

PLYMOUTH-CANTON
COMMUNITY SCHOOLS
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BOARD OF EDUCATION REGULAR (ORGANIZATIONAL) MEETING MINUTES
July 15, 2025

The Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, met in a Regular (Organizational) Meeting on Tuesday, July 15, 2025, at 7 p.m. at the E. J. McClendon Educational Center, located at 454 S. Harvey Street, Plymouth, Michigan, 48170.

Superintendent Merritt called the Regular (Organizational) Meeting to order at 7 p.m. in the boardroom.

Present: Members Ahmed, Christenson, Kehoe, Picard, Sidhu, Vos, and Westra
Absent: Member Sidhu

Administrators Present: Dr. Monica Merritt, Superintendent of Schools
Dr. Liz Vartanian-Gibbs, Assistant Superintendent of Student & Family Engagement
Kurt Tyszkiewicz, Assistant Superintendent of Student Services
Bethany Rayl, Chief Academic and Innovation Officer
Jill Minnick, Chief Finance and Operations Officer
Abdul Madyun, Chief Human Resource Officer
Randy Rice, Facilities Manager
Matt Lents, Director of Facilities and Capital Projects
Josh Meier, Director of Safety and Security

Others Present: Diane Robertson, Executive Assistant to the Superintendent and the Board

Superintendent Merritt led the Pledge of Allegiance.

1. Adoption of the Organizational Meeting Agenda

It was moved by Member Kehoe and seconded by Member Christenson to adopt the agenda as presented.

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

Nays: None

The motion was carried 6-0

2. Discussion of Officer Positions

3. Election of Officers 2025-2026

Nominations for **President** were called.

It was moved by Member Kehoe to nominate Member Christenson for President of the Board of Education for the 2025-2026 school year.

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

Nays: None

The motion was carried 6-0

Member Christenson was declared to be President.

President Christenson immediately commenced responsibilities as President of the Board of Education and conducted the remainder of the July 15, 2025, Organizational Meeting.

Nominations for **Vice President** were called.

It was moved by Member Kehoe to nominate Member Sidhu for Vice President of the Board of Education for the 2025-2026 school year.

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

Nays: None

The motion was carried 6-0

Member Sidhu was declared to be Vice President.

Nominations for **Secretary** were called.

It was moved by Member Kehoe to nominate Member Westra for Secretary of the Board of Education for the 2025-2026 school year.

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

Member Westra was declared to be Secretary.

Nominations for **Treasurer** were called.

It was moved by Member Ahmed to nominate Member Kehoe for Treasurer of the Board of Education for the 2025-2026 school year.

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

Member Kehoe was declared to be Treasurer.

2025-2026 Board of Education Officers

President:	Lauren Christenson
Vice-President:	Anupam Chugh Sidhu
Secretary:	Judy Westra
Treasurer:	Patrick Kehoe

4. By-Laws Nos. 0164.1 and 0164.2 - Time, Place, and Notification of Meetings

It was moved by Member Kehoe and seconded by Member Picard to adopt the following By-Laws:

By-Law Nos. 0164.1: Regular Meetings - Time, Place, and Notification

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. Exceptions: There will be only one meeting in July (7-15-25) and one meeting in December (12-9-25) beginning at 7:00 p.m. at the following location (except as agreed herein) unless otherwise directed by a majority vote of the members:

E. J. McClendon Educational Center
454 South Harvey Street
Plymouth, Michigan 48170

By-Law No. 0164.2 Special Meetings - Time, Place, and Notification

Special meetings of the Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, may be called by the President of the Board, or any two members thereof, by serving on the other members a written notice of the day, time, and place of such special meetings, or by a majority vote of the Board.

PUBLIC NOTICE of each meeting of the Board of Education shall be given by posting a copy of the NOTICE on the message board by the front entrance to the E. J. McClendon Educational Center, 454 South Harvey, Plymouth, Michigan, at least eighteen (18) hours prior to the time of the meeting. The Executive Assistant to the Board of Education or other central office staff, in her absence, shall be appointed the designee for posting notice of meetings.

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

It was moved by Member Kehoe and seconded by Member Westra to direct the Board of Education Executive Assistant to advertise By-Laws Nos.0164.1 and 0164.2 in the Detroit Newspaper Agency newspapers.

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

5. Authorized Signatures for School District Business:

It was moved by Member Kehoe and seconded by Member Vos to authorize the following signatures for School District business.

<u>Documents</u>	<u>2025-2026 Authorized Signatures</u>
A. Administrator Contracts	President, Secretary, or Superintendent
B. Teacher Contracts	
(1) Probationary	President, Secretary, or Superintendent
(2) Continuing Tenure	President, Secretary, or Superintendent
C. Motor Vehicle Titles	Superintendent, Chief Finance, and Operations Officer
D. Land Contracts	President, Secretary, or Superintendent
E. Deeds to Real Estate	President, Secretary, or Superintendent
F. Leases and Easements	President, Secretary, Superintendent, or Chief Finance and Operations Officer
G. Deposit and Investment Accounts	President, Treasurer, Superintendent, Chief Finance and Operations Officer, Executive Director of Finance & Accounting
H. Vendor Contracts	Superintendent, Chief Finance and Operations Officer

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

6. Consider the Following Resolutions:

A. Naming Depository, Investment of Moneys, and Naming Signatories for all Funds

It was moved by Member Kehoe and seconded by Member Westra that the Treasurer and/or Chief Finance and Operations Officer be authorized to deposit all monies for all funds of the Plymouth-Canton Community Schools in the following banks:

Community Financial Credit Union
 Flagstar Bank
 Huntington National Bank
 J. P. Morgan Chase Bank, N.A.
 Michigan Liquid Asset Fund Plus
 PNC Bank and PNC Capital Markets, LLC
 Public Trust Advisors, LLC
 The Bank of New York Mellon Trust Company, N.A.
 U.S. Bank, N.A.

and further, to invest all monies of all funds of the Plymouth-Canton Community Schools in investments authorized under Section 1223 of the Michigan School Code of 1976, as amended,

and, further, that these banks be requested, authorized, and directed to honor checks, drafts, and other orders for the payment of money drawn in the name of Plymouth-Canton Community Schools against the named funds when bearing facsimile signature of TREASURER Kehoe and the facsimile signature of PRESIDENT Christenson

and, further, that the Huntington National Bank, Bank of New York Mellon, and UMB Bank, N.A., be designated as the paying agents for bonds of the Plymouth-Canton Community Schools as required,

and, further, a Blanket Position Bond is required for all School District employees in the amount of \$100,000, and the cost of the Bond be provided by the School District.

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

B. Naming General Counsel

It was moved by Member Kehoe and seconded by Member Westra to appoint legal counsel for the 2025-2026 school year.

Collins and Blaha Law Firm, P.C. (General Counsel)

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

Nays: None

The motion was carried 6-0

C. Naming Other Specific Legal Counsel as appointed by the Board of Education

It was moved by Member Kehoe and seconded by Member Picard to appoint other specific legal counsel as appointed by the Board of Education for the 2024-2025 school year. In addition, the Board of Education has the right to name other legal firms during the course of the year as they deem necessary.

Clark Hill, PLC

Lacey & Jones, LLP

LaPointe and Associates, P.C.

Miller, Canfield, Paddock, and Stone, PLC

Thrun Law Firm, P.C.

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

Nays: None

The motion was carried 6-0

D. Naming School District Auditor

It was moved by Member Kehoe and seconded by Member Vos to appoint Plante Moran, LLC, Certified Public Accountants, as the School District auditors for the 2025-2026 school year.

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

Nays: None

The motion was carried 6-0

E. Naming School District Bond Financial Advisor

It was moved by Member Kehoe and seconded by Member Picard to appoint PFM Financial Advisors, LLC, as the School District's Bond Financial Advisor for the 2025-2026 school year.

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

Nays: None

The motion was carried 6-0

7. Designate Routine Advertisement

It was moved by Member Kehoe and seconded by Member Picard that the Detroit Newspaper Agency or the Michigan Chronicle newspapers be designated for the following routine advertisements:

(A) Notice of Budget Hearing and Truth in Taxation Hearing

(B) Invitation for Bids

(C) Request for Proposals

And, that The Bond Buyer or the Detroit Legal News, as required, be designated for publication of:

(A) Call for Redemption of Bonds

(B) Sale of Bonds

(C) Sale of Tax Anticipation Notes

And, that Invitation for Bids for Major Renovations, Additions, and New Construction- P.A. 232 of July 21, 2004, requires schools to post-construction solicitations for a minimum of two (2) weeks on the State of Michigan's "SIGMA Michigan" website.

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

Nays: None

The motion was carried 6-0

Without objection, President Christenson adjourned the Organizational Meeting and called the Regular Meeting to order 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
 Kurt Tyszkiewicz, Assistant Superintendent of Student Services
 Bethany Rayl, Chief Academic and Innovation Officer
 Jill Minnick, Chief Finance and Operations Officer
 Abdul Madyun, Chief Human Resource Officer

Others Present: Diane Robertson, Executive Assistant to the Superintendent and Board

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

Action Item #26-07-01: It was moved by Member Kehoe and seconded by Member Westra to Adopt the Agenda and the Consent Agenda as presented. The Consent Agenda consisted of New Hires, Resignations, and Regular Meeting Minutes of June 24, 2025

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

Nays: None

The motion was carried 6-0

New Hires

Blasiola, Emily	Pre-K GSRP Gallimore Elementary School	Effective 8-25-25
Burns, Madeleine	Math Plymouth High School	Effective 8-25-25
Decastro, Ann	Art Elementary Hoben Elementary School	Effective 8-25-25
Kosik, Jacaqueline	Pre-K GSRP Canton High School	Effective 8-25-25
Leslie, Anna	Co-Teach with Gen Ed Teacher Discovery Middle School	Effective 8-25-25
Markwood, Andrea	Pre-K GSRP Gallimore Elementary School	Effective 8-25-25
Steele, Chad	Art Elementary Hulsing/Tonda Elementary School	Effective 8-25-25
Vanston, Eric	Math Canton High School	Effective 8-25-25
Wesolowski, Abigail	Pre-K GSRP Hoben Elementary School	Effective 8-25-25
West, Sarah	Pre-K GSRP Dodson Elementary School	Effective 8-25-25
Alford, Brian	Dean of Student Support East Middle School	Effective 8-11-25
Curry, Jennifer	Chief Academic Officer Administration Building	Effective 7-28-25
Jacks, Kathleen	Payroll Supervisor Administration Building	Effective 7-1-25
Savage, Jessica	Assistant Principal Canton High School	Effective 8-11-25

Resignations

Alessandrini, David	Math Pioneer Middle School	Resignation Effective 7-1-25
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Karr, Kevin	Executive Director of Curriculum, Instruction, Assessment, and PD Educational Support Center	Resignation Effective 7-31-25
Robinson, Shannon	Early On Service Provider Allen Early Learning Academy	Resignation Effective 8-1-25

Approval of Minutes

The Regular Meeting Minutes from June 24, 2025 were approved as presented.

B. Board Committee Reports/Action

President's Report – Lauren Christenson

President Christenson asked Board members to contact her by Friday if they are interested in serving as a committee chair for the 2025-2026 school year. She noted that she will appoint these positions prior to the next Board meeting and invited last year's committee chairs to share a summary of their committee's work.

Student Performance and Achievement Committee (SPA) – Judy Westra

Member Westra provided an overview of the SPA committee work and shared that the committee has not met since the last Board meeting. The next SPA Committee meeting will be held in the fall, and the date will be posted once this meeting has been scheduled.

Policy Advisory Committee (F&O) – Anupam Sidhu

Member Ahmed provided an overview of the Policy Committee work and shared that the committee has not met since the last Board meeting. The next Policy Committee meeting will be held in the fall, and the date will be posted once this meeting has been scheduled.

Finance and Operations Committee - Patrick Kehoe

Member Kehoe provided an overview of the F&O Committee work and shared that the Finance and Operations Committee met on June 26, 2025. The committee reviewed a crossing guard service agreement and recommendations to purchase floor scrubbers and maintenance tractors. The next committee meeting will be in August, and will be posted once the meeting has been scheduled.

Student Voice in Action Committee (SVA) - Lauren Christenson

Member Christenson provided an overview of the Student Voice in Action Committee and shared that the committee has not met since the last Board meeting. The next SVA Committee meeting will be held in the fall. The date will be published once the meeting has been scheduled.

C. Superintendent's Report

Superintendent Merritt began her report by recognizing two outstanding recent P-CEP graduates—Siddharth Iyer of Plymouth High School and Jusnoor Dhillon of Salem High School—who were recently honored as National Merit Scholarship winners in the final round of selections for their academic performance. This marks a record-setting year for P-CEP, with a total of six students earning National Merit Scholarships.

She also shared that the latest editions of the P-CCS and P-CEP Communicator have been sent to district families, providing an early look at essential back-to-school information. These updates include important dates, transportation details, schedule pick-up information, athletic and extracurricular offerings, food service updates, and instructions for completing required forms. All information can also be viewed on the district website and social media channels.

In addition, Superintendent Merritt spoke about the success of the district's ongoing summer programs and expressed gratitude to the many hardworking P-CCS staff members who have devoted their time and talents to support students as they stay engaged and continue learning this summer.

She concluded by inviting community members to the 2025 P-CCS Back to School Bash scheduled for Saturday, August 23, from 11 a.m. to 2 p.m., at the P-CEP bus loop behind Salem High School. This annual event offers families an opportunity to meet school and district leaders. Students and parents will also have the chance to tour the P-CEP campus, learn about districtwide programs, and enjoy a fun-filled day with food, games, and family activities.

D. Citizens' Comments

- None

E. Administrative Reports/Recommendations

Finance and Operations – Jill Minnick

First Reading Resolutions

- Consider Approval of a Resolution to Purchase Tomcat Floor Scrubbers. The Facilities Department seeks approval to purchase three (3) tomcat Pro 545V2 rider floor scrubbers to replace outdated models that are no longer practical to repair. This purchase will be made through Imperial-Dade via an OMNIA contract, at a cost of \$46,837.50. This project will be funded from the general fund custodial equipment replacement budget. (First Reading)
- Consider Approval of a Resolution to Purchase John Deere Tractors. The Facilities Department seeks approval to purchase six (6) new John Deere X580 lawn tractors, each equipped with mower decks and snow plow attachments, to replace aging and non-functional equipment. The tractors will be purchased from Hutson, Inc. through the State of Michigan's MiDeal cooperative purchasing program. The cost per unit is \$7,746.24, with each snow plow kit priced at \$1,297.46, resulting in a total purchase cost of \$54,262.14. Funding for this purchase will be provided through the 2024-2025 maintenance equipment replacement budget. (First Reading)

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

Final Reading Resolutions

- **Action Item #26-07-02:** It was moved by Member Kehoe and seconded by Member Picard to approve a Resolution for a Crossing Guard Services Agreement. The district is seeking approval of a two-year agreement with All City Management Services, Inc. (ACMS). For the 2025-2026 school year, ACMS has quoted an hourly rate of \$26.47, with a not-to-exceed total of \$352,581. For the 2026-2027 school year, the agreement includes a 3% cost-of-living increase, with an hourly rate of \$27.26 and a cap of \$363,103. ACMS will handle recruitment, background checks, supervision, substitutes, daily oversight, and program management to ensure district needs are met. A first and final reading is requested so that all positions can be filled before the school year begins. (First and Final Reading)

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

Nays: None

The motion was carried 6-0

- **Action Item #26-07-03:** It was moved by Member Kehoe and seconded by Member Westra to approve a Resolution for a P-CEP Pilot Furniture Purchase. The pilot includes three fully furnished classrooms that will rotate among the three P-CEP high schools for evaluation and was selected in collaboration with the high school principals and the Bond Steering Committee. The recommended furniture is manufactured by VS America and supplied by Great Lakes Furniture Supply. The total cost of the pilot is \$47,686.61 and will be funded through the 2023 bond. (Final Reading)

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

Nays: None

The motion was carried 6-0

F. Remaining Citizens' Comments

- None

G. Discussion

- Summer Board Workshop - Board members reviewed their calendars to schedule a Board Leadership Workshop. Possible dates discussed were July 21, August 18, and August 19. Members will confirm their availability by Friday so the workshop can be scheduled with the MASB consultant.

H. Follow-up Board Questions

- If available, the Board would like additional data from the Spring Data presentation that highlights the differences between excused and unexcused absences.

I. Adjournment

President Christenson adjourned the Regular Meeting at 8:09 p.m.

Judy Westra
Secretary, Board of Education

*Approved at the Regular Meeting of the Board of Education on 8-12-25/dr