



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, August 29, 2023 - 7:00 p.m.

2023-2024 Meeting Calendar

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

Call The Meeting to Order

- o Roll Call
- o Pledge of Allegiance

A. Adoption of Agenda/Approval of Consent Agenda

Action Item #24-08-05

1. Human Resources

New Hires

[New Hires.. \(p. 5\)](#)

Leaves, Resignations, and Retirements

[Leaves, Resignations, and Retirements. \(p. 22\)](#)

Recalls

[Recalls \(p. 24\)](#)

2. Approval of Minutes

[Regular Meeting Minutes - August 8, 2023 \(p. 25\)](#)

[Special Meeting Minutes - August 14, 2023 \(p. 30\)](#)

B. Board Committee Reports/Action

1. President's Report

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

Next Meeting: Wednesday, September 13, 2023, at 5:00 p.m.

3. Policy Committee-Patti McCoin

Next Meeting: Tuesday, September 26, 2023, at 5:30 p.m.

4. Finance and Operations Committee-Patrick Kehoe

Next Meeting: Thursday, September 7, 2023, at 5:00 p.m.

5. Student Voice in Action Committee-Shawn Wilson

Next Meeting: Monday, September 18, 2023, at 6:00 p.m.

6. Plymouth-Canton Educational Foundation (PCEF) Report-Patrick Kehoe

C. Administrative Reports/Recommendations

1. Superintendent's Report

2. Teaching and Learning - Bethany Rayl

2023 Summer Learning Programs (Strategic Goal A: P-CCS will increase achievement for all students and close achievement gaps) (Presentation)

[2023 Summer Learning Programs. \(p. 31\)](#)

3. Finance and Operations - Deborah Piesz

Action Item #24-08-06: Consider Approval of a Resolution for an Elementary School Playground 3-year Mulch Agreement (Final Reading)

[Resolution- Playground Mulch Agreement 3-year \(p. 62\)](#)

Action Item #24-08-07: Consider Approval of a Resolution for an ADA Audit Agreement (Final Reading)

[Resolution-ADA Audit Agreement \(p. 67\)](#)

D. Citizens' Comments

E. Action Items/Discussion

Action Item #24-08-08: Consider Approval of a Resolution to Appoint MASB Assembly Voting Delegates at the 2023 Assembly (First and Final Reading)

[Resolution - Voting Delegates MASB 2023 \(p. 71\)](#)

Action Item #24-08-09: Consider Approval of a Resolution to Approve 2023-2024 Superintendent Goals (First and Final Reading)

[Resolution - Superintendent Goals 2023-2024 \(p. 72\)](#)

[2023-2024 Superintendent Goals. \(p. 73\)](#)

F. Follow-up Board Questions

G. Adjournment

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

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

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

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

DATE	TIME	MEETING TOPIC	LOCATION
August 29, 2023	7 p.m.	Regular Meeting	E.J. McClendon Center
September 12, 2023	7 p.m.	Regular Meeting	E.J. McClendon Center
September 26, 2023	7 p.m.	Regular Meeting	E.J. McClendon Center
October 10, 2023	7 p.m.	Regular Meeting	E.J. McClendon Center
October 24, 2023	7 p.m.	Regular Meeting	E.J. McClendon Center
November 14, 2023	7 p.m.	Regular Meeting	E.J. McClendon Center
November 28, 2023	7 p.m.	Regular Meeting	E.J. McClendon Center
December 12, 2023	7 p.m.	Regular Meeting	E.J. McClendon Center
January 9, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
January 23, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
February 13, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
February 27, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
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 23, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
May 14, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
May 28, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
June 11, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
June 25, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center

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

The Board shall comply with Subtitle A of Title II of the Americans with Disabilities Act of 1990, being Public Law 101-336, 42 USC 12101 et. Seq. or successor law. Requests for reasonable accommodation to participate in the meeting may be made by calling Diane Robertson, Executive Assistant to the Superintendent, at 734-416-3048 for voice & TDD calls or email to diane.robertson@pccsk12.com five days in advance of the meeting. Video recording of any open meeting is permitted with prior approval of the Superintendent. *Updated 8-23-23*

New Contracts

2022/2023 School Year

<u>NAME/POSITION/SCHOOL CERTIFICATION</u>	<u>HIRE DATE</u>	<u>DEGREE/UNIVERSITY EXPERIENCE</u>
BESS, CASEY TEACHER ON SPECIAL ASSIGN - HS CANTON	08/28/2023	BA-Central Michigan University 9 YRS BATTLE CREEK, 3 YRS LAKEVIEW SCHOOL DIST.
CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2026 6-12 CC 6-12 MB 6-12 RX		
BLACKFORD, KATHERINE RESOURCE ROOM - ASD SMITH	08/28/2023	BA-University of Toledo MA-National Louis University 10 YRS ILLINOIS, 1 YR OHIO, 2 YRS NEW YORK
CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2028 K-12 SM		
BRANDON, PHYLLIS INSTRUCTIONAL COACH MILLER	08/28/2023	BA-Davenport University MA-Wayne State University MA+30-Grand Valley State University 2 YRS DETROIT, 8 YRS CHARTER/ACADEMY
CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2027 K-5 ZG K-8 EX		
BRIERE, BENJAMIN ELL TEACHER SALEM	08/28/2023	BA-Michigan State University 1 YR MELVINDALE, 11 YRS BIRMINGHAM, 1 YR CHARTER, 1 YR UTICA
CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2024 6-12 BA 6-12 NS		
BRUNSON, BRYAN SOCIAL STUDIES DISCOVERY	08/28/2023	BA-Eastern Michigan University
CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 6-12 RX		
BUDZIAK, SARAH COUNSELOR (NON-INSTRUCTIONAL) CANTON	08/28/2023	BA-University of Michigan MA-Wayne State University
CERTIFICATE: SCHOOL COUNSELOR LICENSE: EXP: 06/30/2028 K-12 NT		
CIRELLA, LAURA ELEMENTARY CLASSROOM ERIKSSON	08/28/2023	BA-Michigan State University MA-Syracuse University 9 YRS CHARTER
CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2026 K-5 ZG		

NAME/POSITION/SCHOOL
CERTIFICATION/REPLACEMENT

HIRE DATE

DEGREE/UNIVERSITY
EXPERIENCE

DELUNA, KAYLA
ELEMENTARY CLASSROOM
ERIKSSON

08/28/2023

BA-Baker College
MA-University of the Cumberlands
2 YRS PAROCHIAL, 1 YR CHARTER,
2 YRS KENTUCKY

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 K-5 ZG

GHANEM, AZIZA
SOCIAL WORKER
WORKMAN

08/28/2023

BA-Wayne State University
MA-University of Michigan

CERTIFICATE: SOCIAL WORKER (LICENSE AND APPROVAL): EXP: 09/15/2023 K-12 SD

GRIFFIN-ALEXANDER, VEEDA
TEACHER CONSULTANT/RESOURCE ROOM
EAST/MS VIRTUAL ACADEMY

08/28/2023

BA-University of South Carolina
MA-Wayne State University
MA+30-Michigan State University
4 YRS PRIVATE, 3 YRS CONSULTANT,
8 YRS NOVI, 6 YRS PONTIAC

CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2026 K-12 SV K-5 ZG

HART, JUDITH
(0.2) FRENCH
EAST

08/28/2023

BA-Michigan State University
MA-Michigan State University
7 YRS UTICA

CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2028 6-12 FA 6-12 BA

KAFANTARIS, KRISTIN
PRE-K (GSRP)
GALLIMORE

08/28/2023

BA-Michigan State University
MA-Eastern Michigan University
6 YRS FARMINGTON,
3 YRS GARDEN CITY, 8 YRS CHARTER

CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2027 K-5 ZG K-8 BX ZA

KEBLAITIS, ALYSSA
ELEMENTARY CLASSROOM
DODSON

08/28/2023

BA-Eastern Michigan University

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 K-5 ZG

KING, RONALD
ELEMENTARY CLASSROOM
HULSING

08/28/2023

BA-Eastern Michigan University

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 K-5 ZG

KOLLAR, KEVIN
PHYSICS
PLYMOUTH

08/28/2023

BA-Eastern Michigan University
5 YRS CHARTER

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 6-12 DI

NAME/POSITION/SCHOOL
CERTIFICATION/REPLACEMENT

HIRE DATE

DEGREE/UNIVERSITY
EXPERIENCE

KRONK, DANA
ELEMENTARY CLASSROOM - EL TEACHER
MILLER

08/28/2023

BA-Eastern Michigan University
MA-Western Michigan University
6 YRS CRESTWOOD, 4 YRS
DEARBORN, 5 YRS PRIVATE

CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2024 K-5 ZG K-12 NS

LEHMANN, ANDREW
CULINARY ARTS
SALEM

08/28/2023

BA-Augustana College, IL
18 YRS CULINARY ARTS

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2025 K-12 VHC

LLEWELLYN, CHELSEA
RESOURCE ROOM
DODSON

08/28/2023

BA-Eastern Michigan University
8 YRS CHARTER

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2026 K-12 SA 6-12 MA

LONG, EMILY
ELEMENTARY CLASSROOM
TONDA

08/28/2023

BA-Eastern Michigan University

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 K-5 ZG

LOPEZ, SAN JUANITA
ELEMENTARY CLASSROOM - EL TEACHER
HULSING

08/28/2023

BA-University of Detroit - Mercy
MA-Wayne State University
7 YRS PAROCHIAL,
11.5 YRS DETROIT PUBLIC SCHOOLS

CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2028 K-5 ZG K-8 YF K-8 EX K-8 DX

PERRIS, SARAH
ELEMENTARY CLASSROOM
FARRAND

08/28/2023

BA-Eastern Michigan University

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 K-5 ZG K-8 NS K-8 BX

REA, KAYTLINN
ART ELEMENTARY
WORKMAN

08/28/2023

BA-Siena Heights University

CERTIFICATE: INTERIM TEACHING CERT (Alternative Route/TC): EXP: 06/30/2028 K-12 LQ

SIERSHA, SUSAN
SPEECH PATHOLOGIST
SALEM

08/28/2023

BA-Kalamazoo College
MA-Idaho State University
MA+30-Idaho State University
2.5 YRS CONTRACT COMPANY,
2.5 YRS COLORADO

STRECKER, RACHAEL
MATH INTERVENTION TEACHER
HULSING/MILLER

08/28/2023

BA-Eastern Michigan University
MA-Concordia University, Oregon
5 YRS ANN ARBOR, 6 YRS CHARTER,
4 YRS N. CAROLINA

CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2027 K-5 ZG K-8 DI K-8 EX

NAME/POSITION/SCHOOL
CERTIFICATION/REPLACEMENT

HIRE DATE

DEGREE/UNIVERSITY
EXPERIENCE

STUBBS, ANN
COUNSELOR (NON-INSTRUCTIONAL)
STARKWEATHER

08/28/2023

BA-Michigan State University
MA-University of Wisconsin
MA+30-Eastern Michigan University
21 YRS DEARBORN HGTS #7

CERTIFICATE: SCHOOL COUNSELOR LICENSE: EXP: 06/30/2026 K-12 NT

TRUJILLO, TARA
ELEMENTARY CLASSROOM
MILLER

08/28/2023

BA-Eastern Michigan University

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 K-5 ZG

TSAKOFF, CHRISTOPHER
HEALTH/PHYSICAL EDUC. SECONDARY
PLYMOUTH

08/28/2023

BA-Western Michigan University

1 YR CHARTER

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2027 K-12 MA K-12 MB

WADE-MINOR, AMANDA
ELEMENTARY CLASSROOM - EL TEACHER
ISBISTER

08/28/2023

BA-Eastern Michigan University
MA-Western Governors University
2.5 YRS DEARBORN, 3 YRS P-CCS,
YR CHARTER

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 K-5 ZG 6-8 OX K-8 BX K-12 NS

WARD, KATELYN
ELEMENTARY CLASSROOM
HOBEN

08/28/2023

BA-Eastern Michigan University

10 YRS CHARTER

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2024 K-5 ZG K-12 SA

WRIGHT, ERIC
PHYSICS
CANTON

08/28/2023

BA-Michigan State University
MA-Wayne State University
14 YRS ROYAL OAK SCHOOLS

CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2025 6-12 DC 6-12 CA 6-12 DI

YUCHUCK, KATHRYN
ENGLISH
CANTON

08/28/2023

BA-Oakland University

CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2028 6-12 BA 6-12 CC

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

\\ERGROUPL\Brdforms\NEW HIRE MERGE FORM FOR BOARD

MEMORANDUM

TO: Monica Merritt, Superintendent
Board of Education Members

FROM: Shonta Langford
Chief Human Resource Officer

RE: PRINCIPAL, MILLER ELEMENTARY

DATE: August 29, 2023

Attached is the resume of Cynthia Nickel who is being recommended as the Principal at Miller Elementary. It is the consensus of the committee that Cynthia Nickel be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Cynthia Nickel to the position of Principal at Miller Elementary.

Yeas _____ Nays _____

CYNTHIA NICKEL

Objective: Advancement of instructional leadership, combining passion for curriculum and instruction, with deep relationships with students, staff, school community to increase student achievement

Education: **Ed.S, Administration and Supervision; December 2003**
Wayne State University; Detroit, MI GPA: 4.0

M. of Ed., Master in the Art of Teaching; May 2001
Marygrove College; Detroit, MI GPA: 4.0

B.A., Elementary Education; April 1998
Western Michigan University; Kalamazoo, MI

Certification: Michigan K-12 Administrator Certificate
Michigan Professional Teaching Certificate
K-5 all subjects, K-8 self contained, 6-8 Science, 6-8 English

Professional Experience:

Taylor School District; Taylor, MI

Assistant Superintendent, Elementary Curriculum & Grants

2020-current

Director, State & Federal Programs and School Improvement

2019-2020

Central Office Administrator responsible for supervision and support of elementary principals, staff, students, families spanning 9 elementary buildings.

Fostering and strengthening Instructional Leadership of Elementary Principals through collaboration, best practice approaches including data protocols, instructional rounds, cognitive coaching

Management and oversight of all State & Federal Programs related to K-12 programming including ESSER, Title I, II, III, IV, 31a grants totaling over \$39,000,000 in a diverse, high poverty, suburban district of 5,900 students

Direct supervision of School Improvement department, Director of English Learners, Director of Family Engagement. Supervise major PreK-12 initiatives including: Effective Instructional Practices, School Improvement, Literacy Coach Model, Homeless Education, curriculum, assessment, mtss, professional development, Positive Behavior Intervention Supports, Trauma Informed Care

Data Driven decision maker working to close achievement gaps and focus on innovative ways to support all students, successful grant writer securing over \$570,000 in additional grants.

Walled Lake Consolidated School District; Walled Lake, MI
Elementary Principal

2015-2019

School setting: Preschool through Fifth Grade Title I building serving 445 students, 72 staff members, 28 languages represented

Instructional leader focused on closing achievement gap of bottom 30%, transformed school from 2015 Focus School status to 2019 highest Student Growth Percentile in Reading, second highest in Math ranking among district & county, extensive background of iReady diagnostic and instruction

Fostered collaborative culture through data informed instruction, developed teacher leaders in order to increase building leadership capacity, shifted focus to include formative assessment, Cultures of Thinking, Making Thinking Visible

Expanded programs to further support all learners including HeadStart, GSRP, Emotionally Impaired students

Innovator of family & community relationships- developed positive relationships through home visits for Kindergarten students, partnerships with churches, businesses, Rotary Club and local food pantry in providing

family necessities, partnership with Oakland University to establish Chinese student exchange program

Positive branding of school community through Twitter, weekly communications, Smore newsletter, positive phone calls, Good News Call of the Day program, letters mailed home, family engagement sessions

Crestwood School District; Dearborn Heights, MI
Director, State and Federal Programs

2010- 2015

Developed, managed and supervised district federal grant budgets totaling over \$4,700,000 including Title I, Title II, Title III and 31A while also serving as Elementary Principal

Responsible for oversight of programs, program evaluation, approval of expenses and compliance of state and federal guidelines and mandates, extensive background in use of MEGS+, AdvancEd, ASSIST, SMART, Excel.

Established streamlined procedures for data collection, 31a identification, payroll certification, purchasing of services

Planned and presented district wide professional development based on needs assessment including SIOP, Daily Five, School Improvement.

Elementary Principal

2010- 2015

School setting: Principal of two individual building programs, a Kindergarten through Fourth Grade School Wide Title I building and a gifted and talented program serving Grades 2-4, totaling 389 students and 30 staff members

Increased student proficiency measured by MSTEP, WIDA, NWEA, received awards such as *Beating the Odds* and *Rewards* school status through Michigan Department of Education

Revitalized school culture to implement data informed instruction, best practices, instructional rounds, data walls, implementation of professional learning communities

Fostered family & community relationships through school wide learning activities, our programs featured in MDE print publications and presented at Michigan School Improvement Conference

Northville Public Schools; Northville, MI
Teacher, Third- Fifth Grade

1999-2010

Developed and implemented lesson plans reflecting district curriculum and state content expectations with emphasis of test genre background to encourage confidence and success for MEAP, Cog AT and IOWA testing

Grade Level Chair for six years, facilitated collegial meetings, created electronic meeting agendas and minutes, managed supply budgets. Building and District Union Representative for six years, provided confidential mediation of teacher concerns & issues

School Improvement Team member for eight years, focused on establishing a Professional Learning Community and school culture to support intrinsic motivation

Galileo Leader, completed school wide grant initiative focused on intrinsic motivation and self-reflection, *Leader in Me* Committee Leader pioneering student centered initiative integrating Seven Habits of Highly Effective People

Professional Memberships & Activities:

Michigan Leadership Institute Graduate- Superintendent Academy Fall 2021

Michigan Elementary & Middle School Principals Association (MEMSPA), Oakland County President

(2016-2019), Vice President (2015-16), Wayne County Vice President (2011-15), Social Justice Cohort Member,

Galileo Leadership Consortium 2001, Rotary International Member, Michigan Association of State & Federal

Program Specialists (MAS/FPS) member, School Research Collaborative Panelist, K-12 Education Committee

Lobbyist experience

MEMORANDUM

TO: Monica Merritt, Superintendent
Board of Education Members

FROM: Shonta Langford
Chief Human Resource Officer

RE: DEAN OF STUDENT SUPPORT - DISCOVERY

DATE: August 29, 2023

Attached is the resume of Samuel Marsh who is being recommended as the Dean of Student Support at Discovery Middle School. It is the consensus of the committee that Samuel Marsh be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Samuel Marsh to the position of Dean of Student Support at Discovery Middle School.

Yeas _____ Nays _____

Samuel A. Marsh

Personal Profile:

- Energetic and enthusiastic 9th year math educator seeking an administrative opportunity which will focus on raising the academic level of students, improving educators' teaching skills and encouraging community involvement.
 - Proven experience in curriculum and instruction, teaching with technology, passionate, educational leader and life-long learner.
-

Education:

Eastern Michigan University, Ypsilanti, MI

M.A 2020 - 2022

Grand Valley State University, Grand Rapids, MI

B.S. 2010 - 2015

Professional Experience:

Dundee Middle School

August 2017 – Present

Dundee, MI

General/Advance Math Educator

- Established and implemented PBIS framework for Middle School.
- Teaches all levels of middle school math.
- Assists in developing and aligning standards within the math curriculum that ensures students have the opportunity to acquire skills that are necessary to learn and thrive.
- Mentored student teachers from Eastern Michigan University and the University of Toledo
- Differentiates lessons and assessments for students with IEP's.
- Participates on the district curriculum mapping team.
- Served on district Technology Teachers Leadership Corp.
- Leads building and district professional development(s) in order to devise more effective ways in which to use technology within the classroom.
- Coached boys basketball, golf and middle school track.

- Instruction of Algebra 1 and Remedial Mathematics.
- Assisted in decision making for creating pacing guides along with designing curriculum for remedial math courses.
- Advisor of BETA Club. Applied for and received permission for student attendance to the North Carolina, National BETA Convention.
- Served on the School Improvement Team and led fundraising and service projects to aid both Scotland School District and the Laurinburg community.
- Contributing member of the school scholarship committee.
- Coached Varsity Girls Golf and Assistant JV and Varsity Girls Soccer

Skills/Certifications:

Michigan K-12 Administration

Certified to teach grades 6-12 in Social Studies and Mathematics.

Google Level 2 certified educator.

Extracurricular Involvement:

Middle School PBIS Coordinator	Summer 2020-Present
Dundee Curriculum Warriors	Summer 2020-2022
Head 8th Grade Boys Basketball Coach	Fall 2021 - Present
Technology Teachers Leadership Corp	Fall 2018-Present
District Professional Development Presenter	Fall 2017- Present
Junior Varsity and Varsity Girls Assistant Soccer Coach	Fall 2015- 2017
National BETA Club Advisor	Fall 2015- 2017
School Improvement Team member	Fall 2016- 2017

Career Awards and Accomplishments:

Beginning Teacher of the Year at Scotland High School	2016-2017
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References upon request

MEMORANDUM

TO: Monica Merritt, Superintendent
Board of Education Members

FROM: Shonta Langford
Chief Human Resource Officer

RE: HUMAN RESOURCES COORDINATOR - ADMINISTRATION

DATE: August 29, 2023

Attached is the resume of Brittani Thomas who is being recommended as the Human Resources Coordinator at the Administration Building. It is the consensus of the committee that Brittani Thomas be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Brittani Thomas to the position of Human Resources Coordinator at the Administration Building.

Yeas _____ Nays _____

Brittani Danielle Thomas

A dedicated, results-driven, and detail-oriented individual seeking a challenging and rewarding opportunity that will enable growth and learning in a creative, fast-paced, forward-thinking organization.

SKILLS & QUALIFICATIONS

- Aptitude for computers; hardware, software, and scripting languages
- Knowledge and practice with common object-oriented programming languages (C#/C++)
- Knowledge of relational databases, SQL, and database design
- Proficient in database management
- Proficient in utilization of Microsoft Office Suite Applications, Frontline Applicant Tracking Software, MISTAR Student Portal, Salesforce Software
- Excellent interpersonal and communication skills; able to speak, present, write, listen, and distribute information effectively, creating an environment for open communication. Ability to establish and maintain effective team relationships
- Excellent analytical skills that pertain to collecting, analyzing, and structuring information using a wide perspective to identify key issues and patterns
- Ability to present information to various audiences

EDUCATION

Bachelor of Science: Computer Technology

Concentration: Network Security

Bowie State University – Bowie, MD, 2017

Data Analyst Professional Certificate

IBM – Online Certification Program, October 2023

WORK EXPERIENCE

Plymouth-Canton Community Schools – Canton, MI

April 2023 – Current

Human Resources, Substitute Specialist

- Responsible for the school district's daily operations of substitute teacher scheduling and absence management. Establish positive relationships with district staff and provide problem resolution to improve customer usage of Frontline Software.
- Responsible for processing searches and reports related to background screening applications for district substitutes and volunteers. Accountable for working within guidelines to provide minimal turnaround and high-quality background request results.
- Works with supervisors to track and monitor all district absences and leave; coordinates leave of absences with all relevant parties to include: management, staffing, payroll, employee relations, and benefits contacts.
- Responsible for storing employee data, such as personal, demographic, and compensation information.
- Responsible for a number of clerical HR tasks such as managing the school business calendar, and answering employee questions regarding various HR functions.

Plymouth-Canton Community Schools – Canton, MI

Sept 2022 – April 2023

Healthcare Technician

- Provide care and support to students with chronic and acute health needs including administration of medication.
- Work directly with students, staff, parents, and administrators to communicate and provide care and support to students regarding general health needs.
- Follow health and wellness guidelines and protocols including documenting student clinic visits, contacting parents/guardians to pick up students, and sanitizing health clinic when necessary.
- Communicate with the school nurse regarding any questions/concerns about student illnesses and follow up.

Children's National Medical Center – Washington, DC

Nov 2018 – Sept 2021

Program Assistant

- Responsible for providing administrative support to team members throughout the planning and implementation of the CNMC's educational, professional Healthy Start Program for adolescent parents.
- Conducted comprehensive needs assessment and mental health screening on 100% of adolescent and adult parents enrolled in the Health Start Program.
- Contributed to office services by utilizing database management software skills to organize office operations and procedures, to control correspondence for data retrieval, for the review and approval of supply requisitions, and for the monitoring of clerical functions. Served as data loader; tasked to insert, update, delete, and export large amounts of data to, within, and from Salesforce.
- Certified by The Chicago Parent Program to conduct assistance with preparation, lesson plan development, and lesson delivery for prenatal and parenting workshops at the District of Columbia's General Family Shelter.

Bowie State University Library – Bowie, MD

Jan 2016 – Dec 2016

Department of Information Technology, IT Support Technician

- Configured and installed new equipment, such as desktops, laptops, monitors, network printers, etc. according to specified checklists and procedures.
- Provided general equipment maintenance and assisted in maintaining inventory of workstations, software, and peripherals.
- Accommodated help desk tickets as assigned and educated users regarding available IT help desk services.
- Performed administrative and documentation tasks as assigned.
- Served as a backup to IT colleagues when necessary.
- Assisted in end-user training in PC, network, internet, and email usage.
- Received and documented both new and used equipment and supplies.

Bowie State University, English and Modern Language Department – Bowie, MD

Jun 2015 – Dec 2015

Spanish Student Assistant

- Reinforced lessons presented by the professor by reviewing material with students individually and in small groups.
- Assisted professor in the development of lesson plans and Microsoft PowerPoint presentations to be used for class lectures.
- Assisted professor with recordkeeping such as tracking attendance and calculating grades.
- Managed assignments and communications via Blackboard's web-based virtual learning environment.

LEADERSHIP SKILLS

- Chapter Vice President – **Delta Sigma Theta Sorority, Inc.**
- President – **The National Council of Negro Women - Bowie State University Section**
- Youth Leader – **The Young People Improvement League**
- Secretary – **Women in Computing - Bowie State University**

MEMORANDUM

TO: Monica Merritt, Superintendent
Board of Education Members

FROM: Shonta Langford
Chief Human Resource Officer

RE: CURRICULUM COORDINATOR – MATH AND INNOVATION AT PLYMOUTH-
CANTON EDUCATIONAL SUPPORT CENTER

DATE: August 29, 2023

Attached is the resume of Joseph Amabile who is being recommended as the Curriculum Coordinator – Math and Innovation at the Plymouth-Canton Educational Support Center. It is the consensus of the committee that Joseph Amabile be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Joseph Amabile to the position of Curriculum Coordinator – Math and Innovation at the Plymouth-Canton Educational Support Center.

Yeas _____ Nays _____

JOSEPH AMABILE, Ed.S.

SUMMARY

Innovative, mission-driven leader, recognized as an education program coordinator, curriculum developer, and training specialist on a local, state, and national level. Demonstrated ability to coordinate school programs, implement strategies, lead initiatives, leverage resources, conduct extensive training sessions, empower educators, mentor colleagues, and support a given team or community's vision.

Professional Qualifications

- K12 District Curriculum and Instruction Coordinator
- Gerstacker Leadership Fellow
- Leadership Team Coordinator/ Developer
- National Training Specialist *IB Schools*
- Instructional Coach
- Ed. Specialist in School Leadership & Administration
- Executive Director of Educational Empowerment L.L.C.
- School Curriculum and Program Implementation Auditor - *IB schools*
- Certified Cognitive Coach – Culture and Thinking Collaborative
- Community Philanthropist/ Coordinator
- 16-years as math teacher (7-12)

PROFESSIONAL EXPERIENCE:

District Curriculum & Instruction Coordinator (Midland Public Schools) 2022- Present

Overall focus on coordination of math, science, world language, health & physical education, music, district professional development, and the IB Diploma Program. Coordinated and led the work of district administrative teams, teacher leadership, and the vision of professional development.

Leadership Team Coordinator/ Training Specialist (Oxford, MI) 2017 - 2021

Led curriculum and instructional development initiatives for two different administrative leadership teams while supporting their vision for organizational improvement. Planned learning engagements and experiences, created resources, coordinated and coached presenters, followed up with staff, gathered feedback to guide future decisions.

- Broad-based instructional development shifted to focus on individual participant needs.
- Vision and planning created continuity between development initiatives, led to staff ownership.
- Staff members were coached and empowered to lead development initiatives, led to a shift in building climate and culture.

Curriculum and Instruction Development Coordinator (Oxford, MI) 2017 - 2021

Supported the development of 18 team leaders by implementing a new structure, leveraging strengths, and providing common focus. Trained over 50 small teacher teams through an assessment and instruction revision process. Guided groups through creating shared expectations for assessment and assisted in creating course learning progressions.

- Team leaders were united within a new structure of support and accountability.
- Small teams were empowered to make changes by support specific to their needs.

JOSEPH AMABILE, Ed.S.

- Shift to thinking and functioning with group expectations to accomplish interdependent goals.

Executive Director of Educational Empowerment L.L.C.

2012 – Present

Founded an educational company to empower educators through coaching, self-analysis, and reflection based on an educator's personal beliefs in themselves.

- Allowed to give a "T.E.D. Style" talk in Sacramento, CA, regarding the impact of an educator's view of themselves and how it ultimately impacts instruction.

Link: <https://www.youtube.com/watch?v=lfvejTGajNo&t=188s>

- Led staff training on "the impact of our own beliefs on workplace culture and climate." Participant feedback proved development to be life-changing, meaningful, and useful.

International Baccalaureate Program Specialist

2013 - Present

Led multi-day training sessions for educators in 20+ cities throughout the United States and designed hands-on, engaging activities for session participants. Member of an international team tasked to review program practices, conduct audits and provide feedback to stakeholders, and design learning progressions for future development.

- Working on an international team of 7 educators to create future learning progressions for the global initiative.
- Developing online training program videos and content for IBTrove, a company affiliate.
- Based on national stakeholder feedback, maintained an average training specialist ranking of a 9.4 on a 10-point scale.

Philanthropic Endeavors/ International Experience

Coordinated and led projects both locally and internationally to promote the welfare of others.

- Co-Directed project SOLID (Scholarships for Outstanding Leaders in Developing countries) as a part of the Amazon Africa Aid Organization to provide financial support to graduating seniors in Santarem, Brazil.
- Traveled alone to Kenya to teach math and English, farmed in rural communities, and mentor street children.
- Founded Oxford Gives Back, a local community effort to mobilize over 400+ community members to assist those less fortunate in-home renovation and cleanup.
- Led two intercultural exchange programs in Puebla, Mexico. Chaperoned students while establishing and solidifying relationships between the two educational institutions.
- Studied economic policy of the European Union at the University of Groningen in the Netherlands as a part of a study abroad program.

JOSEPH AMABILE, Ed.S.

EDUCATION:

Gerstacker Fellowship Program
Saginaw Valley State University

2019 – Present

Education Specialist in School Administration/ Leadership
Arkansas State University - GPA 4.0
Course work included School Law
Curriculum Implementation
School wide program implementation/ decision making

May 2016

Masters of Education

May 2010

Oakland University - GPA 3.98
Master's thesis involved action research focused on eliminating teacher stress by using a behavioral theory model.

Bachelors of Education

- Central Michigan University GPA 3.7
- Major in Mathematics Education
Minor in Education of History

May 2003

Rijksuniversiteit Groningen (Netherlands)

Aug 2002

Studied History and the European Union

REFERENCES:

Carolyn McKanders, M.A., M.S.W.
Director Emeritus, Center for Adaptive Schools and Thinking Collaborative

Dr. David Weber
The Preuss School UC San Diego Mathematics Department Chair

Karen T. Brown
Florida League of IB Schools (FLIBS) Deputy Executive Director
Professional Development Director and FLDOE Liaison

Christine Vince
Senior Curriculum Manager, Primary Years Programme
International Baccalaureate Organization

Ken Weaver
Former Superintendent – Oxford Community Schools

Scott Miklovic
Elkton-Pigeon-Bayport Middle School Principal

2023/2024 SCHOOL YEAR

NAME, ASSIGNMENT, DATE OF HIRE

REASON, EFFECTIVE DATE

LEAVES

RIEBOLDT, BRIANNA
COUNSELOR (NON-INSTRUCTIONAL)
WEST
09/08/2020

Childcare Leave of Absence for the 2023/2024 school year.

WILLIAMS, ALEXANDRIA
ELEMENTARY CLASSROOM
FIELD
08/27/2018

Professional Growth Leave of Absence for the 2023/2024 school year to accept an administrative position with P-CCS.

RESIGNATIONS

ATWOOD, MEGAN
EI CATEGORICAL CLASSROOM
WEST
08/26/2019

Resignation effective August 21, 2023.

COOK, BRIDGIT
MUSIC ELEMENTARY (includes .10 travel)
SMITH
09/21/2004

Resignation effective August 15, 2023.

HARTWIG, MEGAN
ELEMENTARY CLASSROOM
HULSING
08/30/2021

Resignation effective June 14, 2023.

INCARNATI, KRISTEN
ELEMENTARY CLASSROOM
DODSON
09/08/2016

Resignation effective August 25, 2023.

KHORBATLY, MAYSSAM
ELL TEACHER
DISCOVERY
09/03/2019

Resignation effective August 25, 2023.

LONG, CINDY
BEHAVIOR MANAGEMENT SPECIALIST
EAST
08/28/2017

Resignation effective August 10, 2023.

NIMENE, STEPHANIE
STUDENT SUCCESS SPECIALIST
DODSON
07/01/2022

Resignation effective August 29, 2023.

TOMASAITIS, ALISON
ELEMENTARY CLASSROOM
FARRAND
08/25/2005

Resignation effective August 21, 2023.

NAME, ASSIGNMENT, DATE OF HIRE

REASON, EFFECTIVE DATE

TUBARO, JORDAN
ELEMENTARY CLASSROOM
WORKMAN
08/29/2022

Resignation effective August 15, 2023.

WELTON, BETHANY
ELEMENTARY CLASSROOM
TONDA
08/27/2018

Resignation effective August 9, 2023.

RETIREMENT

LESTER, KATHERINE
MEDIA SPECIALIST
EAST
09/10/2013

Retirement effective September 15, 2023.

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."

H:\E\BRDFORMS\LOABRD

RECALL FROM LAYOFF

2023/24 School Year

HEALTHCARE TECHNICIAN

STATUS

Sutherland, Caelin

Recalled

Wallace, Amber

Recalled

Automatically accepted as part of the Consent Agenda

MOTION:

"Move that the Board of Education approve the recall of those employees listed above."

Moved _____ Seconded _____ Vote _____

BOARD OF EDUCATION REGULAR MEETING MINUTES
August 8, 2023

The Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, met in a Regular Meeting on Tuesday, August 8, 2023, at 7:00 p.m. at the E. J. McClendon Educational Center, 454 S. Harvey Street, Plymouth, Michigan, 48170.

President Wilson called the Regular Meeting to order at 7:00 p.m. in the Boardroom.

Present: Members Christenson, Kehoe, McCoin, Picard, Sidhu, Westra, and Wilson
Absent: None

Administrators Present: Dr. Monica L. Merritt, Superintendent of Schools
Dr. Liz Vartanian-Gibbs, Assistant Superintendent of Student & Family Engagement
Ms. Deborah Piesz, Chief Finance & Operations Officer
Ms. Bethany Rayl, Chief Academic & Innovation Officer
Mr. Kurt Tyszkiewicz, Assistant Superintendent of Student Services
Mr. Nick Brandon, Executive Director of Communications & Marketing
Ms. Shonta Langford, Chief Human Resource Officer
Mr. Tim Gruszczynski, Director of Facilities and Capital Projects

Others Present: Mr. Derek Dinkeloo, TMP Architecture Senior Associate
Ms. Diane Robertson, Superintendent & Board Executive Assistant
Mr. Josh Patterson, SVA Student Co-Chair

President Wilson led the Pledge of Allegiance.

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

Action Item #24-08-03: It was moved by Member Kehoe and seconded by Member Sidhu to adopt the Agenda and the Consent Agenda as presented. The Consent Agenda consisted of New Hires, Leaves, Resignations, Retirements, and Regular (Organizational) Meeting Minutes of July 11, 2023.

Ayes: Members Christenson, Kehoe, McCoin, Picard, Sidhu, Westra, and Wilson
Nays: None
The motion was carried 7-0

New Hires

Clanton, Scott	Chemistry Salem High School	Effective 8-28-23
deReyna, Karen	Nurse Bird & Miller Elementary Schools	Effective 8-28-23
Gunkelman, Kristin	Chemistry Plymouth High School	Effective 8-28-23
Hawkins, Scott	Music Secondary – Band West Middle School	Effective 8-28-23
Horning, Katherine	English Canton High School	Effective 8-28-23
Jacks, Sydney	Elementary Classroom Dodson Elementary School	Effective 8-28-23
Jastrzembski, Jennifer	Elementary Classroom Workman Elementary School	Effective 8-28-23
Kolbus, Jennifer	ECDD – Special Education Teacher Allen Early Learning Academy	Effective 8-28-23

Maltby, Nellie	Art Secondary Salem High School	Effective 8-28-23
Margosian-Galindo, Nicole	English Canton High School	Effective 8-28-23
Metzger, Stephanie	Life Management Family and Consumer Science Plymouth High School	Effective 8-28-23
Paxson, Jessica	Elementary Classroom Workman Elementary School	Effective 8-28-23
Peters, Lisa	Elementary Classroom Tonda Elementary School	Effective 8-28-23
Voigt, Kelly	Media Specialist East Middle School	Effective 8-28-23
Williams, Mackenzie	(0.5) Speech Pathologist Dodson & Farrand Elementary Schools	Effective 8-28-23
Kerr, Sharon	Compliance Manager for Special Education P-CCS Educational Support Center	Effective 8-14-23

Leaves

Gennaoui, Zaina	Elementary Classroom Gallimore Elementary School	Professional Growth Leave of Absence Effective 2023-24 School Year to Accept an Administrative Position with P-CCS
Jocque, Jocelyn	Behavior Support Specialist Dodson Elementary School	Professional Growth Leave of Absence Effective 2023-24 School Year to Accept an Administrative Position with P-CCS
Shutt, Jocelyn	(0.6) Music Elementary Field Elementary School	Childcare Leave of Absence Effective 2023-24 School Year
Zarate, Susan	Elementary Classroom Smith Elementary School	Professional Growth Leave of Absence Effective 2023-24 School Year to Accept An Administrative Position with P-CCS

Resignations

Blanchet, Jessica	Instructional Coach Miller Elementary School	Resignation Effective 7-30-23
Frank, Angela	Social Worker Workman Elementary School	Resignation Effective 8-23-23
German, Scott	Elementary Classroom Miller Elementary School	Resignation Effective 7-25-23
Gumber, Wilma	Elementary Classroom Smith Elementary School	Resignation Effective 7-26-23
Sandakli, Dana	Math Intervention Teacher Hulsing Elementary School	Resignation Effective 8-2-23
Shropshire, Tamira	Behavior Support Specialist Bird Elementary School	Resignation Effective 8-11-23
Martin, Melissa	Counselor (Non-Instructional) Starkweather Academy	Resignation Effective 7-19-23

Retirements

Ray, Renae	Elementary Classroom Hoben Elementary School	Retirement Effective 10-27-23
Salin Jr., Craig	Technical Coordinator P-CCS Educational Support Center	Retirement Effective 9-29-23

Approval of Minutes

The Regular (Organizational) Meeting Minutes of July 11, 2023, were approved as presented.

B. Board Committee Reports/Action

President's Report - Shawn Wilson

President Wilson shared that Board Committee chair positions for the 2023-2024 school year will remain the same. He asked each chair member to describe the work that takes place within the committees. Committee administrative liaisons also introduced themselves. Finally, he spoke about the Board Retreat scheduled for August 14, 2023, to finalize 2023-2024 superintendent goals.

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

Member Sidhu shared that the SPA committee has not met since the last Board meeting. The next SPA meeting will be held on September 13, 2023, at 5:00 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 has not met since the last Board meeting. The next policy meeting is scheduled for August 29, 2023, 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

Treasurer Kehoe shared that the F&O Committee met on August 3, 2023, and discussed the non-homestead tax renewal process, approved the F&O calendar for the 2023-2024 school year, reviewed upcoming bond projects, and discussed flooding challenges at Hoben Elementary School and timelines for stormwater retention work. Finally, the committee reviewed resolutions on tonight's agenda, including ADA audit materials, radar speed signs, and playground mulch. The next F&O meeting will be held on August 24, 2023, at 5:00 p.m. in the Boardroom at the E.J. McClendon Educational Center, and everyone is welcome to attend.

Student Voice in Action Committee - Shawn Wilson

Member Wilson shared that the SVA Committee has not met since the last Board meeting. He spoke about the RFP and job opening for a consultant to work with the SVA Committee to help build agendas and support student voice. Additional information and steps to apply for this position are available on the district website. The next SVA Committee meeting will be held on September 18, 2023, at 6:00 p.m. in the Canton High School Media Center, which is a new location for this school year. Everyone is welcome to attend.

C. Administrative Reports/Recommendations

Superintendent's Report – Dr. Monica Merritt

Superintendent Merritt spoke about the success of the P-CCS summer learning programs, where students were provided with expanded enrichment and educational opportunities. She thanked Ms. Beth Rayl, Chief Academic and Innovation Officer, and Teaching and Learning Team Members for their work in creating so many unique learning opportunities for students.

She spoke about the multiple construction projects underway throughout the district and thanked the P-CCS community for its continued support.

She also invited community members to join the amazing P-CCS students hosting the annual *Robots in the Park* event on Sunday, August 13, 2023, from 10 a.m. to 4 p.m. in Kellogg Park in downtown Plymouth. This free, day-long event will highlight robotics and STEM through fun, immersive demonstrations and activities encouraging creativity and logical thinking.

She also shared information about the *2023 P-CCS Back to School Bash* planned for Saturday, August 26, 2023, from 11 a.m. to 2 p.m. and encouraged district students and families to mark their calendars for this exciting event to kick off the start of the school year. This year's event will return to the P-CEP bus loop (located behind Salem High School) and will provide an opportunity for families to meet school and district leaders, tour the P-CEP campus, learn about P-CCS programs, and enjoy food, fun, and games.

Finally, she encouraged all P-CCS families to visit the district website to view important back-to-school information in the P-CCS Summer Communication and the P-CEP E-Communicator. This information was also emailed to all families and includes key dates, transportation updates, schedule pick-up details, athletics schedules, and instructions for completing required forms.

Communications and Marketing – Nick Brandon

P-CCS Student, Staff, and Community Survey (Presentation)

Mr. Nick Brandon, Executive Director of Communications and Marketing; Mr. Jonathan Flukes, Director of Data, Assessment, Research, and Evaluation; and Mr. Anthony Ruela, Executive Director for Middle Schools, gave a presentation to provide an overview of the P-CCS Student, Staff, and Community Survey data. This annual survey provides valuable feedback to assist district leaders in developing plans for continued improvement. Mr. Brandon also spoke about the intentional work to align surveys to all five themes of the district's Dynamic Plan. The surveys were created in partnership with Panorama Education, are aligned to national benchmarks, and are customized to the district's goals. This year's surveys were redesigned to capture feedback received regarding the frequency and length of surveys and were available in 23 different languages to provide accessibility to all. Key findings of this year's baseline data were reviewed, including areas of positive impact and areas needing potential focused support. Next steps were outlined and included a comprehensive communication plan to boost participation and a reorganization of the 2023-2024 survey calendar, allowing for midyear modifications based on real-time survey data. Mr. Brandon also thanked Student Voice in Action Committee members for vetting this presentation and providing valuable input.

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

Finance and Operations – Deborah Piesz

First Reading Resolutions

- Consider Approval of a Resolution for an Elementary School Playground Three-Year Mulch Agreement. Ms. Debbie Piesz, Chief Finance and Operations Officer, indicated that approximately 1,290 cubic yards of mulch are needed annually for all district elementary schools. The recommended vendor for this purchase is the only company in the state that offers "blown-in" installation, which frees up P-CCS grounds staff and is a cost savings to the district. It is recommended that Superior Groundcover, Inc. of Grand Rapids, MI, be awarded a three-year agreement with a total cost of \$40,957.50, including mulch and installation. This expense will be paid from the general fund maintenance budget. (First Reading)
- Consider Approval of a Resolution for an ADA Audit Agreement. In February 2023, the Operations Department presented an Assistive Door Hardware Standard to the F&O Committee, which will set the standard for all new construction and renovation projects associated with the 2020 Bond and provide an enhanced level of accessibility. To address the areas that are not scheduled to have 2020 Bond updates districtwide, it is recommended that TMP Associates perform an ADA audit of all buildings. The total cost of this audit will be \$52,240. The project is expected to take approximately nine weeks. If approved, the cost for this project will be paid from the general fund operations budget. Mr. Derek Dinkeloo, TMP Architecture Senior Associate and Mr. Tim Gruszczynski, Director of Facilities and Capital Projects, were available to provide additional information and answer questions. (First Reading)

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

Final Reading Resolutions

- **Action Item #24-08-04:** It was moved by Member Kehoe and seconded by Member Sidhu to approve a Resolution to Purchase Radar Speed Warning Signs for use at the P-CEP Campus. The P-CCS Department of Safety and Security recommends purchasing six Solar-Powered Radar Speed Warning Signs due to data received from speed monitoring and traffic control reports. Radarsign, LLC, of Marietta, GA, is the recommended vendor at a cost not to exceed \$32,688. There will be additional costs related to concrete and installation not to exceed \$5,000, for a total cost of \$37,688. This purchase is being requested as a first and final reading since the signs are available now, can be installed before the start of school, and can coordinate with a speed bump installation project. This purchase will be paid from the 2022-2023 State School Act Section 97 grand funds. (First and Final Reading)

Ayes: Members Christenson, Kehoe, McCoin, Picard, Sidhu, Westra, and Wilson

Nays: None

The motion was carried 7-0

D. Citizens' Comments

- Steve Gentilia spoke on the Canton High School Mascot.
- Amber Spuller spoke about Canton softball fields and bond funds.

E. Discussion

- Superintendent Merritt provided information regarding the MASB Delegate Assembly, which occurs at the MASB Conference in Lansing on November 9, 2023, at 7:00 p.m. P-CCS can select up to four Board delegates who will represent and vote on behalf of the district on various education issues. Board members interested in serving as delegates were asked to email President Wilson and Superintendent Merritt. The August 29, 2023, Board meeting will include a resolution to confirm the delegates representing P-CCS.
- Member Picard spoke about outdoor artwork displayed at Bird Elementary School.
- President Wilson reviewed the procedures for adding topics to Board meeting agendas.

F. Follow-up Board Questions

- None

G. Adjournment

President Wilson adjourned the Regular Meeting at 9:08 p.m.

Anupam Chugh Sidhu
Secretary, Board of Education

PLYMOUTH-CANTON
COMMUNITY SCHOOLS
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August 14, 2023

The Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, met in a Special Meeting on Monday, August 14, 2023, at 4:30 p.m. at the E.J. McClendon Center, 454 S. Harvey, Plymouth, Michigan 48170.

President Wilson called the meeting to order at 4:34 p.m. in the Boardroom.

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

Absent: None

Administrators Present: Dr. Monica L. Merritt, Superintendent of Schools

Others Present: Mr. Gary Collins, District Legal Counsel (Via Zoom)

Ms. Diane Robertson, Superintendent and Board Executive Assistant

Member Wilson led the Pledge of Allegiance.

Citizens' Comments

- None

SPECIAL MEETING TOPIC

Board Retreat Workshop

Board members met in a workshop along with Superintendent Merritt to finalize Superintendent Goals for the 2023-2024 School Year. The group reviewed and discussed each goal at length. Suggested revisions were agreed upon and will be presented as a first and final reading at the August 29, 2023, Board meeting.

A follow-up Board workshop was scheduled for September 25, 2023 at 6:00 p.m. In addition, a special Board meeting was scheduled for November 2, 2023, for a Superintendent Evaluation check-in.

Adjournment

President Wilson adjourned the Special Meeting at 7:30 p.m.

Anupam Chugh Sidhu
Secretary, Board of Education



PLYMOUTH-CANTON
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P-CCS 2023 Summer Learning Programs

Presentation to the P-CCS Board of Education
August 29, 2023

What Challenges Were We Seeking to Address?

1. Mitigating the learning loss effects of summer break.
2. Responding to an increased need for academic, social-emotional, and mental health support.
3. Providing opportunities to enhance student voice and choice.
4. Supporting higher levels of student engagement.

Connection to the P-CCS Dynamic Plan

P-CCS Dynamic Plan Strategic Goals and Objectives:

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

Strategic Objective TL-I: Ensure all students increase their achievement and performance to a level of proficiency or higher and eliminate gaps in achievement and performance between demographic groups.

- B. All P-CCS students and staff will report they feel physically, psychologically, and emotionally safe and represented at school.

Strategic Objective TL-V: Review, revise, and consistently implement a comprehensive and culturally responsive Multi-Tiered System of Supports to provide the needed support for the academic, social-emotional, and behavioral growth of all Pre-K through post-secondary students.

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

Strategic Objective TL-IX: Design, implement, and sustain a culture of innovation that encourages new approaches, promotes flexibility, integrates new ideas, and challenges existing ways of thinking to enhance student experiences.

Overview of Summer Learning Programs

- Academic and Enrichment Camp Experiences (K-12)
- Elementary & Middle School Summer Academy (identified K-8 students)
- English Learner Jumpstart Program (K-8)
- Extended School Year - Autism Spectrum Disorder Center Based Program (PreK-12+)
- Rise Up Program
- SLIDE - Summer Compensatory Speech and Language program (K-12th grade)
- Tutoring in Literacy and Mathematics (K-9)
- Credit Advancement & Credit Recovery (9-12)
- Transition Support for incoming 6th and 9th graders
 - WEB (6th grade)
 - Link Crew (9th grade)

Participation

Total number of student enrollments in summer programs:

7398

Program enrollment data - enrollments and individual students

Enrichment Camps: 1696 enrollments (950 individual students)

Summer Academy (K-8): 241 students

EL Jumpstart: 118 students

ASD Center Based ESY Program: 35 students

Rise Up: 10 students

Summer SLIDE: 16 students

Tutoring (K-9): 207 students

Credit Advancement: 407 courses (250 individual students)

Credit Recovery: 1414 courses (849 individuals students)

WEB: 1201 student participants and 258 student leaders

(projected - see note on slide)

Link Crew: 1525 student participants and 270 student leaders

(projected - see note on slide)

Total number of staff supporting
students:

212 teachers

69 support staff

281 total staff

Academic and Enrichment Camp Programs (K-12)

June 26th - August 17th

Purpose:

- Support higher levels of student engagement
- Enhance academic and social-emotional skills
- Incorporate opportunities for student voice and choice

Program:

- 105 camp sessions - 50 unique camps - (2.5 hours per day, 4 days per week, two week sessions)
 - 24 unique elementary camp offerings
 - 12 unique middle school camp offerings
 - 14 unique high school camp offerings
- 1696 total enrollments
 - 950 unique students attended camps

Evaluation: Families were surveyed related to their camp experience. 94 responses were received; all that left a comment indicated that they hope the program continues in the future. Most common requests were for improvements with busing, and more sections of popular camps offered so more students have the opportunity to enroll.

Academic and Enrichment Camp Programs (K-12)

June 26th - August 17th

List of Camps (Elementary School):

- Social-Emotional Learning (Rising K)
- Get Ready for Kindergarten (Rising K)
- Learning to Read (Rising K-2)
- Book Theme Camp (Rising K-2)
- STEAM Camp (Rising K-2)
- Writing Skills (Rising K-2)
- STEM Lab (Rising K-2)
- Camp Reads-A-Lot (Rising 1)
- Number Sense (Rising 1-2)
- Maker Mania Camp (Rising 1-2)
- Writing Non-Fiction Text (Rising 1-2)
- Exploring Color in Art (Rising 2-3)
- Writing for Fun! (Rising 2-3)
- Book Club (Rising 2-3)
- For the Love of Reading (Rising 3-4)
- Reading.Writing and Yoga (Rising 3-5)
- Maker Mania Camp (Rising 3-5)
- Chess Camp (Rising 3-5)
- JEMZ (Rising 3-5)
- Exploring Color in Art (Rising 4-5)
- Writing for Fun (Rising 4-5)
- Number Sense (Rising 4-5)
- Probability Games (Rising 4-6)
- Family Field Trips

Academic and Enrichment Camp Programs (K-12)

June 26th - August 17th

List of Camps (Middle School):

- Creative Writing Camp (Rising 6-8)
- Introduction to Japanese Language and Culture (Rising 6-8)
- STEM Lab (Rising 6-7)
- Probability Games (Rising 4-6)
- Careers in Architecture (Rising 6-8)
- Writing Like Scholars (Rising 6-8)
- Comics Camp (Rising 6-8)
- Recipe for Sustainable Science (Rising 6-8)
- JEMZ (Rising 6-8)
- Middle School Band Camp (Rising 6-8)
- E-Sports (Rising 6-8)
- Have Fun With Excel (Rising 6-8)
- Project-Based Learning in the Community (Rising 6-8)

Academic and Enrichment Camp Programs (K-12)

June 26th - August 17th

List of Camps (High School):

- IB Support for Extended Essays (Rising 11-12)
- STEM Lab (Rising 9-12)
- SAT Test-Taking Strategies (Rising 9-11)
- College Readiness Bootcamp (Rising 11-12)
- Resume and Career Workshop (Rising 9-12)
- Environmental Justice (Rising 10-12)
- Comics Camp (Rising 9-12)
- College Financial Planning (Rising 11-12)
- E-Sports (Rising 9-12)
- Introduction to Japanese Language and Culture (Rising 9-12)
- Biotech Career Exploration (Rising 9-12)
- Chess Camp (Rising 9-12)
- Bioethics Study (Rising 10-12)
- Photography Camp (Rising 9-12)

Academic and Enrichment Camp Programs (K-12)

June 26th - August 17th



Academic and Enrichment Camp Programs (K-12)

June 26th - August 17th



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June 26th - August 17th



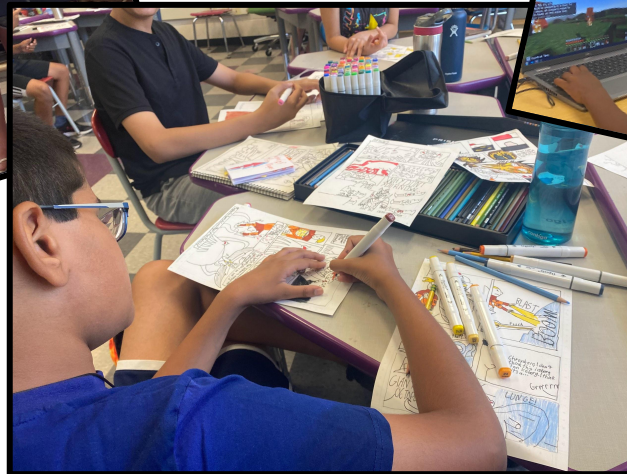
Academic and Enrichment Camp Programs (K-12)

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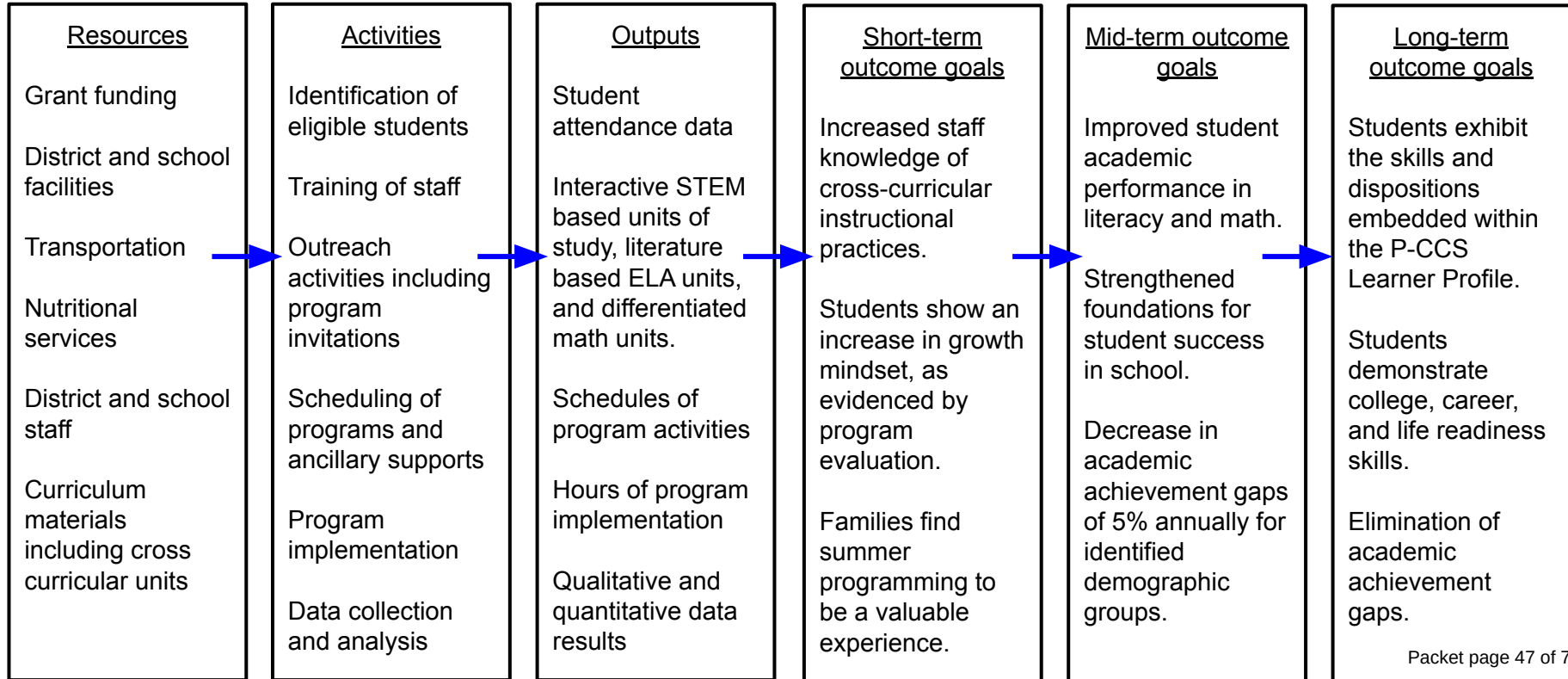
Academic and Enrichment Camp Programs (K-12)

June 26th - August 17th



K-8 Summer Academic Support Programming

Problem Statement: On average, students in grades 1-8 lose between 17-34% of the prior year's learning gains during summer break (Attenbery, A., & McEachin, A., 2020). P-CCS implements academic support to mitigate this loss of learning by providing summer programming for students demonstrating additional need.



Elementary & Middle School Summer Academy (K-8)

July 5th - July 27th

Purpose: Academic, social-emotional, and mental health support for identified students

Program: Elementary - Interactive STEM based curriculum; Middle School - Literature based, high interest English Language Arts and differentiated math units.

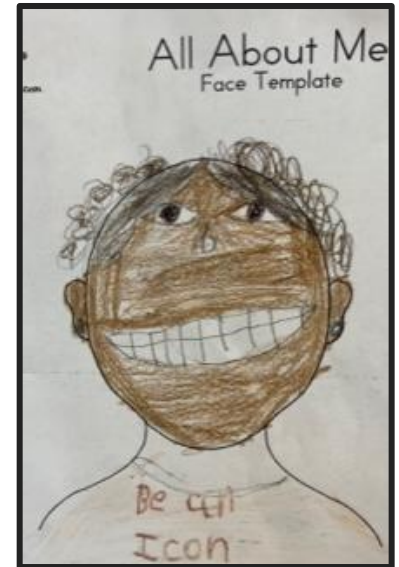
- 3.5 hours per day, four days per week for four weeks
- 1,148 K-8 eligible students were invited - 241 participated (21%)
 - Fourteen elementary classrooms served 136 students
 - Seven middle school classrooms served 105 students
- Eligibility based on NWEA scores (below 30th percentile in reading and math)

Focus Areas: Literacy, mathematics, social-emotional skills, and STEM

Evaluation: 95% of families reported the program provided a valuable academic experience for their child and 97% of students now believe that even if the work is hard, they can learn it. Individual student academic, social-emotional, and behavioral data is collected prior to end of previous year, throughout the summer program, and upon return to school for progress monitoring.

Elementary & Middle School Summer Academy (K-8)

July 5th - July 27th



EL Jumpstart

July 5th - July 27th

Purpose: Academic, social-emotional, and mental health support for identified students

Program:

- K-8: Four-week intensive support focusing on language development (oral, social, and academic) through thematic units of study
 - K-2: 73 students
 - 3rd-8th: 45 students
- New for 2023: Take-home book program to support continued literacy development at home, daily take-home lunch, and weekly family engagement sessions

Evaluation: 100% of parent responded that their child enjoyed the program and found staff to be helpful. 100% of K-2 students indicated that they enjoyed the program and felt that they were better readers (90%) and better writers (98%) at the end of the program. 3rd-8th grade students (92%) shared they are better prepared for the fall. Individual student's academic, social-emotional, and behavioral data are also collected prior to end of previous year, throughout the summer program, and upon return to school for progress monitoring.

EL Jumpstart

July 5th - July 27th

Focus Areas:

- Thematic Units: K-2 science-based (animals, plants, weather) and 3rd-8th social studies (immigration and climate change)
- Math-based inquiry units utilizing an inquiry, investigation, discussion, and co-construction approach
- AccelerateKid coding (1st-8th grade): Created a game by learning to code using Scratch Jr (1st-2nd), Scratch (3rd-5th), and JavaScript (6th-8th)



Autism Spectrum Disorder (ASD) Center Based Extended School Year (ESY) Program July 5th through August 3rd

Purpose: Maintain student skills to minimize the loss of learning that could otherwise occur during a break and ensure there is no lapse in the support needed to meet the goals in their IEP.

Program:

- Three hours per day, three days per week for five weeks
- 49 students eligible - 35 students attended (71%)
- One preschool, four elementary, and one middle/high school/post-secondary classroom(s)
- Speech and Occupational Therapy Support

Focus Areas (driven by student's IEP Goals/Objectives): Academic, communication, social-emotional, fine motor/sensory, and daily living skills.

Evaluation: Academic, social-emotional, and behavioral data collected prior to end of previous year, throughout the summer program, and upon return to school for progress monitoring.

Rise Up Program

July 5th through August 3rd

Purpose: Providing additional support for incoming Kindergarten students who have received special education services through the Infant Preschool Special Education Program (IPSEP).

Program:

- Three hours per day, four days per week for five weeks
- 18 eligible students invited - 10 students participated (56%)

Focus Areas: Kindergarten readiness skills such as following directions, participating in small and large group learning experiences, rotating between stations, and learning to navigate a larger building.

Evaluation: Observation data was collected and students were able to increase their time on task by an average of 2 minutes during the five week period.

Summer SLIDE Program

July 5th through August 3rd

Purpose: Speech and Language Impairment Developmental Experience (SLIDE) provided Speech and Language compensatory services to K-12th grade students to meet IEP goals.

Program:

- Five weeks of walk-in speech services provided by two speech language pathologists
- 44 eligible students invited - 16 students participated (36%)

Focus Areas: Speech goals identified in each student's Individualized Educational Plan (IEP)

Evaluation: Growth on each student's IEP goals were measured and documented. All students made progress on their individual speech and language goals.

Tutoring (K-9)

February 6, 2023 to Present

Purpose: High dosage academic assistance to support gaps in learning

Program: In-person, high-dosage tutoring in literacy and/or math for identified students

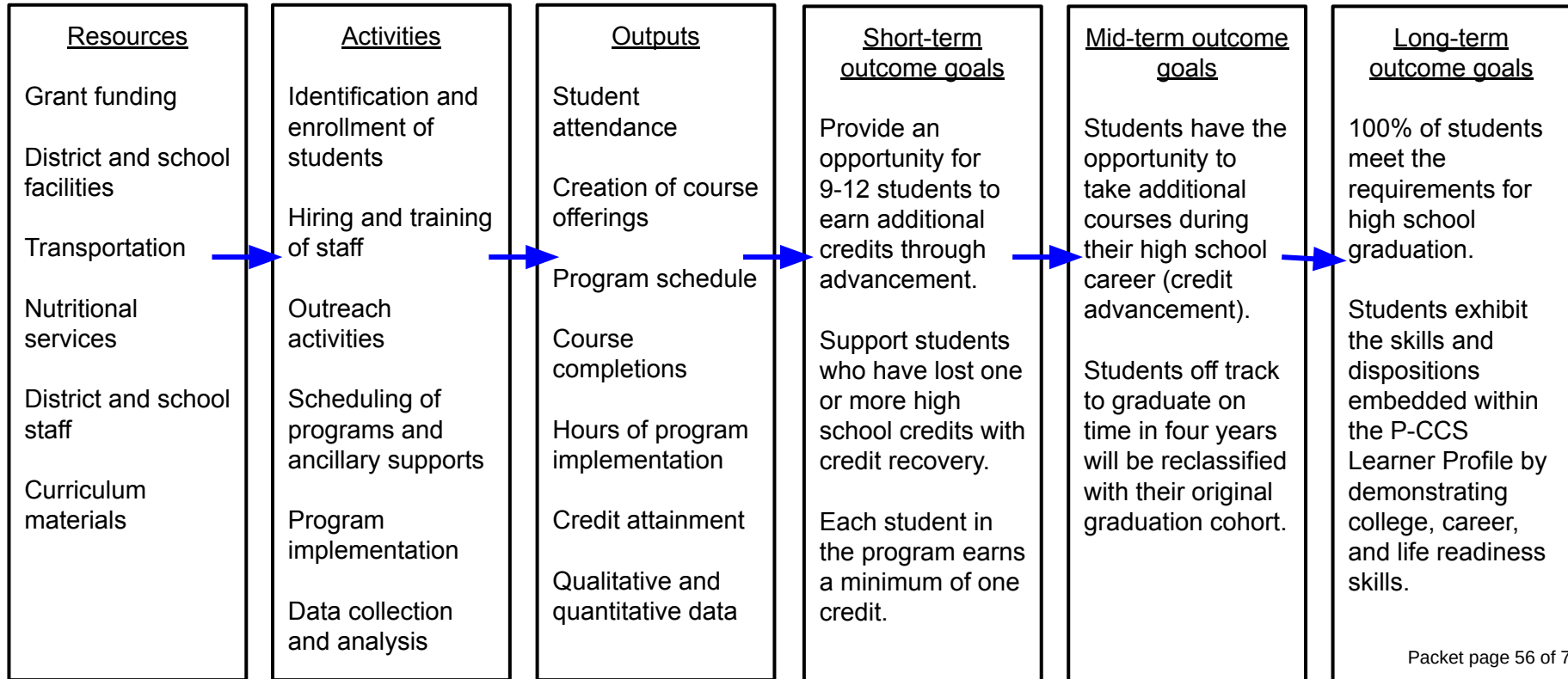
- Eligibility based on Fall 2022 NWEA scores (below 10th %tile in reading and/or math)
- One-to-one tutoring - one hour sessions, two days per week
- 207 students enrolled
- New: Created an alliance with three community tutoring agencies to expand support:
 - Huntington Learning Center
 - Mathnasium
 - College Tutors

Focus Areas: Literacy and mathematics

Evaluation: Individual student achievement and growth progress monitoring will be conducted after the Fall 2023 NWEA administration.

9-12 Summer Academic Support Programming

Problem Statement: The individual and collective costs of not completing high school are well documented in the research. To ensure students have the opportunity to earn missing credits and return to a path of on time graduation, P-CCS provides credit recovery options during the summer.



Credit Advancement (9-12)

June 2nd - August 11th

Purpose:

- Support higher levels of student engagement
- Enhance academic and social-emotional skills
- Incorporate opportunities for student voice and choice

Program: In-person and virtual courses for students who wished to take a course for the first time to open an opportunity for another class during the school year or wanting to improve a grade earned in a course taken during the regular school year.

- 250 students enrolled in 407 courses

Focus Areas: In-person course offerings in a variety of subjects; various virtual courses.

Evaluation: 234 out of 250 students earned credit (94%).

Credit Recovery (9-12)

June 26th - July 27th

Purpose: Academic, social-emotional, and mental health support

Program: In-person and virtual credit recovery courses for students who did not earn credit in one or more of their courses.

- 849 students enrolled in 1414 courses

Focus Areas: Various courses provided in both virtual and in-person models

Evaluation: 744 out of 849 students earned credit (88%). Student survey administered with 86% of respondents indicating the teaching staff provided the necessary instruction and support for their needs and 88% indicating they were satisfied with the PCEP summer school program.

Additional Embedded Supports

English Learner Support - Embedded support for students in grades K-12 who have been identified as English Learners. The program ran simultaneously to, and scaffolded additional supports on, our district wide summer school for grades K-8 and credit recovery program for grades 9-12.

Support for Students with IEPs - Embedded support for students who have an IEP. Provided by special education staff members, this experience layered on academic skills support for individualized students and small groups through co-teaching, mentoring, tutoring, and staffing a testing center during the summer academy and high school credit recovery programs.

Support for Social-Emotional and Mental Health - Embedded support for students in grades K-12. Throughout the summer opportunities staff were in place to support students with social-emotional and mental health needs.

Transition Support for 2023-24 School Year

Purpose:

- Enhance academic and social-emotional skills, incorporate opportunities for student voice and choice, and promote higher levels of student engagement
- Support students as they transition from elementary to middle school and from middle school to high school

Programs:

WEB Program for incoming 6th graders

- 1201 students supported by 11 WEB Advisors and 256 student leaders (*projected due to rescheduled date from weather event - numbers will be finalized after event takes place*)

Link Crew for incoming 9th graders

- 1525 students supported by 7 staff leaders and 270 student leaders (*projected due to rescheduled date from weather event - numbers will be finalized after event takes place*)

Note: WEB and Link Crew both include programming that runs throughout the school year in addition to summer.



PLYMOUTH-CANTON
COMMUNITY SCHOOLS
GLOBALLY FOCUSED. LOCALLY CONNECTED.

P-CCS 2023 Summer Learning Programs

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

TO: Monica Merritt, Superintendent
Board of Education

FROM: Deborah J. Piesz, Chief Finance & Operations Officer

DATE: August 29, 2023

RE: Elementary Playground Mulch 3-Year Agreement- Final Reading

We apply playground mulch at the elementary and early childhood center on a rotating cycle. There is a total of approximately 1,290 cubic yards of mulch needed annually. Superior Groundcover is the only vendor in the state offers the "blown-in" installation that we have been using. Our 4-year agreement with Superior expires this year. They have offered us a new 3-year agreement that covers the cost of the mulch, the installation, and also service calls if necessary. Having the vendor install the mulch saves us the cost of paying staff to do it, which amounts to approximately \$20,000, plus it frees up grounds staff to work on the buildings to get ready for back to school.

We have also obtained a second quote from Mains Landscaping for the cost of the mulch only. Attached are quotes from the two vendors, Superior Groundcover, Inc. of Grand Rapids, MI and Mains Landscape Supply of Southfield, MI. Only Superior Groundcover quoted a price with the "blow-in" installation included. The quoted prices are as follows:

VENDOR	Quoted Price Mulch only (1,290 cubic yards)	Mulch Only Totals	Cost with added district labor (estimated at \$20K)	Quoted Price Mulch with Vendor "Blow-In" Installation
Superior Groundcover	\$ 27.95 per cubic yard	\$36,055.50	\$56,055.50	\$ 40,957.50
Mains Landscaping	\$ 21.99 per cubic yard	\$28,367.10	\$48,367.10	Not Offered

At this time we are recommending that the district enter into a 3-year agreement with Superior Groundcover, with mulch priced at \$ 31.75 per cubic yard, and installation included, for a total cost of \$ 40,957.50.

This resolution was presented for first reading at the Board of Education meeting held on August 8, 2023.

RECOMMENDED RESOLUTION

It was moved by member _____ and seconded by member _____ to approve entering into a 3-year agreement with Superior Groundcover, Inc. of Grand Rapids, MI with a total cost of \$40,957.50, which includes mulch and installation. This expense will be paid from the General Fund Maintenance budget.

Ayes: _____

Nays: _____

Passed: _____



PLYMOUTH-CANTON
COMMUNITY SCHOOLS
GLOBALLY FOCUSED. LOCALLY CONNECTED.

To: Deborah Piesz, Chief Finance and Operations Officer

From: Rich Welch, Director of Operations

Date: August 1, 2023

Subject: Playground Mulch – Superior Groundcover Proposal for 2023

There is only one vendor who provides the type of playground mulch and “blow-in” installation service that the District desires and has used over the last few years. Superior Groundcover is also the company P-CCS has used for all of our Bond work on playgrounds to date. We are looking to enter into another 3 year contract with them as we have in the past. This will allow us to maintain all Elementary playgrounds for safety and fall zone requirements.

VENDOR	UNIT PRICE	Extended Price 1,290 cubic yards
Superior Groundcover	\$31.75 per cubic yard, installed	\$40,957.50

The cost of the mulch, without installation, is \$27.95 per cubic yard (\$36,055.50) from Superior Groundcover. I was able to get another quote from Mains Landscape Supply for \$21.99 per cubic yard delivered (\$28,367.10). Four years ago, District personnel manually installed the mulch. This effort required 4 employees over 6 weeks to complete at an approximate labor cost of \$20,000. Combined with the cost of the bulk mulch, the full cost for the District to purchase and manually install would be approximately \$56,055.50 (Superior Groundcover) or \$48,367.10 (Mains Landscape Supply).

VENDOR	1,290 cubic yards	District Labor (\$20,000)
Superior Groundcover	\$36,055.50	\$56,055.50
Mains Landscape	\$28,367.10	\$48,367.10

Superior Groundcover is willing to enter into a 3-year contract with us to hold the rate steady at \$31.75 per cubic yard and to only increase the cost per CPI, annually. I am recommending that we utilize this solution. In addition to being the lowest overall price, it provides the most efficient installation of the product, while freeing up time of District personnel to focus on other projects. We will use the Grounds Supply account 11-261-5992-000-000-0000 within the General Fund Operations and Maintenance budget.

*Blower Truck Applications – Hardwood Bark, Mulch, Playground Mulch, Compost
Slinger/Conveyor Applications - Stone, Sand, Soil, Compost, Mulch*



July 11, 2023

Plymouth-Canton Community Schools
Attention: Richard Welch

2023 Certified Playground EWF Bulk Delivery Proposal

• Farrand	190 CY
• Gallimore	130 CY
• Tonda	190 CY
• Workman	220 CY
• Hoben	240 CY
• Bentley	200 CY
• Allen	120 CY

Total cubic yardage: 1,290 cubic yards EWF

Total Project Cost: \$36,055.50

The price is for the bulk drop only of the playground EWF at each school.
The district will have to install the playground EWF with their own staff.

Thank you for the opportunity to present you this proposal.

Terry Dykstra
Superior Groundcover Inc.
Cell – 616-293-3156
Email – terry.sgc@gmail.com

10588 Linden Dr. NW Grand Rapids, MI 49534 P 616-669-7479 F 616-643-8077
30954 Industrial Rd. Livonia, MI 48150 P 734-744-6534



June 21, 2023

Plymouth-Canton Community Schools
Attention: Richard Welch

2023 Certified Playground EWF Resurface Proposal

• Farrand	190 CY
• Gallimore	130 CY
• Tonda	190 CY
• Workman	220 CY
• Hoben	240 CY
• Bentley	200 CY
• Allen	120 CY

Total cubic yardage: 1,290 cubic yards EWF

Total Project Cost: \$40,957.50

The price includes material, delivery, installation and cleanup. There are no additional fuel or delivery charges.

Thank you for the opportunity to present you this proposal.

Terry Dykstra
Superior Groundcover Inc.
Cell – 616-293-3156
Email – terry.sgc@gmail.com



TEL: 248-356-8660
21355 TELEGRAPH

FAX: 248-356-7653

www.mainslandscapesupply.com

SOUTHFIELD, MI 48034

TO: RICH WELCH
FROM: KEVIN MAIN, MAIN'S LANDSCAPE SUPPLY
RE: QUOTE FOR CERTIFIED PLAYGROUND MULCH
DATE: 7/13/2023

PLEASE REVIEW THE FOLOWING QUOTE. THANKS FOR THE OPPORTUNITY
TO BID YOUR JOB.

1,290 YDS CERTIFIED PLAYGROUND MULCH \$21.99 /YARD

****THIS QUOTE IS BASED ON DIRECT SHIP DELIVERY TO 7 SCHOOLS. MINIMUM
PER SCHOOL IS 140 YDS****

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

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

FROM: Deborah J. Piesz, Chief Finance & Operations Officer

DATE: August 29, 2023

RE: **Approval of Agreement with TMP Associates for ADA Audit Districtwide – Final Reading**

OVERVIEW:

In February 2023 the Operations Department presented an Assistive Door Hardware Standard to the Finance and Operations Committee. The standard set forth will carry forward through all new construction and renovation projects associated with the 2020 Bond, and will provide an enhanced level of accessibility to those areas. On an ongoing basis, all projects are being reviewed to exceed minimum accessibility standards, which is aligned with the District's Dynamic Plan to insure all P-CCS students and staff will report they feel physically, psychologically, and emotionally safe and represented at school.

However, we still need to address the existing areas districtwide that are not scheduled to have 2020 Bond updates. Areas such as doors, steps, ramps, room signage, restrooms, gyms and bleachers, locker rooms, cafeteria and food service lines, offices, and all other areas of our facilities. To address this we are recommending TMP Associates perform an ADA audit of all buildings. The total cost of this audit is \$52,240. The project is expected to take approximately 9 weeks. The resulting ADA assessment report will include a summary of all issues found at each building, color-coded floor plans, and photographs to support the findings. The assessment will also include estimated costs for the recommended enhancements.

As an architectural firm that P-CCS has been working with over many years, TMP's knowledge of our buildings provides our best opportunity to produce a complete audit that meets the needs of our students, staff, and community, to provide a higher level of accessibility for all.

This item was presented for first reading at the Board of Education meeting held August 8, 2023.

RECOMMENDED RESOLUTION:

It was moved by Member _____ and seconded by Member _____ to approve the agreement for a districtwide ADA Audit performed by TMP Associates, Inc. at a cost of \$52,240. This will be paid from our General Fund Operations budget.

Ayes: _____

Nays: _____

The motion was: _____

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Operations Department

TO: Deborah J. Piesz, Chief Finance & Operations Officer

FROM: Tim Gruszczynski, Director of Facilities & Capital Projects

DATE: July 31, 2023

RE: ADA Building Audit Recommendation

The Operations Department presented an Assistive Door Hardware Standard to the Finance and Operations Committee at their February 23rd meeting. The implementation of these standards through future design in the 2020 Bond and parallel upgrades will enhance equitable access at all buildings.

All district improvement projects are being reviewed to achieve the district assistive door hardware standards, as well as enhancements that exceed minimum ADA standards. In alignment with the District's Dynamic Plan to insure all P-CCS students and staff will report that they feel physically, psychologically, and emotionally safe and represented at school, we are recommending TMP Architects perform an ADA audit of all buildings at a lump sum proposal of \$52,240.00. The project is expected to take about 9 weeks.

TMP Architects has performed numerous facility assessments in the past that entail entire building conditions. The ADA assessment will include summary of all issues identified at the facilities; a floor plan color coded map of areas not conforming to the guidelines along with photographs. The assessment will include a section of potential costs for implementation of recommended compliance items by building.

TMP's knowledge of our buildings through previous design work provides the best opportunity to produce an audit that meets the needs of our community and translates into future projects, either using construction bond funding or general operations budgets.

Below is a brief list of anticipated areas of review at the existing school facilities for ADA compliance:

- Entry/exit doors, hardware, and associated porch, steps, ramps;
- Interior doors & hardware;
- Room signage;
- All restrooms (accessible or not);
- Locker rooms, shower and restrooms;
- Reception desks at main office, media centers, etc. for transaction needs;
- Food service lines;
- Interior ramps, stairs, guardrails, and handrails;
- Classroom casework, sinks and light switches;
- Elevators;
- Theaters and auditoriums;
- Stages; and
- Gym bleachers.

Please see the attached documentation for the complete proposal submitted by TMP Architecture.



May 12, 2023

Mr. Tim Gruscynski
Director of Facilities and Capital Projects
Plymouth Canton Community Schools
14967 Pilot Drive
Plymouth, Michigan 48170

Re: Proposed ADA Assessment at K-12 Facilities
TMP Project No. - TBD

Dear Mr. Gruscynski:

We are pleased to provide you with our proposal for Professional Services related to the Americans with Disabilities Act (ADA) Assessment at all K-12 Facilities. The basic project scope includes field investigation of interior buildings for ADA compliance, and comprehensive assessment report.

Our proposed fee for the above referenced project is \$52,240.00 lump sum. The fee is based on estimated TMP hours at a blended hourly rate for completion of the assessment. See attached fee breakdown. We are ready to start immediately upon approval to proceed and estimate the task will take approximately nine (9) weeks to complete.

We appreciate this opportunity to collaborate with Plymouth Canton Community Schools. If this proposal meets with your approval, please sign this letter, and email a copy back to me.

Thank you!

Best regards,

TMP ARCHITECTURE, INC.

A handwritten signature in blue ink, appearing to read 'Will Weinrauch', is written over a light blue horizontal line.

William P Weinrauch, Assoc. AIA
Vice President/Project Leader

WPW/wpw

Proposal Accepted	Plymouth Canton Community Schools (Signature)	Date
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**Plymouth Canton Community Schools
District Wide ADA Assessment Proposal
Proposed Fee Estimate
TMP Project - TBD**

Updated 8-4-2023

Project scope includes field visits of all student occupied K-12 district facilities for evaluation of compliance with the Americans with Disabilities Act (ADA). Buildings shall include Fourteen Elementary Schools, five Middle Schools, Four High Schools, and Allen Early Childhood Center.

Architectural	Hours	Staffing			Direct Costs Blended Fee
		P	PM	PA	
Field investigations	204		204	\$	30,600.00
Documents and Report	164		104	60 \$	18,040.00
Owner review	8		8	\$	1,200.00
Clean-up and final document	16		8	8 \$	2,400.00
Total	392	0	324	68 \$	52,240.00

Staffing Legend:

P - Principal

PM - Project Manager

PA - Project Architect

Facility	Year Built	Site size	Building size
1 Bentley ES	1993	15.00	58,000
2 Bird ES	1950	12.20	44,000
3 Dodson ES	2001	20.00	60,000
4 Eriksson ES	1975	13.30	54,000
5 Farrand ES	1957	9.90	52,000
6 Field ES	1975	25.00	54,000
7 Gallimore ES	1956	20.00	45,000
8 Hoben ES	1987	15.60	53,000
9 Hulsing ES	1977	25.00	54,000
10 Isbister ES	1967	9.80	39,500
11 Miller ES	1971	15.60	47,500
12 Smith ES	1950	9.80	38,000
13 Tonda ES	1993	15.00	58,000
14 Workman ES	2006	14.30	72,000
15 Discovery MS	2000	23.00	128,000
16 East MS	1956	15.90	98,000
17 Liberty MS	2015	23.28	134,000
18 Pioneer MS	1967	19.30	100,000
19 West MS	1961	17.60	112,000
20 Canton HS	1970	303.00	404,000
21 Plymouth HS	2002	303.00	300,000
22 Salem HS	1968	303.00	329,000
23 Starkweather	1967	9.30	45,000
24 Allen ECC	1953	13.30	44,000

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

TO: Members of the Board of Education

FROM: Monica L. Merritt, Superintendent

DATE: August 29, 2023

RE: **Consider Approval of Official Voting Delegate to Represent the Board of Education at MASB's 2023 Delegate Assembly (First and Final Reading)**

Recommended Resolution

It was moved by Member _____ and seconded by Member _____ to designate Patti McCain, Anupam Chugh Sidhu, and Judy Westra to represent Plymouth-Canton Community Schools at MASB's 2023 Delegate Assembly on Thursday, November 9, 2023, and act as the district's official voting delegates.

Ayes: _____

Nays: _____

The Motion was _____

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

TO: Members of the Board of Education
FROM: Monica L. Merritt, Superintendent
DATE: August 29, 2023
RE: **Consider Approval of a Resolution to Adopt P-CCS
Superintendent Goals for the 2023-2024 School Year
(First and Final Reading)**

Recommended Resolution

It was moved by Member _____ and seconded by Member _____
to Adopt P-CCS Superintendent Goals for the 2023-2024 School Year.

Ayes: _____

Nays: _____

The Motion was _____

SUPERINTENDENT GOALS
Dr. Monica L. Merritt
2023-2024

My goals will be formally approved by the Board of Education at the August 29, 2023, Board of Education Meeting.

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.

The following Superintendent Performance Goals are aligned with the 2021-2027 Dynamic Plan and are intended to enhance student achievement, accelerate the performance of the school district, and meet the needs of every student in P-CCS:

1. Student Growth and Achievement
2. Community Partnerships, Family & Student Engagement and Student Enrollment
3. Students and Staff Safety and well-being
4. Strategic Plan Implementation

Superintendent Goal One: Improve Student Growth and Achievement by grade level of expected growth as measured by NWEA and other multiple measures.

Strategic Plan Alignment:

Strategic Goal A: P-CCS will increase achievement for all students and close achievement gaps.

Strategic Objective:

- Ensure all students increase their academic performance to a level of proficiency or higher
- Narrow gaps in achievement and performance between demographic groups.

Superintendent Goal Two: Increase Family and Student Engagement, Community Partnerships, and Student Enrollment as measured by an analysis of our market share.

Strategic Plan Alignment:

Strategic Goal C: P-CCS will increase, enhance, and sustain community partnerships to improve student outcomes, student and family engagement, student enrollment, and opportunities.

Strategic Objective:

Part A. Increase and strengthen partnerships that enhance the student experience

Part B. Continue to revise and implement a marketing plan to increase student enrollment

Superintendent Goal Three: Develop and continuously improve consistently implemented processes and procedures to ensure student and staff safety and well-being.

Strategic Plan Alignment:

Strategic Goal B: All P-CCS students and staff will report they feel physically, psychologically, and emotionally safe and represented at school.

Strategic Objective:

- All students and staff will feel comfortable reporting incidents of concern and those incidents will be actioned by administration.
- Students and staff as individuals and students as a subgroup will feel physically, psychologically, and emotionally safe and represented at school.