

BOARD OF EDUCATION REGULAR MEETING MINUTES
March 11, 2025

The Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, met in a Regular Meeting on Tuesday, March 11, 2025, at 7 p.m. at the E. J. McClendon Educational Center, 454 S. Harvey Street, Plymouth, Michigan, 48170.

President Christenson called the Regular Meeting to order at 7:03 p.m. in the Boardroom.

Present: Members Ahmed, Christenson, Kehoe, Picard, Sidhu, Vos, and Westra
Absent: None

Administrators Present: Dr. Monica Merritt, Superintendent of Schools
Dr. Liz Vartanian-Gibbs, Assistant Superintendent of Student & Family Engagement
Mr. Kurt Tyszkiewicz, Assistant Superintendent of Student Services
Ms. Bethany Rayl, Chief Academic and Innovation Officer
Ms. Jill Minnick, Chief Finance and Operations Officer
Mr. Abdul Madyun, Chief Human Resource Officer
Dr. Denise Lilly, Executive Director of Elementary Education
Ms. Stefanie Hayes, Executive Director of Special Education
Mr. Dave Turrill, Tonda Elementary School Principal
Ms. Kristin Bertoia, Tonda Elementary School Instructional Coach

Others Present: Ms. Diane Robertson, Executive Assistant to the Superintendent and Board
Mr. Josh Patterson, SVA Student Co-Chair
Ms. Sae Pawar, SVA Student Co-Chair

Sae Pawar led the Pledge of Allegiance.

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

Action Item #25-03-51: It was moved by Member Kehoe and seconded by Member Ahmed to Adopt the Agenda and the Consent Agenda as presented. The Consent Agenda consisted of New Hires, Retirements, Regular Meeting Minutes from February 25, 2025, Special Meeting Minutes of March 1, 2025, First Reading Policies, Out-of-Country Field Trips, and a Resolution to Appoint Representatives to the Wayne County Parent Advisory Committee for Special Education.

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

New Hires

Opfermann, Scott	Instructional Coach Educational Support Center	Effective 3-11-25
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Retirements

Soranno, Carissa	Social Studies/Language Arts East Middle School	Effective 7-1-25
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Approval of Minutes

The Regular Meeting Minutes from February 25, 2025, and the Special Meeting Minutes from March 1, 2025, were approved as presented.

First Reading Policies

- Policy #7440.03 Small Unmanned Aircraft

Out-of-Country Field Trips

- Costa Rica – Plymouth High School – Grades 9-12

Action Items

Approved a Resolution to nominate Jessica Gallina and Ashley Johnson to the Plymouth-Canton Community Schools Parent Advisory Committee (PCCS-PAC) and the Wayne County Parent Advisory Committee (WC-PAC).

B. Celebrating Success

Member Picard presented STARS Awards (Students with Tenacity Achieving and Reaching Success) to the Executive Board members of Canton, Plymouth, and Salem Student Congress in recognition of their outstanding leadership and dedication to the student body. These student leaders play a vital role in organizing major events such as homecoming, food drives, Toys for Tots, and various community and school initiatives, enriching the student experience at P-CEP.

Additionally, Congress Advisors Erin Le, Richard Mui, Zach Summit, and Stephanie Metzger were honored with Mary Beth Extra Miler Awards for their unwavering dedication and commitment to mentoring Congress members.

C. Board Committee Reports/ActionPresident's Report – Lauren Christenson

President Christenson began her report by thanking the PCEA leaders for hosting the February 27 Speed Networking event, which she and fellow board members attended. She shared that this event provided a valuable opportunity to connect with teachers and administrators and was enjoyed by all.

In celebration of *March is Reading Month*, President Christenson thanked Stefanee Hirsh, a fifth-grade teacher at Isbister Elementary School, for the opportunity to read to her class and shared how much she enjoyed interacting with the students. She encouraged her fellow board members to sign up to help promote the love of reading this month.

She also highlighted the upcoming 2025 Lightning Robotics Showcase, scheduled for this Tuesday, March 12, at 6:30 p.m. at Canton High School, and invited the community to attend to support the team's work.

To conclude, she shared updates from the March 1 Board Governance Workshop and extended her gratitude to everyone who participated. The workshop included a discussion on Board Operating Principles and communication protocols, and a collective decision was made to adjust the location and procedures for citizens' comments at Board meetings moving forward.

Student Performance and Achievement Committee (SPA) – Judy Westra

Member Westra shared that the SPA Committee met on March 5, 2025, and reviewed presentations from the Human Resources and Special Education Departments, as well as Elementary Program Highlights. The committee also welcomed new community representatives and reviewed two new course proposals, as well as an out-of-country field trip request. The next SPA Committee meeting is scheduled for April 2, 2025, at 5:00 p.m. in the boardroom at the E.J. McClendon Educational Center. All are welcome to attend.

Policy Advisory Committee (F&O) – Anupam Sidhu

Member Sidhu shared that the Policy Committee met this evening to review policies regarding purchasing, criminal justice information security, and conflict of interest. The committee also discussed changes to a policy regarding public participation at Board meetings. Policy revisions related to grant funds and internal controls were also reviewed to ensure compliance with current legislation. Interviews for community members interested in joining the Policy Committee are scheduled for March 12. She also thanked the SVA students in attendance for their valuable feedback. The next meeting is scheduled for April 22, 2025, at 5:30 p.m. in the collaboration room at the E.J. McClendon Educational Center, and everyone is encouraged to attend.

Finance and Operations Committee - Patrick Kehoe

Member Kehoe shared that the F&O Committee met on March 6, 2025, and conducted interviews with community members who expressed interest in joining the committee. The committee also reviewed a high school AV refresh and the mid-year budget amendment. The next F&O meeting is scheduled for April 3, 2025, at 5 p.m. in the boardroom at the E.J. McClendon Educational Center, and everyone is encouraged to attend.

Student Voice in Action Committee (SVA) - Lauren Christenson

Josh Patterson and Sae Pawar, SVA Student Co-Chairs, shared that the SVA Committee has not met since the last Board meeting. The next SVA Committee meeting is scheduled for March 17, 2025, at 4:30 p.m. at Pioneer Middle School, and everyone is encouraged to attend.

D. Superintendent's Report

Superintendent Merritt proudly congratulated 22 P-CEP students who were recently named finalists in the National Merit Scholarship Competition. These students earned this prestigious distinction by ranking in the top one percent of PSAT scorers nationwide and demonstrated outstanding academic achievement. As finalists, they now have the opportunity to compete for a variety of scholarships, including cash awards and full university scholarships. This year's number of finalists is particularly significant, representing one of the largest groups in P-CCS history. The winners will be announced later this year.

She also highlighted the professional learning opportunities P-CCS educators have engaged in this year, which were made possible by a \$200,000 state grant. This funding has provided teachers with enriching, place-based experiences, allowing them to visit and explore Detroit's museums, institutions, and houses of worship to gain a deeper appreciation of the region's diverse heritage. Future visits are also planned in the months ahead.

In closing, Superintendent Merritt invited the community to attend the upcoming winter edition of *Coffee with Monica* on March 18 from 5-6 p.m. at the Canton Public Library. This informal gathering offers community members an opportunity to ask questions, share feedback on district programs, and engage directly with district leadership.

E. Citizens' Comments

- Crystal Clark spoke on Bentley Elementary School fencing
- Jan Lenze, Leisa Carzon, and Colin Miranda spoke on Policy #2410
- Natalie Sharpe spoke on special education paraprofessional roles
- Lisa Capatina spoke on citizens' voices and bullying in schools
- Saumya Arora spoke on staff member diversity
- Matthew Caramagno, Rachel Hayes, Heather Gatny, & Nancy Faerber spoke on support for LGBTQ+ students

F. Administrative Reports/Recommendations

Teaching and Learning – Bethany Rayl

Elementary School Program Highlights (Goals A and B) (Presentation)

Dr. Denise Lilly, Executive Director of Elementary Education, provided an update on the P-CCS Elementary Program, highlighting the district's instructional coaching model and its alignment with the goals of the Dynamic Plan. The presentation also included an overview of the Multi-Tiered System of Supports (MTSS), which promotes academic, behavioral, and social-emotional growth for all students. Instructional coaching has contributed to measurable progress, with more than 300 teachers trained and significant growth in K-2 reading and math performance.

Tonda Elementary School Principal Dave Turrill and Instructional Coach Kristin Bertoia shared examples of how coaching is being implemented at the elementary level, providing evidence of its benefits and success. Their examples illustrated how coaching supports teacher growth through PLC facilitation, personalized one-on-one meetings, small-group instruction, and leadership in professional development. Future efforts will enhance instructional practices focusing on areas identified through student data, such as word recognition and math instruction, to further strengthen teaching and learning.

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

Special Education Program Highlights (Goals A and B) (Presentation)

Stefanie Hayes, Executive Director of Special Education, shared an overview of the P-CCS Special Education Program, which supports district students from birth through age 26. The program provides specialized services for students with emotional impairments, cognitive impairments, and autism spectrum disorders, along with related supports such as speech, occupational and physical therapy, behavior intervention, transition coordination, and assistive technology.

A key focus of the department is ensuring students are educated in accordance with Federal IDEA guidelines, promoting inclusive learning alongside their non-disabled peers whenever possible. The department's goals are also aligned with the objectives of the Dynamic Plan, focusing on providing individualized, inclusive, and equitable special education support. Current priorities include strengthening relationships, enhancing staff recruitment and retention, improving internal coordination, and expanding the role of the Parent Advisory Committee (PAC) at both district and county levels.

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

Final Reading Resolutions

- **Action Item #25-03-52:** It was moved by Member Kehoe and seconded by Member Picard to Approve a Resolution for Course Materials for Advanced Placement (AP) Chemistry. The recommended textbook, *Chemistry: The Central Science*, 15th Edition, and all related resources, are recommended at a total cost not exceeding \$23,790. This recommendation includes 130 printed books, digital access to the textbook, and online resources for a six-year subscription. Textbooks will be purchased from the 2024-25 budget and implemented during the 2025-26 school year and beyond. (Final Reading)

Ayes: Members Ahmed Christenson, Kehoe, Picard, Sidhu, Vos, and Westra

Nays: None

The motion was carried 7-0

Finance and Operations – Jill MinnickMid-Year 2024-2025 Budget Amendment Presentation (Goals A & B)

Jill Minnick, Chief Finance and Operations Officer, presented the 2024-25 Mid-Year Budget Amendment, outlining key adjustments since the original budget was adopted in July. The presentation emphasized aligning the district's financial resources with the P-CCS dynamic plan to best support student needs. Ms. Minnick reviewed general fund revenues, expenditures, and variances using historical financial and enrollment data.

At the time of the original budget adoption, key variables such as state aid and enrollment figures were still unknown. The mid-year amendment incorporates updated information, including audit results and revised projections. Notably, the district received \$3.9 million less in state foundational allowance than anticipated. It was noted that statewide student enrollment continues to decline slowly.

Additionally, the School Finance Research Collaborative estimates the cost of educating a student at \$12,175, while P-CCS receives \$2,567 less per student – highlighting a significant funding gap. After the amendments, the district's projected year-end fund equity stands at 16.8%. Ms. Minnick concluded by thanking Jody Malbon, Executive Director of Finance and Accounting, for her dedication and collaboration throughout the budget process.

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

*President Christenson called for a recess at 9:33 p.m. to allow the video team to replace the recording memory card. The meeting resumed at 9:37 p.m.

Final Reading Resolutions

- **Action Item #25-03-53:** It was moved by Member Sidhu and seconded by Member Westra to Approve a Resolution to Approve the 2024-2025 Mid-Year Budget Amendment (First and Final Reading)

Ayes: Members Ahmed Christenson, Kehoe, Picard, Sidhu, Vos, and Westra

Nays: None

The motion was carried 7-0

- **Action Item #25-03-54:** It was moved by Member Kehoe and seconded by Member Picard to Approve a Resolution for Bid Package #T-10 E-rate Structured Cabling and Network Electronics related to 2020 Bond Program additions and renovations at Farrand Elementary School and Salem High School. This resolution awards contracts to People Driven Technology in an amount not to exceed \$30,111.86, to Nerds Xpress in an amount not to exceed \$80,850.19, to JEM Computers in an amount not to exceed \$4,977.50, and to Inacomp TSG in an amount not to exceed \$15,986.52. the total awarded amount for BP #T-10 will be an amount not to exceed \$131,926.07, before eRate reimbursements of \$42,189.43. These purchases will be funded using the 2023 bond funds. (Final Reading)

Ayes: Members Ahmed Christenson, Kehoe, Picard, Sidhu, Vos, and Westra

Nays: None

The motion was carried 7-0

- **Action Item #25-03-55:** It was moved by Member Kehoe and seconded by Member Sidhu to Approve a Resolution for Bid Package #E-11 E-rate Network Electronics. This resolution, which includes core switches and firewall appliances with content filtering, awards contracts to People Driven Technology in an amount not to exceed \$34,394.12 and to Delta Network Services in an amount not to exceed \$100,446.89. The total

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- awarded amount for BP #E-11 will be an amount not to exceed \$134,841.01 before eRate reimbursements of \$42,383.69. These purchases will be funded using 2023 bond funds. (Final Reading)
 - Ayes: Members Ahmed Christenson, Kehoe, Picard, Sidhu, Vos, and Westra
 - Nays: None
 - The motion was carried 7-0
- **Action Item #25-03-56:** It was moved by Member Kehoe and seconded by Member Picard to Approve a Resolution for Bid Package #T-11 Technology Related to Bid packages #EL-4 and #HS-7A (partial). This resolution includes bid recommendations for public address (PA) systems and clocks, as well as the expansion of video surveillance and access control systems required for additions at Farrand Elementary and Salem High School. It is recommended that contracts be awarded to SoundCom Systems in an amount not to exceed \$115,225 and Security 101 in an amount not to exceed \$79,773.77. The total award for this bid package, divided into two categories, will not exceed \$194,998.77 and will be funded by proceeds from the 2023 bond. (Final Reading)
 - Ayes: Members Ahmed Christenson, Kehoe, Picard, Sidhu, Vos, and Westra
 - Nays: None
 - The motion was carried 7-0
- **Action Item #25-03-57:** It was moved by Member Kehoe and seconded by Member Westra to Approve a Resolution for Bid Package #PCEP-3 Canton High School Paving. Based on a comprehensive review of proposals and specified scopes of work, this resolution includes bid division recommendations to Simone Construction Services for an amount not to exceed \$2,208,000, to Nagle Paving for an amount not to exceed \$1,208,990, to Douglas Electric Company for an amount not to exceed \$49,300; and to Kimberly Fence for an amount not to exceed \$58,003. The total of \$3,524,293 will be paid from 2023 bond funds. (Final Reading)
 - Ayes: Members Ahmed Christenson, Kehoe, Picard, Sidhu, Vos, and Westra
 - Nays: None
 - The motion was carried 7-0
- **Action Item #25-03-58:** It was moved by Member Kehoe and seconded by Member Picard to Approve a Resolution for Bid Package #HS-7A Salem High School Renovations. This resolution includes classroom improvements, LED lighting upgrades, restroom renovations, ceiling replacements, locker replacements, kitchen renovations, and HVAC updates. A bid summary and bid tabulation were provided for multiple divisions. The recommended awards total \$7,114,141 and will be paid from 2023 bond funds, grand funds, and fundraised monies. (Final Reading)
 - Ayes: Members Ahmed Christenson, Kehoe, Picard, Sidhu, Vos, and Westra
 - Nays: None
 - The motion was carried 7-0
- **Action Item #25-03-59:** It was moved by Member Kehoe and seconded by Member Ahmed to Approve a Resolution for Bid Package #EL-4 Farrand Furniture Purchase. This resolution includes new furnishings for classrooms, the media center, and alternative #1 main office furniture, as well as alternative #2, high-density seating. This award recommendation includes multiple bid divisions, with an amount not to exceed \$563,527.77, and will be paid from 2023 bond funds. (Final Reading)
 - Ayes: Members Ahmed Christenson, Kehoe, Picard, Sidhu, Vos, and Westra
 - Nays: None
 - The motion was carried 7-0

G. Remaining Citizens' Comments

- Char Tavarozzi spoke on Bird Elementary staff members
- Steve Gulyas spoke on P-CEP athletics equity among schools

H. Action Items/Discussion

First Reading Policies

- Policy #5340- Student Welfare and Accidents. This policy revision was removed from the consent agenda before the meeting at the request of a Board member to provide an opportunity for additional Board discussion. (First Reading)

Discussion

- The draft 2025 Board Operating Procedures were discussed. Board members will email President Christenson with suggested edits by the end of the week with a plan to finalize this document at the next Board meeting.
- Member Picard requested that Policy #2140 be revisited at a future Board meeting. Member Vos supported this request, and the topic was added to the Master Board Calendar.

I. Follow-up Board Questions

- The Board requested a written commitment of plans to incorporate the upgrade of two additional staff restrooms, which need renovation at Salem High School, into the ongoing bond construction project.

J. Adjournment

President Christenson adjourned the Regular Meeting at 10:17 p.m.

Judy Westra
Secretary, Board of Education

*Approved at the Regular Meeting of the Board of Education on 4-8-25/dr