



**REGULAR MEETING
OF THE BOARD OF EDUCATION
North Farmington High School
Auditorium
32900 W. Thirteen Mile Road
Farmington Hills, MI 48334
Tuesday, March 23, 2021
6:00 PM**

AGENDA

I. CALL TO ORDER	
A. Roll Call	
B. Pledge of Allegiance	
II. ITEMS FROM THE PRESIDENT	
A. Approval of the Agenda	
B. Announcements	
III. ITEMS FROM THE SECRETARY	3
A. Correspondence	4
IV. REPORT FROM THE STUDENT ROUND TABLE PRESIDENT	
V. LEGISLATIVE UPDATE	
VI. DISTRICT UPDATES	5
A. Superintendent District Update	
VII. REPORTS FROM BOARD COMMITTEES	
A. Finance/Facilities Committee	
B. Academic Excellence/Strategic Planning/Communications Committee	
VIII. DISCUSSION ITEMS	6
A. New Superintendent Profile	7
B. Review of Auditor Appointment	38
C. Review of Bus Purchase	44
IX. PUBLIC COMMENTS	
X. ACTION ITEMS	46
A. Appointment of Director of Facilities Management	
B. Approval of Budget Parameters and Assumptions (2021/2022)	47
C. Approval of Bus Purchase	50
D. Reconfirmation of Instructional Delivery Plan (Extended COVID 19 Learning Plan)	52
E. March 9, 2021 Closed Session Minutes	
XI. ITEMS FROM THE TREASURER	55
A. Expenditures	1

XII. CONSENT AGENDA	56
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A. Approval of Minutes	
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1. March 9, 2021 Special Meeting	58
2. March 9, 2021 Regular Meeting	60
3. March 10, 2021 Special Meeting	67
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B. Head Start Director's Monthly Report	68
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C. Personnel Items	
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XIII. REPORTS FROM BOARD REPRESENTATIVES	
XIV. SUPERINTENDENT ANNOUNCEMENTS	
XV. RECOMMENDATIONS FOR FUTURE AGENDA ITEMS	
XVI. GOOD AND WELFARE	
XVII. ADJOURNMENT	
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**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.

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Regular Meeting of the Board of Education

III. ITEMS FROM THE SECRETARY.

The Board has received communications regarding the return to in-person learning, seclusion rooms, state of the District, superintendent search, Jewish studies, and Early Head Start services. 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.

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Regular Meeting of the Board of Education

III. ITEMS FROM THE SECRETARY.

A. Correspondence.

1. Butler: Stay the Course
2. Hussain: In Person School
3. Golusin: USA Today-CDC
4. Sanchez: House Bill
5. Gabbara: Five Days
6. Beeler: Increase in In-Person School
7. MUST Careers Update
8. Ruder: Return to School
9. Paulson: HB4048
10. Huber: Rushing
11. Amata: Return to Virtual
12. Head Start: Early Head Start Services
13. Henry: FSA Seclusion Room
14. Gabel: FSA Seclusion Room
15. Burger: Classroom Invitation
16. Bastien: Student Denied Right to In-Person Learning
17. E. Bastien: Miscalculations That Are Confusing and Misleading in School
18. York: State of the District, Superintendent Search
19. Robbins: Jewish Studies

March 23, 2021

Regular Meeting of the Board of Education

VI. DISTRICT UPDATES

A. SUPERINTENDENT DISTRICT UPDATE.

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

March 23, 2021

Regular Meeting of the Board of Education

VIII. DISCUSSION ITEMS

A. NEW SUPERINTENDENT PROFILE.

Presenter: Kevin O'Mara and Steve Matthews, School Exec Connect

B. REVIEW OF AUDITOR APPOINTMENT.

Presenter: Kim Pincheck, director-finance

C. REVIEW OF BUS PURCHASE.

Presenter: Erin Hill, supervisor-transportation



Superintendent Search Timeline

December 15, 2020	Board Agrees to Send RFI to Possible Search Firms
December 18, 2020	Invitation Letters Sent to Search Firms and Posted on Website
January 20, 2021	Deadline for Search Firms to Submit Information Packets (by noon, electronic submission)
January 26, 2021	Board Interviews Search Firms
February 9, 2021	Board Deliberates on Search Firms
February 12, 2021	Board Selects Search Firm (School Exec Connect)
(Boldface Indicates Board Involvement)	
February 25, 2021	Consultants Facilitate Planning Meeting with BOE
March 9 - 10, 2021	Consultants Facilitate Community Engagement (virtually or in person): <ol style="list-style-type: none">1. Conduct Board of Education Focus Group – March 10 @5:00 pm2. Conduct Interviews with Focus Groups, Conduct Open Forum for Staff, Conduct Open Forum for the Community (March 9-11)3. Collect Online Survey Feedback from Members of the School Community (survey available online March 1 - March 19)
February 25 - April 6	Consultants Advertise the Position, Recruit Candidates, Accept and Screen Applications
March 23, 2021	Consultants Present New Superintendent Profile to the Board
April 6 - 20, 2021	Consultants Interview and Vet Promising Candidates
April 27, 2021	Consultants Present Slate of 5-7 Recommended Candidates to the Board; Interviewing Workshop
May 5 & 6, 2021	Special Board Meetings: Board Conducts Initial Interviews of 5-7 Candidates
May 11, 12, & 13, 2021	Special Board Meetings: Board Conducts Second Interviews of 3 Finalists Over a 3-day Period

May 13, 2021	Board Identifies Preferred Candidate. Final Vetting. Additional Reference Calls. Board Decides on Site Visit. Contract Negotiations Begin.
May 18 (or June 4)	Board Takes Formal Action on the New Superintendent's Contract
July 1, 2021	New superintendent on site



New Superintendent Profile Report



Dr. Kevin O'Mara and Dr. Steve Matthews

THE BOARD REQUESTED THE CONSULTANTS TO:

01

Conduct Focus Groups with a wide variety of stakeholders

02

Conduct an online survey to gather input from school staff, parents, students and community members

03

Create a *New Superintendent Profile* based on information gathered from these sources

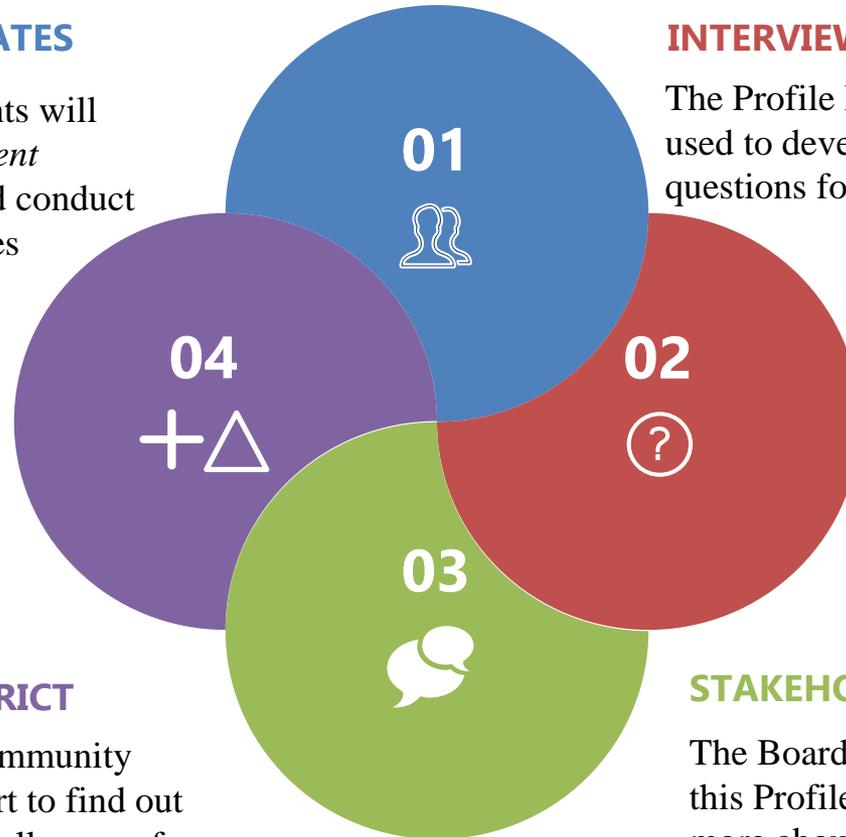
HOW PROFILE REPORT WILL BE USED

SCREENING CANDIDATES

The Board and Consultants will use the *New Superintendent Profile* as they screen and conduct interviews with candidates

INTERVIEW QUESTIONS

The Profile Report may be used to develop interview questions for the candidates



KNOWLEDGE OF DISTRICT

The candidates and the community may use this Profile Report to find out about the strengths and challenges of the District

STAKEHOLDER PERSPECTIVE

The Board of Education may use this Profile Report to find out more about the thinking of the District's constituents



SUMMARY OF DATA COLLECTION

Focus Groups

111 Attendees

Online Questionnaire

549 Responses

March 1 – March 19

Due to sampling methods, the resulting report is not a scientific study and provides only the perceptions of those who responded or participated

In the survey report, percentages are rounded

FOCUS GROUPS & SURVEY

4 GUIDING QUESTIONS



What are your District's greatest strengths and attributes? (Why would a new Superintendent want to come to this District?)



What are your District's greatest challenges? (What should a new Superintendent know before he/she accepts this responsibility?)



What should the priorities be for the new Superintendent?



What are the most important personal qualities, skills, and experiences that are important for the new Superintendent to possess to be successful in the Farmington Public Schools?

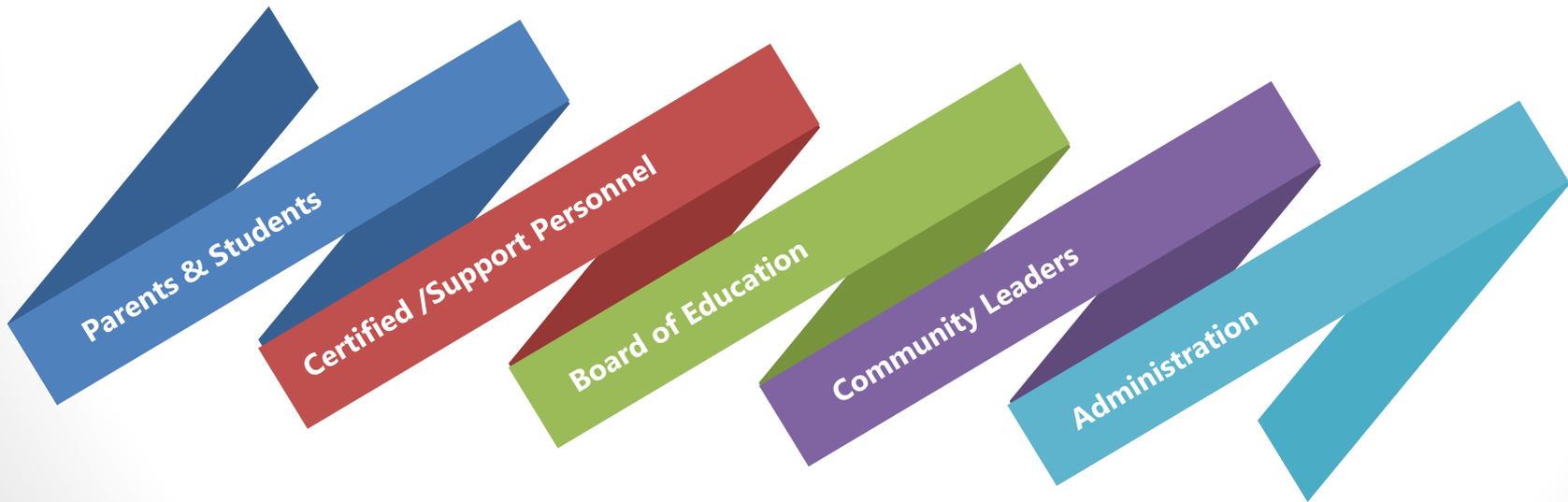


Focus Groups



FOCUS GROUPS PARTICIPANTS

11 Meetings
111 Participants





District STRENGTHS

- Diversity throughout the district
 - Race
 - Economic
 - Cultures
- Engaged and innovative staff
- Variety of programming in the district
- Multiple opportunities for students
- Strong teacher leaders
- Advocates for students
- Teachers who care about students
- Strong unions
- Community support
- Strong family connections
- Strong parent networks
- Support for Career and Technical Education
- Support for the arts and athletics
- Collaboration with community and community groups
- Strong financial position
- Safe schools
- Use of technology for learning



District CHALLENGES

- Lack of a clearly articulated vision for the district
- Persistent achievement gaps
- Understanding of diversity and equity
- History of race related issues in the district
- A lack of focus – too many initiatives
- Declining enrollment
- Perception about the district
 - i.e Former Superintendents were run out of town
 - i.e. Board is difficult
 - i.e. District is not academically competitive
- Bargaining multiple contracts
- Relationship with unions is sometimes adversarial
- Lack of diversity in the staff
- Lack of student voice
- Parents feeling unheard
- Fractured district – no unifying force moving the district forward
- Lack of communication from the Board and the Superintendent
- Trust issues between groups
 - Central Office and administrators
 - District and parents
 - Administrators and teachers and staff



PRIORITIES IN THE FIRST YEAR

- Building relationships
 - With the Board
 - With teachers – especially union leadership
 - With the community
 - Build trust
 - Address pay for teachers and staff
 - Examine the budget and where the money is being spent
 - Evaluate the administrative structure of the district
 - Ensure schools remain safe
 - Developing a culture of collaboration
 - Creating a positive image of the district
 - Begin examination of the district curriculum
 - Listen to students
-



DESIRED SKILLS & CHARACTERISTICS

- Strong experience
- Relationship builder
- Exceptional listener
- Approachable
- Knowing the educational landscape
 - Understands social emotional learning
 - Understands the impact of trauma on student achievement
 - Understands how to support all students
- Visible
- Decision maker
- Skills in changing the narrative about the district
- Politically agile
- Visionary
- High emotional intelligence
- Able to build a team
- Inspirational
- Strong communicator

Community Survey



QUESTIONNAIRE DEMOGRAPHICS

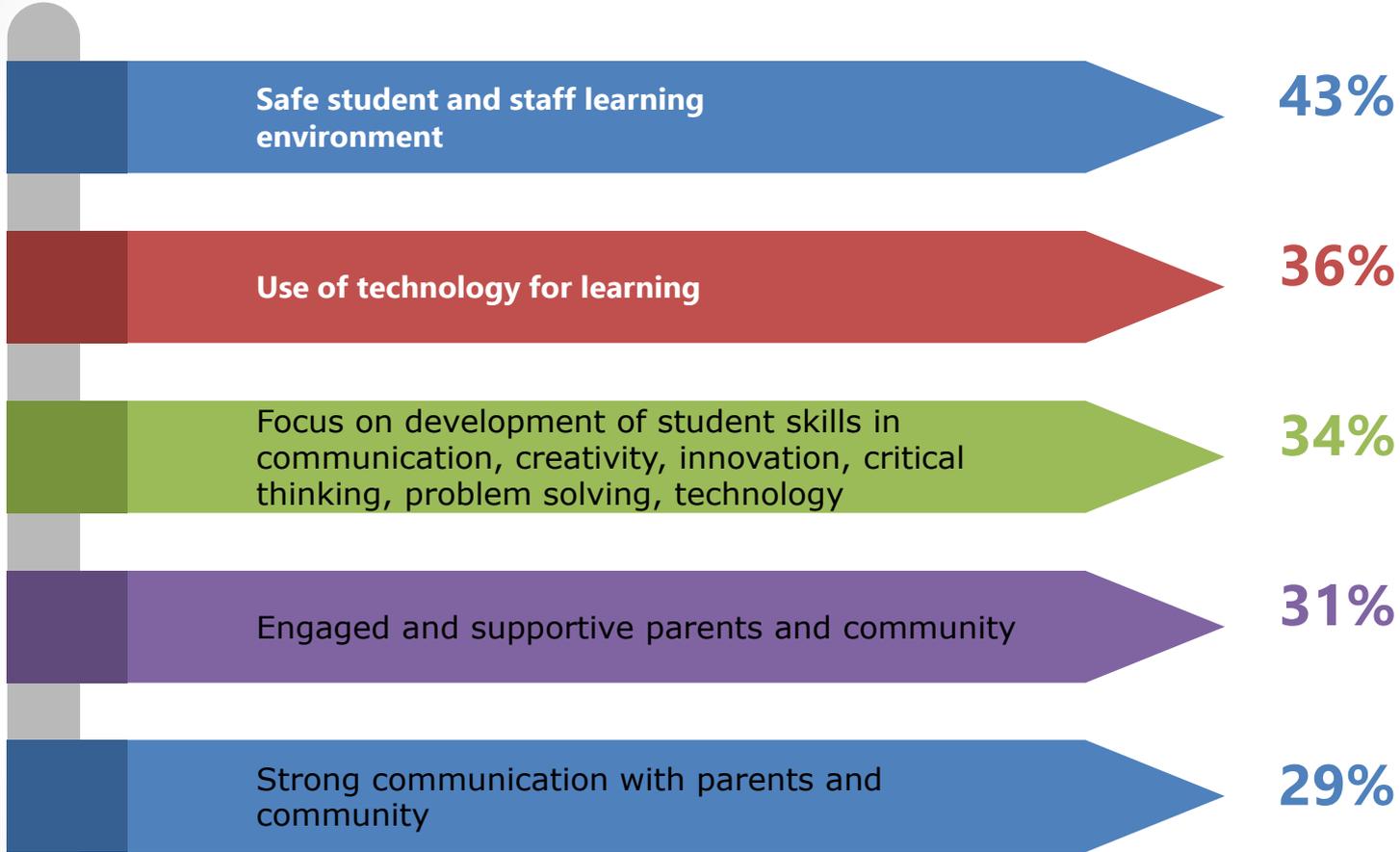
Some participants identified with more than one stakeholder group



- Parents (current/past) 65%
- Students 2%
- Teacher/Licensed Staff 23%
- Community Member & Business Leaders 16%
- Support Staff 9%
- Administrators 2%
- Other 3%



EDUCATIONAL STRENGTHS





EDUCATIONAL CHALLENGES

44%

Clearly articulated vision for the direction of the Farmington Public Schools

38%

Environment that attracts and retains highly effective personnel

32%

Instructional methods that engage all students

30%

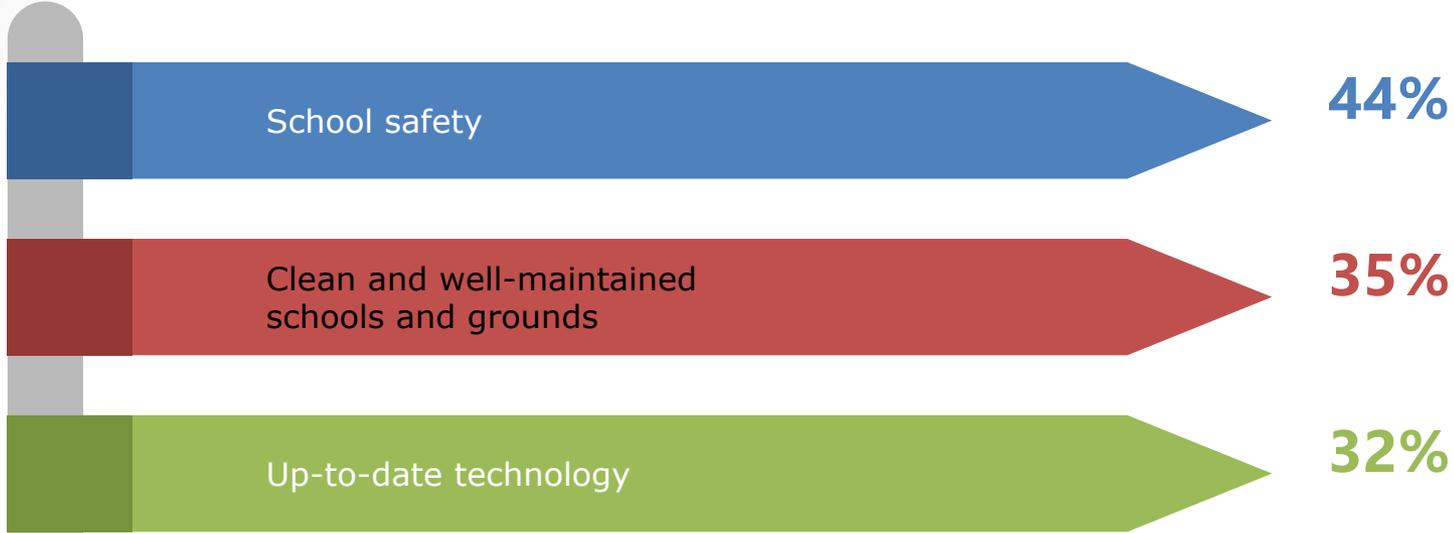
Closing achievement gaps among student subgroups

28%

Knowledgeable and innovative District and school leaders



ORGANIZATIONAL or MANAGERIAL STRENGTHS





ORGANIZATIONAL or MANAGERIAL CHALLENGES

58%

Board governance

50%

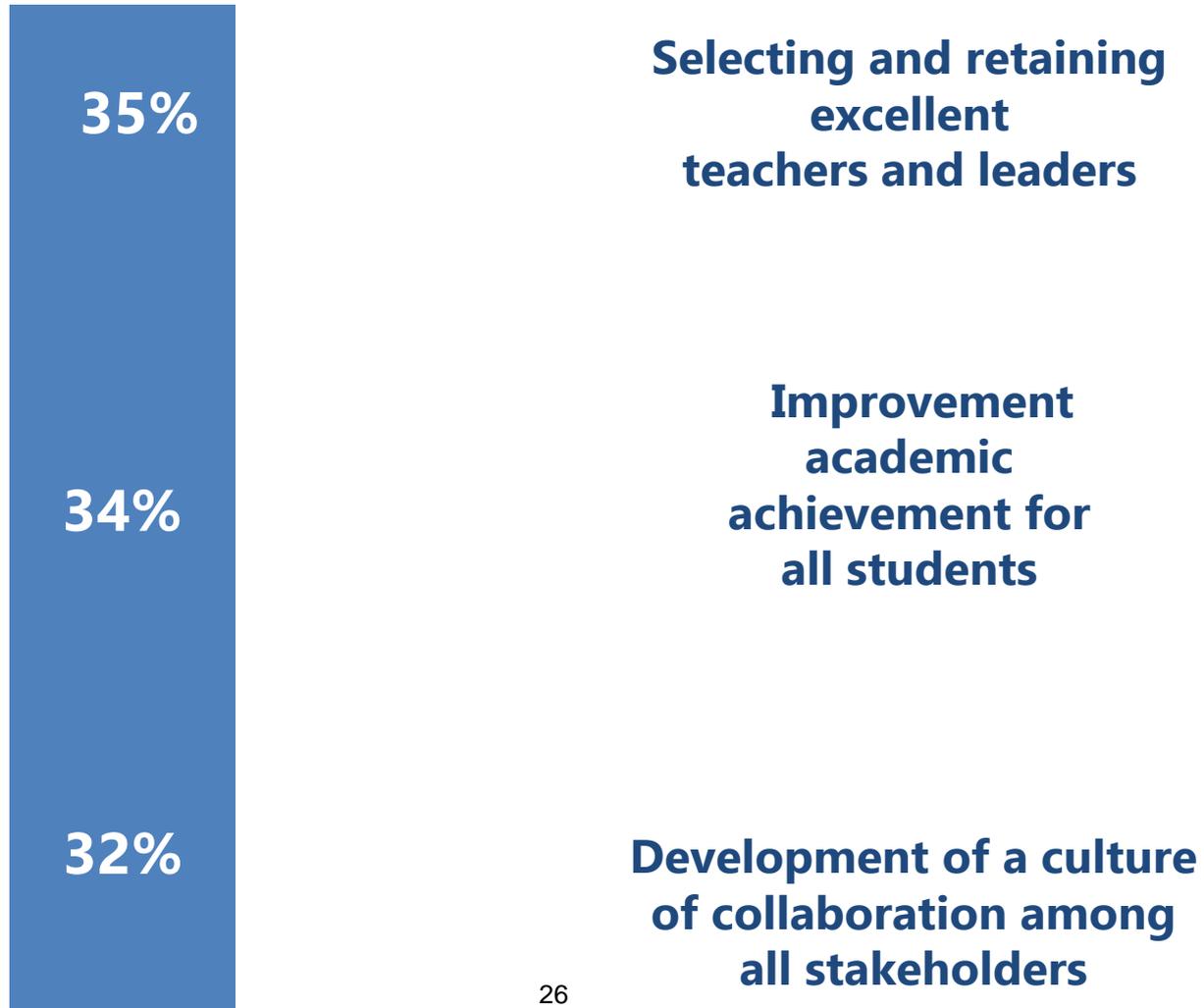
Image/reputation of the district

44%

Long-range strategic plan and implementation



PRIORITIES FOR THE NEW SUPERINTENDENT





CHARACTERISTICS/SKILLS NEEDED FOR NEW SUPERINTENDENT

51% Makes decisions on what is vbest for students

50% Articulates a clear vision for leading our District that inspires others

41% Practices transparency in decision making

40% Possesses a deep knowledge of curriculum, instruction, and student learning

40% Builds effective teams and brings out the best in others



NEW SUPERINTENDENT PROFILE

The New Superintendent Should Be a Person Who:

- A person with exceptional people skills who can:
 - Communicate well
 - Listen
 - Understand the needs of others
- A person who has experience in and has demonstrated an ability to address the benefits and challenges of a diverse school district and community and has and can address issues of race and equity among students, staff, and the community
- A vibrant, inspirational, strong, and visible leader
- A leader who has demonstrated the ability to build a team that will create a vision that motivates and inspires the staff and community to support the Farmington Public Schools



NEW SUPERINTENDENT PROFILE

- A leader who has demonstrated the ability to place the needs of students first and understands the importance of addressing the whole child, including academic and social and emotional needs.
- A leader who can engage and build a strong working relationship with the Board of Education that will move the district forward in a positive and productive manner
- A leader who uses data to inform decision making and is resolute, transparent, and honest when making decisions
- A leader who views the Farmington Public Schools as a long-term opportunity to make a significant difference in the lives of the students and community



NEXT STEPS

Consultants conduct interviews and reference checks, March 23 - April 20 using the *New Superintendent Profile*

Consultants recommend candidates to the Board, April 27

Board conducts first interviews; chooses finalists: May 5-6

Board and stakeholder committees hold second interviews; candidate presentations; May 11, 12, 13

Board makes selection of finalist; conducts reference checks, negotiates the contract, makes announcement

New Superintendent
begins duties on
July 1, 2021

QUESTIONS



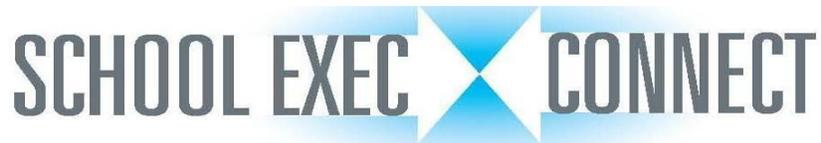
Dr. Kevin O'Mara

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New Superintendent Profile – Executive Summary

March 23, 2021

As the search for a new Superintendent for the Farmington Public Schools began, the Farmington Public Schools Board of Education sought to understand the community through a series of focus groups. The focus groups were facilitated by Dr. Kevin O’Mara and Dr. Steve Matthews of School Exec Connect.

Eleven groups and 111 people participated in these focus groups designed to identify strength and challenges in the district, priorities for year one of the new Superintendent, and key traits and attributes needed by the new Superintendent.

In addition, an online survey generated 550 responses eliciting responses to statements about the district in these same areas.

This report presents a summary of what was heard during these focus groups and what was submitted online.

This is not to be considered a scientifically accurate sampling of the staff or community. Respondents may have participated in a focus group and the online survey. The online respondents self-selected to participate. The majority of the focus groups were preselected based on key constituent categories, although there were open community focus groups as well.

This Executive Summary identifies the key responses from the focus groups and the online survey.

The Board is also provided a summary of the notes taken in the focus groups.

Finally, provided to the Board of Education are the online survey results.

This report will and may be used in several ways:

- The results form the basis of the Farmington Public Schools Superintendent Profile that will be used to recruit and evaluate potential candidates.
- The Board could use this report to become informed about the thinking of different constituent groups regarding their perceptions of the district.
- The consultants recommend that this report be available to candidates for a better understanding of the district, its strengths, its challenges, and its issues.

Thanks is extended to those who took the time to respond either through a focus group of the online survey.

Respectfully submitted,

Dr. Steve Matthews and Dr. Kevin O'Mara

School Exec Connect Consultants

COMMON THEMES FROM THE ONLINE SURVEY AND FOCUS GROUPS

Perceived strengths of the district

- Diversity throughout the district
 - Race
 - Economic
 - Cultures
- Engaged and innovative staff
- Variety of programming in the district
- Multiple opportunities for students
- Strong teacher leaders
- Advocates for students
- Teachers who care about students
- Strong unions
- Community support
- Strong family connections
- Strong parent networks
- Support for Career and Technical Education
- Support for the arts and athletics
- Collaboration with community and community groups
- Strong financial position
- Safe schools
- Use of technology for learning

Perceived challenges of the district

- Lack of a clearly articulated vision for the district
- Persistent achievement gaps
- Understanding of diversity and equity
- History of race related issues in the district
- A lack of focus – too many initiatives
- Declining enrollment
- Perception about the district
 - i.e Former Superintendents were run out of town

- i.e. Board is difficult
- i.e. District is not academically competitive
- Bargaining multiple contracts
- Relationship with unions is sometimes adversarial
- Lack of diversity in the staff
- Lack of student voice
- Parents feeling unheard
- Fractured district – no unifying force moving the district forward
- Lack of communication from the Board and the Superintendent
- Trust issues between groups
 - Central Office and administrators
 - District and parents
 - Administrators and teachers and staff

Recommended focus areas for the new Superintendent – especially in Year One

- Building relationships
 - With the Board
 - With teachers – especially union leadership
 - With the community
- Build trust
- Address pay for teachers and staff
- Examine the budget and where the money is being spent
- Evaluate the administrative structure of the district
- Ensure schools remain safe
- Developing a culture of collaboration
- Creating a positive image of the district
- Begin examination of the district curriculum
- Listen to students

Key attributes, traits, skills needed by the new Superintendent

- Strong experience
- Relationship builder
- Exceptional listener
- Approachable
- Knowing the educational landscape
 - Understands social emotional learning
 - Understands the impact of trauma on student achievement
 - Understands how to support all students
- Visible
- Decision maker
- Skills in changing the narrative about the district
- Politically agile
- Visionary
- High emotional intelligence
- Able to build a team
- Inspirational
- Strong communicator

Farmington Public Schools Profile of the New Superintendent

The new Superintendent should be:

- A person with exceptional people skills who can:
 - Communicate well
 - Listen
 - Understand the needs of others
- A person who has experience in and has demonstrated an ability to address the benefits and challenges of a diverse school district and community and has and can address issues of race and equity among students, staff, and the community
- A vibrant, inspirational, strong, and visible leader
- A leader who has demonstrated the ability to build a team that will create a vision that motivates and inspires the staff and community to support the Farmington Public Schools
- A leader who has demonstrated the ability to place the needs of students first and understands the importance of addressing the whole child, including academic and social and emotional needs.
- A leader who can engage and build a strong working relationship with the Board of Education that will move the district forward in a positive and productive manner
- A leader who uses data to inform decision making and is resolute, transparent, and honest when making decisions
- A leader who views the Farmington Public Schools as a long-term opportunity to make a significant difference in the lives of the students and community

**FARMINGTON PUBLIC SCHOOLS
CENTRAL OFFICE**

INTEROFFICE MEMORANDUM

To: Dr. Bobbie Goodrum, Interim Superintendent

From: Kim Pincheck, Finance Director

Subject: 2020-21 Financial Audit

Date: March 16, 2021

We are recommending that Plante Moran PLLC be appointed to perform the 2020-21 financial audit of district funds. The proposed fee for the audits of the basic financial statements, and the cost for the ASBO certification report shows an increase in the audit fee, from the previous year of approximately 1.8%. The fee applicable to the single audit of federal programs is \$7,300, the same as last year, and cannot be finalized due to the pending release of compliance related to the new grants awarded as a result of the COVID-19 pandemic. The increase in the basic fee is due to the first year implementation of GASB 84 (Fiduciary Activities) of \$2,500, as well as a 1% increase in basic financial statements audit from the prior year. In addition, this year's continued focus on GASB 68 (Pensions) and GASB 75 (OPEB) will continue to require modifications to the financial statements and audit tests of these substantial balances and activity. Continued adoption assistance is consistent with the previous year at \$2,200.

For 2020-21, the District will continue to incur an additional fee to have the capital project activities funded with bond funds audited in accordance with Section 1351a of the State of Michigan School Code. The cost for this additional audit work will be \$2,200, which is the same rate as last year.

This proposed fee is an estimate, and we continue to work with Plante Moran on ways to reduce the fee and take on additional tasks internally. Based upon the current requirements, we feel that the estimate is reasonable and we continue to compare our auditing costs with other school districts. The attached schedule shows the summary of the audit fees for the districts in Oakland County for 2020. Based upon the 14 Districts that responded, Farmington's fee, on a per pupil basis, is consistent with 4 other districts and ranks the 4th lowest in the county. We used this countywide comparative information in 2017 to realign our fees with similar districts in Oakland County, resulting in an overall reduction of approximately 6.7%. Audits are typically billed on a flat fee basis versus an hourly fee. Therefore, only significant time spent by the auditors outside of the normal scope of work would be billed.

In analyzing auditing firms and auditing fees, the following criteria are considered:

- Having ASBO Certificate of Excellence reviewers on staff
- Auditing larger school districts with many complexities
- Auditing Oakland County districts with specialization in special education programs and understanding of Oakland's PA 18 funding structure (the county special education millage)
- Professional involvement in the Michigan School Business Officials (MSBO) organization
- Professional involvement with the State of Michigan including working with both the Office of Retirement Services as well as the Department of Education including the State's 1022 Accounting Manual Update Committee
- Involvement with the Governmental Accounting Standards Board (GASB) which sets financial statement standards for governmental entities.
- Firms specializing in governmental auditing and fund accounting
- Fees based upon services provided

In addition, we have been able to work directly with Plante Moran when new standards have been implemented by GASB. This has allowed Farmington to be a front runner in understanding the specifics involved with implementation. Plante Moran continues to provide all of its clients, free of charge, a comprehensive spreadsheet to help with preparation of GASB 68 and 75 to determine the various numbers needed for the financial statements. Plante Moran also meets with the Finance Committee twice a year and presents the audit results to the union leadership without charging additional fees. They have spent countless hours developing tools to simplify the process of implementing accounting standards and providing informative presentations throughout the year at MSBO and Oakland County School Business Officials meetings. Plante Moran is always on the forefront of analyzing new standards and pronouncements in order to provide the best level of service to all of their clients.

An audit is a professional service not a product. We feel the cost estimate is competitive based upon the level of service we receive and the level of school district knowledge that Plante Moran continues to exhibit across the State.

If you have any questions, please let me know.

cc: Jennifer Kaminski
Subject File

Plante & Moran Audit Fee Analysis

	6/30/2021	6/30/2020	6/30/2019	6/30/2018	6/30/2017	6/30/2016	6/30/2015	6/30/2014	6/30/2013	6/30/2012	6/30/2011	6/30/2010	6/30/2009	6/30/2008	6/30/2007	6/30/2006
Basic F/S audit	41,000	40,600	40,300	39,900	39,200	36,400	37,100	36,700	36,100	36,100	36,700	35,900	34,800	35,200	34,800	33,900
Single Audit	7,300	7,300	7,100	6,900	6,700	10,500	10,300	9,900	9,700	9,700	9,700	9,600	9,600	9,600	9,500	9,300
ASBO certification	3,500	3,500	3,500	3,500	3,500	5,500	5,500	5,200	5,100	5,100	5,700	5,500	5,500	5,500	5,300	4,900
GASB 68 & 75	2,200	2,200	-	2,500												
New Standards	2,500	2,000	2,200	1,100	1,100	1,100	2,500	-	-	-	-	-	3,000	6,100	-	1,800
Total Fee	56,500	55,600	53,100	53,900	50,500	53,500	55,400	51,800	50,900	50,900	52,100	51,000	52,900	56,400	49,600	49,900
	2.04%	5.73%	-1.85%	7.92%	-7.05%	-3.43%	6.95%	1.77%	0.00%	-2.30%	2.16%	-3.59%	-6.21%	13.71%	-0.60%	
Bond Audit Fee	2,200	2,200	2,200	2,200	2,200	2,200	-	-	-	-	-	-	-	-	-	-
ARRA testing	-	-	-	-	-	-	-	-	-	-	6,800	6,600	-	-	-	-
Total fee	58,700	57,800	55,300	56,100	52,700	55,700	55,400	51,800	50,900	50,900	58,900	57,600	52,900	56,400	49,600	49,900
	1.62%	4.71%	-1.48%	6.73%	-5.61%	0.54%	6.95%	1.77%	0.00%	-15.36%	2.55%	8.88%	-6.21%	13.71%	-0.60%	
Actual cost		55,800	55,300	56,300	56,099	56,532	57,465	51,800	51,300	50,900	58,900	57,600	51,480	53,900	48,650	53,900

Oakland County School Districts
Auditor Fee Survey for June 30, 2020

<i>District/Public School Academy</i>	<i>Name of Auditing Firm</i>	<i>Amount Applicable to State Required Audit</i>	<i>Amount Applicable to Single Audit</i>	<i>GASB 68 Costs (if broken separately)</i>	<i>Comments/Notes</i>	<i>Total Dollars Paid to Auditing Firm</i>	<i>Blended FTE</i>	<i>Cost per FTE</i>
Avondale								
Berkley	Yeo and Yeo	\$ 33,200.00	\$ 3,500.00			\$ 36,700.00	5941.04	6.18
Birmingham	Plante and Moran	\$ 50,000.00			Single Audit and GASB 68 included but not broken out	\$ 50,000.00	7950.93	6.29
Bloomfield Hills								
Brandon								
Clarenceville								
Clarkston	Hungerford Nichols	\$ 28,000.00	\$ 6,500.00	\$ 1,000.00	Excellent Firm! Highly Recommend	\$ 35,500.00	8560.73	4.15
Clawson	Yeo and Yeo	\$ 21,000.00	Included	\$ 1,000.00		\$ 22,000.00	1478.07	14.88
Farmington	Plante and Moran	\$ 40,600.00	\$ 7,300.00	\$ 2,200.00	ASBO Certification - \$3,500, Bond audit - \$2,200	\$ 55,800.00	9400.59	5.94
Ferndale	Plante and Moran	\$ 41,700.00		\$ 2,000.00		\$ 43,700.00	3118.94	14.01
Hazel Park	Plante and Moran	\$ 39,900.00	\$ 2,500.00			\$ 42,400.00	3064.55	13.84
Holly								
Huron Valley								
Lake Orion	Plante and Moran	\$ 39,800.00	\$ 4,300.00		1500 GASB 84	\$ 45,600.00	7330.23	6.22
Lamphere	Yeo and Yeo	Included	Included			\$ 33,650.00	2430.51	13.84
Madison								
Novi								
Oak Park	Yeo and Yeo	Included	Included	Included	Year 1	\$ 34,700.00	4404.57	7.88
Oxford								
Pontiac								
Rochester	Lewis & Knopf	Included	Included	Included	Cost not separated	\$ 48,900.00	15410.04	3.17
Royal Oak								
South Lyon								
Southfield								
Troy								
Walled Lake	Plante and Moran	\$ 36,175.00	\$ 10,600.00		GASB 84 Implementation \$1,500 Bond Compliance \$1,200 Sinking Fund Compliance \$1,400	\$ 50,875.00	13419.96	3.79
Waterford	Yeo and Yeo	\$ 46,100.00	\$ 8,500.00			\$ 54,600.00	8216.2	6.65
West Bloomfield	Plante and Moran	\$ 38,500.00	\$ 12,500.00			\$ 51,000.00	5425.84	9.4



Plante & Moran, PLLC
27400 Northwestern Highway
P.O. Box 307
Southfield, MI 48037-0307
Tel: 248.352.2500
Fax: 248.352.0018
plantemoran.com

March 2, 2021

Ms. Kimberly Pincheck
Farmington Public Schools
32500 Shiawassee
Farmington, MI 48336

Dear Ms. Pincheck:

At your request, we are pleased to submit our fee estimate to conduct the audits of the District's Financial Statement, Federal Programs, and Bond transactions for the year ending June 30, 2021. The fee estimate reflects the impact of the required reporting model (GASB #34), fund equity presentation (GASB #54), and consideration of GASB #39 (affiliated organizations), GASB #42 (asset impairment), GASB #44 (the statistical section), GASB #47 (termination benefits), GASB #63/65 (Deferred Inflows and Outflow), GASB 77 (tax abatement disclosures), GASB #68 (Pensions), GASB #75 (OPEB), and GASB 84 (Fiduciary Activities) significantly impacting the government-wide financial statements, notes to the financial statements, and required supplemental information. We will continue to apply the material fraud risks audit standard (AUC 240) related to the financial statements, federal program and bond audits and will be performing specific communication with the Board of Education, Finance Committee and Administration required under the Standards (AUC 260). Further, the risk assessment audit standards (AUC 315), and the internal control audit standard (AUC 265) are included in the scope of the audit. In addition, as required by the State of Michigan, the District will be audited under Government Auditing Standards, the Michigan School Auditing Manual and, the Bond and Sinking Fund Audit Guide, issued by the Michigan Department of Treasury (Bulletin 7), and revised in 2017. Finally, the District's federal programs will be audited under Uniform Guidance (2 CFR 200, Subpart F). These standards continue to have a significant impact on how the audits are planned, performed and how information is reported once the audits are complete.

Our fee estimate, including the incremental efforts from audit and accounting standards discussed above, to audit the basic financial statements is \$41,000. The additional recurring cost of an ASBO certification report is \$3,500. Due to the bond issue, the fee for additional tests required under the Bond and Sinking Fund Audit Guide is \$2,200. GASB 68 and GASB 75 will continue to require additional efforts by the District and the auditor for the year ended June 30, 2021. We provide updated, highly tailored tools to assist and simplify the district's compliance with GASB 68 and GASB 75. Continued adoption and update assistance for GASB 68 and 75 is estimated at \$2,200. The implementation of GASB 84 for the year ended June 30, 2021 will consist of evaluation and understanding of the District's methodology used, creation of new fund, new disclosures and restatement of fund balance and related disclosures. The initial adoption of GASB 84 is estimated to be \$2,500. We will also conduct our federal programs audit including implications from application of the Uniform Guidance impacting district grant compliance and the audit process required by Subpart F. At this time, a fee estimate cannot be provided as it is uncertain the number of federal programs that will require testing. The District received various new federal grant funds during the year ended June 30, 2021 and the compliance supplement related to those programs addressing the risk and compliance categories has not been released as of the date of this letter. Once it is known which programs will be required to be audited in detail, we will provide an updated fee estimate to management for approval.

Our estimates are based on the presumption that the procedures will not identify issues requiring further evaluation. As in the past, the above fees do not include out of pocket costs, primarily mileage, which are billed as incurred. It also presumes that the fund structure and programs of the District, as well as the District's ability to prepare for the audit, are similar to those of the previous year. If this is not the case, we will cover the scope and costs prior to performing the additional work.

This fee includes value added services provided throughout the year and accompany delivery of our audit services. Our tools and staff help Farmington proactively respond to accounting changes and minimize accounting and audit costs as much as possible. This includes expanded meetings with the Finance Committee and a meeting to review the audit results with Union leadership. Further, we provide programs to help the District work through the many challenges facing public education and have worked closely with Farmington throughout this last year on many budgetary, financial and contractual issues.

These programs include K12 focused webinars, email updates, the annual School Law and Finance Seminar recently attended by Board members, our Education Perspectives e-letter on relevant managerial and accounting issues applicable to school districts, as well as providing training on school accounting issues in Oakland County and through MSBO, MASA and MASB. We also have Plante Moran representatives active with statewide committees so that we can remain current with funding changes, and statewide developments. All of these efforts are designed so that we bring value to each of our meetings with Farmington.

Our goal is to continue to provide you with the responsive, quality service you expect and deserve. If you require any additional information for presentation to the Board, or would like further explanation, please do not hesitate to call me at 248-223-3366.

Very truly yours,

PLANTE & MORAN, PLLC



Nevra Kreger
Partner

cc: Jennifer Kaminski

FARMINGTON PUBLIC SCHOOLS
MEMORANDUM

TO: Board of Education
Dr. Bobbie Goodrum, Interim Superintendent

FROM: Erin Hill

DATE: March 16, 2021

SUBJECT: Bond Bus Purchases

With the passage of the bond on March 10, 2020, Administration is proposing the first bond bus purchase through the MSBO Bus Purchase Program. To date, the District has purchased 42 new buses with 2015 bond funds to modernize the student transportation fleet. After analyzing the condition of the entire fleet and taking into consideration age, mileage, maintenance needs, physical condition and the recent State Police Inspection, administration is recommending the purchase of ten (10) new buses. The Transportation Department is recommending that this purchase include: One (1) Mini tour 30 passenger bus, two (2) special education buses (21 passenger / 5 wheelchair capacity with a wheelchair lift and AC), three (3) regular education buses (65 passenger) and four (4) regular education buses with undercarriage compartment. This would bring total bus replacement to 52 new buses, which is approximately 49% of the existing fleet.

To purchase the ten (10) replacement buses, administration would be utilizing the 2021 Michigan School Business Officials' (MSBO) bus purchase program. Utilizing the program gives the District pricing leverage because of the number of buses that are purchased through this program annually. Since inception, over 5000 buses have been ordered by various districts utilizing this program. It also saves the District time because MSBO has already completed the bidding process with very specific parameters. The three (3) vendors that participated in the bidding process are: Midwest Transit (who represents International buses), Hoekstra Transportation, Inc. (who represents Thomas buses), and Holland Bus Co. (who represents Blue Bird buses). MSBO evaluates the program and pricing twice a year to make certain the most competitive pricing is being obtained.

1 – Special Education Mini Tour Bus:

Hoekstra	\$59,499
Midwest Trans	\$61,836
Holland	\$59,252

2 – Special Education Buses:

Hoekstra	\$117,948 each; total of \$235,896
Midwest Trans	\$118,914 each; total of \$237,828
Holland	\$117,368 each; total of \$234,736.

3 - 65 Passenger Buses:

Hoekstra \$98,558 each; total of \$295,674.
Midwest Trans \$97,987 each; total of \$293,961.
Holland \$97,371 each; total of \$292,13.

4 - 65 Passenger Buses with undercarriage:

Hoekstra \$100,114 each; total of \$400,456.
Midwest Trans \$100,229 each; total of \$400,916.
Holland \$ 99,367 each; total of \$397,468

Bid Totals (10) Buses

Hoekstra \$991,525
Midwest Transit \$994,541
Holland \$983,569

Hoekstra Transportation Inc. represents Thomas brand buses, which is consistent with the manufacturer of buses the District currently owns in the existing fleet of 95 buses. It is essential that we continue to have a common manufacturer to minimize the amount of parts that need to be purchased and inventoried. Our mechanics know the “ins and outs” of this manufacturer, so there will not be a learning curve when repairs are required. To have a common manufacturer fleet is best practice in the industry.

The following existing buses will be replaced:

Bus	Year	
#40	2008	(Special Education)
#80	2008	(Special Education)
#101	2008	(Special Education)
#23	2008	
#24	2008	
#29	2008	
#31	2008	
#33	2008	
#52	2008	
#43	2008	

When these buses are retired, they will be placed on the Public Surplus bid site for sale.

It is the Administration's recommendation that Hoekstra Transportation Inc. be awarded the bus purchase contract in the amount of **\$991,525.00** with funds to come from the **Capital Projects (Building & Site - 2020) Fund**.

March 23, 2021

Regular Meeting of the Board of Education

X. ACTION ITEMS

A. APPOINTMENT OF DIRECTOR OF FACILITIES MANAGEMENT.

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

MOTION: I move that the Board of Education approve the appointment of John Barth as Director of Facilities Management.

B. APPROVAL OF BUDGET PARAMETERS AND ASSUMPTIONS (2021/2022).

Presenter: Jennifer Kaminski, assistant superintendent-business services

This item was presented in detail at the March 9, 2021 regular meeting.

MOTION: I move that the Board of Education approve the Budget Parameters and Assumptions for 2021/2022, as presented at the March 9, 2021 regular meeting.

C. APPROVAL OF BUS PURCHASE.

Presenter: Erin Hill, supervisor-transportation

This item was presented in detail earlier this evening.

MOTION: I move that the Board of Education approve the purchase of ten busses, as presented, from Hoekstra Transportation Inc. in the amount of \$991,525.00, funds to come from the Capital Projects (Building & Site - 2020) Fund.

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

Presenters: Bobbie Goodrum, interim superintendent and assistant superintendent-diversity, equity and inclusion; Kelly Coffin, assistant superintendent-innovation and strategic initiatives; Margaret Hendrickson, director-curriculum, instruction and assessment

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

E. MARCH 9, 2021 CLOSED SESSION MINUTES.

Presenter: Donald Walker, Board Secretary

MOTION: I move that the Board of Education approve the March 9, 2021 closed session minutes, as presented.

BUDGET DEVELOPMENT TIMELINE AND PARAMETERS

2021/22

2021/22 Budget Development Timeline

3/9/21	Board of Education Review of timeline/assumptions/parameters
3/9/21	Board approval of resolution to conduct public hearing on budget
3/23/21	Board of Education approval of timeline/assumptions/parameters for 2021/22
5/27/21	Board Document to Board of Education for 6/1/21 Board meeting
6/1/21	Board study session on proposed budget
6/1/21	Conduct budget and truth in budgeting hearing
6/15/21	Adopt the 2021/22 budget
6/15/21	Set tax levy

2021/22 Budget Parameters

Budget parameters are developed by the Central Office Cabinet. These parameters are then presented to and discussed with the Finance and Facilities Committee Meeting and then presented to the Board of Education at a regular public meeting. Input received at the Committee meeting or Board meeting is incorporated.

These parameters become the basis for the ensuing year's budget development. A concerted effort will be made to maintain the integrity of the District's instructional programs, staff development opportunities, and co-curricular activities. Attention will also be given to the continuing school improvement efforts needed to meet the requirements for District Accreditation and student achievement needs.

While the current Governor continues to focus on providing additional and stable funding for public education in Michigan, school districts around the state continue to experience a decline in pupil count, which directly impacts a district's operating budget. We will continue to closely monitor our revenues as well as operating costs to maintain financial stability. The proactive budget process is intended to allow the District to prioritize its expenditures and align these with the anticipated revenue sources. The process is ongoing with a multi-year approach to meeting the budget challenges. The goal of each year's budget process is to maintain a fund balance that at least falls within the board policy of 8-12 percent, if not higher.

The parameters for 2021/22 are as follows:

1. Student enrollment will be forecast using Plante Moran CRESA and StanFred updated projections. The "most likely" decline estimated by StanFred is 96 (general ed) students. Plante Moran CRESA estimates a decline of 70 students (79 including special ed). Also looking at the difference between the

current year 12th grade class (760) and an estimate for incoming Kindergartners (650) results in a loss of 110 students. Over the last three years, the average loss in grades 2 – 11 has been 120 students. The pandemic has also had an effect on enrollment. With school taking place virtually and now in a hybrid mode, many parents have left and chosen private or parochial schools. A loss of 200 students has been factored into the 2021/22 budget based upon enrollment projections, loss of students due to the pandemic and the loss of students in grades 2 – 11.

2. The economy in Michigan continues to be stable despite the pandemic. Gretchen Whitmer, Michigan's Governor, presented her Omnibus budget on February 11, 2021 and proposed funding increases for K-12 Education. Her proposal provides the largest funding increase for classroom operations in 20 years and continues moving Michigan towards a weighted funding formula. The range given for foundation allowance increases was \$82 to \$164 per pupil. Districts over the base foundation would receive \$82, of which Farmington is one of these. There were also funding increases proposed for At-Risk, English language learners, Special Education and School Readiness Preschool programs. The budget also includes a proposal for \$200 million one-time funding for declining enrollment to stabilize budgets for districts experiencing losses in fiscal year 2022. We are currently estimating an increase of \$82 until the Senate and House present their budget proposals. For 2021/22, \$10,487 per pupil is used which includes a \$82 increase. After the governor's budget presentation, as well as the Senate and House versions, we will update the per pupil foundation allowance in the 2021/22 forecast to reflect any increase or decrease that may be proposed.
3. We are hopeful that categorical funding, such as, but not limited to at-risk, special education, adult and early childhood education will continue at their current levels. As mentioned above, the Governor has proposed increases for several of these categoricals, however we will need to wait to see the House and Senate proposals before including any increase in funding.
4. Revenues from the nutrition services program will continue to cover direct program expenditures and the maximum amount of dollars will be budgeted to be transferred back to the general fund to support a portion of the indirect costs. Indirect costs are those costs not directly attributable to one cost objective. An example would be human resources, business services and custodial costs. These functions support the nutrition services program but the costs are not specifically identifiable to charge them to the fund. Currently the Nutrition Services Fund transfers approximately \$146,600 or 10.7% of total expenditures, excluding food costs, capital outlay and contract costs greater than \$25,000.
5. Federal grants are expected to remain at the same level or increase slightly and are budgeted so that proceeds equal the budgeted expenditures. We will need to continue to closely monitor federal grants as several positions are paid through these funds. Should a portion of these funds be eliminated or not continued by the Federal Government, we will need to determine an alternate source of revenue to maintain these positions.
6. Revenues for PA-18, which is the funding received from Oakland Schools from the county-wide millage to help support special education costs, is projected to decrease 1.0% to reflect lower special education costs overall as well as remove one-time funds of \$200,000.
7. Wage costs will be budgeted at negotiated levels. At the current time, the District is currently in negotiations with its school administrators and is scheduled to begin full contract negotiations with its teachers, paraprofessional and secretarial staff, bus drivers, maintenance staff and cafeteria staff. Estimates will be incorporated into the forecast once known. Social security and Medicare costs will be budgeted as 7.65% of negotiated wages.
8. Reductions in wages and benefits for replacement savings for 10 teacher retirements has been included.
9. The projected MPSERS retirement rate will be at **28.5%** of wages (a .50 percentage point higher than 2020/21 as the rate has not yet been determined by MPSERS) with an additional 14.50% for the Unfunded Actuarial Accrued Liability (UAAL) liability for a total rate of **43.0%**. The rate of UAAL for FPS is estimated at approximately 14.50% as the proportionate share of the District payroll to the State's payroll.

10. Based upon current claims cost data, we are estimating claims to remain in line with our current illustrative rates. Employees continue to contribute between 20 – 30% of the illustrative rate for the plan cost. The Insurance Advisory Committee continues to monitor health insurance costs. Due to positive results in the Benefit Stabilization fund in previous years, no increase in benefit costs has been included in the General Fund for 2021/22. Any claims overages that may occur in the future would be absorbed by the Benefit Stabilization Fund.
11. Revenues from preschool education will move toward covering direct program costs, as well a portion of indirect program costs. In a typical year, preschool education covers approximately 4.0% of its indirect costs.
12. Special education programs, in collaboration with other school districts, will continue to align staffing similar to the center program design model of the ISD. Other school districts will be billed for their proportionate share of students educated within the programs. Approximately \$473,000 will be budgeted for 2021/22 based upon the 2020/21 estimated revenue.
13. The Capital Projects Technology Fund had a fund balance of \$251,644 at June 30, 2020. This fund has been used in the past to keep equipment in the District's network operations center up-to-date and for the purchase of staff and student computers, printers and other ancillary technology equipment needs. In the 2020-21 budget, \$300,000 is being transferred into this fund from the General Fund to begin restoring allocations for future technology needs. An additional \$300,000 will be budgeted to be transferred into this fund from the General Fund in 2021-22.
14. Expenditures for bus purchases and maintenance (large capital projects) were made from the Bus Purchases/Maintenance Fund prior to the 2015 Building & Site Fund (bond fund). The Bus Purchases/Maintenance Fund had a fund balance of \$940,132 at June 30, 2020. In the 2020-21 budget, \$600,000 is being transferred into this fund from the General Fund to begin restoring allocations for bus replacements and future capital needs. An additional \$600,000 will be budgeted to be transferred into this fund from the General Fund in 2021-22.
15. The District will continue to explore and implement cost savings and cost containment measures. The District has several initiatives in place to do this such as the Green Team and the Energy Savings Program. The District will continue to explore sharing services and expanded consolidation of services with the cities and other school districts.
16. Other costs and revenues are anticipated to remain flat with the exception of utilities which are estimated to increase approximately 3% over 2020/21 estimates.
17. Many revenues and expenditures were adjusted downward in 2020-21 due to the pandemic based upon operating in a virtual and/or hybrid setting. These revenues and expenditures will be restored to amounts consistent with offering a full-time face-to-face instructional school day in the 2021-22 school year.
18. To provide transparency, financial and budget reports are made available to the public on the District's website. Financial reports will continue to be prepared in accordance with the International Association of School Business Officials Certificate of Excellence in Financial Reporting, the highest standard of excellence.

FARMINGTON PUBLIC SCHOOLS
MEMORANDUM

TO: Board of Education
Dr. Bobbie Goodrum, Interim Superintendent

FROM: Erin Hill

DATE: March 16, 2021

SUBJECT: Bond Bus Purchases

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It is the Administration's recommendation that Hoekstra Transportation Inc. be awarded the bus purchase contract in the amount of **\$991,525.00** with funds to come from the **Capital Projects (Building & Site - 2020) Fund**.

Extended COVID-19 Learning Plan

Farmington Public Schools Reconfirmation Meeting

Required 30 Days After Initial Plan Approval and Every Month Thereafter

Agenda:

- Reconfirm how instruction is going to be delivered during the 20/21 school year
- Public comments from parents and/or guardians on the Extended Learning Plan
- Review weekly 2-way interaction rates

Reconfirmation Meeting for March 23, 2021

Reconfirm instructional delivery method:
Grades K-5 Farmington Public Schools will provide in-person instruction 5 days per week 4 hours per day with extended remote instruction in the afternoon. FPS also continues to provide full remote instruction to those families who wish to with a virtual learning experience.
Grade 6-12 Farmington Public Schools will provide in-person instruction 4 full-days per week with remote Fridays. FPS also continues to provide full remote instruction to those families who wish to with a virtual learning experience.
Reconfirm how instruction will be delivered for each grade level:
Pre- Kindergarten: Farmington Public Schools will continue with In-Person instruction.
Early Childhood Special Education Classes will continue with In-Person instruction with the option of Learning at a Distance (full remote).
Elementary Grades K-5 Farmington Public Schools will provide in-person instruction 5 days per week 4 hours per day with extended remote instruction in the afternoon. FPS also continues to provide full remote instruction to those families who wish to with a virtual learning experience.

Middle School (Grades 6 - 8):

Farmington Public Schools will provide in-person instruction 4 full-days per week with remote Fridays. FPS also continues to provide full remote instruction to those families who wish to with a virtual learning experience.

High School (Grades 9 - 12):

Farmington Public Schools will provide in-person instruction 4 full-days per week with remote Fridays. FPS also continues to provide full remote instruction to those families who wish to with a virtual learning experience.

Reconfirm whether or not the district is offering higher levels of in-person instruction for English language learners, special education students, or other special populations:**Special Education**

Farmington Public Schools will continue with the In-Person Model and Learning at a Distance (full remote) options for families.

Special education offers support to SE students engaged in full remote learning and 4 ½ days of in-person instruction for Self-contained ASD, SXI, 1832 (3&4), and Visions Programs. Students in resource and EI classrooms will receive in-person instruction 4 days per week. ECSE also offers 4 days of in-person instruction. All programs offer a full remote option.

English Language Learners

English Language Learners continue to be supported by ESL staff as they engage in in-person instruction and full remote instruction.

Document Public Comments:

Public Comments -

Review Weekly 2-Way Interaction Rates

March, 2021	All Students
Week 1--2/22 - 2/26	96.36%
Week 2--3/1 - 2/5	96.76%
Week 3-- 3/8 - 3/12	96.27%
Week 4--3/15 - 3/19	95.66 %

Post to transparency link on website and provide to CEPI

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 March 23, 2021, as follows:

General Fund	\$8,772,479
General Fund - Athletics	\$159,928
Debt Fund	\$0
Capital Projects – 2018 Bond Fund	\$277,840
Capital Projects – 2020 Bond Fund	\$21,958
Nutrition Services Fund	\$168,518
Benefit Stabilization Fund	\$1,055,020
TOTAL	\$10,455,743

March 23, 2021

Regular Meeting of the Board of Education

XII. CONSENT AGENDA. I move that the Board of Education approve the March 23, 2021 Consent Agenda, as follows:

- A. Approval of Minutes
 - 1. March 9, 2021 Special Meeting
 - 2. March 9, 2021 Regular Meeting
 - 3. March 10, 2021 Special Meeting
- B. Head Start Director's Monthly Report
- C. Personnel Items

LEAVES OF ABSENCE

Donato, Genea
Teacher
Beechview Elementary
Effective: 3/1/2021

Kowalewski, Jeffrey
Teacher
North Farmington High
Effective: 2/18/2021

NEW HIRES

Barbaro, Sarilya
Teacher
Gill Elementary
Effective: 2/22/2021

Bernard, Jill
Secretary
North Farmington High
Effective: 3/17/2021

Cadeau, Luke
Skilled Maintenance
Facilities Management
Effective: 3/1/2021

Grover, Andrea
Secretary
Special Education; MEC
Effective: 3/15/2021

Louis-Ferdinand, Shellie
Teacher
East Middle
Effective: 3/1/2021

Nowak, Natalie
Teacher
Farmington High
Effective: 3/11/2021

Shelley, Pamela
Secretary
Gill Elementary
Effective: 3/8/2021

Wingate, Raquel
Office Clerk
Beechview Elementary
Effective: 3/1/2021

RESIGNATIONS

Rai, Leslie
Kitchen Helper
North Farmington
Effective: 3/5/2021

RETIREMENTS

Anderson, Sharon
Bus Driver
Transportation
Effective: 8/1/2021

Ascenzo, Dina
HR Specialist
Central Office
Effective: 7/1/2021

Barnes, Deborah
Teacher
Gill Elementary
Effective: 7/1/2021

Bridges, Charles
Teacher
Farmington High
Effective: 4/1/2021

Campbell, Kurt
Teacher
Farmington High
Effective: 7/1/2021

Carruthers, Timothy
Assistant Principal
North Farmington High
Effective: 7/1/2021

Esper, Cynthia
Paraprofessional
Hillside Elementary
Effective: 7/1/2021

Gold-Sloan, Brenda
Teacher
Warner Middle
Effective: 7/1/2021

Reuter, Donna
Data Services Supervisor
Central Office
Effective: 8/1/2021

Schumaker, Marilyn
Teacher
Kenbrook Elementary
Effective: 7/1/2021

Angie F. Smith
Farmington Board of Education
Secretary

**REGULAR MEETING
OF THE FARMINGTON BOARD OF EDUCATION
North Farmington High School
32900 W. Thirteen Mile
Farmington Hills, Michigan
(Public Participation - Virtual via WebEx)
March 9, 2021**

President Weems called the meeting to order at 6:12 pm.

ROLL CALL:

Present: Terri A. Weems, president
Zach T. Rich, vice president
Claudia T. Heinrich, treasurer
Cheryl B. Blau, trustee
Mable S. Fox, trustee
Angie F. Smith, trustee

Absent: Donald Walker, secretary

Also Present: Bobbie Goodrum, interim superintendent; Kelly Coffin, Jennifer Kaminski, and Kathy Smith(v), assistant superintendents; Jackie McDougal(v), executive director; Diane Bauman, Margaret Hendrickson(v), Kim Pincheck(v), Wes Prescott(v), and Tyrone Weeks(v), directors; David Reese, principal; Melanie Nowak, career and innovation coordinator; Aaron Phillips(v), McCarthy Smith, Scott Smith(v), Plante Moran CRESA; executive assistant, Kim Buckley; staff(v) and community members(v)
(v)=virtual

1. **PLEDGE OF ALLEGIANCE.** Trustee Blau led the pledge.
2. **APPROVAL OF THE AGENDA.** It was moved by Heinrich and supported by Rich that the Board of Education approve the agenda for the March 9, 2021 regular meeting, as presented.

President Weems clarified an agenda addition.

MOTION UNANIMOUSLY APPROVED.

3. **ANNOUNCEMENTS.** President Weems explained the procedure for making public comments and reviewed Board goals and the Board calendar for March.
4. **CORRESPONDENCE.** Trustee Smith reported on correspondence that was received during this period. Communications are acknowledged and, when appropriate, a response is provided. A list of correspondents and topics can be found in the Board packet, which is available on the FPS website.
5. **LEGISLATIVE UPDATE.** Vice President Rich updated the Board and community on the passing and signing of HB 4048. He thanked State Representative Steckloff and her staff for their efforts

on the District's behalf. Many bills were introduced into the legislature this week. Vice President Rich highlighted SB 192 and SB 193 introduced by Hertel related to mental health and bullying.

6. SUPERINTENDENT DISTRICT UPDATE.

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

Dr. Goodrum acknowledged Women's History Month and March is Reading Month. She thanked Mr. White, District media coordinator, for his work with One School, One Book. She stated that one year ago the world changed forever, and she expressed gratitude to staff, families and students for all their hard work adjusting to constant shifts in learning modes brought about by ever changing directives and guidance from the state, county and CDC.

7. CTE PROGRAMMING PILOT COURSE.

Presenters: David Reese, principal and Melanie Nowak, career and innovation coordinator

Mr. David Reese, principal, gave an overview of Farmington Central High School and programming that is available to students and the community. A video was presented, which provided a glimpse of the interior of the school and offered student testimonials.

Mr. Reese and Ms. Melanie Nowak informed the Board of a new programming opportunity for FCHS. This opportunity has been reviewed by all three high school principals, CTE Instructional Leaders, and the CTE department. NAF CTE programming will be piloted during the 2021-2022 school year in BAMO (Business Administration Management & Operations). NAF is an academy-style organization of CTE career cluster programming that boasts an impressive graduation rate, increased post-secondary opportunities, actualized plans for graduates of the program, and a heightened sense of community and belonging for students. NAF awards student program completers NAFTrack Certification, creates and supports meaningful internships for all students in the program, and supplies and connects industry mentors to each of our students. The District also has a PSN (program serial number) pending for FCHS to be a CTE site. Once this is approved, FCHS will receive its own CTE funding. There is a potential for expansion of NAF to the other high schools in the future and increased programming at FCHS (Informational Technology).

Board comments.

8. REPORTS FROM BOARD COMMITTEES.

Superintendent's Evaluation and Succession Planning: Chair Weems reported that the committee met with School Exec Connect on February 25 to discuss the search, timelines, open forums, and creation of focus groups.

Academic Excellence/Strategic Planning/Communications: Chair Blau reported that the committee and central office staff met February 26 to receive updates and discuss: summer school planning, NAF CTE pilot course programming at Farmington Central High School, strategic planning status, and opportunities for increased synchronous learning time. Future meetings have been scheduled every two weeks.

Finance/Facilities: Chair Heinrich reported that the committee and central office staff met March 4 to receive updates and discuss: an explanation of the bid process, FPS BP #2 Lanigan, Gill and Forest, a property update (the hill), and 2021/2022 budget timeline and parameters.

Human Resources: Chair Heinrich reported that the committee and central office staff met March 5 to receive updates and discuss: an overview of staffing, probationary teacher vs. tenure teacher, discipline for employees, and layoffs.

9. FPS BP #2 LANIGAN, GILL AND FOREST – BID AND AWARD RECOMMENDATION.

Presenters: Jennifer Kaminski, assistant superintendent-business services; Aaron Phillips, McCarthy Smith; Scott Smith, Plante Moran CRESA

President Weems discussed past Board practice for review and action. The rationale for moving to the one meeting process was provided. This bid pack will be presented for action later this evening.

The Board was provided an overview of the bid pack, including alternates, for Lanigan, Gill, and Forest 2020 bond work. Seventy-six bids were received on February 25, 2021. Interviews were held with the recommended bidders to verify scope, schedule, budget, etc.

The recommendation includes the acceptance of two voluntary alternates proposed by the recommended bidders in Bid Division 114 – Glass & Glazing and Bid Division 130 – Window Treatments. The recommendation also includes the acceptance of the following bid alternates:

Alternate #G-1: Gill – Add Bi-Polar Ionization to Existing Unit Ventilators	\$44,030.00
Alternate #L-1: Lanigan – Room A108 Remodeling & Plumbing	\$18,245.00
Alternate #N-1: North Farmington – Concrete Sidewalk Replacement	\$21,500.00

Including hard construction of \$5,001,555.00 and construction contingency of \$500,156.00, this Project award recommendation equals \$5,501,711.00, which is approximately \$800,000.00 under budget. This work will commence for certain critical activities this summer but will continue through the balance of 2021 on the second shift as coordinated with FPS.

Board discussion occurred and questions were answered.

10. REVIEW OF BUDGET PARAMETERS AND ASSUMPTIONS (2021/2022).

Presenter: Jennifer Kaminski, assistant superintendent-business services

Mrs. Kaminski presented the 2021/2022 budget development timeline along with parameters and assumptions that will be utilized in the creation of that budget. Budget parameters were developed by the Central Office Cabinet. These parameters were presented to and discussed with the Finance and Facilities Committee prior to being presented to the full Board of Education. Input received at the Committee meeting and/or Board meeting is then incorporated prior to Board action.

Parameters and assumptions were developed related to the following: student enrollment, foundation allowance, categorical funding, federal grants, revenues from nutrition services, preschool and PA-18, wage costs, Social security and Medicare costs, benefits costs, projected retirement rate, UAAL, utilities, and allocations to the Capital Projects Technology Fund and Bus Purchases/Maintenance Fund.

This item will be presented for action at the March 23, 2021 regular meeting.

11. INSTRUCTIONAL DELIVERY PLAN.

Presenters: Bobbie Goodrum, interim superintendent and assistant superintendent-diversity, equity and inclusion; Kelly Coffin, assistant superintendent-innovation and strategic initiatives; Margaret Hendrickson, director-curriculum, instruction and assessment

President Weems began the discussion with a review of learning plans for the past year and thanks to administration and all staff for being responsive to families' needs. Increased in-person learning is not possible while maintaining six-foot social distancing, due to classroom and building space limitations. An overview of the recently passed and signed HB4048 was provided. HB4048 requires that districts provide 20 hours of in-person instruction by March 22 in order to receive federal funds. The constitutionality and enforceability of certain provisions of this bill are still being investigated. Student resilience was acknowledged.

Dr. Coffin gave the Board an update on current percentages of in-person versus remote enrollment at all levels. Except for a handful of students at two elementary schools, all families that want in-person are in-person. Families are being surveyed to determine preference for the third trimester (March 15). The District is working towards more live instruction and less asynchronous time and is also providing PD to elevate the quality of asynchronous instruction.

Dr. Goodrum provided the Board with current guidance from the CDC (6 feet, where feasible) and MDE (3 feet, where feasible) regarding social distancing. If social distancing is not feasible, layers of mitigation and cohorting are recommended. FPS utilizes all of the recommended layers of mitigation. Dr. Goodrum stated that reducing social distancing could increase the number and size of quarantines. Another staff survey was sent on March 9 to determine vaccination status.

Extensive Board discussion occurred.

Dr. Blau requested a brief recess at 8:30 pm. The Board resumed the regular meeting at 8:42 pm.

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

13. ATHLETIC FIELD SOUND SYSTEM - BID AND AWARD RECOMMENDATION.

Presenters: Wes Prescott, director-technology

This item was presented in detail at the February 23, 2021 regular meeting.

MOTION: It was moved by Heinrich and supported by Smith that the Board of Education approve the bid award, as outlined in the letter dated February 15, 2021 from Plante Moran, for installation of sound systems at the high school athletic fields to SoundCom in the amount of \$60,585.00; funds to come from the Capital Projects (Building and Site 2018) fund.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox
 Nays: None

MOTION PASSED 6-0.

14. FPS BP #2 LANIGAN, GILL AND FOREST – BID AND AWARD RECOMMENDATION.

Presenters: Jennifer Kaminski, assistant superintendent-business services; Aaron Phillips, McCarthy Smith; Scott Smith, Plante Moran CRESA

This item was presented in detail earlier this evening.

MOTION: It was moved by Heinrich and supported by Smith that the Board of Education award Bid Pack #2 for Lanigan, Gill and Forest, as outlined in the March 9, 2021 letters from Plante Moran CRESA and McCarthy Smith, in the amount of \$5,501,711.00; funds to come from the Capital Projects (Building and Site 2020) fund.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox
 Nays: None

MOTION PASSED 6-0.

15. APPROVAL OF REVISED GENERAL APPROPRIATIONS RESOLUTION (2020/2021 BUDGET AMENDMENT).

Presenter: Jennifer Kaminski, assistant superintendent-business services

The revised general appropriations resolution (2020/2021 budget amendment) was presented in detail at the February 23, 2021 regular meeting.

MOTION: It was moved by Heinrich and supported by Rich that the Board of Education approve the Revised General Appropriations Resolution for the 2020/2021 Budget Amendment, as presented at the February 23, 2021 regular meeting, and waive the reading of the Resolution.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox
 Nays: None

MOTION PASSED 6-0.

16. POLICY AUDIT REVISIONS (DECEMBER 2020) – SECOND READING.

Presenter: Zach Rich, Policy/Board Governance chair

This item was presented for First Reading at the February 23, 2021 regular meeting.

MOTION: It was moved by Rich and supported by Smith that the Board of Education approve the policy revisions for Policies 2002, 2007, 4003, 4005, 5003, 6007, and 6008, as presented.

Board member questions were answered.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox
 Nays: None

MOTION PASSED 6-0.

17. APPROVAL OF RESOLUTION TO HOLD PUBLIC BUDGET HEARING.

Presenter: Jennifer Kaminski, assistant superintendent-business services

MOTION: It was moved by Rich and supported by Smith that the Board of Education approve the Resolution to Hold the Public Hearing on the FY 2022 Budget, and waive the reading of the Resolution.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox

Nays: None

MOTION PASSED 6-0.

18. POLICY UPDATES (JANUARY 2021) - SECOND READING.

Presenter: Zach Rich, Policy/Board Governance chair

This item was presented for First Reading at the February 23, 2021 regular meeting.

MOTION: It was moved by Rich and supported by Fox that the Board of Education approve the policy updates to the Bylaws and Policy 2006, as presented.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox
Nays: None

MOTION PASSED 6-0.

19. INCREASE IN IN-PERSON LEARNING.

Presenter: Terri Weems, Board president

This item was discussed earlier in the agenda.

MOTION: It was moved by Blau and supported by Heinrich that the Board update its current mitigation practices, including relaxing the six feet of social distancing in classrooms and throughout the school day, to be more in line with updated guidance from the state and the CDC and grant the superintendent the authority to make safety mitigation and logistical decisions for the District to allow for increasing in-person learning.

Board discussion occurred.

Vice President Rich proposed amending the motion to include the District continue with the hybrid in-person model and learning at a distance (full remote) option for families for both grades K-5 and grades 6-12 with the goal of reaching at least 20 hours of in person instruction for hybrid learners by April 15th. The amendment did not receive support and was withdrawn.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox
Nays: None

MOTION PASSED 6-0.

MOTION: It was moved by Rich and supported by Smith that the District continue with the hybrid in-person model and learning at a distance (full remote) option for families for both grades K-5 and grades 6-12 with the goal of reaching at least 20 hours of in person instruction for hybrid learners by April 15th.

Board discussion occurred.

AMENDMENT: It was moved by Rich and supported by Heinrich to change the date on the original motion from April 15 to April 12.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox

Nays: None

MOTION PASSED 6-0.

AMENDED MOTION: It was moved by Rich and supported by Smith that the District continue with the hybrid in-person model and learning at a distance (full remote) option for families for both grades K-5 and grades 6-12 with the goal of reaching at least 20 hours of in person instruction for hybrid learners by **April 12th**.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox
Nays: None

MOTION PASSED 6-0.

20. CONSENT AGENDA. It was moved by Rich and supported by Smith that the Board of Education approve the Consent Agenda dated March 9, 2021.

- A. Approval of Minutes
1. February 23, 2021 Regular Meeting
 2. March 2, 2021 Board Workshop

MOTION UNANIMOUSLY PASSED.

20. REPORTS FROM BOARD REPRESENTATIVES.

OCSBA: Treasurer Heinrich reported on the March 3rd virtual dinner, the OCSBA DEI committee 21-day equity challenge, Birgit McQuiston's election to represent Region 8, and Jay Mark's *Systemic Racism, Injustice & Inequity as It Relates to Our Local School Communities* presentation.

Trustee Fox relayed information about the Creating Emotionally Healthy Living Environments workshops for students and parents/guardians.

21. SUPERINTENDENT'S ANNOUNCEMENTS. None.

22. RECOMMENDATIONS FOR FUTURE ADGENDA ITEMS. BOE Community Engagement Committee.

23. GOOD AND WELFARE. Board members spoke on topics of personal interest.

24. ADJOURNMENT. The Board of Education March 9, 2021 regular meeting was adjourned at 9:36 pm.

Angie F. Smith
Farmington Board of Education
Acting Secretary

**SPECIAL MEETING
OF THE FARMINGTON BOARD OF EDUCATION
(Virtual via WebEx)
March 10, 2021**

President Weems called the meeting to order at 5:04 pm.

ROLL CALL:

Present: Terri A. Weems, president (FH)
Zach T. Rich, vice president (Livonia)
Claudia T. Heinrich, treasurer (FH)
Cheryl B. Blau, trustee (F)
Mable S. Fox, trustee (FH)
Angie F. Smith, trustee (FH)

Absent: Donald Walker, secretary

Also Present: Steve Matthews and Kevin O'Mara, School Exec Connect; executive assistant, Kim Buckley

1. **PLEDGE OF ALLEGIANCE.** President Weems led the pledge.
2. **APPROVAL OF THE AGENDA.** It was moved by Rich and supported by Heinrich that the Board of Education approve the agenda for the March 10, 2021 special meeting, as presented.

ROLL CALL VOTE: **Ayes:** Rich, Weems, Heinrich, Blau, Smith, Fox
Nays: None

MOTION PASSED 6-0.

3. **ANNOUNCEMENTS.** None.
4. **PUBLIC COMMENTS.** Public comments were given virtually. No action taken.
5. **SUPERINTENDENT PROFILE.**
Presenters: Steve Matthews and Kevin O'Mara, School Exec Connect

Board members were interviewed to understand the qualities, skills, and experiences they seek in a new superintendent. The New Superintendent Profile will be developed using the information gained from Board interviews, focus groups, individual interviews, and written feedback. The Board may approve the New Superintendent Profile at the March 23 regular meeting.

6. **ADJOURNMENT.** The Board of Education March 10, 2021 special meeting was adjourned at 6:08 pm.

Angie F. Smith
Farmington Board of Education
Acting Secretary



To: Board of Education Members
Cc: Dr. Bobbie Goodrum, Interim Superintendent
From: Kirsten Cicchella
Date: February 2021
Re: **Head Start Director's Monthly Report**

Program updates:

- Forty-one of forty-five available slots for students were filled for the month of February. Our grantee has continued to request if we are in person to maintain class sizes at no more than ten at this time. There are four students currently enrolled with an Individualized Education Plan.
- Two of our Head Start classrooms continued year two in our partnership with the Detroit Institute of Arts. This initiative will continue virtually versus in person for the remainder of the school year. As part of this pilot program, the DIA will support art education engaging children with age appropriate museum experiences. They supply our students with Art Kits for each lesson that are used with a live instructional video for works of art to be created individually. Last year, parents and children were able to have this experience at the DIA together with the hopes to empower parents to advocate and support cultural experiences for young children and to use cultural experiences as part of their informal learning. The hope is to be able to continue this component in the future.
- The program has contracted with Aylsse Hanchett, RDN, CLS. She will work with parents reviewing a nutrition assessment that they complete, following up on height and weight referrals, and supporting parents' questions when it comes to young children and nutrition.
- The planning process has begun for the 2021-2022 school year. We are waiting for additional guidance from the Department of Health and Human Services for any recommendations that could impact programming for next year due to the pandemic.
- The program served 448 breakfasts and 454 lunches through National School Lunch and 408 snacks through CACFP.

Fiscal update:

EXPENDITURES	APPROVED	ACTUAL	REMAINING
FEDERAL	BUDGET PERIOD EXP	February 2021 EXP	BALANCE
PERSONNEL	351,594.00	27,489.66	298,568.03
FRINGE BENEFITS	214,761.00	17,819.85	180,088.95
TRAVEL OUT OF AREA	0.00	0.00	0.00
EQUIPMENT	0.00	0.00	0.00
SUPPLIES	13,950.00	4,025.30	9,807.61
CONTRACTUAL	38,340.00	3,626.10	29,614.50
CONSTRUCTION,RENOVATION, REPAIR			
OTHER	20,864.00	105.92	20,158.08
	\$638,909.00	\$53,066.83	\$538,237.17



*CREDIT CARD EXPENDITURES CATEGORY	
February 2021	
Conference Dues and Fees	413.50
Supplies	2580.87

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