

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.”

**BUDGET HEARING – 6:45 PM
BOARD MEETING #10 – 7:00 PM
June 14, 2011
AGENDA**

**MR. DAVID VENSEL, PRESIDENT
DR. KENNETH McNAMEE, VICE-PRESIDENT
MRS. JUNE KNABUSCH-TAYLOR, SECRETARY
DR. TEDD MARCH, PARLIAMENTARIAN
MR. RONALD BENOIRE, JR., TRUSTEE
MS. WENDY SPICER, TRUSTEE
MR. LAWRENCE VANWASHENOVA, 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
 Budget Hearing
 June 14, 2011 – 6:45 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

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 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
	<u>Present</u>	<u>Absent</u>	
Mr. Benore	_____	_____	
Mrs. Knabusch-Taylor	_____	_____	
Dr. McNamee	_____	_____	
Dr. March	_____	_____	
Ms. Spicer	_____	_____	
Mr. VanWasshenova	_____	_____	
Mr. Vensel	_____	_____	
Time: _____			
B. Discussion			
• Budget Hearing			Mr. Laub
C. Move to adjourn the June 14, 2011 Budget Hearing.			Mr. Vensel
Motion: _____ Support: _____ Hand Vote: _____ Time: _____			

MONROE BOARD OF EDUCATION
 North Macomb Street, Monroe, Michigan 48162
 Board Meeting #10
 June 14, 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.

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 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 – MHS Outstanding Teachers	Mr. Monday
4. Recognition – Magna Award – Victoria Sweet	Mr. Monday
5. Lincoln School Scholarship	Mr. Monday
6. Disproportionality Report	Mrs. Arbour
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"> • May 24, 2011 Board Meeting #9 • May 31, 2011 Special Board Work Session (Discipline – 4 sets) 	Mr. Vensel
2. Reports and Updates <ul style="list-style-type: none"> • May 24, 2011 Finance Committee of the Whole Minutes • May 16, 2011 Personnel Committee Minutes • Informational Report – Contracted Coaches 	Mr. Vensel
3. Adoption of the Final Amended 2010/2011 General, Building and Site Sinking Fund, and Food Service Budgets Move to adopt the final amended 2010/2011 fund budgets for the General, Building and Site Sinking and Food Service funds as presented.	Mr. Laub
4. Continuation Budget Resolution Fiscal Year 2011/2012 Move that the continuation budget resolution for the General, Debt, Food Service, Building & Site, and Building & Site Sinking Funds be adopted as presented. Furthermore, the Board has determined that the district approve the full 18 mills non-homestead levy and the 1.0 mill sinking fund, which are crucial to meet the financial needs of the district.	Mr. Laub

<p>5. Approval to Participate in the Michigan Finance Authority (MFA) State Aid Note Program Move that the Board of Education approve the District's participation in the Michigan Finance Authority 2011 State Aid Note Program as presented.</p>	Mr. Laub
<p>6. Board Policy Adoption – Fund Balance Policy GASB 54 Move that the Board of Education waive the first and second readings of the Fund Balance Policy GASB 54 and adopt this policy effective June 30, 2011.</p>	Mr. Laub
<p>7. School Lunch Prices Move to approve Option B to set prices for school lunches for the 2011/2012 school year.</p>	Mr. Laub
<p>8. Teacher Tenure Recommendation Move to confirm and endorse the granting of tenure for Emily Bundon, Amy Lynn, Kari McCormick, Kendan Myers, Erin Otter, Lisa Scheich, Delsie Sissoko, Christine Trapp, and Andrea Wylie on the appropriate anniversary dates.</p>	Mrs. Butler
<p>9. Recall from Layoff Move approve the recall of Valerie Deletka and Teresa Stewart from the Monroe Public Schools layoff list, to notify said teachers of this recall by official communication, and to approve the teachers' contract extension for said teachers for the 2011/12 school year effective June 15, 2011.</p>	Mrs. Butler
<p>10. Overnight MHS Michigan State University Band Camp Move to approve the Monroe High School Trojan Marching Band field trip to Michigan State University's Annual Band Camp, July 25-July 30, 2011, according to the terms of Policy IICA, Field Trips and Excursions.</p>	Mrs. Butler
<p>11. Overnight Out of State Trip to the HOSA National Leadership Competition Held in Anaheim, California Move to approve the Monroe High School students' overnight out of state trip to the 2011 HOSA National Leadership Competition held in Anaheim, California Tuesday, June 21 through Friday, June 24, 2011 according to the terms of Bylaw IICA, Field Trips and Excursions.</p>	Mr. Ferrara
<p>12. Overnight Out of State MHS Upward Bound Trip to Nashville, TN Move to approve the Upward Bound Program overnight out of state trip to Nashville, Tennessee from July 31, 2011 to August 3, 2011 according to the terms of Policy IICA, Field Trips and Excursions.</p>	Mrs. Butler
<p>13. Adoption of Rules and Regulations, Michigan High School Athletic Association Move to adopt the Michigan High School Athletic Association membership resolution for the year August 1, 2011 through July 31, 2012 as presented.</p>	Mrs. Butler
<p>14. Coaching Recommendations Move to approve coaches for the fall and/or winter 2011/12 season as named above and as per the MCEA master agreement.</p>	Mrs. Butler
<p>15. Consent Agenda – Purchases Move that Agenda Items C.16 thru C.18 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.</p>	Mr. Laub

<p>16. Masonry Repairs at Monroe High Schools Move to accept the Base Bid, Proposal A from TSC, Inc. of Toledo, Ohio for the masonry repairs and related work at Monroe High School at a cost not to exceed \$24,450 and reject all other bids.</p>	Mr. Laub
<p>17. Riverside Early Learning Center Asphalt Parking Lot Re-Construction Move to accept the Base Bid, Proposal A from Al's Asphalt Paving Co., Inc. of Taylor, Michigan for the Riverside Early Learning Center asphalt parking lot re-construction at a cost not to exceed \$87,665 and reject all other bids.</p>	Mr. Laub
<p>18. Custer Concrete Walk Replacement Move to accept the Base Bid, Proposal A from Wilson Builders of Toledo, Ohio for the Custer concrete walk replacement at a cost not to exceed \$15,900 and reject all other bids.</p>	Mr. Laub
<p>19. Staff Resignation Move to approve the resignation of Barry Bunkelman from Monroe Public Schools effective at the end of the 2010/11 school year (June, 2011).</p>	Mrs. Butler
<p>20. Old Business • Manor Bus Drop Off Update</p>	Mr. Vensel
<p>21. New Business</p>	Mr. Vensel
<p>22. Superintendent's Comments/General Comments/Reminders</p>	Mr. Monday
<p>23. Public Commentary – Any Topic</p>	Mr. Vensel
<p>24. Adjourn Move to adjourn the June 14, 2011 Board Meeting #10.</p>	Mr. Vensel

Board Meeting #10
June 14, 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

- May 24, 2011 Board Meeting #9 Minutes
- May 31, 2011 Special Board Meeting Minutes – Discipline (4 sets)

RECOMMENDATION

Move to approve the following minutes:

- May 24, 2011 Board Meeting #9 Minutes
- May 31, 2011 Special Board Meeting Minutes – Discipline (4 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 #9 – May 24, 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 6:32 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• Ms. Spicer• Mr. VanWasshenova• Mr. Vensel	<ul style="list-style-type: none">• None	<ul style="list-style-type: none">• Mr. Monday• Mrs. Butler• Mr. Laub

Scholarship Recipients Recognition and Reception

Mr. McLeod introduced MHS senior students who had recently received scholarships from the MPS Scholarship Committee. Recipients are:

- Erika Eighmey – Mary Kay Kosa Scholarship
- Molly McNamee – Mary Kay Kosa Scholarship
- Amanda Miller – Mary Kay Kosa Scholarship
- Samantha Pfaff – Mary Kay Kosa Scholarship
- Brandon Dusseau – Marchese Memorial Scholarship
- Kelsey Van Aken – John McIntyre Memorial Award
- Kayla Alamo-Hunt – MPS Scholarship
- Jillian Carps – MPS Scholarship
- Tala Dahbour - MPS Scholarship
- Kaitlyn Durocher - MPS Scholarship
- Emma Heck - MPS Scholarship
- Michael Peven - MPS Scholarship
- Kelly Schmidt - MPS Scholarship
- Jessica Sexton - MPS Scholarship
- Kenneth Stritt - MPS Scholarship
- Austin Whitelaw - MPS Scholarship

Board members congratulated these students for their accomplishments. A ten-minute recess was held, refreshments were served and the board meeting resumed at 7:01 PM.

Truancy Officer Update (Cindy Burns)

When Cindy Burns retired at the end of the 2010/2011 school year, MPS hired her as a part time Truancy Officer. Cindy reported on her experiences this year and noted it was extremely busy with a large increase in elementary referrals. Mrs. Burns worked extensively with Child Protective Services, the court system and other agencies available to help the students and their families. Her main focus is keeping students in school before they drop out.

Public Commentary

Nikki Klonaris questioned whether or not there was a statute for multi-year contracts for the Superintendent's and Assistant Superintendent's contracts and whether their salary and benefits packages have been determined or if it is being based on state legislation. These contracts are based on performance.

Approval of Minutes

Motion by Mr. VanWasshenova; support by Mr. Benore to approve the following minutes:

- May 10, 2011 Board Work Session
- May 10, 2011 Board Meeting #8
- May 17, 2011 Special Board Meeting – Discipline (2 sets)
- May 17, 2011 Board Work Session

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

Reports and Updates

There were none at this time.

Recall of Certified Administrators

Motion by Mr. VanWasshenova; support by Dr. McNamee to approve the recall 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 from the Monroe Public Schools layoff list, to notify said administrators of this recall by official communication, and to approve the administrative contract extension for said administrators for the 2011/12 school year effective May 25, 2011.

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

Recall of Certified Teachers

Motion by Mr. VanWasshenova; support by Dr. McNamee to approve the recall of Jennifer Abram, Nicole Adams, Beth Addis, Erin Allen, Jill Angelo, Carol Anteau, Kim Anteau, Angela Ashcraft, Barbara Assenmacher, Jennifer Barker, Alan Barron, Carol Barron, Melissa Bell, Stephanie Bell, Renee Bergman, Meghan Bernard, Sara Bess, Cheryl Bindus, Sue Birdwell Jones, Jennifer Bole, Amanda Bomia, Sandra Bonavero, Amy Bowen-Pace, Marcie Boyce, Andrew Brown, Cynthia Brown, Jeffery Brown, Michael Buckley, Mary Bullard, Emily Bundon, Barry Bunkelman, JoAnn Burke, Kim Burkey, Crystal Caldwell, Richard S. Carveth, Kyle Christensen, Christopher Clark, John R Clark, Krystal Clawson, Betsy Cole, Callie Cole, Lisa Cole-Flegal, Lynn Colturi, Russell Columbus, Ian Cooke, Judith Cousino, Melissa Cramer, James Davis, Jennifer Davis, Kelly Davis, Miranda DeBruyne, Elizabeth Dec, Teresa Deindoerfer, Brian DeMaggio, Kathleen DeSloover, Tara Dessauer, Elise Dinwoody, Eileen Dougherty, Staci Dreger, James Drew, Alison Drougel, Marc Drougel, Julie DuMoulin, Kate Dunlap, Randall DuPont, Amy Eisenmann, Linda Ellis, Amy Emerson, Ann Felder, Patrick Finnegan, Laura Fioritto, Ryan Flanary, Deborah Foster, Leslie Foster, Polly Fraser-Juarez, Catherine Furnari, Lindsay Gaertner, Patricia Geiman, Jason Gendron, Kathy Gessler, Meghan Gibson, Laura Gladieux, Stacey

Goins, Shelly Gorowski, Jean Green, Jodi Grenn, Valerie Grier, Jenna Groves, Rebecca Gutierrez, Christine Hagerman, Debra Hardin, Elizabeth Hays, Mary Heavner, Donna Heck, Elizabeth Hehl, Kathryn Heller, David Henry, Scott Hochradel, Carl E. Hoffman, Melissa Hoffman, Nathaniel Hoffman, Sara Hoke, Michelle Homer, LeAnna Hooper, Mary Anne Hooper, Scott Hoppert, Kristin Hovest, Mary Howe, Karla Howey, Cheryl Huffman, Sherry Hunt, Monique Hunter, Jason Hutchison, Amanda Iocoangeli, Christine Jarrait, Barbara Johnson, Stacy Johnson, Theresa Joseph, Susan Kane-Johnson, Jessica Keegan, Audrey Kellems, Charles Kern, Sandy Kern, Steve Ketron, Dawn Kimble, Julie Klemz, Nikki Klonaris, Anne Knabusch, Garry Knapp, Douglas Knight, Amy Knowles, Debra Knowles, Sarah Kokx, Sandra Kreps, Gretchen Krug-Elliott, Michelle Kuehnlein, Bernadette Kulik, Kelly Lake, Margie Lake, Jennifer Larkins, Lawrence Laski, Julie Lassey, Laura Lavender, Tracy Ledda, Kelly Levicki, Kathleen Liebner, Julie Lindsay, Barry Little, Maribeth Lore, Carolyne Lynch, Amy Lynn, Jan Maciejewski, Polly Marshall, Diana Martin, Janelle Martin, Katelynn Martin, Betsy Mason, Pam Mathews, Karole Matthews, Carla Matusik, Robert Matusik, Debra Mau, Amy McBroom, Patricia McClain, Scott McCloskey, Jody McCollum, Kari McCormick, Kelly McGinnis, Amanda McGovern, Ronda Meier, Heather Michael, Kari Mieden, James Miller, Nicole Miller, William Miller, Hollee Milz, Cari Mitchey, Nancy Monday, Christopher Morelli, Leah Morelli, John K. Morris, Ronald Motyka, James Mydloski, Gwendolyn Myers, Kendan Myers, Nancy Myers, Robert Nichols, James Nuechterlein, Justin Nye, Katherine O'Connor, Julie Oddo, Chessica Oetjens, Kathleen Oetjens, Bart O'Laughlin, Michael Olsen, Peter L. Opfermann, Erin Otter, Amy Pabin, Tara Pafford, Alka Pandya, Kim Pearch, Jacqueline Pecora, Karla Perez, Amanda Perkey, Ellen Perkins, Kevin Pilgrim, Debra Pitcher, Mark Pitcher, Darren Pocs, Anthony Pollzzie, Stephen Pollzzie, Joyce Pomerville, Melissa Provo, Lorraine Putnam, Susan Raczkowski, Kathryn Rahal, Linda Rahn, Amy Rakoczy, Eric Rausch, Kris Ray, Francetta M. Rayce, James Ready, Jennifer Reed, Lorene Reed, Rachel Reising, Holly Renko, Ronald Riggs, Susan Ripple, Bonnie Ritsema, Angelina Roberts, Colleen Roecker, Kristina Roecker, Tigr Roof-Delben, Brian Rooney, Kristine Rossi, Cheryl Ryan, Suzanne Saenz, Shelley Saltsman, Sonya Samona, Billisue Sandefur, Lauren Sanderson, Tara Saunders, Douglas Schade, Jonathan Scharf, Deborah Scheich, Lisa Scheich, Nancy Schlosser, Amy Schnell, Mark Scoles, Ernie Sellers, Lisa Sellers, Mathew Servis, Robert M. Servis, David Shay, Tina Shepard, Denise Shugarman, Steven Simon, Michele Sims, Delsie Sissoko, Carol Sliwka, Kelly A. Smith, Kelly E. Smith, Timothy Smith, Angela Sneider, Tina Sorg, James St. Pierre, Nicole St. Pierre, Dawn Stanish, Vanya Steel, Matthew Steele, Diane Steinman, Melissa Stewart, Cindy Strickland, Mary Lou Strimbel, Kendra Sulfaro, Victoria Sweet, Elizabeth Swindeman, Viola Switlik, Elizabeth Tankoos, Lori Tate, Jessica Taulbee, Alisa Tetley, Sharon Thomas, Mary Timko, Hilary Toro, Timothy Toth, Christine Trapp, Beth Trpevski, Kelly Vandeginste, Melissa Vander Horst, Suzanne Varos-Yorkey, Katherine Vensel, Janet Vergiels, Lisa Villarreal, Holly Wallace, Lisa Warnke, Melissa Watterson, Kristina Watterworth, Joni Weak, Holli Weaver, Colleen Whalen, Martha Whiting, Scott Williams, Denise Wilson, Jill Wilson, Catheryn Windelborn, Cassidy Wodke, Mary Wolf, Robert Wood, Melissa Woodfill, Linda Worley, Katie Worosz, Kathleen Worth, DeAnn Wuelfing, Andrea Wylie, Stacey Wylie, Jolene Yourist, Lynne Zabawa, Bryan Zamorski, Amy Zellen, Sara Ziegler, Karen Zillgitt, Glenn Zorn, and Sherri Zub from the Monroe Public Schools layoff list, to notify said teachers of this recall by official communication, and to approve the teacher contract extension for said teachers for the 2011/12 school year effective May 25, 2011.

Discussion: Mr. Benore will vote no on this motion because he would like to see cuts made in other areas rather than the teaching staff. If our enrollments increase, these teachers would be recalled based on seniority and certification.

Vote: Motion carried by a 5-2 roll call vote. Mr. Benore and Ms. Spicer voted no.

Exempt Administrative Contract Extension

Motion by Mr. VanWasshenova; support by Dr. March to approve the administrative contract extension for Kenneth Laub as recommended for the 2012/13 school year.

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

Superintendent Contract Extension

Motion by Dr. McNamee; support by Dr. March to approve the administrative contract extension for Randall Monday as recommended through the 2013/2014 school year.

Discussion: Mr. Benore noted that he did not complete an evaluation for Mr. Monday since Mr. Benore has been a board member for just a short length of time; therefore, he is abstaining from the vote. Ms. Spicer asked about having all Board members' evaluations of the Superintendent submitted prior to voting. Mr. Vensel noted that not having all evaluations in is not Mr. Monday's responsibility. Since the evaluations that were turned in were good, it is necessary for the Board to vote now. If the contract was not voted on or did not pass, Mr. Monday would still be able to complete his contract and an improvement plan would be drafted; however, Mr. Vensel stated he had good evaluations, therefore, his contract would be renewed.

Vote: Motion carried by a 5-1 roll call vote. Ms. Spicer voted no and Mr. Benore abstained.

Administrator Appointment

Motion by Mrs. Knabusch-Taylor; support by Mr. VanWasshenova to approve the appointment of Matthew Cortez as an administrator effective July 1, 2011 and place at the appropriate salary as in accordance with the Master Agreement.

Discussion: Mr. Cortez was not able to attend the meeting because he was attending the honors assembly at the high school where he is currently the principal. He toured MHS on Monday and if he accepts the position, administration would like to introduce him to the students and community at graduation on June 3rd. Mr. Cortez was the unanimous choice of the interview panel and has had experience in the Detroit Public School system as a curriculum consultant and Adrian Public Schools as an assistant principal, and has a solid background in educational leadership, discipline and staff development.

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

Administrator Appointment

Motion by Mr. VanWasshenova; support by Ms. Spicer to approve the appointment of Teresa Joseph as an administrator effective August 15, 2011 and place at the appropriate salary as in accordance with the Master Agreement.

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

MCISD Board Member Resolution

Motion by Mr. VanWasshenova; support by Mrs. Knabusch-Taylor to designate **Tedd March** as its representative to the electoral body; and identify **Dale DeSloover and Charlene Jenkins** as who it supports for the positions to be filled on the Intermediate School Board at the June 6, 2011 election and directs its representative to vote for the identified candidate or candidates on at least the first ballot taken by the electoral body.

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

Consent Agenda – Purchases

Motion by Dr. McNamee; support by Mr. Benore that Agenda Items C.11 thru C.13 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

- C.11 – Move to accept the Base Bid, Proposal A from Buckeye Asphalt Company of Toledo, Ohio for the Custer II asphalt entrance drive re-construction at a cost not to exceed \$34,800 and reject all other bids. Money to be taken from the Sinking Fund.
- C.12 – Move to accept the bid of \$63,700 (Bid, Proposal A) from Royal West Roofing of Whitmore Lake, Michigan for roofing replacement at the Administration Building and reject all other bids. Money to be taken from the Sinking Fund.
- C.13 – Move to award the purchase of portable folding cafeteria tables to Shiffler Equipment of Chardon, Ohio for a cost not to exceed \$32,500.10 and reject all other bids. Funding will be from the Building and Site Sinking Fund.

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

Electronic Sign at MHS

Motion by Mrs. Knabusch-Taylor; support by Dr. March to award the purchase of an electronic sign from Daktronics in the amount of \$19,790 and award removal of old sign and installation of new sign to Hardy & Sons Sign Service in the amount of \$3,500 for a total cost not to exceed \$23,290 and reject all other bids. Funding for this project will be from the Building and Site Sinking Fund.

Discussion: In the past, the zoning board had denied the installation of the electronic sign in part due to the possibility of it being a traffic hazard. It was noted by Bill Ferrara this is no longer the case.

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

Technology Purchase

Motion by Mrs. Knabusch-Taylor; support by Mr. VanWasshenova to approve the technology equipment purchase as outlined by Mr. Payne for total cost not to exceed \$940,187.50. Smart Boards will be funded by PTO and Title monies, the remainder of the refresh will be funded by the Technology Millage monies.

Discussion: Mari Treece thanked the PTO groups for technology equipment that they have purchased for the schools. Mr. Laub commended David Payne and the rest of the Technology Department for their excellent work. Mr. Payne answered board members' questions regarding this technology purchase.

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

Remove Computer Application as a Graduation Requirement

Motion by Mr. VanWasshenova; support by Mr. Benore to approve the removal of Computer Applications as a graduation requirement effective with the class of 2015.

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

Old Business

There was none at this time.

New Business

- Mr. Benore toured Arborwood Campus recently and noted that at some point, we may have to carpet the building in order to deaden the noise.

- Mrs. Butler informed the Board that there are now four student discipline hearings scheduled for Tuesday, May 31, beginning at 5:00 PM.

Superintendent's Comments

- Last Friday, Habitat for Humanity held a recognition ceremony for our sixteen construction technology students and their teacher, Mr. Bill Miller, on completing this year's Habitat house at 1302 Michigan Ave. The home includes a two car garage and a basement which is rare for Habitat homes.
- The success of our Leveled Literacy Intervention program for struggling readers has gotten us such notoriety that a team of teachers from Saginaw will visit Thursday to see our program.
- This Friday, Manor's 5th graders will pay tribute to fallen veterans with a short ceremony at Veteran's Park at 9:45 AM. VFW Post 1138 will assist with the event and will provide a bugler to play taps.
- We appreciate all of our PTOs for all that they do for our district and students. They also had a huge impact in the passage of the recent technology millage renewal.
- Staff and parents at Raisinville Elementary raised nearly \$1,200 for their program, Justice for Japan, for relief after the earthquake and tsunami tragedy.
- MHS graduation is Friday, June 3 at 6:30 PM. Five students will also graduate from the Monroe Virtual High School Program and we will recognize four foreign exchange students as well.
- June 7th at 7:00 PM is Orchard Center graduation.

Public Commentary – Any

Carrie Dickerson, Manor parent, spoke to the board about the absence of security in the morning at the front entrance of Manor Elementary. Mrs. Butler reported that four staff members are assigned to be in the front on a daily basis. She will investigate this further and report her findings to the Board. Dr. McNamee will bring this matter up under "Old Business" at the next board meeting to make sure this matter has been settled.

Adjournment

Move that the May 24, 2011 Board Meeting #9 be adjourned.
Motion by Mr. VanWasshenova; support by Dr. McNamee.
Vote: Motion carried by a 7-0 hand vote at 8:21 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

Official

**Monroe BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting – May 31, 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. Vensel• Mr. VanWasshenova	<ul style="list-style-type: none">• Dr. McNamee	<ul style="list-style-type: none">• Mr. Davies• Mr. Monday• Mrs. Butler• Mrs. Barbee• Mr. Ferrara• Detective Sulfaro• Mrs. Sacks• Mrs. Kreps• Mr. Zorn (teacher)• Mr. Smith (teacher)• Student• Student's parents

Roll Call and Call to Order:

The meeting was called to order at 5:03 PM by Mr. Vensel.

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 Mrs. Knabusch-Taylor. Motion carried by a 6-0 hand vote at 5:04 PM.

Reconvene Open Session:

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

Motion by Mr. VanWasshenova; support by Mr. Vensel. Motion carried by a 6-0 hand vote at 5:19 PM.

Recommendation:

Move to suspend the student for ten days (time served) based on criteria #1 of Board Policy JFCJ – Weapon-Free School Zone, Arson and Criminal Sexual Conduct Policy/Expulsion.

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

Vote: Motion carried by a 6-0 roll call vote at 5:20 PM.

Adjournment:

Move that the 5:00 PM, May 31, 2011 Special Board Meeting be adjourned.

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

Vote: Motion carried by a 6-0 hand vote at 5:20 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

Official

**Monroe BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting – May 31, 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. Vensel• Mr. VanWasshenova	<ul style="list-style-type: none">• Dr. McNamee	<ul style="list-style-type: none">• Mr. Davies• Mr. Monday• Mrs. Butler• Mr. McLeod• Mrs. Barbee• Mr. Ferrara• Mrs. Sacks• Detective Sulfaro• Mrs. Flynn• Mrs. Kreps• Student• Student's Father

Roll Call and Call to Order:

The meeting was called to order at 5:28 PM by Mr. Vensel.

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. Motion carried by a 6-0 hand vote at 5:29 PM.

Reconvene Open Session:

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

Motion by Mr. VanWasshenova; support by Dr. March. Motion carried by a 6-0 hand vote at 5:40 PM.

Recommendation:

Move to suspend the student for eight days based on criteria #1 of Board Policy JFCJ – Weapon-Free School Zone, Arson and Criminal Sexual Conduct Policy/Expulsion.

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

Vote: Motion carried by a 5-1 roll call vote at 5:46 PM. Mrs. Knabusch-Taylor voted no.

Adjournment:

Move that the 5:00 PM, May 31, 2011 Special Board Meeting be adjourned.

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

Vote: Motion carried by a 6-0 hand vote at 5:46 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

Official

**Monroe BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting – May 31, 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. Vensel• Mr. VanWasshenova	<ul style="list-style-type: none">• Dr. McNamee	<ul style="list-style-type: none">• Mr. Davies• Mr. Monday• Mrs. Butler• Mr. McLeod• Mrs. Flynn• Mr. Ferrara• Mrs. Kreps• Officer Schiappacasse• Student• Student's Mother

Roll Call and Call to Order:

The meeting was called to order at 5:52 PM by Mr. Vensel.

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 Mrs. Knabusch-Taylor. Motion carried by a 6-0 hand vote at 5:53 PM.

Reconvene Open Session:

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

Motion by Mr. VanWasshenova; support by Dr. March. Motion carried by a 6-0 hand vote at 6:10 PM.

Recommendation:

Move to suspend the student through the end of the school year (17 days) and receive and follow the counselor's recommendations.

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

Vote: Motion failed by a 3-3 roll call vote at 6:21 PM. Mrs. Knabusch-Taylor, Ms. Spicer and Mr. Vensel voted no.

Recommendation:

Move to suspend the student through the end of the school year (17 days), receive and follow the counselor's recommendations, and follow a behavior contract beginning with the 2011/2012 school years as written by Mr. Ferrara.

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

Vote: Motion carried by a 4-2 roll call vote. Mrs. Knabusch-Taylor and Ms. Spicer voted no.

Adjournment:

Move that the 6:00 PM, May 31, 2011 Special Board Meeting be adjourned.

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

Vote: Motion carried by a 6-0 hand vote at 6:34 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

Official

**Monroe BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting – May 31, 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. Vensel• Mr. VanWasshenova	<ul style="list-style-type: none">• Dr. McNamee	<ul style="list-style-type: none">• Mr. Davies• Mr. Monday• Mrs. Butler• Mrs. Flynn• Mrs. Kreps• Officer Schiappacasse

Roll Call and Call to Order:

The meeting was called to order at 6:38 PM by Mr. Vensel.

Postponement:

Motion by Mr. VanWasshenova; support by Dr. March to postpone the hearing (at the request of Mrs. Lazette – student's grandmother) until June 21, 2011 when the student and his grandmother are able to attend.

Vote: Motion carried by a 6-0 hand vote at 6:40 PM.

Adjournment:

Motion by Mr. VanWasshenova; support by Ms. Spicer that the 6:00 PM, May 31, 2011 Special Board Meeting be adjourned.

Vote: Motion carried by a 6-0 hand vote at 6:41 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

BOARD MEETING #10
June 14, 2011
Item #C.2

REPORTS AND UPDATES

Board Committees/Other Reports:

- May 24, 2011 Finance Committee of the Whole Minutes
- May 16, 2011 Personnel Committee Minutes
- Informational Report – Contracted Coaches

Monroe Public Schools
Board of Education Finance Committee of the Whole
May 24, 2011 @ 5:30 PM

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

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

Call to Order

Meeting called to order at 5:32 PM

Candidates for MCISD Board of Education

Information was distributed to the board on the two candidates running for Monroe County ISD Board of Education. There are two seats open, both candidates are incumbents. A resolution is on the May 25th MPS board agenda that will designate a representative to attend the election on June 6th at 6:00 PM. Dr. March agreed to be the representative for the board.

Regionalization of Transportation Services

Mr. Laub attended a meeting at the ISD earlier in the day for an update on the Transportation Regionalization project. Transportation will most likely remain as is for the 2011/12 school year. Any implementation of a new system would be for the 2012/13 school year. We can expect a detailed report from the ISD sometime in June

2011/12 Budget

At this time there is nothing new to report from Lansing. Our kindergarten enrollment is at 407 right now which concerns us. Hopefully numbers will improve over the summer. The MESSA health care cost increase will be 6.8%, which is lower than our original projection.

Marketing and Communications Facilitator Position

A lengthy discussion was held in regard to this position. The board was given a list of activities for the 2010/11 school year including plans for the upcoming year. Discussion included, but was not limited to the following.

- Wages
- 3rd party contract cost
- Department budget
- 60-day notice to end contract
- Importance of good communication with staff, parents and community
- Positive promotion of activities happening in the classrooms
- 2-year contract
- Improvement of MPS image due to this position

Adjournment

Meeting adjourned at 6:15 PM

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

Date of Meeting: May 16, 2011

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

Next Meeting: June 20, 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:** None
4. **Staffing/budget updates:** The administration has been working on the staffing plans for the 2011/12 school year and plans to have names of those being recalled for the next board workshop. The goal has been to preserve courses at this point, as well as the trimester schedule at MHS. Reductions have been made by tightening up class sizes, which could create more splits at the elementary level. Mr. Monday informed the group that this plan will reduce approximately 20 teachers.

Mr. Monday noted that further reductions for 2012/13 will make it necessary to revisit the high school schedule and consider cuts to programs. Mr. VanWasshenova expressed his concern with course or schedule changes made late in the school year. He would like the changes at the beginning of the year. He would like to see a contingency plan and a means to communicate changes to the community.

Mr. Laub noted that this plan will get us through 2011/12 school year, but will require use of the fund balance to meet the deficit. The cuts at this time are so big and the district has done so much with building closures and support staff reduction that bargaining will be essential to find the dollars necessary. We will begin meeting with groups soon and will be looking for direction from the board.

Mrs. Butler reported to the group that our school nurse is considering retirement for the fall and wants to seek support from the board to begin a search to fill that position at the beginning of the school year to have the opportunity to cross-train and transition the new person into the district. She reminded the group that the district did cut one nurse position last school year and we have had the need this year to use additional help during the busy times. The committee is in support of looking into the costs to move forward with this transition.

5. **Old Business:**

- Mr. VanWasshenova asked about the status of lecture style classes at MHS. Mr. Monday reported that a pilot class was put into place at MHS this year, however the interest levels of students was not as high as anticipated. Mr. McLeod will be looking into this further and also considering the options for electronic classes.

6. **New Business:**

- Mrs. Knabusch-Taylor asked for an update on the basketball coach position. Mr. Monday requested to defer updates on the coaching position since Dr. Ray was unable to attend the meeting today.
- Mr. VanWasshenova asked for an update on MHS Summer School. Mr. Monday reported that summer school will be offered on a limited basis provided such can be done cost effectively.
- Mr. Monday reported that discussion has been held with Bedford on the idea of sharing the CTE director. It has been determined that while this would be helpful to Bedford, Monroe doesn't gain anything by sharing this position and would actually lose time. Mr. Monday will continue to have conversations with surrounding districts offering the opportunity for those students to be sent to MPS for vocational classes, but it is too costly for us to send teachers to other districts. It was also noted that the Community College will be opening a Career Tech Center next year and the district will be pursuing opportunities for students on dual-enrollment.
- Mr. Monday reported that the interview panel has selected a candidate for the High School Principal position. Representatives will be participating in a site visit to his current employer to explore further. Specific salary level has not been discussed, but since this is a union position the offer will be made based on the salary schedule and past practice. The interview process consisted of a pre-interview exercise and on the spot writing on a scenario provided, in addition to the actual interview questions. If the site visit goes well, a recommendation will be brought to the board at the next meeting.
- Mr. Monday also reported that interviews for the Assistant Principal at Arborwood were held today with six candidates participating. A candidate has also been selected and notifications will be made with a recommendation prepared for the next board meeting.

7. **Next Meeting:** Scheduled for June 20, 2011

8. **Adjournment:** The meeting was adjourned at 6:30 PM

Informational Report Contracted Coaches

The following coaches will be placed in the listed positions below by Temporary School Staff, Inc. upon completion of criminal history verifications.

Last Name	First Name	Title	Sport	Season
MONROE HIGH SCHOOL				
Frank	Charles	Head Coach	Basketball - Freshman Boys	Winter
Scheuer	Frank	Head Coach	Basketball - Varsity Boys	Winter
Clark	Sierra	Coach	Cheerleading - 9th Grade	Fall
Clark	Sierra	Coach	Cheerleading - 9th Grade	Winter
Wangbickler	Emily	Coach	Cheerleading - JV	Fall
Wangbickler	Emily	Coach	Cheerleading - JV	Winter
McMullen	Mary Rose	Coach	Cheerleading - Varsity	Fall
McMullen	Mary Rose	Coach	Cheerleading - Varsity	Winter
Hammond	Joe	Assistant Coach	Football - 9th Grade	Fall
Giarmo	John	Assistant Coach	Football - JV	Fall
Redmond	Eric	Head Coach	Football - Varsity	Fall
Hull	Mark	Assistant Coach	Football - Varsity	Fall
Mossburg	Darrell	Assistant Coach	Football - Varsity	Fall
Reed	Kyle	Assistant Coach	Football - Varsity	Fall
Cooper	Ron	Head Coach	Golf - Varsity Girls	Fall
Shankelton	Brandon	Coach	Soccer - JV Boys	Fall
Martin	Stuart	Coach	Soccer - Varsity Boys	Fall
Layman	Jeremy	Head Coach	Swimming - Varsity Boys	Winter
Palik	Dustin	Head Coach	Swimming - Varsity Girls	Fall
Stefanski	Patty	Coach	Volleyball - 9th Grade	Fall
Czupich	Amy	Coach	Volleyball - JV	Fall
Ness	Corey	Head Coach	Volleyball - Varsity	Fall
Poupard	Kelly	Head Coach	Wrestling - JV	Winter
Mayes	Don	Head Coach	Wrestling - Varsity	Winter
MONROE MIDDLE SCHOOL				
Hill	Bryan	Coach	Basketball - 8th Grade Boys	Winter
Wassus	Ken	Coach	Basketball - 8th Grade Boys	Winter
Paolino	Bethany	Coach	Basketball - 8th Grade Girls	Winter II
Taylor	Jennifer	Coach	Cheerleading - 7th & 8th	Fall
Taylor	Jennifer	Coach	Cheerleading - 7th & 8th	Winter
Hesson	Chet	Head Coach	Football - 7th Grade	Fall
Evans	Kris	Asst. Coach	Football - 7th Grade	Fall
Lambert	Bo	Asst. Coach	Football - 7th Grade	Fall
Freelon	Marty	Head Coach	Football - 8th Grade	Fall
Russeau	Alec	Asst. Coach	Football - 8th Grade	Fall
Griffin	Gary	Supervisor	Middle School Athletics	Fall
Russell	Jessica	Assistant Coach	Swimming - 7/8 Co-Ed	Winter
Wiseman	Bill	Coach	Volleyball - 8th Grade	Fall
Beach	Jim	Coach	Wrestling - 7/8 Grade	Winter II
Hawkins	Kyle	Assistant Coach	Wrestling - 7/8 Grade	Winter II

**Adoption of the Final Amended 2010/11 General,
Building and Site Sinking Fund, and Food Service Budgets**

BACKGROUND:

In preparing for the closure of the 2010/11 fiscal year it is necessary to adjust district budget allocations to reflect what we believe will be closest to the actual annual activity.

ENCLOSURE:

Proposed budget amendment resolution and budget detail summaries.

RECOMMENDATION:

Move to adopt the final amended 2010/2011 fund budgets for the General, Building and Site Sinking and Food Service funds as presented.

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	_____	_____	_____	_____

MONROE PUBLIC SCHOOLS
GENERAL FUND
DETAIL BUDGET PROJECTIONS

FOR FISCAL YEAR ENDING JUNE 30, 2011

		2010/11	2010/11	2010/11
	Class Code #	ORIGINAL BUDGET	ADJUSTMENTS	REVISED FOR ADOPTION 6/14/2011
REVENUES:				
Local Sources	100's	\$16,797,720	(\$116,160)	\$16,681,560
State Sources	300's	\$31,270,888	\$745,185	\$32,016,073
Federal Sources	400's	\$5,109,057	\$214,792	\$5,323,849
TOTAL REVENUES		\$53,177,665	\$843,817	\$54,021,482
Incoming Transfers and Other Transactions	500's	\$4,501,135	(\$20,872)	\$4,480,263
TOTAL REVENUES, INCOMING TRANSFERS & OTHER TRANSACTIONS		\$57,678,800	\$822,945	\$58,501,745
EXPENDITURES:				
INSTRUCTIONAL EXPENSE	Function Code #			
Basic Programs	110's	\$27,854,007	(\$1,160,755)	\$26,693,252
Added Needs	120's	\$6,469,946	\$6,816	\$6,476,762
SUPPORT SERVICES				
Pupil	210's	\$2,772,345	(\$408,167)	\$2,364,178
Instructional Staff	220's	\$3,482,980	(\$731,052)	\$2,751,928
General Administration	230's	\$690,690	(\$171,190)	\$519,500
School Administration	240's	\$3,324,755	(\$377,170)	\$2,947,585
Business Administration	250's	\$1,312,365	(\$158,995)	\$1,153,370
Operation and Maintenance	260's	\$5,953,981	(\$455,158)	\$5,498,823
Pupil Transportation	270's	\$3,636,202	\$663,968	\$4,300,170
Central Services	280's	\$2,530,634	(\$949,373)	\$1,581,261
Athletics	290's	\$0	\$715,260	\$715,260
Community Services	300's	\$1,280,077	(\$471,536)	\$808,541
TOTAL EXPENDITURES		\$59,307,982	(\$3,497,352)	\$55,810,630
Payments to Other Governmental Agencies	400's	\$66,630	\$55,984	\$122,614
Debt Service	500's	\$829,479	(\$174,153)	\$655,326
Operating Transfers Out	600's	\$568,155	(\$568,155)	\$0
TOTAL APPROPRIATED		\$60,772,246	(\$4,183,676)	\$56,588,570
EXCESS REVENUE (APPROPRIATIONS)		(\$3,093,446)		\$1,913,175
FUND BALANCE, JULY 1		\$2,871,338		\$2,871,338
FUND BALANCE, JUNE 30		(\$222,108)		\$4,784,513

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

WHEREAS, this resolution shall be the general appropriations act of Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2010/11, an act to amend appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Monroe Public Schools, Monroe County, Michigan.

WHEREAS, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **General Fund** of the Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2010/11 is as follows:

Revenues

Local	\$16,681,560
State	32,016,073
Federal	5,323,849
Incoming Transfers & Other Transactions	<u>4,480,263</u>
 Total Revenues	 \$58,501,745
 Fund Balance - July 1, 2010	 2,871,338
Less: Reserved/Designated Fund Balance	<u>(270,649)</u>
 Fund Balance Available	 <u>2,600,689</u>
 Total Available to Appropriate	 <u><u>\$61,102,434</u></u>

WHEREAS, \$56,588,570 of the total available to appropriate in the **General Fund** is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures

Instruction:	
Basic Programs	\$26,693,252
Added Needs	6,476,762
Support Services:	
Pupil	2,364,178
Instructional Staff	2,751,928
General Administration	519,500
School Administration	2,947,585
Business	1,153,370
Operations/Maintenance	5,498,823
Transportation	4,300,170
Central	1,581,261
Athletics	715,260
Community Services	808,541
Outgoing Transfers and Other Transactions	<u>777,940</u>
Total Appropriated	<u><u>\$56,588,570</u></u>

WHEREAS, no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

THEREFORE BE IT RESOLVED that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on June 14, 2011

MONROE PUBLIC SCHOOLS

SINKING FUND

DETAIL BUDGET PROJECTION

FOR THE FISCAL YEAR ENDING JUNE 30, 2011

	2010/11 ORIGINAL BUDGET	2010/11 ADJUSTMENTS	2010/11 REVISED FOR ADOPTION 6/14/2011
REVENUES:			
Local Sources			
Property Taxes	\$1,874,935	(\$103,535)	\$1,771,400
Other Local Revenues	\$16,900	(\$9,300)	\$7,600
TOTAL REVENUES	\$1,891,835	(\$112,835)	\$1,779,000
Incoming Transfers and Other Transactions	\$0	\$0	\$0
TOTAL REVENUES, INCOMING TRANSFERS & OTHER TRANSACTIONS	\$1,891,835	(\$112,835)	\$1,779,000
EXPENDITURES:			
IMPROVEMENTS/REMODELING	\$2,305,500	(\$15,500)	\$2,290,000
ARCHITECT	\$225,000	\$60,000	\$285,000
FUTURE PROJECTS	\$0	\$0	\$0
FEES	\$7,500	(\$1,000)	\$6,500
TOTAL EXPENDITURES	\$2,538,000	\$43,500	\$2,581,500
Outgoing Transfers and Other Transactions	\$0	\$0	\$0
TOTAL APPROPRIATED	\$2,538,000	\$43,500	\$2,581,500
EXCESS REVENUE (APPROPRIATIONS)	(\$646,165)	\$0	(\$802,500)
FUND BALANCE, JULY 1	\$4,727,227		\$4,727,227
FUND BALANCE, JUNE 30	\$4,081,062		\$3,924,727

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

WHEREAS, this resolution shall be the general appropriations act of Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2010/11, an act to amend appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Monroe Public Schools, Monroe County, Michigan.

WHEREAS, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Building and Site Sinking Fund** of the Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2010/11 is as follows:

Revenues

Local	\$1,779,000
Incoming Transfers & Other Transactions	<u>0</u>
Total Revenues	\$1,779,000
Fund Balance - July 1, 2010	4,727,227
Less: Appropriated Fund Balance	<u>0</u>
Fund Balance Available	<u>4,727,227</u>
Total Available to Appropriate	<u><u>\$6,506,227</u></u>

WHEREAS, \$2,581,500 of the total available to appropriate in the **Building & Site Sinking Fund** is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures

Improvements	\$2,290,000
Future Projects	0
Architect	285,000
Other Transactions	<u>6,500</u>
Total Appropriated	<u>\$2,581,500</u>

WHEREAS, no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

THEREFORE BE IT RESOLVED that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on June 14, 2011

MONROE PUBLIC SCHOOLS

FOOD SERVICE FUND

DETAIL BUDGET PROJECTION

FOR THE FISCAL YEAR ENDING JUNE 30, 2011

	<i>Class Code #</i>	2010/11 ORIGINAL BUDGET	2010/11 ADJUSTMENTS	2010/11 REVISED FOR ADOPTION 6/14/2011
REVENUES:				
Local Sources	100's	\$1,046,700	(\$145,100)	\$901,600
State Sources	300's	\$166,380	(\$53,285)	\$113,095
Federal Sources	400's	\$1,585,000	\$54,000	\$1,639,000
TOTAL REVENUES		\$2,798,080	(\$144,385)	\$2,653,695
Incoming Transfers and Other Transactions	500's	\$0	\$0	\$0
TOTAL REVENUES, INCOMING TRANSFERS & OTHER TRANSACTIONS		\$2,798,080	(\$144,385)	\$2,653,695
EXPENDITURES:				
	<i>Function Code #</i>			
School Administration	230's	\$3,000	(\$3,000)	\$0
Operations and Maintenance	260's	\$10,500	(\$1,500)	\$9,000
Food Services	297's	\$2,614,420	(\$85,320)	\$2,529,100
TOTAL EXPENDITURES		\$2,627,920	(\$89,820)	\$2,538,100
Outgoing Transfers and Other Transactions		\$3,250	\$97,075	\$100,325
TOTAL APPROPRIATED		\$2,631,170	\$7,255	\$2,638,425
EXCESS REVENUE (APPROPRIATIONS)		\$166,910	(\$151,640)	\$15,270
FUND BALANCE, JULY 1		\$827,797		\$827,797
FUND BALANCE, JUNE 30		\$994,707		\$843,067

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

WHEREAS, this resolution shall be the general appropriations act of Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2010/11, an act to amend appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Monroe Public Schools, Monroe County, Michigan.

WHEREAS, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Food Service Fund** of the Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2010/11 is as follows:

Revenue

Local	\$901,600	
State	113,095	
Federal	1,639,000	
Incoming Transfers & Other Transactions	<u>0</u>	
Total Revenues		\$2,653,695
Fund Balance - July 1, 2010	827,797	
Less: Appropriated Fund Balance	<u>0</u>	
Fund Balance Available		<u>827,797</u>
Total Available to Appropriate		<u><u>\$3,481,492</u></u>

WHEREAS, \$2,683,425 of the total available to appropriate in the **Food Service Fund** is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures

School Administration	\$0
Operations and Maintenance	9,000
Food Services	2,529,100
Outgoing Transfers & Other Transactions	<u>100,325</u>
Total Appropriated	<u><u>\$2,638,425</u></u>

WHEREAS, no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

THEREFORE BE IT RESOLVED that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on June 14, 2011

CONTINUATION BUDGET RESOLUTION FISCAL YEAR 2011-2012

BACKGROUND:

Consistent with previous years, the Monroe Board of Education has adopted continuation budgets which bridge the final amended budget of the current year with the beginning of the new fiscal year, 2011-2012.

A continuation budget allows the school district to meet state budgeting requirements until such time as the district obtains reasonable information on state foundation revenue, student count data, employee contract obligations, updated operational cost estimates and finally the financial results of the previous year.

Our hope is to present the revised budget plan to the Board prior to November of this year.

It will be necessary for the Board to include in their adoption resolution the approval to levy the 18 mills non-homestead and 1.0 mill sinking fund millage.

ENCLOSURES:

Resolution to adopt continuation budgets

RECOMMENDATION:

Move that the continuation budget resolution for the General, Debt, Food Service, Building & Site, and Building & Site Sinking Funds be adopted as presented. Furthermore, the Board has determined that the district approve the full 18 mills non-homestead levy and the 1.0 mill sinking fund, which are crucial to meet the financial needs of the district.

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	_____	_____	_____	_____

**RESOLUTION TO ADOPT CONTINUATION BUDGETS FOR THE
GENERAL FUND, FOOD SERVICE, DEBT,
BUILDING & SITE AND BUILDING & SITE SINKING FUNDS**

This resolution shall be the general appropriations act of Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2011-2012, an act to make appropriations; to provide for the expenditures of the appropriations; and to provide for the disposition of all income received by Monroe Public Schools, Monroe County, Michigan.

Whereas, the Board of Education has determined that because of uncertainty of State and local revenue as well as the incomplete status of proposed budget reductions, the district will bring forward the final revised fiscal budgets of 2010-2011 as amended on June 14, 2011 to begin operations in the 2011-2012 fiscal year; and

Whereas, the Board of Education will authorize a more accurate budget proposal for the 2011-2012 fiscal year prior to November 1, 2011; and

Whereas, the Board of Education authorizes the continuation of the 2010-2011 final amended budgets for the General, Food Service, Debt, Building & Site and Building & Site Sinking Funds to begin the 2011-2012 budget year; and

Whereas, the Board of Education has determined that the non-homestead millage rate be established at 18 mills and an additional 1.0 mill be levied for Building & Site Sinking Fund on all property as approved by referendum in 2008; and

Whereas, no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

Therefore be it resolved that the Superintendent is hereby charged with the general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on July 1, 2011.

Board Secretary Signature: _____

Board President' Signature: _____

Date: June 14, 2011

**APPROVAL TO PARTICIPATE IN THE MICHIGAN FINANCE AUTHORITY (MFA) STATE
AID NOTE PROGRAM**

BACKGROUND:

Each year it is necessary for Monroe Public Schools to borrow funds to meet its cash flow needs.

The MFA is utilized by many Michigan school districts. We have used this program in the past and feel very comfortable with the process. It is anticipated that our borrowing needs this year will be approximately \$10.5 million. The resolution acted upon today is approving participation in the program.

ENCLOSURES:

Borrowing Resolution – Miller Canfield

RECOMMENDATION:

Move that the Board of Education approve the District's participation in the Michigan Finance Authority 2011 State Aid Note Program as presented.

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	_____	_____	_____	_____

MONROE PUBLIC SCHOOLS

COUNTY OF MONROE

STATE OF MICHIGAN

RESOLUTION AUTHORIZING ISSUANCE OF NOTES

IN ANTICIPATION OF STATE SCHOOL AID

Minutes of the regular meeting of the Board of Education of the Monroe Public Schools, County of Monroe, State of Michigan (the "School District"), held in the School District on the 14th day of June, 2011, at 7:00 p.m., Eastern Daylight Time.

PRESENT: Members _____

ABSENT: Members _____

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, under the terms of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended (the "Act"), a school district is authorized to borrow money for school operations and issue its notes therefor, in one or more series, pledging for the payment thereof monies to be received by it pursuant to the State School Aid Act of 1979, Act 94, Public Acts of Michigan, 1979, as amended (the "State Aid Act"), which notes shall be the full faith and credit obligation of the School District; and

WHEREAS, the estimated amount of the state school aid appropriations allocated or to be allocated to the School District for the fiscal year ending June 30, 2012 (the "2011/2012 State Aid"), is shown in paragraph 1 of Exhibit A; and

WHEREAS, the estimated amount of 2011/2012 State Aid allocated to or to be allocated to the School District pursuant to Section 20(2) of the State Aid Act and expected to be received by the School District from January 2012 through August 2012 is shown in paragraph 2 of Exhibit A (the "Pledged State Aid"); and

WHEREAS, the School District has the need to borrow the sum of not to exceed the amount shown in paragraph 4 of Exhibit A, to pay operating expenses for the fiscal year beginning July 1, 2011, which amount is estimated to be not more than 70% of the difference between the total state school aid funds apportioned or to be apportioned to the

School District for 2011/2012 State Aid and that portion of the 2011/2012 State Aid already received or pledged; and

WHEREAS, the School District plans to issue or has issued tax-exempt notes, bonds or other obligations, not including this borrowing, during calendar year 2011 in the aggregate amount shown in paragraph 3 of Exhibit A; and

WHEREAS, the School District has received approval of its Qualifying Statement filed for 2010 with the Department of Treasury ("Treasury"); and

WHEREAS, the School District determines that it is in its best interest to borrow the sum of not to exceed the amount shown in paragraph 4 of Exhibit A and issue the general obligation notes in one or more series (the "Note" or "Notes") of the School District therefor and to authorize certain other actions related thereto.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The School District, pursuant to Section 1225 of the Act, shall issue its notes in one or more series in order to borrow for the above purpose a sum not to exceed the amount shown in paragraph 4 of Exhibit A, the final amount, number of series and series designation to be determined by the officer designated in paragraph 5 of Exhibit A or his/her designee who shall be a member of the administrative staff or Board of Education of the School District (the "Authorized Officer"), prior to the sale of the Notes, or such portion thereof as may be approved by Treasury, if prior approval is necessary, and issue the general obligation Notes of the School District therefor, in anticipation of the distribution of Pledged State Aid for the fiscal year ending June 30, 2012. The Notes may be issued in one or more series as determined by the Authorized Officer.

2. The Notes shall be issued in one or more series designated "State Aid Notes, Series 2011A," or such other name as determined by the Authorized Officer at the time of the sale. The Notes of each series shall bear interest at the rate or rates payable on the date or dates determined on sale thereof, but not to exceed the maximum rate permitted by law at the time of sale, be dated as set forth in paragraph 6 of Exhibit A, or as of the date of delivery, and be due and payable on the date shown in paragraph 7 of Exhibit A. The Notes shall be payable in lawful money of the United States of America at a bank or trust company in the State of Michigan qualified to act as paying agent as shall be designated by the purchaser of the Notes. The Notes shall be in the denomination of \$1,000, \$5,000 or \$100,000 or multiples or combinations thereof. The Notes shall not be subject to redemption prior to maturity.

The Notes may be issued in book-entry-only form through The Depository Trust Company in New York, New York ("DTC"), and the Authorized Officer is authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Notes in book-entry-only form and to make such changes in the Note

form within the parameters of this resolution as may be required to accomplish the foregoing.

3. The School District hereby appropriates a sufficient amount of the Pledged State Aid to repay the principal of and interest on the Notes. In addition, the full faith and credit of the School District is hereby irrevocably pledged for payment of principal of and interest on the Notes and in case of the insufficiency of the Pledged State Aid, the School District shall pay the Notes from any funds legally available therefor, and, if necessary, levy sufficient taxes on all taxable property in the School District for the payment thereof, subject to applicable constitutional and statutory tax rate limitations.

4. The President and Secretary of the Board of Education shall execute the Notes on behalf of the School District by manual or facsimile signature and the executed Notes shall be delivered to the Treasurer who shall cause the Notes to be delivered to the purchaser thereof upon the receipt of the purchase price therefor. The Vice President, Treasurer or Superintendent may execute the Notes instead of either the President or Secretary. In the event the Notes are executed by the facsimile signature of the foregoing, the Notes shall be authenticated in the manner approved by the Authorized Officer. The foregoing officials are hereby authorized to execute and deliver a temporary Note or Notes and exchange, when available, final printed Note or Notes therefor at the request of the purchaser of the Notes. Any reference to an officer or employee of the School District in this resolution shall include any interim or acting officer or employee appointed by the School District.

5. Unless the Notes are issued as federally taxable, the School District hereby covenants for the benefit of all holders of the Notes to comply with all requirements of the Internal Revenue Code of 1986, as amended (the "Code"), that must be satisfied subsequent to the issuance of the Notes in order that the interest thereon be or continue to be excluded from gross income for federal income taxation purposes, including, but not limited to, requirements relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of Note proceeds and moneys deemed to be Note proceeds. If appropriate, the Authorized Officer may designate the Notes as "qualified tax-exempt obligations" for purposes of deduction of interest expense by financial institutions under the Code.

6. The President, Vice-President, Secretary, Treasurer, Superintendent or his/her designee and the Authorized Officer are further authorized to execute any documents or certificates necessary to complete the transaction including, but not limited to, any certificates relating to federal or state securities, laws, rules or regulations.

7. If the timing of the sale is compatible with the timing of the pooled financing of the Michigan Finance Authority (the "Authority"), and the Authority's credit requirements are attractive to the School District as determined by the Authorized Officer, the Notes shall be sold on a negotiated basis to the Authority based upon the

historical performance of the Authority's note pool program whereby competitive interest rates and reduced costs of issuance are obtained by pooling several participating school districts in one or more series of notes. The Authorized Officer or his/her designee is further authorized to select the method of sale of the Notes to the purchaser, as shall be determined to be in the best interest of the School District and not in conflict with the limitations set forth in this resolution. The School District may sell its Notes to (a) the Authority; or (b) by competitive or negotiated sale with a financial institution. If the Notes are sold by competitive sale the Authorized Officer shall complete and publish a Notice of Sale in substantially the form set forth in Exhibit C to this resolution.

8. If the School District sells the Notes to the Authority and in the event the Authorized Officer determines that it is in the best interest of the School District to choose to pay all or a portion of the principal and interest on the Notes with set aside installments, the following provisions in this paragraph 8 shall apply:

Monies to pay the principal and interest on the Notes when due shall be set aside in a separate fund with the depository designated in the Purchase Contract described below (the "Depository") in five (5) or seven (7) equal installments (the "Installment" or "Installments"), commencing on January 20, 2012, and thereafter on the 20th day of each month (or in the case of February and May, the 21st) through May 21, 2012 (if payable in five (5) Installments) or July 20, 2012 (if payable in seven (7) Installments) or such other state school aid payment date as may be provided for under state law (each a "Payment Date"). If a Payment Date falls on a Saturday, Sunday, or legal holiday, the Payment Date shall be the next regular business day. The payment to the Depository shall be made first from the Pledged State Aid received during the month of the Installment. If, for any reason, the Pledged State Aid received during the month of the Installment is insufficient to pay the Installment, then in that event the School District pledges to use any and all other available funds to meet the set aside Installment obligation. If the School District fails to set aside all or any portion of an Installment (the "Installment Shortfall") on the Payment Date, the Authority is authorized, pursuant to Section 17a(3) of the State Aid Act, to intercept 100% of the Pledged State Aid to be distributed to the School District beginning with the month following the School District's failure to meet the Installment obligation and all months thereafter, in accordance with the terms and conditions of the Purchase Contract (the "Purchase Contract") between the Authority and the School District. Beginning with the month following the Installment Shortfall, the Authority shall intercept 100% of the Pledged State Aid to be distributed to the School District and apply the intercepted amount on the following priority basis: (A) the Installment Shortfall; (B) the current month's Installment; and (C) any amounts remaining to be immediately distributed to the School District. The intercept process set forth above shall continue each month following the Installment Shortfall until sufficient funds are deposited with the Depository to pay the total principal and interest on the Notes. The Pledged State Aid due to the School District during each of the months of June, July and August (if a five (5) Installment schedule is applicable) or during the month of

August (if a seven (7) Installment schedule is applicable) shall under no circumstances be less than the amount of one Installment.

If the School District has failed to deposit all or a portion of an Installment by the last regular business day of the month of the Installment, the Depository is authorized and directed to give written notice to the Authority, the State Treasurer and the School District on the first regular business day following the last regular business day of the month of the failure to deposit all or a portion of the Installment. Upon receipt of written notice from the Depository, the Authority shall promptly notify the School District that it will immediately commence to intercept 100% of the Pledged State Aid.

If the five (5) Installment schedule is applicable and if on May 31, 2012, the funds with the Depository, together with moneys to be received during June 2012 under the State Aid Act, are insufficient to pay the principal of and interest on the Notes when due, the School District, pursuant to Section 17a(3) of the State Aid Act, to the extent necessary to meet the remaining payment obligation, assigns to the Authority and authorizes and directs the State Treasurer to advance all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authorizing the payment has been made under the State Aid Act.

If the seven (7) Installment schedule is applicable and if on July 31, 2012, the funds with the Depository, together with moneys to be received during August 2012 under the State Aid Act, are insufficient to pay the principal of and interest on the Notes when due, the School District, pursuant to Section 17a(3) of the State Aid Act, to the extent necessary to meet the remaining payment obligation, assigns to the Authority and authorizes and directs the State Treasurer to advance all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authorizing the payment has been made under the State Aid Act.

The Authorized Officer is further authorized to agree, if required by the Authority, to assign to the Authority and authorize and direct the State Treasurer to intercept all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authoring the state school aid payment has been made pursuant to Section 17(a)(3) of the State Aid Act.

9. If the School District sells the Notes to the Authority, the Authorized Officer is authorized to sell all or a portion of the Notes to the Authority without an Installment payment schedule pursuant to the provisions of this resolution. In that event: (a) the Authorized Officer is further authorized to agree, if required by the Authority, to assign to the Authority and authorize and direct the State Treasurer to intercept or advance all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authorizing the state school aid payment has been made pursuant to Section 17a(3) of the State Aid Act; (b) the School District acknowledges that

payment of the principal and interest on the Notes may be secured by a direct-pay letter of credit issued for the account of the Authority and the School District by JPMorgan Chase Bank, N.A., and/or another provider or providers selected by the Authority (the "Letter of Credit"; and each issuer a "Letter of Credit Bank") or may be guaranteed under an insurance policy ("Policy") issued by Assured Guaranty Municipal Corp. (the "Bond Insurer"); (c) it shall not be deemed a default by the School District under the provisions of the Purchase Contract or the Notes if the principal and interest on the Notes shall have been paid in full when due to the Authority from proceeds of a drawing on the Letter of Credit and the drawing on the Letter of Credit is reimbursed by the School District on the designated date set forth in the reimbursement agreement relating to the Letter of Credit; and (d) the School District appoints the Authority as its agent to enter into the reimbursement agreement and/or the insurance agreement relating to the Policy for and on behalf of the School District, if required by the Authority, as well as on the Authority's own behalf, and the School District agrees to be referred to as an account party in the Letter of Credit obtained by the Authority to secure payment of the Notes and the Authority's notes.

10. If the School District sells the Notes to the Authority, the following shall apply:

a. The Authorized Officer or designee is hereby authorized to execute and deliver one or more Purchase Contracts with the Authority (which shall be determined by whether one or more series of Notes are issued hereunder) in substantially the form attached hereto as Exhibit B reflecting the terms and conditions of the borrowing with such additions, deletions or substitutions as the Authorized Officer or designee shall deem necessary and appropriate and not inconsistent with the provisions of this resolution. The choice of whether to make set aside Installments for the Notes shall be conclusively evidenced by the Purchase Contract. The Purchase Contract shall include the School District's agreement with respect to any Installment not received by the Depository from the School District on the Payment Date, to pay the Authority an amount as invoiced by the Authority to recover its administrative costs and lost investment earnings attributable to that late payment.

b. The Authorized Officer or designee is further authorized to approve the specific interest rate(s) to be borne by the Notes, not exceeding the maximum rate permitted by law, the purchase price of the Notes, not less than the price specified in paragraph 8 of Exhibit A, a guaranteed investment agreement or other permitted investment in accordance with state law for funds paid to the Depository, if applicable, direct payments of Pledged State Aid to and if required by the Authority, the number of set aside installments (other than five or seven) authorized by the Authority, and other terms and conditions relating to the Notes and the sale thereof.

c. The form of the Notes shall contain the following language in substantially the form set forth below as applicable:

Series C-1 (with set asides)

To the extent permitted by law, the principal of and interest on this Note which remains unpaid after this Note has matured shall bear interest until paid at an interest rate per annum based upon a 360-day year for the actual number of days elapsed equal to two percent (2%) above the stated interest rate on the Authority's State Aid Revenue Notes, Series 2011C-1.

Series C-2 and Series C-3 (with no set asides and with a related Letter of Credit)

To the extent permitted by law, the principal of and interest on this Note which remains unpaid after this Note has matured shall bear interest until paid at an interest rate per annum based upon a 365/366 day year for the actual number of days elapsed equal to the Bank Reimbursement Rate as defined in Schedule I to the Purchase Contract.

Series C-4, if any (with no set asides and with a related Policy)

To the extent permitted by law, the principal of and interest on this Note which remains unpaid after this Note has matured shall bear interest until paid at an interest rate per annum based upon a 365/366 day year for the actual number of days elapsed equal to the Bond Insurer Reimbursement Rate as defined in Schedule I to the Purchase Contract.

11. If sold at a competitive or negotiated sale other than to the Authority, the Notes shall be dated on such date, shall mature on such date, shall be issued in such principal amount with or without set aside payments, shall bear such interest rate, shall be sold at such price and be in such denominations as may be determined by the Authorized Officer of the School District, but in each case within the parameters set forth in Exhibit A to this resolution. If sold at a competitive sale, the Authorized Officer is hereby authorized to award the Notes to the bidder whose bid produces the lowest interest cost to the School District and is within the parameters set forth in Exhibit A to this resolution. If sold at a negotiated sale, the Authorized Officer is authorized to enter into an agreement on behalf of the School District with a financial institution for such sale within the parameters of Exhibit A to this resolution, and, if such officer determines it to be in the interest of the School District, the Authorized Officer is authorized to enter into agreements providing for a credit enhancement as security for payment of the Notes.

12. Each series of Notes issued hereunder shall be of equal standing as to the Pledged State Aid. The School District reserves the right to issue additional notes or

other obligations of equal standing with the Notes as to the Pledged State Aid. The School District further resolves that the amount payable as to principal and interest on the Notes plus the amount payable as to principal and interest on or prior to the maturity date of the Notes on any additional notes or other obligations of equal standing with the Notes as to payment from Pledged State Aid will not exceed 75% of the amount of Pledged State Aid.

13. The representation of the School District by Miller, Canfield, Paddock and Stone, P.L.C. as note counsel is hereby approved, notwithstanding Miller, Canfield's periodic representation of the Authority and other potential parties to the transaction in unrelated matters. The School District retains Miller, Canfield, Paddock and Stone, P.L.C. to perform an arbitrage rebate analysis and prepare a rebate return for the Notes, if necessary.

14. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Members _____

NAYS: Members _____

RESOLUTION DECLARED ADOPTED.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Monroe Public Schools, County of Monroe, State of Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on June 14, 2011, the original of which is a part of the Board's minutes and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended, and that attached hereto as Exhibit D is a true and complete copy of the notice of said meeting posted in accordance with the Revised Municipal Finance Act, being Act 34, Public Acts of 2001, as amended

Secretary, Board of Education

EXHIBIT A

1. Estimated 2011/2012 State Aid allocated or to be allocated for fiscal year ending June 30, 2012: \$30,250,000 (total amount estimated to be received from October 1, 2011 through August 31, 2012).
2. Estimated Pledged State Aid allocated for fiscal year ending June 30, 2012: \$22,000,000 (total amount estimated to be received from January 1, 2012 through August 31, 2012).
3. Amount of tax-exempt notes or bonds or other obligations not including this borrowing, issued or to be issued during the 2011 calendar year: estimated to be \$817,800. Amount of tax credit bonds or other taxable obligations issued or to be issued during the 2011 calendar year: estimated to be \$-0-.
4. Amount of borrowing not to exceed: \$10,500,000.
5. Authorized Officer: Superintendent, Assistant Superintendent of Business and Finance or designee.
6. Date of Notes: Date of Delivery or August 22, 2011 or such other date as determined by the Authorized Officer.
7. Notes due and payable: August 20, 2012, or such other date as determined by the Authorized Officer.
8. Purchase price: Not less than 97% of the principal amount of the Notes.
9. Five percent (5%) of estimated fiscal year 2010/2011 operating expenses: \$2,830,000.
10. Estimated average monthly cash balance for fiscal year 2010/2011: \$932,259.

EXHIBIT B

FORM OF PURCHASE CONTRACT

Monroe Public Schools

The Michigan Finance Authority (the "Authority"), a public body corporate, separate and distinct from the State of Michigan, hereby offers to enter into this Purchase Contract with the Issuer named below (the "Issuer") which, upon the acceptance of this offer by the Issuer, will be binding upon the Authority and the Issuer. This offer is made subject to acceptance on or before the date set forth below. The Issuer accepts the electronic or digital signature of the Authority's Executive Director (or other authorized officer of the Authority) if set forth below and acknowledges that it has the same legal effect and enforceability as a manual signature.

Upon the terms and conditions and upon the basis of the representations, warranties and agreements set forth herein, including those set forth on Schedule I hereto, the Authority hereby agrees to purchase from the Issuer, and the Issuer hereby agrees to sell and deliver to the Authority, notes (the "Notes") in the principal amount and with the interest rate as shown on Schedule I. The purchase price for the Notes shall be as set forth on Schedule I.

The Issuer represents and warrants to, and agrees with, the Authority that (A) the Issuer has, and on the Closing Date (specified below) will have, full legal right, power and authority (1) to enter into this Purchase Contract, and (2) to sell and deliver the Notes to the Authority and pledge and assign to the Authority the state school aid payments to be allocated and paid to the Issuer as provided herein and in the resolution authorizing the Notes and the Issuer has duly authorized and approved the execution and delivery of and the performance by the Issuer of its obligations contained in this Purchase Contract including those set forth in Schedule I; and (B) the Issuer shall promptly pay its pro rata share of the Costs of Issuance upon notification by the Authority. The term "Costs of Issuance" shall mean and include underwriter's discount, printing charges, letter of credit fees and related charges of a letter of credit, if any (including, without limitation, all other amounts owing by the Authority under the reimbursement agreement relating to the letter of credit), municipal bond insurance premium, if any, and related charges in regard to a municipal bond insurance policy, if any (including, without limitation, all other amounts owing by the Authority under the insurance agreement relating to the municipal bond insurance policy), rating agency charges, trustee fees, bond counsel fees, and other counsel fees and issuance fees of the Authority; provided, however, that the Issuer's pro rata share of such Costs of Issuance shall not exceed the amount shown on Schedule I hereto.

IF FIVE OR SEVEN SET ASIDE INSTALLMENTS ARE APPLICABLE, THE FOLLOWING LANGUAGE SHALL BE INCLUDED IN THE PURCHASE CONTRACT:

[The Issuer pledges to pay the principal and interest on the Notes from its 2011/2012 State School Aid allocated or to be allocated to it and to be paid during January 2012 through August 2012 (the "Pledged State Aid"). Monies to pay the principal and interest on the Notes when due shall be set aside in a separate fund with the Depository (as defined in Schedule I hereto) as hereinafter described in 5 or 7 equal installments (the "Installment" or "Installments") specified in Schedule I, commencing on January 20, 2012, and thereafter on the 20th day of each month (or in the case of February and May, the 21st) through May 21, 2012, if five (5) Installments are specified in Schedule I hereto, or through July 20, 2012, if seven (7) Installments are specified in Schedule I hereto or such other State School Aid payment date as may be provided for under state law (the "Payment Date"). If a Payment Date falls on a Saturday, Sunday or legal holiday, the Installment shall be due on the next regular business day. The payment to the Depository shall be made first from the Pledged State Aid received during the month of the Installment. Notwithstanding the foregoing, the Issuer hereby irrevocably directs the State of Michigan to directly transfer to the Depository payment of the Issuer's current month's Installment from the Pledged State Aid received during the month of the Installment on the Payment Date. If, for any reason, the Pledged State Aid received during the month of the Installment is insufficient to pay the Installment, then in that event the Issuer pledges to use any and all other available funds to meet the Installment obligation. If the Issuer fails to set aside any portion of an Installment (the "Installment Shortfall"), pursuant to Section 17a(3) of the State School Aid Act of 1979, as amended (the "Act"), the Authority is authorized to intercept 100% of the Pledged State Aid to be distributed to the Issuer. Beginning with the month following the Installment Shortfall, the Authority shall intercept 100% of the Pledged State Aid to be distributed to the Issuer and apply the intercepted amount on the following priority basis: (A) the Installment Shortfall; (B) the current month's Installment; and (C) any amounts remaining to be immediately distributed to the Issuer. The intercept process set forth above shall continue each month following the Installment Shortfall until sufficient funds are deposited with the Depository to pay the principal of and interest on the Notes. The Authority shall promptly notify the Issuer that it will immediately commence to intercept the Pledged State Aid.

If the Issuer has failed to deposit all or a portion of the Installment by the last regular business day of the month of the Installment, the Depository is authorized and directed to give written notice to the Authority, the State Treasurer and the Issuer on the first regular business day following the last regular business day of the month of the failure to deposit all or a portion of the Installment. Upon receipt of written notice from the Depository, the Authority shall promptly notify the Issuer that it will immediately commence to intercept 100% of the Pledged State Aid.

If five (5) Installments are specified in Schedule I hereto and if on May 31, 2012, the funds with the Depository, together with moneys to be received during June 2012 pursuant to the Act, or if seven (7) Installments are specified in Schedule I hereto and if on July 31, 2012, the funds with the Depository, together with moneys to be received during August 2012 pursuant to the Act, are, in either case, insufficient to pay the principal of and interest on the Notes when due, the Issuer, pursuant to Section 17a(3) of the Act, to the extent necessary to meet the payment obligation assigns to the Authority and authorizes and directs the State Treasurer to advance all or part of any payment which is dedicated for distribution or for which the appropriation authorizing payment has been made under the Act.

The Issuer consents to the Authority's pledge and assignment of and grant of a security interest in the Authority's rights and interest (subject to certain rights of indemnification) in the Notes and this Purchase Contract as security for the Authority's State Aid Revenue Notes, Series 2011C-1 (the "Authority's Notes") and a Trust Indenture dated as of August 1, 2011, issued by the Authority pursuant to its Note Authorizing Resolution adopted May 24, 2011.

The Issuer acknowledges that Section 15 of the Authority's enabling statute, the Shared Credit Rating Act, as amended, provides for a statutory lien on the Authority's pledge of the Pledged State Aid which is paramount and superior to all other liens for the sole purpose of paying the principal of, and interest on, the Authority's Notes.]

IF NO SET ASIDE INSTALLMENTS ARE APPLICABLE, THE FOLLOWING LANGUAGE SHALL BE INCLUDED IN THE PURCHASE CONTRACT:

[The Issuer acknowledges that: (i) the Authority will purchase the Notes with proceeds from the State Aid Revenue Notes, Series 2011C-2, Series 2011C-3 and (only if the Bond Insurer has concurrently issued a Policy insuring the Series 2011C-4 Notes, as those terms are defined below) Series 2011C-4 to be issued by the Authority (collectively, the "Authority's Notes"); (ii) the payment of principal and interest on the Authority's Notes of Series 2011C-2 and Series 2011C-3 (respectively, the "Series 2011C-2 Notes" and the "Series 2011C-3 Notes") will be secured by direct-pay letters of credit (the "Letters of Credit") to be issued by JPMorgan Chase Bank, N.A. ("JPMorgan") with respect to the Series 2011C-2 Notes and by The Bank of Nova Scotia, acting through its New York Agency ("Scotiabank"), with respect to the Series 2011C-3 Notes (JPMorgan and Scotiabank being collectively called the "Letter of Credit Banks") pursuant to a reimbursement agreement among the Authority, The Bank of New York Mellon Trust Company, N.A. (as Trustee and Depository), JPMorgan individually and as agent ("Agent") for the Letter of Credit Banks, and Scotiabank, to be dated as of August 22, 2011 (the "Reimbursement Agreement"); and (iv) if the Authority's Notes of Series 2011C-4 (the "Series 2011C-4 Notes") are issued, the payment of principal and interest

on the Series 2011C-4 Notes will be guaranteed under an insurance policy ("Policy") to be issued by Assured Guaranty Municipal Corp. (the "Bond Insurer") pursuant to an insurance agreement among the Authority, The Bank of New York Mellon Trust Company, N.A. (as Trustee and Depository) and the Bond Insurer, to be dated as of August 22, 2011 (the "Insurance Agreement").

The Issuer agrees that it will deposit with the Depository (as defined in Schedule I) payment of the principal of and interest on the Notes in immediately available funds received by the Depository by 11:00 a.m. on the maturity date of the Notes. The Issuer pledges to pay the principal and interest on its Notes from the 2011/2012 State School Aid to be allocated to it and to be paid during January 2012 through August 2012, inclusive (the "Pledged State Aid"). If on the maturity date of the Notes there are insufficient funds on deposit with the Depository to pay the principal of and interest on the Notes when due, the Issuer, pursuant to Section 17a(3) of the Act, to the extent necessary to meet the payment obligation, assigns to the Authority and authorizes and directs the State Treasurer to intercept or advance all or part of any state school aid payment which is dedicated for distribution to the Issuer or for which the appropriation authorizing the payment has been made under the Act. The Issuer acknowledges that a State Aid Agreement will be executed among the Authority, the State Treasurer, the Depository, and the Trustee for the Authority whereby the State Treasurer agrees to intercept and/or advance all or part of any State School Aid as described under this Purchase Contract. Notwithstanding the foregoing:

(A) The Issuer hereby irrevocably directs the State of Michigan to pay to the Depository 100% of the Pledged State Aid to be distributed to the Issuer in August 2012, and the Depository shall apply the August 2012 state school aid payment on the following priority basis: (1) on a parity basis with respect to the Letter of Credit Banks and the Bond Insurer, if any, (i) the amount necessary to reimburse each Letter of Credit Bank for the drawing on its Letter of Credit to pay principal and interest on the Series 2011C-2 Notes or the Series 2011C-3 Notes, as applicable, on August 20, 2012 and all other amounts due and owing to the Letter of Credit Banks under the Reimbursement Agreement and (ii) the amount necessary to reimburse the Bond Insurer, if any, for any payment made on its Policy to pay principal and interest on the Series 2011C-4 Notes on August 20, 2012 and all other amounts due and owing to the Bond Insurer under the Insurance Agreement; and (2) any amount remaining to be immediately distributed to the Issuer; and

(B) if (1) the Issuer's August 2012 state school aid payment will be less than the principal and interest on the Notes and (2) the Issuer will pay any of the remaining amount due from any source other than proceeds from its borrowing in the Authority's August 2012 state aid note pool, the Issuer shall give written notice by August 10, 2012 to the Authority and the Depository

specifying each such source and amount (e.g., \$_____ will be wired to the Depository from [bank name]).

The Issuer consents to the Authority's pledge and assignment of and grant of a security interest in the Authority's rights and interest (subject to certain rights of indemnification) in the Notes and this Purchase Contract as security for the Authority's Notes and a Trust Indenture dated as of August 1, 2011, issued by the Authority pursuant to its Note Authorizing Resolution adopted May 24, 2011 and the Authority's obligations under the Reimbursement Agreement and the Insurance Agreement, if any.

The Issuer acknowledges that Section 15 of the Authority's enabling statute, the Shared Credit Rating Act, as amended, provides for a statutory lien on the Authority's pledge of the Pledged State Aid which is paramount and superior to all other liens for the sole purpose of paying the principal of, and interest on, the Authority's Notes.]

Section 17a(3) of the Act does not require the State to make an appropriation to any school district or intermediate school district and shall not be construed as creating an indebtedness of the State.

With respect to any payment not received from the Issuer by the Depository by the time and date due under this Purchase Contract, the Issuer agrees to pay the Authority an amount as invoiced by the Authority to recover its administrative costs attributable to the late payment. The Issuer further agrees to reimburse the Authority (A) for any and all amounts which the Authority may have to rebate to the federal government due to investment income which the Issuer may earn in connection with the issuance or repayment of its Notes and (B) for the Issuer's pro rata share of the Costs of Issuance that were paid by the Authority in the event that the Authority is required to rebate investment earnings to the federal government regardless, in either case, whether the Issuer is subject to such rebate or not. In the event the Issuer does not meet any arbitrage rebate exception pursuant to the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder, relative to the Notes, the Issuer will make any required rebate payment to the federal government when due.

The Issuer shall make the Notes and its Closing Documents (defined below) available for inspection by the Authority on August __, 2011, at the offices of the Thrun Law Firm, P.C., East Lansing, Michigan. At 9:00 a.m., prevailing Eastern time, on August 22, 2011 ("Closing Date"), the Issuer shall deliver the Notes to the Authority at the offices of Miller, Canfield, Paddock and Stone, P.L.C., Lansing, Michigan, together with such other documents, certificates and closing opinions as the Authority shall require (the "Closing Documents") and the Authority shall accept delivery of the Notes and the Closing Documents and pay the purchase price for the Notes.

The Authority shall have the right in its sole discretion to terminate the Authority's obligations under this Purchase Contract to purchase, accept delivery of and pay for the Notes if the Authority is unable for any reason to sell and deliver the Authority's Notes on or prior to the Closing Date.

Michigan Finance Authority

By _____
Its Authorized Officer

Accepted and Agreed to this
_____ day of _____, 2011

_____ ("Issuer")

By _____

Schedule I

[INSTALLMENT PAYMENT SCHEDULE]

All capitalized terms used and not expressly defined in this Schedule I shall have the meanings given to them in the Purchase Contract to which this Schedule I is attached (the "Purchase Contract").

1. The Issuer hereby covenants that it will deposit all Installment payments commencing on January 20, 2012, with The Bank of New York Mellon Trust Company, N.A., or its successor (the "Depository") at its designated corporate trust office located in Detroit, Michigan. The Issuer directs the Depository to use the proceeds of the Installment payments to acquire U.S. Treasury Obligations -- state and local government series (SLGS) and/or such other U.S. Treasury notes, bonds, bills and securities as authorized and directed by the Authority and as permitted by law, or, if authorized and directed by the Authority to enter into an Investment Contract with a financial institution on behalf of the Issuer for the investment of the Installment payments. In the event the Depository resigns, or is removed, the Issuer hereby accepts and appoints a successor depository appointed by the Authority as depository for the Notes.
2. The number of equal Installments shall be [five] or [seven]. The Issuer hereby agrees to deposit funds with the Depository in accordance with the Purchase Contract and its resolution authorizing the Notes.
3. The Issuer covenants that it will deliver from time to time such additional information regarding the financial condition of the Issuer as the Authority may reasonably request.
4. The Issuer covenants that the principal amount of the Notes, together with any additional notes or other obligations of equal standing with the Notes as to the Pledged State Aid, will not exceed 75% of the amount of state school aid to be received by the Issuer during the period from January 1, 2012, through August 31, 2012.
5. The principal amount and the interest rate on the Notes shall be \$_____ and % per annum, respectively.
6. The Issuer's pro rata share of the Costs of Issuance shall not exceed \$_____.
7. The Notes shall be dated August 22, 2011 and shall mature on August 20, 2012.
8. The purchase price of the Notes shall be \$_____ (par of \$_____ [less net discount of \$_____] [plus net premium of \$_____]).

9. As long as the Notes are outstanding, the Issuer shall neither pledge nor make any request for an advancement pursuant to Section 17b of the State School Aid Act of 1979, as amended, of any portion of its August 2012 or October 2012 state school aid without the prior written consent of the Authority, by its Executive Director, which consent shall not be unreasonably withheld. The Issuer shall not, at any time prior to the maturity of the Notes, issue any other obligations pledging the Pledged State Aid ("Other Obligations") unless: (i) the Issuer shall have given prior written notice to the Authority of the Issuer's intent to issue any Other Obligations promptly after forming such intent; (ii) any Other Obligations shall mature after August 20, 2012; and (iii) any pledge of the Pledged State Aid as security for the payment of any Other Obligations shall be: (A) expressly subject to the prior right of interception set forth in this Purchase Contract; and (B) expressly subordinate, under written subordination terms satisfactory to the Authority and its counsel, to the Issuer's prior pledge of Pledged State Aid as security for the Notes. "Other Obligations" defined in this paragraph 9 shall not include state aid notes, if any, issued by the Issuer as a separate series on August 22, 2011 and purchased by the Authority with proceeds from the State Aid Revenue Notes, Series 2011C-2, Series 2011C-3 and (if any) Series 2011C-4 to be issued by the Authority pursuant to the Trust Indenture dated as of August 1, 2011. Any one or more of the foregoing restrictions set forth in this paragraph 9 may be waived in writing by the Authority, by its Authorized Officer, in his or her sole and absolute discretion.

Schedule I

[NO INSTALLMENTS]

All capitalized terms used and not expressly defined in this Schedule I shall have the meanings given to them in the Purchase Contract to which this Schedule I is attached (the "Purchase Contract").

1. The Issuer hereby agrees to deposit or cause to be deposited funds to pay principal and interest on the Notes with The Bank of New York Mellon Trust Company, N.A., or its successor (the "Depository") at its designated corporate trust office located in Detroit, Michigan, in accordance with the Purchase Contract and resolution authorizing the Notes.
2. The Issuer covenants that it will deliver from time to time such additional information regarding the financial condition of the Issuer as the Authority may reasonably request.
3. The Issuer covenants that the principal amount of the Notes, together with any additional notes or other obligations of equal standing with the Notes as to the Pledged State Aid, will not exceed 75% of the amount of state school aid to be received by the Issuer during the period from January 1, 2012, through August 31, 2012.
4. The principal amount and the interest rate on the Notes shall not exceed \$ _____ and _____ % per annum, respectively.
5. The Issuer's pro rata share of the Costs of Issuance shall not exceed \$ _____ plus the Issuer's pro rata share of related charges pursuant to (i) the Reimbursement Agreement among the Authority and JPMorgan Chase Bank, N.A., individually and as agent ("Agent") for the Letter of Credit Banks, and the Depository (including, without limitation, all other amounts owing by the Authority under the Reimbursement Agreement and the initial fee of the Letter of Credit Banks) and (ii) the Insurance Agreement among the Authority, Assured Guaranty Municipal Corp. (the "Bond Insurer") and the Depository (including, without limitation, all other amounts owing by the Authority under the Insurance Agreement and the premium of the Bond Insurer).
6. The Notes shall be dated August 22, 2011 and shall mature on August 20, 2012.
7. The purchase price of the Notes shall be \$ _____ (par of \$ _____ [less net discount of \$ _____] [plus net premium of \$ _____]).
8. Drawings on the Letter of Credit shall be reimbursed to each of the Letter of Credit Banks (each a "Bank") on the same day in immediately available funds and

reasonable charges and expenses which the Bank may pay or incur relative to the Letters of Credit shall be reimbursed to the Bank on demand as provided in the Reimbursement Agreement. Interest shall be payable to the Bank at a daily fluctuating interest rate per annum (the "Bank Reimbursement Rate") equal to (i) in the case of any amount drawn under the applicable Letter of Credit and not so reimbursed, the Base Rate plus 4.0%; and (ii) in the case of any aforesaid reasonable charges and expenses which the Bank may pay or incur relative to the Letter of Credit, the Base Rate plus 4.0%.

"Adjusted One Month LIBOR Rate" means an interest rate per annum (rounded upwards, if necessary, to the next 1/16 of 1%) equal to the sum of (i) 2.50% per annum plus (ii) the quotient of (a) the interest rate determined by the Agent by reference to the Reuters Screen LIBOR01 Page (or on any successor or substitute page) to be the rate at approximately 11:00 a.m. London time, on such date or, if such date is not a Business Day, on the immediately preceding Business Day, for dollar deposits with a maturity equal to one (1) month divided by (b) one minus the Reserve Requirement (expressed as a decimal) applicable to dollar deposits in the London interbank market with a maturity equal to one (1) month.

"Base Rate" means, for any day, the highest of (a) the Prime Rate, (b) the Adjusted One Month LIBOR Rate and (c) eight percent (8.0%) per annum.

"Business Day" means any day other than (i) a Saturday or Sunday, (ii) a day on which banking institutions in the States of Michigan, Illinois or New York are authorized or required by law or executive order to close or (iii) a day on which the New York Stock Exchange is closed.

"Prime Rate" means, for any day, the greater of:

(i) the rate of interest announced by the Agent from time to time as its prime commercial rate for U.S. dollar loans, or equivalent, as in effect on such day, with any change in the Prime Rate resulting from a change in said prime commercial rate to be effective as of the date of the relevant change in said prime commercial rate; and

(ii) the sum of (x) the rate determined by the Agent to be the average (rounded upwards, if necessary, to the next higher 1/100 of 1%) of the rates per annum quoted to the Agent at approximately 10:00 a.m. (Chicago time) (or as soon thereafter as is practicable) on such day (or, if such day is not a Business Day, on the immediately preceding Business Day) by two or more Federal funds brokers selected by the Agent for the sale to the Agent at face value of Federal Funds in an amount equal or comparable to the principal amount owed to the Agent for which such rate is being determined, plus (y) 1/2 of 1% (0.50%).

"Reserve Requirement" means a percentage equal to the daily average during the most recently completed interest period of the aggregate maximum reserve requirements (including all basic, supplemental, marginal and other reserves), as specified under Regulation D of the Federal Reserve Board, or any other applicable regulation that prescribes reserve requirements applicable to Eurocurrency liabilities (as presently defined in Regulation D) or applicable to extensions of credit by the Bank the rate of interest on which is determined with regard to rates applicable to Eurocurrency liabilities. Without limiting the generality of the foregoing, the Eurocurrency Reserve Requirement shall reflect any reserves required to be maintained by the Bank against any category of liabilities that includes deposits by reference to which the Adjusted One Month LIBOR Rate is to be determined.

9. Payments on the Policy shall be reimbursed to the Bond Insurer on the same day in immediately available funds and reasonable charges and expenses which the Bond Insurer may pay or incur relative to the Policy shall be reimbursed to the Bond Insurer on demand as provided in the Insurance Agreement. Interest shall be payable to the Bond Insurer, in the case of any payment made on the Policy and not so reimbursed and in the case of any aforesaid reasonable charges and expenses which the Bond Insurer may pay or incur relative to the Policy, at a daily fluctuating interest rate per annum (the "Bond Insurer Reimbursement Rate") equal to the lesser of (a) the greater of (i) the per annum rate of interest publicly announced from time to time by JPMorgan Chase Bank, at its principal office in The City of New York, as its prime or base lending rate (any change in such rate of interest to be effective on the date such change is announced by JPMorgan Chase Bank) plus 4.0%, and (ii) the then-applicable rate of interest on the Series 2011C-4 Notes and (b) the maximum rate permissible under applicable usury or similar laws limiting interest rates; provided, however, that to the extent the "Bank Reimbursement Rate" as defined in Section 8 of this Schedule I is greater than the Bond Insurer Reimbursement Rate described above, then the Bond Insurer Reimbursement Rate shall instead be equal to such Bank Reimbursement Rate.

10. So long as the Notes are outstanding or any amounts are due and owing to the Letter of Credit Banks under the Reimbursement Agreement or the Bond Insurer under the Insurance Agreement, the Issuer shall neither pledge nor make any request for an advancement pursuant to Section 17b of the State School Aid Act of 1979, as amended, of any portion of its August 2012 or October 2012 state school aid without the prior written consent of the Authority, by its Executive Director, which consent shall not be unreasonably withheld. The Issuer shall not, at any time prior to the maturity of the Notes, issue any other obligations pledging the Pledged State Aid ("Other Obligations") unless: (i) the Issuer shall have given prior written notice to the Authority of the Issuer's intent to issue any Other Obligations promptly after forming such intent; (ii) any Other Obligations shall mature after August 20, 2012; and (iii) any pledge of the Pledged State Aid as security for the payment of any Other Obligations shall be: (A) expressly subject to the prior right of interception set forth in this Purchase Contract; and (B) expressly

subordinate, under written subordination terms satisfactory to the Authority and its counsel, to the Issuer's prior pledge of Pledged State Aid as security for the Notes. "Other Obligations" defined in this paragraph 9 shall not include state aid notes, if any, issued by the Issuer as a separate series on August 22, 2011 and purchased by the Authority with proceeds from the State Aid Revenue Notes, Series 2011C-2, Series 2011C-3 and (if any) Series 2011C-4 to be issued by the Authority pursuant to the Trust Indenture dated as of August 1, 2011. Any one or more of the foregoing restrictions set forth in this paragraph 9 may be waived in writing by the Authority, by its Authorized Officer, in his or her sole and absolute discretion.

EXHIBIT C

OFFICIAL NOTICE OF SALE

\$ _____

MONROE PUBLIC SCHOOLS

COUNTY OF MONROE

STATE OF MICHIGAN

STATE AID NOTES, SERIES 2011

SEALED BIDS for the purchase of the above notes will be received by the undersigned at the Board of Education Offices located at [Issuer's Address], on _____, the ____ day of _____, 2011, until _____ .m., prevailing Eastern Time, at which time and place said bids will be publicly opened and read. Bids will be simultaneously opened and read at the offices of the Municipal Advisory Council, 535 Griswold, Suite 1850, Detroit, Michigan 48226 (the "MAC"). The award or rejection of bids will occur within twenty-four hours after the time of sale.

FAXED BIDS: Signed bids may be submitted by fax to the School District at fax number (____) _____, Attention: _____, or to the MAC at fax number (313) 963-0943; provided that faxed bids must arrive before the time of sale, the bidder bears all risks of transmission failure and the GOOD FAITH DEPOSIT MUST BE MADE AND RECEIVED as described in the section entitled "GOOD FAITH" below.

ELECTRONIC BIDS: Electronic bids will also be received on the same date and until the same time by Bidcomp/Parity as agent of the undersigned. Further information about Bidcomp/Parity, including any fee charged, may be obtained from Bidcomp/Parity, Anthony Leyden or CLIENT SERVICES, 1359 Broadway, Second Floor, New York, New York 10018, (212) 849-5021. IF ANY PROVISION OF THIS NOTICE OF SALE SHALL CONFLICT WITH INFORMATION PROVIDED BY BIDCOMP/PARITY, AS THE APPROVED PROVIDER OF ELECTRONIC BIDDING SERVICES, THIS NOTICE SHALL CONTROL.

Bidders may choose any means to present bids but a bidder may not present a bid by more than one means.

NOTE DETAILS: The notes will be dated as of the date of delivery, will mature _____, 2012, and will bear interest at a rate or rates not exceeding 6% per annum fixed by the bids therefor. Interest upon the notes will be calculated on a 360 day year

(30 day month). The notes will be issued in denominations of \$1,000, \$5,000, \$100,000 or multiples or combinations thereof, designated by the original purchaser of the notes. Notes of this issue will not be subject to prior redemption. In submitting a bid for the notes, the bidder agrees to the representation of the School District by Miller, Canfield, Paddock and Stone, P.L.C., as note counsel.

BOOK-ENTRY ONLY: The notes may be issued in book-entry only form as one fully registered bond per maturity and may be registered in the name of Cede & Co., as noteholder and nominee for The Depository Trust Company ("DTC"), New York, New York. DTC will act as securities depository for the notes. Purchasers will not receive certificates representing their interest in notes purchased. It will be the responsibility of the purchaser to obtain DTC eligibility. Failure of the purchaser to obtain DTC eligibility shall not constitute cause for a failure or refusal by the purchaser to accept delivery of and pay for the notes.

PAYING AGENT: Both principal and interest shall be payable at a bank or trust company located in Michigan qualified to act as paying agent under State of Michigan or United States law, to be designated by the original purchaser of the notes.

PURPOSE AND SECURITY: The notes are issued for the purpose of payment of operating expenses of the School District, and are issued in anticipation of State School Aid to be appropriated and allocated to the School District for the fiscal year beginning July 1, 2011. The notes are full faith and credit obligations of the School District and are payable from tax levies or from unencumbered funds of the School District in the event of the unavailability or insufficiency of State School Aid for any reason. The School District does not have the power to levy taxes for the payment of the notes in excess of its constitutional and statutory tax rate limits. The rights or remedies of noteholders may be affected by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors' rights generally, now existing or hereafter enacted, and by the application of general principles of equity, including those relating to equitable subordination.

ADDITIONAL NOTES: The School District has reserved the right to issue additional notes of equal standing respecting the State School Aid pledged with the notes offered herein, subject to the limitations provided by law.

TAX MATTERS: In the opinion of Miller, Canfield, Paddock and Stone, P.L.C., note counsel, under existing law, assuming compliance with certain covenants, interest on the bonds is excludable from gross income for federal income tax purposes as described in the opinion, and the notes and interest thereon are exempt from all taxation in the State of Michigan except inheritance and estate taxes, taxes on gains realized from the sale, payment or other disposition thereof and with respect to certain taxpayers, portions of the Michigan Business Tax. [Update to reflect tax law changes.]

[QUALIFIED TAX EXEMPT OBLIGATIONS: *The School District will designate the notes as "qualified tax exempt obligations" for purposes of deduction of interest expense by financial institutions.]*

GOOD FAITH: A good faith deposit in the form of a certified or cashier's check drawn upon an incorporated bank or trust company, or wire transfer, in the amount of \$ _____ payable to the order of the Treasurer of the School District will be required of the successful bidder. The successful bidder is required to submit its good faith deposit to the School District not later than Noon, prevailing Eastern Time, on the next business day following the sale. The good faith deposit will be applied to the purchase price of the bonds. In the event the purchaser fails to honor its accepted bid, the good faith deposit will be retained by the School District. No interest shall be allowed on the good faith check. The good faith check of the successful bidder will be cashed and payment for the balance of the purchase price of the bonds shall be made at the closing.

AWARD OF NOTES-TRUE INTEREST COST: The notes will be awarded to the bidder whose bid produces the lowest true interest cost determined in the following manner: The lowest true interest cost will be the single interest rate (compounded on _____, 2012 and semi-annually thereafter) on the notes from _____, 2011, in an amount equal to the bid price, excluding accrued interest.

LEGAL OPINION: Bids shall be conditioned upon the approving opinion of Miller, Canfield, Paddock and Stone, P.L.C., attorneys of Detroit, Michigan, a copy of which opinion will be furnished without expense to the purchaser of the notes at the delivery thereof. The fees of Miller, Canfield, Paddock and Stone, P.L.C., for service rendered in connection with such approving opinion are expected to be paid from note proceeds. Except to the extent necessary to issue its approving opinion as to validity of the above notes, Miller, Canfield, Paddock and Stone, P.L.C., has not been requested to examine or review and has not examined or reviewed any financial documents, statements or materials that have been or may be furnished in connection with the authorization, issuance or marketing of the notes, and accordingly will not express any opinion with respect to the accuracy or completeness of any such financial documents, statements or materials.

[NO OFFICIAL STATEMENT OR RATING: The School District will not prepare an Official Statement for the financing nor has it requested a rating for the Notes and further acknowledges that it is unknown if such rating were requested whether the Notes would be rated at an investment grade.]

[INVESTMENT CERTIFICATE: The initial purchaser of the Notes will execute a form of investment certificate certifying that the Notes have not been registered under any federal or state statute, that the Purchaser is familiar with federal statutes, rules and regulations and those of the State of Michigan relating to limitations and the public distribution of securities and will not make any sale or other distribution of the Notes in

violation of such statutes, rules and regulations. The initial purchaser will certify that it is purchasing the Notes for its own account only and not with a view to resale or distribute and will not sell or re-offer the Notes until such time as either an official statement relating to the Notes has been prepared, to the extent it may be required under federal securities laws and regulations; or the subsequent purchaser of the Notes presents and executes an investment certificate in a form acceptable to note counsel.]

PRINTING AND DELIVERY OF NOTES: The School District will furnish printed notes with legal opinion thereon at its expense. Notes will be delivered without expense to the purchaser through DTC in New York, New York, or such other place to be agreed upon. The School District will furnish the purchaser with the usual closing documents including a certificate that no litigation is pending affecting the right of the School District to issue the notes. Payment for the notes shall be made in Federal Reserve Funds.

FURTHER INFORMATION may be obtained from the _____,
_____, _____, Michigan _____, Telephone: () _____, Facsimile
() _____.

THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.

ENVELOPES containing the bids should be plainly marked "Proposal for Notes".

Mrs. June Knabusch-Taylor
Secretary
Monroe Public Schools

EXHIBIT D

NOTICE OF INTENDED CASH FLOW BORROWING

NOTICE IS HEREBY GIVEN that at the meeting of the Board Education of the Monroe Public Schools, County of Monroe, State of Michigan (the "School District"), to be held on the 14th day of June, 2011, a decision will be made or discussed with respect to the issuance of the School District's proposed state aid notes that will be payable from state aid, but will also contain a limited tax full faith and credit pledge of the School District.

Mrs. June Knabusch-Taylor
Secretary
Monroe Public Schools

19,143,878.1\061974-00034

BOARD POLICY ADOPTION – FUND BALANCE POLICY GASB 54

BACKGROUND:

See attached memorandum from Mr. Laub.

ENCLOSURES:

Resolution establishing fund balance policy.

RECOMMENDATION:

Move that the Board of Education waive the first and second readings of the Fund Balance Policy GASB 54 and adopt this policy effective June 30, 2011.

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	_____	_____	_____	_____

To: Randy Monday, Superintendent, Board of Education

From: Kenneth Laub

Date: June 14, 2011

Re: Fund Balance Policy – GASB 54

GASB 54 - FUND BALANCE REPORTING AND GOVERNMENTAL FUND TYPE DEFINITIONS

In an effort to improve the interpretation of how fund balance is reported in governmental financial statements, the Governmental Accounting Standards Board (GASB) developed a new standard, GASB 54.

The intent of GASB 54 is to improve inconsistencies in how governments were reporting fund balance and to also provide greater transparency in what decision-making authority had imposed on various restrictions on fund balances. Finally, it will classify fund balances that will comprise a hierarchy based primarily to the extent that specific purposes were placed on how those funds could be spent.

Prior to this new standard, Monroe Public Schools reported fund balance as either reserved or unreserved (**see attachment A**). Reserved Fund balance reports dollar amounts that are appropriated and dollars are already committed. If you refer to our statement, we reserve fund balance for inventory, which is paper stored in our warehouse; prepaid expenses; capital projects, which is our building and site sinking fund and the technology millage monies.

Unreserved fund balance is the balance left after the reserved balances are accounted for. This category can be further categorized as designated or undesignated.

The new fund balance reporting model (GASB 54) will now require municipalities to appropriate fund balance in one of four different categories;

- Non-spendable- amounts that cannot be spent.
- Restricted- resources that have spending restriction for a specific purpose.
- Unrestricted- committed or assigned, which are generally constraints imposed internally for specific purposes.
- Unassigned- The residual fund balance remaining after all prior categorized balances are allocated.

Attachment B gives you an example of how our current financial statement terminology would change implementing GASB 54 for the year ending 6-30-2011.

Although the new standard is a bit subjective in certain areas, we believe it does provide the needed clarity and transparency for interpreting financial viability and available resources.

The policy we are recommending the Board adopt is well crafted especially considering this time of financial stress and uncertainty (paragraphs 11-13).

Monroe Public Schools
Resolution of the Board of Education Establishing Fund Balance Policies
as required by GASB 54

At a regular meeting of the Monroe Public Schools Board of Education held on _____
on a motion made by _____ and seconded by _____, the Board adopts the
following resolution:

WHEREAS, the Governmental Accounting Standards Board ("GASB") has adopted Statement 54
("GASB 54"), a new standard for governmental fund balance reporting and governmental fund
type definitions that became effective in governmental fiscal years starting after June 30, 2010;
and

WHEREAS, Monroe Public Schools wishes to comply with GASB 54 as required beginning with
the current July 1, 2010 thru June 30, 2011 fiscal year;

NOW THEREFORE BE IT RESOLVED that Monroe Public Schools hereby adopts the following
policy:

FUND BALANCE POLICIES

Fund balance measures the net financial resources available to finance expenditures of future
periods. Fund balance is the difference between assets and liabilities reported in a governmental
fund. The District's **Unassigned General Fund Balance** will be maintained to provide the District
with sufficient working capital and a margin of safety to address local and regional emergencies
without unnecessary borrowing. The **Unassigned General Fund Balance** may only be
appropriated by resolution of the Board of Education. It is recognized that it will not always be
possible to avoid borrowing to provide cash flow.

Fund Balance of the District may be *committed* for a specific source by formal action of the Board
of Education. Amendments or modification to the **Committed Fund Balance** must also be
approved by formal action of the Board. **Committed Fund Balance** does not lapse at year end.

The Board of Education delegates authority to *assign* fund balance for a specific purpose to the Assistant Superintendent for Business and Finance. **Assigned Fund Balance** does not lapse at year end.

Restricted Fund Balances are those amounts that can only be spent for the specific purposes stipulated by external resource providers.

Nonspendable Fund Balances include amounts that are not in a spendable form. Examples include inventory and prepaid expenses.

For purposes of fund balance classification, expenditures are to be spent from Restricted Fund Balance first (when appropriate), followed in order by Committed Fund Balance, Assigned Fund Balance and lastly, Unassigned Fund Balance.

The Board recognizes that good fiscal management comprises the foundational support of the entire District. It is generally recommended that governments, regardless of size, maintain an unrestricted fund balance equal to two months of either general fund operating revenues or expenditures. As those two amounts can be significantly different, it is the District's policy to measure fund balance on the basis of operating expenditures.

To make the foundational support of the District as effective as possible, the Board desires to maintain, in stable economic times, a fund balance of at least 10% of the District general fund annual operating expenditures. However, the Board is cognizant of the fact that as of the initial adoption of this policy, the fund balance percentage is already below this benchmark. Further, the Board is aware that significant funding challenges have been addressed in the past fiscal year and that further additional and more severe fiscal challenges are looming.

At this time, the Board intends to maintain a fund balance sufficient to avoid a determination by the state superintendent that 'probable financial stress' within the meaning of Public Act 4 of 2011 (the Local Government and School District Fiscal Responsibility Act) exists. In addition, it is the Board's intent to continue to make every effort to reduce structural inadequacies between operating revenues and expenditures as both operationally and programmatically practical to allow future fund balance growth. The Board shall annually review this provision when budgeted operating expenditures exceed budgeted operating revenues.

An annual reporting of fund balances as classified in accordance with GASB 54 shall be as reported in the annual Audited Financial Statements of the District.

The above Resolution is adopted this _____ day of _____, 2011.

Ayes:

Nays:

MOTION DECLARED _____.

Secretary

Board of Education

I HEREBY CERTIFY that the foregoing is a true and complete copy of the Resolution adopted by the Board of Education at its meeting held _____, the original of which is a part of the minutes of said meeting, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act.

Secretary

Board of Education

MONROE PUBLIC SCHOOLS

*Governmental Funds
Balance Sheet
June 30, 2010*

ATT: A

	General	Sinking Fund	Other Nonmajor Governmental Funds	Totals
Assets				
Cash and cash equivalents	\$5,054,338	\$4,755,948	\$857,502	\$10,667,788
Receivables:				
Accounts	38,742	0	27,543	66,285
Due from other governmental units	6,063,708	0	71,241	6,134,949
Inventory	15,708	0	21,848	37,556
Deposits	83,500	0	0	83,500
Prepays	4,425	0	250	4,675
Total Assets	<u>\$11,260,421</u>	<u>\$4,755,948</u>	<u>\$978,384</u>	<u>\$16,994,753</u>
Liabilities and Fund Balance				
Liabilities				
Accounts payable	\$590,853	\$28,721	\$103,766	\$723,340
Note payable	1,100,000	0	0	1,100,000
Salaries payable	4,501,354	0	23,106	4,524,460
Due to other governmental units	55,366	0	474	55,840
Other liabilities	1,976,959	0	5,446	1,982,405
Deferred revenue	164,551	0	12,919	177,470
Total Liabilities	8,389,083	28,721	145,711	8,563,515
Fund Balances				
Reserved for inventory	15,708	0	21,848	37,556
Reserved for prepaids	4,425	0	250	4,675
Reserved for capital projects	0	4,727,227	4,876	4,732,103
Reserved for technology enhancement	9,498	0	0	9,498
Unreserved - designated for termination pay	165,418	0	0	165,418
Unreserved - designated for retirement incentive plan	75,600	0	0	75,600
Unreserved:				
Undesignated, reported in:				
General Fund	2,600,689	0	0	2,600,689
Special Revenue Funds	0	0	805,699	805,699
Total Fund Balances	<u>2,871,338</u>	<u>4,727,227</u>	<u>832,673</u>	<u>8,431,238</u>
Total Liabilities and Fund Balances	<u>\$11,260,421</u>	<u>\$4,755,948</u>	<u>\$978,384</u>	<u>\$16,994,753</u>

See accompanying notes to the basic financial statements.

MONROE PUBLIC SCHOOLS

*Governmental Funds
Balance Sheet
June 30, 2010*

ATT: B

	General	Sinking Fund	Other Nonmajor Governmental Funds	Totals
Assets				
Cash and cash equivalents	\$5,054,338	\$4,755,948	\$857,502	\$10,667,788
Receivables:				
Accounts	38,742	0	27,543	66,285
Due from other governmental units	6,063,708	0	71,241	6,134,949
Inventory	15,708	0	21,848	37,556
Deposits	83,500	0	0	83,500
Prepays	4,425	0	250	4,675
Total Assets	\$11,260,421	\$4,755,948	\$978,384	\$16,994,753
Liabilities and Fund Balance				
Liabilities				
Accounts payable	\$590,853	\$28,721	\$103,766	\$723,340
Note payable	1,100,000	0	0	1,100,000
Salaries payable	4,501,354	0	23,106	4,524,460
Due to other governmental units	55,366	0	474	55,840
Other liabilities	1,976,959	0	5,446	1,982,405
Deferred revenue	164,551	0	12,919	177,470
Total Liabilities	8,389,083	28,721	145,711	8,563,515
Fund Balances				
Reserved for inventory NON-SPENDABLE	15,708	0	21,848	37,556
Reserved for prepaids NON-SPENDABLE	4,425	0	250	4,675
Reserved for capital projects RESTRICTED	0	4,727,227	4,876	4,732,103
Reserved for technology enhancement RESTRICTED	9,498	0	0	9,498
Unreserved - designated for termination pay ASSIGNED	165,418	0	0	165,418
Unreserved - designated for retirement incentive plan ASSIGNED	75,600	0	0	75,600
Unreserved:				
Undesignated, reported in:				
General Fund UNASSIGNED	2,600,689	0	0	2,600,689
Special Revenue Funds ASSIGNED	0	0	805,699	805,699
Total Fund Balances	2,871,338	4,727,227	832,673	8,431,238
Total Liabilities and Fund Balances	\$11,260,421	\$4,755,948	\$978,384	\$16,994,753

See accompanying notes to the basic financial statements.

SCHOOL LUNCH PRICES

BACKGROUND:

Please see attached.

ENCLOSURES:

Memorandum – Ken Laub
Power Point slides from May 10, 2011 presentation by Sodexo

RECOMMENDATION:

Move to approve Option B to set prices for school lunches 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	_____	_____	_____	_____

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



KCL Memo #041-10/11

TO: Board of Education
Randy Monday

FROM: Ken Laub

DATE: June 8, 2011

RE: Student Meal Prices

This past year the federal government enacted new legislation in an effort to address childhood obesity and overall nutritional health and value.

The Healthy, Hunger Free Act of 2010 outlines many new responsibilities of food service providers that include community outreach activities, foods and nutrition information, potable water requirements and meal pricing to name just a few.

At our May 10, 2011 Board of Education meeting Nancy Boykin, our Sodexo District Supervisor outlined for the Board many specifics of the act. Nancy assured us that Sodexo would make the necessary program changes to be in compliance with most sections of the act and also indicated the school district would need to take action on school lunch pricing requirements.

In Section 204 of the legislation, school food providers are required to adjust lunch prices annually based upon an averaging formula provided within the act. In applying this formula to our current lunch pricing, it will be necessary for us to adjust our average meal prices for the 2011-12 school year. Averaging our meal prices allows us to adjust pricing at specific levels rather than across the board.

Nancy Boykin has provided three pricing options that would meet the necessary meal cost average.

	<u>Current</u>	<u>Option A</u>	<u>Option B</u>	<u>Option C</u>
Elementary	\$1.75	\$1.80	\$1.75	\$1.85
Secondary Basic	2.00	2.05	2.15	-----
Secondary Intermediate	2.25	2.30	2.30	-----
Pizza, Subs	2.50	2.55	2.50	2.50

In evaluating what we would consider to be the best option for pricing, our primary goal was to choose a level that would have the least amount of economic impact on our families.

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

Based upon the fact that a vast majority of students who purchase lunches are elementary and secondary (\$2.50) we are recommending Option B.

Option B will increase basic lunch prices at the secondary basic level .15 and secondary intermediate level meals .05.

I have included the PowerPoint slides that Nancy used in her presentation.

KCL/l/s

Attachments

xc: Nancy Boykin

School Lunch Prices (Sec. 205) - EFFECTIVE July 2011



- Requires school food authorities to have an average paid lunch price equal to or greater than the difference between the free lunch reimbursement rate and the paid lunch reimbursement rate
- Must adjust their prices annually by the inflation adjustment factor used for federal reimbursement rates.
- Allows a school food authority to reduce the average paid lunch price if the state ensures that nonfederal funding is added to the nonprofit school food service account of the food authority to satisfy the requirements of this section.

School Lunch Prices (Sec. 205) - EFFECTIVE July 2011



- School food authorities compare the average price for paid lunches at all of their schools to the difference between the per meal Federal reimbursement for free and paid lunches
 - The current free meal reimbursement rate is \$2.72
 - The current paid meal reimbursement rate is \$0.26
 - $\$2.72 - \$0.26 = \$2.46$ difference

For SY 2011-2012, if a school food authority's average price of paid lunches is \$2.46 or more, the school food authority is in compliance and no further action is needed.

● **Monroe Public Schools has the following paid lunch**

prices:

- * \$1.75 at the Elementary Schools
- * \$2.00, \$2.25, and \$2.50 at the Middle & High Schools
- * $\$1.75 + \$2.00 + \$2.25 + \$2.50 = \$8.50$
- * $\$8.50$ divided by 4 = $\$2.125$ average paid lunch price

● If a school food authority's average paid lunch price is less than the difference between the federal free and federal paid meal reimbursements, it must increase the average paid lunch price by 2% plus inflation by either

- Increasing the price charged to children OR
- Adding non-Federal funds to the food service account

School Lunch Prices (Sec. 205) - EFFECTIVE July 2011



- **Monroe's average paid lunch price is \$2.125**
- **Current inflation factor is 1.14 percent.**
- **Add 2 percentage points per USDA memo**
- **Multiply the average paid lunch price by 3.14 percent**
 - **\$2.125 * 3.14% = 0.0667 cents**
- **School food authorities can round down to the nearest 5 cent increment**
 - **The average paid lunch price increase in this case must be 5 cents**

School Lunch Prices (Sec. 205) - EFFECTIVE July 2011



It is the school food authority's decision on how to raise the prices as long as the average revenue requirement is met. Monroe's average lunch price of \$2.125 must be raised to \$2.175 or higher.

	Currently	Avg Paid Meals per Day	Option A	Annual Impact	* Option B	Annual Impact	Option C	Annual Impact
Elementary	\$1.75	651	\$1.80	\$8.50	\$1.75	\$0.00	\$1.85	\$17.00
Secondary	\$2.00	154	\$2.05	\$8.50	\$2.15	\$25.50		\$85.00
	\$2.25	14	\$2.30	\$8.50	\$2.30	\$8.50		\$42.50
	<u>\$2.50</u>	279	\$2.55	\$8.50	<u>\$2.50</u>	\$0.00	\$2.50	\$0.00
	\$8.50	1,098	\$8.70		\$8.70		\$4.35	
	divide by 4		4		4		2	
Avg Paid Lunch	\$2.125		\$2.175		\$2.175		\$2.175	

Note: Annual impact is based on 170 lunch serving days.

Beginning in School Year 2011-2012, school food authorities must report their paid lunch prices to USDA through the MDE.



Nutrition • Achievement • Equity • Access • Engagement • Accountability



TEACHER TENURE RECOGNITION

BACKGROUND:

Teacher Tenure is granted under the Michigan Teacher Tenure Act when a teacher satisfactorily completes a probationary period. Under the revised statute, teachers hired since September of 1993 must complete a four year probation period, unless they have received tenure in another Michigan district. Under that condition, a two year probation must be served. The teachers eligible for tenure at this time are:

Name	Building	Tenure Date
Emily Bundon	Custer Elementary	10/23/11
Amy Lynn	Custer Elementary	8/30/11
Kari McCormick	Custer Elementary	8/30/11
Kendan Myers	Monroe Middle School	8/30/11
Erin Otter	Custer Elementary	8/30/11
Lisa Scheich	Arborwood Elementary	9/25/11
Delsie Sissoko	Arborwood Elementary	8/30/11
Christine Trapp	Monroe Middle School	8/30/11
Andrea Wylie	Arborwood Elementary	8/30/11

On behalf of the administration, I am pleased to report that the above teachers have earned good evaluations and recommendation from their supervisors. Even though tenure is granted under the statute, the Board of Education is asked to confirm and endorse the granting of tenure.

ENCLOSURES:

Tenure Recommendation(s)

RECOMMENDATION:

Move to confirm and endorse the granting of tenure for Emily Bundon, Amy Lynn, Kari McCormick, Kendan Myers, Erin Otter, Lisa Scheich, Delsie Sissoko, Christine Trapp, and Andrea Wylie on the appropriate anniversary dates.

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	_____	_____	_____	_____



Custer Elementary School
5003 West Albain Road
Monroe, MI 48161
734-265-4300 • 734-265-4301 (Fax)
www.monroe.k12.mi.us

March 30, 2011

To Whom It May Concern,

It is my honor to bring forth a tenure recommendation for Mrs. Emily Bundon. She has completed her probationary period at Custer Elementary School. During this time, she has participated in many professional development activities. Currently, she is working on a Master's Degree in the Art of Teaching in Elementary Reading and Literacy. She is a contributing member of the district social studies committee, Custer PBS committee and school improvement committee. She has defined her role as a teacher leader in these committees. Emily mentors student leaders through her efforts in student council and our student newspaper.

Emily uses best practices research to refine her teaching and the delivery of instruction for her students. Children, parents, and staff members at Custer Elementary School truly appreciate and respect the expertise, care and leadership she brings to our school community.

I assure you that Mrs. Bundon is a professional that will continue to grow and make substantial contributions to students, colleagues, and our community.

Sincerely,

A handwritten signature in cursive script that reads 'Jennifer Bennett'.

Jennifer Bennett
Assistant Principal



Custer Elementary School
5003 West Albain Road
Monroe, MI 48161
734-265-4300 • 734-265-4301 (Fax)
www.monroe.k12.mi.us

March 30, 2011

To Whom It May Concern:

It is with great pleasure that I write this recommendation to grant tenure for Mrs. Amy Lynn.

Amy has been a teacher in the Monroe Public School system for four years. She is a wonderful asset to our teaching staff. She has worked very hard to complete the necessary requirements during her tenure period by establishing many positive relationships with students, parents and staff. Mrs. Lynn has shown she is a dedicated professional who puts students first and is committed to lifelong learning.

I am very pleased to recommend Amy Lynn for tenure.

Sincerely,

A handwritten signature in cursive script that reads 'Jennifer Bennett'.

Jennifer Bennett
Assistant Principal

RECALL FROM LAY OFF

BACKGROUND:

At the April 12, 2011 Board Meeting 343 teachers were notified of layoff status. These notifications were made to assist in implementing staff reductions due to budget constraints. Since that time, the administration has determined vacancies, planned placements for higher senior staff and determined remaining vacancies that can be filled by recalling teachers from the layoff list.

At this time we are able to recall Valerie Delekta and Teresa Stewart to teaching positions with Monroe Public Schools.

MOTION:

Move to approve the recall of Valerie Delekta and Teresa Stewart from the Monroe Public Schools layoff list, to notify said teachers of this recall by official communication, and to approve the teachers' contract extension for said teachers for the 2011/12 school year effective June 15, 2011.

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	_____	_____	_____	_____

**OVERNIGHT - MONROE HIGH SCHOOL
MICHIGAN STATE UNIVERSITY BAND CAMP**

BACKGROUND:

James Nuechterlein, instrumental music teacher at Monroe High School, is requesting permission for the Monroe High School Trojan Marching Band to attend the annual Michigan State University Band Camp. The musicians are scheduled to attend Camp at MSU, July 25 - July 30, 2011, the band will concentrate on field marching and music fundamentals in preparation for the upcoming fall football games, half-time shows along with various festival competitions the band will be participating in. All aspects of the trip will be in accordance with appropriate Board policies. The cost of Band Camp is \$255.00 per student. \$75.00 of this cost is being paid by the Instrumental Boosters Club; the rest is the responsibility of each student. They have fund raising opportunities available to help each student raise the money.

ENCLOSURES:

Monroe Public Schools - Abbreviated Field Trip & Excursion Check List Form
(With complete packet housed in the office of the Assistant Superintendent of Curriculum & Instruction K-12)

RECOMMENDATION:

Move to approve the Monroe High School Trojan Marching Band field trip to Michigan State University's Annual Band Camp, July 25 - July 30, 2011, according to the terms of Policy IICA, Field Trips and Excursions.

MOTION: _____ SUPPORT: _____ ACTION: _____

ROLL CALL VOTE: Aye Nay Abstain Absent

Mr. Benore	_____	_____	_____	_____
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. McNamee	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Vensel	_____	_____	_____	_____



TROJAN MARCHING BAND

James Nuechterlein, Director

Monroe High School
901 Herr Road
Monroe, MI 48161
(734) 265-3585
nuechter@monroe.k12.mi.us

TO: Board of Education, Monroe Public Schools

FROM: James Nuechterlein, Band Director
Monroe High School

DATE: May 19, 2011

SUBJECT: Band Camp at Michigan State University

In accordance with the Monroe Public Schools, Board Policy IICA pertaining to overnight field trips, I am providing you with the following information as requested by the Monroe Public Schools Field Trip Check List, drafted 1/20/95. The trip for which permission is requested is the Monroe High School Marching Band's annual trip to the campus of Michigan State University in East Lansing, Michigan, for the purpose of attending band camp. This is the same trip we have taken in the past twenty-two years.

The band camp will take place July 25 – 30, 2011. We will be taking Monroe Public Schools buses to and from the camp. We will be staying on the campus and housed and fed in Holmes Hall (dormitory). We will be the only band attending this band camp. Adult supervision will be provided by myself, Mr. Chris Morelli (MMS band director), eight to ten parent chaperons, and adult instructors, as well as the Holmes Hall staff.

The cost of the band camp as set by M.S.U. is \$255.00 per student. \$75.00 of this cost will be paid by the Instrumental Boosters Club. The rest is the responsibility of each student. We have already had some fund raising projects to help each student raise the money. Students also have opportunities during the school year to apply for scholarships from the Instrumental Boosters Club.

The attached documents contain detailed information as requested on the Field Trip Check List.

- Written request to Ryan McLeod, Principal, Monroe High School.
- Written approval by Ryan McLeod, Principal, Monroe High School.
- Written parent permission form (this form is required by M.S.U. and has been accepted by M.P.S. in the past as a substitution for form IICA-F1).
- Travel Code of Conduct.
- Final student letter (last year's letter dated July 21, 2010).
- Student Information Packet from John Madden, M.S.U. Camp Coordinator, which is all the advance information we receive from M.S.U. It is *very* complete.
- Daily Schedule

Memo

To: Chris Butler
From: Ryan McLeod
CC: James Nuechterlein
Date: May 19, 2011
Re: MHS Band Camp

I am sending this memo to recommend an overnight trip for our MHS Marching Band to attend band camp at Michigan State University in East Lansing, Michigan on July 25th through 30th, 2011. This trip is an opportunity for our band students to learn new skills and grow musically.

James Nuechterlein, our Band Director is coordinating the trip. It will be funded by the students, instrumental boosters, and the music department budget and our students will not be missing any school to attend this trip. Mr. Nuechterlein has already organized fund raising projects to assist students who may not have the means to pay for the trip. It appears that he has done all the planning and organizing to ensure that the trip is successful.

If you have any questions, feel free to contact either James Nuechterlein or me.



TROJAN MARCHING BAND

James Nuechterlein, Director

Monroe High School
901 Herr Road
Monroe, MI 48161
(734) 265-3585
nuechter@monroe.k12.mi.us

TO: Ryan McLeod, Principal
FROM: James Nuechterlein, Band Director

DATE: April 18, 2011
SUBJECT: Band Camp at Michigan State University

In accordance with the Monroe Public Schools, Board Policy IICA pertaining to overnight field trips, I am writing you this request for approval for the 2011-2012 Monroe High School Marching Band to take their annual trip to the campus of Michigan State University in East Lansing, Michigan, for the purpose of attending band camp. This is the same trip we have taken in the past twenty-three years.

The band camp will take place July 25 – 30, 2011. We will be taking Monroe Public Schools buses to and from the camp. We will be staying on the campus and housed and fed in Holmes Hall (dormitory). Adult supervision will be provided by myself, Mr. Chris Morelli (MMS band director), parent chaperons, and adult instructors, as well as the Holmes Hall staff.

The cost of the band camp is \$255.00 per student. \$75.00 of this cost is being paid by the Instrumental Boosters Club. The rest is the responsibility of each student. We have already had fund raising projects to help each student raise the money.

All Board of Education requirements have been or will be fulfilled. As per their Monroe Public Schools Field Trip Check List, I am providing you with this written request for approval.



TROJAN MARCHING BAND

James Nuechterlein, Director

Monroe High School
901 Herr Road
Monroe, MI 48161
(734) 265-3585
nuechter@monroe.k12.mi.us

2011 SUMMER MARCHING BAND PROGRAM

PURPOSE:

To establish the goals and the esprit de corps necessary for a successful marching band program. Special emphasis will be put on marching and playing fundamentals, with attention to individual and section needs. The two camps will be used to prepare for performances in the Monroe County Fair Parade as well as the ensuing fall marching season. These are the same camps we have had for the last twenty-three years.

TIME-LINE:

- Summer Band Camp will be divided into two parts with both being one week long:
- Camp I: July 19 - 22, 2011. This week the band will meet for four hours each day (8:00 a.m. - Noon). This will prepare the band for participation in the Monroe County Fair Parade.
 - Camp II: July 25 - 30, 2011. During this week the band will concentrate on field marching and music fundamentals with the goal of presenting a partial half-time show on the last day of the camp. This will be in preparation for the upcoming fall home football game half-time shows along with the various festivals and competitions the band will be participating in. This week will again be held at Michigan State University.

ENROLLMENT:

Enrollment is expected to be around 110 students. As anyone not participating in the summer program will be at an extreme disadvantage in relation to his/her fellow students, 100% attendance is required. Announcements will be distributed and students asked to register.

STAFFING & COSTS:

The MHS band director, James Nuechterlein, will be in charge of the program. A supplemental contract of \$1400.00 is asked. Chris Morelli, Monroe Middle School band director, will also assist during Camp II. A supplemental contract of \$700.00 is asked for him. In addition, it is requested that the supplemental contracts for instructors totaling \$800.00 be included. These persons are needed to provide more detailed and individual instruction to key specialized areas of the program, such as percussion. These instructors will be under the direction of Mr. Nuechterlein.

Program MSU HIGH SCHOOL BAND CAMPS

Dates Attending July 25 - 30, 2011



**AUTHORIZATION FOR PURPOSES OF PROVIDING MEDICAL TREATMENT
MICHIGAN STATE UNIVERSITY**

Your son/daughter will be involved in a Michigan State University program on the above date(s). We are asking you to complete this form to give an appropriate medical facility permission to treat him/her for minor injury or medical problems. In the event of serious injury or illness, you will be contacted; treatment will proceed before contacting you only if the situation is urgent and does not permit delay.

Child's Name _____ Date of Birth _____
Address _____ Name of Primary Care Physician _____
Phone _____ Address _____
Phone _____

INFORMATION NEEDED ABOUT CHILD: YES NO IF YES - INDICATE OR LIST BELOW

Is there any chronic problem or illness? _____
Any recent treatments for medical problems? _____
Any allergies to medicine or local anesthesia? _____
List any medications now being taken _____
Last date of Tetanus shot? _____ Child's Soc Security # _____

HEALTH INSURANCE INFORMATION:

Policyholder's Name and Relationship to Patient _____
Policyholder's Address _____
Name and Address of Insurance Co. _____
If you have HMO or PHP insurance - list the emergency treatment authorization phone number _____
Name and Address of Employer _____
All Policy Numbers (please identify) _____
Subscriber's Social Security Number _____

I, _____, as parent/legal guardian of _____
(print) (print)

do hereby authorize John Madden or his representative to seek any medical and/or surgical treatment necessary for treatment necessary for the care of my child.
(Program Director's Name)

The above-designated Program Director is hereby authorized to incur medical costs necessary to provide medical treatment for said child, for which I shall be fully responsible. I also authorize the medical facility to release any and all information required to complete insurance claims and also authorize insurance payment directly to the medical facility.

Signature _____ Relationship to Child _____

Parent phone info: Home _____ Work _____ Cell _____

Parent email address _____ Parent Address _____

Monroe High School Bands & Orchestra

Travel Code of Conduct

1. Be certain you read and understand this Travel Code of Conduct. It covers all forms of travel.
2. School policies pertaining to school trips and functions will apply throughout all trips. School policies prohibit possession of tobacco, alcohol, drugs, or firearms by any student. Any infraction of these rules will result in the parent being notified immediately and arraignments will be made to send the student home – regardless of the time of day or night. (See procedures below.) All fees will be forfeited. Further disciplinary action as per school policies will be determined by appropriate Assistant Principal after the trip. *Being dropped from the class is a strong possibility.*
3. School policies prohibit use of inappropriate language, inappropriate clothing, and public display of affection. The judgment of the adults on the trip will be final as to what is acceptable and what is not.
4. Students who need to take medication on a trip should bring the medication in its original container and notify the director in writing. This applies to prescription and OTC (over the counter) drugs.

5. Follow all direction given to you by a chaperon, bus driver, or guide. Also be considerate of these people at all times. They are along to help you have a successful trip. Without them there would be no trip.
6. Radios, CD players, MP3 players, iPods, etc. on the bus will be acceptable only with headphones. Students must assume the responsibility for the security of their own belongings. Do not leave these items sitting out.
7. Do not leave any money or valuables in your room when you are away. Do not take excessive amounts of money or valuables with you on a trip.
8. Absolutely no boys in girls' rooms or girls in boys' rooms at any time – for any reason. Also no one from any other group is allowed in any of our rooms.
9. Conduct yourself in an appropriate and courteous manner at all times. Be considerate of the other hotel guests/dorm residents. Remember who you are representing. Let's leave everyone with a good impression of our group.
10. Curfew times are clearly noted. Do not leave your room for any reason after this time. Contact a chaperon if any emergency arises.
11. Any damage to property will be paid for by the person or persons involved.
12. Any student in violation of local or state laws will be turned over to the local authorities. If the student is subsequently returned to the group, he/she will be sent home.
13. ALL school rules are in effect throughout the duration of any trip.
14. By following this code of conduct, and using common sense, you will help make this trip an enjoyable one for all involved. Rules apply to **ALL STUDENTS** whether eighteen years old or not.

Procedures for sending a student home:

1. The student will call home to the parent or guardian in the presence of the director. The student will explain the reason for the call. The director will then speak to the parent.
2. The parent will be asked how they would prefer their child to be sent home. At band camp the parent will be told to pick up their child immediately.
3. The student will be immediately separated from the rest of the group and remain in the company of the director or chaperon until the child goes home.

We have read and agree to the above Travel Code of Conduct and fully understand any consequences that may occur if they are broken.

Student Signature _____ Date _____

Parent Signature _____ Date _____



TROJAN MARCHING BAND

James Nuechterlein, Director

Monroe High School
901 Herr Road
Monroe, MI 48161
(734) 265-3585
nuechter@monroe.k12.mi.us

July 21, 2010

Dear Trojan Marching Band Member:

This is the last letter you will be receiving regarding Band Camp at M.S.U. I have included a few bits of information for you which might help you make the week an enjoyable one.

SCHEDULES

Our departure and arrival schedule will be as follows:

MONDAY, JULY 26:

- 6:30 am - Report to MHS Band Room. Load truck with instruments and luggage. Load busses and leave.
- 9:45 am - Arrive at M.S.U.
- 10:00 am - Check in.
- 12:30 pm - Lunch.
- > See enclosed schedule for a rough outline of the rest of the week's daily schedule.
- 2:00 am - Inside then outside rehearsal (room ?).

SATURDAY, JULY 31:

- 8:15 am - Check out of rooms.
- 10:00 am - Band performances. *Parents are welcome.* You may leave with your parents after you have checked out. I will need a written note from them. You are responsible for your instrument.
- 11:00 pm - (approximate time - after all bands perform) Load truck and busses. Eat at fast food restaurant. Leave for Monroe.
- 3:00 pm - (approximate time) Arrive at MHS. Unload truck - *everyone helps!*

THINGS TO TAKE

Things You MUST Take:

- instrument
- music and folio (squad leaders: take all drill charts)
- pencils (at least two)
- summer uniform (same as you wear for the Fair Parade)
- enough clothes for five days and nights
- comfortable shoes
- morning bathroom items:

- deodorant
- bath/hand soap
- shampoo
- tooth brush and tooth paste
- anything and everything else you may use

Suggestions Of Other Things You Might Like To Take:

- | | |
|---|----------------|
| - swim suit and towel | - extra towels |
| - change for the pop and snack machines | - electric fan |
| - your own favorite pillow | - sun block |
| - radio/tape/CD player | - insect spray |
| - sweatshirt or jacket | - sunglasses |
| - nicer clothes for the dances | - hat or cap |
| - needed prescription medication (must be turned in to chaperons) | |

M.S.U. will provide: pillow, pillow case, 2 bed sheets, blanket, 2 bath towels, wash cloth, hand/bath soap.

CAMP REGULATIONS & DISCIPLINARY ACTION

All band members are guests of Michigan State University and are expected to abide by all of the University rules. You are to follow the directions of the band director, instructors, chaperons, and staff of M.S.U., including desk staff and conference assistants. All rules and regulations of Monroe High School apply during the entire time of the camp. I expect you to conduct yourselves in a proper manor at all times. Your behavior will determine the feasibility of future camps and trips. A copy of Camp Regulations and Disciplinary Actions is enclosed; *please read it.*

EVENING ACTIVITIES

All band members are expected to participate in the planned evening activities. Your camp fee helps cover the cost of these activities, and a lot of time and effort has been put into putting on these activities. **NO ONE will be allowed to leave the camp area on their own for any reason** unless approved by me, the band director.

EMERGENCY PHONE NUMBERS

East Akers Desk: 517-353-2218
 West Akers Desk: 517-353-3358
 Akers Manager's Office: 517-353-3365

With everyone's cooperation, this camp can be very pleasant for everyone. I would hate to send someone home early, but will if necessary. Remember, you are representing yourself, me, the Band, Monroe High School, and Monroe while at camp. Let's make them all proud of you. *Do you best - be the best!* If you have any questions or comments, please call me at home at 243-3960 or talk to me after camp any day.

Sincerely,

James Nuechterlein

James Nuechterlein
 Director of Bands

Enclosures:

- Residence Hall and Conference Regulations and Information
- Daily Schedule Block/Evening Activities

2010 BAND CAMP
MICHIGAN STATE UNIVERSITY
Information and Regulations for Students

CHECK-IN:

Check-in will take place with the chaperones from your band. Follow their instructions to collect your name badge and room key. When you arrive on your floor you will pick up a linen packet in the elevator lobby. Linens will include a sheet set and two towels.

NAME BADGES:

Everyone must wear one for the entire six days you are on campus. The name badge serves as ID during camp at MSU. It is a pass to all meals, swimming, and parties, etc. and should be worn at all times. Each band will have its own distinctive color. Badges should be worn on the left side of the shirt.

KEYS:

Keys for dorm rooms will be issued to each student and must be returned when checking out, or the residence hall will hold the band responsible for the cost of each non-returned key (\$50.00). Keys found and returned more than one week after departure will not merit a refund. Suggestion: campers with keys on a neck chain don't seem to lose them.

DORM HOURS:

Students must be in their residence hall by 10:00 PM. All outside doors will be locked at that time. Be on your assigned floor by 10:30 PM. Lights out at 11:00 PM.

QUIET HOURS:

Do NOT play instruments, including percussion, on the way to or from marching fields or in residence hall areas. Reserve your skill for actual rehearsals. **There can be no outside instrumental sounds before 9:00 am or after 8:30 PM.** This is important to the continuation of the Camp!

ELEVATOR CONDUCT:

Jumping in elevators as well as over cramming is strictly prohibited. If you cause the elevator to break down your band will be charged for the service fees.

MEALS:

All students eat in the Akers Hall Cafeteria. Enter through the serving line on the west side. Everyone MUST wear shoes and shirts to meals.

Cafeteria Hours -	Breakfast:	7:45-8:45 am
	Lunch:	12:30-1:30 pm
	Dinner:	5:30-6:30 pm

EVENING ACTIVITIES:

Monday:

8:30-10:30 pm

On your own/activities with your band

Tuesday:

- | | |
|---|---------------------------------------|
| 8:30-10:30 pm | On your own/activities with your band |
| Wednesday: | |
| 9:00-10:00 pm | Swimming at IM West Pool |
| Shuttle bus pick up at West Entrance of Akers entrance beginning at 8:15 pm | |
| Students should be back to the dorm by 10:00 pm. | |
| Thursday: | |
| 8:30-10:30 pm | Dance(?): Akers 133/135 |
| Friday: | |
| 8:00-10:30 pm | Individual Band Parties |

CONVIENCE STORE:

Hubbard Hall is under renovation this summer. There is no convenience store available in Akers Hall this summer.

ADDITIONAL CAMP REGULATIONS:

1. All band members and chaperones are guests of Michigan State University and are expected to abide by all of the University rules. All bands participating will probably have their own rules as far as deportment if concerned. Each band will continue to enforce its own standards of conduct to insure first class citizenship. Program participants who violate these rules may be asked to return home. Chaperones are asked to follow the same rules as students, and are expected to assume responsibility in enforcing good conduct.
2. Members of the opposite sex are not permitted on your room floors or elevators.
3. Students will not be permitted to have cars or to ride in unauthorized cars. If it is necessary to go outside the East Lansing are, you must have permission from your director. See conference assistant for details.
4. The use or possession of alcoholic beverages, illegal drugs, or fireworks on or off the campus by high school program participants is prohibited. Infraction will result in students begin sent home.
5. Students are not to have food in the residence hall lounges. Candles are not allowed anywhere in the building.
6. **There will be no hazing or initiation of any kind.** Do not embarrass your band by horseplay or juvenile pranks. MSU has strict guidelines on hazing. Each participating high school should have a hazing policy in place. Hazing is illegal in the state of Michigan.
7. Michigan State University property must not be defaced. Do not write on walls, doors or desks with lipstick, pens, etc., or tape any citizens to painted surfaces in your room. The room and its furnishings are the responsibility of the occupants. Each room will be inspected at the end of each program and charges assessed where necessary. If damages occur, please report these to the reception desk.
8. Do not tamper with personal property of others... luggage, clothes, beds, etc.
9. No non-parent visitors are allowed during the week. The Friday night parties are for camp members only.

IN ADDITION to these regulations, please be advised that violations of Federal or State laws may result in dismissal from the camp.

2010 BAND CAMP
MICHIGAN STATE UNIVERSITY
Residence Hall Regulations and Information

The following rules and regulations are established in accordance with state laws and Michigan State University Ordinances and are deemed necessary for the success of the summer conferences. Certain programs require additional regulations, which are specific to the activities and success of such programs. Your cooperation in abiding by these rules is very important. Program participants who violate these regulations will be subject to disciplinary action, which may include being sent home and/or a report made to the participant's parents or guardians. **PROGRAM PARTICIPANTS ARE EXPECTED TO ABIDE BY THESE CONFERENCE REGULATIONS REGARDLESS OF AGE.**

MAJOR REGULATIONS: violations may result in immediate dismissal from the program.

1. Use or possession of alcoholic beverages, illegal drugs, fireworks or other explosives, dangerous weapons or substances, whether on or off campus, are strictly prohibited.
2. Tampering with fire alarms, fire-fighting equipment, elevators, or other safety/security equipment is strictly prohibited.
3. Intentional damage or theft of University or personal property is strictly prohibited. Disciplinary action will include financial remuneration for such damage or theft.
4. Members of the opposite sex, excepting parent, guardians, or staff, are not permitted in participants' living areas, which includes hallways. The formal lounges and public meeting rooms are not considered part of the living areas.
5. The residence hall will be closed at 10:00 p.m. All program participants must be inside their hall by this time, as the buildings will be locked. Program participants must be on their assigned floors 30 minutes after hall closing each night. Certain programs may require that their participants be back in the hall at an earlier hour. In such cases, the specific program regulation will take precedence over the hall closing time.

MINOR REGULATIONS: Violations will generally result in a first warning. Repeated violations will result in eventual dismissal from the program.

1. Smoking of cigarettes, pipes, or cigars is not permitted inside residence halls.
2. Gambling is a violation of state laws and is not permitted.
3. Excessive noise or "horseplay" is to be avoided at all times. The volume of radios, stereos, etc., should never be so loud that it bothers others.
4. Participants should not tape items to painted surfaces in their rooms.
5. The burning of candles is prohibited.
6. The use of electrical appliances such as toasters, toaster ovens, hot plates, heaters, etc., is prohibited in student rooms.
7. Propping of outside doors after once they have been locked is prohibited.

ADDITIONAL INFORMATION:

1. Room checks will be held periodically, at the discretion of the hall staff.
2. Please note: East Lansing and Michigan State University have a 10:00 PM curfew in effect for persons under 16 years of age.
3. Violation of Federal and/or State laws may result in dismissal from the program.
4. Automobiles are not to be driven while participants are at the University. Participants are most strongly discouraged from bringing automobiles to the University during the course of their program. If participants drive automobiles to MSU, they should plan to store their cars in University parking lots until the program ends. The automobile keys may be held by a staff member for the duration of the conference.
5. Participants are expected to remain within the residence hall/athletic facilities areas. When participating in any special programs, arranged by either the Athletic Staff or the Residence Hall Staff, participants must stay with the group at all times.
6. If it is necessary to return to the residence hall after closing or to spend the night away from the residence hall, your program director must give written approval to the residence hall staff. Parents or guardians may be contacted by the residence hall staff for permission.

MICHIGAN STATE UNIVERSITY

2010 Summer Conference

Disciplinary Action

The summer conference staff has developed the following sequence of disciplinary actions. In creating a more uniform approach to discipline we hope to reduce the number of arbitrary decisions and increase the degree of internal staff consistency. All disciplinary steps are suggested entry levels for the indicated violation.

DISCIPLINARY ACTION

1. Verbal Reprimand - may be administered by any member of the conference staff. This action assumes demonstration of an unacceptable behavior that is not deemed hazardous to the individual or to others.
2. Informal Triad - involves the confronting CA and the senior conference staff member on duty. The resident meets with both staff members to explain the questioned behavior. The senior conference staff member will outline subsequent consequences for similar and repeated behavior.
3. Formal Disciplinary Letter - will be drafted and sent to the appropriate program director as a precursor to removal from the hall. This letter will outline any previous disciplinary action, and note the current state of behavior problems. This letter will follow a meeting between the resident and the senior advisor.
4. Variable Curfew - will be negotiated by the offending resident, confronting CA, and a senior conference staff member. Any curfew established will be randomly monitored by the CA staff on-duty. The curfew may range from one evening for two hours to the remainder of the program from 7:00 p.m. to 6:00 a.m. Curfew is understood to mean assignment to one's room, with exceptions being shower and toilet needs.
5. Residential Dismissal - formal contact will be initiated with the program director. Once receiving their support, the parents will be called (collect) to pick up their son/daughter that evening. An official letter of dismissal will be sent to the student, with copies to the program director.

CONFERENCE VIOLATIONS

1. Possession and/or using alcohol, illegal drugs, fireworks, lethal weapons: On Campus or Off Campus - Step 5.
2. Tampering with fire alarms, safety, or security equipment - Step 5.
3. Malicious damage of university or personal property - Step 5 + financial remuneration.
4. Contacting members of the opposite sex in residential areas - Step 4.
5. Absent at hall closing - Step 4. (Closing is 10:00 p.m. Bed check is at 11:00 p.m.)
6. Smoking cigarettes, pipes, cigars in the hall - Step 1.
7. Gambling - Step 2.
8. Excessive noise or "horseplay" beyond the confines of student room after curfew; as determined by the confronting CA at other times - Step 1 or Step 2.
9. Use of any materials e.g. candles, incense, requiring fire to ignite them - Step 2.
10. Using electrical appliances, excepting radios, stereos, hair equipment - Step 2.
11. Harassment of other conferees or staff - Step 3 or Step 4 or Step 5.
12. Theft of personal property or University property - Step 5.

RESIDENTIAL VIOLATIONS

1. Removing food from the cafeteria - Step 2 or Step 3.
2. Removing glassware, utensils, or other materials from the cafeteria - Step 1 + financial remuneration.

Monroe High School Bands & Orchestra

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3. School policies prohibit use of inappropriate language, inappropriate clothing, and public display of affection. The judgment of the adults on the trip will be final as to what is acceptable and what is not.
4. Students who need to take medication on a trip should bring the medication in its original container and notify the director in writing. This applies to prescription and OTC (over the counter) drugs.
5. Follow all direction given to you by a chaperon, bus driver, or guide. Also be considerate of these people at all times. They are along to help you have a successful trip. Without them there would be no trip.
6. Radios, CD players, MP3 players, iPods, etc. on the bus will be acceptable only with headphones. Students must assume the responsibility for the security of their own belongings. Do not leave these items sitting out.
7. Do not leave any money or valuables in your room when you are away. Do not take excessive amounts of money or valuables with you on a trip.
8. Absolutely no boys in girls' rooms or girls in boys' rooms at any time – for any reason. Also no one from any other group is allowed in any of our rooms.
9. Conduct yourself in an appropriate and courteous manner at all times. Be considerate of the other hotel guests/dorm residents. Remember who you are representing. Let's leave everyone with a good impression of our group.
10. Curfew times are clearly noted. Do not leave your room for any reason after this time. Contact a chaperon if any emergency arises.
11. Any damage to property will be paid for by the person or persons involved.
12. Any student in violation of local or state laws will be turned over to the local authorities. If the student is subsequently returned to the group, he/she will be sent home.
13. ALL school rules are in effect throughout the duration of any trip.
14. By following this code of conduct, and using common sense, you will help make this trip an enjoyable one for all involved. Rules apply to ALL STUDENTS whether eighteen years old or not.

Procedures for sending a student home:

1. The student will call home to the parent or guardian in the presence of the director. The student will explain the reason for the call. The director will then speak to the parent.
2. The parent will be asked how they would prefer their child to be sent home. At band camp the parent will be told to pick up their child immediately.
3. The student will be immediately separated from the rest of the group and remain in the company of the director or chaperon until the child goes home.

Your behavior during this camp will determine if future camps and trips will be considered.

MONROE HIGH SCHOOL
TROJAN MARCHING BAND
 Marching Band Camp at M.S.U.

DAILY SCHEDULE

	<u>MONDAY</u>	<u>TUESDAY</u>	<u>WEDNESDAY</u>	<u>THURSDAY</u>	<u>FRIDAY</u>
7:45 - 8:45 am		Breakfast	Breakfast	Breakfast	Breakfast
9:00 am - Noon	Check in (10:00)	REHEARSAL	REHEARSAL	REHEARSAL	REHEARSAL
12:30 - 1:30 pm	Lunch	Lunch	Lunch	Lunch	Lunch
2:00 - 5:00 pm	REHEARSAL	REHEARSAL	REHEARSAL	REHEARSAL	REHEARSAL
5:30 - 6:30 pm	Dinner	Dinner	Dinner	Dinner	Dinner
7:00 - 8:30 pm	REHEARSAL	REHEARSAL	REHEARSAL	REHEARSAL	REHEARSAL
8:30 - 10:30 pm	Free time	Free time	Swimming (Opt.)	Dance, Room 133/135	Band Party
10:30 pm	In your OWN room	In your OWN room	In your OWN room	In your OWN room	In your OWN room
11:00 pm	Lights out & Quiet	Lights out & Quiet	Lights out & Quiet	Lights out & Quiet	Lights out & Quiet

**OVERNIGHT OUT OF STATE TRIP
TO THE HOSA NATIONAL LEADERSHIP COMPETITION
HELD IN ANAHEIM CALIFORNIA**

BACKGROUND:

Monroe High School teacher and HOSA advisor, Leah Morelli, wishes to petition the Board of Education for permission to take students from Monroe High School - HOSA (Health Occupations Students of America) to the national competition. This competition is being held in Anaheim, California Tuesday, June 21 through Friday, June 24, 2011. Two students have earned the right to compete at this year's HOSA National Leadership Conference. The total cost for this trip is \$1682.80 for both students they have raised most of the money. Registration \$90.00 x 2 = \$180.00 HOSA Club Account no cost to district; Food \$300.00 each x 2 = \$600.00 student fundraising; Airfare \$451.40 x 2 = \$902.80 CTE Administrative Funds. Alka Pandya is paying for her own expenses for this trip and she will be supervising the students after conference hours. The lodging for the students is free of charge since it is being provided by the Pandya Family. The students will be supervised at the conference by Mrs. Judy Kopaniasz, health occupations instructor for Grosse Ile High School.

All aspects of this trip will be in compliance with Board Policy IICA and is on file in the office of the Assistant Superintendent for Elementary and Secondary Education.

ENCLOSURES:

Monroe Public Schools Field Trip Information Form and Excursion Check List Form and the Conference Tentative Schedule

RECOMMENDATION:

Move to approve the Monroe High School students' overnight out of state trip to the 2011 HOSA National Leadership Competition held in Anaheim, California Tuesday, June 21 through Friday, June 24, 2011 according to the terms of Bylaw IICA, Field Trips and Excursions.

	<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	_____	_____	_____	_____



MONROE HIGH SCHOOL CAREER & TECHNICAL EDUCATION

HOSA STUDENT ORGANIZATION

Leah Morelli, Chapter Advisor

901 Herr Road Monroe, MI 48161 Phone 734.265.3560 Fax 734.265.3451

TO: Chris Butler, Assistant Superintendent
FROM: Leah Morelli
DATE: May 23, 2011
RE: **REQUEST FOR HOSA NATIONAL LEADERSHIP CONFERENCE FIELD TRIP**

The Monroe High School Chapter of HOSA (Health Occupations Students of America) have 2 students that earned the right to compete at this year's HOSA National Leadership Conference in Anaheim, Ca. The conference is being held June 21st – 24th. Emily Simenauer will be competing in veterinary assisting, and Melissa Drouillard will be competing in medical photography. The girls will be staying with Mrs. Alka Pandya (high school teacher and HOSA co-advisor) while in Anaheim. She will be supervising their lodging. While at the conference, they will be supervised by Mrs. Judy Kopaniasz, health occupations instructor for Grosse Ile High School.

Enclosed is the Field Trip Request package, including a detailed agenda of the events. Partial Funding will be provided through the HOSA Club account. Both students are fund raising by selling Sonic discount cards, and we are requesting the cost of their flights be paid for out of CTE administrative funds.

Thank you for your consideration in yet another way that Monroe Public Schools helps our students to become better prepared for their life experiences after they leave our classrooms.

Sincerely,

Leah Morelli

Leah Morelli
HOSA Advisor
Monroe High School

NOTICE OF NONDISCRIMINATION

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, 734-265-3010.

**Health Occupations Students of America (HOSA)
National Leadership Conference Funding
Anaheim, CA
June 21st – 24th, 2011**

Lodging	No cost – lodging provided free of charge by the Pandya family		
Registration	2 students x \$90 =	\$180.00	(HOSA club account – no cost to district)
Food	2 people x \$60.00/day x 5 days =	\$600.00	(student fundraising– no cost to district)
Airfare	2 roundtrip tickets @ 451.40 =	\$902.80	(CTE administrative funds)*
Advisor expenses = 0 Alka Pandya is generously paying her own expenses for this trip			
Total Funds Requested		\$902.80	
Total Funds Paid for by Student fundraising		\$600.00	
Total funds from HOSA account		\$180.00	
Total Cost of Trip		\$1682.80	

HOSA National Leadership Conference

Tentative Conference Schedule Anaheim 2011

The schedule of events for NLC 2011 has NOT been finalized, therefore, this agenda MUST be considered as tentative. As soon as all activities and events are finalized, a detailed agenda will be published at www.hosa.org. Educational Symposium Workshops are not shown and will be scheduled throughout the day on Thursday and Friday. State meetings are not shown on the following conference schedule and will be scheduled by the State Advisor.

MONDAY, JUNE 20, 2011

All day	HOSA Headquarters
All day	Competitive Events Headquarters
8:00 am – 5:30 pm	Competitive Events Management Team Meeting
8:00 am – 8:00 pm	National Officer Rehearsal
12:00 pm – 1:00 pm	Committees Luncheon
6:00 pm – 7:00 pm	Committee Reception

TUESDAY, JUNE 21, 2011

All day	HOSA Headquarters
All day	Competitive Events Headquarters
8:00 am – 11:00 pm	HOSA Healthcare Exposition (<i>Set-Up</i>)
8:00 am – 4:00 pm	HOSA Inc. Committee Meetings
8:00 am – 8:00 pm	National Officer Rehearsal
8:30 am – 12:00 pm	HOSA Leadership University HOSA 301 – State Officers
3:00 pm – 5:00 pm	State Advisor Registration
5:30 pm – 7:30 pm	State Advisor Dinner Meeting
6:30 pm – 8:30 pm	National Officer Candidate Orientation and Exam
8:00 pm – 9:00 pm	CEU Registration <i>* For advisors planning to earn CEUs</i>
8:30 pm – 9:30 pm	Nominating Committee Meeting
9:00 pm – 11:00 pm	State Presidents' Reception <i>* Hosted by the National Executive Council</i>
11:00 pm	Posting of National Officer Interview Schedule
12:30 am	Curfew



WEDNESDAY, JUNE 22, 2011

All day	HOSA Headquarters
All day	Competitive Events Headquarters
8:00 am – 1:30 pm	National Officer Interviews
8:00 am – 2:00 pm	Conference Registration
8:00 am – 9:00 am	Newcomers – Coffee Talk <i>*Informal discussion session for all new local advisors.</i>
10:00 am – 1:00 pm	HOSA Healthcare Exposition Registration
10:30 am – 11:30 am	CE Event Manager Orientation <i>*All Event Managers are required to attend.</i>
11:00 am – 1:00 pm	VIP Luncheon <i>* By invitation only</i>
12:00 pm – 1:00 pm	Nominating Committee Lunch
1:00 pm – 5:00 pm	HOSA Healthcare Exposition
1:00 pm – 2:00 pm	Event Personnel Orientations
3:00 pm – 4:00 pm	<i>* By invitation from the Event Manager</i>
1:30 pm – 2:30 pm	Nominating Committee Report
2:00 pm – 3:30 pm	Kaiser Permanente Healthcare Issues Exam
2:00 pm – 3:00 pm	Local and State Advisor Orientation
3:30 pm – 4:30 pm	Courtesy Corps Meeting
3:30 pm – 4:30 pm	Voting Delegate Orientation
3:30 pm – 4:30 pm	CEU Registration <i>* For advisors planning to earn CEUs</i>
3:40 pm – 6:30 pm	Parliamentary Procedure • <i>Orientation and Written Test</i>
4:00 pm – 6:30 pm	Forensic Medicine • <i>Orientation and Written Test</i>
4:00 pm – 6:30 pm	Creative Problem Solving • <i>Orientation and Written Test</i>
4:00 pm – 6:30 pm	Medical Reading • <i>Orientation and Written Test</i>
4:00 pm – 6:30 pm	HOSA Bowl • <i>Orientation and Written Test</i>
4:00 pm – 6:30 pm	CPR/First Aid • <i>Orientation and Written Test</i>
4:00 pm – 6:30 pm	EMT • <i>Orientation and Written Test</i>
4:00 pm – 6:30 pm	Nursing Assisting • <i>Orientation and Written Test</i>



WEDNESDAY, JUNE 22, 2011



- 4:00 pm – 6:30 pm **Veterinary Assisting**
• *Orientation and Written Test*
- 5:00 pm – 7:30 pm **Scholarship Recipient/HOSA Sponsor Dinner**
* *By invitation only*
- 5:30 pm – 6:30 pm **Flag and Opening Session Practice**
- 7:30 pm – 9:30 pm **Opening General Session**
- 11:00 pm – Midnight **Committee Meetings** (if needed)
• Rules and Arbitration Committee
• Credentials and Tellers Committee
- 12:30 am **Curfew**

THURSDAY, JUNE 23, 2011



- All day **HOSA Headquarters**
- All day **Competitive Events Headquarters**
- 7:00 am – 8:00 am **Healthy Start to the Day**
- 7:00 am – 8:30 am **Meet the Candidates' Breakfast**
- 8:00 am – 9:00 am **Newcomers – Coffee Talk**
* *Informal discussion session for all new local advisors.*
- 8:00 am – 6:00 pm **EDUCATIONAL SYMPOSIUM CENTER**
* *Open to all conference participants, a variety of workshops will be scheduled.*
- 8:00 am **Round Two Competitors Posted**
 - HOSA Bowl
 - Parliamentary Procedure
 - Medical Reading
 - Creative Problem Solving
 - Forensic Medicine
 - Nursing Assisting
 - EMT
 - CPR/First Aid
 - Veterinary Assisting
- 8:00 am – 9:30 am **Competitive Event Orientations**
 - Researched Persuasive Speaking
 - Personal Care
 - Public Health Emergency Preparedness
 - Biomedical Debate
 - Clinical Specialty
 - Health Education
 - Extemporaneous Health Poster
 - Medical Photography
- 8:00 am – 9:45 am **Sports Medicine**
 - *Orientation and Written Test*
- 8:00 am – 9:45 am **Dental Assisting**
 - *Orientation and Written Test*
- 8:00 am – 9:45 am **Job Seeking Skills**
 - *Orientation and Written Application*

THURSDAY, JUNE 23, 2011

8:00 am – 9:45 am	Interviewing Skills <ul style="list-style-type: none"> • <i>Orientation and Written Application</i>
8:00 am – 9:45 am	CERT Skills <ul style="list-style-type: none"> • <i>Orientation and Written Test</i>
8:00 am – 9:45 am	Dental Spelling <ul style="list-style-type: none"> • <i>Orientation and Written Test</i>
8:30 am – 12:00 pm	HOSA Leadership University HOSA 201 – Local Chapter Officers
9:00 am – 6 pm	HOSA Healthcare Exposition and Showcase
10:00 am – 11:30 am	Competitive Event Orientations <ul style="list-style-type: none"> • Extemporaneous Speaking • Speaking Skills • Career Health Display • Community Awareness • First Aid/Rescue Breathing • Public Service Announcement • Prepared Speaking • MRC Partnership
10:00 am – 11:45 am	Biotechnology <ul style="list-style-type: none"> • <i>Orientation and Written Test</i>
10:00 am – 11:45 am	Home Health Aide <ul style="list-style-type: none"> • <i>Orientation and Written Test</i>
10:00 am – 11:45 am	Medical Spelling <ul style="list-style-type: none"> • <i>Orientation and Written Test</i>
10:00 am – 11:45 am	Extemporaneous Writing <ul style="list-style-type: none"> • <i>Orientation and Essay</i>
10:00 am – 11:45 am	Medical Assisting <ul style="list-style-type: none"> • <i>Orientation and Written Test</i>
10:00 am – 11:45 am	Clinical Nursing <ul style="list-style-type: none"> • <i>Orientation and Written Test</i>
10:00 am – 11:45 am	Physical Therapy <ul style="list-style-type: none"> • <i>Orientation and Written Test</i>
11:30 am – 1:00 pm	Judges' Luncheon and Orientation
11:45 am <i>By Appointment Only</i>	Bus departs for Skill Events <ul style="list-style-type: none"> • <i>Veterinary Assisting</i>
12:00 pm	Round Two Competitors Posted <ul style="list-style-type: none"> • <i>Sports Medicine</i> • <i>Dental Assisting</i>
1:00 pm <i>By Appointment Only</i>	Bus departs for Skill Events <ul style="list-style-type: none"> • <i>Nursing Assisting</i> • <i>Dental Assisting</i> • <i>Sports Medicine</i>
1:00 pm	<ul style="list-style-type: none"> • Dental Terminology • Medical Terminology • Knowledge Test: Human Growth and Development



THURSDAY, JUNE 23, 2011



1:00 pm
By Appointment Only

- CPR/First Aid
- Creative Problem Solving
- Parliamentary Procedure
- Health Education
- Biomedical Debate Prelims
- Medical Photography
- Researched Persuasive Speaking
- Public Health Emergency Preparedness Prelims

JUDGES ONLY

- Extemporaneous Writing - Essays

1:00 pm – 1:30 pm

Outstanding HOSA Chapter

- Orientation and turn in scrapbooks

1:00 pm – 2:00 pm

Regional Meetings – State Advisors Only

1:00 pm – 4:30 pm

**HOSA Leadership University
HOSA 101 – Members**

1:00 pm – 3:00 pm

EDUCATIONAL SYMPOSIUMS

- * Open to all conference participants, a variety of workshops will be scheduled.

1:30 pm – 4:30 pm

Outstanding HOSA Chapter Judging

- Judges Only

3:00 pm – 5:00 pm

Business Session

- Voting Delegates must be in official HOSA uniform

***** HOSA Showcase *****

Open to all conference participants.

HOSA Week

Chapter Newsletter

Health Education

Outstanding HOSA Chapter

- Competitors will take scrapbooks with them at 6:00 pm

1:15 pm – 2:15 pm

2:30 pm – 3:30 pm

3:45 pm – 4:45 pm

5:00 pm – 6:00 pm

4:00 pm – 5:30 pm

Judges' Dinner and Orientation

4:00 pm

Round Two Competitors Posted

- Home Health Aide
- Biotechnology
- Physical Therapy

5:30 pm

- Knowledge Test: Nutrition
- Medical Math
- Epidemiology
- Extemporaneous Health Poster

5:30 pm
By appointment

- Home Health Aide
- Physical Therapy
- Biotechnology
- MRC Partnership
- Prepared Speaking
- Medical Reading
- Forensic Medicine
- Public Service Announcement
- First Aid/Rescue Breathing

THURSDAY, JUNE 23, 2011

- 6 pm – 9:00 pm **EDUCATIONAL SYMPOSIUM CENTER**
** Open to all conference participants, a variety of workshops will be scheduled.*
- 7:30 pm – 9:00 pm **HOSA Inc. Annual Meeting**
 Election of HOSA, Inc. Board Members
- 9:00 pm **Round Two Competitors Posted**
- Clinical Nursing
 - Medical Assisting
 - Medical Spelling
 - Dental Spelling
 - CERT Skills
- 9:30 pm – 11:00 pm **Past HOSA Inc. Chairman Reception**
 By invitation only
 Host: Sheila Carlton, Immediate Past Chairman
- 10:30 pm – 11:00 pm **Committee Meetings (If needed)**
- Rules and Arbitration
 - Credentials and Tellers
- 12:30 am Curfew



FRIDAY, JUNE 24, 2011

- All day **HOSA Headquarters**
- All day **Competitive Events Headquarters**
- 7:00 am – 8:00 am **Healthy Start to the Day**
- 7:30 am – 9:00 am **Judges' Breakfast and Orientation**
- 8:00 am **Round Two Competitors Posted**
- Biomedical Debate
 - Public Health Emergency Preparedness
- 8:00 am – 9:00 am Career Health Display Set-Up
- 8:00 am – 9:00 am **Newcomers – Coffee Talk**
** Informal discussion session for all new local advisors.*
- 8:00 am – 6:00 pm **EDUCATIONAL SYMPOSIUM CENTER**
** Open to all conference participants, a variety of workshops will be scheduled. Check the HOSA website in May for a workshop schedule.*
- 8:30 am – 12:00 pm **HOSA Leadership University**
HOSA 101 -- Members
- 8:30 am – 12:30 pm **HOSA Leadership University**
HOSA 401 - New Advisors
- 9:00 am – 4:00 pm **HOSA Healthcare Exposition and Showcase**
- 9:00 am
- Knowledge Test Human Growth and Development
 - Knowledge Test Pharmacology
 - Knowledge Test Concepts of Healthcare

FRIDAY, JUNE 24, 2011

9:00 am
By appointment

- Job Seeking Skills
- Interviewing Skills
- Extemporaneous Speaking
- Clinical Specialty
- EMT
- Public Health Emergency Preparedness Finals
- Community Awareness
- Career Health Display
- HOSA Bowl
- CERT Skills

9:00 am

- JUDGES ONLY
- Extemporaneous Health Poster
 - Forensic Medicine

9:15 am
By Appointment

- Bus departs for Skill Events**
* Bus appointment times vary. Please check the time posted for Round Two.
- Medical Assisting
 - Clinical Nursing

10:30 am – 11:15 am

CEU Credit:
Meeting with HOSA Management
HOSA Inc. Board Members and Staff

***** HOSA Showcase *****

8:00 am – 1:00 pm
8:00 am – 9:00 am
9:00 am – 10:00 am
10:00 am – 11:00 am
11:00 am – 12:00 pm
12:00 pm – 1:00 pm
12:00 pm – 1:00 pm

- Medical Photography
- MRC Partnership
- Public Service Announcement
- Extemporaneous Health Poster
- Clinical Specialty
- Community Awareness
- Career Health Display
- Open to all conference participants

11:00 am – 12:30 pm

Judges' Luncheon and Orientation

11:45 am
By Appointment

- Bus departs for Skill Events**
- Personal Care

12:00 pm
Time Approximate

HOSA Bowl Finals

12:30 pm
By Appointment

- Speaking Skills
- Medical Spelling - Spelldown
- Dental Spelling – Spelldown
- Biomedical Debate – Debate Round

1:00 pm – 4:30 pm

HOSA Leadership University
HOSA 201 – Local Chapter Officers

1:00 pm – 5:00 pm

HOSA Leadership University
HOSA 501 - Advanced Chapter Advisors

1:00 pm – 2:00 pm

Regional Meetings – State Advisors Only

2:00 pm – 3:00 pm

New Board Member Orientation



FRIDAY, JUNE 24, 2011

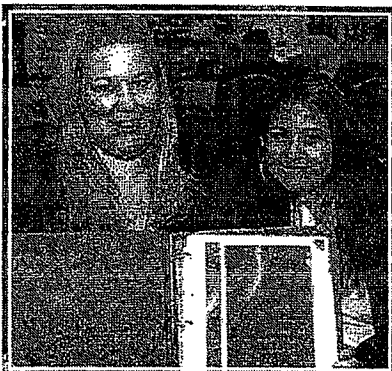
7:30 pm – 10:00 pm	National Recognition Session <ul style="list-style-type: none">• Advisor Tribute and Recognition• National Service Project• Leadership Academy Recognition• Kaiser Permanente Healthcare Issues Exam• Barbara James Service Award Recognition• National HOSA Week• National Recognition Program• Chapter Newsletter• Outstanding HOSA Chapter• Outstanding State Officers• Conference Theme• Scholarships• 2010-11 National Officer Recognition• Presentation of 2011-12 National Executive Council
10:00 pm – 10:30 pm	CEU Credit Distribution * Must bring completed forms
10:00 pm – 12:00 am	HOSA Dance
12:30 am	Curfew

SATURDAY, JUNE 25, 2011

All day	HOSA Headquarters
All day	Competitive Events Headquarters
All Day	HOSA Day in Anaheim
8:00 am – 9:00 am	CEU Credit Distribution * <i>Must bring completed forms</i>
4:00 pm – 6:00 pm	Postsecondary/Collegiate Grand Awards Session
8:00 pm – 10:00 pm	Secondary Grand Awards Session
10:00 pm – 12:00 am	Grand Awards Dance
1:00 am	Curfew

SUNDAY, JUNE 26 – WEDNESDAY, JUNE 29, 2011

All Day	Executive Council Training
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Running For National Office

Take a few moments to remember all the goals and aspirations you have had throughout your life. Think of the times when you wanted to accomplish something but there was always something or someone holding you back. Consider the following questions:

- Have you ever wanted to do something that would give you the opportunity to make a difference?
- Do you want the opportunity to lead others into the future of health care?
- With these questions in mind, have you ever considered being a national officer for HOSA?

Qualifications for national officer are:

- GPA of 2.0 or higher on a 4-point scale.
- Junior or Senior in high school (Secondary Division)
- Postsecondary/Collegiate member (PS/C Division)

Believe in yourself and make the decision of a lifetime. Make the decision to be a national officer for HOSA and create a great future with HOSA, health care and you.

Contact your State Advisor for the forms to complete.



Custer Elementary School
5003 West Albain Road
Monroe, MI 48161
734-265-4300 • 734-265-4301 (Fax)
www.monroe.k12.mi.us

March 30, 2011

To Whom It May Concern,

It is my honor to bring forth a tenure recommendation for Ms. Kari McCormick. She has completed her probationary period at Custer Elementary School. During this time, she has participated in many professional development activities. Currently, she is working on a masters' degree in educational technology. Kari has been an active member of the District Science Committee. This committee created curriculum maps, selected resources, planned the fall in-service and serves as curriculum experts. Ms. McCormick is an integral part of many activities at our school such as the PBS Committee and student council.

Kari uses best practices research to refine her teaching and the delivery of instruction for her students. Children, parents, and staff members at Custer Elementary School truly appreciate and respect the expertise, care and leadership she brings to our school community.

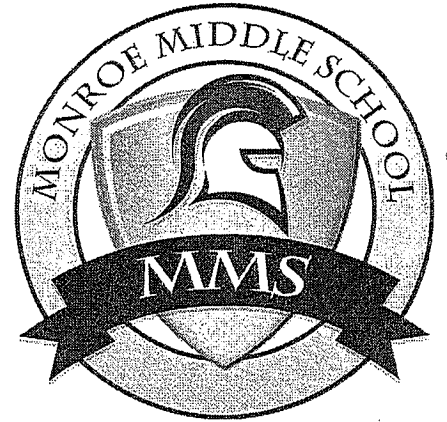
I assure you that Ms. McCormick is a professional that will continue to grow and make substantial contributions to students, colleagues, and our community.

Sincerely,

Jennifer Bennett
Assistant Principal

Memorandum

To: Holly Scherer, HR Specialist
CC: Cindy Flynn, MMS principal
From: Scott Tucker *ST.*
Date: 5/18/2011
Re: Tenure recommendation for Kendan Myers



At this time I would like to recommend Kendan Myers, eighth grade teacher at Monroe Middle School, for tenure status. Mr. Myers has successfully completed the four year probationary period.

Mr. Myers has proven to be an excellent teacher and a dedicated professional who is an asset to MMS and MPS District. It is a pleasure to observe Mr. Myers's growth to the professional level he has obtained. His performance in the classroom is greatly appreciated by his students, parents and staff.

It is with this in mind that I recommend him for tenure.



Monroe Public Schools
Custer Elementary School
5003 West Albain Road
Monroe, Michigan 48162

To: Monroe Public Schools Board of Education
CC: Chris Butler, Randy Monday
From: Mari Treece
Date: April 8, 2011
Re: Erin Otter / Letter of Tenure Recommendation

It is with great pleasure that I recommend Erin Otter for tenure. I have had the pleasure of working with Erin this year. She has proven to be a highly effective teacher. Her classroom is well organized and her students are actively engaged in learning. Mrs. Otter has a clear understanding of best teaching practices based on current research, excellent classroom management skills, and acknowledges the importance of collaboration with her colleagues. She has shown herself to be a very hard working, dedicated member of Custer School. It is without hesitation that I recommend Erin Otter of a tenured teaching position with Monroe Public Schools.

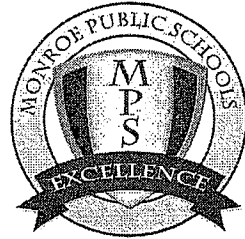
Respectfully Submitted,

Mari Treece

Mari Treece, Principal
Custer Elementary School

Monroe Public Schools

Arborwod Elementary Campus
1008 Riverview Avenue
Monroe, Michigan 48162
734-265-3800



To: Monroe Public Schools Board of Education

From: Julie M. Everly *JME*

Re: Tenure Recommendation for Lisa Scheich

Date: April 14, 2011

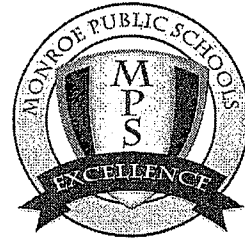
The moment we interviewed Lisa Scheich, we knew there was a commitment, professionalism and creativity that would only grow with experience and expectations. I have had the extreme pleasure of working with Lisa Scheich throughout all four years of her non-tenure period at both Raisinville Elementary School and the Arborwood Elementary Campus. It is without any hesitation that I would recommend Ms. Scheich for a tenured teaching position with Monroe Public Schools.

In addition to spending this entire time teaching sixth grade, Lisa has served district committees since her first year of teaching. Her classroom is a project-based, workshop environment in which students have ownership of the complete classroom community. When entering the classroom, one will never see Lisa behind a desk; rather, she is seated side by side with students, on the floor, or in a conversation circle. Lisa's growth in curriculum, instruction, and building community far extended the walls of her classroom and our district. She has represented Monroe Public Schools as a presenter at both state and national conferences. As a lead member of our School Improvement Steering Committee, Lisa has been a foundational influence in the forming and implementing language arts goals, strategies, and professional development for the Arborwood Campus. She has shown herself to be a very hard working, dedicated member of our schools.

I have enjoyed learning with Lisa. I'm confident that she will continue to bring professionalism, creativity and great organization to the Arborwood Campus and Monroe Public Schools. It would be my pleasure to discuss her qualifications further. Please feel free to contact me with any questions.

Monroe Public Schools

Arborwod Elementary Campus
1008 Riverview Avenue
Monroe, Michigan 48162
734-265-3800



To: Monroe Public Schools Board of Education
From: Julie M. Everly *JME*
Re: Tenure Recommendation for Delsie Sissoko
Date: April 14, 2011

I have had the extreme pleasure of working with Delsie Sissoko at the Arborwood Elementary Campus for the last two years of her probationary teaching period. It is without any hesitation that I would recommend Mrs. Sissoko for a tenured teaching position with Monroe Public Schools.

Delsie has proven to be a highly effective and organized educator. Her classroom is deeply engaging and hums with purposeful learning. As a lead member of our School Improvement Steering Committee, Delsie has been a foundational influence in the formation and launching of various student achievement initiatives on our campus. Through her Master's degree work, she has gained expertise in teaching children from poverty and has been a voice for these students throughout various professional settings during her non-tenured period. Delsie is a true learner and has demonstrated an extraordinary understanding of best teaching practices based on current research, excellent classroom management skills and acknowledges the importance of collaboration with her colleagues. She has shown herself to be a very hard working, dedicated member of our schools.

I have enjoyed learning with Delsie. I'm confident that she will continue to bring leadership, professionalism, and a positive energy to the Arborwood Campus and Monroe Public Schools. It would be my pleasure to discuss her qualifications further. Please feel free to contact me with any questions.

Monroe Middle School

503 Washington Street, Monroe, MI 48161

Website: <http://www.monroe.k12.mi.us/mms/>
Phone: 734-265-4000 Fax: 734-265-4001

Mrs. Cindy Flynn, Principal 265-4000
Mr. Scott Tucker, Assistant Principal 265-4030

To: Christine Butler, Assistant Superintendent

From: Cindy Flynn

Date: April 20, 2011

Subject: Tenure letter - Christine Trapp

At this time I would like to recommend Christine Trapp, eighth grade special education teacher at Monroe Middle School for tenure status, Ms. Trapp has successfully completed the four year probationary period.

Ms. Trapp has proven to be an excellent teacher and dedicated professional that always put her students first. It was a pleasure to observe Ms. Trapp in her co teaching environment, she has a handle on all of her students' abilities and focuses on the positive with all of the students on her caseload. It is with this in mind that I recommend that her tenure be granted.

Sincerely,



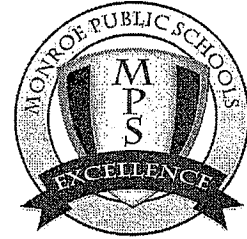
Cindy Flynn, Principal
Monroe Middle School

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

NOTICE OF NONDISCRIMINATION: 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, 734-265-3010.

Monroe Public Schools

Arborwod Elementary Campus
1008 Riverview Avenue
Monroe, Michigan 48162
734-265-3800



To: Monroe Public Schools Board of Education
From: Julie M. Everly *JME*
Re: Tenure Recommendation for Andrea Wylie
Date: April 14, 2011

I have had the extreme pleasure of working with Andrea Wylie at the Arborwood Elementary Campus for the last two years of her probationary teaching period. It is without any hesitation that I would recommend Mrs. Wylie for a tenured teaching position with Monroe Public Schools.

Andrea has proven to be a flexible and effective educator. During her non-tenure period, Andrea has taught both upper and lower elementary grades – a natural wherever she is needed! Her classroom is deeply engaged in workshop routines, technology, and cooperative opportunities. As a lead member of our School Improvement Steering Committee, Andrea has been a foundational influence in the forming and implementing language arts goals, strategies, and professional development for the Arborwood Campus. She has grown to speak eloquently amongst her building and district colleagues about best practices and workshop learning. Andrea is a true learner herself, for she utilizes all available district resources and volunteers her own time to attend conferences and meetings. She has shown herself to be a very hard working, dedicated member of our schools.

I have enjoyed learning with Andrea. I'm confident that she will continue to bring leadership, professionalism, and a reflective thinking to the Arborwood Campus and Monroe Public Schools. It would be my pleasure to discuss her qualifications further. Please feel free to contact me with any questions.

MUNROE PUBLIC SCHOOLS
FIELD TRIP CHECK LIST

Complete the following check list before submitting a formal request to the Board of Education for approval of overnight, out-of-state (except Cedar Point, Toledo, and vicinity) or out-of-country field trips. Follow the timelines as outlined in Board Policy IICA.

- Written request to appropriate principal
- Written approval by such principal and the superintendent or his/her designee
- Written parent permission form (IICA-F1/ Board Policy Manual)
- Completion of curriculum alignment form:

All field trips should be designed to enhance the curriculum standards and benchmarks. List below a brief description of activities, lessons, projects, etc. leading up to, during, and following this field trip.

Pre-trip lessons:

They both participated in health clusters.
This conference will help reinforce knowledge/skill
learned both in the classroom & in the
hospital setting.

How this trip will engage students in activities congruent to our content standards during this trip:

It reinforces professional conference dress,
behavior, and content related to health
care.

Follow-up classroom lessons:

The follow-up will be real-life experience
for both of them in health care programs
& careers as they are both seniors &
will graduate June 4th.

- Contract(s) with agent(s) making travel/accommodation arrangements
- Detailed Itinerary
- Funding sources
- Chaperones
- Arrangements made for students with financial hardship
- If private vehicle(s) used, Form EEAE-F-3 (Board Policy Manual) attached.

(request for funds is in field trip request)

Drafted: 1/20/95
Revised: 12/16/97

MONROE PUBLIC SCHOOLS

ABBREVIATED FIELD TRIP & EXCURSION CHECK LIST FORM

Complete details of this field trip can be obtained from the Assistant Superintendents of Secondary and/or Elementary Curriculum. All details are in compliance with Board Policy IICA.

FIELD TRIP DESCRIPTION:

Destination and Description of Trip:

HOSA National Leadership Conference
in Anaheim, Ca.
Teacher, Mrs. Alka Pandya, will
accompany Emily Simenau & Melissa
Drouillard as they compete at the
national level.

School(s): Monroe High School

Chaperones: Alka Pandya

Method of Transportation: airplane

Date of Departure: 6/21/11

Time of Departure: 7:20 p.m.

If overnight, number of nights: 5

Date of Return: 6/26/11

Time of Return: 6:08 a.m.

Number of Students Participating: 2

Number of Staff Supervising: 1

Number of Other Adults Assisting: 1

Number of School Days Student will be Attending Trip: 0

Cost Per Child: \$841.40

Cost Per Chaperone: 0 *Self-paid*

Monroe Public Schools Funds Being Used to Pay for:

Students: Yes

No

Chaperones: Yes

No

Included in this field trip request packet are copies of the following:

- Full compliance with Board of Education Policy IICA - Field Trips & Excursions Forms
- Signed parent permission forms for each student participant (IICA - FI)
- Field Trip Permission Forms (F-II)
- Compliance with Educational Academic Field Trip regulations - Standard Practice Bulletin I-11
- Written request to appropriate building principal
- Written description of field trip to parents
- Written approval by building principal
- Detailed itinerary (Out of country trips may not have detailed itinerary until 30 days prior to trip)
- List of approved chaperones
- Identification of funding sources
- Signed private vehicle use (for transporting students - EEAE-F-3)
- Description of arrangements made for students with financial hardship
- All necessary signed contracts/agreements with participating travel agents
- Emergency telephone numbers for all participants
- Description of this trip and congruency with course curriculum
- Emergency Contingency Plan included, if method of transportation is flying.
- Turn in Criminal History forms, on non-staff chaperones, to the Superintendents Office prior to any deposits being made to any travel agent.

will be complete before depart

I have been in verbal contact with both & have a meeting scheduled for Mon. 6-6-11

- Trip would have to be cancelled

Monroe Public Schools Field Trip Information Form

Date of Trip: 6-21-11 through 6-26-11
Grade/Team/Organization Making Request: MHS HOSA
Destination: Anaheim, Ca - Hilton Hotel
Address: 777 Convention Way, Anaheim, CA
City: Anaheim State: Ca Zip: 92802
Means of Transportation: airplane
Number of Students and Adults Involved: 3
Exact Loading Location: will meet @ Detroit Metro Airport
Estimated Time of Departure: 7:20 p.m.
Estimated Time of Departure from Destination: 7:20 p.m.
Expected Time of Arrival: 9:08 p.m. in California
Purpose of Trip: HOSA National Leadership Conference.

Faculty Supervisor: Alka Pandya

Substitute(s) needed: Yes No (This does not secure the substitute)

Principal's Signature: Billy Jones Date: 6/1/11

Approved Denied

Assistant Superintendent's Signature: _____ Date: _____

Approved Denied

Monroe Public Schools
PARENTAL PERMISSION FORM
(Out-of-State/Overnight/Out-of-Country Travel)

SAMPLE

EXPLANATION AND DATES:

Departure Date/Day 6-21-11 Return Date/Day 6-26-11

A group of students and adult chaperones are planning a trip to: City Anaheim
State California Country U.S. (daily itinerary must be attached).

The purpose of this trip is HOSA National Leadership Conference and the group sponsoring the trip is Monroe High School HOSA

This form serves as the district's official notification for the parents of students involved and, by signing, acknowledges the fact that the student's parents approve of their child taking said trip. This form must be signed and returned before any student will be allowed to travel with the group.

Please fill in the information requested below as thoroughly and completely as possible.

GENERAL INFORMATION:

Student's Name _____ Grade _____ D.O.B. _____
Address _____ Phone _____
Parent/Guardian Name(s) _____ Emergency Phone _____

MEDICAL INFORMATION

Family Doctor _____ Phone _____
Last Tetanus Shot _____ Allergies (if any) _____
Current medication (if any) _____ Recent illness or surgeries (within past six months) _____

Will be completed prior to trip

Other pertinent information _____

Your child will be in the care of (staff member name) Alka Pandya

S/he has your permission to seek emergency medical care for your child as needed.

INSURANCE INFORMATION:

Insurance Company _____ Contract No. _____
Name of Policy holder _____ Policy Number: _____

MEDICAL ACKNOWLEDGMENT:

I/we hereby give consent for emergency medical treatment and/or admission, as necessary, to any hospital for my/our child.

SIGNATURES:

(Parent(s)/Guardian(s))

Signed before me this _____ day of _____ 20____

Notary Public
My commission expires _____

**OVERNIGHT OUT OF STATE -
MONROE HIGH SCHOOL - UPWARD BOUND TRIP
TO NASHVILLE, TENNESSEE**

BACKGROUND:

Upward Bound Program Director from Monroe High School, Anthony Quinn, wishes to petition the Board of Education for permission to take the Upward Bound students to Nashville, Tennessee for a 4 - day Cultural Enrichment Trip. This trip will conclude the 6 week summer program. This trip will be from Sunday, July 31, 2011 to Wednesday, August 3, 2011. Forty four (44) students and three (3) adult chaperones will depart from Monroe County Community College via charter bus Lakefront Lines. The cost of the trip is \$13,700 which is covered by the Monroe County Community College - Upward Bound Grant Program; no student monies will be used to cover this.

ENCLOSURES:

Monroe Public Schools - Abbreviated Field Trip & Excursion Check List Form
(With complete packet housed in the office of the Assistant Superintendent of Curriculum & Instruction K-12)

RECOMMENDATION:

Move to approve the Upward Bound Program overnight out of state trip to Nashville, Tennessee from July 31, 2011 to August 3, 2011 according to the terms of Policy IICA, Field Trips and Excursions.

MOTION: _____

SUPPORT: _____

ACTION: _____

ROLL CALL VOTE:

Aye

Nay

Abstain

Absent

Mr. Benore

Mrs. Knabusch-Taylor

Dr. McNamee

Dr. March

Ms. Spicer

Mr. VanWasshenova

Mr. Vensel

MEMORANDUM

TO: Monroe Public Schools
Board of Education

FROM: Stacey Langton

DATE: March 24, 2011

SUBJECT: TRAVEL APPROVAL FOR THE
UPWARD BOUND PROGRAM

CC: Anthony Quinn, Director
Upward Bound Program

Beginning on Monday, June 20th of this year, the Upward Bound six-week summer component takes place on the campus of Monroe County Community College. The summer component of the Upward Bound program is designed to expose our students to a college campus learning environment. The experience provides our participants with many opportunities for intellectual, personal and social development. It also exposes our students to a realistic college experience and allows them to work out the many challenges involved with college life in a safe and supportive environment.

During the six-week summer component, the Upward Bound program takes "Friday Field Trips" with the major field trip being a three-day trip to a major metropolitan area; this year's trip will be to Nashville, Tennessee. For the field trips the students will experience a university or a college and they will have opportunities to explore different career choices and other points of cultural and educational interests during the summer phase of the program.

As previously stated above our summer component begins on Monday, June 20th and ends on Wednesday, August 3rd. I have attached the Friday field trip schedule, two (2) past itinerary examples of the yearend trip and the current student roster. The itinerary examples should give you an idea of how one day is spent with the Upward Bound students during their major yearend trip.

Thank you for your support of the Upward Bound Program.

Attachments



**MONROE COUNTY
COMMUNITY COLLEGE**

enriching lives

**FIELD TRIP DESCRIPTION
2011 SUMMER
FRIDAY FIELD TRIPS**

FRIDAY	JUNE 24 TH	—————>	BOWLING GREEN STATE UNIVERSITY BOWLING GREEN, OHIO
FRIDAY	JULY 1 ST	—————>	HOLIDAY – 4 TH OF JULY
FRIDAY	JULY 8 TH	—————>	UNIVERSITY OF TOLEDO TOLEDO, OHIO
FRIDAY	JULY 15 TH	—————>	UNIVERSITY OF MICHIGAN ANN ARBOR, MICHIGAN
FRIDAY	JULY 22 ND	—————>	MERCY MEMORIAL HOSPITAL MONROE, MI
FRIDAY	JULY 29 TH	—————>	MOTOWN AND THE AFRICAN AMERICAN MUSEUM DETROIT, MICHIGAN

**2011
END OF THE SUMMER
PROGRAM TRIP**

DEPARTING:			
SUNDAY	JULY 31, 2011	—————>	NASHVILLE, TN.
RETURNING:			
WEDNESDAY	AUGUST 3, 2011	—————>	HOME

Itinerary
Nashville TN.
Sunday, July 31, 2011-Wednesday, August 3, 2011

Day 1: Sunday, July 31, 2011

8:45AM Board Bus

9AM Depart From Monroe Co. Community College parking lot 4 by Building A (Administration Building).

Approximately 7PM Arrive in Nashville TN. at Gaylord Opryland Hotel

Belle Meade Buffet Cafeteria

Cafeteria, Buffet

4534 Harding Road, Nashville, TN.

(615) 298-5572

Day 2: Monday, August 1, 2011

7:00AM-9:15AM Breakfast

9:30 Depart Hotel

10:00AM Fisk University

12:30 Lunch

1:30PM-2:30PM Hermitage Plantation (Home of 7th President Andrew Jackson)

3:00-4:30 Grand Ole Opry Museum

5:00 Hotel

Depart Hotel 6:45

7:30 Chaffin Barn Mystery Theater and Dinner

Day 3: Tuesday, August 2, 2011

7:00AM-9:15AM Breakfast at Hotel

9:30 Depart Hotel

10AM-Noon Vanderbilt University

12:30-1:30 Lunch at University

2:00-5:00 City Tour

5.00-6:00 Hotel

6:30-8:00 Pizza

8:30-10:30 Hotel

11:00 Lights out

Day 4: Wednesday, August 3, 2011

6:30-7:45AM Breakfast at Hotel and Pack

8:45 Board Bus

10:00 Depart Hotel for home

8PM Arrive in Monroe, MI. College parking lot 4 by Building A (Administration Building).

- You can reach UB staff by calling 734-384-4302. Admission Office will contact UB staff

Trip Cost:

Andrew Jackson (\$350)
Theater and Dinner (\$1,800)
Bus \$3,550
Lodging \$4,000
Food \$4,000

Total=\$13,700

All funding for this trip is provided by the Department of Education. This is one of the agreements that Monroe County Community College made to be rewarded the grant. The program is to provide a 4-Day Summer Cultural Enrichment Trip for our Upward Bound students at the end of our 6-week summer program.

The hotel we the program will stay in is:

**GAYLORD OPRYLAND
Resort & Convention Center**

2800 Opryland Drive
Nashville, TN

(615) 889-1000

Contact person: Joe Luffman = JLuffman@gaylordhotels.com

MONROE PUBLIC SCHOOLS

1275 North Macomb
Monroe, MI 48162

Private Transportation Application From

According to the policies of the Monroe Board of Education, no privately owned vehicle may be used to provide private transportation as school sponsored transportation to school events unless certain conditions are met. We certainly appreciate your willingness to assist in transporting students to the activity shown below, but this form must be completed at least 10 days prior to the event and approved before authorization to transport students can be given.

ACTIVITY: Upward Bound Program

DATE(S): departure: Sunday, July 31 ~ Returning, Wednesday August 3, 2011

NUMBER OF STUDENTS TO BE TRANSPORTED: 40

VALID DRIVERS LICENSE: YES NO

DRIVER'S LICENSE NUMBER: Not available at this time

DO YOU HAVE AUTOMOBILE INSURANCE: YES NO

INSURANCE COMPANY: _____

POLICY NUMBER: _____

DRIVER'S NAMES: (please print) Pending Approval of a driver

DATE OF BIRTH: _____

DRIVER'S SIGNATURE: _____

PLEASE LIST NAMES OF STUDENTS BEING TRANSPORTED IN THIS VEHICLE:

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

APPROVED DISAPPROVED DEPUTY SIGNATURE _____ DATE _____

APPROVED DISAPPROVED PRINCIPAL SIGNATURE _____ DATE _____

APPROVED DISAPPROVED SUPERINTENDENT/DESIGNEE _____ DATE _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/15/2010PRODUCER
Marsh USA Inc.
1000 Main Street, Suite 3000
Houston, TX 77002

THIS CERTIFICATION IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

016276-CASUA-LAKEF-10-11 LAKEF LIAB ***

INSURERS AFFORDING COVERAGE

NAIC #

INSURED

Lakefront Lines, Inc.
13315 Brookpark Road
Brook Park, OH 44142-1822

INSURER A: National Union Fire Ins Co Pittsburgh PA

19445

INSURER B: New Hampshire Insurance Company

23841

INSURER C: Lexington Insurance Company

19437

INSURER D:

INSURER E:

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

2

INSR ADD'L LTR	INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GENERAL AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> OBJECT <input type="checkbox"/> LOC	GL 1738141	09/16/2010	09/16/2011	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ EXCLUDED PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 1,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS GARAGE LIABILITY <input type="checkbox"/> ANY AUTO	CA 9798679	09/16/2010	09/16/2011	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC AGG \$
A		EXCESS / UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE RETENTION \$	15972526	09/16/2010	09/16/2011	EACH OCCURRENCE \$ 25,000,000 AGGREGATE \$ 25,000,000 \$ \$ \$
B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE Y/N OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> N (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	WC 1705250 - \$500,000 SIR	09/16/2010	09/16/2011	<input checked="" type="checkbox"/> IWC STATUS LIMITS <input type="checkbox"/> OTHER EL EACH ACCIDENT \$ 1,000,000 EL DISEASE - EA EMPLOYEE \$ 1,000,000 EL DISEASE - POLICY LIMIT \$ 1,000,000
C		OTHER Excess Auto Liability	043732409	09/16/2010	09/16/2011	Excess Auto Limit 5,000,000

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENTS/SPECIAL PROVISIONS
Ann Arbor Public Schools are included as Additional Insured as required by written contract, but only for liability arising out of the operations of the Named Insured.

CERTIFICATE HOLDER

HOU-001309918-17

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE
of Marsh USA Inc.
John T. Riedel

ACORD 25 (2009/01)

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UPWARD BOUND ROSTER 2011 - 2012

FRESHMAN

Adams, Dematrius
Espada, Christian
Williams, Javian

TOTAL: 3

SOPHOMORE

Bates, Kayla
Campbell, Joy
Cochran, Gary
Cordell, Heather
Duchenne, Michael
Emerson, Malia
Fields, Kylyn
Hash, Tiffany
Keith, Trevin
Lathan, Jesse
Lee-Oliver, Christina
Mendez, Deandres
Narvab, Cierra
Parrott, Riley
Plummer, Emma
Williams, Arrington

TOTAL: 16

JUNIORS

Bates, Jacob
Canales, Ricky
Chaney, Marissa
Daniels, Marlin
Elston, Aliyah
Epps, Ashley "Missy"
Evans, Jaelyn
Grant, Terrance
Hampton, Demoree
Hudson, Dariun
Miller, Brandi
Miller, Julian
Murphy, Kendra
Thomas, Keeyana
Womack, Perfenee

TOTAL: 15

SENIORS

Bourbina, Ryley
Hall, Cherise
McCray, Keyonna
Neal, Caleb
Neal, Christian
Pierce, Rachel
Schwab, Will
Stephens, Chasity
Thomas, Raynisha
Wright, Valencia

TOTAL: 10

TOTAL 44 STUDENTS
JUNE 2011

Contract will be sent after deposit is received.

WE WILL NOT GUARANTEE AVAILABILITY OF COACH UNTIL DEPOSIT IS RECEIVED.

Thank you,

Renee Kazan, Extension 111

Lakefront Lines, Inc.

P.O. BOX 140275

Toledo, OH 43614

Stacey Langton

From: Stacey Langton
Sent: Wednesday, June 08, 2011 10:59 AM
To: Renee Kazan (rkazan@lakefrontlines.com)
Cc: Anthony Quinn (aquinn@monroeccc.edu)
Subject: MONROE COUNTY COMMUNITY COLLEGE - UPWARD BOUND PROGRAM
Attachments: image003.jpg

Good morning Renee,

As you know, we are dealing with a school policy transportation issue with our school board of education. Our quote number is 789630 under Monroe County CC. The dates of our charter are: July 31, 2011 until August, 3, 2011.

What we need from you is the name and birthday of the driver who will be driving to Nashville for our school trip. Would you be able to provide me with that information as soon as your company knows who that person will be? One of the many policies that the high school has is that a background check has to be run before we take the trip.

Renee, thank you for your understanding and if you have any questions or concerns please call me directly at 734.265.3446 or email me.

Regards,

Stacey Langton
Administrative Assistant
Upward Bound Program
Monroe County Community College



MONROE COUNTY
COMMUNITY COLLEGE

enriching lives

MONROE HIGH SCHOOL
FIELD TRIP PROCEDURE

Attached are the forms to be completed to process your field trip. Please return all of the paper work to Mary Bourgeois for processing.

MHS Field Trip Request Form (This must be filled out and approved before completing the rest of the forms.)

Call transportation and set up a date with them (if a bus is needed).

Fill out Request for Transportation form. = Pending

If substitute(s) are needed, please fill out a Substitute Request Form.
NOT APPLICABLE

Parent Permission form. (You must have one of these filled out before you leave.)

A. Permission Form IICA-F2

B. Out of State/Country IICA-F1

Private Vehicle Form EEAE-F3
NOT APPLICABLE

Excusal list (alphabetical order with grade level and student number).
NOT APPLICABLE

Criminal History Form

If prepayment is necessary, please clear with the appropriate office.
NOT APPLICABLE

On the day of departure, you must turn in a Bus List (list of students, including addresses and phone numbers, of all who actually board the bus/car) in the bus list box in the Main Office.

MONROE PUBLIC SCHOOLS FIELD TRIP CHECK LIST

Complete the following check list before submitting a formal request to the Board of Education for approval of overnight, out-of-state (except Cedar Point, Toledo, and vicinity) or out-of-country field trips. Follow the timelines as outlined in Board Policy IICA.

- Written request to appropriate principal
- Written approval by such principal and the superintendent or his/her designee
- Written parent permission form (IICA-F1/Board Policy Manual)

- Completion of curriculum alignment form:
All field trips should be designed to enhance the curriculum standards and benchmarks. List below a brief description of activities, lessons, projects, etc. leading up to, during, and following this field trip.
Pre-trip lessons:

Over the summer program we will have the students research the city of Nashville.

How this trip will engage students in activities congruent to our content standards during this trip:

one of
Our goals in the Upward Bound program is to expose students to college & universities. Expose our students to other cultural enrichments such as the Theater & Museum

Follow-up classroom lessons:

we will have our students write a complete reflection about their trip to Nashville

- Contract(s) with agent(s) making travel/accommodation arrangements
- Detailed Itinerary
- Funding sources *UPWARD BOUND GRANT PROGRAM.*
- Chaperones
- Arrangements made for students with financial hardship
- If private vehicle(s) used, Form EEAE-F-3 (Board Policy Manual) attached.

NOT APPLICABLE

Drafted: 1/20/95

Revised: 12/16/97

MONROE PUBLIC SCHOOLS

ABBREVIATED FIELD TRIP & EXCURSION CHECK LIST FORM

Complete details of this field trip can be obtained from the Assistant Superintendents of Secondary and/or Elementary Curriculum. -All details are in compliance with Board Policy IICA.

FIELD TRIP DESCRIPTION:

Destination and Description of Trip:

See attachment

School(s):

Monroe High School

Chaperones:

Wannelle Lambert

Anthony Quinn

Brandi Quinn

Date of Departure: *7/31/2011*

Time of Departure: *9am*

If overnight, number of nights: *3*

Date of Return: *8/03/2011*

Time of Return: *8pm*

Number of Students Participating: *43*

Number of Staff Supervising: *#2*

Number of Other Adults Assisting: *1*

Number of School Days Student will be Attending Trip: 0

Cost Per Child: ~~312.50~~ \$ 297.82

Cost Per Chaperone: \$ 297.82

Monroe Public Schools Funds Being Used to Pay for:

Students: Yes

No

Chaperones: Yes

No

Included in this field trip request packet are copies of the following:

- Full compliance with Board of Education Policy IICA - Field Trips & Excursions Forms
- Signed parent permission forms for each student participant (IICA - FI)
- Field Trip Permission Forms (F-II)
- Compliance with Educational Academic Field Trip regulations - Standard Practice Bulletin I-11
- Written request to appropriate building principal
- Written description of field trip to parents
- Written approval by building principal
- Detailed itinerary (Out of country trips may not have detailed itinerary until 30 days prior to trip)
- List of approved chaperones
- Identification of funding sources
- Signed private vehicle use (for transporting students - EEAE-F-3) *NOT APPLICABLE*
- Description of arrangements made for students with financial hardship
- All necessary signed contracts/agreements with participating travel agents
- Emergency telephone numbers for all participants
- Description of this trip and congruency with course curriculum

Drafted: 5/2/00

UPWARD BOUND
SUMMER TRIP

DEPARTING ON SUNDAY, JULY 31, 2011
RETURNING ON WEDNESDAY, AUGUST 3, 2011

The end of the year cultural trip is our participants reward for all the hard work they have put into strengthening their academic and study skills. This trip, as it is stipulated in our grant, is for students who show commitment to the Upward Bound Program and exhibit outstanding participation during the summer program. The end of the year cultural trip is one of the hallmarks of the Upward Bound Program. Our end of the year cultural trip will give our participants the chance to experience new things. The cultural trip for this summer will take place in the city of Nashville. On this trip we will visit:

Fisk University
Vanderbilt University
Andrew Jackson Hermitage Plantation (Home of the 7th President Andrew Jackson)
Grand Ole Opry Museum
Chaffin Barn Mystery Theater and Dinner
City of Nashville tour

ADOPTION OF RULES AND REGULATIONS,
MICHIGAN HIGH SCHOOL ATHLETIC ASSOCIATION

BACKGROUND:

The Michigan High School Athletic Association is a voluntary, non-profit corporation comprised of middle, junior and senior high schools whose Board of Education have voluntarily applied for and received membership for their secondary schools. The Association sponsors statewide tournament play and makes eligibility rules with respect to participation in such M.H.S.A.A. sponsored tournaments and meets. School systems that wish to participate in such meets and tournaments must join the M.H.S.A.A. and agree to be bound by and enforce the M.H.S.A.A. rules, regulations and qualifications concerning eligibility and game rules.

ENCLOSURES:

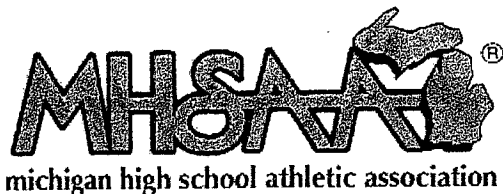
Membership Resolution

RECOMMENDATION:

Move to adopt the Michigan High School Athletic Association membership resolution for the year August 1, 2011 through July 31, 2012 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	_____	_____	_____	_____



2011-12

1661 Ramblewood Drive
East Lansing, MI 48823
(517) 332-5046

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. **It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.**

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

MEMBERSHIP RESOLUTION

For the year August 1, 2011 — through July 31, 2012

LIST ON BACK

_____ the Secondary School(s) which are under the direction of this Board of Education/Governing Body.

(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2011-12 must be listed on the back of this form)

Monroe Public Schools city of monroe

County of monroe, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current *HANDBOOK* as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2011 and shall remain effective until July 31, 2012, during which the authorization may not be revoked.

RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

monroe Public School(s), on the 14th day of June, 2011, and is so recorded in the minutes of the meeting of the said Board/Governing Body.

Monroe Pubic Schools
(Governing Body Name)
1275 N. Macomb St.
(Address)
monroe, MI 48162
(City)

Board Secretary Signature
or Designee
 Check if Designee

Schools Which Are To Be MHSAA Members During 2011-12

NOTE: Pursuant to the MHSAA Constitution, "All high schools, junior high/middle schools, or other schools of Michigan doing a grade of work corresponding to such schools, may become members of this organization provided (a) the school building has an enrollment and on-site attendance of at least 15 students, whether for grades 7 and 8, or 7 through 9, or 10 through 12, or 9 through 12; and (b) if a nonpublic school, the school qualifies for federal income tax exemption as a not-for-profit organization." If enrollment falls below the minimum, the school must notify the MHSAA and its membership will be suspended.

Senior High School(s)

Junior High /Middle School(s) (provide current enrollment in grades 7 & 8)

- | | |
|---|------------------------------------|
| 1. <u>Monroe High School</u> | 1. <u>Monroe Middle School</u> () |
| 2. <u>Orchard Alternative High School</u> | 2. _____ () |
| 3. <u>Monroe County Middle College</u> | 3. _____ () |
| 4. _____ | 4. _____ () |
| 5. _____ | 5. _____ () |
| 6. _____ | 6. _____ () |
| 7. _____ | 7. _____ () |
| 8. _____ | 8. _____ () |
| 9. _____ | 9. _____ () |
| 10. _____ | 10. _____ () |
| 11. _____ | 11. _____ () |
| 12. _____ | 12. _____ () |
| 13. _____ | 13. _____ () |
| 14. _____ | 14. _____ () |
| 15. _____ | 15. _____ () |
| 16. _____ | 16. _____ () |
| 17. _____ | 17. _____ () |
| 18. _____ | 18. _____ () |
| 19. _____ | 19. _____ () |
| 20. _____ | 20. _____ () |

If necessary, list additional schools on a separate sheet.

COACHING RECOMMENDATIONS

The following are the Coaching Recommendations for the 2011-12 school year Fall and Winter seasons. All pre-employment information has been completed.

Last Name	First Name	Title	Sport	Season
MONROE HIGH SCHOOL				
Nocella	Larry	Head Coach	Basketball - Freshman Girls	Winter
Rausch	Eric	Head Coach	Basketball - JV Girls	Winter
Krug-Elliott	Gretchen	Head Coach	Basketball - Varsity Girls	Winter
Scoles	Mark	Head Coach	Cross Country - Co Ed	Fall
Mydlowski	James	Assistant Coach	Cross Country - Co Ed	Fall
Bole	Jennifer	Assistant Coach	Diving - Varsity Boys	Winter
Bole	Jennifer	Assistant Coach	Diving - Varsity Girls	Fall
Clark	John (Jay)	Head Coach	Football - 9th Grade	Fall
Moytka	Ron	Assistant Coach	Football - 9th Grade	Fall
Pollzzie	Steve	Head Coach	Football - JV	Fall
Wood	Bobby	Assistant Coach	Football - JV	Fall
Matusik	Robert	Coach	Tennis - Varsity Boys	Fall
MONROE MIDDLE SCHOOL				
Rooney	Brian	Coach	Basketball - 7th Grade Boys	Winter
Rooney	Brian	Coach	Basketball - 7th Grade Girls	Winter II
Howe	Mary	Coach	Basketball - 8th Grade Girls	Winter II
DelBen	Tigra	Coach	Cross Country - Co Ed	Fall
Hutchison	Jason	Head Coach	Football - 7th Grade	Fall
Pollzzie	Tony	Head Coach	Football - 8th Grade	Fall
Finnegan	Patrick	Asst. Coach	Football - 8th Grade	Fall
Pecora	Jackie	Head Coach	Swimming - 7/8 Co-Ed	Winter
Howe	Mary	Coach	Volleyball - 7th Grade	Fall
Pitcher	Debra	Coach	Volleyball - 7th Grade	Fall
Dessauer	Tara	Coach	Volleyball - 8th Grade	Fall
Hochradel	Scott		Athletics Supervisor	Winter I & II

RECOMMENDATION:

Move to approve coaches for the fall and/or winter 2011/12 season as named above and as per the MCEA master agreement

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

CONSENT AGENDA - PURCHASES

ENCLOSURES:

- C.16 Purchase – Masonry Repairs at Monroe High School
- C.17 Purchase – Riverside Early Learning Center Asphalt Parking Lot Re-construction
- C.18 Purchase – Custer Concrete Walk Replacement

RECOMMENDATION:

Move that Agenda Items C.16 thru C.18 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

MOTION: _____ SUPPORT: _____ ACTION: _____

ROLL CALL VOTE: Aye Nay Abstain Absent

Mr. Benore	_____	_____	_____	_____
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Dr. McNamee	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Vensel	_____	_____	_____	_____

MASONRY REPAIRS AT MONROE HIGH SCHOOL

BACKGROUND:

Please see attached.

ENCLOSURES:

Memorandum – George O’Dell, Kohler Architects
Bid Summary

RECOMMENDATION:

Move to accept the Base Bid, Proposal A from TSC, Inc. of Toledo, Ohio for the masonry repairs and related work at Monroe High School at a cost not to exceed \$24,450 and reject all other bids.

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

June 2, 2011

Page 1 of 1

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

Re: Masonry Repairs & Related Work
at Monroe High Schools
for Monroe Public Schools
#1141

Dear Mr. Laub:

As directed, we have reviewed the bids opened on the above mentioned project on June 1, 2011. We submit herein our comments and recommendations.

1. Three (3) contractors picked up bidding documents from the Architect's Office. (One contractor received his drawings and specifications through the Construction Association of Michigan)
2. Four (4) bids were submitted. Low Base Bid, Proposal A, was submitted by TSC, Inc. of Toledo, OH. at \$24,450.00. Second low bid was submitted by D.C. Beyers Co. of Detroit, MI. at \$28,260.00. Our cost estimate for this work was \$27,600.00. All contractors bid the project as specified. See the attached bid summary.
3. For your reference, the scope of work in the Base Bid, Proposal A includes, removing damaged mortar joints and tuckpointing with new mortar approximately 4,150 square feet of masonry walls on the upper H Wing north wall. (Upper Pool north exterior wall). Also included is to remove and re-caulk approximately 250 lineal feet of control joints in the same areas.
4. We spoke to Holly Curlis, General Manager of TSC, Inc. who stated she was comfortable with her bid, and that she bid the project using the materials listed in the specifications. She stated the workers all belong to trade unions and are paid more than prevailing wages. She also stated his bid includes all taxes as specified. She will be providing performance/labor bonds as specified.
5. We have worked with TSC, Inc. on one project for the Monroe Public Schools at Lincoln Elementary School and their work was completed on time and quality of work was good.

Therefore, we recommend a contract be awarded to TSC, Inc. of Toledo, OH, for the Base Bid, Proposal A, bid amount of \$24,450.00.

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 Docs1141-REC-1

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

Masonry Repairs & Related Work
 at Monroe High School
 Monroe Public Schools
 #1141

BID SUMMARY

Bids Due: June 1, 2011 @ 3:00 P.M.
 Opening: June 2011 @ 7:00 P.M.
 Cost Estimate: \$27,600.00

CONTRACTOR	Proposal A (Base Bid)	B.B. or C.C.	REMARKS
TSC, Inc. 1605 Washington St. Toledo, Oh. 43624 Ph: 419-244-4289 Fx: 419-244-4475	\$24,450.00	B.B.	
D.C. Beyers Co. 5717 Rivard Street Detroit, Mi 48211 Ph: 313- 875-0545 Fx: 313-875 -6579	\$28,260.00	B.B.	
Grunwell Cashero Co. 5212 Tractor Rd. Toledo, Oh. 43612 Ph: 419-476-2426 Fx: 419-476-2439	\$34,000.00	B.B.	
National Restoration (CAM) 230706 Hestor Court Keego Harbor, MI 48320 Ph: 248-318-0609	\$45,600.00	B.B.	

RIVERSIDE EARLY LEARNING CENTER ASPHALT PARKING LOT RE-CONSTRUCTION

BACKGROUND:

Please see attached.

ENCLOSURES:

Memorandum – George O’Dell, Kohler Architects
Bid Summary

RECOMMENDATION:

Move to accept the Base Bid, Proposal A from Al’s Asphalt Paving Co., Inc. of Taylor, Michigan for the Riverside Early Learning Center asphalt parking lot re-construction at a cost not to exceed \$87,665 and reject all other bids.

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.**

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REGISTERED:
MICHIGAN
OHIO

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

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

June 2, 2011

Page 1 of 1

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

Re: Asphalt Parking Lot Reconstruction
at Riverside Early Learning Center
for Monroe Public Schools
#1128

Dear Mr. Laub:

As directed, we have reviewed the bids opened on the above mentioned project on June 1, 2011. We submit herein our comments and recommendations.

1. Nine (9) contractors picked up bidding documents from the Architect's Office.
2. Seven (7) bids were submitted. Low Base Bid, Proposal A, was submitted by Al's Asphalt Paving Co. Inc. of Taylor, MI. at \$87,665.00. Second low bid was submitted by Buckeye Asphalt Paving Co. of Toledo, OH. at \$107,200.00. Our cost estimate for this work was \$110,700.00. All contractors bid the project as specified. See the attached bid summary.
3. For your reference, the scope of work in the Base Bid, Proposal A includes, removing approximately 26,600 square feet of the existing asphalt paving and stone base a minimum of 10" below proposed finished grades in the entire parking lot and installing new 6" stone base followed with 4" asphalt paving, new pre-cast concrete parking bumpers, two coats of asphalt sealer and new striping. Also included are new concrete drive aprons and sidewalks in the road right-of-way and a new concrete dumpster pad with a fenced enclosure.
4. We spoke to Dave Coppola, Vice- President of Al's Asphalt Paving Co. Inc. who stated he was comfortable with his bid, and that he bid the project using the materials listed in the specifications. He stated the workers all are paid prevailing wages. He also stated his bid includes all taxes as specified. He will be providing performance/labor bonds as specified. He provided an AIA Document A305, Contractor's Qualification Statement with his bid. (copy enclosed).
5. We have not worked with Al's Asphalt Paving Co., Inc. on any of our past projects during the last 10 to 15 years. We spoke to Patrick Lewis, City Engineer for the City of Monroe, who stated Al's Asphalt Paving Co. Inc., completed a resurfacing project on Scott Street last year for the City and their work was good. The City of Monroe has issued another contract to Al's Asphalt Paving Co. Inc. for resurfacing North Custer Road.

Therefore, we recommend a contract be awarded to Al's Asphalt Paving Co. Inc. of Taylor, MI., for the Base Bid, Proposal A, bid amount of \$87,665.00.

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 Docs1128-REC-1

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

Asphalt Parking Lot Reconstruction
 at Riverside Early Learning Center
 Monroe Public Schools
 #1128

BID SUMMARY

Bids Due: June 1, 2011 @ 3:00 P.M.
 Opening: June 1, 2011 @ 3:00 P.M.
 Cost Estimate: \$110,700.00

CONTRACTOR	Proposal A (Base Bid)	B.B. or C.C.	REMARKS
Al's Asphalt Paving Co. 25500 Brest Road Taylor, MI. 48180 Ph: 734-946-1880, Fx:734-946-4502	\$87,665.00	B.B.	BBC Foundations & Flatwork Owens Fencing
Buckeye Asphalt Paving 6100 N. Detroit Ave. Toledo, Ohio Ph: 419-476-0705 Fx: 419-476-0700	\$107,200.00	B.B.	Tamma Concrete Bedford Fence
Bryant Asphalt Paving, Inc. 2605 W. Stein Rd. LaSalle, MI. 48145 Ph: 734-242-2069 Fx: 734-242-6462	\$110,337.00	B.B.	Tamma Concrete Monroe Fence
Nagle Paving Company Suite 300/39525 West 13 Mile Rd. Novi, MI. 48377 Ph:248-553-0600 Fx: 248-553-0669	\$113,460.00	B.B.	Shamrock Fence
S & J Asphalt (CAM) 39571 Michigan Ave. Canton, MI. 48188 Ph: 734-721-4442	\$117,500.00	B.B.	RVP Construction Michael Collins Cement Shamrock Fence Michael's Lanscaping
E.R. Zieler Excavating, Inc. 125 Substation Road Temperance, MI 48182 Ph:734-847-8073	\$129,950.00	B.B.	Henry W. Bergman Co.
ABC Paving Company 2650 Van Horn Rd. Trenton, MI. 48183 Ph: 734-676-2020 Fx: 734-671-7847	\$141,800.00	B.B.	Industrial Fence

CUSTER CONCRETE WALK REPLACEMENT

BACKGROUND:

It should be noted that the apparent low bidder, R.L. Sheridan, was contacted regarding the significant difference in his bid cost compared to the other proposals received. After some discussion between Kohler and R.L. Sheridan regarding the scope of the job, it was determined that the estimator for R.L. Sheridan failed to cost out a significant portion of the sidewalk replacement area listed in the RFP. R.L. Sheridan is asking the Board of Education to reject his bid. We would concur with his request. Please refer to memo from Kohler Architects.

ENCLOSURES:

Memorandum – George O’Dell, Kohler Architects
Bid Summary

RECOMMENDATION:

Move to accept the Base Bid, Proposal A from Wilson Builders of Toledo, Ohio for the Custer concrete walk replacement at a cost not to exceed \$15,900 and reject all other bids.

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.**

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REGISTERED:
MICHIGAN
OHIO

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

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

June 6, 2011

Page 1 of 1

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

Re: Concrete Walk Replacement
at Custer I & Custer II Elementary Schools
for Monroe Public Schools
#1121

Dear Mr. Laub:

As directed, we have reviewed the bids opened on the above mentioned project on June 1, 2011. We submit herein our comments and recommendations.

1. Five (5) contractors picked up bidding documents from the Architect's Office.
2. Four (4) bids were submitted. Apparent Low Base Bid; Proposal A, was submitted by R.L. Sheridan, LLC. of Garden City, MI. at \$5,340.00. Second low bid was submitted by Willson Builders of Toledo, OH. at \$15,900.00. Our cost estimate for this work was \$20,300.00. All contractors bid the project as specified. See the attached bid summary.
3. For your reference, the scope of work in the Base Bid, Proposal A includes, removing approximately 2,500 square feet of damaged concrete walks along Albain Road in front of Custer I, at hall # 1 entry and west of the Library at Custer I and three areas of curb and walk at the entrances to Custer II.
4. We spoke to Robert Sheridan, Managing Member of R.L. Sheridan, LLC. and requested he review his bid. He stated that he missed all the concrete walk replacement in the road right-of-way. We told him to fax our office a letter stating he made a mistake with his bid and is requesting the Board reject his bid. (see attached e-mail)
5. We spoke to John Willson, President of Willson Builders, Inc. who stated he was comfortable with his bid, and that he bid the project using the materials listed in the specifications. He stated the workers all belong to trade unions and are paid more than prevailing wages. He also stated his bid includes all taxes as specified. He will be providing performance/labor bonds as specified.
6. We have worked with Willson Builders, Inc. on many projects for the Monroe Public Schools and their work has always been completed on time and quality of work has been good.

Therefore, we recommend rejecting the low bid submitted by R.L. Sheridan, LLC. of Garden City, MI. and a contract be awarded to Willson Builders, of Toledo, OH., for the Base Bid, Proposal A, bid amount of \$15,900.00.

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 Docs1121-REC-1

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

Concrete Walk Replacement
 at Custer I & II Elem. Schools
 Monroe Public Schools
 #1121

BID SUMMARY

Bids Due: June 1, 2011 @ 3:00 P.M.
 Opening: June 1, 2011 @ 3:00 P.M.
 Cost Estimate: \$20,300.00

CONTRACTOR	Proposal A (Base Bid)	B.B. or C.C.	REMARKS
R.L. Sheridan, L.L.C. (CAM) 32125 Block Street Garden City, MI 48135 Ph: 734-422-6400, Fx: 734-422-6447	\$5,340.00	B.B.	
Willson Builders, Inc. 5966 Heritage Court Toledo, OH 43612 Ph: 419-726-6685 Fx: 419-727-8215	\$15,900.00	B.B.	
Quinn Concrete Construction, Inc. P.O. Box 80065 Toledo, OH 43608 Ph:419-476-3290, Fx:419-476-6400	\$16,200.00	B.B.	
F.G. Angelo & Sons Concrete 612-Kaye Lani Ave. Monroe, MI 48161 Ph:734-241-7753	\$16,380.00	C.C.	Cashier's Check for \$819.00 as Bid Surety

George O'Dell

From: "R.L. Sheridan" <rlsheridan@sbcglobal.net>
To: <godell@kohlerarchitect.net>
Sent: Friday, June 03, 2011 11:59 AM
Subject: monroe bid
6/3/2011

John D. Kohler Associates
1118 W. Front Street
Monroe, MI 48161

Dear Mr. Odell,

Thank you for calling and questioning my bid for the job: MONROE PUBLIC SCHOOLS -
CONCRETE WALK REPLACEMENT - CUSTER I & II ELEMENTARY SCHOOLS

After our review we discovered I missed the side walk at the very top of drawing 1121.

Due to this gross error I will have to withdraw my bid.

Contact me if you have any questions.

Robert L. Sheridan
R.L. Sheridan, LLC.

STAFF RESIGNATION

BACKGROUND:

We have received a letter of resignation for the purpose of retirement effective at the end of the 2010/11 school year (June 2011) from Barry Bunkelman. Barry has been a teacher with our district for the past 36 years, most recently at Monroe Middle School.

ENCLOSURE:

Letter of Resignation

RECOMMENDATION:

Move to approve the resignation of Barry Bunkelman from Monroe Public Schools effective at the end of the 2010/11 school year (June 2011).

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	_____	_____	_____	_____

This is to notify you that I will be retiring as of June 10, 2011.

Barry Bunkelman

A handwritten signature in cursive script that reads "Barry Bunkelman" followed by a long horizontal flourish.

cell phone
735-4095

Board Meeting #10
June 14, 2011
Item #C.24

ADJOURNMENT

RECOMMENDATION:

Move to adjourn the June 14, 2011 Board Meeting #10.

HAND VOTE:

MOTION: _____ SUPPORT: _____ ACTION: _____

TIME: _____