



**REGULAR MEETING
OF THE BOARD OF EDUCATION
Virtual via Webex
Tuesday, November 24, 2020
6:00 PM**

AGENDA

I. CALL TO ORDER	
A. Roll Call	
B. Pledge of Allegiance	
II. ITEMS FROM THE PRESIDENT	
A. Appointment of President	
B. Approval of the Agenda	
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XV. RECOMMENDATIONS FOR FUTURE AGENDA ITEMS	
XVI. GOOD AND WELFARE	
XVII. ADJOURNMENT	

**PUBLIC COMMENTS is intended to provide individuals an opportunity to address the Board of Education. Those who wish to do so are asked to complete a Public Comment Card, available at the back of the room. In the interest of fairness, the Board requests each speaker to limit his or her comments up to three (3) minutes.*

ANY PERSON with a disability who needs accommodation for participation in this meeting should contact the Superintendent's office at 248-489-3338 at least three (3) business days in advance of the meeting to request assistance.

ALL MEETINGS, with the exception of closed sessions, are open to the public. Regular Board of Education meetings and most premeetings of the Board of Education are cablecast live on TV10.

The official minutes of the Board of Education are stored and available for inspection in the Lewis Schulman Administration Building of the Farmington Public School District.

November 24, 2020

Regular Meeting of the Board of Education

III. ITEMS FROM THE SECRETARY.

The Board has received communications regarding virtual learning, college athletic signing day, recent Board decisions, and vacated Board seats. Communications are acknowledged and, when appropriate, a response is provided. A list of correspondents can be found in the Board packet, which is available on the FPS website.

November 24, 2020

Regular Meeting of the Board of Education

III. ITEMS FROM THE SECRETARY.

A. Correspondence.

1. O'Neil: 3rd Request for Communication
2. Butler: Staff Letter
3. Headstart: National Research Conference
4. Appel: Elementary F2F Learning
5. Mattison: Concerned About Return to In-Person Learning
6. Butler: Thank You
7. Bushey: School
8. Danko: Shameful
9. Bushey: College Signing
10. Danko: Virtual Learning
11. Matti: Virtual School
12. Matti: Decision Making
13. York: Disgust
14. Walker: Appointment Process for Vacated Board Seat
15. Johnson: Fwd: Update

MASB's News From the Capitol

1 message

Jennifer Smith & Jeff Cobb <MASBgov@masb.org>

Fri, Nov 20, 2020 at 3:41 PM

Reply-To: masbgov@masb.org

To: robert.herrera@fpsk12.net



Brought to you by: [Collins & Blaha P.C. Attorneys at Law](#)

Nov. 20, 2020

- **More Restrictions Announced to Curb the Spread of COVID-19**
- **Legislative Priorities Survey Now Available**
- **Federal Update From NSBA**
- **Lame Duck, Epidemic Orders Discussed on Views From the Capitol**
- **Legislature Takes Thanksgiving Break**

More Restrictions Announced to Curb the Spread of COVID-19

This past Sunday evening, Gov. Gretchen Whitmer and Michigan Department of Health and Human Services Director Robert Gordon [announced the tightening of restrictions](#) to help reign in the spread of COVID-19 in our communities. Michigan has been seeing a large spike in cases and hospitalizations and the steps announced are aimed at bringing those numbers back down. MASB [issued a statement](#) following the press conference supporting the coordinated response to combat the rising COVID-19 numbers in our state, while acknowledging this isn't the place we wanted to be.

The new restrictions went into effect on Wednesday, Nov. 18 and will be enforced for three weeks until Dec. 8. Mask wearing will still be required in all public places and encouraged in private residences when people from outside households are together.

Under the announcement, capacity limitations will be stricter for retail, libraries, museums and other public places; bars and restaurants will be closed to in-person dining. Indoor residential gatherings will still be limited to 10 people but now only from two different households and outdoor gatherings are limited at 25.

Specifically, for schools, the following will now apply:

- Grades K-8 instruction may be done face to face as determined by the school district.
- Grades 9-12 instruction must be done remotely.

- School buildings may be used for other needs, such as food distribution, internet access, physical or mental health care and emergency daycare. High schools may not be used for in-person instruction for grades 9-12.
- All sports, both school-sponsored and club, are prohibited during this time.

We encourage districts to continue working with their local health departments to make the decisions that make the most sense for their area.

Legislative Priorities Survey Now Available

MASB's Government Relations Team held 8 regional meetings and 2 general ones virtually to gather ideas for next session's legislative priorities. The ideas have been compiled into a survey that you can [find here](#) for you to choose which ones rank as the highest priorities.

The different ideas have been divided into five topic areas:

- Curriculum and Programming
- Finance and Infrastructure
- Governance
- Health and Safety
- Teachers and Staffing

Please complete the survey by choosing up to three priorities under each topic by no later than 5 p.m. on Dec. 10. The top votegetters in the survey will be shared with the Government Relations Committee to be further developed and narrowed down. The list approved by the committee will go before the Board of Directors in January for final approval.

Please take a few minutes to [lend your voice](#) to this important process and encourage your fellow board members to do the same. Thank you in advance for helping set your organization's legislative priorities.

Federal Update From NSBA

Last week, the National School Boards Association's update included information on the federal budget and COVID-19 relief fund discussions. We've included it here for your information:

Congress Wrestles With Pandemic and Looming Funding Deadline

On Tuesday, Oct. 10, 2020, the Senate Appropriations Committee released [all 12 fiscal year 2021 appropriations bills](#)-legislation necessary to fund the federal government for the current fiscal year. The House of Representatives passed all 12 of these bills over the summer on a party-line vote. Although the House cleared comparable funding legislation through the entire lower chamber, the appropriation bills released by the Senate this week are not expected to be marked up, but rather are merely being used as a starting point for wider negotiations for how to fund the federal government past Dec. 11, which is when current funding is set to run out. The Senate proposes an increase in funding for the U.S. Department of Education by \$433 million-a 0.9% increase compared to FY 2020. Title I of ESSA, IDEA, Impact Aid, Title IV-A of ESSA, and the career and technical education programs would all receive slight increases under the proposal. [The bill text can be found here](#); [committee report here](#); and a [summary can be found here](#). Negotiations are now underway between lawmakers over how best to resolve the differences between the House and Senate proposals before the Dec. 11 deadline.

As these efforts get underway, the ongoing COVID-19 pandemic is escalating dramatically across the country, creating new pressure on lawmakers to pass a relief package in response. Although Senate Majority Leader Mitch McConnell (R-KY) expressed openness to an additional round of relief legislation last week, he has maintained his previous position that any legislation be capped at \$500 billion. Congressional Democrats on the other hand have been proposing a package costing at least \$2 trillion in order to effectively respond to the emergency needs brought on by the virus. While both sides favor significant aid for K-12 schools, there remain a number of areas of disagreement (other than the overall price tag) including support for state and local governments-an issue that also has enormous implications for school budgets in every community. With control of the Senate still uncertain, negotiations remain stalled. Nevertheless, lawmakers remain publicly hopeful that they can couple regular appropriations and pandemic aid in a larger deal later this year.

Lame Duck, Epidemic Orders Discussed on Views From the Capitol

On Wednesday, MASB held a Views From the Capitol/Member Matters webinar focused on the new epidemic order, what to expect in lame duck and other issues facing our members. While predicting

lame duck is never an exact science, this year proves to be even more up in the air as rumors swirl that it will be cut short.

If you missed the event, you can now [view it on our YouTube channel](#) and if you have any further questions about the budget, please feel free to [contact us](#).

Legislature Takes Thanksgiving Break

While session in the Michigan House and Senate had been scheduled for Wednesday, neither chamber met to do business. The Legislature is now on break until Dec. 1. Session is then expected to continue through Dec. 18. However, as with any lame duck, there are rumors swirling that this may not be a set schedule; stay tuned! *News From the Capitol* will also take a holiday break until then. Happy Thanksgiving!

Unsubscribe



November 24, 2020

Regular Meeting of the Board of Education

VI. DISTRICT UPDATES

A. NEW BOARD MEMBER INTRODUCTIONS.

Presenter: Zach Rich, Trustee

B. F/FH EDUCATION FOUNDATION UPDATE.

Presenter: Nancy Jennings, director

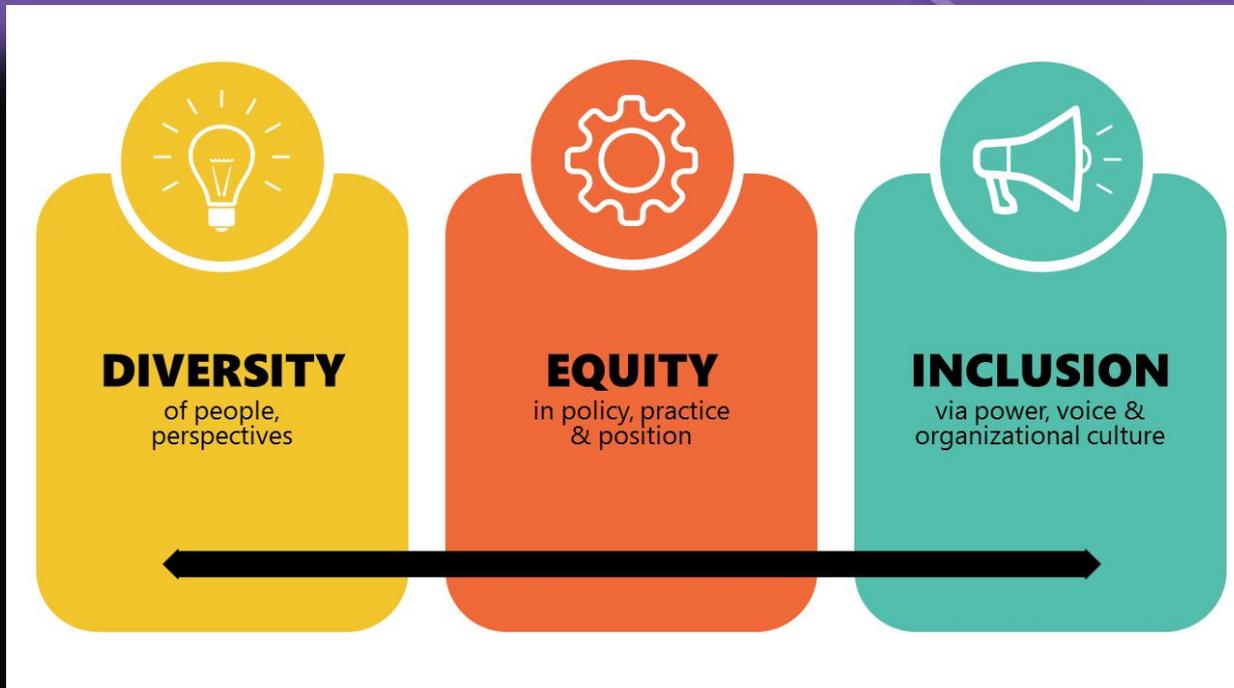
C. DEI UPDATE.

Presenter: Bobbie Goodrum, assistant superintendent-diversity, equity, and inclusion

US2

Understand Self | Unite Society

Educational Equity Audit



Understand Self | Unite Society

The goal of US² is to help create a more united society by promoting understanding, knowledge, and awareness in businesses, corporations, and educational institutions through training and professional development.

Staying true to a passion for serving our most neglected populations and to increase awareness in the areas of bias and privilege, US² has grown into an agency that stands out from other professional development providers. US² encourages the idea of self-reflection and participants walk away with knowledge of themselves as well as knowledge of others, all while improving productivity and workplace culture.

US2 , Inc. Understand Self | Unite Society Educational Equity Audit

In order to reach our goals, it is critical to assess our current reality. Oftentimes, when immersed in an environment, it is difficult to provide an authentic assessment. As a third party focused specifically on issues of equity and inclusion, US2 provides educational equity audits to serve as a foundation in understanding strengths and areas for improvement within school systems. All audits are customized specifically to the client and our audit will contain the following facets:

US2 , Inc. Understand Self | Unite Society Educational Equity Audit

- Pedagogy
 - Critical Practices
 - Classroom Culture
 - Family & Community Engagement
 - Instruction
- Teacher Leadership
 - Teacher Evaluation Tools
 - Marzano

US2 , Inc. Understand Self | Unite Society Educational Equity Audit

- Curriculum
 - ELA using MDE College and Career Readiness standards (CCR)
 - Math using Common Core State Standards (CCSS)
 - Social Studies using College, Career and Civic Life Frameworks (C3)
 - Science using Next Generation Science Standards (NGSS)
 - Technology using Michigan Integrated Technology Competencies for Students (MITECS)
 - SEL using Collaborative for Academic, Social and Emotional Learning (CASEL) competencies

US2 , Inc. Understand Self | Unite Society

Educational Equity Audit

- Policies/Procedures
 - Board Policies
 - Discipline Practices
 - Disproportionality
 - Special Education
 - Programming (Honors, AP, etc.)
 - Personnel (Staffing)
- Stakeholder Culture (Perception Data)

US2 , Inc. Understand Self | Unite Society Educational Equity Audit

In order to gather information for the equity audit, US2 will arrange time in both individual buildings as well as district office. In order to address all components addressed earlier, they will meet with the following groups at each of the fifteen (15) schools to be included in the audit:

- 3 hours of classroom/PLC observations
- 1-2 hours with groups (chosen in conjunction with focus areas)
 - Parents
 - Students
 - Community Partners
 - School Leadership
 - Humanities
 - STEM
 - SEL (Counselors, Social Workers, Psychologists)
 - Academic Supports (SpEd, ELL, Gifted/Talented)

US2 , Inc. Understand Self | Unite Society Educational Equity Audit

In addition to meeting with individual schools, they will also meet with focus groups at the district office level. These groups include:

- 1-2 hours with groups (chosen in conjunction with focus areas)
 - Board Members
 - Cabinet
 - Curriculum and Instruction
 - Policy Subcommittee
 - Human Resources
 - Technology
 - Special Services

US2 , Inc. Understand Self | Unite Society Educational Equity Audit

School Administrators will complete Self-Assessments and provide US2 with their School Improvement Plans.

The Superintendent's Cabinet will complete a District Level Self-Assessment and provide US2 with:

- Teacher Evaluation Tool
- Scope/Sequence Documents and Access to Curriculum (Atlas, etc.)
- Access to Board Policies
- Discipline Numbers (Disaggregated Data/OCR Data)
- Demographic Information (Programming Numbers for SpEd and Honors/AP, Staff/Personnel, Students, Free/Reduced Lunch, ELL)
- PD Calendar/Offerings
- Staff Handbook
- Parent/Student Code of Conduct
- District Improvement Plan/Strategic Plan

US2 , Inc. Understand Self | Unite Society Educational Equity Audit

There are three different surveys based on the level of the participants

- K-5 Students
- 6-12 Students
- Adults
 - Staff
 - Parents
 - Community Stakeholders

The self-assessments and stakeholder surveys were created using the Social Justice Standards and Critical Practices from TeachingTolerance.org

US2 , Inc. Understand Self | Unite Society Educational Equity Audit

Once information is collected through client submission, surveys, focus groups, and interviews, a report will be crafted that includes all raw data, a synthesis of the data, findings, and recommendations to address areas of deficit. The full report is typically available within two months after completing all data collection.

Thank you for your time!

bobbie.goodrum@fpsk12.net

November 24, 2020

Regular Meeting of the Board of Education

VIII. DISCUSSION ITEMS

A. INTERIM SUPERINTENDENT.

Presenter: Zach Rich, Trustee and Policy/Board Governance committee chair and Wanda Cook-Robinson, Oakland Schools superintendent

B. BOARD APPOINTMENTS.

Presenter: Zach Rich, Trustee and Policy/Board Governance committee chair

C. MIDDLE AND HIGH SCHOOL ATHLETICS.

Presenter: Joe Greene and Tom Shelton, NFHS and FHS principals

D. POLICY 1002 REVISION (Remote Meeting Attendance) – FIRST READING.

Presenter: Zach Rich, Trustee and Policy/Board Governance committee chair

MILLER JOHNSON

School Policy Services

TO: MJ Policy Service Clients
FROM: MJ School Policy Services
DATE: November 5, 2020
RE: Policy Manual Update – November 2020

Thank you for choosing MJ School Policy Services for your school policy needs. This memo contains a recommended update/modification to all MJ School Policy Services policy manuals completed prior to November 5, 2020. If you have any questions regarding the suggested revision and how it may/may not fit with your existing manual, please contact Bob Lusk, Kevin Sutton, or Anya Lusk.

BYLAWS

Update 10.01 (Policy)

We recommend the following underlined change to Section 1002/1000.02, to ensure compliance with recent changes to Michigan’s Open Meetings Act, 15.261, *et seq.*:

Meeting Procedures

Quorum. Unless otherwise required or permitted by law, a majority of the serving members will constitute a quorum.

Voting. Unless otherwise required or permitted by law, the affirmative vote of a majority of the serving Board members is required to exercise the Board’s authority.

Electronic Meetings and Remote Participation. ~~Board members, including those who are absent due to military duty, may participate in Board meetings remotely on the following conditions: at least a quorum of Board members are present for the Board meeting; any absent Board member discloses the reason for his or her absence and the location from which he or she is participating; the absent Board member may hear and be heard by other Board members and those in attendance at the Board meeting; the absent Board member notifies the Board President of his or her anticipated absence at least 3 business days before the meeting; so the Board President may make arrangements to notify the general public of the means by which it may contact the Board member prior to the meeting; and, the Board President takes steps to ensure the general public is aware of the manner any absent Board member voted on~~

any and all matters brought before the Board for a vote, such as requiring roll call voting. Until December 31, 2020, the Board may hold any and all meetings wholly electronically and individual Board members may, for any reason, participate remotely in Board meetings held in a physical location. Beginning January 1, 2021, the Board may hold meetings wholly electronically in the event of a local or statewide emergency or disaster that would risk the health or safety of the public if the meeting was held in a physical location. Individual Board members may also participate in meetings remotely if their absence is due to such an emergency or disaster, military duty, or a medical condition. Beginning January 1, 2022, Board members may only participate in meetings remotely if their absence is due to military duty.

Board meetings may be held wholly electronically so long as members of the general public may also attend electronically and are able to hear and be heard by the Board. For meetings in which any or all Board members attend remotely, the following conditions must be met:

- At the beginning of the meeting, any Board member attending remotely must announce they are attending remotely and, unless absent due to military duty, disclose the city, township, village, etc. and state from which they are participating;
- The Board Secretary must include the name of each Board member attending remotely in the meeting minutes;
- The Board member attending remotely must hear and be heard by other Board members and those in attendance at the Board meeting;
- The Board member attending remotely must notify the Board President at least one (1) business day before the meeting that they will participate remotely to allow the Board President to make arrangements to notify the general public of the means by which it may contact the Board member prior to the meeting; and
- The Board President must take steps to ensure the general public is aware of the manner any Board member attending remotely voted on any and all matters brought before the Board for a vote, such as requiring roll call voting.

Consistent with [MCL 15.263a\(4\) and \(5\)](#),¹ the Board will post notice of wholly electronic meetings at least 18 hours and an agenda at least two (2) hours in advance of the meeting here: [\[insert link\]](#).

¹ MJ policy and administrative regulations manuals include links to the Michigan legislature website. On occasion, new statutes, such as MCL 15.263a, are signed into law weeks or months before the legislature has an opportunity to update its website. As a result, this link does not work at present, but will be functional when the legislature website updates. For school districts that would prefer to wait until the website is updated, the link is: <http://legislature.mi.gov/doc.aspx?mcl-15-263a>.

X. ACTION ITEMS

A. SUMMER TAX COLLECTION RESOLUTION.

Presenter: Jennifer Kaminski, assistant superintendent-business services

This resolution was presented and reviewed at the November 10, 2020 regular meeting.

MOTION: I move that the Board of Education approve the Summer Tax Collection Resolution, as presented, and waive the reading of the resolution.

B. UNINTERRUPTIBLE POWER SUPPLIES (UPS).

Presenter: Wes Prescott, director-information technology

This item was presented in detail at the November 10, 2020 regular meeting.

MOTION: I move that the Board of Education approve the purchase of Uninterruptible Power Supplies (UPS) from Coast to Coast in the amount of \$49,290.66, funds to come from the Capital Projects (Building & Site 2018) Fund.

C. POWER WALK-IN FREEZER.

Presenter: Jennifer Kaminski, assistant superintendent-business services

MOTION: I move that the Board of Education approve the bid award for construction of a walk-in freezer and replacement of the existing water-cooled condenser in the existing walk-in cooler with an air-cooled condenser to ML Schoenherr Construction, Inc. in the amount of \$91,100.00, funds to come from the Nutrition Services Fund.

D. BOARD ROOM TABLE.

Presenter: Wes Prescott, director-information technology

MOTION: I move that the Board of Education award the purchase of the Board room table, related accessories and chairs to Dew-El Corporation in the amount of \$35,942.56, funds to come from the Capital Projects (Building & Site 2018) Fund.

E. NOVEMBER 16, 2020 CLOSED SESSION MINUTES.

Presenter: appointed Board president

MOTION: I move that the Board of Education approve the November 16, 2020 closed session minutes, as presented.

F. EARLY CHILDHOOD RETURN TO IN-PERSON INSTRUCTION.

Presenter: Kirsten Cicchella, supervisor-early childhood

MOTION: I move that the Board of Education approve the extended pause to in-person instruction for early childhood through at least January 11, 2021, as presented.

G. SPECIAL EDUCATION RETURN TO IN-PERSON INSTRUCTION.

Presenter: Jackie McDougal, executive director-special education

MOTION: I move that the Board of Education approve the extended pause to in-person instruction for special education through at least January 11, 2021, as presented.

H. RECONFIRMATION OF INSTRUCTIONAL DELIVERY PLAN (EXTENDED COVID 19 LEARNING PLAN).

Presenter: Kelly Coffin, assistant superintendent-innovation and strategic initiatives

MOTION: I move that the Board of Education reconfirm the Instructional Delivery Plan (FPS Extended COVID19 Learning Plan), as presented.

**FARMINGTON PUBLIC SCHOOL DISTRICT
MEMORANDUM**

TO: Board of Education

FROM: Jennifer Kaminski, Assistant Superintendent, Business Services

SUBJECT: Summer Tax Collection Resolution

DATE: November 10, 2020

On an annual basis, the Board of Education is presented with a resolution regarding the collection of property taxes. We have continued in our practice of a 50/50 collection of summer and winter taxes, largely due to the financial impact it would have on the local taxpayers with a shift to 100% summer collection.

The timing of the collection does not impact the total dollars to the District; however, it does impact cash flow. With a 100% summer collection, we would collect our cash from property taxes at the beginning of the fiscal year which helps ensure that we could weather tough financial times as well as reduce or eliminate the need to borrow cash. By moving to a 100% summer tax collection, it would also move up the timing for payment of taxes for our community members. The impact would be felt by those who pay their taxes directly as they are accustomed to paying it in two increments. For those who pay their taxes through escrow arrangements (typically as part of their mortgage payments), it is possible that the impact would be less evident as it is spread throughout the year through their monthly mortgage payment. The Cities do not have the information regarding what percent of the homestead taxes are collected through mortgages versus direct payment.

For the upcoming year I am recommending that we stay with a collection of 50% in the summer and 50% in the winter. The board may want to consider moving to a 100% summer collection in the future but we would need time to help the community understand the impact. We also added to fund balance for the June 30, 2019 fiscal year and we have been in a position of not having to borrow for cash flow purposes for the last four years.

Michigan Public Act 333 of 1982 requires that a school district determine by resolution their intent to levy a summer tax and that each taxing municipality be notified of such action prior to January 1st. In keeping with our twice-a-year collection of prior years, we will need to take action before December 31, 2020.

Therefore, **IT IS RECOMMENDED THAT THE BOARD APPROVE THE SUMMER TAX COLLECTION RESOLUTION** at the November 24th meeting and waive the reading of the resolution.

If you have any questions or require additional information, please feel free to contact me.

cc: Robert Herrera, Superintendent

JFK:cln



A regularly scheduled meeting of the Board of Education of the Farmington Public School District was held at the Lewis Schulman Administrative Center, 32500 Shiawassee, Farmington, Michigan on the 24th day of November, 2020, at 6:00 p.m.

The meeting was called to order by _____.

Present: _____

Absent: _____

The following resolution was offered by Member _____ and supported by Member _____.

WHEREAS, ACT 333, Public Acts of Michigan, 1982, provides that a school district may determine by resolution to impose summer property tax levy of one-half (1/2) or all of its annual school property taxes, including debt service, which resolution shall be applicable until revoked by the Board of Education; and

WHEREAS, for each year such a resolution applies the school district must request, before February 1, 1983 or before January 1st, in any year thereafter, each city and township in which it is located to agree to collect the summer tax levy in that year of either the total or one-half (1/2) of school property taxes, including debt service; and

WHEREAS, this Board of Education has determined that it would be in the best interest of the Farmington Public School District to impose a summer property tax levy to collect one-half (1/2) of school property taxes, including debt service; and

WHEREAS, said ACT 333 provides for certain procedural steps to be taken by this Board of Education in connection with the imposition of a summer property tax levy and also provides for the manner in which summer property tax levy shall be collected.

NOW, THEREFORE, BE IT RESOLVED that pursuant to the authority granted it in P.A. 333 of 1982, the School District impose a summer property tax levy equal to one-half (1/2) of the annual taxes due for the 2021-2022 school year.

BE IT FURTHER RESOLVED that the Secretary of the Board of Education is directed to send a copy of this Resolution to the Treasurer of each municipality.

AYES: _____

NAYS: _____

Resolution declared adopted this 24th day of November, 2020.

Angie F. Smith, Secretary
Farmington Board of Education

***FARMINGTON PUBLIC SCHOOLS
MEMORANDUM***

TO: Board of Education

FROM: Jennifer F. Kaminski, Assistant Superintendent, Business Services

SUBJECT: Uninterruptible Power Supplies (UPS)

DATE: November 10, 2020

Enclosed you will find a memo from Wes Prescott, Director of Technology at Oakland Schools, which explains the need for UPSs (Uninterruptible Power Supplies) and the bid process that took place on behalf of several Oakland County Districts. Also included is a summary of the bid results from the four vendors.

After review of all of the bids by Oakland Schools, the collaborative is recommending that Coast to Coast be awarded the bid for the project with a total cost of \$49,290.66.

We are recommending that the Board of Education approve the purchase of the UPSs based upon the information provided, with funds to come from the **Capital Projects (Building & Site 2018) Fund**.

Memorandum

To: Jennifer F. Kaminski, Assistant Superintendent for Business Services
From: Wes Prescott - Director of Technology - Oakland Schools
Date: October 26, 2020
Subject: Uninterruptible Power Supplies (UPS)

Currently, Farmington Public Schools has three (3) stand alone UPSs in the datacenter and no UPSs in most other network closets throughout the District.

In 2019, Oakland Schools facilitated an RFP process for the procurement of Uninterruptible Power Supplies (UPSs). There were four (4) vendors that officially responded to the RFP. Upon evaluation of the responses, Coast to Coast provided the lowest, per unit, cost solution. The total cost for this project is \$49,290.66.

The turnkey solution will provide UPSs in the District datacenter as well as every network closet in the District. These devices will provide protection for the District's network electronics from power surges, brown-outs, etc. and will provide notifications to the team when there is a power outage.

If approved the devices will be ordered and installed asap.

CC: Farmington Board of Education



Wakely Associates, Inc. / Architects
30500 Van Dyke Avenue • Suite 209 • Warren, Michigan 48093
PH: (586) 573-4100 • FX: (586) 573-0822 • WB: www.wakelyaia.com

October 29, 2020

Ms. Felicia Venable
Farmington Public Schools
29350 W. Ten Mile Road
Farmington Hills, MI 48336

RE: Farmington Public Schools
New Walk-In Freezer at
Power Middle School
WA Project No. 201872

Dear Ms. Venable:

On Thursday, October 29, 2020, bids were received for this project at 11:00am at the Lewis Schulman Administration Center. We received bids from three (3) general contractors and the bid tabulation summary is attached to this letter.

This bid scope includes constructing a new walk-in freezer in a storage room adjacent to the existing walk-in cooler in the Kitchen at Power Middle School. It also includes the replacement of the existing water-cooled condenser for the existing walk-in cooler with a new air-cooled condenser.

A post bid interview was conducted via phone with the apparent low bidder, ML Schoenherr Construction, Inc., which is based in Ira, Mi.

After reviewing their bid and the project scope of work in detail and answering questions during the interview, we confirmed that, ML Schoenherr Construction, Inc. appears to have included all required scope items and are comfortable with their base bid for the project.

ML Schoenherr Construction, Inc. has performed similar scope of work for many K-12 school districts and they have included in their bid the manpower and equipment to complete the project before students return near the end of January 2021. They have also agreed to start construction immediately upon award of the contract.

Therefore, we recommend accepting the following bid:

- \$95,600.00 base bid proposal to ML Schoenherr Construction, Inc.
Note: This bid includes \$15,000.00 of allowance money that may be returned to the District if unused during the project.
- \$4,500.00 Voluntary Alternate Deduct.

Total award recommendation = **\$91,100.00.**

I would be happy to answer any questions you may have regarding this recommendation.

Sincerely,



Brian J. Smilnak, AIA

BJS/amd
Enclosures
Cc: File

BID TABULATION
FARMINGTON PUBLIC SCHOOLS
NEW WALK-IN FREEZER AT
POWER MIDDLE SCHOOL
PROJECT NO. 201872
BIDS DUE: OCTOBER 29, 2020
11:00 A.M.

WAKELY ASSOCIATES, INC./ARCHITECTS

CONTRACTOR	SEC	ADD	FD	IRAN	CBC	BASE PROP. CAT. 03000	BOND COST	REMARKS
ML Scheonherr Construction, Ira, MI	X	1,2	X	X	X	\$95,600.00	Included	Vol Alt=\$4,500.00 deduct to use a different roofer
NRC Builders, Farmington Hills, MI	X	1,2	X	X	X	\$114,500.00	Included	
Cross Construction Group, Livonia, MI	X	1,2	X	X	X	\$134,777.00	Included	

BID TABULATION
FARMINGTON PUBLIC SCHOOLS
NEW WALK-IN FREEZER AT
POWER MIDDLE SCHOOL
PROJECT NO. 201872
BIDS DUE: OCTOBER 29, 2020
11:00 A.M.
WAKELY ASSOCIATES, INC./ARCHITECTS

CONTRACTOR	SEC	ADD	FD	IRAN	CBC	BASE PROP. CAT. 03000	BOND COST	REMARKS
ML Scheonherr Construction, Ira, MI	X	1,2	X	X	X	\$95,600.00	Included	Vol Alt=\$4,500.00 deduct to use a different roofer
NRC Builders, Farmington Hills, MI	X	1,2	X	X	X	\$114,500.00	Included	
Cross Construction Group, Livonia, MI	X	1,2	X	X	X	\$134,777.00	Included	

***FARMINGTON PUBLIC SCHOOLS
MEMORANDUM***

TO: Board of Education

FROM: Jennifer F. Kaminski, Assistant Superintendent, Business Services

SUBJECT: Board Room Table

DATE: November 24, 2020

Enclosed you will find a memo from Wes Prescott, Director of Technology at Oakland Schools, which explains the process undertaken for the creation of the new Board Room Table for the new location at MEC.

The recommendation is that the award go to Dew-El for the project with a total cost of \$35,942.56. It will take 8 – 10 weeks to receive the items and have them installed.

We are recommending that the Board of Education approve the purchase of the Board Room table, accessories and chairs based upon the information provided with funds to come from the **Capital Projects (Building & Site 2018) Fund**.

Memorandum

To: Jennifer F. Kaminski, Assistant Superintendent for Business Services
From: Wes Prescott - Director of Technology - Oakland Schools
Date: November 19, 2020
Subject: New Board Room Table

As part of the 2015 Bond, a new Board Room was planned for the MEC building. A part of that plan was the design, purchase, and installation of a new Board table to meet the needs of the Board of Education in this new space. We received input from multiple individuals on the required specifications for the table including Central Office staff, current Board members, the technology/sound vendor, and the TV10 production team. Based on the input received, we reached out to several vendors to request a quote that met the desired design and specifications. Dew-El Corporation provided a quote based on a national competitive bid contract (NCPA 07-42) that included all the features, customization, and items required. We recommend purchasing the Board table as quoted by Dew-El.

CC: Farmington Board of Education

Sales Proposal

Dew-El Corporation
 10841 Paw Paw Drive
 Holland, MI 49424
 Ph: 800-443-3935
 Fax: 616-396-6669



Thank you for the opportunity to serve your furniture & equipment needs!

Visit us online at www.Dew-El.com

Bill To: Farmington School District

Phone:

Fax:

Ship To: Farmington Public School District

Attn: Tiffany Guth, Technology & Project Coordinator

PO #:

This proposal has been prepared by: Linda M and JON C

Part #	Vendor	Description	Qty.	Unit Price	Total
BOARD ROOM TABLE					
BUZ-LOD68	DKA	Buzz Seating High back Board Room Chairs Black	12	\$ 690.30	\$ 8,283.60
XND-75DX-MOB-CONCAVE	MEDIA TECH	Modified Nomad Concave Desk natural Oak blk top/edge per drawing	10	\$ 1,849.35	\$ 18,493.51
AZ-2P2U10-120-BA	MEDIA TECH	2 AC Receptacles, Dual USB port, 1 Open Port, Silver Plate/Black Trim	10	\$ 239.74	\$ 2,397.40
ACG-5B	MEDIA TECH	2.5"W x 5.375"L Black Cable Grip, 5 Slot	10	\$ 22.49	\$ 224.94
MCD1817	MEDIA TECH	Pencil Drawer 18"W x 17" D x 3"H, metal, black powder coat	10	\$ 176.31	\$ 1,763.12
HGP-Tables	MEDIA TECH	Hook Ganging Assembly Kit, Black	20	\$ 29.51	\$ 590.13
A20G	MEDIA TECH	Wire Grommet - 50MM, Black	10	\$ 32.78	\$ 327.79
XND-75DX-MOB-CONCAVE	MEDIA TECH	Modified Nomad Concave center cabinet w/logo	1	\$ 2,868.57	\$ 2,868.57
ACG-5B	MEDIA TECH	2.5"W x 5.375"L Black Cable Grip, 5 Slot	1	\$ 22.49	\$ 22.49
A20G	MEDIA TECH	Wire Grommet - 50MM, Black	1	\$ 32.78	\$ 32.78
SCPE-72-15AMP	MEDIA TECH	72" entry, 15 Amp, single circuit only	2	\$ 125.35	\$ 250.70
MT-4T-72	MEDIA TECH	Kit, for 72" Table, 2 Duplex Receptacles	5	\$ 137.51	\$ 687.53

<p>Comments: QUOTE INCLUDES DELIVERY AND INSTALLATION TO YOUR BUILDING. PRICING PER NATIONAL CONTRACT NCPA 07-42</p> <p style="text-align: center;">3% surcharge will be added to all orders paid for with a credit and/or purchasing card. Thank you!</p>	<p>Total: \$ 35,942.56</p>
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XI. ITEMS FROM THE TREASURER

A. Expenditures.

MOTION: I move that the Board of Education approve the expenditures as outlined in the expenditure printout dated November 24, 2020, as follows:

General Fund	\$8,627,412
General Fund - Athletics	\$124,542
Debt Fund	-0-
Capital Projects – 2018 Bond Fund	\$1,045,744
Capital Projects – 2020 Bond Fund	\$8,944
Nutrition Services Fund	\$186,038
Benefit Stabilization Fund	\$1,717,523
TOTAL	\$11,710,203

November 24, 2020

Regular Meeting of the Board of Education

XII. CONSENT AGENDA. I move that the Board of Education approve the November 24, 2020 Consent Agenda, as follows:

- A. Approval of Minutes
 - 1. November 10, 2020 Regular Meeting
 - 2. November 16, 2020 Special Meeting
- B. Head Start Director's Monthly Report
- C. Personnel Items

LEAVES OF ABSENCES

Brown, Amie
Teacher
Lanigan Elementary
Effective: 11/16/2021

Dehko, Renee
Teacher
Beechview Elementary
Effective: 10/23/2020

Ellis, Jennifer
Satellite Manager
Kenbrook Elementary
Effective: 11/24/2020

Jahnke, Elyse
Technology Integration Teacher
District
Effective: 12/3/2020

NEW HIRES

Beedle, Kay
Office Clerk
Visions Unlimited
Effective: 11/11/2020

Cochran, Veronica
Paraprofessional
Lanigan Elementary
Effective: 11/16/2020

Delaby, Emily
Teacher
Lanigan Elementary
Effective: 11/16/2020

Johnson, Eric
Paraprofessional
Forest Elementary
Effective: 11/16/2020

Laubhan, Anne
Teacher
North Farmington High
Effective: 10/19/2020

Martinez, Rachel
Teacher
Hillside Elementary
Effective: 11/23/2020

Poole, Stephanie
Secretary
Facilities Management
Effective: 10/26/2020

Raab-Webb, Jody
Paraprofessional
Wood Creek Elementary
Effective: 11/23/2020

Stewart, Abby
Teacher
Hillside Elementary
Effective: 11/4/2020

RESIGNATIONS

DeBandt, Jason
Teacher
North Farmington High
Effective: 12/31/2020

Dinser, Alexandra
Secretary
Farmington High
Effective: 10/29/2020

Foster, Autumn
Paraprofessional
Laid Off Paraprofessional
Effective: 11/4/2020

Orum, Takara
Social Worker
North Farmington High
Effective: 10/30/2020

Olson, Robin
Paraprofessional
Forest Elementary
Effective: 11/6/2020

Perfetto, Steve
Plumber
Facilities Management
Effective: 10/30/2020

Pitts, Brenda
Kitchen Helper
Farmington High
Effective: 11/6/2020

Satyanarayan, Pushpa
Paraprofessional
Laid Off Paraprofessional
Effective: 10/16/2020

Vajda, Roger
Teacher
FSA, Hillside, Gill Elementary
Effective: 11/13/2020

RETIREMENTS

Averill, James (Russ)
Teacher
Warner Middle
Effective: 2/1/2021

Gallant, Catherine
Teacher
Gill Elementary
Effective: 3/1/2021

Gerke, Gary
Lead Mechanic
Transportation
Effective: 12/1/2020

Sikora, MaryBeth
Restorative Justice Facilitator
Power Middle
Effective: 1/1/2021

5. **LEGISLATIVE UPDATE.** Mr. Rich spoke about the new legislature and upcoming sessions.

6. **STRATEGIC PLAN UPDATE.**

Presenter: Kelly Coffin, assistant superintendent-innovation and strategic initiatives

Dr. Coffin presented an update on strategic planning. To date, the past strategic planning work of the District has been reviewed, feedback has been obtained from the District Network Team on past efforts, information on KPI has been reviewed with the District Network Team and District Leadership Team, four focus areas have been identified (Leadership & Organization, Culture & Values, Process & Tools, and People & Skills), and eight potential goal areas have been identified (Creating a Culture for Equity and Innovation, Leadership that Supports Equity and Innovation, Organizational Effectiveness, Teaching & Learning, Futures Committee, Creating a System for Equity & Innovation, Effective Management of District Resources, and Community Relations).

Next steps will use feedback from staff to refine Goal Areas and identify specific KPIs, review the proposed plan/process with the District Network Team, and present the plan to the Board of Education. The District requests that a Board Workshop be scheduled to review the strategic planning process. The Board would review and provide feedback on the following: overall framework of the strategic planning process, identified goal areas, key performance indicators, and metrics to measure success.

7. **MONITORING LEARNING UPDATE.**

Presenter: Kelly Coffin, assistant superintendent-innovation and strategic initiatives and Margaret Hendrickson, director-curriculum, instruction and assessment

Dr. Coffin and Mrs. Hendrickson reported on student progress in literacy and mathematics based on District benchmark assessments. Kindergarten is assessed utilizing Easy CBM and grades 1-9 are assessed utilizing NWEA's MAP Growth Assessment. Information was also provided from a Student Voice Survey to assess feelings about remote learning and a Canvas Check-In Survey to determine student comfort level with its use. Another student progress update will be provided in February.

Board discussion occurred and questions were answered.

8. **REPORTS FROM BOARD COMMITTEES.**

Academic Excellence/Strategic Planning/Communications: Trustee Mukamal reported that the committee and central office staff met November 3 to receive updates and discuss: in-person learning in special education and early childhood classrooms, strategic planning, and standards based grading. A future agenda topic consisted of an update on monitoring learning through the pandemic.

9. **SUMMER TAX COLLECTION RESOLUTION.**

Presenter: Jennifer Kaminski, assistant superintendent-business services

Mrs. Kaminski presented and reviewed the Resolution for Summer Tax Collection. She explained the tax collection schedule and recommended continuing to levy 50% summer and 50% winter. The timing affects cash flow not the amount received. The resolution will be presented for Board approval at the November 24 regular meeting.

10. UNINTERRUPTIBLE POWER SUPPLIES(UPS) BID.

Presenter: Wes Prescott, director-information technology

Mr. Prescott detailed the bid process and recommendation for purchase of Uninterruptible Power Supplies for the District. The total cost for this project is \$49,290.66. The turnkey solution will provide UPSs in the District datacenter as well as every network closet in the District. These devices will provide protection for the District's network electronics from power surges, brown-outs, etc. and will provide notifications to the team when there is a power outage.

Administration recommends that the Board of Education approve the purchase of the UPSs based upon the information provided, with funds to come from the Capital Projects (Building & Site 2018) Fund.

Board discussion occurred and questions were answered. This purchase will be presented for Board approval at the November 24 regular meeting.

11. RETURN TO SCHOOL MITIGATION PLAN.

Presenters: Robert Herrera, superintendent and Kelly Coffin, assistant superintendent-innovation and strategic initiatives

Dr. Herrera detailed the functions of the Wellness Committee and the newly established COVID Response Team. The District has a plan in place for in-person learning and effective mitigation strategies. Due to new requirements, the Mitigation Plan must be submitted to Oakland County for approval.

Dr. Herrera then presented information on the factors that influenced the administration's recommendation for remaining in Distance Learning at the elementary level until at least January 11, 2021. These include the following: Oakland County movement from a Level C to a Level E Risk Assessment, increased community spread, the number of families that have changed their selection from in-person instruction to remote over the past week, the ability to maintain a continuity of learning, minimize disruption to families/students, and workforce concerns. This information has been discussed with union leadership. Cabinet has also spoken with staff and direct reports.

Early childhood and some special education instruction have already been taking place in-person. The District is working with OCHD on the safe return of early childhood and special education.

Board discussion occurred and questions were answered.

12. PUBLIC COMMENTS. Public comments were read aloud and given virtually. No action taken.

13. BOARD OF EDUCATION ORGANIZATIONAL MEETING.

Presenter: Zach Rich, trustee and Policy/Board Governance chair

At the October 20, 2020 regular meeting, Mr. Rich presented a proposal to move the Board organizational meeting from June to January to allow for new Board members to participate in the selection of new officers.

MOTION: It was moved by Rich and supported by Weems that the Board of Education move the election of officers from June to January, moving forward.

Board discussion occurred.

ROLL CALL VOTE: **Ayes:** Rich, Mukamal
 Nays: Smith, Weems, Cummings, Green

MOTION FAILED 2-4.

14. RETURN TO SCHOOL MITIGATION PLAN.

Presenter: Robert Herrera, superintendent

MOTION: It was moved by Mukamal and supported by Rich that the Board of Education support the recommendation of the District as presented under Item VII. C. The Return to School Mitigation Plan.

Board discussion occurred.

This decision will pause the elementary return to in-person instruction until at least January 11, 2021. The secondary return to in-person instruction remains scheduled for January 25, 2021.

ROLL CALL VOTE: **Ayes:** Rich, Smith, Cummings, Mukamal, Weems, Green
 Nays: None

MOTION PASSED 6-0.

15. CONSENT AGENDA. It was moved by Mukamal and supported by Cummings that the Board of Education approve the Consent Agenda dated November 10, 2020.

- A. Approval of Minutes
 - 1. October 20, 2020 Regular Meeting

ROLL CALL VOTE: **Ayes:** Rich, Smith, Cummings, Mukamal, Weems, Green
 Nays: None

MOTION PASSED 6-0.

16. REPORTS FROM BOARD REPRESENTATIVES.

PTA Council: Treasurer Weems reported on the November meeting of the council. State Representative Chris Greig attended and spoke on education funding, election results, Warner Mansion grant, and COVID spread. Dr. Herrera gave a FPS update, and the Education Foundation reported that the Toast to Education will be postponed to November 2021.

17. SUPERINTENDENT'S ANNOUNCEMENTS. Dr. Herrera thanked the Management Team and District Leadership Team for their expertise, understanding of the District, and assistance making tough decisions in this environment. He also thanked Union Leadership and the Uniserv Director for their collaboration, and he hopes to grow Three Pillar work in the future. Lastly, he thanked building principals and teaching staff for their patience, understanding, and commitment to our families during these unprecedented times and ever changing educational landscape.

18. RECOMMENDATIONS FOR FUTURE ADGENDA ITEMS. None.

19. **GOOD AND WELFARE.** Board members spoke on topics of personal interest.
20. **ADJOURNMENT.** The Board of Education November 10, 2020 regular meeting was adjourned at 9:01 pm.

Angie F. Smith
Farmington Board of Education
Acting Secretary

**SPECIAL MEETING/CLOSED SESSION
OF THE FARMINGTON BOARD OF EDUCATION
Virtual via WebEx
November 16, 2020**

1. Board President Green called the meeting to order at 5:35 pm.

ROLL CALL: **Present:** Pam S. Green, president
 Terry L. Johnson, vice president
 Angie F. Smith, secretary
 Terri A. Weems, treasurer
 Jessica B. Cummings, trustee
 Richard D. Mukamal, trustee
 Zach T. Rich, trustee

Absent:

Also Present: Robert C. Herrera, superintendent; Kelly Coffin, assistant superintendent; Diane Bauman, director; executive assistant, Kim Buckley

2. **PLEDGE OF ALLEGIANCE.** Vice President Johnson led the pledge.
3. **APPROVAL OF THE AGENDA.** It was moved by Johnson and supported by Mukamal to approve the Special Meeting/Closed Session agenda, as presented.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Green, Cummings, Mukamal, Smith, Johnson
 Nays: None

MOTION PASSED 7-0.

4. **ANNOUNCEMENTS.** President Green explained the procedure for making public comments and granted voting rights to all remote Board members.
5. **PUBLIC COMMENTS.** None.
6. **REQUEST FOR CLOSED SESSION BY ROLL CALL VOTE.** It was moved by Mukamal and supported by Johnson that the Board move to closed session in accordance with section 8(h) Attorney Client Privilege of the Open Meetings Act, Public Act 267 of 1976.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Green, Cummings, Mukamal, Smith, Johnson
 Nays: None

MOTION PASSED 7-0.

The Board moved to closed session at 5:41 pm.

7. **RETURN TO SPECIAL MEETING.** The Board returned to the Special Meeting at 7:16 pm.

8. **AMENDMENT OF AGENDA.** It was moved by Johnson and supported by Cummings to amend the agenda to consider entering into a resignation agreement with Superintendent Herrera.

President Green read a statement detailing points of the resignation agreement. Board discussion occurred and additional statements were made by Board members.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Green, Cummings, Mukamal, Smith, Johnson
 Nays: None

MOTION PASSED 7-0.

Agenda amended.

MOTION: It was moved by Mukamal and supported by Johnson that the Board of Education accept the resignation of Dr. Herrera and accept the resignation agreement, as presented.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Green, Cummings, Mukamal, Smith, Johnson
 Nays: None

MOTION PASSED 7-0.

Board secretary Smith called away due to a family emergency.

9. **AMENDMENT OF AGENDA.** It was moved by Mukamal and supported by Johnson to amend the agenda to address the reason for the resignation of Superintendent Herrera, that being the behavior and statements made by Board member Angie Smith.

Board discussion occurred.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Green, Cummings, Mukamal, Johnson
 Nays: None

MOTION PASSED 6-0.

Agenda amended.

MOTION: It was moved by Mukamal and supported by Johnson that the Board of Education accept the Censure Resolution and conditions therein related to Board member Angie Smith.

The resolution was read by Trustee Mukamal and appears in its entirety at the end of these minutes.

The meeting was recessed until 8:10 pm to allow Board members to read and consider the entire resolution.

Board discussion occurred.

ROLL CALL VOTE: **Ayes:** Rich, Green, Cummings, Mukamal, Johnson
 Nays: Weems

MOTION PASSED 5-1.

10. STRATEGIC PLANNING. Hearing no objections, President Green tabled this topic to a future meeting.

11. BOARD MEMBER RESIGNATIONS. Vice President Johnson resigned from his seat effective 12:01 am November 21, 2020.

Board member comments.

President Green resigned from her seat effective midnight on November 20, 2020.

Board member comments.

12. ADJOURNMENT OF SPECIAL MEETING. The special meeting was adjourned at 8:36 pm.

Angie F. Smith
Farmington Board of Education
Secretary

**FARMINGTON PUBLIC SCHOOLS
BOARD OF EDUCATION RESOLUTION**

A special meeting of the Board of Education of the Farmington Public Schools (the "Board") was held via the WebEx virtual platform, on the 16th day of November, 2020 at 5:30 p.m.

The meeting was called to order by President Green.

Present: Green, Johnson, Smith, Weems, Cummings, Mukamal, Rich
Absent: None

The following preamble and resolution were offered by Member Mukamal and supported by Member Johnson.

WHEREAS, Board member Angie Smith has over the past several months made numerous statements in Board meetings, in other public meetings, to various individuals, and on social media, that have accused Superintendent Dr. Robert Herrera of having a practice and/or policy of treating African-American employees of the District less favorably than white employees, and otherwise acting in a manner that disfavored African-American employees as well as students, which statements have not been substantiated, have not been authorized or endorsed by Board of Education or other Board members, and do not reflect the views of the Board;

WHEREAS, such comments and posts were made and/or publicly available without Ms. Smith disclaiming that her comments and posts were not those of the Board of Education, and were her own personal views;

WHEREAS, the nature of Ms. Smith's public comments and posts have caused disruption to school district meetings and operations, impaired the reputation of the District, tainted the reputation of the Superintendent, eroded community trust; and has thus necessarily and unfairly interfered with the ability of the Superintendent to perform his duties and provide leadership for the District;

WHEREAS, Ms. Smith's public comments and posts have directly led to Superintendent Dr. Robert Herrera deciding to resign his employment with the District on terms mutually agreeable to him and the District, which will also resolve any potential legal claims that Dr. Herrera may have against the District as a result of Ms. Smith's unsubstantiated public comments and posts; and

WHEREAS, the Board lacks legal authority to remove Ms. Smith from the Board or to prevent her from voting;

NOW, THEREFORE, IT IS RESOLVED THAT:

1. The November 16, 2020, minutes shall state that the Board disavows Ms. Smith's unsubstantiated public statements and social media posts that Dr. Herrera has a practice

or policy of treating African-American employees and/or students less favorably than white employees and students;

2. The Board finds that Ms. Smith ignored her responsibilities as a Board member to monitor and reflect upon the highly likely adverse effect of these unsubstantiated and unauthorized statements and posts about Superintendent Herrera on his ability to effectively perform his duties, as well as the ongoing work of the District, and as a result, this resolution shall be considered a censure of Ms. Smith for such statements and posts;
3. Effective immediately and continuing through the end of her term as a Farmington Board member, pursuant to Board By-Law 1001, "Removal from Office," Ms. Smith shall be removed as Board Secretary; removed from acting as a mentor to any new Board member; removed from any appointment previously made by the Board to authorize Ms. Smith to act as chairperson or liaison for any District committee or District work group; and with respect to Ms. Smith's position relating to the Oakland Schools' Board of Directors, such Board shall be advised that Ms. Smith no longer represents the views of the Farmington Board of Education.
4. The Board pledges to continue and reinvigorate its efforts to attain greater equity within the District so that all students, staff and community feel welcome, embraced, and supported, within our District as valued members of the Farmington Public Schools;
5. The Board's actions within this resolution shall be inserted within the minutes of the meeting.

AYES: Cummings, Mukamal, Rich, Johnson, Green

NAYS: Weems

The resolution has been adopted.

Date: November 16, 2020

President, Board of Education
Farmington Public Schools

As the duly qualified and acting Secretary of the Board of Education for the Farmington Public Schools, Farmington, Michigan, I certify that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a meeting held on November 16, 2020, the original of which is a part of the Board's minutes. I further certify that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, M.C.L. § 15.261, *et seq.*

President, Board of Education
Farmington Public Schools



To: Board of Education Members
Cc: Dr. Robert Herrera
From: Kirsten Cicchella
Date: October 2020
Re: **Head Start Directors Monthly Report**

Program updates:

- The program year began in-person September 30 with lower class sizes at a maximum of nine servicing a total of 45 students. Thirty-six students were served in person for the month of October. Our grantee has continued to request if we are in person to maintain class sizes at no more than ten at this time.
- All students received a school backpack with school supplies courtesy of The Lutheran Church of the Shepherd King.
- Teachers completed Ages and Stages Developmental Screenings with parents on each student, and teachers completed the DECA (Devereux’s Early Childhood Assessment). The DECA is a nationally standardized assessment tool that helps teachers understand how students are progressing with respect to three key social and emotional skills: developing healthy relationships, learning to regulate emotions, and showing initiative.
- Farmington Head Start received CARES Act One Time Funding in the amount of \$72,625 based on our 83 funded slots at \$875.00 per student. A total of \$44,497 has been allocated towards PPE, tables and benches to create outdoor classroom spaces, disinfecting items, and a large ozone sanitizing cabinet which can be used to disinfect program manipulatives, soft material items, and cots. The remaining balance of \$28,127 has been requested to carryover after December 31 and be used on additional PPE, increased nurse contractual hours, staff costs for preparing students packets for virtual learning, technology needs, and other disinfecting as needed.
- The program served 598 breakfasts and 571 lunches through National School Lunch and 537 snacks through CACFP.

Fiscal update:

EXPENDITURES	APPROVED	ACTUAL	ACTUAL	REMAINING
FEDERAL	BUDGET	OCTOBER	YR	BALANCE
	PERIOD EXP	EXP	TO DATE	
PERSONNEL	352,211.00	33,085.86	239,340.20	112,870.28
FRINGE BENEFITS	221,614.00	20,546.71	155,844.36	65,769.64
TRAVEL OUT OF AREA	0.00	0.00	0.00	0.00
EQUIPMENT	0.00	0.00	0.00	0.00
SUPPLIES	19,084.00	173.13	2,128.70	16,955.30
CONTRACTUAL	30,000.00	4,525.50	28,504.88	1,495.12
CONSTRUCTION,RENOVATION, REPAIR				
OTHER	16,000.00	0.00	4,379.06	11,620.94
	\$638,909.00	\$58,331.20	430,197.72	208,711.28



*CREDIT CARD EXPENDITURES CATEGORY	
October 2020	
Conference Due and Fees	109.00
Miscellaneous	347.14
Supplies	1428.31

**Per Head Start fiscal guidelines, credit card expenditures must be reported separately as well as in total expenditures.*