



MONROE PUBLIC SCHOOLS

BOARD MEETING #18

October 9, 2012

7:00 p.m.

EXCELLENCE

BOARD OF EDUCATION

MR. DAVID VENSEL, PRESIDENT
MR. ROBERT YEO, VICE-PRESIDENT
MRS. JUNE KNABUSCH-TAYLOR, SECRETARY
DR. TEDD MARCH, PARLIAMENTARIAN
MR. AARON N. MASON, TRUSTEE
MS. WENDY SPICER, TRUSTEE
MR. LAWRENCE VANWASSHENOVA, TRUSTEE

SUPERINTENDENT OF SCHOOLS
MR. RANDALL MONDAY

“Monroe Public Schools is committed to being the premier education organization in the region. We are devoted to promoting high expectations for all in a state-of-the-art 21st century curriculum. We recognize that the students and communities we serve are our customers, and we promise to make all decisions in their best interest.”

NOTICE OF NON-DISCRIMINATION

It is the policy of Monroe Public Schools not to discriminate on the basis of race, color, national origin, gender, age, disability, religion, height, weight or marital status in its programs, services, employment, or any other activities. For information contact the office of the Superintendent of Schools, 1275 N. Macomb St., Monroe, MI 48162, (734) 265-3070.

Prepared by the Office of the Superintendent, Jennifer Watterworth, Secretary

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #18
Tuesday, October 9, 2012
7:00 p.m.

AGENDA

| | | <u>Page</u> |
|---|-------------|-------------|
| A. Roll Call and Call to Order | Mr. Vensel | 1 |
| 1. Pledge of Allegiance to the Flag | Mr. Vensel | |
| B. Public Commentary – Agenda Items Only | Mr. Vensel | |
| C. Discussion and Action Items | | |
| 1. Approval of Minutes | Mr. Vensel | 2 |
| Move to approve the minutes of the following meetings as submitted: | | |
| • September 25, 2012 Board Finance Committee and Public Relations Committee of the Whole | | |
| • September 25, 2012 Board Meeting #17 | | |
| 2. Reports and Updates | Mr. Vensel | 7 |
| a. September 27, 2012 Board Policy Committee Minutes | | |
| b. LED Lighting Proposal for Waterloo School | | |
| 3. Staff Resignations | Mrs. Everly | 41 |
| Move to approve the resignations of Patricia Stefanski effective September 25, 2012 and of Barbara Johnson effective November 30, 2012 from Monroe Public Schools. | | |
| 4. Exempt Employee Appointment | Dr. McLeod | 43 |
| Move to approve the appointment of Peter Frailing as an Entry Level Computer Technician for the 2012/13 school year effective October 10, 2012 and place on the appropriate salary level for this position, upon completion of all pre-employment requirements. | | |
| 5. Teacher Appointment | Dr. McLeod | 46 |
| Move to approve the appointment of James Seelhoff as a teacher with Monroe Public Schools effective October 3, 2012 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements. | | |

| | | <u>Page</u> |
|---|--------------|-------------|
| 6. Board Policies – First Reading | Dr. Martin | 49 |
| Move to approve the following policies as a first reading: | | |
| • Section 3000 – Fiscal Management | | |
| 7. Acceptance of 2011/12 Financial Audit | Mrs. Eighmey | 50 |
| Move to accept the 2011/12 Financial Audit as prepared by the firm of Cooley, Hehl, Wohlgamuth & Carlton, Monroe, MI. | | |
| 8. Purchase of Instructional Materials | Mrs. Eighmey | 51 |
| Move to approve the purchase of classroom materials for the READ 180 program at Monroe Middle School for a cost not to exceed \$4,500. Funding for this purchase will be taken from at-risk 31a fund allocations. | | |
| 9. Superintendent’s Comments | Mr. Monday | |
| 10. Old Business | Mr. Vensel | |
| 11. New Business | Mr. Vensel | |
| 12. Public Commentary – Any Topic | Mr. Vensel | |
| 13. Adjournment | Mr. Vensel | 53 |
| Move that the October 9, 2012 Board Meeting #18 of the Monroe Public Schools Board of Education be adjourned. | | |

Board Meeting #18
October 9, 2012
Item A

ROLL CALL

| | <u>Present</u> | <u>Absent</u> |
|----------------------|----------------|---------------|
| Mrs. Knabusch-Taylor | _____ | _____ |
| Dr. March | _____ | _____ |
| Mr. Mason | _____ | _____ |
| Ms. Spicer | _____ | _____ |
| Mr. VanWasshenova | _____ | _____ |
| Mr. Vensel | _____ | _____ |
| Mr. Yeo | _____ | _____ |

Board Meeting #18
October 9, 2012
Item #C.1

APPROVAL OF MINUTES

ENCLOSURES

- September 25, 2012 Board Finance Committee and Public Relations Committee of the Whole Minutes
- September 25, 2012 Board Meeting #17 Minutes

RECOMMENDATION

Move to approve the following minutes as submitted:

- September 25, 2012 Board Finance Committee and Public Relations Committee of the Whole
- September 25, 2012 Board Meeting #17

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

| | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|----------------------|------------|------------|----------------|---------------|
| Mrs. Knabusch-Taylor | _____ | _____ | _____ | _____ |
| Dr. March | _____ | _____ | _____ | _____ |
| Mr. Mason | _____ | _____ | _____ | _____ |
| Ms. Spicer | _____ | _____ | _____ | _____ |
| Mr. VanWasshenova | _____ | _____ | _____ | _____ |
| Mr. Vensel | _____ | _____ | _____ | _____ |
| Mr. Yeo | _____ | _____ | _____ | _____ |

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION
Board Finance Committee and Public Relations Committee of the Whole
Tuesday, September 25, 2012
5:30 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: Mrs. June Knabusch-Taylor
Dr. Tedd March
Mr. Aaron N. Mason
Ms. Wendy Spicer
Mr. Lawrence VanWasshenova
Mr. David Vensel
Mr. Robert Yeo

Board Members Absent: None

Administrators Present: Mr. Randy Monday
Mrs. Julie Everly
Dr. Ryan McLeod
Mrs. Katherine Eighmey
Dr. Barry Martin

Administrators Absent: Mr. Jerry Oley
Mr. David Payne

Others Present: Deb Sabo
Heidi Galati

The meeting was called to order at 5:34 p.m. by Mr. Vensel.

Audit Review

Deb Sabo and Heidi Galati of Cooley, Hehl, Wohlgamuth & Carlton, P.L.L.C. presented copies of the audit report to the board members followed by a discussion regarding the same. The audit will be brought to the board for approval at the October 9th board meeting.

Athletic Advisory Committee

A discussion was held regarding this committee's progress. John Ray will prepare a presentation to the board at an upcoming meeting.

Adjournment

Motion by Dr. March; support by Mr. VanWasshenova that the 5:30 p.m., September 25, 2012 Board Finance and Public Relations Committee of the Monroe Public Schools Board of Education be adjourned.
Vote: Motion carried by a 7-0 hand vote at 6:55 p.m.

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #17

Tuesday, September 25, 2012

7:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Dave Vensel, Vice President Robert Yeo, Secretary June Knabusch-Taylor, Parliamentarian Tedd March, Trustee Aaron N. Mason, Trustee Wendy Spicer, and Trustee Larry VanWasshenova

Board Members Absent: None

Administrators Present: Randy Monday, Julie Everly, Ryan McLeod, Katherine Eighmey, David Payne

Administrators Absent: Barry Martin, Jerry Oley

President Vensel called the meeting to order at 7:05 p.m.

MHS Student Council – Homecoming Update

Teacher Anne Knabusch introduced members of the Monroe High School Student Council who gave board members an overview of upcoming homecoming activities planned.

Welcome

School board candidate, Ryan Philbeck, was welcomed to the meeting by Mr. Vensel.

Public Commentary-Agenda Items Only

There was no public commentary at this time.

Approval of Minutes

Motion by Mr. VanWasshenova; support by Mr. Mason to approve the minutes of the following meetings as submitted:

- September 11, 2012 Board Work Session
- September 11, 2012 Board Meeting #16

Vote: Motion carried by a 7-0 roll call vote.

Reports and Update

The September 10, 2012 Board Personnel Committee minutes and the September 11, 2012 Board Curriculum Committee minutes were received without comments.

Ratification of the Assistant Master Agreement

Motion by Mr. Yeo; support by Mrs. Knabusch-Taylor to ratify the Master Agreement for July 1, 2012 through June 30, 2013 between the International Union of Operating Engineers Local 324 AFL-CIO and the Monroe Board of Education effective September 25, 2012.

Discussion: Mr. Yeo thanked everyone involved in being committed to doing what is best for the district by settling this contract.

Vote: Motion carried by a 7-0 roll call vote.

Teacher Appointment

Motion by Mr. Mason; support by Mr. VanWasshenova to approve the appointment of Stephanie Blunt as a teacher with Monroe Public Schools effective September 25, 2012 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

Vote: Motion carried by a 7-0 roll call vote.

Teacher Appointment

Motion by Mr. Yeo; support by Mr. Mason to approve the appointment of Crystal Stubleski as a teacher with Monroe Public Schools effective September 25, 2012 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

Vote: Motion carried by a 7-0 roll call vote.

United Way Resolution

Motion by Mr. Yeo; support by Mr. Yeo to approve the resolution declaring October United Way Month. The intent of this proclamation is to encourage our employees to participate in this effort.

Vote: Motion carried by a 7-0 hand vote.

Apple TV Purchase

Motion by Mr. Yeo; support by Mr. Mason to approve the purchase of 160 Apple TVs for a total cost not to exceed \$15,840. The money for this purchase will come from the Technology millage fund.

Discussion: Teachers who attended the summer technology institute will received the Apple TVs. They were notified about a month prior to the institute with a "save the date" notice.

Vote: Motion carried by a 7-0 roll call vote.

POS Purchase

Motion by Mr. Mason ; support by Mr. Yeo to approve the purchase of 25 new Point of Sale computer stations from Netch for a total cost not to exceed \$32,100. The money for this purchase will come from the food services funds.

Discussion: These machines should last approximately five years. At the high school level, students enter their student identification numbers and their accounts are charged for the meal purchased. At the elementary level, students are identified by their picture and charged accordingly.

Vote: Motion carried by a 7-0 roll call vote.

NSBA Membership Dues

Motion by Mr. Yeo; support by Dr. March to approve the 2013 membership dues to the National School Boards Association in the amount of \$4,675.00.

Discussion: The dues are approximately \$150 more than last year. Mr. Monday feels there are many benefits received by being a member of NSBA.

Vote: Motion carried by a 6-1 roll call vote. Mr. VanWasshenova voted no.

Superintendent Comments

- ❖ The auction held last Saturday was very successful and raised more than \$10,500. The money raised may be used to open some type of museum housing artifacts from Monroe Public Schools. Some of the items sold were those taken from Lincoln and Christancy before those schools were razed. Special thanks were given to Mrs. Knabusch-Taylor and Mr. VanWasshenova for their efforts successfully removing many of the historical pieces from these buildings.
- ❖ We have cancelled plans for a 150th anniversary celebration for Monroe High School after local historians pointed out that this would actually be the 152nd anniversary of Monroe High School.

- ❖ Wednesday, October 3rd is the fall count day and it comprises 90% of our state per-pupil funding.
- ❖ MEAP testing begins October 9th and concludes October 17th.
- ❖ September 26 will be a one-hour early release for students.
- ❖ Mr. Monday will not be attending the MASA conference in Traverse City as originally planned.

Old Business

There was no old business.

New Business

- ❖ Mr. Yeo reminded everyone that the Education Foundation is working to “fill the stands” at the October 13th Monroe High homecoming football game.
- ❖ Mrs. Knabusch-Taylor mentioned that the MHS student council parked cars for donations and the DECA group sold donuts and coffee at the auction and both groups raised money.
- ❖ Mr. Monday thanked the central office staff for volunteering their time working at the auction and the custodial/maintenance staff for their efforts as well.

Public Commentary-Any Topic

There was none at this time.

Adjournment

Motion by Mr. Yeo; support by Mr. Mason that the September 25, 2012, Board Meeting #17 of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 7:42 p.m.

June Knabusch-Taylor, Secretary

Board Meeting #18
October 9, 2012
Item #C.2

REPORTS AND UPDATES

BOARD COMMITTEES/OTHER REPORTS

- September 27, 2012 Board Policy Committee Meeting Minutes

BOARD OF EDUCATION POLICY COMMITTEE
Thursday, September 27, 2012

MINUTES

The Board Policy Committee met at 5:15 p.m. on Thursday, September 28, 2012. Present were Robert Yeo, Wendy Spicer and Barry Martin. Absent: Larry VanWasshenova

Public Commentary

There was no public commentary.

Discussion

Complete copies of Section 3000 – Fiscal Management – were distributed. Prior to this committee meeting, Dr. Martin met with the Director of Business and Finance as well as the Payroll Supervisor to determine which policies in Section 3000 needed revision. Based on their suggestions, Dr. Martin went over each of the suggested changes with the committee members. Everyone was in agreement with the changes and corrections, and this section will be brought before the Board of Education as a first reading at their next meeting.

Adjournment

The September 27, 2012 meeting of the Policy Committee adjourned at 6:10 p.m. The next scheduled meeting is Thursday, October 25, 2012 at 5:15 p.m.



LED LIGHTING SAVINGS FOR Waterloo Elementary School

Existing Lighting table with columns: Product, Lamp Qty, His ON Lamp Chg, Energy per Yr, Operating Cost/Yr

437 \$796 \$5,005 \$5,802

Existing Light Proposed LED Annual Savings table with columns: Energy, HVAC, Total Energy, Lamps, Ballasts, Lamp Changes, Per Year, In LED Lifetime, Energy (kwh), CO2 (lbs.)

Proposed LED Lighting table with columns: Product, Qty, Lamp Chg, Energy, Rebate, Net Cost

437 \$2,255 \$2,537

Operating Savings table with columns: Energy per Yr, Lamp Chg per Yr, Savings per Yr, % Saved

\$2,750 \$796 \$3,546 61%

* Cost of LED lamps includes installation, recycling, dimmers, fixtures, warranty, etc. requested.

Summary table with columns: Purchase Price, Rebates & Incentives, Net Purchase Price, Annual Savings, Annual ROI, Overall Payback, Avg. LED Lifetime, Max. LED Lifetime, Lifetime Savings, Lifetime ROI, Current Monthly Cost, Monthly LED Savings

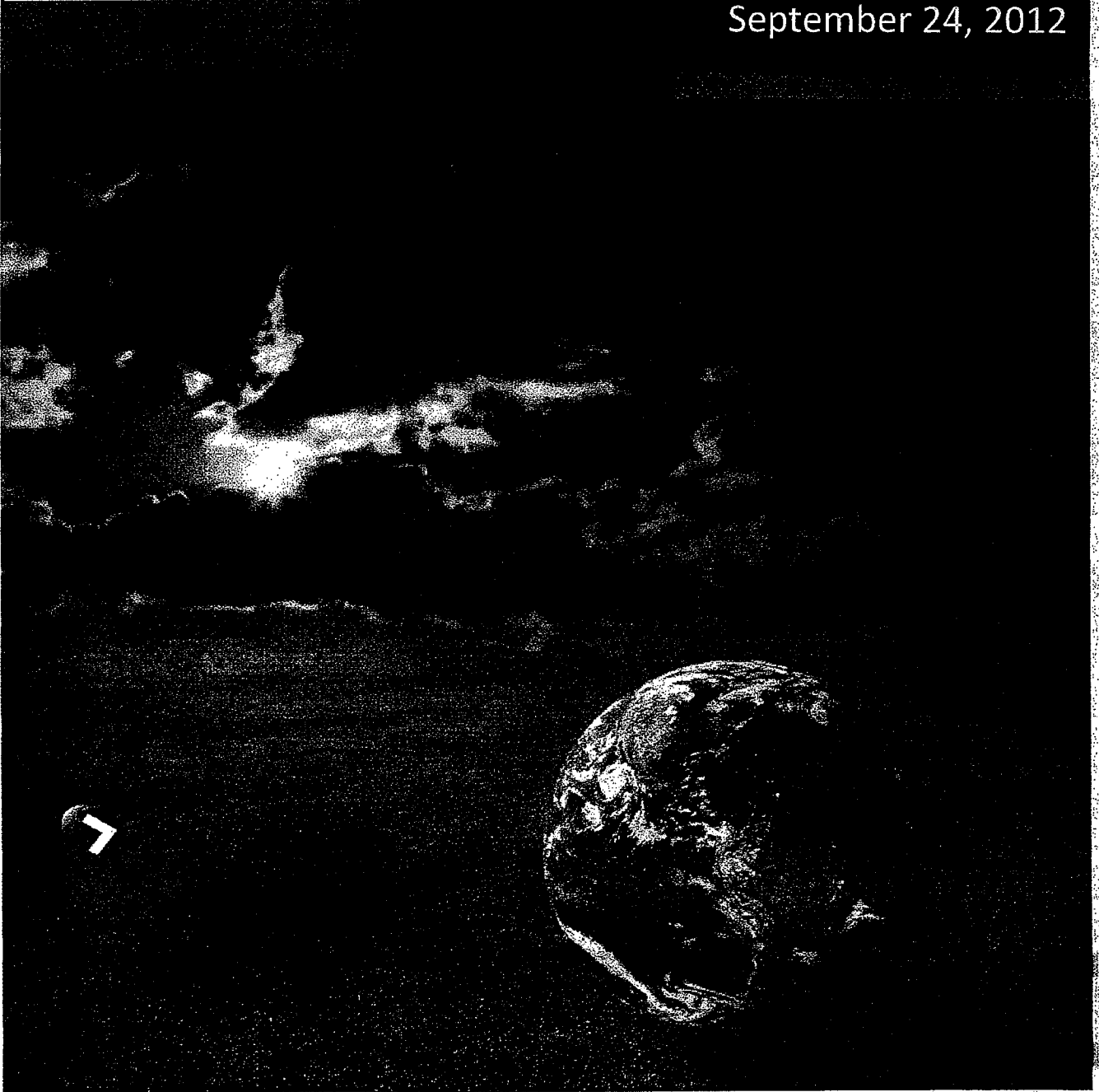
Assumptions - Incentives table with columns: \$ per kWh saved Yr, Maximum Available, \$ per Lamp, OR % of DLR Price, \$ per interior Sq. Ft., Interior Sq. Feet

Logos for EcoSmart, Philips, eUL, lighting facts, RoHS, Energy Star, and other certifications.

Please Note: **Watts includes ballast watts, if any. **Energy includes HVAC savings (if any). ***Incentives are not included in the amount financed.



**LED Lighting
Savings and Benefits Analysis**
Waterloo Elementary School -
September 24, 2012





LED Lighting 'Shines'

Awaken LED Lighting offers better quality light than traditional lighting; saves up to 80% in energy, and can last well over a decade.

INTRODUCTION

This LED Savings and Benefits Analysis addresses the costs, savings and benefits of Awaken LED Lighting for your facility.

Awaken LED Lighting will provide significant energy and lamp replacement savings, long term reliability and enhanced 'user friendly' light quality – all backed by UL, LM79, LM80 and third party certified testing.

Awaken LED Lighting consumes up to 80% less energy and lasts over 50,000 hours (11 ½ years at 12 hours per day, 7 days per week) - to eliminate light bulb (and ballast) replacements and disposal for years to come.

Also, because LED lighting emits very little heat, air conditioning is no longer required to compensate for that heat - reducing energy costs even further.

Finally, every Awaken LED lamp is designed to eliminate the annoying sideways light glare so typical with traditional lighting - for a headache free, enjoyable user experience.

Awaken, The power of eco lighting.

LED Is Replacing All Lighting - some interesting facts...

- Lighting uses 20% of the world's energy.
- By 2014, 50% of new lights will be LED.
- By 2030, almost every light will be LED based.



Executive Summary

This Savings and Benefits Analysis estimates the cost savings realized by retrofitting your facility with high quality, energy efficient LED lighting.

Awaken LED Lighting will save 61% or \$3,546 every year, providing a 16% annual return on investment with a breakeven of 5.7 yrs.; totaling \$91,332 of savings during the LED lamp's lifetime.

MONTHLY SAVINGS LOST WITH CURRENT LIGHTING **\$296**

Based on a preliminary audit, your energy savings and financial benefits of Awaken LED Lighting are:

CURRENT ANNUAL LIGHTING COST

| | |
|-------------------------------------|----------------|
| <i>Energy currently used (kWh)</i> | 53,539 |
| Energy cost | \$4,819 |
| Air conditioning cost | \$187 |
| Lamp replacement cost | \$620 |
| Ballast replacement cost | \$177 |
| Current annual lighting cost | \$5,802 |

PROPOSED ANNUAL LED LIGHTING COST

| | |
|---------------------------------|----------------|
| <i>Energy used by LED (kWh)</i> | 25,059 |
| Energy cost | \$2,255 |
| Air conditioning cost | \$0 |
| Lamp replacement cost | \$0 |
| Ballast replacement cost | \$0 |
| LED annual lighting cost | \$2,255 |

PROJECTED ANNUAL SAVINGS WITH LED

| | |
|--|-----------------|
| <i>Energy saved (kWh)</i> | 28,480 |
| Energy savings | \$2,563 |
| Air conditioning savings | \$187 |
| Lamp replacement savings | \$620 |
| Ballast replacement savings | \$177 |
| LED savings - annual | \$3,546 |
| LED savings - during LED lifetime | \$91,332 |

LED RETROFIT COST

| | |
|---------------------------------|-----------------|
| Product Purchase Price | \$31,890 |
| Dimmers and Timers | \$0 |
| Occupancy Sensors | \$0 |
| Fixtures and Brackets | \$0 |
| Installation | \$0 |
| Removal and Recycling | \$0 |
| 3rd Party Warranty | \$0 |
| Purchase Price | \$31,890 |
| Incentives and Rebates | (\$10,300) |
| Net Cost of LED Retrofit | \$21,590 |

ANNUAL ECO SAVINGS

| | |
|------------------------------------|--------|
| Energy (kWh) | 28,480 |
| CO2 removed | 43,290 |
| Equivalent number of cars removed | 4 |
| Equivalent number of trees planted | 503 |
| <i>During LED Lifetime...</i> | |
| # Lamps saved from landfill | 1,587 |
| # Ballasts saved from landfill | 165 |

SUMMARY

| | |
|---------------------------|-----------------|
| Purchase Price | \$31,890 |
| Incentives and Rebates | (\$10,300) |
| Net Purchase Price | \$21,590 |
| Annual Savings | \$3,546 |
| Annual Savings | 61% |
| Annual ROI | 16% |
| Payback | 5.7 yrs. |
| Avg. LED Lifetime | 21.5 yrs. |
| Max. LED Lifetime | 26.9 yrs. |
| Lifetime Savings | \$91,332 |
| Lifetime ROI | 423% |

DETAILS OF COSTS AND SAVINGS

| Operating Cost - Existing Lighting | | | | | | Operating Cost - Proposed LED Lighting | | | | | | Operating Savings | | |
|------------------------------------|----------|---------------|-------------------|----------------|--------------------|--|----------|---------------|-------------------|----------------|--------------------|-------------------|----------------|------------|
| Product | Lamp Qty | Hours per-yr. | Lamp Chg. per-yr. | Energy per-yr. | Oper. Cost per-yr. | Product | Lamp Qty | Hours per-yr. | Lamp Chg. per-yr. | Energy per-yr. | Oper. Cost per-yr. | Savings per-yr. | % | |
| T8- 4' | 412 | 2,600 | \$462 | \$3,718 | \$4,181 | T8-4' - Lxi | 412 | 2,600 | \$1,687 | \$1,687 | \$2,494 | \$66 | 56% | |
| High Bay - MH | 6 | 2,600 | \$105 | \$659 | \$764 | Hi Bay - Uxi | 6 | 2,600 | \$336 | \$336 | \$428 | \$92 | 56% | |
| T12- 8' | 12 | 2,600 | \$50 | \$256 | \$306 | T8-8' - Lxi | 12 | 2,600 | \$101 | \$101 | \$205 | \$104 | 67% | |
| Wall Pk - MH | 6 | 2,600 | \$164 | \$267 | \$431 | Wall Pack - Lxi | 6 | 2,600 | \$77 | \$77 | \$85 | \$8 | 32% | |
| Street - MH | 1 | 2,600 | \$15 | \$106 | \$120 | Qx8 | 1 | 2,600 | \$54 | \$54 | \$66 | \$12 | 55% | |
| | | | | | \$796 | | | | | | \$2,255 | \$2,255 | \$3,546 | 61% |

COSTS AND SAVINGS PER LAMP

| Proposed LED Light | | | | | | Operating Savings | |
|--------------------|--------------|-----------------|------------------|---------------------|---------------------|-------------------|---------------------|
| Product | Initial Cost | Lifetime (Yrs.) | Lifetime (Hours) | Lamp Cost w/ Rebate | Lamp Cost w/ Rebate | Savings per-yr. | Lifetime Savings*** |
| T8-4' - Lxi | 18 | 19.2 | 50,000 | \$50 | \$25 | \$6 | \$148 |
| Hi Bay - Uxi | 239 | 26.9 | 70,000 | \$878 | \$878 | \$71 | \$2,460 |
| T8-8' - Lxi | 36 | 19.2 | 50,000 | \$135 | \$135 | \$17 | \$417 |
| Wall Pack - Lxi | 55 | 19.2 | 50,000 | \$618 | \$618 | \$59 | \$1,438 |
| Qx8 | 232 | 23.1 | 60,000 | \$778 | \$778 | \$66 | \$2,040 |

* Lamp Lifetime Yrs. = LED lamp lifetime hours / hours ON per year.

** Lamp Cost includes installation, recycling, dimmers, occ. sensors, fixtures, 3rd party.

*** LED Savings are adjusted to include any assumed inflation.

ASSUMPTIONS

| Energy | | Rebates & Incentives | |
|--------------------------|---------|-----------------------------|---------|
| Cost of Energy / kWh | \$0.090 | \$ per kWh Saved Yr. 1 | \$0.00 |
| Annual Cost Increase | 2% | Maximum Available | \$0 |
| Wks./Yr. Cooling | 19 | | |
| Wks./Yr. Heating | 26 | \$ per Lamp | \$25.00 |
| Include HVAC Savings? | No | OR % of DLR Price (Frt Inc) | 0% |
| Labor and Rentals | | \$ per Interior Sq. Ft. | \$0.00 |
| Replace Lamp / Hr. | \$50 | Interior Sq. Feet | 0 |
| Replace Ballast / Hr. | \$50 | | |
| Bucket Truck / Hr. | \$100 | Accelerated Depreciation | 0% |
| Annual Cost Increase | 2% | % of Year To Use | 0% |
| Remove Labor Chg.? | Yes | Corp. Tax Rate | 0% |

| Existing Product | Lamp Cost | Lamp w/ Rebate | Lifetime* (Years) | Lamp Life (Hours) | Ballast Cost | Ballast Life (Hrs) |
|------------------|-----------|----------------|-------------------|-------------------|--------------|--------------------|
| T8- 4' | \$5.00 | 37 | 5.4 | 14,000 | \$15 | 100,000 |
| High Bay - MH | \$35.00 | 452 | 4.6 | 12,000 | \$35.00 | 15,000 |
| T12- 8' | \$12.00 | 87 | 4.6 | 12,000 | \$15.00 | 50,000 |
| Wall Pk - MH | \$35.00 | 190 | 4.6 | 12,000 | \$35.00 | 15,000 |
| Street - MH | \$35.00 | 452 | 3.8 | 10,000 | \$35.00 | 25,000 |

FINANCING

Short term, cash flow friendly financing is readily available, where the monthly payments are covered by the projected savings, and there is no balloon payment.

Finance your LED
Lighting retrofit
with 'Off Balance
Sheet' Financing.

100% Financing Available

Financing for 100% of the capital costs associated with the retrofit, including lamps, brackets, poles, sensors, timers, installation, disposal, recycling, delivery, installation management and consulting is available. Awaken facilitates the financing with its highly reputable financier, specializing in the funding of green energy projects.

Cash Flow Friendly Financing

Financing utilizes a payment plan whereby the projected savings will cover the monthly payments - without any balloon payment - so that you are cash flow positive from day one. Title to the retrofit LED lighting remains with you.

Rebates And Incentives Are 'Cash' To The Business

Financing is based on the gross amount of the project without any and reduction for rebates, incentives or accelerated depreciation. The monies received from these programs are for your immediate and sole benefit, and are not due to the financier.

Estimated Financing

(Rebates and incentives not included)

| | |
|------------------------------------|----------|
| Total Cost of Retrofit Financed | \$31,890 |
| Deposit (if any) | \$0 |
| Estimated Interest Rate | 2.00% |
| Number of Years Payoff (estimated) | 5 |
| Balloon Payment | \$0 |
| Estimated Monthly Payment | \$559 |
| Monthly Savings from LED Retrofit | \$296 |

*Payments are estimates and subject to change and credit approval.
A documentation fee and / or down payment may be required.*

THE BENEFITS OF LED LIGHTING

LED (Light Emitting Diode) lighting has become very popular due to its long life and substantial energy savings.

Significant Energy Savings

Traditional indoor and outdoor lighting can be replaced with LED lighting that consumes up to 80% less energy without affecting the 'look' of the light - for example a 90w Halogen light bulb requires only 18w of LED light to replace it.

Running Cool For Air Conditioning Savings

LED lighting produces 10 times less BTUs than fluorescent and 30 times less BYUs than incandescent, to significantly reduce the amount of heat emitted from the light that must be cooled down to maintain the room temperature.

No More Lamp (and Ballast) Replacements

There is no comparison between the cost of LED lights vs. traditional lighting, where the true cost of the bulb is the cost of replacement bulbs and the labor expense and time needed to replace them. These are significant factors, especially where there are a large number of installed bulbs. For office buildings and skyscrapers, maintenance costs to replace bulbs can be enormous. These issues can all be virtually eliminated with the LED option.

Enhanced User Experience

LEDs, being from the blue light spectrum, offers greater contrast than traditional light from the yellow light spectrum. In many cases, users report they no longer require their reading glasses, and they no longer suffer from eyestrain or headaches.

No More Breakage

Due to the long life of LED lighting, there is no longer any day-to-day need to handle light bulbs, fluorescent tubes, etc., eliminating all breakage.

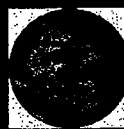
Reduced Carbon Footprint

One of the most serious environmental issues concerning traditional lighting are the CO2 emissions released during the process of generating electricity. One incandescent bulb causes 150 lbs. of CO2 to be released into the atmosphere every year; and one CFL bulb causes 35 lbs. of CO2 per year. Compare those to an LED bulb, which causes only 15 lbs. of CO2 to be released per year. By upgrading LED lighting, you save significant CO2 from the atmosphere.

No More Toxic Mercury

Switching to LED lighting will reduce the toxic mercury released into the environment. For example, fluorescent bulbs utilize mercury to produce light. The EPA considers mercury a hazardous waste, and even strictly regulates the disposal of fluorescent bulbs. In contrast, LED lights do not contain any hazardous materials. Using LED lighting will significantly reduce the amount of this hazardous material produced.

LED Lighting 'Shines'



Awaken LED Lighting offers better quality light than traditional lighting; saves up to 80% in energy, and lasts over a decade.

THE BENEFITS OF AWAKEN LED LIGHTING

Awaken offers all the lighting specifications and ancillary services necessary for a successful LED retrofit installation.

Unique Optics

Maximum light inside the beam angle eliminates sideways glare so typical with traditional light.



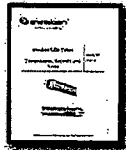
Ultra Bright Parking Lot Light

Ultra bright 1000w HPS lamps used by car dealers can now be replaced with LED lamps - Awaken Qx8.



Extensive 3rd Party Testing

Awaken tests its lamps at DOE approved labs for accelerated life, dust, vibration, salt, fog, etc.



American LEDs and Design

Awaken uses LEDs made in USA (where possible) and in-house R&D and design.



Uncompromising Reliability

Every Awaken LED lamp is aged and tested for 48 to 72 hours to ensure extra long life.



Headache and Eyestrain Free

"Your lamps are relaxing, with more contrast - I no longer need my eye glasses." - PhD, Librarian.



Cash Flow Friendly Financing

Short term financing with payments paid by the savings - with no balloon payment.



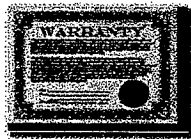
Installation

Professional nationwide installation - even overnight, with online portal to review job status.



USA 3rd Party Warranty

3rd party, 5 year USA underwritten parts and labor warranty for failure, color shift or light loss.



EPA Compliant Recycling

EPA compliant recycling assures proper disposal of lamps replaced with LED.



Everything you need.

Awaken offers a complete complement of support and services to ensure every aspect of your LED lighting retrofit project is a success - in terms of savings, installation, finance, reliability and user friendliness.



DISCLAIMER

This LED Savings and Benefits Analysis is calculated based on a cursory light assessment and information provided or assumed from prevailing conditions. Energy savings, rebates, grants, tax incentives, financing, costs, installation, and other items listed herein are estimates based on technical knowledge of lighting systems, potential financing options, utility company descriptions of rebate programs, governmental grants that may or may not be available, tax incentive programs, and data provided by both the client and the representative providing data. This Analysis does not guarantee any cost or energy savings, nor does it guarantee financing, rebates, tax incentives, or grants. This Analysis is provided solely for the purpose of providing an assessment of potential energy and cost savings and funding options including grants, tax incentives, rebates, and financing.

The Awaken Company Inc.

Specialty LED Lighting

New York, Philadelphia, Miami and Montreal

www.PlanetAwaken.com

2012

**Solid State Lighting (SSL) School
Demonstration – LEDs &
Adaptive Controls**



Outsourced Innovation 9/20/2012

Program – Getting SMART with LEDs™ - Monroe Public Schools

Objective

To evaluate, measure, validate and compare a number of solid state lighting and adaptive control technologies designed for use in secondary schools and university applications.

Goals

Apply a vendor-neutral review of LED product performance and reliability in real-world applications while engaging students, faculty and administrators in understanding the benefits of emerging sustainable lighting technologies.

Program Justification

Continued rapid advancements of SSL will eventually transform lighting markets. The number and breadth of LED lighting systems and features available in the marketplace today is growing yet most products are untested, new standards are evolving and reliability claims are based on predictions. Further, their thermal, optical, electronic and mechanical operations are more complex than conventional lighting with unique performance characteristics that are not well understood.

This curriculum-based program reduces the risk of a scalable purchase decision and simultaneously engages end-users and future energy consumers in understanding the SSL and adaptive control technologies.

Deliverables

1. Vetting and provide 2-3 different LED products and adaptive control solutions for field evaluation.
2. Identify and implement prudent standard lighting research protocol that includes 3-6 classrooms ideal for field measurement.
3. Prepare and model a lighting design for each classroom using AGI32 software to ensure lighting power density (LPD) and other lighting standards are met before products are installed.
4. Provide and install ENVI™ home energy monitor meters in each LED research classroom so students and faculty can see, monitor, compare and report energy savings in real-time, by each classroom and lighting product.
5. Install utility-grade DENT power meters to profile electric load by classroom and monitor electrical performance (input wattage, power factor, total harmonic distortion) by each product.

6. Collect and report photometric measurements in each classroom to compare average illuminance, max/min, uniformity and monitor lumen maintenance by product throughout the duration of the project.
7. Gauge and report student and faculty acceptance of LED lighting systems using a subjective evaluation to assess brightness, glare, uniformity, color and overall preference.
8. Write the business case that addresses total lifecycle costs (payback, ROI, IRR) that is specific to each product. This includes research implications and final recommendations.
9. Provide teacher curriculum (science, physics, energy) to support continued education on sustainable lighting systems.
10. Present a project kickoff that includes an on-site presentation to students and faculty on LED lighting technologies and adaptive controls and what makes them fundamentally different.
11. Prepare marketing outreach or any strategic communication that is specific to results from the Monroe School demonstration projects (video production of LED classrooms, site photography, case studies, reports, webcast).
12. Work towards implementing and field testing the use of remote wireless monitoring and other unique adaptive controls as the integration of these features are available.

LED Products

Because LED product performance varies widely, the goal will be to field test a variety of LED solutions and especially focused on the evaluation next generation lighting companies that manufacture in the State of Michigan. It is expected that an economic development effort will have a positive impact on the local economy with field results that will be shared throughout the entire Midwest region.

Project Duration

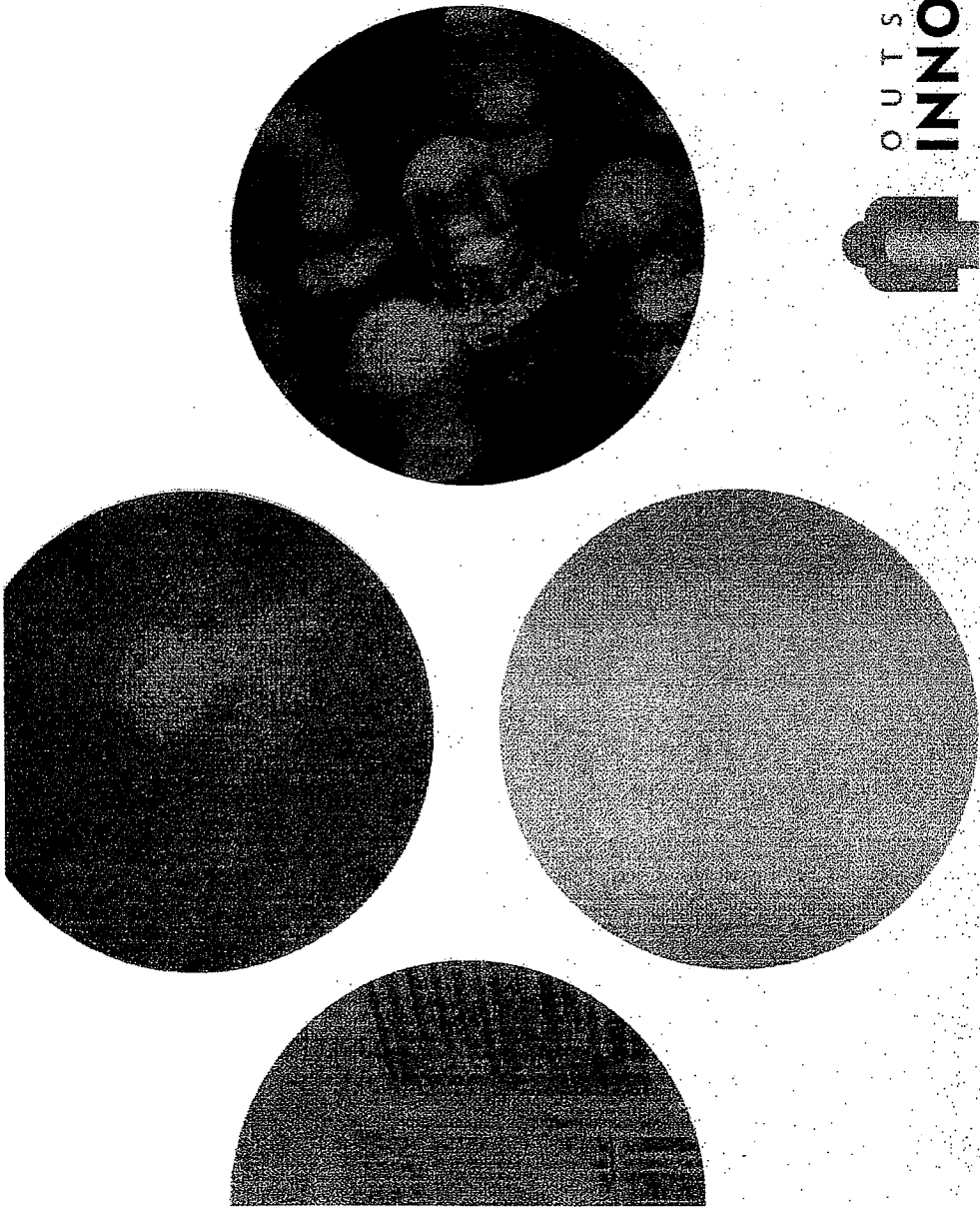
Twelve to 18 months, depending on number of classrooms and availability of new product features ready for field testing.

Project Costs (TBD) Collaborative funding

Contact

Outsourced Innovation, LLC
Martha Carney, Principal
721 Arlington Avenue, Suite 200
Naperville, IL 60565
O: 630.697.0571
mcarney@outsourced-innovation.com

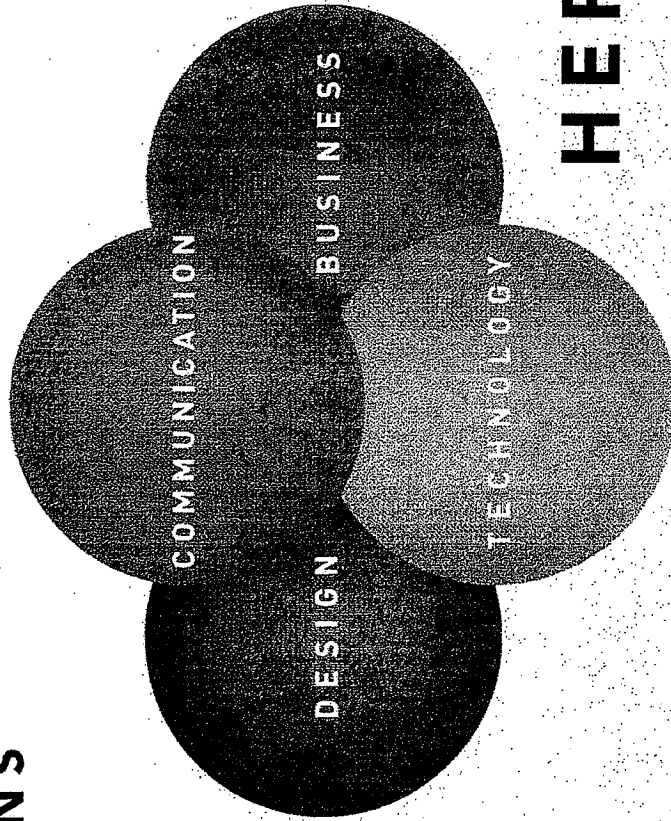




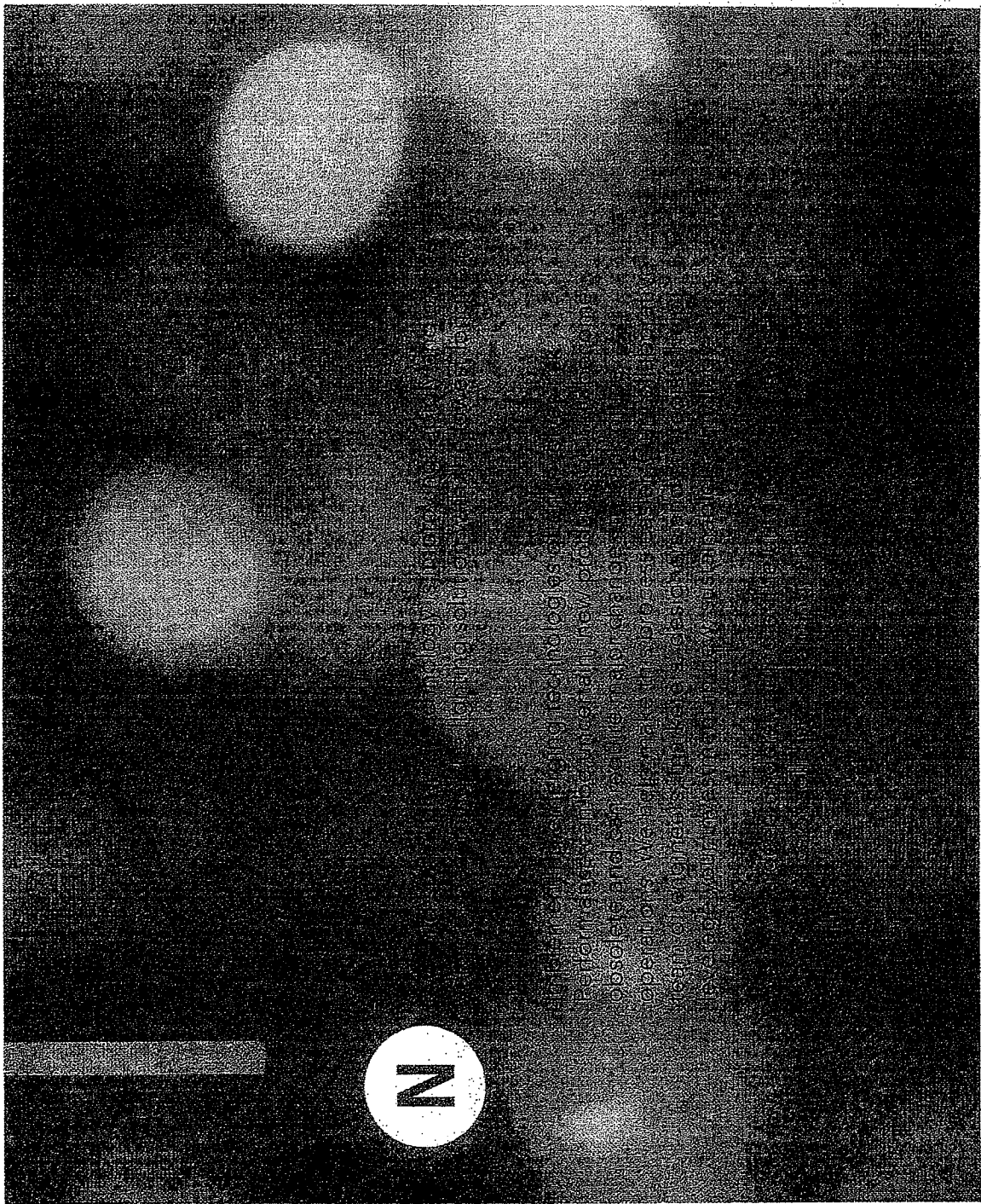
**OUTSOURCED
INNOVATION**

Collaboration.
Illumination.
Innovation.

**INNOVATION
HAPPENS**



HERE



Why Solid State Lighting?

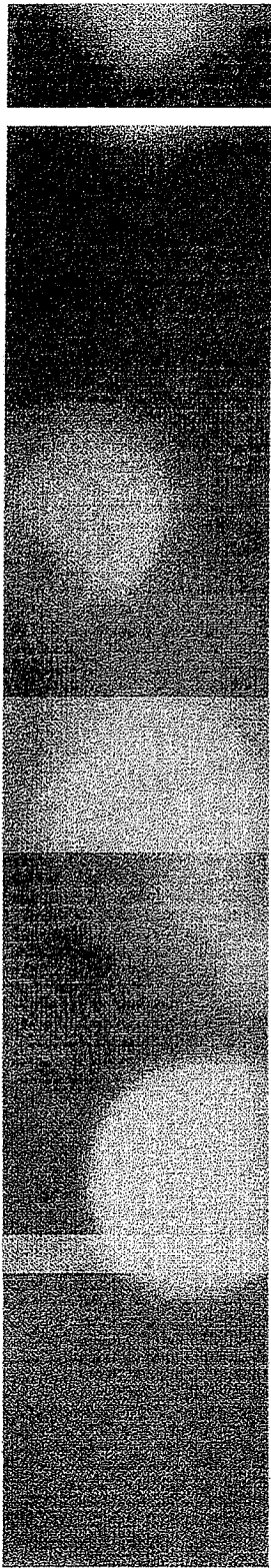
Solid State Lighting, otherwise known as Light Emitting Diodes (LEDs) have the potential to revolutionize the way customers use light. LEDs are generally 10 times more energy efficient than conventional incandescent lighting and can last up to 25 times as long. It's estimated that in 2030, these technologies will reduce national lighting electricity use by nearly one half, saving up to \$30 billion a year. The US Department of Energy projects a conversion to LED streetlights alone could represent 10 Terawatts of energy savings. LEDs and adaptive controls are a digital revolution of lighting waiting on the horizon.

Although the upfront investment in SSL can be high, the technology can make economic sense today in many applications due to their energy and maintenance savings.

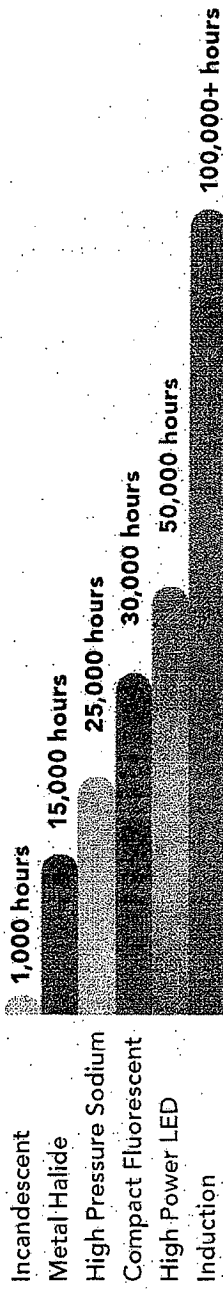
Their costs are also on the decline. Industry road mapping indicates prices for warm white LEDs went from \$36 to \$18 per kilolumen in 2 years and expected to drop to \$2 per kilolumen by 2015.

Other benefits of SSL:

- Can be controlled or dimmed (remotely or wireless)
- Color changing capabilities
- More durable and robust in harsh environments
- No mercury content
- Potential for smart-grid integration



LIFESPAN OF A LIGHT FIXTURE



What We Do

Our vendor-neutral approach ensures performance expectations are met before making scalable purchase decisions. We specialize in field measurement and independent validation in real-world environments to allow our clients to make confident and informed decisions. This includes all aspects of total life-cycle economics and complex behavioral components.

Our team has applied this approach to a diverse set of solid state lighting and adaptive control demonstrations, including municipal streetlights, industrial warehousing, university classrooms and several agricultural (dairy, swine and poultry) applications. We take on new challenges to research and evaluate sustainable technologies that are important to our client's business.

Outsourced-innovation is one of the leading providers of SSL program services. We work as an extension of your team through:

- Public/private collaboration with municipal, commercial or industrial customers
- Multi-vendor product vetting and evaluation using Right Lumen™
- Technology integration and installation
- On-site field evaluation, measurement and validation specific to the application
- Market research and strategic messaging to important stakeholders
- Specialized SSL training and event management
- Creative contents for internal and external communication
- Business and lifecycle case analysis

Our Network

MARTHA CARNEY **Founder and Senior Principal**

Martha is the founding principal of Outsourced-Innovation. She received her BBA degree from the University of Wisconsin and MBA from Keller Graduate School of Management. She has 20 years of broad-based business and new product development experience within the pharmaceutical, energy and utility industries working for Eli Lilly and Nicor. Martha's expertise in LED lighting began seven years ago by conducting residential market research on emerging SSL technology for general illumination applications. She speaks nationally on the importance of technology demonstrations.



JAMES FAY
Principal

James received a BSME from the University of Illinois and a BS degree from the University of Wisconsin—Madison. He has over 25 years of experience in the development and evaluation of new products and services in the energy industry. He was formerly President of North Star Energy Group and was a founding Principal in Primen, a joint venture between the Electric Power and Gas Research Institutes. His experience is concentrated in the successful introduction of new energy technologies, and includes new product commercialization strategies, business plans, competitive economic and financial assessment, market research and evaluation, and channel analysis and partnering strategies for retail energy markets. He has led several cross-industry initiatives and work groups, organized and led many industry conferences and workshops, and is a frequent speaker on energy topics.

HOWARD WOLFMAN

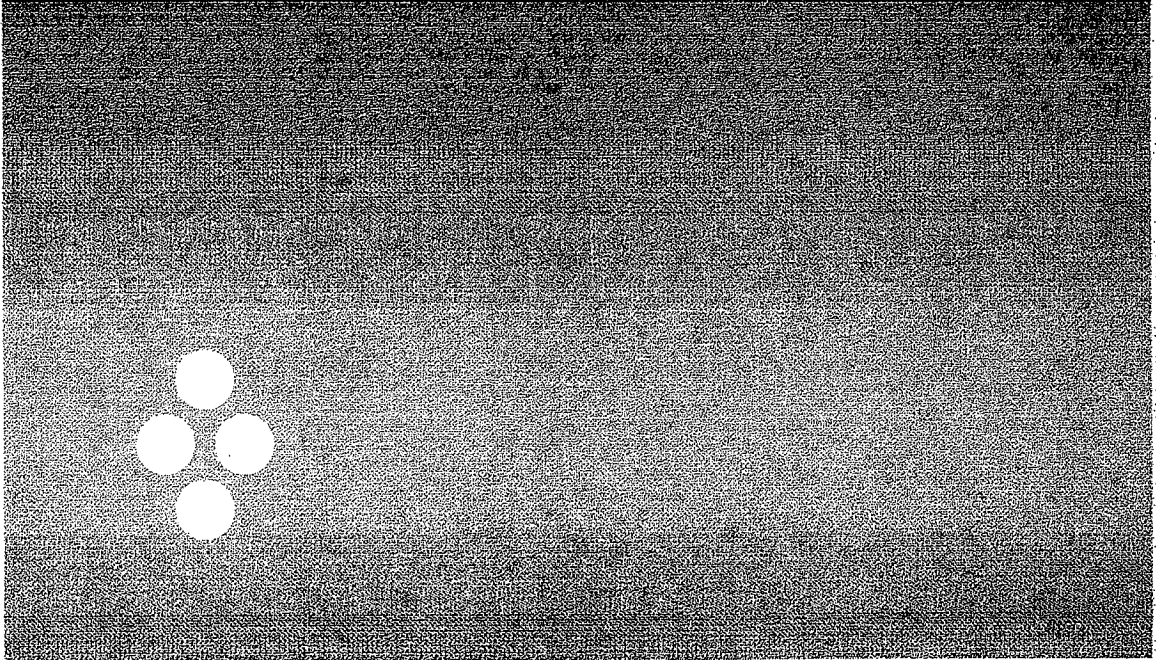
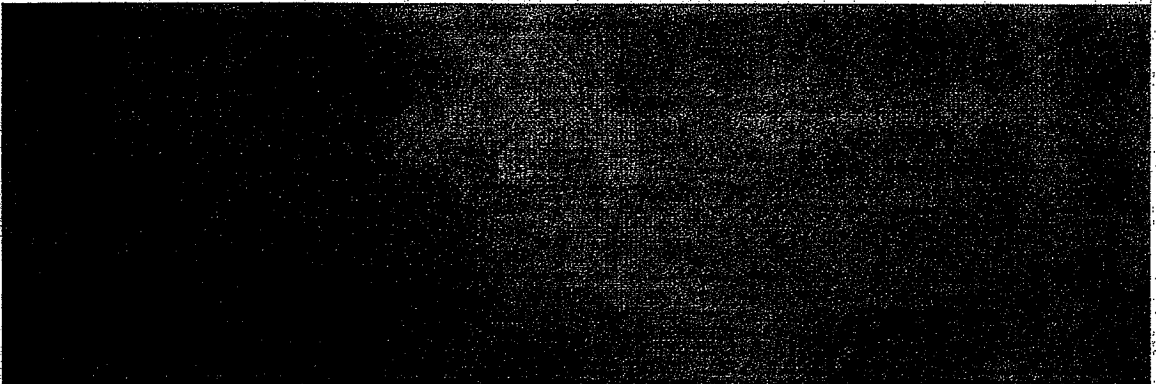
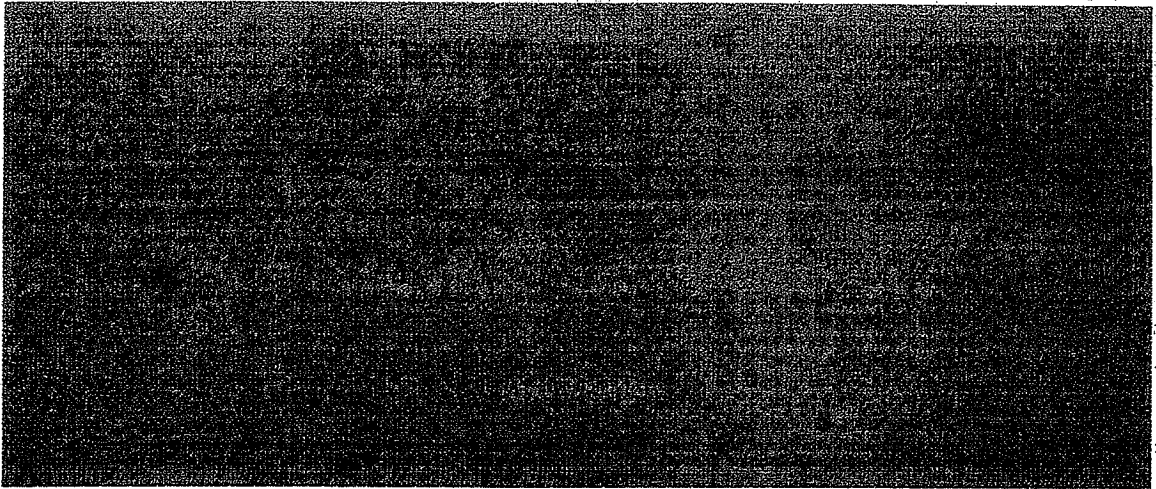
Principal

Howard received his BSEE from the University of Illinois, MBA from Northwestern University, and is a Registered Professional Engineer in the State of Illinois. With 20 years' experience with Motorola Lighting and the Electronics and Controls Division of OSRAM SYLVANIA, he now specializes in lighting energy efficiency. Howard is past Chairman of the National Electrical Manufacturer's Association Lighting Systems Division and member of the Solid State Lighting Section. He is Chairman of the Controls Protocol Committee of the Illuminating Engineering Society of North America and is the Technical Advisor to the US National Committee for IEC TC 34C. Howard serves on the Underwriters Laboratory Standards Technical Panel for fluorescent and HID ballasts, the STP for Luminaires, and the STP for Solid State Lighting.

KYLE DUNN

Principal Engineer

Kyle specializes in Project management and the evaluation of energy efficiency SSL projects, measurement and verification (M&V) of LED products and performance data analysis. He has worked with businesses throughout Illinois assisting them in implementing LED and Energy design through the Illinois Smart Energy Design Assistance Program.



Application.

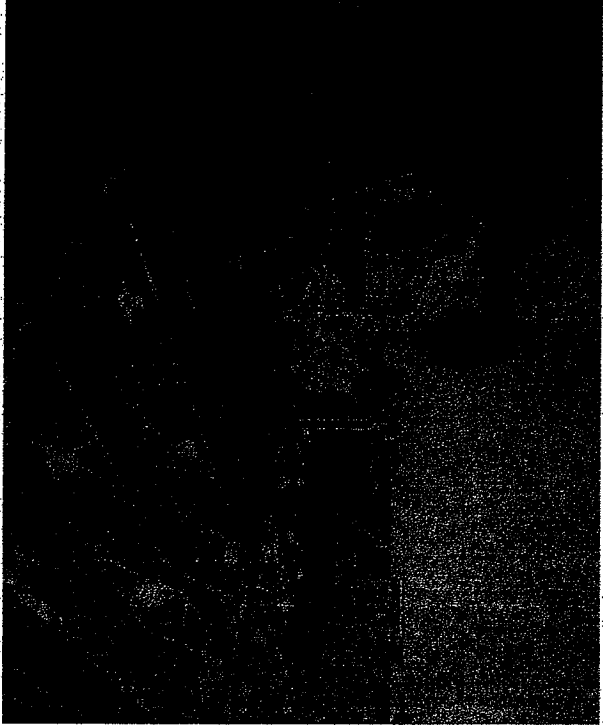
MidAmerican Energy & City of Bettendorf, Iowa

The City of Bettendorf, in collaboration with MidAmerican Energy approached us to prepare the business case for a demonstration of 32 LED street lights installed in front of the Quad Cities Waterfront Convention Center. The project was estimated to deliver a 14,115 kilowatt savings, a \$1,200 annual savings and 7-year payback compared to the high pressure sodium lamps they replaced. We produced a SSL training workshop from the demonstration and educated other municipalities and commercial customers about LED standards and how to identify quality.

CASE STUDY: LIGHTING

High-Bay Cold Storage Warehouse, Franklin, Indiana

Our team measured and evaluated the light and electrical performance of a 170-foot high bay cold storage warehouse facility. Results showed a 50% increase in footcandles compared to the T5s they replaced with enhanced occupancy sensing to deliver a projected 25% energy savings. Further evaluation continues as pertains to demand response and coordination with Smart Grid.





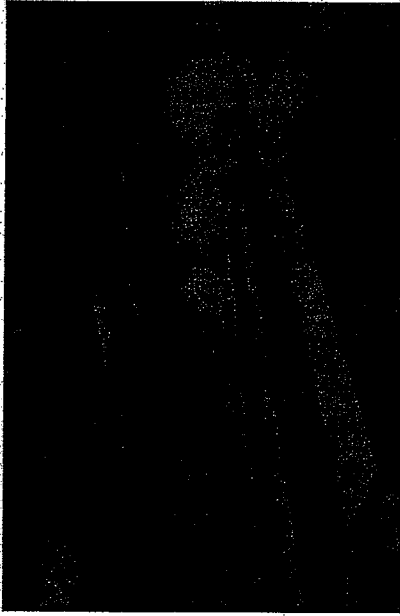
Freestall Agricultural Facilities

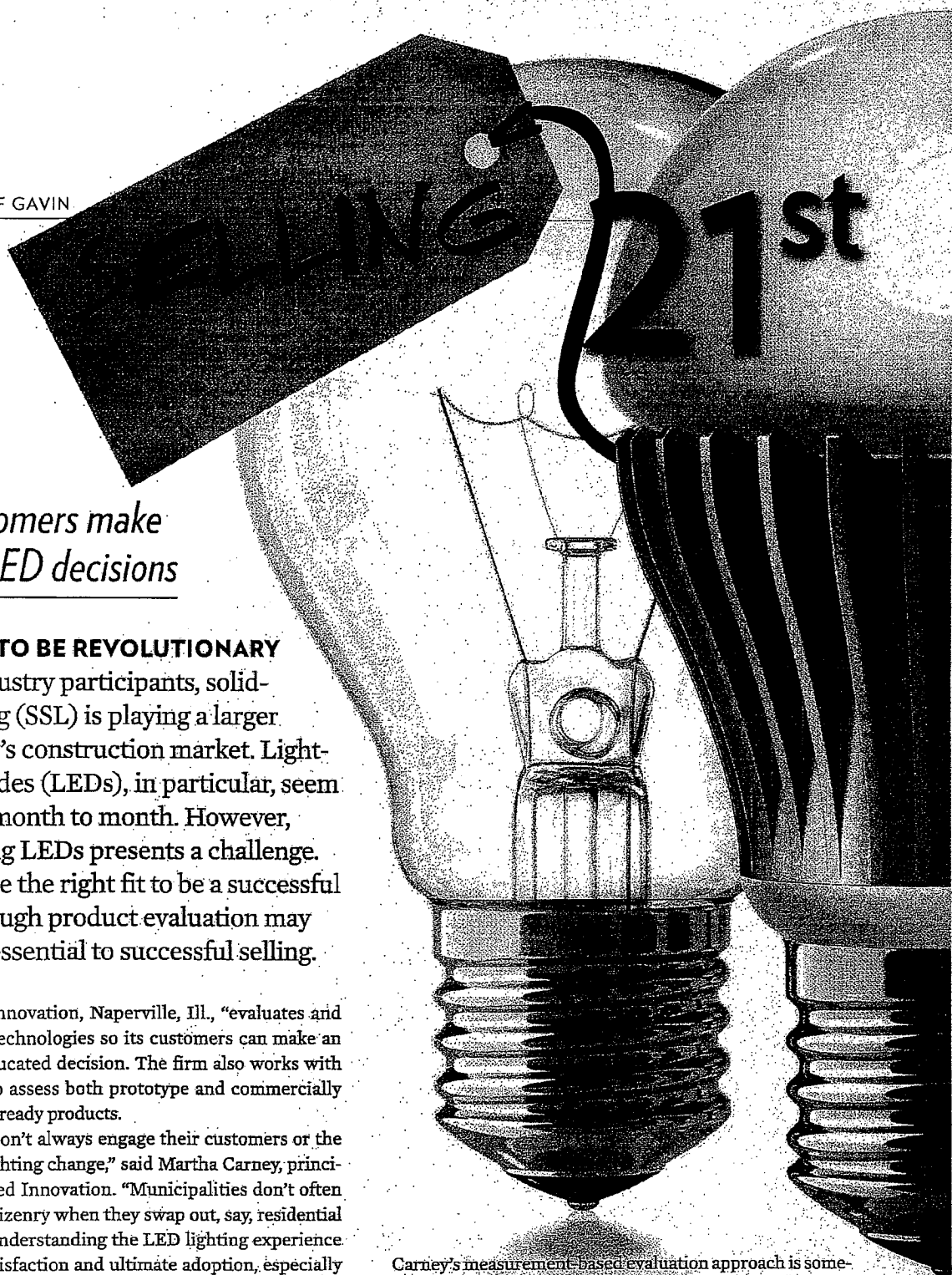
In a collaborative partnership between Oklahoma State University and the National Rural Electric Cooperative Association, we facilitated a national demonstration of 10–250 watt metal halide fixtures replaced with 10 custom-engineered LEDs high-bay fixtures. The project resulted in a validated 55% energy savings, 30% increase in footcandles and even early evidence of increased milk production from the cows.

The project also included relighting an egg-laying facility home to 88,000 hens. Our work included comparing the light output and energy savings resulting from a conversion of 9-watt CFLs to a 3-watt LED modular lighting system. Early results suggest enhanced light levels, a more robust lighting system, a validated 6,285 k/Wh savings and an estimated \$17,000 savings over a projected 8-year service life if the entire 35-house egg-laying facility was converted to LEDs. We discovered agricultural facilities are one of the most profitable applications of SSL.

Blue River Valley Jr./Sr. High School, New Castle Indiana

Blue River Valley Junior/Senior High School worked with their electric cooperative to create a utility-sponsored LED classroom that integrated with an educational curriculum for students. The project was designed to teach physics students about the advantages of solid state lighting technologies and to help them understanding the benefits of smart lighting. The project resulted in a validated 38% energy savings, improved light output at desk levels and concluded that 66% of the students preferring LED lighting compared to traditional fluorescent lighting.





Help customers make the best LED decisions

DECLARED TO BE REVOLUTIONARY by many industry participants, solid-state-lighting (SSL) is playing a larger role in today's construction market. Light-emitting diodes (LEDs), in particular, seem to progress month to month. However, actually using LEDs presents a challenge. They must be the right fit to be a successful sale. A thorough product evaluation may be the new essential to successful selling.

Outsourced Innovation, Naperville, Ill., "evaluates and validates" LED technologies so its customers can make an informed and educated decision. The firm also works with manufacturers to assess both prototype and commercially available, market-ready products.

"Companies don't always engage their customers or the end-users in a lighting change," said Martha Carney, principal for Outsourced Innovation. "Municipalities don't often consider their citizenry when they swap out, say, residential street lighting. Understanding the LED lighting experience is essential to satisfaction and ultimate adoption, especially when considering a lighting source touted to last decades. When considering LEDs, it starts with education. LEDs for general illumination are frequently misconstrued as light bulbs even by the customers who approach electrical contractors. Of course, nothing could be further from the truth. Being digital, LEDs are programmable and offer an unlimited scope for color or other dynamic effects that conventional lighting cannot match. They are a lighting system, which needs to be conveyed as well. Those facts are a start. Education can go much deeper."

Carney's measurement-based evaluation approach is something electrical contractors (ECs) could consider when their customers are considering LED lighting.

"The LED market is flooded by a vast number of new and unproven LED products," Carney said. "Some manufacturers are making claims about performance that seem too good to be true and are not supported on a technical basis. As things stand, it can be difficult for an electrical contractor's customers to know who to trust or what to believe."

Carney believes ECs can step in by offering a LED evaluative service.



Century Lighting

You can drive them harder and achieve a higher light output, but you sacrifice life. You may prefer a warmer Kelvin temperature, but you sacrifice efficiency as greater efficiencies today are realized with cooler light. A qualitative analysis is something often left out in the evaluation of solid-state lighting systems."

LED standards should help reduce uneven performance. Today, however, Carney cites a lack of standards in everything from optics, adhesives and solder-joints, to power supply and drive electronics that can hamper promises of 50,000 hours of service life. Where does that leave an EC? Eyeing products that offer a solid warranty can help provide a measure of self-assurance.

"The EC should know which LEDs offer consistent long service life as advertised," Carney said. "That will help guide clients in their lighting decisions and build their confidence. That said, lumen maintenance can be an unknown with LED lighting systems."

Carney's firm evaluates stated LED product life. Its findings are informative.

"We have been asked to measure light degradation over time to see if LED lights are retaining a meaningful percentage of their initial light output over 1,000 hours and 6,000 hours of operation," she said. "Our 6,000-hour test is set against that same grid used for 1,000 hours, so we can then calculate the difference. We use IESNA [Illuminating Engineering Society of North America] methodology to establish a light grid placed under a sample of fixtures to gather a statistically large enough number of foot-candle readings. In some cases, the LEDs have produced stable or little light degradation over one year. However, that has not held true for all LED products. That begs the question of meeting claims for 50,000-hour service life."

A qualitative measure of LED performance is equally essential to Carney in determining whether a LED product is right for its intended purpose. Her firm recommends to clients that they

The two Q's and demos

For Carney, a thorough analysis of LED lighting systems requires examining both the quantitative and qualitative effects of that lighting change. She recommends comparing two, three or more similar products.

"A quantitative review requires validating the kilowatt-per-hour savings by each manufacturer," she said. "LED lighting is not a commodity (at least yet) with product performance that varies widely by manufacturer. The challenge is to look at several possible solutions and understand what the customer is trying to achieve in a lighting conversion. There are trade-offs with LEDs.

set up an on-site demonstration to evaluate and compare several products. She explained such a demo might include surveying a company's employees to assess how they feel about working under a different lighting system and gauge overall preferences.

"You might ask about brightness, glare or color of light preference," Carney said. "A growing body of early research suggests a correlation between preferred lighting and employee productivity. If you have a municipal customer, you might help support an LED 'research street' in a public location where different LED lighting can be changed out as the community provides feedback on each. Maybe you want to show how LED street lighting illuminates without sacrificing public safety. In a building, your objective might be to get a sense of employees' acceptance and comfort with dimming and adaptive-control technologies. Let them know these technologies are being considered to leverage energy savings and could actually offer personal lighting control in an office setting."

Carney added that exposing an employee or general public to LED lighting is important because its spectral intensity or wave length is vastly different than conventional lighting.

"LED lighting can feel different," she said. "There's a physiology to lighting as it pertains to human behavior. Facilitating client demonstrations is a true service ECs can suggest."

Still, some may be skeptical of a demonstration proposal's effectiveness. However, it could help avoid costly overhauls later.

"We've conducted primary research with 10 Illinois municipalities and heard them suggest that their community wants to be engaged in street lighting decisions. In fact, the research found that when residents don't like a lighting selection for reasons such as color or light distribution, they typically complain to the mayor, and the fixtures ultimately come down. In the commercial and industrial sector, large companies typically have budgets to evaluate various lighting options, but prudent evaluation can be a stretch for small companies," Carney said.

Factoring in power

To learn which products are best for an application, contractors must be technically proficient regarding SSL technologies. After all, customers have to live with the results. If lights don't perform as claimed, operations and the utility that supports delivering reliable service may suffer detrimental financial loss.

"On the utility side of the equation, power companies want to understand and validate the input wattage and power quality from LED lighting, especially if new rate structures are developed around SSL," Carney said. "For commercial LED applications, Energy Star specifies greater than 0.90. Some utilities implement a power factor charge to commercial or industrial customers if electronic products fall below a certain power factor threshold as it's more costly for a utility to deliver service to that facility. There are also proposed Energy Star LED standards for total har-

The vast opportunities for solid-state lighting suggest we have only scratched the surface for this exciting light source and its innovation.

monic distortion established at less than 0.20. The call is to eliminate the risk of LEDs interfering with the performance of other electronic products, such as computers. Measuring and understanding power factor is important."

Thinking like a CFO

Carney advises ECs think like a chief financial officer when selling LED lighting systems.

"ECs need to be proficient in running the numbers and facilitating discussions on return on investment [ROI]. In today's economy, most customers won't adopt the technology if it does not make good business sense. Communicating internal rate of return [IRR] and how LEDs compare to a bank certificate of deposit or calculating net present value returns are all conversations that need to be second nature to today's contractors. These discussions help make your case and ease your customer's decision in committing to LED," Carney said, adding that today's LED fixtures can cost as much as 30-60 percent more than conventional light sources.

"Many successful applications can build a business case on maintenance cost savings alone, making the energy saving story secondary to a conversion," she said.

Added, added service

Outsourced Innovation's work does not stop with the field evaluation. It typically writes the business case for its clients, so they can present to a building owner or other party why a lighting conversion makes sense. When asked, the firm develops strategic messaging, so its customers can incorporate a sustainable lighting message into their overall mission statement and marketing.

"There are many LED lighting systems being installed today without prudent evaluation," Carney said. "By sharpening skills going forward, ECs can provide new value in helping clients make the right purchasing decision. That will require being technically proficient when it comes to LEDs. By analyzing what products are quality performers or best for an application, ECs are providing an invaluable service. Also, know what incentives are out there, so customers can leverage rebates from utilities and others. As LED technology reaches steady-state performance, perhaps some field measurement will become unnecessary. Certainly, the digitalization of light is met by the speed in which such products are advancing. The vast opportunities for solid-state lighting suggest we have only scratched the surface for this exciting light source and its innovation."

By providing customers with a deep understanding of SSL technology, ECs can become the consultants who understand where LEDs make sense. More than ever, the successful sale will be in the details. ■

GAVIN is the owner of Gavo Communications, a marketing services firm serving the construction, landscaping and related design industries. He can be reached at gavocomm@comcast.net.

Board Meeting #18
October 9, 2012
Item #C.3

STAFF RESIGNATIONS

BACKGROUND

Barbara L. Johnson: We have received a letter of resignation for the purpose of retirement from Barbara L. Johnson effective November 30, 2012. Ms. Johnson has been employed as a Middle School Teacher since 2001.

Patricia Stefanski: We have received a verbal resignation from Patricia Stefanski. Ms. Stefanski was a part-time special education teacher for the 2011/12 school year. Ms. Stefanski was laid off at the end of the 2011/12 school year and has since accepted a job with St. Mary's School. She is declining a recall to employment with Monroe Public Schools.

ENCLOSURE

Letter of Resignation - Johnson

RECOMMENDATION

Move to approve the resignations of Patricia Stefanski effective September 25, 2012 and of Barbara Johnson effective November 30, 2012 from Monroe Public Schools.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

| | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|----------------------|------------|------------|----------------|---------------|
| Mrs. Knabusch-Taylor | _____ | _____ | _____ | _____ |
| Dr. March | _____ | _____ | _____ | _____ |
| Mr. Mason | _____ | _____ | _____ | _____ |
| Ms. Spicer | _____ | _____ | _____ | _____ |
| Mr. VanWasshenova | _____ | _____ | _____ | _____ |
| Mr. Vensel | _____ | _____ | _____ | _____ |
| Mr. Yeo | _____ | _____ | _____ | _____ |

Monroe Public Schools

Board of Education

Superintendent Randy Monday

09/26/12

I respectfully submit my request for retirement effective November 30, 2012, pending all necessary paperwork and requirements from the State of Michigan.

I have been grateful for the opportunity to serve the students of Monroe Public Schools as Science teacher for the district. As I reach this qualifying milestone in my career I look forward to the next great adventure.

Thank you

Respectfully submitted,



Barbara L. Johnson
9/26/12

Barbara L. Johnson

Employee # 580103655

Cc: Ryan McLeod

Julie Everly

Cindy Flynn

Board Meeting #18
October 9, 2012
Item #C.4

EXEMPT EMPLOYEE APPOINTMENT

BACKGROUND

On behalf of the administration and the interview panel I am recommending the appointment of Peter Frailing as an Entry Level Computer Technician with Monroe Public Schools. Mr. Frailing will begin his position on Wednesday, October 10, 2012.

Mr. Frailing is a graduate of Monroe High School and holds an Associate of Science degree from Monroe County Community College. Mr. Frailing has previously worked as a Master Technician for Staples.

Members of the interview panel were: Ryan McLeod, Assistant Superintendent; David Payne, Director of Technology; Kevin Hauser & Tom King, Senior Computer Technicians, and Mary Ann Cyr, Principal.

ENCLOSURE

Resume

RECOMMENDATION

Move to approve the appointment of Peter Frailing as an Entry Level Computer Technician for the 2012/13 school year effective October 10, 2012 and place on the appropriate salary level for this position, upon completion of all pre-employment requirements.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

| | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|----------------------|------------|------------|----------------|---------------|
| Mrs. Knabusch-Taylor | _____ | _____ | _____ | _____ |
| Dr. March | _____ | _____ | _____ | _____ |
| Mr. Mason | _____ | _____ | _____ | _____ |
| Ms. Spicer | _____ | _____ | _____ | _____ |
| Mr. VanWasshenova | _____ | _____ | _____ | _____ |
| Mr. Vensel | _____ | _____ | _____ | _____ |
| Mr. Yeo | _____ | _____ | _____ | _____ |

Peter Frailing
2465 N. Raisinville Rd.
Monroe, MI 48162
(734)770-4635
pfrailing@gmail.com

8/21/12

Holly Scherer
Human Resource Specialist
Monroe Public Schools
1275 N. Macomb St.
Monroe, MI 48162

Dear Ms. Scherer,

I am seeking the opportunity to apply myself to the vacant Entry Level Computer Technician position posted in the Monroe Evening Newspaper to enable me to capitalize on my experience while allowing me to progress on my career as a Certified Computer Technician.

I have an Associates of Science from Monroe County Community College, as well as two years of computer repair experience from working at Staples. I have also received the A+ certification from CompTIA.

My resume, which is enclosed, contains additional information on my experience and skills. I would appreciate the opportunity to discuss the job opening with you and to provide further information on my candidacy. I can be reached anytime via my cell phone, 734-770-4635.

Thank you for your time in considering my qualifications. I look forward to speaking with you about this opportunity.

Sincerely,

Peter A. Frailing

Peter Frailing
2465 N. Raisinville Rd.
Monroe, MI 48162
(734)770-4635
pfrailing@gmail.com

OBJECTIVE

Looking for a long term position to utilize my knowledge and education of computer systems and software.

SKILLS PROFILE

- * Ability to efficiently operate all office software (ex: Microsoft Office, Open Office)
- * Knowledge of and experience with scheduling multiple appointments
- * Filing and organizational skills.
- * Ability to work on multiple repairs at the same time
- * Good customer-relations background
- * CompTIA A+ Certified

EMPLOYMENT HISTORY

Master Technician

January 2010 -
May 2012

Staples The Office Superstore, Monroe, MI

- Managed intake, repair, and pick-up of multiple PC's.
- Trained new technicians.
- Performed onsite services for consumers (set-ups, diagnostics, repairs, installations, tutorials, and more as needed).
- Excellent customer service record.

Cashier/Baker

May 2006 -
August 2006

Panera Bread, Monroe, MI

- Successfully complete all jobs in timely manner.
- Kept workstation clean and tidy to enhance customer service.
- Coordinated orders of multiple food items.
- Transported food orders promptly to customers who requested them to be delivered offsite.

EDUCATION

Associates of Science Degree

2009

Monroe County Community College, Monroe, MI

Diploma

2007

Monroe High School, Monroe, MI

PAYMENT EXPECTATION

Negotiable

Board Meeting #18
October 9, 2012
Item #C.5

TEACHER APPOINTMENT

BACKGROUND

On behalf of the administration and the interview panel I am recommending the appointment of James Seelhoff as a teacher with Monroe Public Schools. Mr. Seelhoff will be assigned as a Social Studies teacher at Monroe Middle School for the 2012/13 school year.

Mr. Seelhoff holds a Bachelor of Art degree from Michigan State University and is currently pursuing his Master's degree from that University. Mr. Seelhoff holds a dual certificate in Social Studies and English. He was formerly employed with Haslett High School in Haslett, Michigan.

Members of the interview panel were: Cindy Flynn, Principal; Melissa Provo, Assistant Principal; Lynn Colturi and Holly Renko, Teachers; and Mari Treece, Parent.

ENCLOSURE

Resume

RECOMMENDATION

Move to approve the appointment of James Seelhoff as a teacher with Monroe Public Schools effective October 3, 2012 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

| | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|----------------------|------------|------------|----------------|---------------|
| Mrs. Knabusch-Taylor | _____ | _____ | _____ | _____ |
| Dr. March | _____ | _____ | _____ | _____ |
| Mr. Mason | _____ | _____ | _____ | _____ |
| Ms. Spicer | _____ | _____ | _____ | _____ |
| Mr. VanWasshenova | _____ | _____ | _____ | _____ |
| Mr. Vensel | _____ | _____ | _____ | _____ |
| Mr. Yeo | _____ | _____ | _____ | _____ |

James W. Seelhoff

736 Alton Rd, East Lansing, MI 48823

(517) 410-3224

j.w.seelhoff@gmail.com

RX, History, and English Certified

Portfolio online at jwseelhoff.weebly.com

Professional Objectives:

Obtain full-time employment teaching Social Sciences and English in a secondary education environment. I also aspire to assist students to my fullest ability in their academic and personal pursuits beyond high school.

Education:

Michigan State University, East Lansing, MI

Fall 2011-Present

- ▲ Graduate studies in secondary social sciences education
- ▲ Current GPA: 4.0
- ▲ RX, History, and English Certifications expected Spring 2012

Michigan State University, East Lansing, MI

Fall 2007-Spring 2011

- ▲ Bachelor of Arts, Honors College
- ▲ Major (BA) – History Minor – English
- ▲ Cumulative GPA: 3.65 Major GPA: 3.75

East Lansing High School, East Lansing, MI

Fall 2003-Spring 2007

- ▲ Cumulative GPA: 3.9

Teaching Experience:

Haslett High School, Haslett, MI, one-year internship

August 2011-April 2012

11th Grade World History and Geography, 9th Grade US History and Geography

- ▲ Promoted a social science classroom built on open inquiry and connections to modern society
- ▲ Forged connections with students through personal discussions
- ▲ Crafted lessons for a multitude of learners
- ▲ Assisted in employing student growth measures
- ▲ Designed and implemented lessons for the teaching of World History and Geography and US History and Geography in accordance with state curriculum
- ▲ Collaborated with other department members and resource educators on lessons, activities, and assessments
- ▲ Undertook monthly professional development meetings
- ▲ Networked with colleagues, parents, and educational professionals
- ▲ Provided support for the ACT PLAN test
- ▲ Applied knowledge of and ability with classroom technology, including Smart Board, Microsoft Office, overhead projection, and multiple video formats
- ▲ Implemented lessons built on chunking activities to enhance student engagement

Haslett High School, Haslett, MI
Quizbowl Assistant Coach

Fall 2011-Spring 2012

- ▲ Ran practices to help hone student skills
- ▲ Provided assistance with organization for team trips and a hosted league event
- ▲ Teams found success in local leagues, finishing in the top 4 of two larger leagues.

Haslett High School, Haslett, MI
10th Grade Economics, 9th Grade US History

Fall 2010 -Spring 2011

- ▲ Aided in creating and implementing lessons for Economics and US History classes
- ▲ Discussed with students the connection between topics from economics to everyday life
- ▲ Engaged in constructing a positive environment for investigative learning of economics

Pattengill Middle School, Lansing, MI
7th Grade Language Arts

Fall 2009

- ▲ Assisted struggling students with increasing their literacy, writing, and interpersonal skills
- ▲ Introduced students to strategies for successful reading comprehension and critical thought

Harry Hill High School, Lansing, MI
Secondary English as a Second Language classes

Spring 2008

- ▲ Helped students still learning the English language in math and language arts classes, working especially with native speakers of Spanish, Arabic, and French
- ▲ Informed students on the everyday situations where the skills they studied would be useful

Other Work Experience:

Electronics Clerk, Meijer, Okemos, MI

June 2011-August 2011

- ▲ Helped patrons with questions regarding technological goods, developed photographs, provided positive customer service

Student Stack Assistant, MSU Libraries, East Lansing, MI

May 2008-August 2011

- ▲ Organized books, provided service to patrons, assisted in two library reorganizations

Accolades and Accomplishments

MSU History Department Honors Thesis

May 2011

- ▲ Awarded for completing a work of original research on the topic of philosophy, media, and revolt in 1960s Europe.

MSU Dean's List

Fall 2007-Spring 2011

- ▲ Maintained a GPA of at least 3.5 six of eight semesters

Alumni Distinguished Scholarship Semifinalist

Fall 2007-Spring 2011

Michigan Competitive Scholarship

Fall 2007-Spring 2011

Quizbusters Champion Scholarship

Fall 2007

Michigan State University Honors College Professorial Assistantship

Fall 2007-Spring 2008

BOARD POLICIES-FIRST READING

BACKGROUND

Board policies (Section 3000) have been reviewed by the board policy committee and are recommended for approval by the full board of education. Changes to the policies are noted in bold print.

ENCLOSURES

- Section 3000 – Fiscal Management

RECOMMENDATION

Move to approve the following policies as a first reading:

- Section 3000 – Fiscal Management

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

| ROLL CALL VOTE: | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|------------------------|-------------------|-------------------|-----------------------|----------------------|
| Mrs. Knabusch-Taylor | _____ | _____ | _____ | _____ |
| Dr. March | _____ | _____ | _____ | _____ |
| Ms. Spicer | _____ | _____ | _____ | _____ |
| Mr. VanWasshenova | _____ | _____ | _____ | _____ |
| Mr. Vensel | _____ | _____ | _____ | _____ |
| Mr. Yeo | _____ | _____ | _____ | _____ |

ACCEPTANCE OF 2011/12 FINANCIAL AUDIT

BACKGROUND

The Business Office, Central Administration and Board Finance Committee of the Whole have reviewed in detail the financial report for the year ending June 30, 2012 with representatives of Cooley, Hehl, Wohlgamuth & Carlton, CPAs, on September 25, 2012.

It is the opinion of the auditors and the Board of Education that the financial statements present fairly, in all material respects, the financial position of each of our funds as of June 30, 2012.

ENCLOSURES

Reports were given in advance of the meeting.

RECOMMENDATION

Move to accept the 2011/12 Financial Audit as prepared by the firm of Cooley, Hehl, Wohlgamuth & Carlton, Monroe, MI.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

| | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|----------------------|------------|------------|----------------|---------------|
| Mrs. Knabusch-Taylor | _____ | _____ | _____ | _____ |
| Dr. March | _____ | _____ | _____ | _____ |
| Mr. Mason | _____ | _____ | _____ | _____ |
| Ms. Spicer | _____ | _____ | _____ | _____ |
| Mr. VanWasshenova | _____ | _____ | _____ | _____ |
| Mr. Vensel | _____ | _____ | _____ | _____ |
| Mr. Yeo | _____ | _____ | _____ | _____ |

PURCHASE OF INSTRUCTIONAL MATERIALS

BACKGROUND

Dr. Martin is requesting the Board approve the purchase of classroom materials for the READ 180 program at Monroe Middle School. READ 180 is a supplementary reading support program funded by at-risk 31a funds.

ENCLOSURES

Memo from Barry Martin

RECOMMENDATION

Move to approve the purchase of classroom materials for the READ 180 program at Monroe Middle School for a cost not to exceed \$4,500. Funding for this purchase will be taken from at-risk 31a fund allocations.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

| | <u>Aye</u> | <u>Nay</u> | <u>Abstain</u> | <u>Absent</u> |
|----------------------|------------|------------|----------------|---------------|
| Mrs. Knabusch-Taylor | _____ | _____ | _____ | _____ |
| Dr. March | _____ | _____ | _____ | _____ |
| Mr. Mason | _____ | _____ | _____ | _____ |
| Ms. Spicer | _____ | _____ | _____ | _____ |
| Mr. VanWasshenova | _____ | _____ | _____ | _____ |
| Mr. Vensel | _____ | _____ | _____ | _____ |
| Mr. Yeo | _____ | _____ | _____ | _____ |

Office of

State and Federal Programs



Monroe Public Schools

TO: Katherine Eighmey
FROM: Barry Martin
RE: Instructional Materials Purchase
DATE: October 1, 2012

Per Board Policy 3660, I am requesting board approval for the purchase of classroom materials for the READ 180 program at Monroe Middle School. This is a supplementary reading support program funded by at-risk 31a funds which will be used to make this purchase. The materials include nine sets of student RBooks, (5 sets of stage B Rbooks, 3 sets of RBook flex, and 1 set Rbook flex workshop). These are replacement materials being purchased from Scholastic Education, 2315 Dean St., St. Charles, Illinois which is the single source for these materials. The cost of these materials, including shipping will not exceed \$4500.

Board Meeting #18
October 9, 2012
Item #C.13

ADJOURNMENT

RECOMMENDATION

Move to adjourn the October 9, 2012 Board Meeting #18.

HAND VOTE

MOTION: _____ SUPPORT: _____ ACTION: _____

TIME: _____