

BOARD OF EDUCATION

“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.”

BOARD MEETING #8 May 12, 2011 – 7:00 pm AGENDA

**MR. DAVID VENSEL, PRESIDENT
DR. KENNETH McNAMEE, VICE-PRESIDENT
MRS. JUNE KNABUSCH-TAYLOR, SECRETARY
DR. TEDD MARCH, PARLIAMENTARIAN
MR. RONALD BENORE, JR., TRUSTEE
MS. WENDY SPICER, TRUSTEE
MR. LAWRENCE VANWASSHENOVA, TRUSTEE**

**MR. RANDALL MONDAY, SUPERINTENDENT
MRS. M. CHRISTINE BUTLER, ASSISTANT SUPERINTENDENT, K-12 CURRICULUM
MR. KENNETH LAUB, ASSISTANT SUPERINTENDENT FOR BUSINESS & FINANCE**

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.

MONROE BOARD OF EDUCATION
 North Macomb Street, Monroe, Michigan 48162
 Board Meeting #8
 May 10, 2011 – 7:00 PM

MISSION STATEMENT

The mission of Monroe Public Schools is to provide the resources and leadership required to guarantee equal educational opportunities in a safe, orderly, positive, and well-maintained environment; to provide learning experiences from which learners can develop talents, skills, and understanding needed for them to become contributing, responsible citizens in a democratic society and global economy; and to provide means of continually assessing its effectiveness in attaining its goals.

VISION STATEMENT

“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.”

David Vensel, President
 Kenneth McNamee, Vice-President
 June Knabusch-Taylor, Secretary
 Tedd March, Parliamentarian
 Ronald Benore, Jr., Trustee
 Wendy Spicer, Trustee
 Lawrence VanWasshenova, Trustee

Randall Monday, Superintendent
 Chris Butler, Assistant Superintendent, K-12 Curriculum
 Kenneth Laub, Assistant Superintendent, Business and Operations
 Jennifer Watterworth, Board Secretary

AGENDA

A. Roll Call and Call to Order	Mr. Vensel
1. Pledge of Allegiance to the Flag	Mr. Vensel
2. Board President – Vision Statement	Mr. Vensel
3. Recognition – Technology Millage Participants (Sven Wollschlaeger, Corina Mignano, Marc Drougal and Connie Fox)	Mr. Laub/Ms. Nancy Boykin
4. HOSA and BPA Conferences – Competitors in National and International Competitions	Mr. Monday/Mr. Vergiels
5. Sodexo Food Service	
B. Public Commentary – Board Agenda Items Only	Mr. Vensel
C. Discussion and Action Items	Mr. Vensel
1. Approval of Minutes Move to approve the following minutes: <ul style="list-style-type: none"> • April 12, 2011 Board Meeting #7 • April 19, 2011 Special Board Meeting – Discipline (3 sets) 	Mr. Vensel
2. Reports and Updates <ul style="list-style-type: none"> • April 12, 2011 Finance Committee of the Whole Minutes • May 16, 2011 Personnel Committee Minutes • Summer, 2011 Facility Project List/Building and Site Sinking Fund 	Mr. Vensel
3. Resolution – Section 105 Opt-Out Move to approve the Section 105 Opt-Out Resolution as presented.	Mr. Monday
4. Resolution to Support the MCISD Proposed Budget for 2011/2012 Move to approve the ISD Budget Resolution as presented.	Mr. Laub
5. Extension of Sodexo Food Service Contract Move to extend the food service management contract of Sodexo for the 2011/2012 school year.	Mr. Laub

<p>6. Consent Agenda – Purchases Move that Agenda Items C.7 thru C.11 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.</p>	Mr. Laub
<p>7. Approval for Fire Alarm Upgrade at Monroe Middle School #1108 Move to approve the Base Bid, Proposal A, Simplex System bid from Mosher Electric of Monroe, Michigan for the fire alarm upgrade at Monroe Middle School at a cost not to exceed \$135,549 and reject all other bids. Monies to be taken from the Building and Site Sinking Fund.</p>	Mr. Laub
<p>8. Approval to Update Boys’ Locker Room at Monroe Middle School #1103 Move to accept the base bid, Proposal A from Van Tassel Construction Corporation of Ottawa Lake, Michigan for the boys’ locker room renovation at Monroe Middle School at a cost not to exceed \$85,400 and reject all other bids. Monies to be taken from the Building and Site Sinking Fund.</p>	Mr. Laub
<p>9. Contract Award for Asbestos Removal and Monitoring – Custer I Elementary Carpet Replacement Move to award the low bid of Total Environmental, Inc. for asbestos removal for a cost not to exceed \$4,385 and reject all other bids. DMD will provide the required monitoring and reporting for \$1,000. Total project cost of \$5,385. The project cost will be paid from the Building and Site sinking fund.</p>	Mr. Laub
<p>10. Window and Door Replacement at Waterloo Move to accept the bid (Proposal A base bid and Alternate A-1) from Monroe Glass, Monroe, MI, for window replacement and related work at Waterloo Elementary at a cost not to exceed \$154,010.</p>	Mr. Laub
<p>11. Approval for Electrical Work at Navarre Field Move to accept the bid from Staelgraeve Turner Electric of Monroe, Michigan for the electrical work at Navarre Field at a cost not to exceed \$7,370 and reject all other bids. Monies to be taken from the Building and Site Sinking Fund.</p>	Mr. Laub
<p>12. Old Business</p>	Mr. Vensel
<p>13. New Business</p>	Mr. Vensel
<p>14. Superintendent’s Comments/General Comments/Reminders</p>	Mr. Monday
<p>15. Public Commentary – Any Topic</p>	Mr. Vensel
<p>16. Adjourn Move to adjourn the May 10, 2011 Board Meeting #8.</p>	Mr. Vensel

Board Meeting #8
May 10, 2011
Item A

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Mr. Benore	_____	_____
Mrs. Knabusch-Taylor	_____	_____
Dr. McNamee	_____	_____
Dr. March	_____	_____
Ms. Spicer	_____	_____
Mr. VanWasshenova	_____	_____
Mr. Vensel	_____	_____

Time: _____

APPROVAL OF MINUTES

ENCLOSURES

- April 12, 2011 Board Meeting #7 Minutes
- April 19, 2011 Special Board Meeting Minutes – Discipline (3 sets)

RECOMMENDATION

Move to approve the following minutes:

- April 12, 2011 Board Meeting #7 Minutes
- April 19, 2011 Special Board Meeting Minutes – Discipline (3 sets)

MOTION:	_____	SUPPORT:	_____	ACTION:	_____
		AYE	NAY	ABSTAIN	ABSENT
Mr. Benore	_____	_____	_____	_____	_____
Mrs. Knabusch-Taylor	_____	_____	_____	_____	_____
Dr. McNamee	_____	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____	_____
Mr. Vensel	_____	_____	_____	_____	_____

Official

**MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Minutes – Board Meeting #7 – April 12, 2011**

David Vensel, President
Kenneth McNamee, Vice-President
June Knabusch-Taylor, Secretary
Tedd March, Parliamentarian
Ronald Benore, Jr., Trustee
Wendy Spicer, Trustee
Lawrence VanWasshenova, Trustee

Randall Monday, Superintendent
M. Christine Butler, Assistant Superintendent, K-12 Curriculum
Kenneth Laub, Assistant Superintendent, Business & Finance
Jennifer Watterworth, Secretary to Superintendent and Board

MINUTES

Roll Call and Call to Order: The regular meeting was called to order at 7:03 PM by Mr. Vensel.

Board Members Present	Board Members Absent	Others Present
<ul style="list-style-type: none">• Mr. Benore• Mrs. Knabusch-Taylor• Dr. McNamee• Dr. March• Mr. VanWasshenova• Mr. Vensel	<ul style="list-style-type: none">• Ms. Spicer	<ul style="list-style-type: none">• Mr. Monday• Mrs. Butler• Mr. Laub

Pledge of Allegiance to the Flag/National Anthem Presented by the MHS Singers

The pledge of allegiance to the flag was recited followed by a performance of a group of MHS singers, under the direction of Cate Windelborn.

Board President –Vision Statement

Mr. Vensel read the Monroe Public Schools vision statement.

Bridge Building Challenge

Victoria Sweet, Drafting/CAD instructor at MHS, reported to the Board about a recent design and bridge building competition at the Lansing Center. Over 200 students (77 teams) representing schools across Michigan were invited to participate. MHS had seven teams that competed in the Suspension Bridge division and one team that competed in the Floating Bridge division. One of our Suspension Bridge teams placed third and received \$225 (\$75 each). The students were Justin Ellison, Molly Kaminski and Edward Chakmakian and all three attended the meeting and spoke about their project and the competition.

Eagle Scout Award – Samuel Doty

Samuel Doty, MHS senior, has been a member of the Boy Scouts since fifth grade. He will be receiving his Eagle Scout award soon and was congratulated by the Board members and received a certificate of achievement.

Public Commentary:

Several staff members spoke in support of resolution opposing school aid fund transfer to higher education and voiced their opposition to the legislature’s proposed budget cuts, especially the cuts to public education. Audience members who addressed these issues were: Nikki Klonaris,

President of MCEA, Amy McBroom, MHS teacher, Deb Mau, MHS teacher, Sara Ziegler, MHS teacher, and Jerry Oley, MPS administrator. Several students spoke in support of elective classes and how cuts affect students. The students were: Chantall Asmaro, Katre'ana Daily, and Jaime Baker.

Approval of Minutes

Move to approve the following minutes:

- March 22 Board Work Session
- March 22, 2011 Board Meeting #6
- March 29, 2011 Special Board Meeting – Discipline (4 sets)
- April 5, 2011 Special Board Meeting – Discipline (4 sets)

Motion by Mr. VanWasshenova; support by Mrs. Knabusch-Taylor.

Vote: Motion carried by a 6-0 roll call vote.

Reports and Updates

- March 14, 2011 Board Personnel Committee Minutes
- March 24, 2011 Board Policy Committee Minutes
- March 30, 2011 Board Physical Resource Committee Minutes

The reports were accepted without comment.

Resolution Opposing School Aid Fund Transfer to Higher Education

Move to approve the resolution opposing school aid fund transfer to higher education as presented.

Motion by Dr. McNamee; support by Mr. VanWasshenova.

Discussion: Mr. VanWasshenova commented that transferring school aid funds to higher education would be devastating to our students.

Vote: Motion carried by a 6-0 roll call vote.

Resolution for Notice to Layoff Administrators

Move to approve the “Resolution for Notice to Layoff Administrators”, as attached, for the layoff of Montyne Barbee, Jennifer Bennett, Vince Castiglione, Mary Ann Cyr, Kim Diven, Julie Everly, William Ferrara, Cindy Flynn, Alice Malik, Barry Martin, Lisa McLaughlin, Ryan McLeod, Kelly McMahan, Jerry Oley, John Ray, Ryan Starr, Mari Treece, Scott Tucker, and Otto Zillgitt, due to economic reasons, effective at the end of the 2010/11 school year; and to provide the appropriate notifications as required by statute.

Motion by Dr. March; support by Dr. McNamee.

Discussion: Mr. Benore noted that by state law, we are required to give certified staff sixty days’ notice in the event of a layoff.

Vote: Motion carried by a 6-0 roll call vote.

Resolution for Notice to Layoff Teachers

Move to approve the “Resolution for Notice to Layoff Teachers”, as attached, for the layoff of the listed teachers, due to economic reasons, effective at the end of the 2011/12 school year; and to provide the appropriate notifications as required by statute.

Motion by Dr. McNamee; support by Mr. VanWasshenova.

Vote: Motion carried by a 6-0 roll call vote.

Staff Resignations

Move to approve the resignations of Betty Cady and Denise Lemirande from Monroe Public Schools effective at the end of the 2010/11 school year (June, 2011.)

Motion by Dr. McNamee; support by Mr. VanWasshenova.

Vote: Motion carried by a 6-0 roll call vote.

Consent Agenda - Student Reinstatements

Move that Agenda Items C.8 thru C.13 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

- C.8 Move to reinstate Christopher Brinkman to Monroe Public Schools, with the understanding that Christopher will attend Orchard High School.
- C.9 Move to reinstate Artyonna Mccray to Monroe Public Schools, with the understanding that Artyonna will be enrolling immediately at Monroe High School to complete her education and obtain her diploma.
- C.10 Move to reinstate Dakota Musarelli to Monroe Public Schools for the fall 2011 trimester, with the understanding that Dakota should complete trimester 3 in the Expelled Students Program then move to Monroe High School for the fall of 2011.
- C.11 Move to reinstate Jesse Vallade to Orchard High School for trimester 3. There will be consideration for Jesse to go to Monroe High School for the fall 2011 trimester based on good attendance and the completion of his classes at Orchard High School for trimester 3.
- C.12 Move that Justin Goetz *not* be reinstated to Monroe Public Schools at this time, with the understanding that Justin should complete trimester 3 in the Expelled Students Program then reapply after trimester 3 based on improved attendance and grades.
- C.13 Move that Skyler Pendleton *not* be reinstated to Monroe Public Schools at this time. The recommendation is that Skyler complete trimester 3 in the Expelled Students Program, show continued progress, and request a reinstatement hearing in June, 2011.

Motion by Mrs. Knabusch-Taylor; support by Dr. March.

Vote: Motion carried by a 6-0 roll call vote.

Consent Agenda – Purchases

Move that Agenda Items C.15 and C.16 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

- C.15 Move to accept the Base Bid, Proposal A from Folding Equipment Company, Toledo, Ohio for the corridor locker installation at Raisinville Elementary at a cost not to exceed \$46,259. Monies to be taken from the Building and Site Sinking Fund.
- C.16 Move to accept the Base Bid, Proposal A from Folding Equipment Company, Toledo, Ohio for the corridor locker installation at Custer II Elementary at a cost not to exceed \$33,669. Monies to be taken from The Building and Site Sinking Fund.

Motion by Mr. VanWasshenova; support by Dr. McNamee.

Discussion: Mr. Laub clarified that the lockers were needed at Raisinville and Custer at the suggestion of the fire marshall due to the many coats and boots in the hallways during the winter months which could delay escape during an emergency.

Vote: Motion carried by a 6-0 roll call vote.

Approval for Carpet and Floor Tile Bids

Move to accept the low bid from Victory Carpet, Luna Pier, Michigan, for carpet and tile replacement at a cost not to exceed \$67,352 and reject all other bids.

Motion by Dr. March; support by Mrs. Knabusch-Taylor.

Vote: Motion carried by a 6-0 roll call vote.

Consent Agenda – Resolutions

Move that Agenda Items C.19 and C.20 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

- C.19 Move to approve the National School Family Appreciation Week Resolution as read.
- C.10 Move to approve the May, 2011 Prom and Graduation Safety Month Resolution as read.

Motion by Mr. VanWasshenova; support by Dr. McNamee .

Vote: Motion carried by a 6-0 roll call vote.

Old Business

There was none at this time.

New Business

There was none at this time.

Superintendent's Comments

- Mr. Monday noted that Jerry Oley was called at his home on Sunday evening and was asked to assist a busload of students and parents from Toronto. Their bus had broken down and all were stranded on the roadside on I-75. Mr. Oley took one of our school busses, picked up the stranded passengers, and delivered them to a local McDonald's restaurant to wait for their replacement bus.
- The movie, *Mooz-lum*, which was filmed in Monroe, will be shown Sunday, April 17, at 7:30 PM at the Phoenix Theater in the Mall of Monroe. Twenty-two of our middle school students are shown in the film as extras in a scene shot at Lincoln School.
- Congratulations to Waterloo School for earning a Michigan Green School Certification for the second straight year. The school staff and students will be presented with a flag and certificate on Earth Day for this achievement.
- Together with Sodexo food service, Monroe Public Schools has been collecting canned and non-perishable food to support the Backpack weekend food collection, now in its third year. In addition, the Sodexo staff is holding a garage sale Saturday, April 16 at 9:00 AM with proceeds used to support the Backpack program.
- Thirteen soloists and musical ensembles from MHS earned top state honors, including nine Division I ratings.
- Congratulations to our MHS DECA group who are being recognized by the state DECA group for raising \$3,000 for the Muscular Dystrophy Association.
- Sign up is under way now for our Spring Community Education classes.
- Our recent art auction to benefit the Monroe Public Schools Scholarship Fund brought in \$9,600 to be used for student scholarships. Thanks to Shelly Hehl and Nancy Monday for their efforts to make this auction a success.

Public Commentary – Any

- Rather than purchasing tile and carpet, parent Kathy Graham would like to see money spent on bussing and have the board explore other ideas for cutting expenditures.
- Amy Bowen-Pace, Manor teacher, supported the resolution opposing school aid fund transfer to higher education and voiced her opposition to the legislature's proposed budget cuts, especially the cuts to public education.

April 12, 2011

5

Adjournment

Move that the April 12, 2011 Board Meeting #7 be adjourned.

Motion by Mr. VanWasshenova; support by Dr. McNamee.

Vote: Motion carried by a 6-0 hand vote at 8:16 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

Official

**Monroe BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting – April 19, 2011 – 5:00 PM**

David Vensel, President
Kenneth McNamee, Vice President
June Knabusch-Taylor, Secretary
Tedd March, Parliamentarian
Ronald Benore, Jr., Trustee
Wendy Spicer, Trustee
Lawrence VanWasshenova, Trustee

Randall Monday, Superintendent
M. Christine Butler, Assistant Superintendent, K-12 Curriculum
Kenneth Laub, Assistant Superintendent, Business & Finance
Jennifer Watterworth, Secretary to Superintendent and Board

MINUTES

Board Members Present:	Board Members Absent:	Others Present:
<ul style="list-style-type: none">• Mr. Benore• Mrs. Knabusch –Taylor• Dr. March• Ms. Spicer• Mr. VanWasshenova	<ul style="list-style-type: none">• Dr. McNamee• Mr. Vensel	<ul style="list-style-type: none">• Mr. Davies• Mr. Monday• Mrs. Butler• Mrs. Flynn• Dr. Martin• Officer Shiappacasse• Deputy Sulfaro• Mrs. Sacks• Mrs. Kreps• Mrs. Barbee• Mr. Tucker• Student• Student’s Advocates (2)

Roll Call and Call to Order:

The meeting was called to order at 5:04 PM by Mrs. Knabusch-Taylor.

Closed Session:

Move to convene in closed session for the purpose of conducting a student disciplinary hearing. (Open Meeting Act, Sec. 8b).

Motion by Mr. VanWasshenova; support by Mr. Benore.

Vote: Motion carried by a 5-0 hand vote.

Adjourn Closed Session

Move that the closed session be adjourned and the Special Board Meeting be reconvened.

Motion by Dr. March; support by Mr. VanWasshenova.

Vote: Motion carried by a 6-0 hand vote.

Recommendation:

Move to suspend the student for the remainder of the school year as long as he is under the supervision of his guardians. The student will be allowed to converse with the Virtual High School teacher, but only through email. The student is not to be on school grounds until after June 10, 2011.

Motion by Mr. VanWasshenova; support by Mrs. Knabusch-Taylor.

Vote: Motion carried by a 4-1 hand vote at 5:52 PM. Ms. Spicer abstained.

April 19, 2011 – page 2

Adjournment:

Move that the 5:00 PM, April 19, 2011 Special Board Meeting be adjourned.

Motion by Mr. VanWasshenova; support by Dr. March.

Vote: Motion carried by a 6-0 hand vote at 5:52 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

Official

**MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting – April 19, 2011 – 5:00 PM**

David Vensel, President
Kenneth McNamee, Vice President
June Knabusch-Taylor, Secretary
Tedd March, Parliamentarian
Ronald Benore, Jr., Trustee
Wendy Spicer, Trustee
Lawrence VanWasshenova, Trustee

Randall Monday, Superintendent
M. Christine Butler, Assistant Superintendent, K-12 Curriculum
Kenneth Laub, Assistant Superintendent, Business & Finance
Jennifer Watterworth, Secretary to Superintendent and Board

MINUTES

Board Members Present:	Board Members Absent:	Others Present:
<ul style="list-style-type: none">• Mr. Benore• Mrs. Knabusch –Taylor• Dr. March• Ms. Spicer• Mr. VanWasshenova	<ul style="list-style-type: none">• Dr. McNamee• Mr. Vensel	<ul style="list-style-type: none">• Mr. Davies• Mr. Monday• Mrs. Butler• Mrs. Flynn• Officer Shiappacasse• Detective Sulfaro• Mrs. Kreps• Mrs. Diven• Mrs. Arbour• Mrs. Barbee• Student• Student's parents (2)

Roll Call and Call to Order:

The meeting was called to order 5:59 PM by Mrs. Knabusch-Taylor.

Closed Session:

Move to convene in closed session for the purpose of conducting a student disciplinary hearing. (Open Meeting Act, Sec., 8b).

Motion by Mr. VanWasshenova; support by Dr. March.

Vote: Motion carried by a 5-0 hand vote at 6:00 PM.

Reconvene Open Session:

Move to adjourn the Closed Session and reconvene into Open Session.

Motion by Mr. VanWasshenova; support by Dr. March.

Vote: Motion carried by a 6-0 hand vote at 6:17 PM.

Recommendation:

Move to suspend the student for eighteen (18) days.

Motion by Mr. Benore; support by Ms. Spicer.

Vote: Motion carried by a 5-0 roll call vote at 6:18 PM.

Adjournment:

Move that the April 19, 2011 5:00 PM, Special Board Meeting be adjourned.

Motion by Mr. VanWasshenova; support by Dr. March.

Vote: Motion carried by a 5-0 hand vote at 6:18 PM.

Official

**Monroe BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting – April 19, 2011 – 6:00 PM**

David Vensel, President
Kenneth McNamee, Vice President
June Knabusch-Taylor, Secretary
Tedd March, Parliamentarian
Ronald Benore, Jr., Trustee
Wendy Spicer, Trustee
Lawrence VanWasshenova, Trustee

Randall Monday, Superintendent
M. Christine Butler, Assistant Superintendent, K-12 Curriculum
Kenneth Laub, Assistant Superintendent, Business & Finance
Jennifer Watterworth, Secretary to Superintendent and Board

MINUTES

Board Members Present:	Board Members Absent:	Others Present:
<ul style="list-style-type: none">• Mr. Benore• Mrs. Knabusch –Taylor• Dr. March• Ms. Spicer• Mr. VanWasshenova	<ul style="list-style-type: none">• Dr. McNamee• Mr. Vensel	<ul style="list-style-type: none">• Mr. Davies• Mr. Monday• Mrs. Butler• Mrs. Diven• Detective Sulfaro• Mrs. Barbee

Roll Call and Call to Order:

The meeting was called to order 6:29 PM by Mrs. Knabusch-Taylor.

Closed Session:

Although the student and parent or guardian received the discipline packet, neither the student nor the student's parent/guardian attended the hearing. No request for a closed session was received.

Recommendation:

Move to suspend the student for fifteen days.
Motion by Mr. VanWasshenova; support by Dr. March.
Vote: Motion carried by a 5-0 roll call vote at 6:35 PM.

Adjournment:

Move that the 6:00 PM, April 19, 2011 Special Board Meeting be adjourned.
Motion by Mr. VanWasshenova; support by Dr. March.
Vote: Motion carried by a 6-0 hand vote at 6:35 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

BOARD MEETING #8
May 10, 2011
Item #C.2

REPORTS AND UPDATES

Board Committees/Other Reports:

- April 12, 2011 Board of Education Finance Committee of the Whole Minutes
- April 18, 2011 Board Personnel Committee Meeting Minutes
- Summer 2011 Facility Project List/Building and Site Sinking Fund

Monroe Public Schools
Board of Education Finance Committee of the Whole
April 12, 2011 @ 5:30 PM
Monroe Middle School Media Center

Present: Mr. Robert Benore, Mrs. Knabusch-Taylor, Dr. March, Dr. McNamee,
Mr. VanWasshenova, Mr. Vensel

Absent: Ms. Spicer

Administrators

Present: Mr. Laub, Mr. Monday, Mrs. Butler

Call to Order

Meeting called to order at 5:30 PM

Regionalization of Transportation Services

A meeting was held at the ISD last week to provide an update on the regionalization study of transportation services for the county school districts. It was agreed by the committee and consultants that the first phase of the study will concentrate on special education transportation. The completion goal will be to provide a recommendation sometime in late July/August of this current year. The county school boards will then approve or disapprove the implementation. Phase 2 of the study will center on general education transportation. This report and implementation will be made next year. Discussion included, but was not limited to, the following:

- Mr. VanWasshenova, who attended the meeting last week, felt there were a lot of theories, but they were short on specifics. He wants to make sure the Board has plenty of time to review the plan before voting on it.
- Ms. Knabusch Taylor pointed out how costly it is to transport special education students out of district and felt they should be kept in-district as long as we could provide a program to meet their needs.
- Mr. Vensel does not feel comfortable with the "fast track" that the committee is on.
- Once the study is completed, Mr. Benore would like to know what kind of information the final report will provide and how specific it will be. He would like to know such things as how long a student will be on the bus.
- MPS does not want to give up (sell) buses.
- Would MPS Transportation Center be a hub?
- At this point MPS is committed to completing the study.
- MPS would still need a supervisor in some capacity and a dispatcher.
- Parent calls/complaints would not be going to the ISD; they would go to the districts.
- We are required by law to provide transportation for special education students. MPS transportation budget is somewhere between \$3.5 - 4.0 million, general education costs \$2.9 million.

Workman's Comp and General Liability Reports

Ken gave handouts to the Board for Workman's Comp and General Liability which summarized historical claims information. These reports were shared with the District Safety Committee at their March meeting.

The workman's comp handouts, which come from Citizen's Insurance, include graphs showing the number of claims for the last 10 years and the cost incurred. Records indicate that the number of slip and falls decrease after a parking lot is repaired.

According to the reports from SET.SEG, student claims are down statewide and that holds true for Monroe Public Schools. Over the course of five years 20 of the 24 general liability claims were student related; four of those in the last year. Physical altercations have declined. Cameras seem to be helping with this.

2011/12 Budget

Ken provided Board members with 2011/12 Budget Planning binders. Board members are encouraged to review the materials in anticipation of upcoming budget sessions. If we anticipate a deficit for next year we are required to file a Deficit Reduction Plan with the state. Ken is attending the Emergency Financial Managers Training in Lansing on Monday and Tuesday in hopes of gaining additional information for deficit districts.

Adjournment of Board Finance

Motion by Dr. McNamee, support by Mrs. Knabusch Taylor to adjourn the April 12, 2011 Board Finance meeting to go into closed session for the purpose of collective bargaining and pending/potential litigation.

Vote: Motion carried by a 6-0 hand vote at 6:03 PM.

Reconvene Open Session

Motion by Mr. VanWasshenova; support by Mr. Benore to adjourn the April 12, 2011 closed session and reconvene into open session.

Vote: Motion carried by a 6-0 hand vote at 6:49 PM.

Adjournment

Motion made by Mrs. Knabusch-Taylor; support by Mr. VanWasshenova that the April 12, 2011 Special Board Work Session of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 6-0 hand vote at 6:49 PM.

**Monroe Public Schools
Board Personnel Committee
Meeting Minutes**

Date of Meeting: April 18, 2011

Present: June Knabusch-Taylor, Tedd March, Larry VanWasshenova
Randy Monday, Chris Butler, and Holly Scherer

Next Meeting: **May 16, 2011**

1. **Call to Order:** The meeting was called to order at 5:05 PM.
2. **Minutes:** April minutes were previously approved.
3. **Public Commentary:** Selma Rankins addressed the group on his concern with the lack of candidates for the high school principal position.
4. **Staffing/budget updates:** Mrs. Scherer noted that we have two teachers that have announced retirements and those were approved at the last board meeting. Mrs. Butler reminded the group that the deadline for teachers to announce retirement was extended from April 1 to May 15 due to the uncertainty at the state level; but administration does not anticipate many more retirements after the large number who retired last year.
5. **Coach Evaluation Tool:** Dr. Ray was present at the meeting today to share copies of the new evaluation tools that were created last spring. There are three new forms available – a Head Coach Evaluation; an Assistant Coach Evaluation; and an optional Coaching Survey that can be used with the athletes. Dr. Ray has been using the evaluation forms since the beginning of the school year and has found them better to work with. Mrs. Knabusch-Taylor asked how the process worked. Dr. Ray noted that he completes the evaluation form and then a one-to-one meeting is held with the coach after the completion of the season to discuss. The coach also has the opportunity to add comments as well. Dr. Ray noted that his focus is on the importance of the kids improving in their sport, not just whether the team wins or loses.

Mrs. Knabusch-Taylor asked how this process worked with the third party coaches. Dr. Ray informed the group that he handles and treats the contract coaches the same. Mrs. Scherer did caution the group that by doing so we are entering into a very gray area and jeopardizing our arms length relationship with the contracted employees. Dr. Ray would like to see the board reconsider the idea of contracting coaches.

6. **MHS Principal Search:** Mr. Monday informed the group that 13 applicants have applied; one of which is an internal candidate. After reviewing their documentation, considering the candidates progress toward the new licensing requirements, and checking references administration does plan to move forward with 8-10 of the candidates. Mrs. Knabusch-Taylor

questioned if there was a particular profile that administration is looking for. Mr. Monday reminded the group that a survey was completed prior to Christmas to gather input from staff and the community. Results of that survey are being considered as we move forward in this process. Administration feels confident that we have some strong candidates for consideration and interviews are being planned for the first or second week of May. Mr. Monday will work with Mr. Vensel to identify a board member to sit on that panel. If after the interviews the committee is not comfortable making a recommendation from this group of candidates, the district does have the option of expanding the search for additional candidates.

7. **Arborwood Assistant Principal Search:** Mrs. Scherer informed the group that there are six applicants for this position; five of which are internals; and two of which participated in the internship program this year. Administration feels confident with the quality of these candidates and does not feel it necessary to seek additional candidates at this time. Mrs. Everly will be heading up this interview process and May 16th is the target date for interviews.
8. **Old Business:** None Noted
9. **New Business:**
 - Mr. VanWasshenova would like to see administration focus on contingency plans/scenarios on staffing for next year so that the board could see the impact those plans might have in case bargaining does not create the concessions needed. Mr. Monday noted that his administrative team is already looking at options such as enrollments and tightening staffing; alternative high school scheduling; class sizes; impact of offering online courses and the goal is to reduce 15-20 teachers. Mr. Monday will continue to have discussions with his team and they will at our first May workshop. The goal is to focus on having many decisions finalized by mid-May so that recalls can be determined. It was noted that the high school is moving forward with trimester scheduling; but is also considering a couple of back up options.
 - Mrs. Butler noted that services to the parochial buildings for special subject areas are again being reviewed to determine if the program remains cost effective.
 - Mrs. Knabusch-Taylor recommended that administration look into partnering options to maintain programs. She would like to see consideration made to combine smaller elective classes instead of totally eliminating them. She would also like to see the Board Policy Committee discuss a policy that programs are not only approved by the board; but those being considered for elimination should also require board approval. This would not include courses not run a particular year because of low or no student enrollments.
 - Dr. March questioned if administration had discussions with the Community College about the courses they could offer to our students. Mr. Monday noted that he has talked with Mark Hall at the Community College and they are willing to work with us by trying to set up time blocks that would encourage student participation.

- Discussion on finance was held and clarification made that the district would have to be in deficit for two years before the state would step in. The district will be required to submit a plan to the state if we anticipate a deficit condition. We do not want to be a deficit district.
- Discussion was also held on student counts. Mr. VanWasshenova noted that Orchard had concerns with the number of students being sent their after count day. Mr. Monday has looked into this issue and notes that records indicate a wash in the number of students that come and go between our district and Orchard after count day. The district is also watching more closely the students that come and go from other locations such as Triumph and the Youth Center.
- Mr. Rankins noted administrations concern with budgetary issues and questioned what Mr. Monday was doing in terms of focusing on academics specifically referring to the article in the newspaper on MEAP scores. Mr. Monday noted that Dr. Martin is preparing report on student progress toward scores. Mr. Monday indicated that academics remains a primary focus for the district.

10. **Next Meeting:** Scheduled for May 16, 2011

11. **Adjournment:** The meeting was adjourned at 5:55 PM

Monroe Public Schools

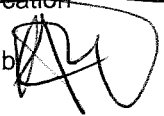
Office of Assistant Superintendent for Business, Finance and Operations

1275 North Macomb Street
Monroe, Michigan 48162

Phone: 734-265-3050
Fax: 734-265-3001

Mr. Kenneth Laub, Assistant Superintendent
Lorrie Shock, Administrative Assistant

TO: Randy Monday, Superintendent
Board of Education

FROM: Kenneth Laub 

DATE: May 3, 2011

RE: Summer 2011 Facility Project List / Building and Site Sinking Fund

The following list of site projects that are slated to be completed this summer. Major construction activity was reviewed and endorsed by the Physical Resource Committee.

Please contact myself or Vince you have any questions regarding the scope of any projects.

**Summer 2011 Facility Projects
Building and Site Sinking Fund**

MPS Summer Projects 2011 Arborwood North

Project	Area
Replace south parking lot & ramp	South parking lot

MPS Summer Projects 2011 Arborwood South

Project	Area
Change flagstone to concrete	Main entry

MPS Summer Projects 2011 Custer 1

Project	Area
Concrete walk replacement	Along Albain Road
Carpet installation	Room 1
Carpet installation	Room 28
Carpet installation	Room 36

MPS Summer Projects 2011 Custer 2

Project	Area
Concrete walk replacement	Aprons by garbage dumpsters
Repair/Repave entrance drive	Entrance drive
Corridor lockers	Main hall

MPS Summer Projects 2011 Manor

Project	Area
Seal and stripe parking lots	East & west parking lots

MPS Summer Projects 2011 MHS

Project	Area
Repair, color coat & stripe tennis courts	Tennis courts
Pave walk path to back gate	Path to back gate
Pave pool equipment drive	Pool equipment drive
Pool steam heat exchangers	Pool will not be heated for a time
Tuckpoint on outside roof area	Pool north wall
Install girl's varsity locker room	Old weight room
Floor tile installation	D118
Floor tile installation	Entrance to girl's locker room
Carpet installation	B111
Carpet installation	B112
Carpet installation	B113
Carpet installation	B114
Carpet installation	B115
Carpet installation	B116
Carpet installation	B123
Carpet installation	C112
Carpet installation	A207

**Summer 2011 Facility Projects
Building and Site Sinking Fund**

Carpet installation	A216
Carpet installation	A221
Carpet installation	A222
Carpet installation	A224
Carpet installation	D226
Carpet installation	D228
Carpet installation	Counseling center
Carpet installation	Both sides upper D hallways & around media center

MPS Summer Projects 2011 MMS

Project	Area
New lockers and tile	Boy's locker room
Install additional changing areas	Girl's locker room
Repalce water heater	Boiler room
Fire alarm installation	Entire building
Tile installation	Room 104
Carpet installation	Office 12
Carpet installation	Office 13
Carpet installation	Room 200
Carpet installation	Room 201
Carpet installation	Room 210
Carpet installation	Room 308
Carpet installation	Room 316
Carpet installation	Room 404
Carpet installation	Room 406
Carpet installation	Room 407

MPS Summer Projects 2011 Orchard

Project	Area
Seal & stripe parking lot	Parking lot

MPS Summer Projects 2011 Raisinville

Project	Area
Corridor lockers	Areas of existing coat racks

MPS Summer Projects 2011 Riverside

Project	Area
Reconstruct parking lot	Parking lot

MPS Summer Projects 2011 Waterloo

Project	Area
Replace windows/panels	Entire Building
Replace boiler exterior doors & frame	Boiler room
Replace gym exterior door and frame	Gym

BOARD MEETING #8
May 10, 2011
Item #C.3

Section 105 Opt-out Resolution

BACKGROUND: See attached

RECOMMENDATION:
Move to approve the Section 105 Opt Out Resolution as presented.

MOTION: _____ SUPPORT: _____ ACTION: _____

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

Section 105 Opt-out Resolution

WHEREAS, Section 105 of the State School Aid Act of 1979, as amended by Public Act 297 of 2000, permitted school districts to accept schools of choice enrollment applications from nonresident applicants residing within the same intermediate school district; and,

WHEREAS, by official action taken at its May 10, 2011 meeting, this Board of Education determined to not accept applications under §105 for enrollment from nonresident applicants residing within the same intermediate school district for the 2011/2012 school year but instead will participate in the Monroe County School of Choice Program; and,

WHEREAS, the District must comply with Section 105 of the State School Aid Act in order to avoid a state school aid penalty.

Now therefore be it resolved that the School District will not accept applications under §105 for enrollment from nonresident applicants residing within the same intermediate school district for the 2011/2012 school year but instead will participate in the Monroe County Schools of Choice Program.

Section 105c Opt-Out Resolution:

WHEREAS, Section 105c of the State School Aid Act of 1979, as amended by Public Act 297 of 2000, permitted school districts to accept schools of choice enrollment applications by nonresident applicants residing in a district located in a contiguous intermediate school district; and,

WHEREAS, by official action taken at its May 10, 2011 Opt Out 2011/2012 meeting, this Board of Education determined to not accept applications under §105c for enrollment by nonresident applicants residing in a district located in a contiguous intermediate school district for the 2011/2012 school year; and,

WHEREAS, the District must comply with the provisions of §105c of the State School Aid Act in order to avoid a state school aid penalty.

Now therefore be it resolved that the School District will not accept applications under §105c for enrollment by nonresident applicants residing in a district located in a contiguous intermediate school district for the 2011/2012 school year.

David Vensel, President

Randall Monday, Superintendent

BOARD MEETING #8
May 10, 2011
Item #C.4

**RESOLUTION TO SUPPORT THE MONROE COUNTY INTERMEDIATE
SCHOOL DISTRICT PROPOSED BUDGET FOR 2011//2012**

ENCLOSURE:

Resolution
2011/2012 General Fund Budget Projection

RECOMMENDATION:

Move to approve the ISD Budget Resolution as presented.

MOTION: _____	SUPPORT: _____		ACTION: _____	
	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Benore	_____	_____	_____	_____
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. McNamee	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Vensel	_____	_____	_____	_____

RESOLUTION

WHEREAS, Section 380.624 of the Revised School Code requires that the Monroe County Intermediate School Board present its proposed budget to each constituent district for review by no later than May 1st; and,

WHEREAS, not later than June 1st, the Board of Education of each constituent school district shall review the proposed Monroe County Intermediate School District budget; and,

WHEREAS, not later than June 1st, the Board of Education of each constituent school district shall adopt a resolution expressing support for or disapproval of the proposed Monroe County ISD budget and shall submit to the ISD board any specific objections and proposed changes it has to the proposed budget; and,

THEREFORE, be it resolved, that the Board of Education of Monroe Public Schools adopts this resolution expressing its support of the Monroe County ISD proposed budget.

Presented, approved and adopted this 10th day of May 2011.

Randall Monday, Superintendent

David Vensel, President

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT
2011-2012 GENERAL FUND BUDGET PROJECTION
 April 19, 2011

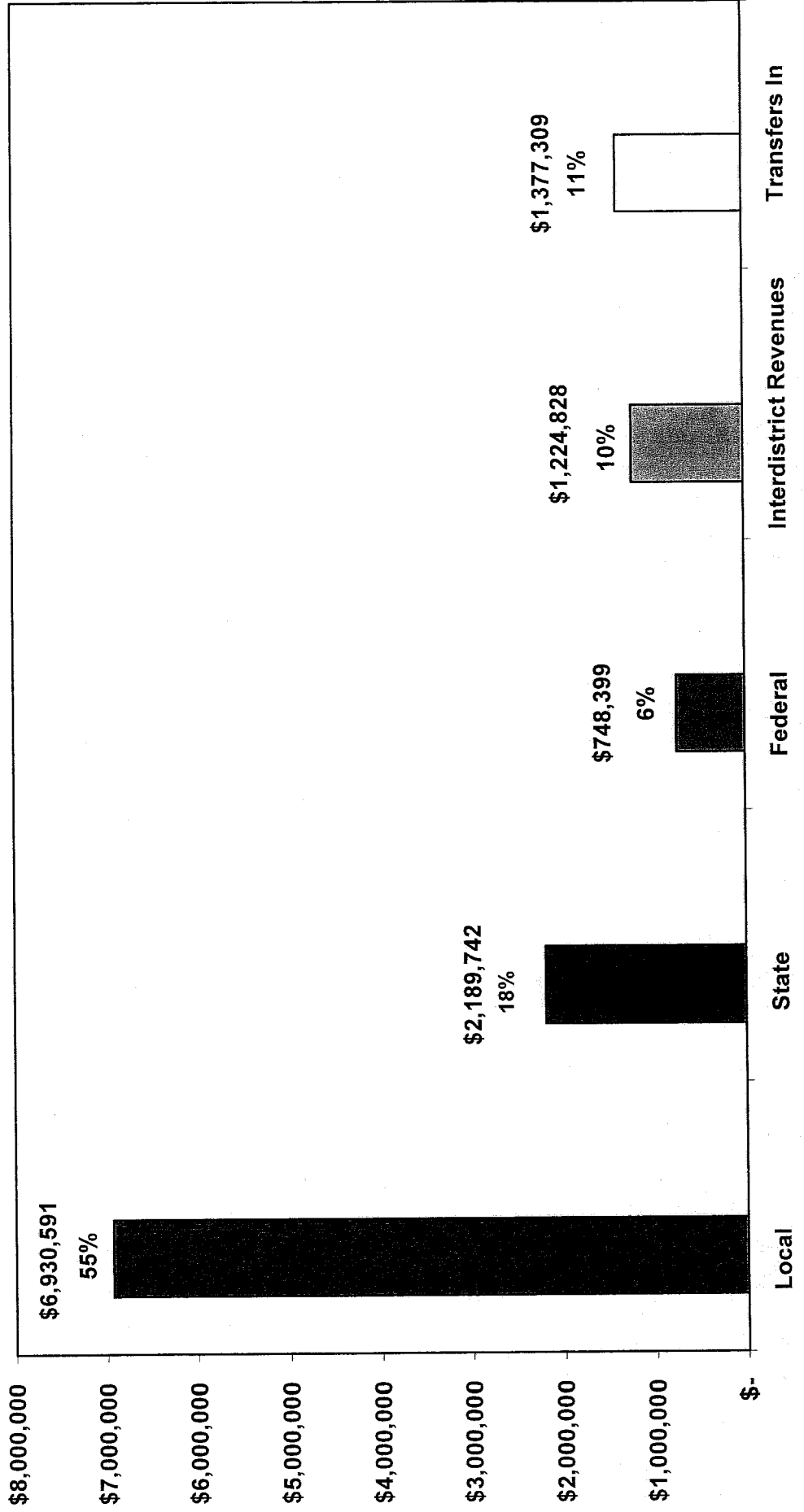
REVENUE	2011-2012 Proposed
Local	6,930,591
State	2,189,742
Federal	748,399
Total Revenue	9,868,732
Interdistrict Revenues	1,224,828
Other - Transfers In	1,377,309
TOTAL REVENUE, INCOMING TRANSFERS/OTHER TRANS:	\$ 12,470,869

EXPENDITURES

Instruction:	
Basic Program	598,282
Added Needs	252,010
Other	-
Support Service:	
Pupil	194,517
Instructional Staff	2,312,273
General Administration	430,034
School Administration	361,919
Business	774,602
Operation & Maintenance	609,023
Transportation	69,500
Central	1,768,310
Community Service	231,331
Total Expenditures	7,601,801
Interdistrict Payments	5,639,162
Other - Transfers Out	398,731
TOTAL APPROPRIATED:	\$ 13,639,694
Unreserved Beginning Fund Balance	6,396,310
Income to Receive	12,470,869
Total Income Available	18,867,179
Less: Expenditures	(13,639,694)
Estimated Ending Balance	\$ 5,227,485

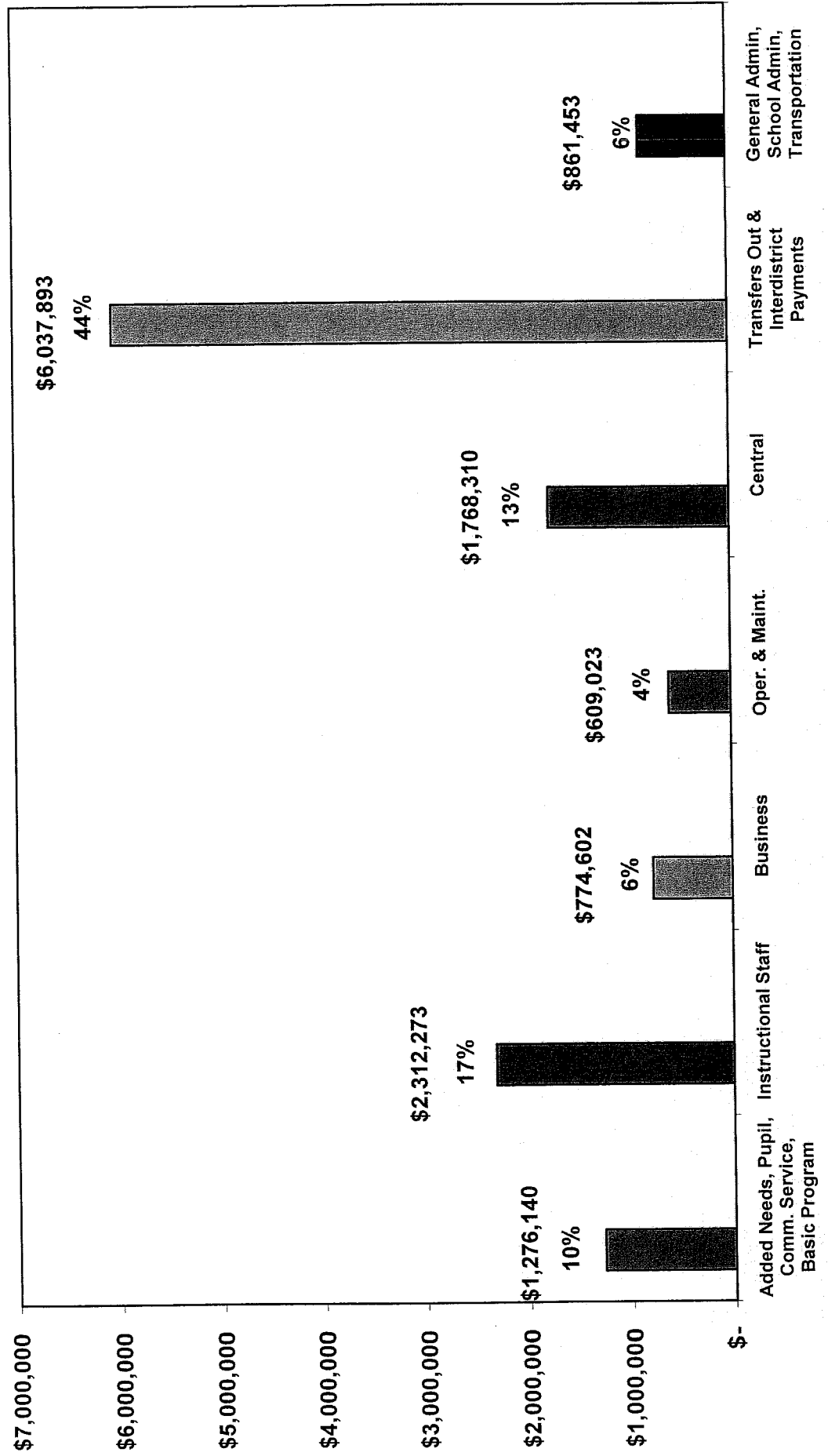
Monroe County Intermediate School District 2011-2012 General Fund Budget Projection

REVENUE



Monroe County Intermediate School District 2011-2012 General Fund Budget Projection

EXPENSE

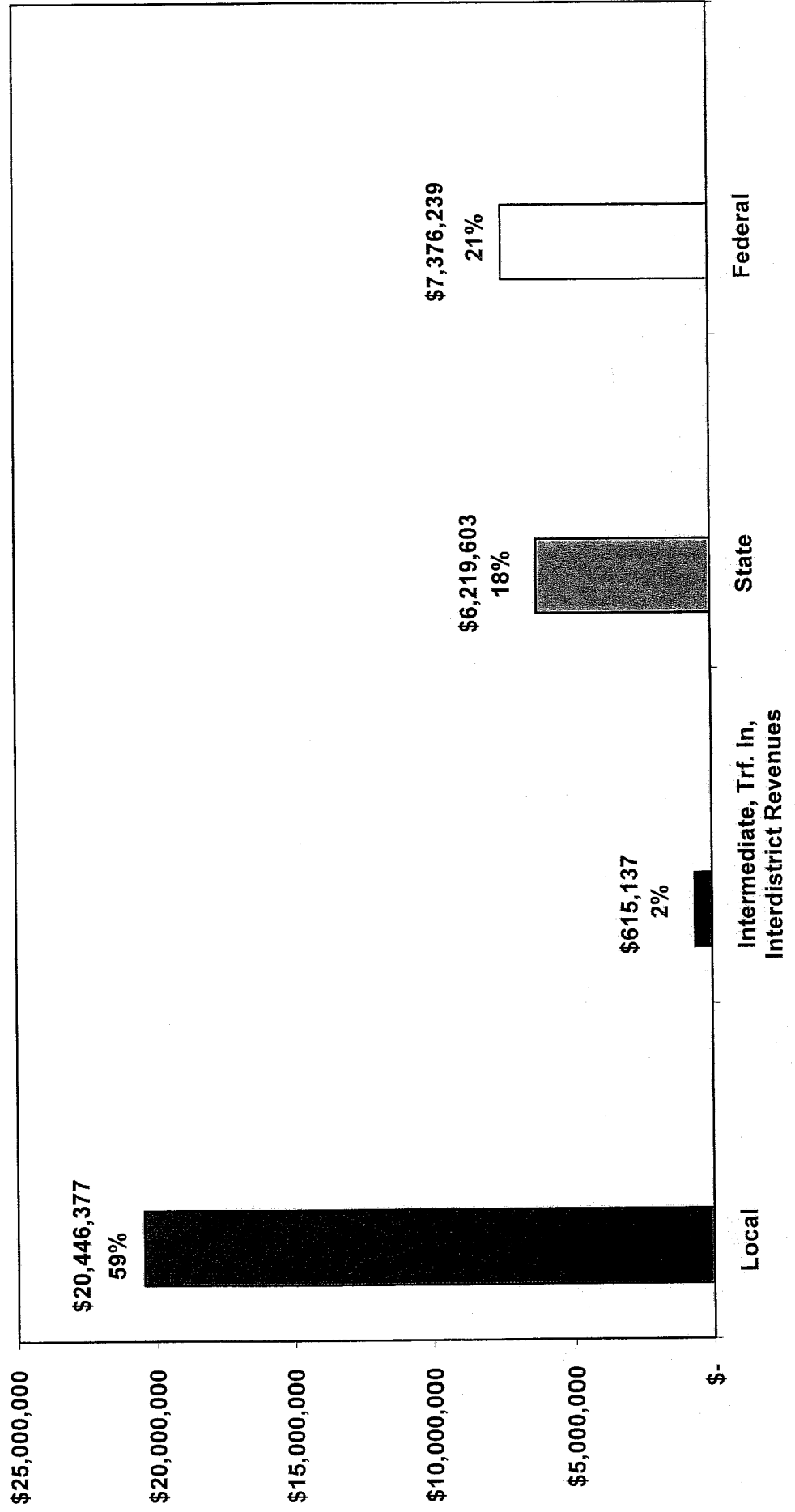


MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT
 2011-2012 SPECIAL EDUCATION FUND BUDGET PROJECTION
 April 19, 2011

REVENUE	2011-2012 Proposed
Local	20,446,377
Intermediate	192,806
State	6,219,603
Federal	<u>7,376,239</u>
 Total Revenue	 34,235,025
 Interdistrict Revenues	 23,600
Other - Transfers In	<u>398,731</u>
 TOTAL REVENUE, INCOMING TRANSFERS/OTHER TRANS:	 <u><u>\$ 34,657,356</u></u>
 EXPENDITURES	
Instruction:	
Basic Program	-
Added Needs	12,871,316
Other	-
Support Service:	
Pupil	10,293,773
Instructional Staff	1,929,284
General Administration	142,080
School Administration	184,577
Business	183,320
Operation & Maintenance	924,221
Transportation	913,887
Central	172,110
Community Service	<u>592,832</u>
 Total Expenditures	 28,207,400
 Interdistrict Payments	 9,103,603
Other - Transfers Out	<u>1,494,979</u>
 TOTAL APPROPRIATED:	 <u><u>\$ 38,805,982</u></u>
 Unreserved Beginning Fund Balance	 10,994,883
Income to Receive	<u>34,657,356</u>
 Total Income Available	 45,652,239
Less: Expenditures	<u>(38,805,982)</u>
 Estimated Ending Balance	 <u><u>\$ 6,846,257</u></u>

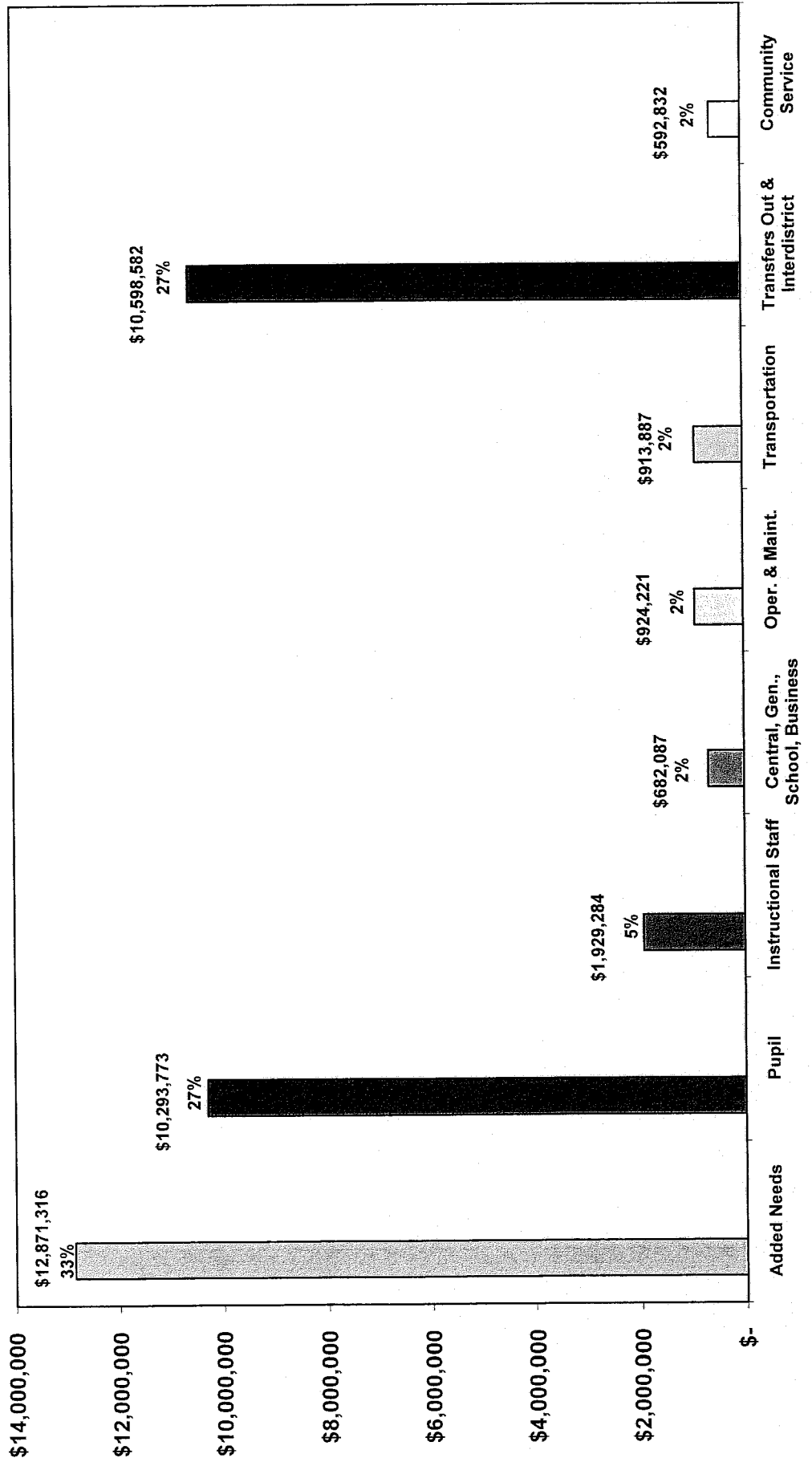
Monroe County Intermediate School District 2011-2012 Special Education Fund Budget Projection

REVENUE



Monroe County Intermediate School District 2011-2012 Special Education Fund Budget Projection

EXPENSE



MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT
2011-2012 SCHOOL SERVICE FUND BUDGET PROJECTION
 April 19, 2011

REVENUE	2011-2012 Proposed
Local	62,509
State	2,566
Federal	<u>44,600</u>
Total Revenue	109,675
Interdistrict Revenues	
Other - Transfers In	<u>12,500</u>
TOTAL REVENUE, INCOMING TRANSFERS/OTHER TRANS:	<u><u>\$ 122,175</u></u>

EXPENDITURES

Instruction:	
Basic Program	-
Added Needs	-
Other	-
Support Service:	
Pupil	-
Instructional Staff	-
General Administration	-
Business	-
Operation & Maintenance	-
Central	-
Other	122,175
Community Service	<u>-</u>
Total Expenditures	122,175
Outgoing Transfers	<u>-</u>
TOTAL APPROPRIATED:	<u><u>\$ 122,175</u></u>

Unreserved Beginning Fund Balance	14,843
Income to Receive	<u>122,175</u>
Total Income Available	137,018
Less: Expenditures	<u>122,175</u>
Estimated Ending Balance	<u><u>\$ 14,843</u></u>

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT
2011-2012 CAPITAL PROJECTS FUND BUDGET PROJECTION
 April 19, 2011

REVENUE	2011-2012 Proposed
Local	1,000
State	-
Federal	-
	-
Total Revenue	1,000
Interdistrict Revenues	-
Other - Transfers In	-
	-
TOTAL REVENUE, INCOMING TRANSFERS/OTHER TRANS:	\$ 1,000
 EXPENDITURES	
Instruction:	
Basic Program	-
Added Needs	-
Other	-
Support Service:	-
Pupil	-
Instructional Staff	-
General Administration	-
Business	-
Operation & Maintenance	-
Central	-
Other	-
Community Service	-
	-
Total Expenditures	-
Interdistrict Payments	-
Facilities Acquisition	-
Outgoing Transfers	-
	-
TOTAL APPROPRIATED:	\$ -
Unreserved Beginning Fund Balance	764,948
Income to Receive	1,000
	765,948
Total Income Available	765,948
Less: Expenditures	-
	-
Estimated Ending Balance	\$ 765,948

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT
2011-2012 DEBT RETIREMENT FUND BUDGET PROJECTION
 April 19, 2011

REVENUE	2011-2012 Proposed
Local	
State	208,505
Federal	-
	<hr/>
Total Revenue	208,505
Interdistrict Revenues	-
Other - Transfers In	-
	<hr/>
TOTAL REVENUE, INCOMING TRANSFERS/OTHER TRANS:	<u><u>\$ 208,505</u></u>

EXPENDITURES

Instruction:	
Basic Program	-
Added Needs	-
Other	-
Support Service:	
Pupil	-
Instructional Staff	-
General Administration	-
Business	18,522
Operation & Maintenance	-
Central	
Other	189,983
Community Service	-
	<hr/>
Total Expenditures	208,505
Outgoing Transfers	-
	<hr/>
TOTAL APPROPRIATED:	<u><u>\$ 208,505</u></u>
Unreserved Beginning Fund Balance	-
Income to Receive	208,505
	<hr/>
Total Income Available	208,505
Less: Expenditures	208,505
	<hr/>
Estimated Ending Balance	<u><u>\$ -</u></u>

EXTENSION OF SODEXO FOOD SERVICE CONTRACT

BACKGROUND:

In 2009 Monroe Public Schools contracted Sodexo to manage the district's food service program. State law allows food service contracts to be renewed without going through the formal bid process on an annual basis not to exceed five consecutive years. It appears that the Sodexo management group has satisfactorily met the needs of Monroe Public Schools and most importantly continues to operate a somewhat profitable food program. I would recommend that Monroe Public Schools renew a one year extension of Sodexo's food service management contract agreement for the 2011/2012 school year.

ENCLOSURES:

Principal Surveys
Operating Budget for 2011-2012 School Year
Letter to Dawn Lake

RECOMMENDATION:

Move to extend the food service management contract of Sodexo for the 2011/2012 school year.

MOTION: _____ SUPPORT: _____ ACTION: _____

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



Principal Ryan Starr

School Arborwood North

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	Poor				Excellent	
A. Appearance of food	1	2	3	4	(5)	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	(5)	N/A
C. Variety of Food Choices	1	2	3	4	(5)	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	(5)	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	(5)	N/A

2. Food Service Staff

	Poor				Excellent	
F. Speed of Service	1	2	3	4	(5)	N/A
G. Friendliness of Staff	1	2	3	4	(5)	N/A
H. Appearance of Staff	1	2	3	4	(5)	N/A
I. Partnership with Food Service Staff	1	2	3	4	(5)	N/A
J. Cleanliness of Serving Area	1	2	3	4	(5)	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	(5)	N/A

3. Management Team

	Poor				Excellent	
L. Effectiveness of Food Service Operations	1	2	3	4	(5)	N/A
M. Responsiveness to Problems	1	2	3	4	(5)	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	(5)	N/A
O. Quality of Relationship with Management	1	2	3	4	(5)	N/A

4. What is your Sodexo Manager's Name? Debbie/Nancy

5. Please share with us what you consider to be good nutrition for students:
MULTI-GRAIN, LOW FAT, WHOLE WHEAT,
VARIETY OF COLOR

Please write any additional comments or concerns:

COULDN'T ASK FOR A BETTER TEAM IN
THE KITCHEN!

Thank you!



Principal Julie Everly

School Arborwood South

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	<i>Poor</i>				<i>Excellent</i>	
A. Appearance of food	1	2	3	4	5	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	5	N/A
C. Variety of Food Choices	1	2	3	4	5	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	5	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	5	N/A

2. Food Service Staff

	<i>Poor</i>				<i>Excellent</i>	
F. Speed of Service	1	2	3	4	5	N/A
G. Friendliness of Staff	1	2	3	4	5	N/A
H. Appearance of Staff	1	2	3	4	5	N/A
I. Partnership with Food Service Staff	1	2	3	4	5	N/A
J. Cleanliness of Serving Area	1	2	3	4	5	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	5	N/A

3. Management Team

	<i>Poor</i>				<i>Excellent</i>	
L. Effectiveness of Food Service Operations	1	2	3	4	5	N/A
M. Responsiveness to Problems	1	2	3	4	5	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	5	N/A
O. Quality of Relationship with Management	1	2	3	4	5	N/A

4. What is your Sodexo Manager's Name? Debbie / Nancy

5. Please share with us what you consider to be good nutrition for students:

Please write any additional comments or concerns:

Thank you!

Principal Mari Treece

School Custer 1

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	Poor				Excellent	
A. Appearance of food	1	2	3	4	5	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	5	N/A
C. Variety of Food Choices	1	2	3	4	5	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	5	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	5	N/A

2. Food Service Staff

	Poor				Excellent	
F. Speed of Service	1	2	3	4	5	N/A
G. Friendliness of Staff	1	2	3	4	5	N/A
H. Appearance of Staff	1	2	3	4	5	N/A
I. Partnership with Food Service Staff	1	2	3	4	5	N/A
J. Cleanliness of Serving Area	1	2	3	4	5	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	5	N/A

3. Management Team

	Poor				Excellent	
L. Effectiveness of Food Service Operations	1	2	3	4	5	N/A
M. Responsiveness to Problems	1	2	3	4	5	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	5	N/A
O. Quality of Relationship with Management	1	2	3	4	5	N/A

4. What is your Sodexo Manager's Name? Debbie/Nancy

5. Please share with us what you consider to be good nutrition for students:

Please write any additional comments or concerns:

Our Sodexo staff at Custer is wonderful. They are warm & friendly & truly seem to care about kids.

5

Thank you!

Principal Jennifer Bennett

School Custer 2

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	Poor				Excellent	
A. Appearance of food	1	2	3	4	5	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	5	N/A
C. Variety of Food Choices	1	2	3	4	5	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	5	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	5	N/A

2. Food Service Staff

	Poor				Excellent	
F. Speed of Service	1	2	3	4	5	N/A
G. Friendliness of Staff	1	2	3	4	5	N/A
H. Appearance of Staff	1	2	3	4	5	N/A
I. Partnership with Food Service Staff	1	2	3	4	5	N/A
J. Cleanliness of Serving Area	1	2	3	4	5	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	5	N/A

3. Management Team

	Poor				Excellent	
L. Effectiveness of Food Service Operations	1	2	3	4	5	N/A
M. Responsiveness to Problems	1	2	3	4	5	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	5	N/A
O. Quality of Relationship with Management	1	2	3	4	5	N/A

4. What is your Sodexo Manager's Name? Debbie/Nancy

5. Please share with us what you consider to be good nutrition for students:

I appreciate the variety of fruits and vegetables at every lunch.

Please write any additional comments or concerns:

Your staff is always friendly to students and staff. They speak respectfully to staff and students and with a smile on their faces!

Thank you!

Principal Kelly McMahon

School Manor

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	Poor				Excellent	
A. Appearance of food	1	2	3	4	(5)	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	(5)	N/A
C. Variety of Food Choices	1	2	3	4	(5)	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	(5)	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	(5)	N/A

2. Food Service Staff

	Poor				Excellent	
F. Speed of Service	1	2	3	4	(5)	N/A
G. Friendliness of Staff	1	2	3	4	(5)	N/A
H. Appearance of Staff	1	2	3	4	(5)	N/A
I. Partnership with Food Service Staff	1	2	3	4	(5)	N/A
J. Cleanliness of Serving Area	1	2	3	4	(5)	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	(5)	N/A

3. Management Team

	Poor				Excellent	
L. Effectiveness of Food Service Operations	1	2	3	4	(5)	N/A
M. Responsiveness to Problems	1	2	3	4	(5)	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	(5)	N/A
O. Quality of Relationship with Management	1	2	3	4	(5)	N/A

4. What is your Sodexo Manager's Name? Debbie/Nancy

5. Please share with us what you consider to be good nutrition for students:

We continue to love the fresh fruit and veggies selection on the cart!
I love the fact that our students have so many choices and that they are offered such a selection

Please write any additional comments or concerns:

Wennie has decorated the area for different holidays and makes it quite cheery!

She has also accommodated a student with major food concerns (PKU). She has done this with such warmth and concern.

Thank you!

Principal Mary Ann Cyr
School Raisinville

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	Poor				Excellent
A. Appearance of food	1	2	3	4	5
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	5
C. Variety of Food Choices	1	2	3	4	5
D. Appearance of Serving Areas (decor and marketing)	1	2	3	4	5
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	5

2. Food Service Staff

	Poor				Excellent
F. Speed of Service	1	2	3	4	5
G. Friendliness of Staff	1	2	3	4	5
H. Appearance of Staff	1	2	3	4	5
I. Partnership with Food Service Staff	1	2	3	4	5
J. Cleanliness of Serving Area	1	2	3	4	5
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	5

3. Management Team

	Poor				Excellent
L. Effectiveness of Food Service Operations	1	2	3	4	5
M. Responsiveness to Problems	1	2	3	4	5
N. Creativity in Generating Programs and Ideas	1	2	3	4	5
O. Quality of Relationship with Management	1	2	3	4	5

4. What is your Sodexo Manager's Name? Debbie / Nancy

5. Please share with us what you consider to be good nutrition for students:

- ° Food Pyramid Guide being met.
- ° Fruit & veggie choices
- ° Balanced meal
- ° Choice of milk

Please write any additional comments or concerns:

° Great staff at Raisinville.

Thank you!



Principal Alice Malik

School Riverside / PRE School

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	Poor			Excellent		
A. Appearance of food	1	2	3	4	5	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	5	N/A
C. Variety of Food Choices	1	2	3	4	5	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	5	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	5	N/A

2. Food Service Staff

	Poor			Excellent		
F. Speed of Service - <u>improving</u>	1	2	3	4	5	N/A
G. Friendliness of Staff	1	2	3	4	5	N/A
H. Appearance of Staff	1	2	3	4	5	N/A
I. Partnership with Food Service Staff	1	2	3	4	5	N/A
J. Cleanliness of Serving Area	1	2	3	4	5	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	5	N/A

3. Management Team

	Poor			Excellent		
L. Effectiveness of Food Service Operations	1	2	3	4	5	N/A
M. Responsiveness to Problems	1	2	3	4	5	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	5	N/A
O. Quality of Relationship with Management	1	2	3	4	5	N/A

4. What is your Sodexo Manager's Name? Debbie / Nancy

5. Please share with us what you consider to be good nutrition for students:

- Variety of vegetables
- real fresh fruit rather than juice
- limited starches

Please write any additional comments or concerns:

- portions need to be distributed evenly between AM + PM lunch
- food is very hot at time of service
- utensils (spork) difficult for all foods when used by a preschooler

Thank you!



Principal Lisa McLaughlin

School Waterloo

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	Poor			Excellent		
A. Appearance of food	1	2	3	4	5	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	5	N/A
C. Variety of Food Choices	1	2	3	4	5	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	5	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	5	N/A

2. Food Service Staff

	Poor			Excellent		
F. Speed of Service	1	2	3	4	5	N/A
G. Friendliness of Staff	1	2	3	4	5	N/A
H. Appearance of Staff	1	2	3	4	5	N/A
I. Partnership with Food Service Staff	1	2	3	4	5	N/A
J. Cleanliness of Serving Area	1	2	3	4	5	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	5	N/A

3. Management Team

	Poor			Excellent		
L. Effectiveness of Food Service Operations	1	2	3	4	5	N/A
M. Responsiveness to Problems	1	2	3	4	5	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	5	N/A
O. Quality of Relationship with Management	1	2	3	4	5	N/A

4. What is your Sodexo Manager's Name? Debbie / Nancy

5. Please share with us what you consider to be good nutrition for students:
Plenty of fruit & vegetables. Minus
starchy food - More protein.

Please write any additional comments or concerns:

Thank you!

Principal Cindy Flynn

School Monroe Middle School

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	Poor				Excellent	
A. Appearance of food	1	2	3	4	5	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	5	N/A
C. Variety of Food Choices	1	2	3	4	5	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	5	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	5	N/A

2. Food Service Staff

	Poor				Excellent	
F. Speed of Service	1	2	3	4	5	N/A
G. Friendliness of Staff	1	2	3	4	5	N/A
H. Appearance of Staff	1	2	3	4	5	N/A
I. Partnership with Food Service Staff	1	2	3	4	5	N/A
J. Cleanliness of Serving Area	1	2	3	4	5	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	5	N/A

3. Management Team

	Poor				Excellent	
L. Effectiveness of Food Service Operations	1	2	3	4	5	N/A
M. Responsiveness to Problems	1	2	3	4	5	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	5	N/A
O. Quality of Relationship with Management	1	2	3	4	5	N/A

4. What is your Sodexo Manager's Name? Debbie / Nancy

5. Please share with us what you consider to be good nutrition for students:
Balanced meals with foods from all four food groups

Please write any additional comments or concerns:
AWESOME!

Thank you!



Principal Ryan McLeod

School Monroe High School

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	<i>Poor</i>				<i>Excellent</i>	
A. Appearance of food	1	2	3	4	(5)	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	(5)	N/A
C. Variety of Food Choices	1	2	3	4	(5)	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	(5)	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	(5)	N/A

2. Food Service Staff

	<i>Poor</i>				<i>Excellent</i>	
F. Speed of Service	1	2	3	4	(5)	N/A
G. Friendliness of Staff	1	2	3	4	(5)	N/A
H. Appearance of Staff	1	2	3	4	(5)	N/A
I. Partnership with Food Service Staff	1	2	3	4	(5)	N/A
J. Cleanliness of Serving Area	1	2	3	4	(5)	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	(5)	N/A

3. Management Team

	<i>Poor</i>				<i>Excellent</i>	
L. Effectiveness of Food Service Operations	1	2	3	4	(5)	N/A
M. Responsiveness to Problems	1	2	3	4	(5)	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	(5)	N/A
O. Quality of Relationship with Management	1	2	3	4	(5)	N/A

4. What is your Sodexo Manager's Name? Debbie/Nancy

5. Please share with us what you consider to be good nutrition for students:

Please write any additional comments or concerns:

Sodexo is a great partner!

Thank you!



Principal Ray Leighton

School Orchard Center

School District Monroe PS

How Are We Doing?

Please complete & mail by March 25.

We value your opinion. Please answer each of the following questions.

(CIRCLE ONE NUMBER FOR EACH)

1. Operations

	Poor			Excellent		
A. Appearance of food	1	2	3	4	5	N/A
B. Quality of Food (hot foods are hot, cold foods are cold)	1	2	3	4	5	N/A
C. Variety of Food Choices	1	2	3	4	5	N/A
D. Appearance of Serving Areas (décor and marketing)	1	2	3	4	5	N/A
E. Nutrition Education Programs (Performance Zone, School Stars, Be Fit, etc.)	1	2	3	4	5	N/A

2. Food Service Staff

	Poor			Excellent		
F. Speed of Service	1	2	3	4	5	N/A
G. Friendliness of Staff	1	2	3	4	5	N/A
H. Appearance of Staff	1	2	3	4	5	N/A
I. Partnership with Food Service Staff	1	2	3	4	5	N/A
J. Cleanliness of Serving Area	1	2	3	4	5	N/A
K. Overall Satisfaction with your School's Food Service Staff	1	2	3	4	5	N/A

3. Management Team

	Poor			Excellent		
L. Effectiveness of Food Service Operations	1	2	3	4	5	N/A
M. Responsiveness to Problems	1	2	3	4	5	N/A
N. Creativity in Generating Programs and Ideas	1	2	3	4	5	N/A
O. Quality of Relationship with Management	1	2	3	4	5	N/A

4. What is your Sodexo Manager's Name? Debbie / Nancy

5. Please share with us what you consider to be good nutrition for students:

Please write any additional comments or concerns:

The lunch staff does a great job

Thank you!

**Monroe Public Schools
Food Service Department
Operating Budget for 2011 - 2012 School Year**



Nutrition • Achievement • Environment • Community • Activity

April 20, 2011

Revenues

Student Lunch Cash	\$	393,362
Student Breakfast Cash	\$	27,000
Student Ala Carte	\$	268,522
Adult Cash	\$	24,693
Catering	\$	149,500
Vending	\$	4,056
Federal Breakfast Reimbursements	\$	329,208
Federal Lunch Reimbursements	\$	1,240,100
Interest Income	\$	2,000
State Reimbursement 31F	\$	17,765
State Reimbursement 31D	\$	95,333

Total Revenues \$ 2,551,540

Expenses

Food (includes return of VDA's)	\$	842,262
Sodexo Labor & Benefits	\$	1,091,732
District Labor & Benefits	\$	170,990
Sodexo Non Food Costs	\$	205,237
District Non Food Costs	\$	89,680
Management Fee - \$.078 cpm	\$	68,647
Administrative Fee - \$.094 cpm	\$	82,911

Total Expenses \$ 2,551,458

Excess / (Deficit) \$ 82

Budget Notes & Exceptions

1. No change to serving times and locations
2. State 31d funds based on amount received in 2010-2011 school year
3. State 31f funds based on amount received in 2010-2011 school year
4. 2.0% increase projected for federal reimbursement rates
5. Equivalent meal rate of \$2.98
6. Average lunch price increase of \$.05 per meal per USDA mandate
7. CPI increase of 1.3% to Sodexo mgmt fee per RFP (\$880.07 annualized)
8. CPI increase of 1.3% to Sodexo admin fee per RFP (\$880.07 annualized)
9. All VDAs returned to district
10. Continue Head Start program at current locations and meal counts
11. Equipment investment of \$15,000.00 remaining from original amount of \$25,000.00
12. Guarantee a break-even budget up to amount of combined fees
13. The guarantee will be adjusted to reflect additional costs incurred by Sodexo in connection with the implementation of legislation or other legal requirements including, but not limited to, the Healthy, Hunger-Free Kids Act of 2010 or other rules and regulations which increase the costs paid by Sodexo. The adjustments will be made on the date the requirements are effective.

Breakfast Days	175
Lunch Days	170
Breakfasts	208,083
Lunches	626,108
Equivalent Meals	<u>149,923</u>
Total Meals	984,114
Total Fee Meals	880,072

April 22, 2011

Dawn Lake
Michigan Department of Education
Grants Coordination and School Support
P.O. Box 30008
Lansing, MI 48909
FAX: 517-373-4022
E-mail: LakeD@michigan.gov

Ms. Lake,

We are requesting MDE approval to renew our contract with Sodexo for operation of our food service program for the 2011 - 2012 school year. Per the original RFP, the following items will be adjusted:

1. Meal Equivalent Factor for the 2011-2012 school year shall be \$2.98
2. The management fee will increase by the CPI (1.3%) for the previous January through December or by three percent (3%) whichever is less.
2010-11 Fee: \$.077 2011-12 Fee: \$.078 Increase of 1.3%
3. The administration fee will increase by the CPI for the previous January through December or by three percent (3%) whichever is less.
2010-11 Fee: \$.093 2011-12 Fee: \$.094 Increase of 1.3%
4. The guarantee amount for the 2011 - 2012 school year shall be \$0.00, or a break-even budget, up to the amount of the combined fees.
The guarantee may be adjusted to reflect additional costs incurred by Sodexo in connection with the implementation of legislation or other legal requirements including, but not limited to, the Healthy, Hunger-Free Kids Act of 2010 or other rules and regulations which increase the costs paid by Sodexo. The adjustments will be calculated commencing on the date the requirements are effective.
5. The original equipment purchase/investment amount was \$25,000.00
There is \$15,000.00 remaining on that investment that may be spent over the remainder of the five (5) year contract.

Included with this memo are the signed Agreement Page for 2011 - 2012 and the Commodity Agreement form.

Sincerely,

Kenneth Laub
Monroe Public Schools

CONSENT AGENDA - PURCHASES

ENCLOSURES:

- C.7 Purchase – Fire Alarm Upgrade at Monroe Middle School
- C.8 Purchase – Update Boys Locker Room at Monroe Middle School
- C.9 Purchase – Contract Award for Asbestos Removal and Monitoring –Custer I Elementary Carpet Replacement
- C.10 Purchase – Window and Door Replacement - Waterloo Elementary #1102
- C.11 Purchase – Electrical Work at Navarre Field

RECOMMENDATION:

Move that Agenda Items C.7 thru C.11 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

MOTION: _____ SUPPORT: _____ ACTION: _____

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

APPROVAL FOR FIRE ALARM UPGRADE AT MONROE MIDDLE SCHOOL #1108

BACKGROUND:

Please see attached.

ENCLOSURES:

Memorandum from George O'Dell
Bid Sheet

RECOMMENDATION:

Move to accept the Base Bid, Proposal A, Simplex System bid from Mosher Electric of Monroe, Michigan for the fire alarm upgrade at Monroe Middle School at a cost not to exceed \$135,549 and reject all other bids. Monies to be taken from the Building and Site Sinking Fund.

MOTION: _____ SUPPORT: _____ ACTION: _____

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



JOHN D. KOHLER
ARCHITECT, P.C.

1118 WEST FRONT STREET, MONROE, MICHIGAN 48161
PHONE: (734)242-6880 FAX: (734)242-6883
WWW.KOHLERARCHITECT.NET

REGISTERED:
MICHIGAN
OHIO

MEMBER:
A I A
N C A R B

Monroe Public Schools
Administration Building
1275 N. Macomb Street
Monroe, MI 48162

April 20, 2011

Page 1 of 2

Attention: Ken Laub,
Assist. Supt. for Business & Finance

Re: Fire Alarm Upgrades
at Monroe Middle School
for Monroe Public Schools
#1108

Dear Mr. Laub:

As directed, we have reviewed the bids opened on the above mentioned project on April 12, 2011. We submit herein our comments and recommendations.

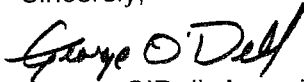
1. Four (4) contractors picked up bidding documents from the Architect's Office.
2. Three (3) bids were submitted. Low Base Bids, were submitted by Mosher Electric of Monroe, MI. for Proposal A, - Simplex System, at \$135,549.00, for Proposal B, - Notifier System, at \$130,726.00 and for Proposal C, - E.S.T. System, at \$135,864.00 Second low Base Bids were submitted by Laibe Electric of Toledo, Oh. for Proposal A, - Simplex System, at \$141,950.00, for Proposal B, - Notifier System at \$139,525.00, and for Proposal C,- E.S.T. System at \$142,282.00 Our cost estimate for this work was \$150,000.00. See the attached bid summary.
3. For your reference, the scope of work in the Base Bid, Proposal A, - Simplex System, includes removing the old, out of date fire alarm system and equipment that no longer has replacement parts available. Also included is installing a new electrically supervised, voice and tone type signal, point annunciated, fire alarm system including the fire alarm control panel, remote annunciator panels, along with new pull stations, strobe lights, horns/speakers, smoke detectors, duct detectors, door hold open devices designed to accommodate the future additions of optional pre-recorded voice messages, audible signal patterns, audio inputs, and separate strobe signals to operate as a mass notification system without completely replacing the signal control panel, fire alarm power supplies or branch circuit cabling.
4. For your reference, the scope of work in the Base Bid, Proposal B, - Notifier System, includes all work specified for the Simplex System with exception of manufacturer system differences.
5. For your reference, the scope of work in the Base Bid, Proposal C,- E.S.T. System, includes all work specified for the Simplex System with exception of manufacturer system differences.
6. This project was bid with three separate Base Bid Proposals using different manufacturers capable of providing competitive bidding between the different systems.
7. We spoke to Craig Mosher, Vice President of Mosher Electric who stated he was comfortable with his bid, and that he bid the project using the materials listed in the specifications. He stated all his workers belong to Trade Unions and are paid above prevailing wages. He stated he visited the site and verified existing conditions prior to bidding the project. He also stated his bid includes all permits and taxes as specified. He will be providing performance/labor bond as specified. He stated the Simplex system has several technology options included which are not available with the Notifier or E.S.T. Systems that provide for easier future expansion or updates.
8. Our office has worked with Mosher Electric on many past projects for Monroe Public Schools. Mosher Electric installed a Simplex fire alarm system at Lincoln Elementary School for Monroe Public schools in 2008. Their performance and quality of work was good.

9. Currently, all of your buildings have a fire alarm system manufactured by Simplex and your annual certification inspections and repair services are being performed by Simplex. While the new fire alarm system will not be identical (in technology and head end equipment) to those in other buildings, having a common source of fire alarm maintenance, factory support, and service for all or most fire alarm equipment in the Monroe Public Schools system by one manufacturer is an advantage.

Therefore, we recommend a contract be awarded to Mosher Electric of Monroe, MI. for the Base Bid, Proposal A, Simplex System bid amount of \$135,549.00.

Please contact our office should you need additional information or decide to proceed.

Sincerely,



George O'Dell, Associate
John D. Kohler Architect, P.C.

John D. Kohler Architect, P.C.
 1118 West Front Street
 Monroe, Mich. 48161

Fire Alarm Upgrades
 Monroe Middle School
 Monroe Public Schools
 #1108

BID SUMMARY

Bids Due: April 12, 2011 @ 3:00 P.M.
 Opening: April 12, 2011 @ 7:00 P.M.
 Cost Estimate: \$150,000.00

CONTRACTOR	Proposal A (Base Bid) Simplex	Proposal B (Base Bid) Notifier	Proposal C (Base Bid) E.S.T.	B.B. or C.C.	REMARKS
Mosher Electric 300 J Detroit Ave., P.O. Box 1508 Monroe, MI 48161 Ph: 734-241-5494 Fx: 241-5918	\$135,549.00	\$130,726.00	\$135,864.00	C.C.	\$6,537.00 C.C. Did Not List Receiving Addendum #1
Laihe Electric 404 North Byrne Road Toledo, Oh. 43607 Ph: 419-531-4251 Fx 419-531-5809	\$141,950.00	\$139,525.00	\$142,282.00	B.B.	Did Not List Receiving Addendum #1
Staelgraeve-Turner Electric 1138 Huber Monroe, MI 48162 Ph: 734-241-1398 Fx: 241-1564	\$170,200.00	\$170,400.00	\$172,900.00	C.C.	\$8,510.00 C.C. Listed Receiving Addendum #1

APPROVAL TO UPDATE BOYS' LOCKER ROOM
AT MONROE MIDDLE SCHOOL #1103

BACKGROUND:

Please see attached.

ENCLOSURES:

Memorandum from George O'Dell
Bid Sheet

RECOMMENDATION:

Move to accept the Base Bid, Proposal A from Van Tassel Construction Corporation of Ottawa Lake, Michigan for the boys' locker room renovation at Monroe Middle School at a cost not to exceed \$85,400 and reject all other bids. Monies to be taken from the Building and Site Sinking Fund.

MOTION: _____ SUPPORT: _____ ACTION: _____

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



JOHN D. KOHLER
ARCHITECT, P.C.

1118 WEST FRONT STREET, MONROE, MICHIGAN 48161
PHONE: (734)242-6880 FAX: (734)242-6883
WWW.KOHLERARCHITECT.NET

REGISTERED
MICHIGAN
OHIO

MEMBER:
AIA
N.C.A.R.B.

Monroe Public Schools
Administration Building
1275 N. Macomb Street
Monroe, MI 48162

April 20, 2011
Page 1 of 1

Attention: Ken Laub,
Assist. Supt. for Business & Finance

Re: Locker Room Alterations
at Monroe Middle School
for Monroe Public Schools
#1103

Dear Mr. Laub:

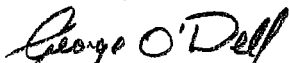
As directed, we have reviewed the bids opened on the above mentioned project on April 12, 2011. We submit herein our comments and recommendations.

1. Five (5) contractors picked up bidding documents from the Architect's Office.
2. Four (4) Contractors submitted bids. Low Base Bid, Proposal A, was submitted by VanTassel Construction Corp. of Ottawa Lake, MI. at \$85,400.00. The second low Base Bid, Proposal A, was submitted by Willson Builders, Inc. of Toledo, Oh at \$90,500.00. Our cost estimate for this work was \$76,200.00. See the attached bid summary.
3. For your reference, the scope of work in the Base Bid, Proposal A includes, removing the existing rusted gym lockers and wood benches in the boy's Locker room and installing a new slip resistant ceramic floor tile, new concrete locker bases and 280 new 12"x12" x30" single tier and 12"x12" x60" double tier heavy duty, ventilated metal lockers in Boy's Locker Room. Also included is installing 6 new solid phenolic clothing changing stalls in the Boys' Locker Room and installing an additional 5 solid phenolic clothing changing stalls in the Girls Locker Room. Work also includes installing new mirrors in the Boy's and Girl's Lockers rooms and painting the walls and ceiling in the Boy's Locker Room.
4. We spoke to Kipp Van Tassel, President of VanTassel Construction Corp., who stated he was comfortable with his bid, and that he bid the project using the materials listed in the specifications. He stated he visited the site and verified existing conditions prior to bidding the project. He also stated his bid includes all permits and taxes as specified. He stated his company is Union based and pays above the required State prevailing wages, and has been in business for 21 years. He listed the following sub-contractors with his bid:
 - Midwest Mosaic, Inc. for Tile Work
 - Lakeside Interior Contractors, Inc. for Painting
 - Rayhaven Equipment for Lockers and Changing Area Partitions
 - Demolition and Concrete work to be completed by VanTassel Construction Corp.
5. We spoke to Dave Wolf, an Architect with Munger & Munger Architects, (419) 243-8141, who stated VanTassel Construction Corp. completed a project for the City of Perrysburg last year remodeling the Perrysburg Council Chambers for him and performed well. He stated VanTassel Construction Corp. started out as a Drywall Contractor and became a General Contractor. He stated VanTassel Construction Corp. supervised several trades on his project. He stated the coordination, paperwork and the quality of workmanship of VanTassel Construction Corp. was good. He would recommend VanTassel Construction Corp. on future projects.
6. Our office has only worked with VanTassel Construction Corp. on one past project in 2003. Their performance and quality of work was good.

Therefore, we recommend a contract be awarded to Van Tassel Construction Corp. of Ottawa Lake, MI. for the Base Bid, Proposal A, bid amount of \$85,400.00.

Please contact our office should you need additional information or decide to proceed.

Sincerely,


George O'Dell, Associate
John D. Kohler Architect, P.C.

enc: As Indicated
cc: Vince Castiglione
Files Docs1103-REC-1

John D. Kohler \Architect, P.C.
 1118 West Front Street
 Monroe, Mich. 48161

Locker Room Alterations
 at Monroe Middle School
 Monroe Public Schools
 #1103

BID SUMMARY

Bids Due: April 12, 2011 @ 3:00 P.M.
 Opening: April 12, 2011 @ 7:00 P.M.
 Cost Estimate: \$76,200.00

CONTRACTOR	Proposal A (Base Bid)	B.B. or C.C.	REMARKS
Van Tassel Construction Corp. 7641 Sterns Road Ottawa Lake, MI 49267 Ph: 934-856-7900 Fx 734-856-7933	\$85,400.00	B.B.	
Willson Builders, Inc. 5966 Heritage Court Toledo, OH 43612 Ph: 419-726-6685 Fx: 419-727-8215	\$90,500.00	B.B.	
The Spieker Company 8350 Fremont Pike Perrysburg, OH 43552 Ph: 419-872-7000 Fx: 872-7010	\$93,200.00	B.B.	
The Dotson Company P.O. Box 2429, Providence Street Whitehouse, OH 43571 Ph: 419-877-5176 Fx: 419-877-0736	\$98,000.00	B.B.	

CONTRACT AWARD FOR ASBESTOS REMOVAL AND MONITORING
CUSTER 1 ELEMENTARY CARPET REPLACEMENT

BACKGROUND:

The carpet replacement project at Custer 1 will require the removal of floor tile that contains asbestos material. DMD Environmental solicited two quotes for the removal, which are summarized in the attached memorandum.

ENCLOSURES:

Bid Summary / DMD Environmental

RECOMMENDATION:

Move to award the low bid of Total Environmental Inc. for asbestos removal for a cost not to exceed \$ 4,385 and reject all other bids. DMD will provide the required monitoring and reporting for \$1,000. Total project cost of \$5,385. The project cost will be paid from the Building and Site sinking fund.

MOTION: _____ SUPPORT: _____ ACTION: _____

ROLL CALL VOTE:	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Mr. Benore	___	___	___	___
Mrs. Knabusch-Taylor	___	___	___	___
Dr. McNamee	___	___	___	___
Dr. March	___	___	___	___
Ms. Spicer	___	___	___	___
Mr. VanWasshenova	___	___	___	___
Mr. Vensel	___	___	___	___

DMD Environmental, Inc.

www.DMDEnv.com

An employee owned company

3424 West Laskey Road, Toledo, Ohio 43623-4032

DMDEnv@att.net

Telephone (419) 473-1980 Facsimile (419) 473-1985

April 28, 2011

DMD Proposal No. 11-M002.45

Mr. Vince Castiglione
Monroe Public Schools
4920 West Albain Road
Monroe, Michigan 48161

**RE: ASBESTOS CONSULTING SERVICES
CUSTER I ELEMENTARY SCHOOL
MONROE, MICHIGAN**

Dear Mr. Castiglione:

DMD Environmental, Inc. (DMD) is pleased to present you with this cost proposal. Below you will find our proposed scope of work, cost, terms and conditions, and schedule:

1.0 SCOPE OF WORK**1.1 Asbestos Removal**

The removal of carpet, asbestos containing (AC) nine inch by nine inch (9" x 9") floor tile and the scarification of mastic will be performed at the above referenced site. The measurements of abatement areas are 784 square feet (SF) in room 1, 784 SF in room 28, and 1,456 SF in room 3.

1.2 Project Monitoring

DMD will be on-site during removal and conduct visual inspections both inside and outside the work area to document work practices, and ensure the applicable regulatory requirements are followed. DMD will also accomplish air sampling as needed for the project. The sampling will be performed in accordance with the Asbestos Hazard Emergency Response Act (AHERA) 40 CFR Part 763 Subpart E requirements. Final clearance will consist of collecting five (5) Phase Contrast Microscopy (PCM) samples.

1.3 Sample Analysis

All air samples will be analyzed by DMD using PCM. The analysis will be conducted in accordance with the National Institute for Occupational Safety and Health (NIOSH) 7400 analytical method for PCM. DMD is a participant in the American Industrial Hygiene Association (AIHA) Proficiency Analytical Testing (PAT) Program for PCM.

1.4 Final Report

DMD will forward a report at the completion of the project containing air sample results and other relevant project documentation.

Mr. Vince Castiglione
Monroe Public Schools

DMD Proposal No. 11-M002.44
Page 2

1.5 Personnel

The removal will be accomplished by a licensed asbestos abatement contractor. Project monitoring services will be accomplished by a representative of DMD. DMD's personnel are accredited by the Michigan Department of Energy, Labor, and Economic Growth (MDELEG) to perform these services.

2.0 COST

Total Environmental Services, L.L.C. (TES).....	\$	4,385.00
DMD Environmental, Inc.....	\$	1,000.00
COMBINED TOTAL	\$	5,385.00
Midwest Environmental Control, Inc. (MEC)	\$	4,900.00
DMD Environmental, Inc.....	\$	1,000.00
COMBINED TOTAL	\$	5,900.00

DMD recommends TES to perform the above referenced work.

3.0 TERMS AND CONDITIONS

Work will be performed according to Monroe Public School's purchase order.

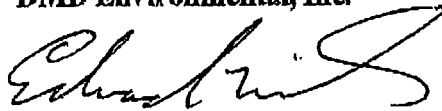
4.0 SCHEDULE

DMD is prepared to begin work as soon as a form of authorization to begin is received.

DMD appreciates this opportunity to provide you with environmental consulting services. If you have any questions concerning this proposal, please contact our office. We look forward to working with you.

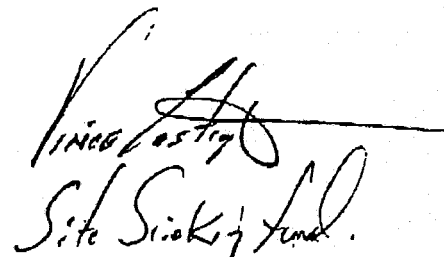
Respectfully submitted,

DMD Environmental, Inc.



Edward Rinckey
General Manager

BR/rx
Monroe Custl pro



Vince Castiglione
Site Supervisor

WINDOW AND DOOR REPLACEMENT – WATERLOO ELEMENTARY #1102

BACKGROUND:

Please see attached.

ENCLOSURES:

Memorandum – George O’Dell
Bid Summary

RECOMMENDATION:

Move to accept the bid (Proposal A base bid and Alternate A-1) from Monroe Glass, Monroe MI, for window replacement and related work at Waterloo Elementary at a cost not to exceed \$154,010.

MOTION: _____ SUPPORT: _____ ACTION: _____

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



JOHN D. KOHLER
ARCHITECT, P.C.

1118 WEST FRONT STREET, MONROE, MICHIGAN 48161
PHONE: (734)242-6880 FAX: (734)242-6883
WWW.KOHLERARCHITECT.NET

REGISTERED:
MICHIGAN
OHIO

MEMBER:
A I A
N C A R B

Monroe Public Schools
Administration Building
1275 N. Macomb Street
Monroe, MI 48162

May 3, 2011
Page 1 of 1

Attention: Ken Laub,
Assist. Supt. for Business & Finance

Re: Window & Door Replacement
at Waterloo Elementary School
for Monroe Public Schools
#1102

Dear Mr. Laub:

As directed, we have reviewed the bids opened on the above mentioned project on April 12, 2011. We submit herein our comments and recommendations.

1. Five (5) contractors picked up bidding documents from the Architect's Office.
2. Only one (1) bid was submitted. Low Base Bid, Proposal A, was submitted by Monroe Glass Company of Monroe, MI. at \$99,850.00. Our cost estimate for this work was \$97,300.00. See the attached bid summary.
3. Monroe Glass Company also submitted a bid amount of \$54,160.00 for Alternate A-1. Our cost estimate for this work was \$52,000.00.
4. We do not know why the other contractors that picked up bidding documents did not submit a bid.
5. For your reference, the scope of work in the Base Bid, Proposal A includes, removing the existing single glazed windows and delaminated insulated panels in the center Classroom and Office areas and installing new aluminum, thermal broken, double hung windows with high performance, insulated glass in the lower sash and FRP insulated panels in the upper sash similar to the windows installed at Custer I and Custer II in the last few years.
6. For your reference, the scope of work in Alternate A-1 includes, removing the existing single glazed windows and delaminated insulated panels in the north and south Classroom areas and installing new aluminum, thermal broken, double hung windows with high performance, insulated glass in the lower sash and FRP insulated panels in the upper sash. Note these windows have aggregate faced, cement asbestos panels that will have to be removed by others not included in this bid. (A separate bid by the School's Hazardous Materials Consultant, DMD Environmental, Inc. and Total Environmental Services. L.L.C. to safely remove and dispose of the windows containing cement asbestos panels for \$1,210.00. is attached and will be awarded by the Administration if this project proceeds.)
7. We spoke to Fred Wittkop, President of Monroe Glass Company, who stated he was comfortable with his bid, and that he bid the project using the materials listed in the specifications. He stated he visited the site and verified existing conditions prior to bidding the project. He also stated his bid includes all permits and taxes as specified. Monroe Glass Company has installed similar window and exterior door installations at Custer I Elementary, Custer II Elementary, Monroe Middle School, partial Riverside Elementary and Lincoln Elementary School for Monroe Public Schools. Their performance and quality of work was good.

Therefore, we recommend a contract be awarded to Monroe Glass Company of Monroe, MI. for the Base Bid, Proposal A, bid amount of \$99,850.00 plus Alternate A-1 bid amount of \$54,160.00 for a total contract amount of \$154,010.00.

Please contact our office should you need additional information or decide to proceed.

Sincerely,

George O'Dell, Associate
John D. Kohler Architect, P.C.

enc: As Indicated
cc: Vince Castiglione
Files Docs1102-REC-1

John D. Kohler Architect, P.C.
1118 West Front Street
Monroe, Mich. 48161

Window & Door Replacement
at Waterloo Elementary School
Monroe Public Schools
#1102

BID SUMMARY

Bids Due: April 12, 2011 @ 3:00 P.M.
Opening: April 12, 2011 @ 7:00 P.M.
Cost Estimate: \$97,300.00

CONTRACTOR	Proposal A (Base Bid)	Alternate A-1 Windows in Rooms 7,8,9,10,11,12,B, D & E	B.B. or C.C.	REMARKS
Monroe Glass 15475 S. Telegraph Rd. Monroe, MI 48161 Ph: 734-242-1930 Fx: 242-1530	\$99,850.00	\$54,160.00	B.B.	

April 28, 2011

DMD Proposal No. 11-M002.44

Mr. Vince Castiglione
Monroe Public Schools
4920 West Albain Road
Monroe, Michigan 48161

**RE: ASBESTOS CONSULTING SERVICES
WATERLOO ELEMENTARY SCHOOL
MONROE, MICHIGAN**

Dear Mr. Castiglione:

DMD Environmental, Inc. (DMD) is pleased to present you with this cost proposal. Below you will find our proposed scope of work, cost, terms and conditions, and schedule:

1.0 SCOPE OF WORK

1.1 Asbestos Removal

The removal of six (6) window sets will be performed at the above referenced site. The RFP panels may be removed individually if it is easier to accomplish.

1.2 Project Monitoring

DMD will be on-site during removal and conduct visual inspections both inside and outside the work area to document work practices, and ensure the applicable regulatory requirements are followed. DMD will also accomplish air sampling as needed for the project. The sampling will be performed in accordance with the Asbestos Hazard Emergency Response Act (AHERA) 40 CFR Part 763 Subpart E requirements. Final clearance will consist of collecting five (5) Phase Contrast Microscopy (PCM) samples.

1.3 Sample Analysis

All air samples will be analyzed by DMD using PCM. The analysis will be conducted in accordance with the National Institute for Occupational Safety and Health (NIOSH) 7400 analytical method for PCM. DMD is a participant in the American Industrial Hygiene Association (AIHA) Proficiency Analytical Testing (PAT) Program for PCM.

1.4 Final Report

DMD will forward a report at the completion of the project containing air sample results and other relevant project documentation.

1.5 Personnel

The removal will be accomplished by a licensed asbestos abatement contractor. Project monitoring services will be accomplished by a representative of DMD. DMD's personnel are accredited by the Michigan Department of Energy, Labor, and Economic Growth (MDELEG) to perform these services.

2.0 COST

Total Environmental Services, L.L.C. (TES).....	\$	960.00
DMD Environmental, Inc.....	\$	250.00
COMBINED TOTAL	\$	1,210.00
Midwest Environmental Control, Inc. (MEC)	\$	1,100.00
DMD Environmental, Inc.....	\$	250.00
COMBINED TOTAL	\$	1,350.00

DMD recommends TES to perform the above referenced work.

3.0 TERMS AND CONDITIONS

Work will be performed according to Monroe Public School's purchase order.

4.0 SCHEDULE

DMD is prepared to begin work as soon as a form of authorization to begin is received.

DMD appreciates this opportunity to provide you with environmental consulting services. If you have any questions concerning this proposal, please contact our office. We look forward to working with you.

Respectfully submitted,

DMD Environmental, Inc.



Edward Rinckey
General Manager

ER/ir
Monroe Waterloo pro

APPROVAL FOR ELECTRICAL WORK AT NAVARRE FIELD

BACKGROUND:

Please see attached.

ENCLOSURES:

Quotes from Staelgraeve Turner Electric and Geal Electric Company

RECOMMENDATION:

Move to accept the bid from Staelgraeve Turner Electric of Monroe, Michigan for the electrical work at Navarre Field at a cost not to exceed \$7,370 and reject all other bids. Monies to be taken from the Building and Site Sinking Fund.

MOTION: _____ SUPPORT: _____ ACTION: _____

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



**STAE L GRAEVE TURNER
ELECTRIC INC.**

1138 HUBER DRIVE

Phone: (734) 241-1398 • FAX: (734) 241-1564
MONROE, MICHIGAN 48162-9527

April 13, 2011

Monroe Public Schools
4920 W. Albain Road
Monroe, Michigan 48161

ATTN: MR. VINCE CASTIGLIONE
RE: POWER RE-WORK AT NAVARRE FIELD

Dear Sir,

We present this quotation for your review to re-work the power system at Navarre Field as follows:

- Renovate the existing 400 amp switch enclosure to act as a splice/junction box.
- Install a new 400 amp switch with an electricity operated contactor to control the field lighting and eliminate the need to cycle the 400 amp switch on and off.
- Replace existing "Pushmatic" power panel with a new Square D unit.
- Replace existing 60 amp and 200 amp disconnects with new units to feed the field house and concession area.
- Replace old fabric-covered wiring as needed to eliminate safety hazards within the electric panel shed.

This work does not include any exterior wiring as the feed to the facility is sufficient at the present time. The pole and transformer wiring is the responsibility of Detroit Edison. It is doubtful that they would rebuild or replace this pole.

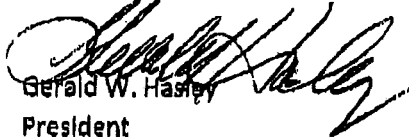
To do this work would require a shut-down of about three days during which time no power would be available at the football field or field house.

For the work as quoted our total quotation would be \$7,370.00. We would offer to do this project at a cost-plus 20% amount which would not exceed the quoted amount. None of these items are long-lead items and work could be complete in 2 to 3 weeks if so desired.

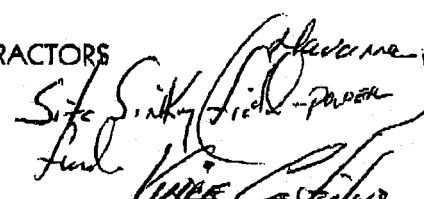
Thank you for the opportunity to quote on this project. Please contact me with any questions you have.

Respectfully,

Staelgraeve Turner Electric, Inc.


Gerald W. Hasler
President

INDUSTRIAL AND COMMERCIAL ELECTRICAL CONTRACTORS



PROPOSAL 330

GEAL ELECTRIC CO.
5740 N Custer Rd.
MONROE, MI 48162

(734) 243-2325 Fax (734) 243-6577

TO: MONROE PUBLIC SCHOOLS
1275 N MACOMB ST
MONROE, MI. 48162

PHONE	DATE 5/27/2011
JOB NAME/LOCATION Navarre Field	
JOB NUMBER	JOB PHONE

We hereby submit specifications and estimates for:

> Provide electrical work for electrical service replacement at Navarre Field as follows:

- 1) Rework existing 400a switch enclosure to splice/junction box.
- 2) Supply and install new 400a switch with electrically held lighting contactor to control field lighting.
- 3) Replace existing "pushmatic" panel with new Square D panel and breakers.
- 4) Replace existing 60a and 200a disconnect switches with new switches to feed the field house and concession area.
- 5) Replace existing fabric covered feeder cabling in electric panel building.
- 6) Provide new fuses for above equipment.

Quote to be time and materials not to exceed.

Above work will require prox 3 day power shutdown of facility.

We Propose hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of: Fifteen Thousand One Hundred Ninety Nine and 00/100 Dollars dollars (\$) 15,199.00).

Payment to be made as follows:
Upon completion

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

Board Meeting #8
May 10, 2011
Item #C.16

ADJOURNMENT

RECOMMENDATION:

Move to adjourn the May 10, 2011 Board Meeting #8.

HAND VOTE:

MOTION: _____ SUPPORT: _____ ACTION: _____

TIME: _____