Surveillance and Access Control - Security 101	$376,655.97
Total Contract Award Amount:	**$669,645.87**
Contingency (10%)	$66,964.59
VSC Audiovisual Allowance (Purchase through BP T5)	$12,000.00
Total Project Cost:	**$748,610.46**

Sincerely,

Brian Jessie, CTS
Barton Malow

c: PCCS: J. Minnick

Plymouth-Canton Community Schools
BP T9 Technology Infrastructure and Security

1/29/2024

Bid Package No. **T9**

Combined Bid Tabulation

BID TABULATION

Bidder	Bid Bond	Familial	Iran Form	Criminal BK	Addendum 1	Addendum 2	SBE Affiliation	Base Bid	AV Mandatory Alt 27:1-1 Projector at PHS Band Room	AV Mandatory Alt 27:1-2 Sound System at PHS Band Room	28:1 Voluntary Alt Provide and install 128TB Video Server	Total Potential Award
27:1 - AUDIOVISUAL SYSTEMS												
TEL Systems	**X**	**X**	**X**	**X**	**X**	**X**	**N/A**	**$165,631.36**	**$10,545.31**	**$7,588.23**		**$183,764.90**
Digital Age Technologies	X	X	X	X	X	X	N/A	$184,655.00	$12,985.00	$16,280.00		
SoundCom Systems	X	X	X	X	X	X	N/A	$248,750.00	$7,950.00	$19,900.00		
27:2 - PUBLIC ADDRESS SYSTEMS AND CLOCKS												
SoundCom Systems	**X**	**X**	**X**	**X**	**X**	**X**	**N/A**	**$109,225.00**				**$109,225.00**
28:1 - VIDEO SURVEILLANCE AND ACCESS CONTROL												
Security 101	**X**	**X**	**X**	**X**	**X**	**X**	**N/A**	**$332,895.65**			**$43,760.32**	**$376,655.97**
AOB Security dba Security Designs	X	X	X	X	X	X	N/A	$335,300.00				
DA Central	X	X	X	X	X	X	N/A	$408,388.00				

Notes:

Barton Malow

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

Wireless Microphones were added at a cost of $2,336.46 and awarding the two mandatory alternates Mandatory alternate 1 had additional scope and was reduced to a new cost of $10,545.31
Total Award $183,764.90

Sent proposal: $163,294.90

Submitted Jan 29, 2024 at 12:18 PM EST

TEL Systems
7235 Jackson Rd, Ann Arbor, MI 48103, USA

Chris Lindsay | Sales | +1 734-761-4506 | sales@thalner.com

Line Items

Description	Quantity	Unit Cost	Total Cost
East Middle School (base bid including bond)			$12,579.84
West Middle School (base bid including bond)			$10,065.79
Canton High School Annex Addition and New Stadium (base bid including bond)			$30,736.78
Canton High School Innovation Hub Addition (base bid including bond)			$55,090.23
Plymouth High School (base bid including bond)			$34,822.26
Owner-Directed Allowance ($20,000)			$20,000
Base Bid			**$163,294.90**

Alternates

27-1-1: Projector at Plymouth HS Band Room	$16,407.05
27-1-2: Sound System at Plymouth HS Band Room	$7,588.23

Scope-Specific Information and Unit Costs

GENERAL:

How much did you include in your base bid for the owner-directed allowance?	$20,000.00

VOLUNTARY ALTERNATES:

Voluntary Alternate No. 1	Sales tax if not required remove (-$9,912.18)
Voluntary Alternate No. 2	
Voluntary Alternate No. 3	

UNIT PRICES:

Unit Price: 75" Flat Panel Display	$2,778.26
Unit Price: 65" Flat Panel Display	$1,506.52
Unit Price: 55" Flat Panel Display	$1,165.22
Unit Price: 50" Flat Panel Display	$839.30

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

Unit Price: Soundbar with Microphone and Camera	$655.56
Unit Price: Fixed Wall Mount	$97.87
Unit Price: Mobile Flat Panel Display Cart with installation	$713.77
Unit Price: Installation of Flat Panel Display	$2,083.09
Unit Price: Ultra-Short Throw Projector	$2,823.09
Unit Price: Ultra-Short Throw Projector Mount	$107.87
Unit Price: Installation of Ultra-Short Throw Projector	$3,705.87

General Acknowledgments

Bidder, in compliance with the Advertisement to Bid for this bid package having carefully examined the Contract Documents and the site of the proposed Project and the conditions affecting the proposed Work proposes to furnish all labor, materials, tools, equipment, equipment rental, transportation, supervision, and services as are necessary to perform all Work in the Bid Category(ies) stated in accordance with the Contract Documents.	Yes
If identified as one of the apparent lowest bidder(s) for a Bid Category, Bidder agrees to meet immediately with Barton Malow and submit post bid information as described in the Project Manual.	Yes
Bidder, if awarded a contract, agrees to: (1) execute the Agreement within fifteen (15) days of receiving notice of the award; (2) provide performance/payment bonds and insurance certificates in full compliance with the Contract Documents, (3) submit the Project Safety Program as described in the bid proposal documents (4) commence Work upon execution of the Contract or at such other time as directed, and (5) to complete its Work in accordance with the Contract Documents and within the milestone activity dates and durations set forth in the Project Manual. In the event Bidder defaults in complying with any portion of this paragraph, Bidder specifically agrees that the entire bid security amount shall become the property of the Owner as liquidated damages constituting the reasonable estimate of the damages that Owner would incur for delays and additional expenses in the event of such default, and not as a penalty.	Yes
Warranties Included (if applicable)?	Yes
Permits Included (if applicable, please list)?	Included
Applicable sales tax included?	Yes
Insurance Coverage and Limits acknowledged and will be provided	Yes
Have you visited the site?	No
Cleanup Included per the RFP?	Yes
Bidder has included BIM 360 documentation cost	Yes
Bidder understands Textura will be used for pay applications and has included applicable costs	Yes

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

List anticipated subcontractors. Owner reserves the right to approve any subcontractors used.	None

REQUIRED DOCUMENTS TO UPLOAD ALONG WITH BID SUBMISSION (ENSURE NOTARY SEALS ARE VISIBLE):

Bidder has included required Familial Disclosure Form found in the bid document distribution folder	Yes
Bidder has included required Iran Sanctions Affidavit found in the bid document distribution folder	Yes
Bidder has included required Criminal Background Affidavit found in the bid document distribution folder	Yes
Bidder has included required Bid Bond from a qualified surety company	Yes
Bidder has uploaded the required Bill of Materials, schematic designs (if applicable) and any supporting documentation.	Yes

Bond Information

Current EMR Rating	0.86
Bonding Company Name	Developers Surety and Indemnity Company
Bonding Company A.M. Best Rating	A - Excellent
Bonding Company NAIC Number	12718

Labor Rates

Project Foreman / Project Lead	$95 /per hour
Engineer	$110 /per hour
Apprentice/Field Technician	$80 /per hour

Certifications

Bidder is a certified direct reseller and installer of the submitted products.	Yes

Additional Information

Notes

TEL Warranty is for first year parts and workmanship per document included.
Year 2 - 5 to be negotiated with client.

Attachments

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

- PCCS Criminal Background -... (918 KB)
- PCCS Bid Bond.pdf (1.1 MB)
- PCCS Familial Disclosure A... (664 KB)
- PCCS Iran Affidavit of Compl... (873 KB)
- Warranty Contract for Syste... (44 KB)
- QUOTE_19610.pdf (536 KB)

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

Sent proposal: $109,225

Submitted Jan 26, 2024 at 4:10 PM EST

SoundCom Systems

24600 North Industrial Drive, Farmington Hills, MI 48335, USA

Joe Samborski | Account Executive | +1 248-787-2317 | joe.samborski@ametek.com

Line Items

Description	Quantity	Unit Cost	Total Cost
East Middle School (base bid including bond)			$14,350
West Middle School (base bid including bond)			$19,675
Canton High School Annex Addition and New Stadium (base bid including bond)			$27,250
Canton High School Innovation Hub Addition (base bid including bond)			$14,250
Plymouth High School (base bid including bond)			$13,700
Owner-Directed Allowance ($20,000)			$20,000
Base Bid			**$109,225**

Scope-Specific Information and Unit Costs

GENERAL:

How much did you include in your base bid for the owner-directed allowance?	20000

VOLUNTARY ALTERNATES:

Voluntary Alternate No. 1	None
Voluntary Alternate No. 2	None
Voluntary Alternate No. 3	None

UNIT PRICES:

Furnish & install drop ceiling paging speaker with cabling	$400
Furnish & install a surface mount paging speaker with cabling	$450
Furnish & install an exterior paging speaker with cabling	$550
Furnish & install 16" atomic battery analog clock	$140
Furnish & install 12" atomic battery analog clock	$125
Analog strobe including installation and required cabling	$950
Controller for analog strobe, including installation, cabling, and programming	$450

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

General Acknowledgments

Bidder, in compliance with the Advertisement to Bid for this bid package having carefully examined the Contract Documents and the site of the proposed Project and the conditions affecting the proposed Work proposes to furnish all labor, materials, tools, equipment, equipment rental, transportation, supervision, and services as are necessary to perform all Work in the Bid Category(ies) stated in accordance with the Contract Documents.	Yes
If identified as one of the apparent lowest bidder(s) for a Bid Category, Bidder agrees to meet immediately with Barton Malow and submit post bid information as described in the Project Manual.	Yes
Bidder, if awarded a contract, agrees to: (1) execute the Agreement within fifteen (15) days of receiving notice of the award; (2) provide performance/payment bonds and insurance certificates in full compliance with the Contract Documents, (3) submit the Project Safety Program as described in the bid proposal documents (4) commence Work upon execution of the Contract or at such other time as directed, and (5) to complete its Work in accordance with the Contract Documents and within the milestone activity dates and durations set forth in the Project Manual. In the event Bidder defaults in complying with any portion of this paragraph, Bidder specifically agrees that the entire bid security amount shall become the property of the Owner as liquidated damages constituting the reasonable estimate of the damages that Owner would incur for delays and additional expenses in the event of such default, and not as a penalty.	Yes
Warranties Included (if applicable)?	Yes
Permits Included (if applicable, please list)?	Yes
Applicable sales tax included?	Yes
Insurance Coverage and Limits acknowledged and will be provided	Yes
Have you visited the site?	Yes
Cleanup Included per the RFP?	Yes
Bidder has included BIM 360 documentation cost	Yes
Bidder understands Textura will be used for pay applications and has included applicable costs	Yes
List anticipated subcontractors. Owner reserves the right to approve any subcontractors used.	None

REQUIRED DOCUMENTS TO UPLOAD ALONG WITH BID SUBMISSION (ENSURE NOTARY SEALS ARE VISIBLE):

Bidder has included required Familial Disclosure Form found in the bid document distribution folder	Yes
Bidder has included required Iran Sanctions Affidavit found in the bid document distribution folder	Yes
Bidder has included required Criminal Background Affidavit found in the bid document distribution folder	Yes
Bidder has included required Bid Bond from a qualified surety company	Yes

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

Bidder has uploaded the required Bill of Materials, schematic designs (if applicable) and any supporting documentation.	Yes

Bond Information

Current EMR Rating	.53
Bonding Company Name	AON
Bonding Company A.M. Best Rating	A
Bonding Company NAIC Number	19399

Labor Rates

Project Foreman / Project Lead	$115 /per hour
Engineer	$130 /per hour
Apprentice/Field Technician	$115 /per hour

Certifications

Bidder is a certified direct reseller and installer of the submitted products.	Yes

Attachments

Plymouth-Canton BP9 -PA S... (2.8 MB)

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

Access Control Licenses and (2) cameras were added at a cost of $5,598.19 and awarding the voluntary for an additional video surveillance server and added the bond cost for the voluntary alternate of $1,275
Total Award $376,655.97

Sent proposal: $327,297.46

Submitted Jan 27, 2024 at 2:41 PM EST

Security 101
7767 Ronda Dr, Canton, MI 48187, USA

Bill Spinek | Account Executive | +1 248-953-7935 | bspinek@security101.com

Line Items

Description	Quantity	Unit Cost	Total Cost
East Middle School (base bid including bond)			$44,307.66
West Middle School (base bid including bond)			$47,314.71
Canton High School Annex Addition and New Stadium (base bid including bond)			$120,938.16
Canton High School Innovation Hub Addition (base bid including bond)			$45,110.65
Plymouth High School (base bid including bond)			$49,626.28
Owner-Directed Allowance ($20,000)			$20,000
Base Bid			**$327,297.46**

Scope-Specific Information and Unit Costs

GENERAL:

How much did you include in your base bid for the owner-directed allowance?	$20,000

VOLUNTARY ALTERNATES:

Voluntary Alternate No. 1	H5A - H6A Camera Swap - $327,093.37
Voluntary Alternate No. 2	128TB PRM NVR - $42,485.32
Voluntary Alternate No. 3	N/A

UNIT PRICES (VIDEO SURVEILLANCE):

Unit Price: A2 - 2 MEGAPIXEL INDOOR: 2.0C-H6M-D1-IR	$220.50
Unit Price: A4 - 4 MEGAPIXEL INDOOR: 4.0C-H5A-D1-IR	$731.62
Unit Price: A4 - 4 MEGAPIXEL OUTDOOR: 4.0C-H5A-DO1-IR	$842.35
Unit Price: A8 - 8 MEGAPIXEL INDOOR: 8.0C-H5A-D1-IR	$995.65
Unit Price: A8 - 8 MEGAPIXEL OUTDOOR: 8.0C-H5A-DO1-IR	$1,106.28
Unit Price: A16 - 16 MEGAPIXEL OUTDOOR: 16C-H5PRO-B with enclosure	$8,723.63
Unit Price: B10 - 10 MEGAPIXEL INDOOR / OUTDOOR: 10.0C-H5DH-DO1-IR	$1,120.02
Unit Price: C15 - 15 MEGAPIXEL INDOOR / OUTDOOR 180° OR 270°: 15C-H5A-3MH	$1,932.48

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

Unit Price: C24 - 24 MEGAPIXEL INDOOR / OUTDOOR 180° OR 270°: 24C-H5A-3MH	$2,149.36
Unit Price: D32 - 32 MEGAPIXEL OUTDOOR: 32C-H5A-4MH	$2,471.23
Unit Price: P1 - 2.0C-H5A-IRPTZ-DP40-WP	$2,623.75
Unit Price: P2 - 8.0C-H5A-PTZ-DP36	$2,577.68
Unit Price: P3 - AXIS Q6225-LE PTZ	$3,311.24
Unit Price: Category 6 data drop for security camera with installation and jacks	$305
Unit Price: Corner Mount	$90.63
Unit Price: POE Injector	$110.63
Unit Price: POE Extender	$268.74
Unit Price: Installation and configuration of single-sensor camera	$170
Unit Price: Installation and configuration of multi-sensor camera	$255
Unit Price: Camera License	$197.82

UNIT PRICES (ACCESS CONTROL):

Unit Price: Card reader	$241.24
Unit Price: Installation of card reader	$85
Unit Price: Door Contact	$23.64
Unit Price: Installation of door contact	$85
Unit Price: Motion Sensor	$133.74
Unit Price: Installation of motion sensor	$85
Unit Price: Cut in electric strike	$437.50
Unit Price: Installation of recessed mounted electric strike	$170
Unit Price: Surface mount electric strike	$437.50
Unit Price: Installation of surface mount electric strike	$85
Unit Price: Video Intercom - A8207-VE Mk II, 02026-001	$1,431.24
Unit Price: Mullion Video Intercom - I8116-E Black, 02409-001	$804.60
Unit Price: Video Intercom Master Station - 2N IP Phone D7A, 02660-001	$634.99
Unit Price: Installation and programming of video intercom	$255
Unit Price: Installation and programming of video intercom master station	$170
Unit Price: Lockdown button	$53.74
Unit Price: Installation and programming of lockdown button with cabling	$402.50
Unit Price: 16 count Access Control License	$811.25

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

Unit Price: 32 count Access Control License	$1,622.50

General Acknowledgments

Bidder, in compliance with the Advertisement to Bid for this bid package having carefully examined the Contract Documents and the site of the proposed Project and the conditions affecting the proposed Work proposes to furnish all labor, materials, tools, equipment, equipment rental, transportation, supervision, and services as are necessary to perform all Work in the Bid Category(ies) stated in accordance with the Contract Documents.	Yes
If identified as one of the apparent lowest bidder(s) for a Bid Category, Bidder agrees to meet immediately with Barton Malow and submit post bid information as described in the Project Manual.	Yes
Bidder, if awarded a contract, agrees to: (1) execute the Agreement within fifteen (15) days of receiving notice of the award; (2) provide performance/payment bonds and insurance certificates in full compliance with the Contract Documents, (3) submit the Project Safety Program as described in the bid proposal documents (4) commence Work upon execution of the Contract or at such other time as directed, and (5) to complete its Work in accordance with the Contract Documents and within the milestone activity dates and durations set forth in the Project Manual. In the event Bidder defaults in complying with any portion of this paragraph, Bidder specifically agrees that the entire bid security amount shall become the property of the Owner as liquidated damages constituting the reasonable estimate of the damages that Owner would incur for delays and additional expenses in the event of such default, and not as a penalty.	Yes
Warranties Included (if applicable)?	Yes
Permits Included (if applicable, please list)?	Yes - Permit fees for the Access Control Drops
Applicable sales tax included?	Yes
Insurance Coverage and Limits acknowledged and will be provided	Yes
Have you visited the site?	Yes
Cleanup Included per the RFP?	Yes
Bidder has included BIM 360 documentation cost	Yes
Bidder understands Textura will be used for pay applications and has included applicable costs	Yes
List anticipated subcontractors. Owner reserves the right to approve any subcontractors used.	N/A

REQUIRED DOCUMENTS TO UPLOAD ALONG WITH BID SUBMISSION (ENSURE NOTARY SEALS ARE VISIBLE):

Bidder has included required Familial Disclosure Form found in the bid document distribution folder	Yes
Bidder has included required Iran Sanctions Affidavit found in the bid document distribution folder	Yes
Bidder has included required Criminal Background Affidavit found in the bid document distribution folder	Yes

Bidder has included required Bid Bond from a qualified surety company	Yes
Bidder has uploaded the required Bill of Materials, schematic designs (if applicable) and any supporting documentation.	Yes

Bond Information

Current EMR Rating	.77
Bonding Company Name	Construction Bonding Specialists
Bonding Company A.M. Best Rating	Selective Insurance Company of America - - AM Best. A+ Superior, Financial Size Category XV
Bonding Company NAIC Number	NAIC No. 12572

Labor Rates

Project Foreman / Project Lead	$90 /per hour
Engineer	$105 /per hour
Apprentice/Field Technician	$85 /per hour

Certifications

Bidder is a certified direct reseller and installer of the submitted products.	Yes

Additional Information

Notes

1.) This proposal assumes normal working hours (M-F 8:00am-5:00pm) no overtime, weekend or holiday labor has been proposed.
2.) This proposal does include permit fees for access control.
3.) This proposal does not include any electrical power. This is assumed to be existing or supplied by others.
4.) This proposal assumes all active equipment (network PoE switches, patch panels, etc) to be existing or supplied by others.
5.) This proposal assumes all video surveillance cabling to be done by others.
6.) This proposal includes a 25' scissor lift in areas when needed.
7.) All access control points conduit to be provided by others and is not included in this proposal.
8.) This proposal includes all associated bonds.
9.) This proposal assumes PCCS will provide IP assignments, port assignments, and any VLAN programming prior to installation.
10.) Cameras system head end cable patching is included in this proposal.
11.) Project ADA Openers and buttons are provided and installed by others. This proposal includes wiring to integrate this system into the ACS Solution.
12.) Payment and Performance Bond is only warrantied for 3-years. Per the Bonding Company, A 5-year warranty cannot be bonded.

BPT9 Plymouth-Canton Community Schools - Technology Infrastructure and Security

454 South Harvey Street, Plymouth, MI 48170, United States of America

Attachments

- Signed Documents.pdf (320 KB)
- Bid Response Pricing Summ... (70 KB)
- Proposal 219089.0 S101 - Ba... (951 KB)
- Proposal 219399.0 S101 - Ba... (979 KB)
- Proposal 219531.0 S101 - Bar... (880 KB)
- Proposal 219605.0 S101 - B... (951 KB)
- Proposal 219605.0 S101 - B... (950 KB)
- Proposal 219630.0 S101 - Ba... (1.5 MB)
- Proposal 219978.0 S101 - Ba... (982 KB)
- Proposal 219982.0 S101 - Ba... (949 KB)
- Proposal 219987.0 S101 - Ba... (878 KB)
- Proposal 219990.0 S101 - B... (1.5 MB)
- Proposal 220099.0 S101 - B... (509 KB)

Fiscal Year 2024-2025 Budget Assumptions

March 12, 2024

Presented by:

Jill Minnick

Chief Finance and Operations Officer

Jody Malbon

Director of Finance & Accounting

PLYMOUTH-CANTON COMMUNITY SCHOOLS

REACH HIGHER

Connection to the P-CCS DYNAMIC PLAN:

Strategic Goal A:

P-CCS will increase achievement for all students and close achievement gaps.

Strategic Objective FO - I & II:

Align financial resources, including state & federal resources, to areas of greatest need as support for individual students as identified through academic achievement data.

Strategic Goal E:

P-CCS will be recognized as a leader and innovator for student learning and growth.

Strategic Objective FO - X:

Ensure district capability to anticipate and respond to strategic changes or opportunities in educational service and delivery systems through sound financial planning.

2024-2025 Budget Assumptions

Attainment of the Dynamic Plan Action Items through fiscal responsibility and alignment of resources to district goals, needs, and objectives as identified through academic achievement data.

Resources	Activities	Outputs	Short-term outcome goals	Mid-term outcome goals	Long-term outcome goals
State School Aid received for student membership Federal, State, and Local grants Finance department staff External auditors	Identification of student membership Recognition of Revenue Accrual of expenditures Annual audit activities Data collection and analysis	Final June 30, 2024 financial statements Annual audit reports (government wide, single audit and other required reporting) Qualitative and quantitative data results	Annual audit resulting in unqualified opinion and no significant adjustments or compliance findings Review budget to actual results for trends and variances within 3%	Completion of required local, state, and federal reporting, including the financial information database (FID)	Review, align, and adjust budgets based on audit results Meet with budget managers to identify needs Amend budgets throughout the year Propose subsequent year's budget based on identified needs of students

PLYMOUTH-CANTON COMMUNITY SCHOOLS REACH HIGHER

Overview

- Tentative Budget Timeline
- State Budget Implications
- Initial Budget Assumptions
- Historical Financial Data
  - Enrollment
  - Foundation Allowance

PLYMOUTH-CANTON COMMUNITY SCHOOLS
REACH HIGHER

State Budget Process: Consensus Revenue Estimating Conference (CREC)

- Two CRECs per year, January and May
- Occasionally, a third CREC is held
- The State Treasurer, House Fiscal and Senate Fiscal Agencies arrive at consensus on revenue forecasts for current +2 years
- January 12, 2024, CREC: School Aid Fund and General Fund/General Purpose revenue forecasts showed slow but steady incremental growth
- The CREC is the basis for Executive, House and Senate budget proposals

State Budget Process: Executive Budget Proposal

- The Governor released the Executive Budget Proposal on February 7, 2024:
  - 2.5% increase in Foundation Allowance ($241 per pupil)
  - 2.5% increase for Special Education, At-Risk, ELL, GSRP, CTE
  - Continued funding at various levels for mental health, safety, free school meals, transportation, early childhood, CTE, academic supports, educator hiring and retention
- House and Senate Budget Proposals expected Spring 2024

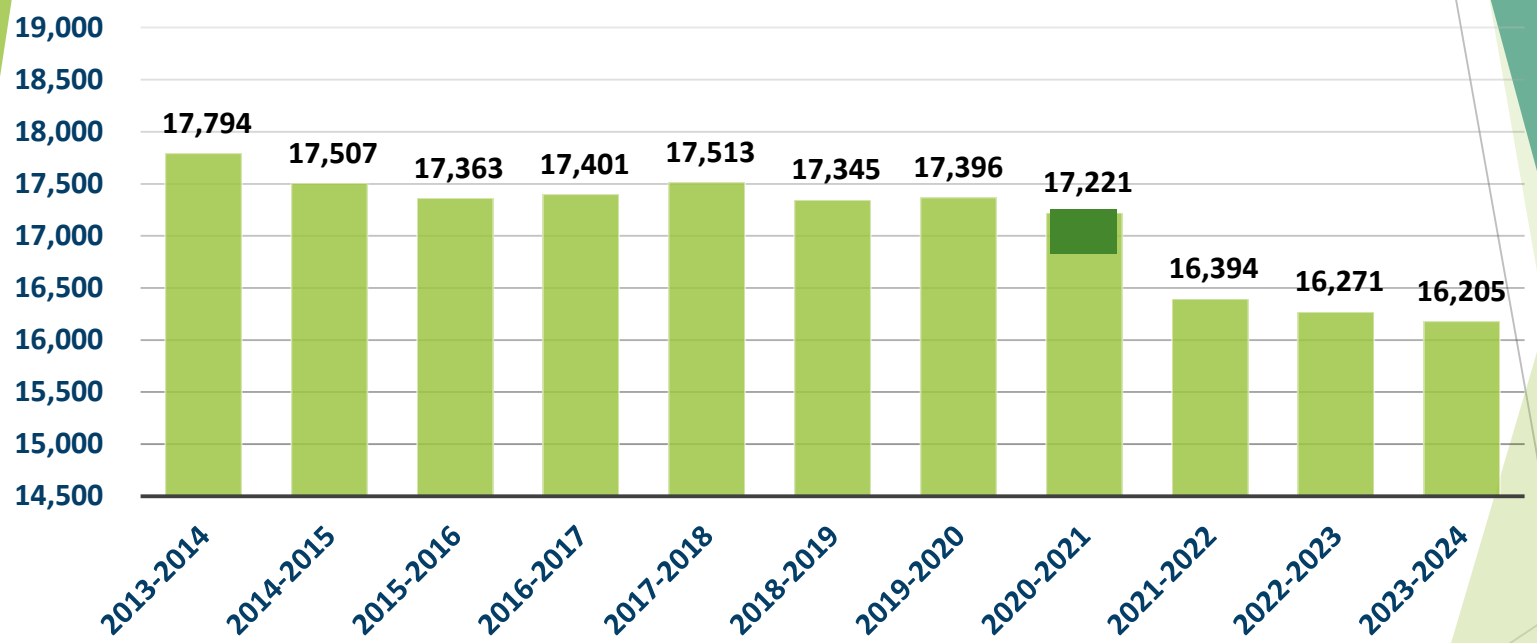
PLYMOUTH-CANTON COMMUNITY SCHOOLS
REACH HIGHER

2024-2025 Budget Assumptions

- Monitor enrollment projections
- Maintain school of choice expansion at 500 seats
- 2.5% increase in foundation and categorical funding
- Class sizes consistent with prior year
- Hard Cap Increase of 4.1% (prior year 1.3%)
- MSPERS – Base contribution rate 31.34% (FY25 rates forthcoming)

Historical Financial Data

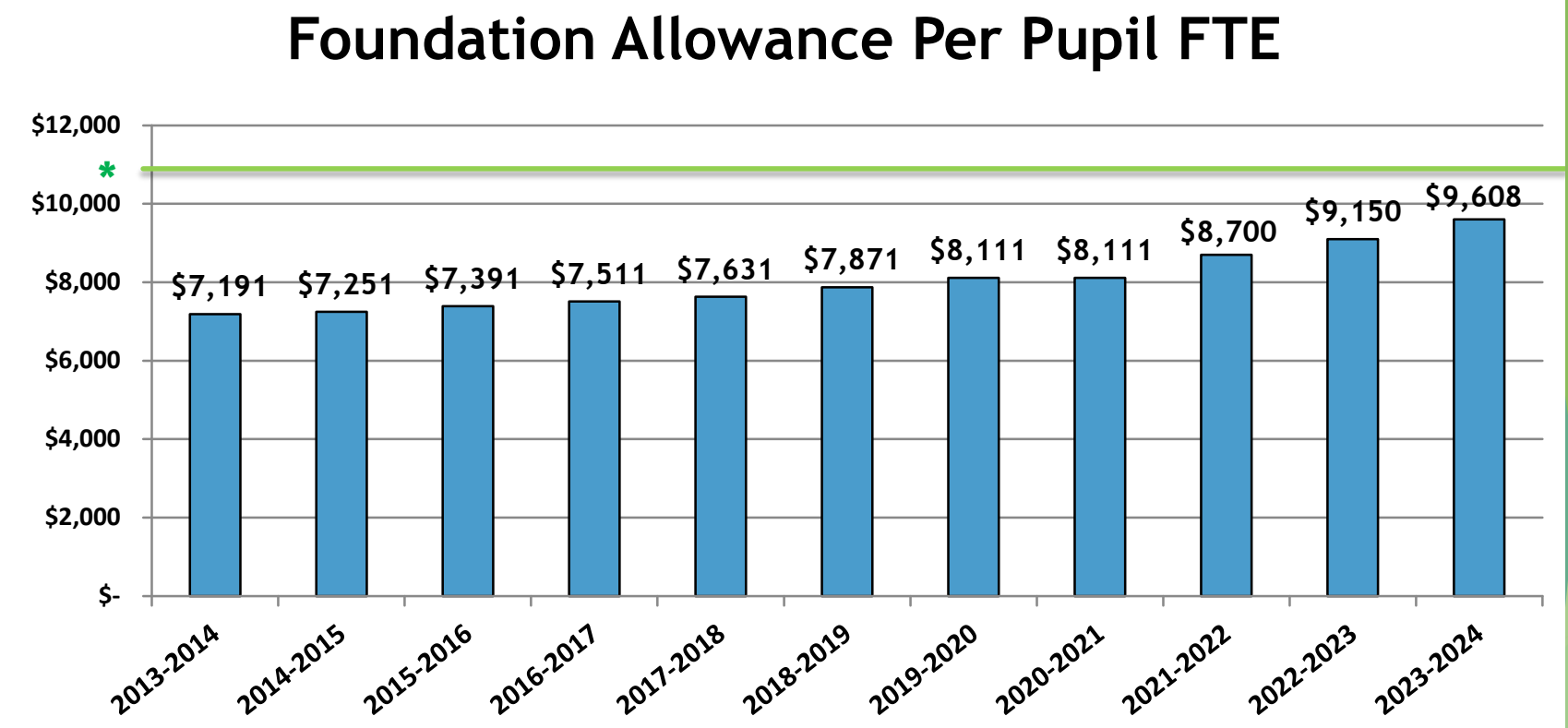
Blended Full Time Equivalent (Student FTEs)



**2020-2021: 17,221 FTEs with super blend formula; 16,649 without super blend formula.

PLYMOUTH-CANTON COMMUNITY SCHOOLS
REACH HIGHER

Historical Financial Data



* $10,421 = School Finance Research Collaborative est. base cost per-pupil (2021)

$813 funding gap per pupil

$13.2M funding gap for P-CCS

PLYMOUTH-CANTON COMMUNITY SCHOOLS
REACH HIGHER

Tentative Budget Development Timeline

Date	Meeting	2024-2025 Budget Activities
February 22, 2024	F&O	Discuss 2024-2025 Budget Assumptions
March 7, 2024	F&O	Community Budget Survey Results
March 12, 2024	BOE	2024-2025 Budget Assumptions and Community Budget Survey Results
April 4, 2024	Leaders	Budget Transformation Process
May 9, 2024	F&O	Review May 2024 CREC*, House/Senate Proposals*, Proposed 2024-2025 Budget
May 14, 2024	BOE	Initial budget presentation
June 6, 2024	F&O	Review budget for public hearing
June 11, 2024	BOE	Public Hearing for 2024-2025 Budget
June 20, 2024	F&O	Final 2024-2025 Budget discussion
June 25, 2024	BOE	2024-2025 Original Budget Adoption

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**if available*

Thank you!

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Budget Community Forum
March 12, 2024

Presented by:
Patrick Kehoe, Treasurer of the Board

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Budget Community Forum Overview

Purposes:

1) To review and discuss all suggestions submitted by the district stakeholders, including but not limited to, students, families, school personnel, citizens, and the Board of Education.
2) To refine cost savings, revenue enhancements, and program changes for the 2024-2025 budget year, as well as to identify long-term opportunities. We received 46 responses to the survey.

The 46 responses received included these categories:

- Athletics & Activities
- Diversity, Equity, & Inclusion
- Human Resources
- Teaching & Learning
  - Curriculum (what is being taught) or
  - Instruction (how content is taught)
- Maintenance/Custodial

Note: Reference number after each suggestion refers to line item of survey response, not the number of responses.

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Budget Community Forum
Summary of Survey Responses

Athletics & Activities

- Canton mascot/logo (15) (16) (17) (18) (20) (22) (24) (25) (27) (45)
- Funding for some of the non-funded sports, such as pom, cheer, etc. (34)
- Reduce the expenditures on athletics (42)

Athletics & Activities – Facilities

- Invest in the high school facilities; fix the fields, gyms, weight room, pools, and grounds (2) (10) (12) (39)
- Repair and upgrade the Canton swimming pool, bleachers, scoreboard, and locker rooms (6)
- Re-do the P-CEP tennis courts (23)

Diversity, Equity, & Inclusion-

- Promote supportive groups for LGTBQ as well as female students, to help develop confidence, provide anti-bullying instruction, and help in the development of leadership skills (36)
- Eliminate DEI Program/Initiative (7) (9) (10) (13) (14) (16) (41) (42)
- Remove DEI positions from the district/Eliminate the 2 DEI officers / Remove all DEI-related positions (4) (10) (43)

Note: Reference number after each suggestion refers to line item of survey response, not the number of responses.

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Budget Community Forum
Summary of Survey Responses

Human Resources

- Invest in the staff at P-CCS by increasing pay and improving benefits offered. Focus on keeping and recruiting the best and the brightest (5) (31) (44)
- Reduce administrative staff, even those paid with grant funds. District is too top heavy (8) (26)
- Eliminate unnecessary board office positions and newly created departments (42)
- Stop hiring and remove non-teaching positions with excessive salaries (21)

Maintenance/Custodial - Facilities

- Remove hallway lockers and sell them (1)
- Need to re-vamp or beautify the landscape and campus at P-CEP (3)
- Update facilities, bathrooms (6) (11) (12)

Note: Reference number after each suggestion refers to line item of survey response, not the number of responses.

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Budget Community Forum
Summary of Survey Responses

Teaching & Learning – Curriculum & Instruction

- Expand foreign language instruction in elementary schools (19)
- Teach Agriculture Science & Future Farmers of America (FFA) Program at the high school (40)
- Inclusive classrooms - Promote inclusive classrooms by ending the TAG Program (35)
- Expand Early Childhood Programs to five days per week (3)

Teaching & Learning – Human Resources

- Keep Teacher on Special Assignment (TOSA) positions at the elementary level (28) (29) (30) (32) (37)
- Keep the TOSA support grades 4-12 (38)
- Eliminate TOSA's and media specialists (33)
- Eliminate instructional coaches as they are not helping classroom teachers (30) (46)

Note: Reference number after each suggestion refers to line item of survey response, not the number of responses.

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Discussion

Follow-up Board Questions (as of 2-27-24)

- Related to the Middle School Furniture Purchase - Member Kehoe would like to know the age of the classroom furniture in rooms, which are scheduled to be updated with the bond purchase.