

# MONROE PUBLIC SCHOOLS



## BOARD MEETING #14

July 26, 2016

7:00 p.m.

## BOARD OF EDUCATION

MR. ROBERT YEO, PRESIDENT

MR. LAWRENCE VANWASSHENOVA, VICE-PRESIDENT

MR. RYAN PHILBECK, SECRETARY

DR. TEDD MARCH, PARLIAMENTARIAN

MR. MATTHEW BUNKELMAN, TRUSTEE

MRS. FLOREINE MENTEL, TRUSTEE

MRS. CYNTHIA TAYLOR, TRUSTEE

## SUPERINTENDENT OF SCHOOLS

DR. BARRY N. MARTIN

*“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.”*

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Prepared by the Office of the Superintendent, Gayle Lambert, Administrative Assistant

**MONROE PUBLIC SCHOOLS BOARD OF EDUCATION**

Board Meeting #14  
Tuesday, July 26, 2016  
**7:00 p.m.**

**AGENDA**

**Page**

<b>A. Roll Call and Call to Order</b>	Mr. Yeo	1
1. Pledge of Allegiance to the Flag	Mr. Yeo	
2. Girls Softball Academic All-State Award	Dr. Martin	
<b>B. Public Commentary – Agenda Items Only</b>	Mr. Yeo	
<b>C. Discussion and Action Items</b>		
1. <b>Approval of Minutes</b>	Mr. Yeo	2
Move to approve the minutes of the following meetings as submitted:		
• July 12, 2016, Special Work Session		
• July 12, 2016, Closed Meeting		
• July 12, 2016, Board Meeting #13		
2. <b>Reports and Updates</b>	Mr. Yeo	8
• Contracted Services Recommendations		
• June 20, 2016, Board Curriculum Committee Meeting Minutes		
• July 12, 2016, Board Policy Committee Meeting Minutes		
• July 18, 2016, Board Curriculum Committee Meeting Minutes		
3. <b>Staff Resignations</b>	Mrs. Everly	16
Move to approve the resignations from Monroe Public Schools of Samantha Barr effective August 3, 2016; Lisa Sellers and Renee Bergman effective August 19, 2016; and Teresa Stewart effective August 30, 2016.		
4. <b>Consent Agenda – Staff Appointments</b>	Mrs. Everly	21
Move that Agenda Items C.5 – C.11 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.		
5. <b>Teacher Appointment</b>	Mrs. Everly	22
Move to approve the appointment of Amy Bonam as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.		

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|---|--------------------|-----------|
| <p><b>6. Teacher Appointment</b><br/> Move to approve the appointment of Vicki Echehoven as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p>   | <p>Mrs. Everly</p> | <p>24</p> |
| <p><b>7. Teacher Appointment</b><br/> Move to approve the appointment of Jennifer Fleck as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p>    | <p>Mrs. Everly</p> | <p>27</p> |
| <p><b>8. Teacher Appointment</b><br/> Move to approve the appointment of Riley Kilroy as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p>      | <p>Mrs. Everly</p> | <p>32</p> |
| <p><b>9. Teacher Appointment</b><br/> Move to approve the appointment of Heide Kucharski as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p>   | <p>Mrs. Everly</p> | <p>34</p> |
| <p><b>10. Teacher Appointment</b><br/> Move to approve the appointment of Brittney Maczala as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p> | <p>Mrs. Everly</p> | <p>36</p> |
| <p><b>11. Teacher Appointment</b><br/> Move to approve the appointment of Johnna Woods as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p>     | <p>Mrs. Everly</p> | <p>38</p> |
| <p><b>12. Coaching Recommendation</b><br/> Move to approve the coaches listed below for the 2016/17 school year; as per the MCEA master agreement.</p>  | <p>Mrs. Everly</p> | <p>41</p> |

Last Name	First Name	Title	Sport	School	Season
Clark	Christopher	Assistant Coach	Football - 9th Grade	MHS	Fall
McCollum	Jody	Assistant Coach	Football - JV	MHS	Fall
Harmon	Jessica	Coach	Volleyball - 7th Grade	Monroe Middle	Fall
Stefanski	Patty	Coach	Volleyball - 8th Grade	Monroe Middle	Fall
Woods	Johnna	Coach	Volleyball - 9th Grade	MHS	Fall

**13. MHS Cross Country Camp** Mrs. Everly 42

Move to approve the attendance of the cross country team at the MHS Cross Country Camp at Lake Dianne in Camden, Michigan, August 8-13, 2016, in accordance with board policies for field trips and excursions.

**14. Furniture Purchase - MMS** Mrs. Everly 47

Move to approve the purchase of classroom chairs, tables, and bookcases from Office Depot at a cost not to exceed \$6,122.25. Funds for this purchase will come from Monroe Middle School's capital outlay budget.

**15. Bus Camera Systems** Mr. Oley 62

Move to accept the bid of \$102,991.00 from 247 Security Inc. of Alpharetta, Georgia, to provide us with new cameras, installation, and removal of current hardware. Money for this purchase will come from the Transportation Budget.

**16. Seat Time Waiver** Dr. Martin 72

Move to approve the use of Michigan Virtual University and University of Nebraska Online High School courses in addition to certain other selected online course providers as monitored through GenNet in our Monroe Virtual High School program to comply with the requirements as stated.

**17. Board Policies – Section 9000 – General Public and Organizational Relations – First Reading** Dr. Martin

**18. Superintendent's Comments** Dr. Martin

**19. Old Business** Mr. Yeo

**20. New Business** Mr. Yeo

**21. Public Commentary – Any Topic** Mr. Yeo

**22. Adjournment** Mr. Yeo 73

Move that the July 26, 2016, Board Meeting #14 of the Monroe Public Schools Board of Education be adjourned.

**ROLL CALL**

	<u>Present</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____
Dr. March	_____	_____
Mrs. Mentel	_____	_____
Mr. Philbeck	_____	_____
Mrs. Taylor	_____	_____
Mr. VanWasshenova	_____	_____
Mr. Yeo	_____	_____

**APPROVAL OF MINUTES**

**ENCLOSURES**

- July 12, 2016, Special Work Session Minutes
- July 12, 2016, Board Meeting #13 Minutes

**RECOMMENDATION**

Move to approve the following minutes as submitted:

- July 12, 2016, Special Work Session
- July 12, 2016, Closed Meeting
- July 12, 2016, Board Meeting #13

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

**MONROE PUBLIC SCHOOLS BOARD OF EDUCATION**

Special Work Session  
Tuesday, July 12, 2016  
**6:00 p.m.**

**MINUTES**

**Roll Call and Call to Order**

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Parliamentarian Dr. Tedd March, Trustee Matthew Bunkelman, Trustee Floreine Mentel, and Trustee Cynthia Taylor

Board Members Absent: Secretary Ryan Philbeck

Administrators Present: Barry Martin, Julie Everly, Katherine Eighmey

Administrators Absent: Jerry Oley, David Payne

Others Present: Jeremy Chisholm, Holly Scherer

President Yeo called the meeting to order at 6:01 p.m.

**Closed Session**

Motion by Mr. Bunkelman support by Dr. March to convene in closed session for the purpose of discussing strategies connected with the negotiation of collective bargaining agreements. (Open Meetings Act, Section 8c.)

Vote: Motion carried by a 6-0 hand vote at 6:01 p.m.

**Adjournment of Closed Session and Reconvene**

Motion by Dr. March; support by Mr. VanWasshenova that the closed session be adjourned and the special work session be reconvened into open session.

Vote: Motion carried by a 6-0 hand vote at 7:07 p.m.

**Adjournment**

Motion by Dr. March; support by Mr. VanWasshenova that the 6:00 p.m., July 12, 2016, Special Work Session of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 6-0 hand vote at 7:07 p.m.

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**Ryan Philbeck, Secretary**

# MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #13

July 12, 2016

7:00 p.m.

## MINUTES

### **Roll Call and Call to Order**

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Parliamentarian Dr. Tedd March, Trustee Matthew Bunkelman, Trustee Floreine Mentel, and Trustee Cynthia Taylor

Board Members Absent: Secretary Ryan Philbeck

Administrators Present: Barry Martin, Julie Everly, Katherine Eighmey, Jerry Oley, David Payne

Administrators Absent: None

President Yeo called the meeting to order at 7:12 p.m.

### **Public Commentary-Agenda Items Only**

There was none at this time.

### **Approval of Minutes**

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

- June 28, 2016, Board Work Session
- June 28, 2016, Budget Hearing
- June 28, 2016, Board Meeting #12

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

### **Reports and Update**

The Contracted Services Recommendations report was received. Mr. Bunkelman asked if the turnover for the climate liaison positions have evened out since implementing the program. Mrs. Everly stated that it varies from building to building. Some buildings have the same person they hired initially. Our new attendance practices will help give structure to that position, so we should see a reduced turnover in the other buildings this school year.

### **Staff Resignations**

Motion by Mrs. Taylor; support by Mr. VanWasshenova to approve the resignations from Monroe Public Schools of James St. Pierre effective August 1, 2016; Nicole St. Pierre effective August 10, 2016; and Nathan Nestor and Wilma Sortor effective August 31, 2016.

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

### **Consent Agenda – Staff Appointments**

Motion by Mr. VanWasshenova; support by Mr. Bunkelman that Agenda Items C.5 – C.12 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

- C.5 **Administrator Appointment** – Move to approve the appointment of Scott Hoppert as an administrator with Monroe Public Schools effective August 15, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.



- C.6 **Clerical Appointment** – Move to approve the appointment of Nicole Kansier as a secretary with Monroe Public Schools effective August 15, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.7 **Clerical Appointment** – Move to approve the appointment of Rebecca Mills as a secretary with Monroe Public Schools effective August 15, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.8 **Teacher Appointment** – Move to approve the appointment of Bethany Martin as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.9 **Staff Appointment** – Move to approve the appointment of Coleen Billings as an executive secretary with Monroe Public Schools effective July 13, 2016, and place on the appropriate salary level for this position, and upon completion of all pre-employment requirements.
- C.10 **Teacher Appointment** – Move to approve the appointment of Jessie Hieber as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.11 **Teacher Appointment** – Move to approve the appointment of Nicholas Notario as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.12 **Teacher Appointment** – Move appointment of Bethany Paolino as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

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

#### **Retainer Agreement – Collins & Blaha**

Motion by Mrs. Mentel; support by Mrs. Taylor to approve the retainer agreement between Monroe Public Schools and the legal firm of Collins & Blaha for the school years of 2016 through 2019 at a cost of \$30,797.00 for each of these three school years as described in the presented agreement for legal services related to negotiations.

Discussion: Mr. VanWasshenova noted that we need to reduce our costs that are above and beyond the retainer fee.

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

#### **Health Science Textbooks – CTE Department**

Motion by Mr. Bunkelman; support by Mr. VanWasshenova to approve the purchase of textbooks and workbooks for the Health Science program from Goodheart-Willcox at a cost not to exceed \$8,218.03. Funds for this purchase will come from the CTE added cost budget.

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

#### **Cafeteria Painting**

Motion by Mr. VanWasshenova; support by Mrs. Mentel to approve the cafeteria painting at Custer I Elementary and Monroe Middle School by A & A Painting at a cost not to exceed \$5,060.00. Cost for this project will be paid from the Food Service Fund.

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

### **Asbestos Air Monitoring - SMT**

Motion by Mr. VanWasshenova; support by Mr. Bunkelman to accept the bid of \$5,500 from DMD Environmental, Inc. of Toledo, Ohio, for air monitoring during asbestos removal. Money for this purchase will come from the Site Sinking Fund.

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

### **Superintendent Comments**

Congratulations to Waterloo teacher Amanda Iocoangeli who received a grant from the Meemic Foundation to purchase resources for her after-school program, STEAM Makerspace Club. As part of the club, students will apply the engineering design process and create projects that connect to different books. Meemic Insurance, which is represented locally by the Leski Agency, traditionally awards our teachers several grants over the course of every school year.

Softball coach, Jim Davis, was named the region coach of the year by the Monroe News for leading the girls to a 33-5 record, an undefeated season in the Southeastern Conference Red division, and its second District Championship in a row. In addition, MHS tennis star, Lexi Leone, was named the Monroe County Region Girls Tennis Player of the Year by the Monroe News. She went 15-4 this and season and won two tournaments at No. 1 singles.

The newest class of students at the Learning Bank will start two days of orientation and testing on Wednesday and Thursday. Some 25 students will be starting out in the class with the intention of earning their GEDs. Our newest program, the Monroe Adult Diploma, will be featured in a story next Monday in the Toledo Blade.

One final reminder that tickets are still available for the upcoming art auction to benefit the Learning Bank's scholarship fund for students who go on to Monroe County Community College. The auction is Saturday, July 23, at the Monroe Bank & Trust community room. Registration and preview are at 6 p.m. with the live auction at 7:15 p.m. Tickets are \$25 each or a pair for \$40.

### **Old Business**

Dr. March asked for an update on the summer projects. Mr. Oley stated that the lighting project at Bunkelman Field, as well as the other projects, are right on schedule.

### **New Business**

Mr. Bunkelman would like to meet with city council again, and this time focus on how the school and the parks and recreation department can work together; also to familiarize council members with our new Monroe Adult Diploma program. Mr. Yeo will work with Dr. Martin to move this request forward.

### **Public Commentary-Any Topic**

There was none at this time.

### **Adjournment**

Motion by Mr. VanWasshenova; support by Mrs. Mentel that the July 12, 2016, Board Meeting #13 of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 7:35 p.m.

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**Ryan Philbeck, Secretary**

Board Meeting #14  
July 26, 2016  
Item #C.2

## **ACCEPTANCE OF REPORTS AND/OR COMMITTEE REPORTS**

### **REPORTS AND/OR COMMITTEE REPORTS**

- Contracted Services Recommendations
- June 20, 2016, Board Curriculum Committee Meeting Minutes
- July 12, 2016, Board Policy Committee Meeting Minutes
- July 18, 2016, Board Curriculum Committee Meeting Minutes

**Informational Report**  
**Contracted Services Recommendations**

For the 2016-17 School Year we will be working with EduStaff to provide Contracted Student Support Services. The following persons will be placed in the listed positions below by EduStaff upon completion of criminal history verifications.

**ATHLETICS**

Last Name	First Name	Title	Sport	School	Season
Taylor	Jennifer	Coach	Cheerleading - 7th & 8th	Monroe Middle	Fall
Comment	Scott	Head Coach	Football - 8th Grade	Monroe Middle	Fall
Minton	Drake	Assistant Coach	Football - 9th Grade	MHS	Fall
Russo	Alex	Assistant Coach	Football - JV	MHS	Fall
Brinson	Kent	Head Coach	Football - JV	MHS	Fall
Hoppe	BJ	Assistant Coach	Swimming - Diving Girls	MHS	Fall
Small	Chazara	Coach	Volleyball - 8th Grade	Monroe Middle	Fall
Tedora	Angela	Coach	Volleyball – JV	MHS	Fall

\* Don Stewart, who was originally approved, resigned from the 8<sup>th</sup> grade football head coach position.

\* Cody Wiley, who was originally approved, resigned from the JV football assistant coach position.

**SOCIAL-EMOTIONAL SUPPORT TEAM**

No New updates

**TECHNOLOGY SUPPORT TEAM**

Thomas Payne will be assigned to an Entry Level Technology position effective July 11, 2016.  
 Tyler Peterson will be assigned to an Entry Level Technology position effective July 25, 2016.

**ANCILLARY SUPPORT**

No New updates

## Monroe Public Schools Board Curriculum Committee



**Date of Meeting:** June 20, 2016  
**Next Meeting:** July 18, 2016

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- 1) **Call to Order:** The meeting was called to order at 5:00 p.m. by Julie Everly.
- 2) **In Attendance:** Melissa Bell, Matthew Bunkelman, Vuncia Council, Julie Everly, Tedd March, Barry Martin, Jeffrey McVeigh, Vanya Steel, Mrs. Patricia Trout (parent), Larry VanWasshenova, Holly Wallace
- 3) **Public Commentary:** Mrs. Trout came to the meeting with several questions regarding her son's 8<sup>th</sup> grade schedule. Her concern is that he is ready, academically, to take Math I. In order to take Math I, he has to test appropriately, and he will have to take 8<sup>th</sup> grade math as well. She would like to know what class he will not be able to participate in if he is taking two math classes. She is also wondering why, if his math skill set is above a specific class, we would require him to take a class that he is above. Julie Everly stated that there have been some discrepancies for students later on and we want to be sure that he will get all the skills needed. Taking 8<sup>th</sup> grade math will afford some different learning opportunities that may not be available in the Math I class.
- 4) **Adult Diploma Program and Spanish GED program:** Vunica Council was present for an update on the adult education program and some new opportunities that are coming for that program. The Adult Education Program is doing very well; it is one of the biggest programs in the region. Performance goals is an area of focus, and one of the criteria is whether or not an adult education student is able to secure a job. They also look at how well students have done with the testing or if they make a gain in their performance even if they haven't gotten to the point where they would take a test.

The adult diploma is a new program that they are being encouraged to offer. It is significant because of the need to provide additional opportunities for students to receive a credential for viable employment and or post-secondary education. The Adult Diploma may be a faster route for students with a significant number of credits, but who have aged out of the regular high school diploma. It may also be the best route for students that have been away from school for a long time, have a significant amount of life experience that can be used in the credentialing process, or students that have difficulty with the new Common Core Standards.

We have realized there is quite a need for the Spanish GED program in our community. We will order the instructional items for this program and start offering that as well.

Soon, the board will see a proposal for the Adult Certificate program.

- 5) **AIDS Video:** The video was viewed in order to let our Board members know what is being seen by our students. This can only be shown by a registered nurse or another certified health professional. The parents are given an overview of the video and an opportunity to view it before their children. They can also choose not to have their children watch the video.
- 6) **Lucy Calkins Reading Pilot:** Julie Everly presented the Lucy Calkins Reading and Writing Pilot data. When comparing pilot to non-pilot grade levels, almost every grade that students were involved in the pilot program had an increase in their reading scores. Narrative writing growth was the most positively impacted data set when comparing pilot to non-pilot student growth. The areas with more significant growth included narrative writing, informational writing, and opinion writing.
- 7) **Attendance Practices at MHS:** Julie wanted everyone to be aware of the conversation that has started at the high school regarding attendance. We have been digging into the archives regarding the most recent attendance policy to see if the Board voted on it or if it was an adopted policy. It looks like several schools adopted this policy at the same time. We have found that our most economically challenged students have been impacted the highest by this policy. We will look at the most recent research and see what has really worked.

Jeff McVeigh stated he would like to focus on getting students to come to high school, rather than what happens to them when they don't. He said they will begin looking at the practices that will change this focus.

It is becoming clearer year after year how this attendance protocol is impacting our students.

- 8) **Science Committee Update:** A decision has been made on the science curriculum adoption after a year of teachers, coaches, and assistant principals meeting and sharing ideas and hammering out agendas so they could go back and meet with their team. It was long awaited for the State of Michigan to change the science standards, which happened in November 2015 when they adopted the Next Generation Science Standards. The group spent a lot of time looking at what we want our students to get in their science education all the way through school. Some of the changes that have taken place are the engineering pieces that are built into the curriculum.

The group has found that the Stemscope curriculum offers what we are looking for. This program stops at ninth grade. Grades 10 through 12 will be a realignment of the current units and courses, and an alignment of the NGSS standards. The science committee group was focused on making sure that students will know what they need for entry into a four year college.

Matt Bunkelman asked if there is a science program that would weave a specific topic throughout a student's entire academic career. He suggested topics like botany or agriculture and wondered if the students could work in these areas and eventually see

the fruits of their labor. Vanya Steel and Melissa Bell explained how there are items built into the program that are specific to our area.

9) **Old Business:** None

10) **New Business:** We are planning to renew e2020/Edgenuity. We are working on using the program less and less, but we still need it. The program has been updated to offer more courses that are interactive and more interesting.

11) **Adjournment:** Julie Everly adjourned the meeting at 7:20



**MONROE PUBLIC SCHOOLS  
BOARD POLICY COMMITTEE MEETING  
MINUTES**

**July 12, 2016**

Present: Barry Martin, Robert Yeo, Floreine Mentel  
Absent: Larry VanWasshenova

1. Dr. Martin called the meeting to order at 5:30 p.m.

2. **Public Commentary**

None

3. **Section 9000 – General Public and Organizational Relations**

The group reviewed changes and updates to this section, as well as Board choices and options for policy language. Section 9730-R Relationship with Booster Organizations was edited based on current procedures provided by Mrs. Eighmey.

After reviewing this section, the group agreed to present it to the full Board for a first reading at the July 24<sup>th</sup> board meeting.

It was noted that all of our policies have now been reviewed and are up to date.

5. **Old Business**

None

6. **New Business**

None

7. **Next Meeting**

September 22, 2016

8. **Adjournment**

Dr. Martin adjourned the meeting at 5:55 p.m.

## Monroe Public Schools Board Curriculum Committee



**Date of Meeting:** July 18, 2016  
**Next Meeting:** August 15, 2016

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- 1) **Call to Order:** Julie Everly called the meeting to order at 5:01p.m.
- 2) **In Attendance:** Julie Everly, Tedd March, Barry Martin, Kim VanDevelde, Larry VanWasshenova
- 3) **Public Commentary:** None
- 4) **Student Attendance Update:** Julie started the meeting with an overview of the work that has been done this year on attendance. Presently, we are looking into why certain students and families don't have good attendance. We have asked families why they think their students have disengaged from their education. Kim VanDevelde shared some of the conversations she has had with the other School Climate Liaisons and our families. It is difficult to understand how some families don't place school attendance as a priority and how it becomes acceptable to not attend. Academics typically suffer when a student has poor attendance, and once the student feels they are behind, it becomes more difficult to come and to get caught up.

Dr. March shared an observation of families he has known; students seem to want to attend if they can make a strong connection with a teacher.

Kim VanDevelde is working on an attendance campaign. The slogan will be "Every Day Matters" with a focus on how an education builds from one day to the next. We need students and families to understand they are missed when they aren't here and that their attendance truly matters. We would like our students and families to hear this information when they are in the community too. We will request local businesses, doctors' offices and other community locations to display a poster as a reminder. We have researched other districts and found that some of the more successful attendance campaigns were community campaigns. We would like the community to be invested in the attendance campaign and help reinforce how important this is. We want every one possible to know that "Every Day Matters." A good education builds on what you know every single day.

You will be hearing more about this in the upcoming months.

We had a conversation with a group of high school teachers regarding the current attendance policy. We are currently revising the policy, and we will bring more information to you as soon as we have it.

- 5) **Technology Update:** We have a group of teachers that are working on technology support that will assist as needed for the integration of the technology in the classrooms. This group will support the 5-8, one to one initiative, with lesson plans and other ideas for integrating the Chromebook computers into the daily classroom. This group has named themselves the Chrome Captains!

Tedd March wondered how much training the teachers will need. He feels a Chromebook is pretty straight forward and it will be an easy transition into the classroom.

- 6) **Professional Development Plan:** The plan is currently being worked on. We have had a lot of requests from the secondary schools for professional development that we will be working on. This will be coming to the board soon.
- 7) **Choral Risers:** This group has been requesting risers and we will be bringing this to the board soon.
- 8) **Old Business:** None
- 9) **New Business:** None
- 10) **Adjournment:** Julie Everly adjourned the meeting at 5:35 p.m.

**STAFF RESIGNATIONS**

**BACKGROUND**

We have received a letter of resignation for the purpose of other employment from **Lisa Sellers** from her position as a teacher. Her resignation is effective August 19, 2016. Ms. Sellers has been employed with our district for the past 22 years. She will be vacating an English teaching position at Monroe High School.

We have received a letter of resignation for the purpose of other employment from **Renee Bergman** from her position as a teacher. Her resignation is effective August 19, 2016. Ms. Bergman has been employed with our district for the past 12 years. She will be vacating an elementary teaching position at Raisinville.

We have received a letter of resignation for the purpose of other employment from **Teresa Stewart** from her position as a teacher. Her resignation is effective August 30, 2016. Ms. Stewart has been employed with our district for the past 8 years. She will be vacating an elementary teaching position at Custer.

We have received a letter of resignation for the purpose of other employment from **Samantha Barr** from her position as a teacher. Her resignation is effective August 3, 2016. Ms. Barr has been employed with our district for the past year. She will be vacating a special education teaching position.

**ENCLOSURES**

Letters of Resignation

**RECOMMENDATION**

Move to approve the resignations from Monroe Public Schools of Samantha Barr effective August 3, 2016; Lisa Sellers and Renee Bergman effective August 19, 2016; and Teresa Stewart effective August 30, 2016.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

July 12, 2016

Dear Holly,

Pending MCISD Board approval, I am notifying you that I have accepted a new teaching job at the Monroe County Middle College for the 2016-2017 school year. As of today, my starting date at MCMC will be August 25<sup>th</sup>, 2016 so my last day for MPS will be Friday, August 19<sup>th</sup>, 2016. These dates are somewhat fluid due to the final decision of the MCISD Board of Education.

Sincerely,

A handwritten signature in cursive script that reads "Lisa Sellers".

Lisa Sellers

Monroe High School

Dear Dr. Martin,

Please accept this letter as my notice of resignation from my teaching position Monroe Public Schools. At this time, I have received an offer for a teaching position closer to my home. This position will offer me more time with my family.

I appreciate the experiences that I have had over the past 12 years with Monroe Public Schools.

Sincerely,

Renee Bergman

Dear Monroe Public Schools Team,

Please accept this letter as my formal resignation from my employment, with Monroe Public Schools, effective August 30, 2016. I chose that date, due to my continued work with the science committee, working on the new curriculum and working with Danielle Jozwiak, 3<sup>rd</sup> grade teacher at Custer, on the STEM units for the lab classrooms at Custer. I value that work and will continue to do that work over the summer, with Danielle. I have spent this past school year on a leadership team in PLC meetings, where we studied STEM practices, as well as the direction that Custer is going. I feel as though Custer has invested that knowledge in me, and I in turn, want to continue that work for Custer, before I leave on September 1<sup>st</sup>. In addition, Danielle I and spent the first week of summer writing the new science curriculum, as the only two 3<sup>rd</sup> grade teachers for the district, so my input will be very helpful to her, as we work together to write the STEM units.

I have accepted a position with Saline Area Schools in Saline, Michigan; effective September 1<sup>st</sup>, 2016. It is a very bittersweet move for me.

I cannot thank you all enough for the most wonderful first eight years of my teaching career. Monroe took a chance on me, being a brand-new teacher, and I hope that I made Monroe proud! The memories & relationships with staff members, families, and the school community, as a whole, are those that I will carry with me for the rest of my life. To say 'thank you' just simply seems inadequate. However, from the bottom of my heart, thank you for everything. It's been a great eight years! I wish you all the best!

Sincerely,

*Teresa Anne Stewart*



Teresa Anne Stewart

[Redacted]

[Redacted]

Monroe Public Schools  
1275 N. Macomb St.  
Monroe, Michigan  
48162

## CONTACT



July 20, 2016

Dear Monroe Public Schools Staff,

I am writing to inform you of my decision to leave my position as a MPS resource program teacher at Manor Elementary and the Arborwood Elementary Campus. I have recently accepted a teaching position as a local based teacher with Monroe County Intermediate School District. Please consider this letter my formal two weeks' notice.

Monroe Public Schools helped me grow professionally in my first year of teaching. I appreciate the professional development and the mentorship that I received in my time in the district. My time as a resource program teacher has given me a better understanding of classroom curriculum that I will be able to use as I continue my teaching career.

I am confident that whoever is chosen to take over this teaching position will enjoy working in both schools. I believe that with the organization of my caseload paperwork they will be able to start the school year off well.

Sincerely,

Samantha Barr  
Resource Program Teacher  
Monroe Public Schools



**CONSENT AGENDA – STAFF APPOINTMENTS**

**ENCLOSURES**

- C.5 Amy Bonam, Teacher Appointment
- C.6 Vicki Echegoyen, Teacher Appointment
- C.7 Jennifer Fleck, Teacher Appointment
- C.8 Riley Kilroy, Teacher Appointment
- C.9 Heide Kucharski, Teacher Appointment
- C.10 Brittney Maczala, Teacher Appointment
- C.11 Johnna Woods, Teacher Appointment

**RECOMMENDATION**

Move that Agenda Items C.5 – C.11 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

**TEACHER APPOINTMENT**

**BACKGROUND**

On behalf of the administration and the interview panel I am recommending the appointment of Amy Bonam as a teacher with Monroe Public Schools. This teacher will be assigned as a math teacher at Monroe High School for the 2016/17 school year.

Ms. Bonam holds a Bachelor of Science degree from Eastern Michigan University and a Master of Arts degree from University of Michigan, Ann Arbor. She was most recently employed as a math coach with Eaton Academy in Eastpointe. Ms. Bonam is currently a teacher with our Summer Learning Academy.

Members of the interview panel were: Jeff McVeigh, Assistant Principal; Eric Rausch and Matt Steele, Teachers; and Lori Huntoon, Parent.

**ENCLOSURE(S)**

Resume

**RECOMMENDATION**

Move to approve the appointment of Amy Bonam as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

# Amy K. Bonam

## EDUCATION

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June 2010 – August 2011

University of Michigan, Ann Arbor

*Masters of Arts in Education*

- Review personal and colleagues teaching using video
- Collaborate and research best practices

September 2008 – April 2010

Eastern Michigan University, Ypsilanti

*Bachelors of Science*

- Math and History major; Cum Laude; Regents Scholarship; Dean's List

June 2007 – July 2008

Mott Community College, Flint

*Associates of Arts*

- GPA – 3.9 High Honors; Honors Program

## WORK EXPERIENCE

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August 2011 – May 2015

Eaton Academy, Eastpointe

- Math Academic Coach & Math Lab Teacher
  - Student-based learning & Problem-based learning- students discuss concepts from real-life models
  - Show the full picture- integrate various models; real-life example, table, graph, drawings, equation
  - Present and require effective and organized notes- vocabulary words with examples, and non-examples
  - Produce differentiated lessons connecting necessary prior knowledge
  - Provide quick assessments to identify areas of misconception
  - Engage students in error-analysis- identify their own mistakes
  - Offer my time one-on-one- after-school tutoring, review sessions, emails
- *August 2012 – August 2013*
  - Taught & created lessons: Algebra 1 & 2, ACT prep, & 6<sup>th</sup> grade math
  - Proctored ACT
  - Taught Summer School for grades 6<sup>th</sup>-12<sup>th</sup>
- *August 2012 – August 2013*
  - Taught & created lessons: Algebra 2, ACT prep, Geometry, & Pre-Calc
  - Pulled out 6<sup>th</sup> grade special education students for small group math lessons
  - Volunteered helping students apply to college and chaperone college campus visits
- *August 2013 – August 2014*
  - Taught & created lessons: middle school math 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup> grade
  - Title one data analysis of PST & MEAP- Made curriculum & grouping decisions based on data
  - Volunteered running after school Volleyball program & Basketball program
- *August 2014- May 2015*
  - Taught & created lessons: math 6<sup>th</sup>, 7<sup>th</sup>, & 8<sup>th</sup> grade- Carnegie Learning
  - Title one data analysis of PST & MEAP- Made curriculum & grouping decisions based on data
  - Coached & managed Eaton's first girls Volleyball team

September 2010 – June 2011

Forsythe Middle School, Ann Arbor

- Student Teaching: Eighth grade
  - Accelerated Algebra 1: high school credit given to students who completed
  - Math support, strategies class, 8<sup>th</sup> grade history

**TEACHER APPOINTMENT**

**BACKGROUND**

On behalf of the administration and the interview panel I am recommending the appointment of Vicki Echevoyen as a teacher with Monroe Public Schools. This teacher will be assigned as a Spanish teacher for the 2016/17 school year.

Ms. Echevoyen attended Eastern Michigan University and currently holds a Bachelor of Arts in Spanish, a Masters of Arts in Japanese Language and Culture, and a Master of Arts in English as a Second Language. She was most recently employed with Allen Academy/Pie Management in Detroit, Michigan. Prior to that she worked with Novi High School and Garden City Public Schools.

Members of the interview panel were: Sandy Kreps and Cindy Flynn, Principals; Michelle Achauer, Katlyn Martin, Allison Kwasniak, and Amanda Bomia, Teachers; and Kris Johnson, Parent.

**ENCLOSURE(S)**

Resume

**RECOMMENDATION**

Move to approve the appointment of Vicki Echevoyen as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u><b>Aye</b></u>	<u><b>Nay</b></u>	<u><b>Abstain</b></u>	<u><b>Absent</b></u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

# Vicki Echegoyen, MAT

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## Teacher/Instructor (ELL, Spanish, and Japanese Language and Culture)

Proven Expert in World Language Education and Professional Development for Teachers

Compassionate and engaging Teacher with 15 years of experience in the K-12 learning environment, as well as expertise as an Adjunct Instructor at the post-secondary level. Comprehensive understanding of Michigan World Language and Common Core curriculum standards, ESL support and language acquisition, and differentiated instructional methods. Highly skilled collaborator with passion for education, commitment to accommodating student needs, and proven partner in extracurricular activities. Fluent in Spanish and Japanese language and culture. Additional background in corporate training and coaching.

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### CORE COMPETENCIES

Curriculum Development | Classroom Instruction | Professional Development | Educational Leadership  
Lesson Planning | Standards-Based Learning | IEP Compliance | ELL and World Language Programs | Common Core  
Technology Integration | Student Assessment and Engagement | Community Service | Extracurricular Support  
At-Risk Environments | Social Justice Programs | International Student Travel | Corporate Training

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### K-12 TEACHING EXPERIENCE

#### ESL, SPANISH, AND JAPANESE LANGUAGE/CULTURE INSTRUCTOR (K-12)

2001 – Present

Allen Academy/Pie Management, Detroit, MI | 2015 – Present

Garden City Public Schools, Garden City, MI | 2002 – 2015

Novi High School, Novi, MI | 2001 – 2002

Develop curriculum, lesson plans, and engagement strategies for students enrolled in ESL, Spanish, and Japanese Language and Culture courses. Identify techniques and teaching models for students with diverse skill sets, integrating IEP/504 goals and interventions in collaboration with Special Education partners. Monitor student progress through both formal and informal assessments, addressing potential obstacles before they arise. Communicate with administrators, parents, and colleagues on student achievement and challenges. Utilize scaffolding and other differentiated instructional methods to meet all student needs.

- ◆ Delivered comprehensive and engaging courses for students from elementary through secondary levels in semester and trimester settings, including in hetero- and homogenous classrooms.
- ◆ Created and monitored independent study programs for advanced students to enhance classroom content.
- ◆ Established Japanese and Spanish National Honor Society Chapters at Garden City High School.
- ◆ Oversaw administration of National Spanish Exam, ensuring adherence to standards and guidelines.
- ◆ Led Garden City High School's Social Justice Club from 2014-2015 as Sponsor, promoting respect, cultural sensitivity, and inclusion among students and the school community.
- ◆ Coached multiple divisions of winning teams for Annual Michigan Japanese Quiz Bowl, as well as several Annual Michigan Japanese Speech Contest winners, honorable mentions, semifinalists, and runners up.
- ◆ Taught a number of first, second, and third place entries in the Japanese Nengajo Contest at both the State and National levels.
- ◆ Traveled with students and colleagues both within the US and internationally, acclimating students to cultural elements of foreign countries and immersing them in language instruction.
- ◆ Recognized for contributions to district with nomination for Global Awareness Award in 2015.
- ◆ Nominated five times in first four years of teaching for Who's Who among America's Teachers.

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**COLLEGE LEVEL TEACHING EXPERIENCE**


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**ESL/LANGUAGE INSTRUCTOR****2005 – 2007; 2010****Washtenaw Community College, Ann Arbor, MI | 2005 – 2007****University of Michigan Northwood Community Center English Language Program, Ann Arbor, MI | 2006 and 2010**

Created detailed lesson plans and engaging classroom activities to assist adult learners in language acquisition. Monitored student progress and maintained comprehensive records of assessments.

- ◆ Built relationships with adults and children in summer program at University of Michigan, assisting with the development of English language skills at the beginning, intermediate, and advanced levels.
- ◆ Contributed to WCC Lifelong Learning Program by teaching evening Japanese language classes.

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**ADDITIONAL WORK HISTORY**


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**ESL Tutor (Elementary)**, Freelance Clients, Farmington, MI**Corporate Language Instructor**, Ford Motor Company/Techworld Language Services, Troy, MI**Japanese Interpreter**, Eagle Technology and Manufacturing, Inc., Roseville, MI**Bilingual Instructor's Assistant**, First Methodist Church of Ypsilanti, Ypsilanti, MI**Bilingual Customer Sales and Service Representative**, Allnet Communications, Southfield, MI

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**EDUCATION AND CREDENTIALS**


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**Master of Arts in Teaching**, English as a Second Language (TESOL/ESL), Eastern Michigan University**Master of Arts in Teaching**, Japanese Language and Culture, Eastern Michigan University**Bachelor of Arts (Honors)**, Spanish, Eastern Michigan University**Professional Teaching Certificate**, Spanish Language (6-12) and Japanese Language/Culture (K-12), State of Michigan**Training**, Medical Interpreter Program, University of Michigan

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**PROFESSIONAL AFFILIATIONS**


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**Member**, AATSP, MiWLA, JTAM, NCLT, AAE, and Golden Key National Honor Society**Workshop Presenter**, Annual Michigan World Language Association Conference

**TEACHER APPOINTMENT**

**BACKGROUND**

On behalf of the administration and the interview panel I am recommending the appointment of Jennifer Fleck as a teacher with Monroe Public Schools. This teacher will be assigned as a Spanish teacher for the 2016/17 school year.

Ms. Fleck holds a Bachelor of Arts degree in Political Science from Michigan State University and a Master of Education in Multi-Age Foreign Language Education – Spanish from the University of Toledo. She was previously employed as a Spanish teacher with SMCC and most recently as an instructor with the University of Toledo.

Members of the interview panel were: Sandy Kreps and Cindy Flynn, Principals; Michelle Achauer, Katlyn Martin, Allison Kwasniak, and Amanda Bomia, Teachers; and Kris Johnson, Parent.

**ENCLOSURE(S)**

Resume

**RECOMMENDATION**

Move to approve the appointment of Jennifer Fleck as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u><b>Aye</b></u>	<u><b>Nay</b></u>	<u><b>Abstain</b></u>	<u><b>Absent</b></u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

# Jennifer Fleck

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## Objective

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To inspire students to embrace different cultures, build their sense of community through project based learning while delivering instruction in Spanish

## Education and Licensure

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PhD Student, Curriculum & Instruction (2014-Present)

*University of Toledo, Toledo, Ohio*

Master of Education, Multi-Age Foreign Language Education --Spanish

*University of Toledo, Toledo, Ohio* (May 2014)

Ohio Licensure: Multi-Age Foreign Language (January 2015)

Bachelor of Arts, Major in Political Science

*Michigan State University, East Lansing, MI* (May 1993)

## Education Research Interests

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Hispanic Heritage Student Success, Latino Academic achievement, Higher Education Enrollment and Graduation, Service Learning, Literacy, Poverty and Education, Minority Education Gap.

*Master of Education Literature Review:* Foreign Language Acquisition with Web 2.0

## Experience

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2016                      **University of Toledo, Toledo, OH**  
Instructor CI 5430 Issues in Foreign Language Instruction  
Instructor CI 4910 Seminar- Student Teaching Foreign Language

2014 to present      **University of Toledo, Toledo, OH**  
**Graduate Assistant**  
-Presenter Eco Justice and Activism Conference, Eastern Michigan University (Mar 2016)  
-International Peer-reviewed Conference



Conference Theme: Reclaiming the Commons: Diverse Ways of Being and Knowing

Used participatory action research to contribute to a deepened local, national and international conversation about structural racism with two purposes:

- (1) pilot a PAR process for providing a forum and method in which people normally separated by social structures come together to listen to and learn from each other in a purposeful manner.
- (2) begin an archive of "Toledo Truths" for ongoing reference by citizens, elected officials, teachers, and others.

**-Ohio Social Studies Review [OSSR] Administrative Assistant to Executive Editor (Fall 2015)**

The OSSR is the premier Social Studies Journal for researchers and educators in the field of Social Studies. Assist the editor with all processes in creation of the bi-annual journal.

**-NURTURES Summer Institute and Translator (Summer 2015)**

The NURTURES program is a partnership with the National Science Foundation and the University of Toledo. NURTURES offers teacher professional development, classroom extension activities and family learning opportunities in the Toledo area.

-Worked with a team of scientists, researchers and graduate assistants in the preparation for the Summer Professional Development Institute.

-Translated curriculum from English into Spanish for quarterly family activity packs that are sent home with students.

**-Presenter (Spring 2015) Senior Technology Fair for the Department of Curriculum and Instruction at the University of Toledo**

-Presented iPad applications and tools for authentic assessment and inquiry based learning

**-Celebrate 2016 (Fall/Spring 2014-2015)**

Assistant to Dr. Charlene Czneriak, Dr. William Weber and Dr. Judy Lambert

Celebrate 2016 was a pilot educational program which provided pre-service teachers in introduction to education with forty or more hours of field experience compared to ten at the beginning of their teacher preparation pathway at the University of Toledo.

-Developed data measurement instruments, collected data, supervised field visits, assisted in the integration of technology into lesson plans and implementation.

2009 to 2014

**Saint Mary Catholic Central High School, Monroe, MI**

**Spanish Teacher — Levels 1, 2 & 3**

Key Contributions/Notes:

- Planned and directed data analyses driven curriculum outlined by current National Standards established by ACTFL
- Approximate course enrollment per academic year: 138-155
- Implemented and enhanced technology driven curriculum through research based best practices in student iPad 1:1 program
- Initiated and implemented Catholic teaching through celebration of student directed Spanish mass
- Foreign language consultant for Heritage Speakers of Spanish St. Mary Catholic  
Central High School & Monroe Catholic Elementary & Middle Schools
- Chapter Sponsor of Sociedad Honoraria Hispánica, a nationally recognized academic association for students of Spanish and Portuguese
- Curriculum advisor Monroe Catholic Middle School Spanish Program
- Committee member New Teacher Mentor and Induction Program, 2013-2014
- Holy Cross Leadership Institute faculty representative, 2013
- Guatemala Mission Trip Spanish Language Liaison, Educator and Chaperon, 2010, 2012 & 2014

2014- 2016

**Hispanic Ministry Coordinator of the Monroe Vicariate**

Ministry Coordinator serving the Monroe County Hispanic Catholic population through the Vicariate of Monroe County and Arch Diocese of Detroit.

- Provide the Hispanic Community services in faith formation, education and spiritual growth. Coordinate programs for ESL, services for Immigration, grief counseling, school enrollment, translation and interpretation services, provide basic human needs of food, shelter and clothing, various counseling services, organize and plan missions and spiritual retreats.

**Qualifying Language Training and Travel Experience**

<i>-Guatemala Mission Trip</i>	2010, 2012 & 2014
Summer Mission Program, Saint Mary Catholic Central High School	
<i>-Volunteer Community ESL Program Coordinator and Teacher</i>	2012-Present
Saint Mary and Saint Joseph's Catholic Churches, Monroe, MI	
<i>-Universidad de Extremadura, Cáceres, España</i>	Spring, 1992
Study abroad program through Michigan State University	
<i>-International Travel</i>	
Mexico, Guatemala, España	

### Awards/Scholarships

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- Advanced Leadership Academy 2014  
University of Toledo, College of Business and Innovation
- Tillotson Scholarship 2011-2012

### Professional Organizations

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- The American Council on Teaching of Foreign Languages  
The American Association of Teachers of Spanish and Portuguese  
Sociedad Honoraria Hispánica

### Related Experiences

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- ESL Program Coordinator and Teacher**, Free Community Program 2012-Present  
Saint Mary and Saint Joseph Catholic Churches, Monroe, Michigan
- Institute for Educational Development**
- Methods and Strategies for Foreign Language Instruction 2011  
Best Use of iPads 2013
- Summerfield Elementary and Middle School, Petersburg, MI** 2002-2009  
Volunteer- Accelerated reader program, Tutor; English, Reading, Math, Science  
Mentor At-risk students, Middle School  
Special Programming; Leadership and Team Building, Student Mentor
- Monroe County Library, Petersburg and Dundee Branch Locations** 2002-2007  
Youth Programs Teacher/Coordinator, Volunteer  
Self-Esteem Building, Baby-sitting, CPR, Make-up Application & Tutoring

### Other Employment

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- Independent Sales Director/Consultant** 2002-Present  
Mary Kay Cosmetics, Inc., Dallas, TX  
Accomplishments include becoming a sales director within two years, earning three honors only the top 2% of sales consultants earn, growing your unit to 50 members and maintaining membership for at least six months, earning top sales for unit size within first year as a Sales Director.
- Talbots, Women's Apparel** 1994-1996, 2006-2007  
Toledo, Ohio  
Visual coordinator, Manager

**TEACHER APPOINTMENT**

**BACKGROUND**

On behalf of the administration and the interview panel I am recommending the appointment of Riley Kilroy as a teacher with Monroe Public Schools. This teacher will be assigned as a science teacher at Monroe High School for the 2016/17 school year.

Mr. Kilroy holds a Bachelor of Arts degree from the University of Akron in Ohio. He completed his student teaching at Waterloo High School in Ohio. Mr. Kilroy was most recently employed as a science teacher with Ypsilanti Community Schools.

Members of the interview panel were: Sandra Kreps, Principal; Dawn Brodie, Ron Motyka, and Amy Zellen, Teachers; and Lori Huntoon and Carolyn Lynch, Parents.

**ENCLOSURE(S)**

Resume

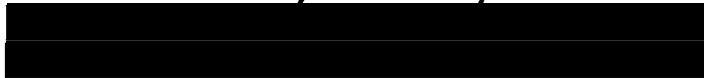
**RECOMMENDATION**

Move to approve the appointment of Riley Kilroy as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

# Riley P. Kilroy



**Education**      **The University of Akron, Akron, Ohio**  
-Bachelor of Arts, Secondary Education, 05/2015  
-Licensure: Michigan: 6 - 12 Integrated Science (DI), Ohio: 7 - 12 Integrated Science  
-Minors: Biology and Chemistry

**Teaching Experience**      **AC Tech High School, Ypsilanti Community Schools, Ypsilanti, Michigan**  
8/15 – Present  
-Science Teacher: 9<sup>th</sup> Grade Biology, 11<sup>th</sup>/12<sup>th</sup> Grade Physics  
-Worked as part of a Professional Learning Community of science educators to design a new curriculum that aligned with the Next Generation Science Standards  
-Used inquiry driven lesson planning to focus on student led education  
-Collaborated with other science teachers on a cross-SLC Grant for inquiry and engineering in biology. Grant covered a Project Based Learning unit of instruction that spanned an 8 week period and included: Place-Based Educational focus, a field trip, frog dissection, and an engineering design and manufacture of small scale water filters.  
-Developed laboratory activities and projects that incorporated real life scenarios and examples  
-Made informed decisions about instruction based on data analysis of pre and post tests, and formative assessments  
-Gained experience teaching in a culturally diverse setting with a large population of at risk students  
-Ran after school tutoring for students needing extra support or who had excessive absences  
-Ran an after school Physics Club for students who wished to participate in experimental design and planning  
-Sat on the School Improvement Planning Committee

1/15 – 5/15      **Waterloo High School, Atwater, Ohio**  
-Teacher Candidate: 9<sup>th</sup>/10<sup>th</sup> Grade Physical Science, 11<sup>th</sup>/12<sup>th</sup> Grade Environmental Science  
-Designed lessons that included real life scenarios and current events  
-Incorporated technology into the classroom through the use of Google Classroom, Google Drive and Calendar, PhET Simulations, Kahoot, and Quizlet.com  
-Co-taught inquiry lessons using groups differentiated from previous assessments  
-Attended the National Science Teachers Association (NSTA) National Conference to learn new strategies, technologies, and develop further as an educator  
-Volunteered time to participate in a grant proposal with the science department as well as a district planning session for improved End of Course evaluation scheduling  
-Worked with other teacher candidates in the organization of a Community Technology Night to introduce stakeholders to current classroom technologies

**Recent Employment**      **Just Add Water, Willoughby, Ohio**  
5/09 – 5/15  
-Scuba Instructor and Sales Associate  
-Taught various levels of Scuba Classes from entry level through higher education  
-Coordinated, organized, and taught youth Scuba Camps

8/10 – 1/15      **Student Recreation and Wellness Center, University of Akron, Akron, Ohio**  
-Head Lifeguard and Water Safety Instructor  
-Trained and supervised staff in prevention and response to injuries and accidents  
-Taught and co-taught various levels of Learn to Swim classes for a diverse level of abilities

**Extracurricular**      **Coaching Experience**  
-Volunteer coaching experience: Waterloo High School Wrestling, Atwater, Ohio, 1/15 - 2/15  
-Personal accomplishments: 3x Ohio High School State Qualifier (2007-09), 2x Placer (2008-09), Cadet Junior Freestyle National Champion (2007)

**Certifications**      **Red Cross**  
-CPR and AED for the Professional Rescuer, Lifeguard Training and First Aid  
  
**Professional Association of Diving Instructors (PADI)**  
-Staff Instructor, Emergency First Response Instructor with Care for Children and AED

**References**

<b>Scott Heister</b> SLC Leader & Mentor Teacher Ypsilanti STEM Middle College 	<b>Cory Gildersleeve</b> Ass't. Principal Ypsilanti Community High School 	<b>Todd Olford</b> Social Studies Teacher AC Tech High School, YCS 	<b>Kenneth L. Riley</b> Mentor Teacher Waterloo Middle School 
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**TEACHER APPOINTMENT**

**BACKGROUND**

On behalf of the administration and the interview panel I am recommending the appointment of Heide Kucharski as a teacher with Monroe Public Schools. This teacher will be assigned as an elementary teacher, tentatively at Manor, for the 2016/17 school year.

Ms. Kucharski holds a Bachelor of Science degree in Elementary Education from Eastern Michigan University. She completed her student teaching this past spring at Manor Elementary. Ms. Kucharski was most recently employed as an Enrichment Liaison with EduStaff, assigned to Manor Elementary.

Members of the interview panel were: Terry Joseph, Principal; Michelle Homer, Lorraine Putnam, and Mary Wolf, Teachers; and Nicole Kansier, Parent.

**ENCLOSURE(S)**

Resume

**RECOMMENDATION**

Move to approve the appointment of Heide Kucharski as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u><b>Aye</b></u>	<u><b>Nay</b></u>	<u><b>Abstain</b></u>	<u><b>Absent</b></u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

# Heide Kucharski

## Teaching Experience

Enrichment Liaison working with K-6<sup>th</sup> grade  
Waterloo Elementary, Monroe MI

### **April 2016-Present**

- Instruct students in small groups
- Adapt teaching methods and instructional materials to meet students varying needs

Student Teacher in a Fourth Grade Classroom  
Manor Elementary, Monroe MI

### **January 2016 – April 2016**

- Instructed students individually, small group, and whole group
- Adapted teaching methods and instructional materials to meet students varying needs and interests
- Established and enforced rules for behavior and procedures for maintaining order among the students
- Met with parents and guardians to discuss their children's progress and to determine priorities for their children and their resource needs.

## Work Experience

Senior Banker  
Citizens Bank, Southgate MI

### **November 2001-Present**

- Establish and maintain relationships with individual or business customers and provide assistance when needed.
- Confer with customers by telephone or in person to provide information about products or services, cancel accounts, or obtain details of complaints.
- Work with team members to maintain and foster a positive environment, which is challenging and inspiring to reach goals.

## Skills

- Instructing Whole Group and Small Group
- Classroom Management
- Lesson Planning
- Intervention Instruction
- Technology Integration
- Parent-Teacher Communication
- Student Assessment

## Web Portfolio

<http://moniekucharski.weebly.com>

## Education

Bachelors of Science  
Elementary Education  
Minors in Integrated Science & Language  
Arts

**Eastern Michigan University  
Ypsilanti, MI**

Graduated April of 2016

GPA: 3.8

Awards: Deans List

## Certifications

Elementary K-5 All Subjects  
Certification Test **Pending**

K-8 Science & Language Arts  
Endorsements **Pending**

CPR/First Aid/AED Adult and  
Pediatric **2016**

## References

Dawn Stanish  
Coordinating Teacher

Email: stanish@monroe.k12.mi.us

Theresa Crnkovich  
Eastern Michigan Advisor

Email: tcrnkovic@emich.edu

Erica Rutchik  
Branch Manager, Citizens Bank

Email: Erica.Rutchik@citizensbank.com

***I dare to dream big and  
challenge you too!***

**TEACHER APPOINTMENT**

**BACKGROUND**

On behalf of the administration and the interview panel I am recommending the appointment of Brittney Maczala as a teacher with Monroe Public Schools. This teacher will be assigned as an elementary teacher, tentatively at Manor, for the 2016/17 school year.

Ms. Maczala holds a Bachelor of Science degree in Elementary Education and Reading from Eastern Michigan University. She completed her student teaching this past spring at Garfield Elementary in Wyandotte. Ms. Maczala was most recently employed as a substitute teacher through PESG, LLC.

Members of the interview panel were: Terry Joseph, Principal; Michelle Homer, Lorraine Putnam, and Mary Wolf, Teachers; and Nicole Kansier, Parent.

**ENCLOSURE(S)**

Resume

**RECOMMENDATION**

Move to approve the appointment of Brittney Maczala as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u><b>Aye</b></u>	<u><b>Nay</b></u>	<u><b>Abstain</b></u>	<u><b>Absent</b></u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



# Brittney Maczala

## Objective

Seeking an Elementary teaching position that will utilize my strong dedication to student literacy development.

## Certification

- Elementary K-5 All Subjects - Michigan Certified 2016
- Reading K-8 - Michigan Certified 2016
- CPR/AED/First Aid Adult and Pediatric - American Red Cross 2016

## Experience

### Substitute Teaching

Aug. 2015 - Present

- Professional Education Services Group (PESG), LLC – Wayne County, MI

### Student Teaching

Jan. 2016 – Apr. 2016

### Garfield Elementary – Wyandotte, MI

- Developed and implemented second grade curriculum fulfilling all teacher duties.
- Created a reading intervention plan for an ELL student that demonstrated substantial growth.
- Volunteered to assist the Reading Committee in the finalizing of March is Reading Month Activities.

### Pre Student Teaching

### Multicultural Academy – Ann Arbor, MI

Sept. 2015 – Dec. 2015

- Directed a Daily 5 program in a first grade classroom.

### Blackwater Community School – Coolidge, AZ

April 2015

- Assisted a fifth teacher on a Native American Reservation that achieved teacher of the year.

### Global Tech Academy – Ypsilanti, MI

Sept. 2014 – Dec. 2015

- Implemented an interactive dojo behavior management program with the fourth grade students daily.

## Education

### Eastern Michigan University

April 2016

- Bachelor of Science: Elementary Education and Reading
- Dean's List- Cumulative GPA of 3.87

## Professional Organizations

Board member for Kappa Delta Pi - International Honor Society for Educators  
Attended Michigan Reading Association Conference March 2016

References Available Upon Request

**TEACHER APPOINTMENT**

**BACKGROUND**

On behalf of the administration and the interview panel I am recommending the appointment of Johnna Woods as a teacher with Monroe Public Schools. This teacher will be assigned as an elementary teacher for the 2016/17 school year.

Ms. Woods holds her bachelor’s degree from Eastern Michigan University. She completed her student teaching at Waterloo and Riverside. She was most recently employed by EduStaff and assigned as a math interventionist at Waterloo. Ms. Woods also taught at the Summer Learning Academy during 2015 and 2016.

Members of the interview panel were: Lisa McLaughlin, Terry Joseph, Meghan Gibson, Mary Ann Cyr, Steve Pollzzie, and Ronda Meier, Administrators; Amanda Iocoangeli, Jennifer Abrams, Andrea Wylie, Mary Wolf, Teachers; and Amy Pabin, Parent.

**ENCLOSURE(S)**

Resume

**RECOMMENDATION**

Move to approve the appointment of Johnna Woods as a teacher with Monroe Public Schools effective August 31, 2016, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

# JOHNNA WOODS

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## SEEKING POSITION IN ELEMENTARY EDUCATION

*~ Motivated ~ Creative ~ Reflective ~*

Devoted to enhancing the future of students through my enthusiasm, skill, and dedication.

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## EDUCATION & CERTIFICATIONS

Monroe High School, Monroe, Michigan. Cumulative G.P.A. of 3.88, 2010 graduate.

Eastern Michigan University, Ypsilanti, Michigan. Magna Cum Laude. Cumulative G.P.A. of 3.70.  
December, 2015 graduate.

Elementary Education & Early Childhood Education.

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## TEACHING EXPERIENCE

### Math Interventionist-Waterloo Elementary School (05/2016-06/2016)

- Worked with students grades Young 5's-6<sup>th</sup> grade. Assisted teachers in the classroom during Intervention/Enrichment time along with pulling students out of the classroom and working with the students in a small group to improve their math skills.

### Long Term Substitute Teacher-Waterloo Elementary School (01/2016-05/2016)

- 3<sup>rd</sup>/4<sup>th</sup> grade split classroom

### Student Teacher

Riverside Early Learning Center, Monroe, MI (9/2015-12/2015)

- Head Start Preschool ages 3 - 5

Waterloo Elementary School, Monroe, MI (1/2015-4/2015)

- 3<sup>rd</sup>/4<sup>th</sup> grade split class in a diverse district. Incorporated Smartboard technology featuring PowerPoint lessons, which highlighted content notes, video clips, art work and primary source documents from educational resources.

### Tech Liaison

Summer Learning Academy-Monroe (6/2015-8/2015)

- Tech Liaison/Assistant for a first and second grade classroom. Responsible for leading small groups pertaining to reading and math.

### Substitute Teacher

Waterloo Elementary School (4/15-6/2015)

- Substitute in various classroom settings & grade levels: K-6
- 
- 

## WORK - RELATED EXPERIENCE

**Freshman Volleyball Coach**, Monroe, MI (Summer 2015 - Current). Monroe High School

- Head Coach of Freshman Volleyball Team overseeing all activities and assistant coach

**Extended Day Math Tutor**, Monroe, MI (1/2015-4/2015)

- Responsible for tutoring children in 3<sup>rd</sup> and 4<sup>th</sup> grade in math. Main focus was on single and double digit multiplication.

**Lots of Love Childcare & Preschool**, Monroe, MI (6/2014-05/2016)

- Assistant in the infant and toddlers room. In charge of making and implementing arts and crafts, preparing breakfast, lunch, and snacks. Lead & Assistant Teacher for the preschool age children.

## WORK - RELATED EXPERIENCE (CONT.)

K C Child Care Center, Ypsilanti, Michigan (2/2014-6/2014)

- Work with a partner to develop and implement lesson plans aimed for children kindergarten-5th grade, help children with homework and stay after to offer more support when needed.

**Head Coach**, Monroe, MI (2008, 2009, 2014). Manor Elementary School

- Intramural Volleyball Team consisting of girls grades 4th and 5th.

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## VOLUNTEER EXPERIENCE

**Assistant Freshman Volleyball Coach** · Monroe High School · 2007-2008

**S.T.R.O.N.G.** · President of Fundraising and Activities. Monthly trips to visit women in unusual working environments and careers · 2008

**American Red Cross** · 2008

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## ACHIEVEMENTS

Successful Completion of the Michigan Test for Teacher Certification – Elementary

Successful Completion of the Michigan Test for Teacher Certification – Early Childhood

Dean's List · 2010, 2011, 2012, 2013, 2014, 2015

Scholar of Excellence, College of Education · 2015

American Red Cross, Everyday Hero's Award Recipient · 2008

Employee of the Month, Northville Hills Golf Club · June, 2013

National Honors Society · 2010

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## ADDITIONAL CERTIFICATIONS

CPR Certified

First Aid Certified

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## REFERENCES

**Kim Liss**

Owner, Lots of Love Daycare/Preschool

Monroe, Michigan  
[REDACTED]

**Theresa Crnkovich**

EMU Student Teacher Supervisor

Ypsilanti, Michigan  
[REDACTED]

**Dr. Karen Paciorek**

Professor

Program Coordinator

Early Childhood Education

Eastern Michigan University  
[REDACTED]

**COACHING RECOMMENDATIONS**

**BACKGROUND**

The following are Coaching Recommendations for the 2016/17 school year Fall season. All pre-employment information has been completed.

Last Name	First Name	Title	Sport	School	Season
Clark	Christopher	Assistant Coach	Football - 9th Grade	MHS	Fall
McCollum	Jody	Assistant Coach	Football - JV	MHS	Fall
Harmon	Jessica	Coach	Volleyball - 7th Grade	Monroe Middle	Fall
Stefanski	Patty	Coach	Volleyball - 8th Grade	Monroe Middle	Fall
Woods	Johnna	Coach	Volleyball - 9th Grade	MHS	Fall

**RECOMMENDATION**

Move to approve the coaches listed above for the 2016/17 school year; as per the MCEA master agreement.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u><b>Aye</b></u>	<u><b>Nay</b></u>	<u><b>Abstain</b></u>	<u><b>Absent</b></u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

**MHS CROSS COUNTRY CAMP**

**BACKGROUND**

Dr. John Ray, Monroe High School Athletic Director, wishes to petition the Board of Education for permission for the MHS Cross Country Team to participate in a cross country summer camp at Lake Dianne in Camden, Michigan, August 8-13, 2016. The students will be transported in private vehicles driven by three staff members and two chaperones.

**ENCLOSURE(S)**

A description of activities, as well as a daily schedule is enclosed. The complete packet will be housed in the office of the Deputy Superintendent.

**RECOMMENDATION**

Move to approve the attendance of the cross country team at the MHS Cross Country Camp at Lake Dianne in Camden, Michigan, August 8-13, 2016, in accordance with board policies for field trips and excursions.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

Monroe Public Schools  
Field Trip Information Form

Overnight

Date of Trip: 8/8/16 - 8/13/16

Grade/Team/Organization Making Request: MHS Cross Country

Destination: MHS Cross Country Camp

Address: 14224 View Dr.

City: Camden

State: MI

Zip: 49232

Means of Transportation: Private Transportation

Number of Students and Adults Involved: 20 - 24

Exact Loading Location: Munson Park

Estimated Time of Departure: 8:00 AM

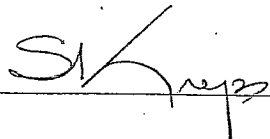
Estimated Time of Departure from Destination: 12:00 PM

Expected Time of Arrival: 2:00 PM

Purpose of Trip: Cross Country Camp

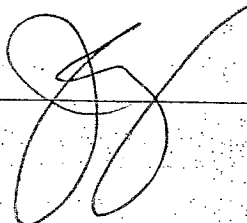
Faculty Supervisor: Mark Scoles

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

Principal's Signature: 

Date: \_\_\_\_\_

Approved  Denied

Assistant Superintendent's Signature: 

Date: 7-15-16

Approved  Denied

## Field Trip Description

### Destination and Description of Trip:

On August 8– 13, 2016, the prospective members of the MHS Cross Country Team will travel to Lake Dianne in Camden, MI for team camp. This will be the 15<sup>th</sup> consecutive year that Coach Scoles has taken the team to camp. Coach Dave Bork operated the same camp from 1982 to 1997. Besides logging numerous miles of running on the dirt roads Camden provides, our camp serves as incredible opportunity to build relationships amongst the athletes and coaches. The team will visit Hillsdale College on Wednesday and cap the week with “The Run thru Hell” road race on Saturday morning. As described in the enclosed schedule, Coach Scoles will teach lessons on hydration, injury prevention, training, goal setting and race strategy throughout the week.

Both Coach Scoles and Coach Mydloski have completed The American Red Cross Life Guard certification. Additionally, Coach Scoles recently completed refresher courses in first aide, cpr and water safety.

School: Monroe High School

Chaperones:        Mark Scoles                      Jim Mydloski  
                         Emily Van Wassenova  
                         Jacquelyn McEnhill        Justin Heck

Method of transportation: Chaperones listed above will transport student-athletes in private vehicles. Other parents may also drive. (All Private Transportation Application Forms will be completed at our parent meeting on Tuesday, July 21 and submitted to Dr. Ray the following day.)

Date / Time of Departure: Monday, August 8 at 8:00am.

Date / Time of Return: Saturday, August 13 at 2:00pm.

Number of nights: 5

Number of Students Participating: apx 16 – 20 (All MPS Parental Permission Forms will be completed at our parent meeting on Tuesday, July 26 and submitted to Dr. Ray the following day.)

Number of Staff Supervising: 4

Number of Other Adults Assisting: 1 ( Criminal history consent forms will be completed by Tuesday, July 26.)







**MONROE MIDDLE SCHOOL  
FURNITURE PURCHASE**

**BACKGROUND**

Cindy Flynn, Monroe Middle School Principal, is requesting approval to replace and replenish classroom chairs, tables, and bookcases. Three quotes are attached for your review.

**ENCLOSURE(S)**

Quotes from Office Depot, School Outfitters, and School Specialty

**RECOMMENDATION**

Move to approve the purchase of classroom chairs, tables, and bookcases from Office Depot at a cost not to exceed \$6,122.25. Funds for this purchase will come from Monroe Middle School’s capital outlay budget.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

# Office DEPOT

## Fax

To: Kris Johnson

From: Dwayne Bishop

Fax:

Phone: 248-277-4042 EXT 312-889

Date: 7-21-16

Pages: 7 including Cover

Re:

CC:

Confidential    Urgent    For Review    Please Comment    Please Reply

● Comments:

# WORKSPACE Interiors

by **Office DEPOT**

Laura Nobles

817-684-4407 ph  
817-684-4427 fax  
laura.nobles@officedepot.com

**ACCT 85622905**  
MONROE PUBLIC SCHLS  
1275 N MACOMB ST  
MONROE MI 48162

## Quotation

Date: 7/21/2016

Reference#:

Item	Qty	Catalog Number / Description	Sell Price:	Unit	Extended
1	1	QUOTE: 072116LN0830		\$0.00	\$0.00
2	1	LEAD-TIME: BOOKCASE 3-4 WEEKS, all else 4-5 weeks		\$0.00	\$0.00
3	2	<b>BA10341230-01</b> ELITE WELDED BOOKCASE, RED, 24X12X30, (SHIPS ASSEMBLED)		\$92.20	\$184.40
4	1	SANDUSKY-FREIGHT		\$0.00	\$0.00
5	12	<b>FS849RD48-2140</b> ACTIVITY TABLE, 48 ROUND , ADJ LEGS 22-30"		\$105.04	\$1,260.48
6	1	SCHOLARCRAFT FREIGHT-TABLES		\$386.67	\$386.67
7	1	SCHOLARCRAFT FREIGHT-CHAIRS		\$487.78	\$487.78
			<b>Subtotal</b>		<b>\$2,319.33</b>
8	66	<b>SC157-NA</b> 17.5, HARD PLASTIC STACK CHAIR, NAVY		\$57.62	\$3,802.92
			<b>Subtotal</b>		<b>\$3,802.92</b>
			<b>Total:</b>		<b>\$6,122.25</b>



**Quotation**

Date: 7/21/2016

Reference#:

Laura Nobles

817-684-4407 ph  
817-684-4427 fax  
laura.nobles@officedepot.com

**ACCT 85622905**  
MONROE PUBLIC SCHLS  
1275 N MACOMB ST  
MONROE MI 48162

Item	Qty	Catalog Number / Description	Sell Price:	Unit	Extended
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**TERMS AND CONDITIONS OF PURCHASE (FURNITURE)**

- Office Depot, Inc. ("Office Depot") shall make commercially reasonable efforts to install all products as quickly as possible. However, any delivery and/or installation dates quoted to Customer are approximate, and Office Depot's obligation shall be only to deliver and/or install the products within a reasonable time. Also, due to certain factory shipment schedules, it is possible that Office Depot will be able to deliver and install portions of the job in phases. Customer will be invoiced for the items as they are delivered and payment will be due as set forth in Section 4 below.
- All prices are firm for thirty (30) days from date of proposal.
- Payment terms are net thirty (30) days from date of invoice. Customer will be invoiced for items as they are delivered. In no event shall payment be withheld for acceptable products. If any products are unacceptable or undelivered, Customer shall pay 90% of the invoice for those products delivered and acceptable and may withhold 10% until completion of the job. The balance is payable thirty (30) days after final delivery.
- All orders are subject to credit approval.
- Office Depot requires a minimum deposit equaling 33% on all orders over \$20,000. Said deposit will be applied to Customer's account until such product is delivered and invoiced. Each invoice, less its proportionate share of the deposit, will be due and payable as set forth in Section 4 above.
- All products and materials are subject to applicable taxes, as well as any applicable inbound freight and fabrication charges.
- An order is not cancelable once in production. "Quick ships" and fabric orders are not cancelable. [
- Any quotation for special order products or materials shall be approved by an authorized Customer representative for correct product number, fabric, specifications and quantities. Any services rendered to Customer to change or modify the specification and layout before or during installation will be charged to Customer at prevailing rates. If such changes or modifications result in additional products, parts, materials or labor, they will be billed to Customer at prevailing rates.
- Delivery and installation services are conducted during normal business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday. If services are requested outside of normal business hours, if special handling or equipment is required, if moving of products other than delivered is required, or if there are any unusual condition not made known to Office Depot at the time of sale, extra labor charges at prevailing rates may apply.
- If during installation, additional products are necessary or required to complete the job, such additional products and labor will be charged to Customer at prevailing rates.
- Electric current, heat, hoisting and/or elevator service will be furnished without charge to Office Depot.
- Floors shall be smooth, level and free from debris, and concrete subject to dampness shall be waterproofed prior to delivery and installation of products.
- If Customer is unwilling or unable to accept delivery or installation of the products according to the specified schedule, the products will be stored at Customer's expense, and Customer shall pay 100% of the invoice price within thirty (30) days. In addition, Customer shall pay a warehouse charge payable monthly. Double handling of a product will be charged at our normal hourly rate.
- Office Depot makes no warranties, expressed or implied, as to merchantability or as the suitability of the products for any particular purpose, except those made by the manufacturer of the products. Any claim must be made to Office Depot in writing within five (5) days after delivery or installation of the products and if no claim is so received by Office Depot it will be conclusively presumed that Customer has accepted and that the products are as represented.
- No liability shall accrue against Office Depot as a result of breach of terms and conditions caused by any strike, act of God, lockout, accident, or delay beyond its control.
- Office Depot retains, and Customer hereby grants to Office Depot, a security interest in the products to secure the purchase price therefore. The products shall remain personal property regardless of being fixed to any real property. If Customer defaults in the payment of the purchase price when due, Office Depot shall have all rights and remedies granted by the Uniform Commercial Code. A finance charge of 2% per month (annual percentage rate 24%) will be charged on all past due balances. Customer shall pay all collection costs, including attorneys fee, in the event any claim is referred to a collection agency or attorney.
- Products shipped directly to Customer shall be the responsibility of Customer except if agreed in writing that Office Depot will provide delivery and installation services. The receiving Customer is responsible to inspect products and file any necessary freight claims with freight provider.
- Manufacturer warranties apply for parts only. Labor is not included.
- It is Customer's responsibility to furnish a certified electrician to "hardwire" cubicle stations to building power.
- All items set forth in the quotation are non-returnable.
- IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR CONSEQUENTIAL, SPECIAL, INDIRECT OR INCIDENTAL DAMAGES, WHETHER IN AN ACTION BASED ON CONTRACT, TORT (INCLUDING NEGLIGENCE) OR ANY OTHER LEGAL THEORY, EVEN IF THE PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- ~~Each party shall indemnify and hold harmless the other party from and against any and all third-party claims, demands, actions, suits, losses, liabilities, damages and all related costs and expenses, including without limitation reasonable attorneys' fees due to, arising from or relating to the negligent, willful or reckless act or omission of the indemnifying party.~~
- These terms and conditions shall be governed by the law of the State of Florida, without regard to conflict of laws principles.

Customer has read and understands these terms and conditions of purchase.

Customer: \_\_\_\_\_ Address: \_\_\_\_\_

Customer's Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_



**Quotation**

Date: 7/21/2016  
Reference#:

Laura Nobles  
817-684-4407 ph  
817-684-4427 fax  
laura.nobles@officedepot.com

**ACCT 85622905**  
MONROE PUBLIC SCHLS  
1275 N MACOMB ST  
MONROE MI 48162

Item	Qty	Catalog Number / Description	Sell Price:	Unit	Extended
------	-----	------------------------------	-------------	------	----------

All product is special ordered to your specification, and is non-returnable and non-refundable. Pricing reflects "drop shipment" of product to customer. Customer is responsible for inspection and immediate reporting of any Damage, whether concealed or obvious, within 10 Days of receipt.

**Purchase Order:** \_\_\_\_\_

# SCHOLAR CRAFT™

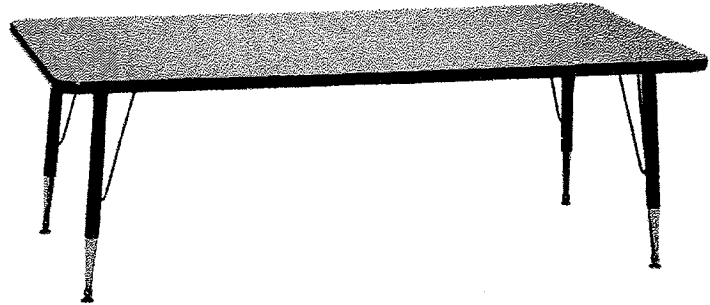


## 1 1/4" SERIES ACTIVITY TABLES 8400 AND 9400 SERIES

### Work Surface:

Top construction features a 1-1/8" high density 47 LB solidcore with high pressure (9400) laminate of 35/1000" or thermofused melamine (8400) laminate top and phenolic backing for an overall thickness of 1-1/4". Edges are safety protected by bull nose vinyl T-mold, locked securely in place utilizing concealed staples. Overall thickness of top is 1 1/4".

Also available in Medium Density Fiberboard (MDF).



### Edges:

The edges of the top are protected with a bull-nose, vinyl T-mold and locked in place with concealed staples placed through the T-mold from the underside of the top.

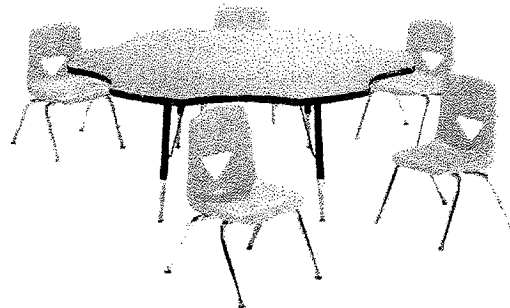
Optional Herculean non-permeable polyethylene edge available on MDF tables in Black, Red, and Blue.

### Leg Options:

Adjustable from 18" - 25" or 22" - 30" in 1" increments. Upper portion of leg available powder coated or full chrome, is attached to table top with quick mount plates for easy assembly. Chrome inserts. Also available with T-leg.

29" fixed height available with fully chromed or powder coated leg.

**NOTE:** Stretcher bar(Keel) is required by warranty on all tables 60" or wider except trapezoids. Made of heavy duty 16-gauge steel to measure 1" by 1" square.

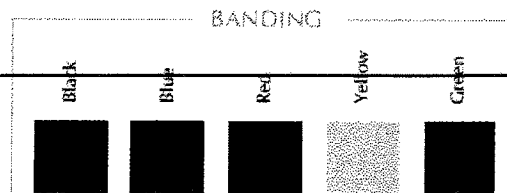


### Options:

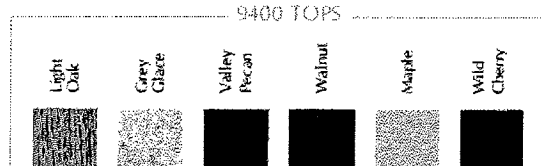
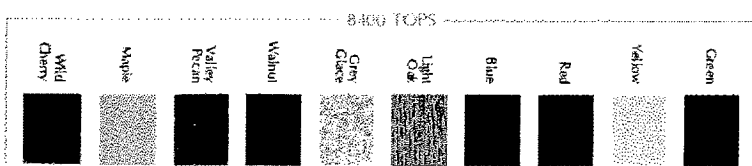
MDF Work Surface, Herculean Edge, Grommets, Locking Casters, Keyboard Tray, CPU Holder, Plastic Book Box(es), Q-Ball Glides.

Wilson Art laminates other than standards are available by request. Plywood construction. Top is layered with 10-ply hardwood and with a high pressure laminate work surface.

### Standard Banding Colors:



### Standard Top Color:



SCHOLAR CRAFT™	<b>SPECIFICATION</b>	<b>REVISION:</b> 1.0.1	<b>PREVIOUS:</b> 1.0.0
	FSACT	<b>DATE:</b> 5/7/2013	<b>DATE:</b> 2/27/2012 JBG





## Elite Welded Bookcases

Fully adjustable shelves adjust on 1" centers plus raised bottom shelf. Welded steel construction. Powder coat finish. Shipped assembled.

**SKU:** BA10341230-01

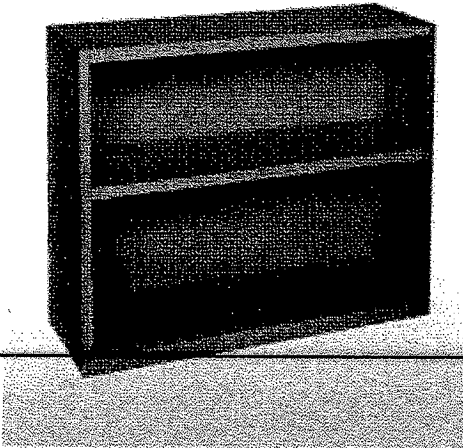
**Description:** one shelf and bottom shelf

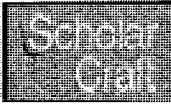
**Dimensions** 34 x 12 x 30

**Adjustable:** Yes

**Mobile:** No

**Color:** Red

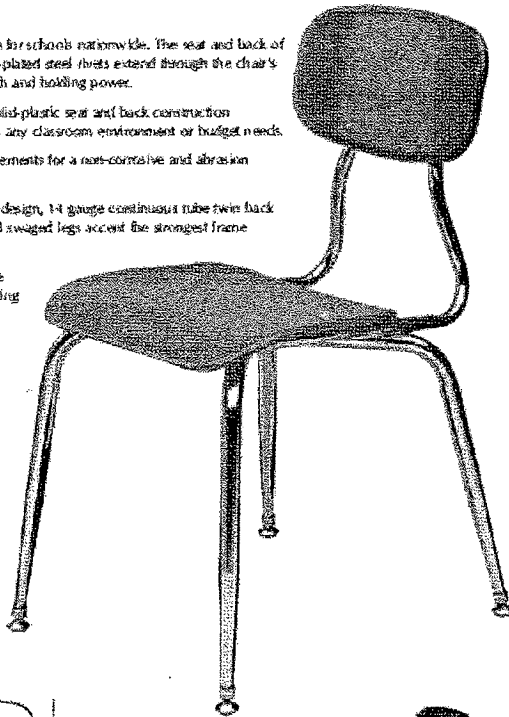




### 150 Series

Scholar Craft's 150 Series is the chair-of-choice for schools nationwide. The seat and back of the 150 are solid 3/8" Melamine Resin. Nickel-plated steel rivets extend through the chair's frame and its seat and back for superior strength and holding power.

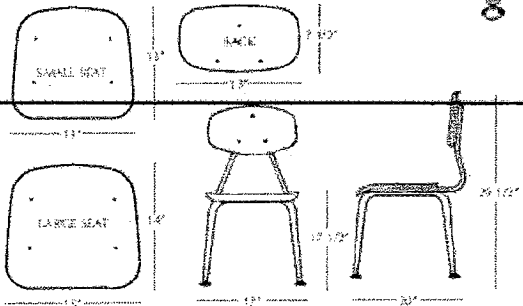
- An exclusive by Scholar Craft - 3/8" thick solid-plastic seat and back construction representative of the 150 series chairs, meets any classroom environment or budget needs.
- Bright nickel chrome plating meets all requirements for a non-corrosive and abrasion resistant finish.
- 16 gauge frame with signature crossover leg design, 14 gauge continuous tube twin back supports creating gooseneck back design and swaged legs accent the strongest frame design in the industry.
- Seat and back attached to frame with chrome rivets fastened through the metal frame utilizing high impact contoured spacers for correct positioning and shock absorbency to ensure seating comfort.



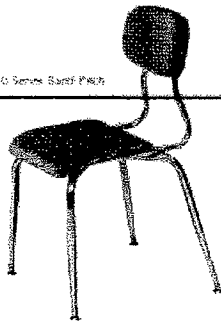
150 Series Stack

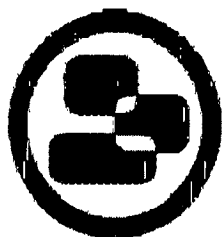


	Swatch
	Burgundy
	Charberry
	Teal
	Blue
	Black
	Black
	Light Gray
	Blue



150 Series Small Plastic





**SCHOOL  
OUTFITTERS**

Phone: 1-800-260-2776  
Fax: 1-800-494-1036  
3736 Regent Ave.  
Cincinnati, Ohio 45212-3724  
www.schooloutfitters.com

**Fax**

Jul 18, 2016  
Page 1 of 1

To:	Kris Johnson	From:	Mary Meyer
Fax:	1 (734) 265-4001	Pages:	1
Phone:	1 (734) 265-3000	Date:	7/18/2016
Re:	School Outfitters Quote QUO1780396		

Urgent   
 For Review   
 Please Comment   
 Please Reply   
 Please Recycle

Comments:

Hi Kris.

Please see attached quote as requested. The chairs have to be ordered in multiples of 4. so I bumped up the quantity from 66 to 68. Please let me know if you prefer I bump down to a quantity of 62.

Thank you for contacting School Outfitters!

Mary Meyer  
School Outfitters - Furnishing great places to learn  
3736 Regent Ave.  
Cincinnati, Ohio 45212-3724  
866-619-0523  
866-619-0524 (fax)  
mary.meyer@schooloutfitters.com  
www.schooloutfitters.com



Furnishing great places to learn.

For assistance, please contact:

Mary Meyer

Phone: 888-819-0523

Fax: 888-819-0624

www.schooloutfitters.com • 3736 Regent Ave. • Cincinnati, Ohio 46212-3724

mary.meyer@schooloutfitters.com

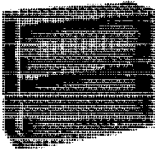
# Quote Summary

Quote #: QUO1780398  
Valid through: 08/17/2016

**Bill to:**  
Monroe Middle School  
Kris Johnson  
503 Washington St  
Monroe MI 48181-1309 USA  
  
Phone: 1 (734) 265-3000  
Fax: 1 (734) 265-4001  
Email:

**Ship to:**  
Monroe Middle School  
Kris Johnson  
503 Washington St  
Monroe MI 48181-1309 USA  
  
Phone: 1 (734) 265-3000  
Fax: 1 (734) 265-4001  
Email:

Item	SKU#	Description	Qty.	List	% Off	Price Per Item (including options)	Total Price
1.	SAN-BA10-341230	<u>Steel Bookcase (34 1/2" W x 13" D x 30" H)</u>	2	\$208.50	51%	\$101.64	\$203.28



**Options:**  
■ Bookcase - Red Bookcase Color (+ \$0.00)

**Estimated Delivery:**  
13 business day after order confirmation

2.	NOR-RCERD48C	<u>Round Adjustable-Height Activity Table (48" Diameter)</u>	12	\$177.44	38%	\$113.88	\$1,367.88
----	--------------	--	----	----------	-----	----------	------------



**Options:**  
■ Table Top/Edge Band Combination - Gray Top/Black Edge (-GBK) (+ \$0.00)

**Estimated Delivery:**  
12 business day after order confirmation

3.	VIR-9018	<u>3000 Series Solid Plastic School Chair - 18" Seat Height</u>	68	\$211.00	70%	\$63.88	\$4,343.84
----	----------	---	----	----------	-----	---------	------------



**Options:**  
■ Seat - Navy Seat Color (+ \$0.00)

**Estimated Delivery:**  
6 business day after order confirmation

### Shipping & Handling Breakdown

Items Shipping From:	Shipping Via:	Service(s) Included:
Sandusky Lee	SAIA	
Norwood Commercial Furniture	DAYLIGHT TRANSPORT	
Viroc	SAIA	

Product SubTotal:	\$5,916.00
Shipping & Handling:	\$1,351.08
Sales Tax:	\$0.00
<b>Grand Total:</b>	<b>\$7,268.08</b>

**Important Shipping Information**

Shipping is tail gate, requiring customer to unload from truck. Lift gate and inside delivery are available for additional charges.

Please remember to inspect your order at the time of delivery. Do not throw away any of the original packaging until inspection is completed. Any missing parts or damages must be reported to customer service at 1-866-819-1778 within 15 days of delivery.

All quotations are for tailgate delivery, F.O.B. factory, unless otherwise noted.

**Inventory/Pricing Information**

All quoted prices are based on exact quantities and current inventory levels. Pricing subject to change in the event of altered quantities. This quote is valid through 08/17/2016.

**Thank you for the opportunity to earn your business.**

---

For Assistance: Mary Meyer • Phone: 866-819-0523 • Fax: 866-819-0524 • [mary.meyer@schooloutfitters.com](mailto:mary.meyer@schooloutfitters.com)

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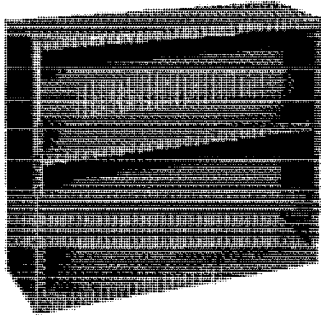


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For assistance, please contact:  
 Mary Meyer  
 Phone: 866-819-0623  
 Fax: 866-819-0524  
 mary.meyer@schooloutfitters.com

## Item Details



### Sandusky Lee Steel Bookcase (34 1/2" W x 13" D x 30" H)

Place books, reference materials and classroom decorations on Sandusky Lee's sturdy Steel Bookcase. Comes with one adjustable shelf and a raised, fixed bottom shelf. Made from durable, welded steel. Choose from a selection of attractive colors.

#### Specifications

Material:	Steel
Shelves:	2
Shelf Capacity:	200 lbs. (evenly dispersed)
Other Info:	Greenguard certified
Warranty:	5 years
Width:	34 1/2"
Depth:	13"
Height:	30"
Assembly:	Ships assembled

#### Options

Bookcase Color:	
<input type="checkbox"/>	Black Bookcase Color
<input type="checkbox"/>	Blue Bookcase Color
<input type="checkbox"/>	Burgundy Bookcase Color
<input type="checkbox"/>	Charcoal Bookcase Color
<input type="checkbox"/>	Dove Gray Bookcase Color
<input type="checkbox"/>	Forest Green Bookcase Color
<input type="checkbox"/>	Multi Granite Bookcase Color
<input type="checkbox"/>	Navy Blue Bookcase Color
<input type="checkbox"/>	Putty Bookcase Color
<input type="checkbox"/>	Red Bookcase Color
<input type="checkbox"/>	Sky Blue
<input type="checkbox"/>	Tropic Sand Bookcase Color
<input type="checkbox"/>	White Bookcase Color
<input type="checkbox"/>	Yellow Bookcase Color

Item	BKU#	Description	Qty.	List	% Off	Price Per Item (including options)	Total Price
1.	SAN-BA10-341230	Steel Bookcase (34 1/2" W x 13" D x 30" H)	2	\$209.50	51%	\$101.64	\$203.28
		Options:					
		<input checked="" type="checkbox"/> Bookcase - Red Bookcase Color (+ \$0.00)					



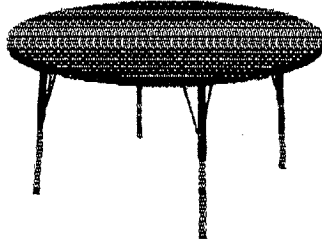
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For assistance, please contact:  
 Mary Meyer  
 Phone: 866-619-0623  
 Fax: 866-619-0524  
 mary.meyer@schooloutfitters.com

## Item Details

### Norwood Commercial Furniture Round Adjustable-Height Activity Table (48" Diameter)



Need a place for group learning or student projects? Try the Round Adjustable-Height Activity Table from Norwood Commercial Furniture. This table features a stain-resistant laminate top that's easy to clean. Edge banding protects the particleboard core and swiveling glides protect your floors. Adjust the tubular steel legs in one-inch increments. Available with a gray top and your choice of four edge band colors or a woodgrain top with black edge banding.

#### Specifications

Tabletop Shape:	Round
Tabletop Material:	Smooth laminate
Frame Material:	18-gauge steel (upper tube) 18-gauge steel (lower leg)
Frame Finish:	Powder coat w/ chrome leg inserts
Edge Band Material:	PVC
Seating Capacity:	6 children, 4 adults
Weight Capacity:	150 lbs.
Desktop Dimensions:	48" diameter
Glides:	Nylon swivel glides
Other Info:	Greenguard certified
Warranty:	10-year limited
Diameter:	48"
Height:	19" - 30" adjustable in 1" increments
Assembly:	Required

#### Options

Table Top/Edge Band Color Combination:	
	Gray Top/Black Edge (-GBK)
	Gray Top/Blue Edge (-GBL)
	Gray Top/Green Edge (-GGN)
	Gray Top/Red Edge (-GRD)
	Gray Top/Yellow Edge (-GYE)
	Maple Top/Black Edge (-MBSK)
	Oak Top/Black Edge (-OKBK)

Item	SKU#	Description	Qty.	List	% Off	Price Per Item (including options)	Total Price
2.	NOR-RCERD48C	Round Adjustable-Height Activity Table (48" Diameter)	12	\$177.44	35%	\$113.98	\$1,367.88
		Options:					
		Table Top/Edge Band Combination - Gray Top/Black Edge (-GBK) (+ \$0.00)					

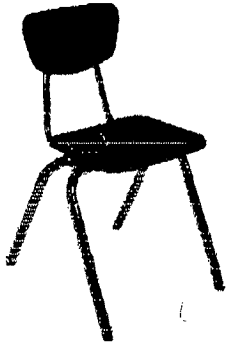


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 Mary Meyer  
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 Fax: 866-619-0524  
 mary.meyer@schooloutfitters.com

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## Item Details



### Virco 3000 Series Solid Plastic School Chair - 18" Seat Height

Virco's 3000 Series Solid Plastic School Chair offers sturdy, stackable seating. The durable melamine plastic seat and backrest resist chipping, scratching and staining. This school chair's contoured seat allows students to sit comfortably for long periods of time. The strong tubular steel frame stands up to years of use and abuse. The 18" seat height is perfect for fifth grade students to adults. Available in fun colors to match any classroom in your school.

#### Specifications

Recommended Grade Level:	5th grade - adult
Seat Material:	Melamine hard plastic
Frame Material:	18-gauge tubular steel
Frame Finish:	Chrome
Seat Height:	18"
Seat Dimensions:	18 5/8" W x 21 1/2" D
Casters/Glides:	Swivel glides
Warranty:	10-year
Other Info:	Greenguard certified Meets ANSI BIFMA Standards
Overall Width:	18 5/8"
Overall Depth:	21 1/2"
Overall Height:	30 1/2"
Assembly:	Not required

#### Options

Seat Color:	
<input type="checkbox"/>	Black Seat Color
<input type="checkbox"/>	Blueberry Seat Color
<input type="checkbox"/>	Forest Green Seat Color
<input type="checkbox"/>	Navy Seat Color
<input type="checkbox"/>	Red Seat Color
<input type="checkbox"/>	Wine Seat Color

Item	SKU#	Description	Qty.	List	% Off	Price Per Item (including options)	Total Price
3.	VIR-3018	3000 Series Solid Plastic School Chair - 18" Seat Height	68	\$211.00	70%	\$63.88	\$4,343.84
		Options:					
		<input checked="" type="checkbox"/> Seat - Navy Seat Color (+ \$0.00)					





The power of teaching. The wonders of learning.

1-888-388-3224

# QUOTATION

Quotation #: 2016003874

Please refer to this number when ordering.

**Quotation submitted to:**

MONROE PUBLIC SCHOOLS  
1275 N MACOMB ST  
MONROE, MI 48162-3196

Attn: KRIS JOHNSON

Acct: 414230

Date: 07/14/2016

Territory Manager:

KELLI TURNER  
248-353-1944

Quotation Expires: 07/22/2016

Territory Number: 117

Qty	Product Number	Product Description	Unit Price	Extension
2	1442691	WELDED STEEL BOOKCASES 34.5X13X30 - RED	\$119.07	\$238.14
12	1334862	TABLE - CS ACTIVITY ROUND 48 - SPECIFY TOP COLOR - SPECIFY T-MOLD EDGE/UPPER LEG COLOR - SPECIFY TABLE HEIGHT	\$139.63	\$1,675.56
66	1522507	STUDENT CHAIR - SOLID PLASTIC SEAT/BACK - 18IN. SEAT HEIGHT - WITHOUT BOOK RACK - HARD PLASTIC SEAT/BACK: SAND - FRAME:	\$83.21	\$5,491.86
<b>Total:</b>				<b>7,405.56</b>

### Quotation Qualifications

Prices Firm to: 07/22/2016	Free Shipping (Delivered Price)	Installation:
Shipment Made by Days Invoice Terms	Inside Delivery	By Owner
ARO NET 30	One Location	

### Special Conditions

Thank you for the opportunity of submitting this quotation.

Authorized by: \_\_\_\_\_

Title: Sales Representative

**BUS CAMERA SYSTEMS**

**BACKGROUND**

See attached memo from Jerry Oley for details.

**ENCLOSURE(S)**

Memo from Mr. Oley  
Bids from 247 Security Inc., Seon Design Inc., Radio Engineering Industries, and Pro Vision Video Systems

**RECOMMENDATION**

Move to accept the bid of \$102,991.00 from 247 Security Inc. of Alpharetta, Georgia, to provide us with new cameras, installation, and removal of current hardware. Money for this purchase will come from the Transportation Budget.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



# MONROE PUBLIC SCHOOLS

1212 W. Algonquin Rd., Monroe, MI 48131

www.monroepublicschools.org

### Operations

Phone: 734-265-4333  
Fax: 734-265-4331

### Jerry Oley

Director of Operations

### The Palatka

General Maintenance Supervisor

### Frank Lyons

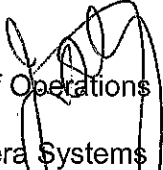
Transportation Supervisor

### Transportation

Phone: 734-265-4336  
Fax: 734-265-4331

July 14, 2016

**To:** Board of Education  
Monroe Public Schools

**From:** Jerry Oley   
Director of Operations

**Re:** Bus Camera Systems

Cameras on Monroe Public Schools buses are an important facilitator for investigation of misconduct or vandalism on each bus. The current camera system is between eight and ten years old. All cameras are out of warranty and parts are no longer available. Cameras fail on a regular basis which makes incident investigation very difficult. Bids were solicited for fifty-eight (58) bus cameras. The bids also include removal of the current hardware and installation of the new cameras.

The following quotes were received:

<b><u>247 Security Inc</u></b> – (Alpharetta, GA)	\$102,991.00
<b><u>Seon Design Inc</u></b> (Coquitlam BC, Canada)	\$108,286.00
<b><u>Radio Engineering Industries</u></b> (Omaha, NE)	\$139,200.00
<b><u>Pro Vision Video Systems</u></b> (Byron Center, MI)	\$151,419.44

The lowest bid comes from 247 Security Inc which is the vendor of our current system. We have been pleased with the current system and service from 247. Due to the lower cost and satisfaction with the company, I recommend **247 Security Inc** of Alpharetta, GA be awarded the bus camera contract for a total of **\$102,991.00**. (This amount is over \$40,000.00 LESS than the original purchase of 44 cameras which did not include installation.)

Funds for this purchase will be taken from Transportation Budget Funds.

JAO/ks

#### 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.

**BID TALLY**  
**BUS SECURITY CAMERAS**

Contractor	Base Bid
<b>247 Security Inc</b> 4400 North Point Parkway Alpharetta, GA 30022	<b>\$102,991.00</b>
<b>Pro Vision Video Systems</b> 8625 Byron Commerce Dr Byron Center, MI 49315	<b>\$151,419.44</b>
<b>Radio Engineering Industries</b> 6534 L Street Omaha, NE 68117	<b>\$139,200.00</b>
<b>Seon Design Inc</b> 3B Burbridge St Coquitlam BC V3K782 Canada	<b>\$108,286.00</b>

## Monroe Public Schools bid offering by 247Security Inc.

- 1) 8 channel, with 4 cameras, WIFI, 250 SSD: \$1,199ea = \$69,542
- Touchdown (TD100) wireless management system: \$9,727
  - GPS to include MiniTRACK (see summary): \$69/bus = \$4,002
  - Uninstall of existing systems: \$40/bus = \$2,320
  - Installation of each system: \$300/bus = \$17,400

**Total price with full installation and no GPS option = \$98,989**

**With optional GPS to include MiniTRACK (see summary) = \$102,991**

- 2) 8 channel with 4 cameras, WIFI, 500 DHD: \$1,199ea = \$69,542
- Touchdown (TD100) wireless management system: \$9,727
  - GPS to include MiniTRACK (see summary): \$69/bus = \$4,002
  - Uninstall of existing systems: \$40/bus = \$2,320
  - Installation of each system: \$300/bus = \$17,400

**Total price with full installation and no GPS option = \$98,989**

**With optional GPS to include MiniTRACK (see summary) = \$102,991**

- 3) 8 channel, with 4 cameras, WIFI, 64G Flash: \$1,040 = \$60,320
- Touchdown (TD100) wireless management system: \$9,727
  - GPS to include MiniTRACK (see summary): \$69/bus = \$4,002
  - Uninstall of existing systems: \$40/bus = \$2,320
  - Installation of each system: \$300/bus = \$17,400

**Total price with full installation and no GPS option = \$89,767**

**With optional GPS to include MiniTRACK (see summary) = \$93,769**

TD100 includes but is not limited to:

- Server with 1TB storage (expandable to additional TBs if needed)
- Three day on-site installation and support
- APs for yard/bus lot
- Lifetime product support
- Expandable solution
- Wireless functionality for all fleet up to 100 buses/units
- MiniTRACK passive GPS solution for entire fleet
- Automatic uploading of marked events and all GPS data upon unit returning to yard/lot

Additional information proudly available upon request!

**PREPARED FOR:**

Frank Henry (734) 265-3300  
 Transportation Director henryf@monroe.k12.mi.us

**PREPARED BY:**

Albert Miller  
 Sales Executive - School Bus

**SOLD TO DETAIL**

Monroe Public Schools  
 4920 West Albain Rd.  
 Monroe, Michigan  
 48161

**BILLING DETAILS**

Monroe Public Schools  
 4920 West Albain Rd.  
 Monroe, Michigan  
 48161

**SHIPPING DETAILS**

Monroe Public Schools  
 4920 West Albain Rd.  
 Monroe, Michigan  
 48161

Corporate Office: 1.877.630.7366  
 Unit 111, 3B Burbidge Street  
 Coquitlam, BC V3K 7B2  
 amiller@seon.com

## Configuration 1

### DVR & Cameras

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Qty Price</u>
58	<b>TLHD1P20H1T0</b> Trooper TL-HD 5 channel (1 HD video, 4 analog video/audio channels), security front cover with lock set, mounting bracket, power harness, 1TB hard drive (recommended to use with CHW HD camera)	\$617.00	\$35,786.00
58	<b>WT1D20S20G0</b> Trooper TL & TL-HD and Explorer TX8 wiring bundle with adapter harness, diagnostic indicator/alarm button cable 20 ft., five signal input 20 ft. (GPS not included).	\$40.00	\$2,320.00
58	<b>CJ904A20</b> Dome Day/Night 600TVL camera, audio, 3.6mm lens, 20 ft. harness (no infrared) Windshield <Road	\$125.00	\$7,250.00
58	<b>CQ904A20</b> Integrated IR Dome Day/Night 600TVL camera, audio, 3.6mm lens, 20 ft. harness Front < Rear	\$125.00	\$7,250.00
58	<b>CQ904A50</b> Integrated IR Dome Day/Night 600TVL camera, audio, 3.6mm lens, 50 ft. harness Mid < Rear	\$135.00	\$7,830.00
58	<b>CQ902A75</b> Integrated IR Dome Day/Night 600TVL camera, audio, 2.5mm lens, 75 ft. harness Rear < Forward	\$155.00	\$8,990.00

### Accessories

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Qty Price</u>
1	<b>HDD-STB-LMK</b> Software kit Includes: vMax View Software, mouse, 5.6 inch monitor, HDD USB docking station and single HDD adapter, BNC F-RCA adapter. Only one required per fleet.	0.00	\$0.00
58	<b>SDCARD32</b> SD Card, 32GB	0.00	\$0.00
58	<b>CQ-MP4</b> CQ/SQ/ mounting post, 4 inch	0.00	\$0.00

**Freight**

<u>Qty</u>		<u>Unit Price</u>	<u>Qty Price</u>
1	Freight - LTL LTL Freight	\$870.00	\$870.00

**Additional & Spare Parts**

**DVR**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Qty Price</u>
116	EXW-TLMX Extended Warranty for TL2/ TL4/ MX4 (yrs. 4 and 5) / Year	\$100.00	\$11,600.00

**Accessories**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Qty Price</u>
58	GPS4 GPS Receiver, Magnetic Mount, 20 ft. Harness Optional at time of purchase	\$55.00	\$3,190.00

**Professional Services**

<u>Qty</u>	<u>Description</u>	<u>Unit Price</u>	<u>Qty Price</u>
58	INST-CAMSYS Installation TL/TX/DX DVR with one CQ/CJ camera/GPS and Signals	\$250.00	\$14,500.00
174	INST-INTCAM Installation CQ/CJ cameras	\$50.00	\$8,700.00

**Configuration 1 Total:** **\$70,296.00**

**Additional & Spare Parts Total:** **\$37,990.00**

**Grand Total:** **\$108,286.00**



Bid Proposal Form  
Monroe Public Schools

Bidder Name: REI, Inc.  
Contact: Cary Grossman  
[cgrossman@radioeng.com](mailto:cgrossman@radioeng.com)  
O: (800) 228-9275 ext.237  
M: (402) 650-4875  
F: (402) 339-1704

Address: 6534 L Street  
Omaha, NE 68117

Having read all documents applicable to this project; the undersigned proposes to furnish all necessary labor, materials and equipment to complete the work indicated and described prices. Equipment and labor are detailed in attached documents.

Fifty-eight (58) four (4) camera Wi-Fi integrated systems with 1TB Solid State hard drive including all accessories described and labor to install systems complete:

\$139,200.00

One hundred thirty nine thousand two hundred dollars U.S.

GPS antennas will be included at no charge

Cary Grossman





**Radio Engineering Industries, Inc.**  
 6534 L Street, Omaha, NE 68117  
 800-228-9275 | Fax: 402-339-1704  
 www.radioeng.com

Date: 5/13/2016  
 Expiration: 8/11/2016

Prepared By: Cary Grossman  
 REI Account Executive  
 Office: 402-339-2200 Ext. 237  
 Cell: 402-650-4875  
 Email: [Cgrossman@radioeng.com](mailto:Cgrossman@radioeng.com)



Prepared For: Monroe Public Schools  
 Contact: Frank Henry  
 Property:

Thank you for your inquiry to Radio Engineering Industries, Inc. We are pleased to submit the following quotation for your review.

Quantity	Part Number	HD420 Wi-Fi Enabled system w/4 Cameras & 1TB Solid State HD	Price Per Unit	Total
58	HD420W-4-1TB	4CH HD420W Wi-Fi DVR 4CAMs 1TB HDD	\$ 8,140.50	\$ 472,149.00
58	710423	DVR, 4 CHANNEL HD420, WI-FI	Included	-
58	512002	BUS-WATCH CABLE, POWER, DBW, 16'	Included	-
58	710370	CAM, DOME HR650, 2.8MM, W/AUDIO	Included	-
116	710351	CAM, MB HR650, 4MM, DAY/NIGHT, AUDIO	Included	-
58	710501	CAM, RECESS MOUNT, HR, 3.6MM, IR AUDIO	Included	-
116	512166	BUS-WATCH CABLE, CAM - REC 8'	Included	-
58	512168	BUS-WATCH CABLE, CAM - REC 25'	Included	-
58	512170	BUS-WATCH CABLE, CAM - REC 60'	Included	-
58	710583	SOLID STATE DRIVE, HD SERIES, 1TB	Included	-
6	530076	CABLE, USB 2.0, BLACK, AM/AM/BM	Included	-
6	621012	CD, REI VMS & DOCS HD SERIES DVR	Included	-
58	210153	ANTENNA, WIFI NMO RPSMA, 20' CABLE	Included	-
58	511986	HARNES, EVENT MARK, ALARM/PANIC, 20'	Included	-
58	540919	CAM MOUNT, FIXED, PEDESTAL, 5' POST	Included	-
58	710133	BUS-WATCH LOCK BOX RX001/HD DVRS	Included	-
58	710335	G FORCE SENSOR HD SERIES DVRS, 8G	Included	-
58	512209	HARNES, DVR VEHICLE SENSORS 20'	Included	-
58	5VDISC	DISCOUNT - REI SURVEILLANCE PRODUCT	\$ (1,140.50)	\$ (66,149.00)
58	9600021	INSTALLATION	\$ 400.00	\$ 23,200.00
			<b>Total</b>	<b>\$ 2,400.00 \$ 139,200.00</b>

Quantity	Part Number	Item Description	Price Per Unit	Total

\*This quote does not include shipping\*

**HD Series DVR Systems:**

Customer must specify which camera style, lens size and camera cable length FOR EACH CAMERA in the system  
 Customer may "Mix-N-Match" cameras & camera cables  
 Cameras Included: HR-Series Mini-Box/Cube, Interior Wedge/Clamshell, Dome & Exterior Wedge  
 All dome cameras DO NOT INCLUDE IR's, IR attachment for dome cameras must be purchased separately - part number 710264  
 Lens sizes vary by camera style from 2.4mm to 16mm (Not all cameras include all lens sizes)  
 Camera cables: 512166-6', 512167-15', 512168-25', 512169-40', 510993-50' & 512170-60' (Requires one per camera)

**Terms and Conditions**

Standard product warranty applies including all parts and labor (exclusions may apply)  
 Free technical support for the life of the product  
 Freight is FOB REI factory unless otherwise stated  
 Pricing is US dollars and does not include taxes, handling, duties, and bank fees or other similar charges  
 The pricing in this quote may be based on volume discounts and are subject to change at any time  
 Installation is not included in this proposal  
 On-line training is provided free of charge (On-site training is not included in this proposal unless otherwise stated)  
 This quote is valid for 90 days or limited to the quantities and work performance clause stated in the contact.  
 REI reserves the right to correct errors or omissions



## PRO-VISION Video Systems – Pricing

School Bus Security System  
Monroe Public Schools

**QUOTE # NPLSQ1097**

*PRO-VISION® 8 Channel Solid State Video Recording System Features:*

- 8 Channels of HD Video & Audio
- 1080p True High Definition Video
- Rugged Solid State Design
- Wireless File Transfer
- 5 YEAR System Warranty
- LIFETIME SDXC Card Warranty
- GPS Route History
- Smart-Secure™ High Capacity Storage
- Unbeatable Value

*PRO-VISION® 8 Channel Solid State Video Recording System Benefits:*

- **Reliable**  
...No Moving Parts or Hard Drive to Fail
- **Simple**  
...Wireless Video Viewing
- **Affordable**  
...More Features at a Lower Price

*The following is pricing for your specific application:*

*(4 Camera) PRO-VISION® 8 Channel Solid State Video Recording Systems Include:*

- DVR-808-64 1080p HD Base Kit with Single Camera [64GB]
- DVR-812 HD Forward Facing Camera KIT
- DVR-810 HD Night Vision Dome Camera KIT
- DVR-810 HD Night Vision Dome Camera KIT
- DVR-710 Enhanced Event Marker Button
- PX-1843 30ft HD Extension Camera Cable
- DVR-831 1TB Solid-State Drive
- HD Night Vision Dome Camera (Included in DVR-808)
- Solid State DVR (Included in DVR-808)
- 64GB Class 10 SDXC Memory Card (Included in DVR-808)
- Lockable Cage (Included in DVR-808)
- 25ft HD Camera Cable (Included in DVR-808)
- Software & Guides (Included in DVR-808)

**Purchase Price per Unit:** \$2,283.68

**Purchase Price per Unit with Installation:** \$2610.68

Note: Per unit price with installation is based on (058) units installed.

*Purchase price is USD and FOB Byron Center, MI.*

*Net 30 Day Terms or 2.0% Discount Net 10 Day Terms.*

*5% Product Discount when 100% payment is received with purchase order.*

*Terms and Discounts do not apply to lease, credit card or installation payments.*

*Product to be installed by PRO-VISION® must be paid for prior to installation.*

*Installation Payment is due on Receipt of Invoice.*

*Install rates based on a single location with minimum access of 12 hr/days, 7 days/week.*

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**Optional Items:**

GPS	\$95.00 per unit
GPS + Installation	\$121.00 per unit

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**TOTAL BID BASED ON 58 UNITS WITHOUT GPS**

Without Installation:	\$ 132,453.44
Including Installation:	\$ 151,419.44

\*\*Pricing includes shipping and handling\*\*

**SEAT TIME WAIVER**

**BACKGROUND**

The online program used for a district’s seat time waiver offering must be approved by the local school district’s board of education for the purpose of awarding credit that meets the requirements of Michigan Grade Level Content Expectations/Common Core or the Michigan Merit Curriculum. Based upon satisfactory completion of courses or other credit-earning activities, the credits earned through the seat time waiver online courses and activities shall be comparable to credits earned for a high school diploma or grade progression in the district’s traditional program setting. Board approval for instruction provided through the Monroe Virtual High School shall allow the program director to comply with this guidance.

**ENCLOSURE**

None

**RECOMMENDATION**

Move to approve the use of Michigan Virtual University and University of Nebraska Online High School courses in addition to certain other selected online course providers as monitored through GenNet in our Monroe Virtual High School program to comply with the requirements as stated.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

**ADJOURNMENT**

**RECOMMENDATION**

Move to adjourn the July 26, 2016, Board Meeting #14.

**HAND VOTE**

MOTION: \_\_\_\_\_ SUPPORT: \_\_\_\_\_ ACTION: \_\_\_\_\_

TIME: \_\_\_\_\_