

# Regular Meeting of the Board of Education

Tuesday, January 6, 2026 6:30 PM

Old Village School, 405 W. Main St, Northville, MI 48167

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Roll Call**

4. **Election of Officers**

4.a) **President**

4.b) **Vice President**

4.c) **Treasurer**

4.d) **Secretary**

5. **Adoption of Agenda**

6. **Consent Resolutions**

6.a) Minutes of the December 16, 2025 Board of  
Education Meeting

6.b) Minutes of the Closed Session Meeting of the  
Board of Education

7. **Communications**

7.a) npsboe@northvilleschools.org communications

8. **Superintendent's Report/Update**

9. **Public Comments**

10. **Superintendent's 2024/25 Evaluation Report**

**Presenter:** ,  
President

11. **Finance & Operations: Bus Purchase**

**Presenter:** Treasurer

12. **Educational Technology: Security Camera  
Installation**

**Presenter:** Treasurer

13. **Added Agenda Items**

14. **Public Comments**

15. **Adjournment**

# Minutes of Regular Meeting of the Board of Education

## The Board of Trustees Northville Public Schools

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A Regular Meeting of the Board of Education of the Board of Trustees of Northville Public Schools was held Tuesday, December 16, 2025, beginning at 6:30 PM in the Old Village School, 405 W. Main St, Northville, MI 48167.

### 1. Call to Order

Meeting called to order by President McIntyre at 6:30 p.m.

### 2. Pledge of Allegiance

President McIntyre led the Board in the Pledge of Allegiance.

### 3. Roll Call

Ms. Lisa McIntyre, President	Dr. RJ Webber, Superintendent
Dr. Kim Campbell-Voytal, Vice President	Ms. Emily Pohlonski, Asst. Supt. for Instructional
Ms. Carin Meyer, Secretary	Ms. Rebecca Pek, Asst. Supt. for Communications, Development, and Equity
Ms. Melissa Stuart, Treasurer	Ms. Darby Hoppenstedt, Dir. of Community Partnerships
Mr. Ron Frazier, Trustee	Ms. Jadie Kieft, Exec. Dir. for Special Services
Ms. Meredith Riggan Maurer, Trustee	Mr. Deving Kling, Asst. Supt. for Finance & Operations
Ms. Jena Mabrey, Trustee	

### 4. Adoption of Agenda

Motion No. 25/26-064 by Vice President Campbell-Voytal, supported by Secretary Meyer, that the agenda be adopted as presented. Motion carried 7-0.

### 5. Consent Resolutions

Motion No. 25/26-065 by Vice President Campbell-Voytal, supported by Treasurer Stuart, that the Board accept the consent agenda items for approval as presented

- a) Minutes of the December 2, 2025 Special Call Meeting of the Board of Education
- b) Overnight and/or Out of State Field Trip Requests
  - 1) Model UN conference in Ann Arbor, MI from January 15-18, 2026
  - 2) NHS Aerospace competition in Sheboygan, WI from May 7-9, 2026
  - 3) NHS Girls' Varsity Tennis tournament in Midland, MI from May 28-30, 2026
  - 4) NHS Girls' Varsity Tennis Tournament in Holland, MI from May 1-2, 2026
  - 5) NHS JV Boys Hockey games in Traverse City, MI from December 27-28, 2025
  - 6) NHS MASC State Leadership Congress trip for Student Congress from February 21-23, 2026
  - 7) Northville Academic Games in Ypsilanti, MI from March 12-14, 2026
- c) 2026 District-Wide Roofing Repair awarded to Schena Roofing totaling \$69,595 funded through General Fund
- d) 2026 Roofing Repair Consultant Services awarded to BTA totaling \$6,500 funded through General Fund
- e) Partial Roof Replacement for Moraine Elementary totaling \$770,100 & Silver Springs Elementary totaling \$671,200 to Royal Roofing funded through BSSF
- f) Roofing Consulting Services awarded to BTA for Moraine Elementary totaling \$20,300 & Silver Springs totaling \$15,312 funded through BSSF
- g) Change Orders totaling \$185,224.28 for the WAN Fiber Route Modifications funded through Bond 2023
- h) Bill Warrants totaling \$2,293,868.93

Motion carried 7-0.

## 6. Communications

Secretary Meyer reported three communications:

- a) npsboe@northvilleschools.org communications
- b) Wayne RESA Board Highlights - November 2025
- c) Northville Youth Network Program Report - November 2025

## 7. Superintendent's Report/Update

1. Dr. Webber noted the new District Finals site website launched yesterday and the feedback has been positive.
2. The Memorandum of Understanding between Northville Public School and IHA Hillside Community Partnership space was reviewed. Ms. Hoppenstedt reviewed several slides highlighting the partnership and purpose of the IHA space detailing Why This Matters: The Compelling Need; IHA MOU – Hillside Community Partnership Space; IHA MOU Highlights, Hillside Construction & IHA Process.

The Board provided clarifying information on several community misconceptions / questions.

## 8. Public Comments

Mr. Wilk spoke regarding concerns regarding the IHA Community Partnership space.  
Mr. Hoffman spoke regarding support for the IHA Community Partnership space.  
Ms. McKindles, Ms. Turpstra, Ms. Peterson & Ms. Kane spoke regarding the use of the Hillside Community space and transparency.

**9. New Hire: Communications Specialist**

Motion No. 25/26-066 by Secretary Meyer, supported by Trustee Frazier, that the Board award a pro-rated one-year probationary Non-Affiliated contract to Anthony Writer for the 2025/26 school year as presented. Motion carried 7-0.

**10. Human Resources: Northville Public Schools and IHA Health Services Corporation Memorandum of Understanding**

Motion No. 25/26-067 by Secretary Meyer, supported by Vice President Campbell-Voytal, that the Board authorize the administration to enter the agreement outlined in the Memorandum of Understanding between Northville Public Schools and IHA Health Services Cooperation as presented. Motion carried 7-0.

**11. Added Agenda Items**

None.

**12. Public Comments**

Ms. McKindles spoke regarding the transparency for the use of the Hillside Community Partnership space.

**13. Closed Session**

Motion No. 25/26-068 by Vice President Campbell-Voytal, supported by Trustee Riggan-Maurer, that the Board convene in Closed Session, pursuant to Public Act 267, Section 8(a) to conduct periodic personnel evaluation of the superintendent of schools as requested by the superintendent. Roll Call Vote: Frazier – yes, Mabrey – yes, Riggan Maurer – yes, McIntyre – yes, Campbell-Voytal – yes, Stuart – yes, Meyer – yes. Motion carried 7-0.

The Board moved to enter Closed Session at 7:55 p.m.

The Board convened in Closed Session from 8:08 p.m. – 11:08 pm

The Board returned to Open Session at 11:11 p.m.

**14. Adjournment**

There being no further business the meeting adjourned at 11:12 pm

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Carin Meyer, Secretary



# ***SUPERINTENDENT***

## ***EVALUATION INSTRUMENT***

## Introduction

The Revised School Code requires school boards to evaluate their superintendent's job performance annually as part of a comprehensive performance evaluation system that takes into account student growth and assessment data. MASB is pleased to provide this superintendent evaluation instrument based on the requirements of the Revised School Code. The instrument provides school districts a straightforward option for superintendent evaluation. It may be used alone or in conjunction with a facilitated evaluation.

## Professional Standards for Educational Leaders

This evaluation instrument is based in part on two bodies of research: *The Professional Standards for Educational Leaders*, which were reviewed and published by the National Policy Board for Educational Administration in 2015 and *School District Leadership that Works: The Effect of Superintendent Leadership on Student Achievement* which was conducted by Mid-continent Research for Education and Learning (McREL) in 2006. For detailed information on the research base, please consult the appendixes of this document.

## Requirements, Process, Timeline and Resources

Please consult the appendixes of this document for considerable supplementary information and guidance on superintendent evaluation.

## Scoring

MASB recommends scoring on the rubric be limited to whole numbers (1, 2, 3) and half numbers (1.5, 2.5). Scoring in lesser increments undermines the reliability of the evaluation instrument.

## Training

The Revised School Code requires Board of Education members to receive training on the evaluation instrument to be used for the superintendent and rater reliability training. Training must also be provided to the superintendent regarding the measures used in the evaluation system and how each measure will be used.

## Posting Requirements

Districts must post comprehensive information on their websites in regards to the evaluation instrument being used. For details in regards to the MASB Superintendent Evaluation instrument's posting requirements, please visit [masb.org/postingrequirements](https://www.masb.org/postingrequirements).

## Who to Contact

Topic	Contact	Contact
Superintendent Evaluation	517.327.5928	<a href="mailto:search@masb.org">search@masb.org</a>
Training on Superintendent Evaluation	517.327.5904	<a href="mailto:leadershipservices@masb.org">leadershipservices@masb.org</a>
Legal Questions	517.327.5929	<a href="mailto:legal@masb.org">legal@masb.org</a>
Facilitated Evaluation	517.327.5904	<a href="mailto:leadershipservices@masb.org">leadershipservices@masb.org</a>

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**A. Governance & Board Relations**

**Weight: 20%**

		Needing Support (1 pt)	Developing (2 pt)	Effective (3 pt)	Rating
<b>A1</b>	<b>Policy Involvement</b> Professional Standards for Educational Leaders: 2, 9	Makes decisions without regard to adopted policy.	Provides correspondence from policy provider with recommendation(s) for adoption. Follows as written.	Is actively involved in the development, recommendation and administration of district policies.	<b>3</b>
<b>A2</b>	<b>Goal Development</b> Professional Standards for Educational Leaders: 1, 9, 10	Goals are not developed.	Goals are defined by implementing state curriculum and seeking to maximize student scores.	Facilitates the development of short-term goals for the district and reports goal progress to board. Provides the necessary financial strategies to meet those goals. Budget practices help to ensure alignment of resources to goals.	<b>3</b>
<b>A3</b>	<b>Information</b> Professional Standards for Educational Leaders: 2, 7, 9	Does not provide the information the board needs to perform its responsibilities.	Keeps only some members informed, making it difficult for the board to perform its responsibilities.	Has established mutually agreed upon protocols that consistently keeps all board members informed with appropriate information as needed so the Board may perform its responsibilities.	<b>2.5</b>
<b>A4</b>	<b>Materials and Background</b> Professional Standards for Educational Leaders: 7, 9	Meeting materials aren't readily available. Members arrive at meetings without enough prior information regarding agenda or background information.	Meeting materials are incomplete, and don't include adequate background information or historical perspective.	Meeting materials are provided with adequate background and historical perspective included. Recommendations are well thought out.	<b>3</b>
<b>A5</b>	<b>Board Questions</b> Professional Standards for Educational Leaders: 2, 7, 9	Board questions aren't answered fully nor in a timely manner.	Most board questions are answered. All members aren't apprised of all relevant questions/answers.	Board questions are addressed with follow-up to all board members.	<b>3</b>
<b>A6</b>	<b>Board Development</b> Professional Standards for Educational Leaders: 6	Doesn't promote and does not budget for board development.	When prompted, provides members with information about board development.	Actively encourages board development by providing board members with information regarding board development opportunities when they arise. Ensures funding is available and aligned to board development plan.	<b>3</b>

**Category rating: 2.916667**

**Artifacts that may serve as evidence of performance in this domain:**

- Meeting agendas/minutes
- Board development materials
- Board policies/policy book
- Board development plan
- Board packets
- Memos/communications
- Retreat agendas/minutes
- Communication protocols

**A. Governance & Board Relations, continued**

**Weight: 20%**

If a performance goal has been established related to one of the performance indicators above, write it below:

<b>Performance Indicator:</b>	<b>Goal: Timely and Substantive Communications to the Board</b>
<b>Evidence:</b>	

Category rating should be reflected within the performance indicator.

<b>Comments by Board of Education:</b>	<b>Comments by the Superintendent:</b>

**B. Community Relations**

**Weight: 15%**

		Needing Support (1 pt)	Developing (2 pt)	Effective (3 pt)	Rating
<b>B1</b>	<b>Communication With Community/Parents</b> Professional Standards for Educational Leaders: 1, 8	Isn't readily available for parents, businesses, governmental and civic groups. Avoids direct communication unless absolutely necessary.	Is available for parents, businesses, governmental and civic groups, providing them with information, but doesn't engage. Is not proactive with communication.	Actively seeks two-way communication with the community and parents as appropriate.	<b>3</b>
<b>B2</b>	<b>Community/Parent Input</b> Professional Standards for Educational Leaders: 1, 8	Doesn't accept input or engage community/parents.	Accepts input from community/parents, but fails to seek it. Does not engage community/parents in consideration of decisions or goal setting.	Actively seeks community/parent input and engages community/parents in goal setting and decision-making.	<b>2.5</b>
<b>B3</b>	<b>Media Relations</b> Professional Standards for Educational Leaders: 1, 8	Communicates with the media only when requested.	Isn't proactive, but is cooperative with the media when contacted.	Actively engages the media to promote the district and provide timely and effective information.	<b>3</b>
<b>B4</b>	<b>District Image</b> Professional Standards for Educational Leaders: 1, 8	Is indifferent or negative about the district. Does not speak well or represent the district well in front of groups.	Doesn't actively promote the district. Speaks adequately in public.	Projects a positive image at all times and is a champion for the district. Knowledgeable and speaks well for the district.	<b>3</b>
<b>B5</b>	<b>Approachability</b> Professional Standards for Educational Leaders: 1, 8	Is neither visible nor approachable by members of the community.	Is not consistently visible at events or in the community. Is not consistently approachable by members of the community.	Is consistently visible at a variety of events and is approachable by members of the community.	<b>3</b>
<b>Category rating:</b>					<b>2.9</b>

**Artifacts that may serve as evidence of performance in this domain:**

- Third party survey data
- School accreditation survey data
- Meeting invitations, agendas
- Press releases
- Community meeting agendas
- News clips/interviews
- Community engagement calendar
- Strategic planning agenda(s)
- Communications
- Service club membership(s)

**B. Community Relations, continued**

**Weight: 15%**

If a performance goal has been established related to one of the performance indicators above, write it below:

<b>Performance Indicator:</b>	<b>Goal:</b>
<b>Evidence:</b>	

Category rating should be reflected within the performance indicator.

<b>Comments by Board of Education:</b>	<b>Comments by the Superintendent:</b>

**C. Staff Relations**

**Weight: 15%**

		Needing Support (1 pt)	Developing (2 pt)	Effective (3 pt)	Rating
<b>C1</b>	<b>Staff Input</b> Professional Standards for Educational Leaders: 6, 7	Doesn't accept input or engage teachers and staff in decision-making or goal setting.	Accepts suggestions and input from staff but does not seek it. Does not engage staff in district-wide goal setting or decision-making.	Actively seeks staff input and engages staff in goal setting and decision-making.	<b>2.5</b>
<b>C2</b>	<b>Staff Communications</b> Professional Standards for Educational Leaders: 2, 7, 9	Doesn't inform staff of matters that may be of concern.	Is inconsistent in keeping staff informed of important matters.	Consistently keeps staff informed of important matters.	<b>3</b>
<b>C3</b>	<b>Personnel Matters</b> Professional Standards for Educational Leaders: 9	Personnel matters are not handled in a consistent manner. Some situations may be handled with bias.	Many personnel matters are handled, but not always in a consistent manner.	Personnel matters are handled with consistency, fairness, discretion, and impartiality. Personnel procedures are regularly reviewed, communicated to staff, and updated as needed.	<b>3</b>
<b>C4</b>	<b>Delegation of Duties</b> Professional Standards for Educational Leaders: 9, 10	Doesn't delegate duties. Maintains too much personal control over all district operations.	Delegates duties as staff members request additional responsibilities.	Delegates responsibility to staff that will foster professional growth, leadership and decision-making skills.	<b>3</b>
<b>C5</b>	<b>Recruitment</b> Professional Standards for Educational Leaders: 6	There is no formal or informal recruitment process and/or hiring is considered in an arbitrary manner.	An informal recruitment and hiring process is in place, but is not used consistently.	A formal recruitment and hiring process is followed for each hiring opportunity. Actively recruits the best staff available and encourages their application to the district.	<b>3</b>
<b>C6</b>	<b>Labor Relations (Bargaining)</b> Professional Standards for Educational Leaders: 9	Is unable to work with union leadership, doesn't work to improve relations.	Is inconsistent in working with union leadership in regard to bargaining and labor relations.	Proactively works with union leadership to build relationships with staff groups and establishes trust and effective sharing of information in the bargaining process as appropriate.	<b>3</b>
<b>C7</b>	<b>Visibility in District</b> Professional Standards for Educational Leaders: 3, 4, 5, 6	Seldom visits buildings.	Is occasionally present at building programs and special activities.	Consistently visits buildings/classrooms and attends special activities.	<b>3</b>

**Category rating: 2.928571**

**Artifacts that may serve as evidence of performance in this domain:**

- Third-party survey data
- Personnel policies and procedures
- Negotiations documentation
- School accreditation survey data
- Recruitment calendar
- School visit calendar
- Hiring process documentation
- Staff leadership development plan
- Communications

**C. Staff Relations, continued**

**Weight: 15%**

If a performance goal has been established related to one of the performance indicators above, write it below:

<b>Performance Indicator:</b>	<b>Goal:</b>
<b>Evidence:</b>	

Category rating should be reflected within the performance indicator.

Comments by Board of Education:	Comments by the Superintendent:

**D. Business & Finance**

**Weight: 20%**

		Needing Support (1 pt)	Developing (2 pt)	Effective (3 pt)	Rating
<b>D1</b>	<b>Budget Development and Management</b> Professional Standards for Educational Leaders: 1, 2, 9	Budget knowledge is limited. The budget is developed and managed without taking into consideration current needs of the district.	Works to develop and manage the budget to meet the immediate fiscal issues. Decisions are primarily reactive to current needs of the district.	Budget actions are proactive and consider the most current information and data while also planning for long-range needs. A balance is sought to meet the needs of students and remain fiscally responsible to the community.	<b>3</b>
<b>D2</b>	<b>Budget Reports</b> Professional Standards for Educational Leaders: 1, 2, 9	Doesn't report financial information to the board except with the annual audit.	Reports the status of financial accounts as requested by the board.	Reports to the board concerning the budget and financial status on a regular basis (monthly, quarterly, etc.) as agreed upon by governance team.	<b>3</b>
<b>D3</b>	<b>Financial Controls</b> Professional Standards for Educational Leaders: 2, 9	Annual audit has revealed areas that are in need of improvement. Financial accounts aren't in order.	Annual audit is used to reveal any discrepancies. Internal controls are inconsistent.	Promotes appropriate financial controls, including third-party audits and reconciliation of accounts. Is up-to-date with GAAP and state accounting procedures. Maintains internal controls.	<b>3</b>
<b>D4</b>	<b>Facility Management</b> Professional Standards for Educational Leaders: 5, 9	A facilities management plan is not created. Maintenance is only performed when absolutely needed.	Facilities needs are discussed internally, but a plan is not created. Issues are addressed on an as-needed basis.	Facilities management plan in place includes current status of buildings and the need to improve facilities in the future, with a projected plan to secure funding.	<b>3</b>
<b>D5</b>	<b>Resource Allocation</b> Professional Standards for Educational Leaders: 1, 9	Resources are allocated inconsistently and without consideration of district needs.	Resources are allocated to meet immediate needs.	Resources are distributed consistently based upon district goals/needs and seek to meet both immediate and long-range objectives.	<b>3</b>
<b>Category rating:</b>					<b>3</b>

**Artifacts that may serve as evidence of performance in this domain:**

- |                                                                                                                                                                                                            |                                                                                                                                                                                                                              |                                                                                                                                                                                               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Strategic plan</li> <li>• Auditor's report</li> <li>• District budget</li> <li>• Budget-related communications</li> <li>• Election results that impact</li> </ul> | <ul style="list-style-type: none"> <li>• funding or facilities</li> <li>• Evidence of budgetary alignment to district-wide goals</li> <li>• Grants received/applied for</li> <li>• Policies/procedures related to</li> </ul> | <ul style="list-style-type: none"> <li>• fund management</li> <li>• Long-term financial forecast data</li> <li>• Facilities maintenance plan</li> <li>• Facilities management plan</li> </ul> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**D. Business & Finance, continued**

**Weight: 20%**

If a performance goal has been established related to one of the performance indicators above, write it below:

<b>Performance Indicator:</b>	<b>Goal:</b>
<b>Evidence:</b>	

Category rating should be reflected within the performance indicator.

Comments by Board of Education:	Comments by the Superintendent:

## E. Instructional Leadership

Weight: 30%

		Needing Support (1 pt)	Developing (2 pt)	Effective (3 pt)	Rating
<b>E1</b>	<b>Performance Evaluation System</b> Professional Standards for Educational Leaders: 6, 9, 10	No performance evaluation system is in place and/or not all evaluations have been completed as required.	Most performance evaluations are completed in a timely manner and are in compliance with state law.	Performance evaluation system has been established that is in compliance with state law, provides opportunities for growth to instructional staff, and is applied consistently across the district with consistent results. Individual Development Plans are provided to staff rated as less than effective.	<b>3</b>
<b>E2</b>	<b>Building-Level Leadership</b> Professional Standards for Educational Leaders: 4, 6, 7	No effort is made to foster autonomy at school buildings. Expectations regarding learning and instruction have not been identified.	Little effort is made to foster autonomy at school buildings. Expectations regarding learning and instruction are vague or unclear.	Principals are provided defined autonomy consistently with accountability. Goals for learning and instruction are prioritized.	<b>3</b>
<b>E3</b>	<b>Staff Development</b> Professional Standards for Educational Leaders: 6, 10	Staff development isn't consistently provided. Staff members are responsible for their own improvement.	Staff development programs are offered based upon available opportunities.	Staff development programs are offered based upon available opportunities that are targeted toward staff growth and increasing student achievement.	<b>3</b>
<b>E4</b>	<b>School Improvement (MICIP)</b> Professional Standards for Educational Leaders: 6, 9, 10	School improvement (MICIP) efforts are limited. There is no comprehensive plan in place.	School improvement (MICIP) plans are in place at the building level but lack district-wide coordination.	School improvement (MICIP) plans are in place at all buildings and align to the district-wide goals.	<b>3</b>
<b>E5</b>	<b>Curriculum</b> Professional Standards for Educational Leaders: 4, 7	Curriculum isn't a priority in the district and/or is inconsistent across grade levels.	Teachers are allowed to define their own curriculum. There is little coordination.	Curriculum is in place, aligned across grade levels and in compliance with state standards.	<b>2.5</b>
<b>E6</b>	<b>Instruction</b> Professional Standards for Educational Leaders: 4, 6, 7	There is little to no focus on instruction. Technology is not utilized in classroom instruction.	Teachers are encouraged to enhance their instructional skills and embrace technology, but no comprehensive program(s) is in place.	Effort is made to accommodate diverse learning styles, needs and levels of readiness. Technology is used to enhance teaching and learning.	<b>3</b>
<b>E7</b>	<b>Student Voice</b> Professional Standards for Educational Leaders: 3, 5	Doesn't accept input or seek student feedback.	Accepts suggestions and input from students but does not seek it.	Seeks the student voice through engagement of students in goal development and/or decision-making.	<b>2.5</b>

**E. Instructional Leadership, continued**

**Weight: 30%**

	<b>Needing Support (1 pt)</b>	<b>Developing (2 pt)</b>	<b>Effective (3 pt)</b>	<b>Rating</b>
<b>E8 Support for Students</b> Professional Standards for Educational Leaders: 3, 5	Academic supports are in place, but are inconsistent.	Academic supports are in place but social supports to meet the needs of students are lacking.	Programs and activities are available for students. Maintains a safe, caring and healthy learning environment.	<b>3</b>
<b>E9 Professional Knowledge</b> Professional Standards for Educational Leaders: 1, 4, 6	Is uninvolved in current instructional programs. Is unaware of current instructional issues. Does not hold appropriate superintendent certification and is not enrolled in appropriate certification program.	Is somewhat knowledgeable of current instructional programs. Relies on others for information/data. Does not hold appropriate superintendent certification but is currently enrolled in appropriate certification program.	Demonstrates knowledge of current instructional programs, and is able to discuss them. Participates actively in professional groups and organizations for the benefit of the district and personal, professional growth. Holds and maintains appropriate superintendent certification.	<b>3</b>

**Category rating: 2.88889**

**Artifacts that may serve as evidence of performance in this domain:**

- Staff evaluation calendar
- District performance evaluation system
- Superintendent professional growth plan
- Curriculum
- RtI/MTSS
- Superintendent professional development
- Teacher analysis of student achievement data
- Curriculum audit
- Strategic plan/district-wide goals
- Staff development plan
- Professional development calendar
- Instructional model(s)
- Documentation of instructional rounds
- Curriculum team agendas
- Instructional audit
- Coaching documentation
- Observational data from staff
- Positive behavior supports/character programs

If a performance goal has been established related to one of the performance indicators above, write it below:

<b>Performance Indicator:</b>	<b>Goal: Develop PD/Mentorship plan for Continuous Professional Growth</b>
<b>Evidence:</b>	

Category rating should be reflected within the performance indicator.

<b>Comments by Board of Education:</b>	<b>Comments by the Superintendent:</b>

## F. Determining the Professional Practice Rating

Superintendent Name: RJ Webber

School Year: 2025

Item	Weight of Category	Category Score (%)	Category Weighted Score
<b>A. Governance &amp; Board Relations</b>	20% (.2)	2.916666667 x 20%	= 0.583333333
<b>B. Community Relations</b>	15% (.15)	2.9 x 15%	= 0.435
<b>C. Staff Relations</b>	15% (.15)	2.928571429 x 15%	= 0.439285714
<b>D. Business &amp; Finance</b>	20% (.2)	3 x 20%	= 0.6
<b>E. Instructional Leadership</b>	30% (.3)	2.888888889 x 30%	= 0.866666667
<b>Total Possible</b>	100%	<b>Score:</b>	2.924285714
		<b>Adjusted (Score / 3) =</b>	97%

## G. Other Required Components of Evaluation

Superintendent Name: RJ Webber

School Year: 2025

### Student Growth and Assessment Data or Student Learning Objectives Metrics

**Weight: 20%**

Student growth and assessment data used for superintendent evaluation may be the combined student growth and assessment data used in teacher/administrator evaluations for the entire district. Districts should establish a student growth model to be used for teacher and administrator evaluations.

	Needs Support (1pt)	Developing (2 pt)	Effective (3 pt)	Rating
	Locally determined	Locally determined	Locally determined	<b>2.5</b>
<b>Growth:</b>				
<b>Evidence:</b>	District Growth Model			
<b>Component score:</b>				<b>2.5</b>

Goal: Refine Academic Progress Assessments and Analysis

### Progress Toward District-Wide Goals

**Weight: 15%**

Progress made by the school district in meeting the goals set forth in the school district's school improvement (MICIP) plans or district goals.

	Needs Support (1pt)	Developing (2 pt)	Effective (3 pt)	Rating
	Progress was made on fewer than 67% of goals	Progress was made on 67-84% of goals	Progress was made on 85-100% of goals	<b>3</b>
<b>Progress:</b>				
<b>Evidence:</b>	As indicated in District-Wide Improvement Plan or District Goals			
<b>Component score:</b>				<b>3</b>

## H. Compiling the Summative Evaluation Score

Component	Weight of Component	Component Score (%)	Component Weighted Score
<b>Professional Practice</b> (Adjusted score, pg. 14)	65% (.65)	2.924285714 x 65%	= 1.900785714
<b>Student Growth</b> (Component score, pg. 15)	20% (.20)	2.5 x 20%	= 0.5
<b>Progress Toward District-Wide Goals</b> (Component score, pg. 15)	15% (.15)	3 x 15%	= 0.45
<b>Total Possible</b>	100%	<b>Total Score:</b>	2.850785714
		<b>Total Score / 3=</b>	95%

Evaluation rating as follows: 85% - 100% = Effective; 67% - 84% = Developing; Less than 67% = Needing Support

Comments by Board of Education:	Comments by the Superintendent:

Board President's Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Superintendent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Superintendent's signature indicates that he or she has seen and discussed the evaluation; it does not necessarily indicate agreement with the evaluation.)

## Appendix A – Research Base

National Policy Board for Educational Administration (2015). Professional Standards for Educational Leaders 2015. Reston, VA: Author.

The 2015 Standards are the result of an extensive process that took an in-depth look at the new education leadership landscape. It involved a thorough review of empirical research (see the Bibliography for a selection of supporting sources) and sought the input of researchers and more than 1,000 school and district leaders through surveys and focus groups to identify gaps among the 2008 Standards, the day-to-day work of education leaders and leadership demands of the future. The National Association of Elementary School Principals, National Association of Secondary School Principals and American Association of School Administrators were instrumental to this work. The public was also invited to comment on two drafts of the Standards, which contributed to the final product. The National Policy Board for Education Administration, a consortium of professional organizations committed to advancing school leadership (including those named above), has assumed leadership of the 2015 Standards in recognition of their significance to the profession and will be their steward going forward.

Mid-continent Research for Education and Learning (2006). School District Leadership that Works: The Effect of Superintendent Leadership on Student Achievement. Denver, CO: Author.

To determine the influence of district superintendents on student achievement and the characteristics of effective superintendents, McREL, a Denver-based education research organization, conducted a meta-analysis of research—a sophisticated research technique that combines data from separate studies into a single sample of research—on the influence of school district leaders on student performance. This study is the latest in a series of meta-analyses that McREL has conducted over the past several years to determine the characteristics of effective schools, leaders and teachers. This most recent meta-analysis examines findings from 27 studies conducted since 1970 that used rigorous, quantitative methods to study the influence of school district leaders on student achievement. Altogether, these studies involved 2,817 districts and the achievement scores of 3.4 million students, resulting in what McREL researchers believe to be the largest-ever quantitative examination of research on superintendents.

## Appendix B – Process for Completing Year-End Evaluation for Superintendent

**Planning:** At the beginning of the year in which the evaluation is to occur, the Board of Education and superintendent convene a meeting in public and agree upon the following items:

- Evaluation instrument
- Evaluation timeline and key dates
- Performance goals (if necessary beyond performance indicators outlined in rubric, district-wide improvement goals and student growth model)
- Appropriate benchmarks and checkpoints (formal and informal) throughout year
- Artifacts to be used to evidence superintendent performance
- Process for compiling the year-end evaluation
- Process and individual(s) responsible for conducting the evaluation conference with the superintendent
- Process and individual(s) responsible for establishing a performance improvement plan for the superintendent, if needed
- Process and individual(s) responsible for sharing the evaluation results with the community

**Checkpoints:** The Board of Education and superintendent meet at key points in the evaluation year as follows:

- **Three months in – *Informal update*** – Superintendent provides written update to the board. Board president shares with the superintendent any specific concerns/questions from the board.
- **Six months in – *Mid-Year Progress Report*** – Superintendent provides update on progress along with available evidence prior to convening a meeting in public. Board president collects questions from the board and provides to superintendent prior to meeting. Board and superintendent discuss progress and make adjustments to course or goals, if needed. **THIS MID-YEAR PROGRESS REPORT IS A REQUIREMENT**
- **Nine months in – *Informal update*** – Superintendent provides written update to the board. Board president shares with the superintendent any specific concerns/questions from the board.
- **11-12 months in – *Formal evaluation*** – Superintendent conducts self-evaluation; presents portfolio with evidence to Board of Education (made available prior to meeting). Board members review portfolio prior to evaluation meeting; seek clarification as needed. Board president (or consultant) facilitates evaluation. Formal evaluation is adopted by Board of Education.

## **Appendix C – Conducting the Formal Evaluation & Conference**

### *Prior to meeting:*

- 1) Superintendent prepares self-evaluation, compiles evidence and provides to Board of Education.
- 2) Board members seek clarity, as needed, regarding self-evaluation or evidence provided.
- 3) Board of Education members receive blank evaluation instrument and make individual notes about their observations.

### *During meeting:*

- 4) Superintendent presents self-evaluation and evidence. Superintendent remains present throughout the meeting.
- 5) Board president or Facilitator reviews with Board of Education superintendent's self-evaluation and evidence provided for each domain and facilitates conversation about performance.
- 6) Score is assigned for each performance indicator via consensus of the Board of Education.
- 7) Upon completion of all performance indicators within all domains, the tool will calculate the overall professional practice score and identify the correlating rating.
- 8) The Board of Education reviews evidence provided related to progress toward district-wide goals and assigns a score via consensus.
- 9) The Board of Education reviews evidence provided related to the District Student Growth Model and assigns a score via consensus.
- 10) The tool will calculate the overall evaluation score based on professional practice, progress toward district-wide improvement goals and student growth ratings.
- 11) The Board President or Facilitator makes note of themes/trends identified by the Board of Education during the evaluation.
- 12) The Board reconvenes in open session if they have done the evaluation in closed session
- 13) Board president calls for vote to adopt completed year-end evaluation for superintendent.
- 14) After approval of the evaluation, the Superintendent notes their comments on evaluation if desired.
- 15) Board president and superintendent sign completed evaluation form and it goes into the personnel file and the overall rating is reported in the REP.

## Appendix D – Considerations Related to the Closed Meeting

The Board of Education may go into closed session for certain aspects of the superintendent’s evaluation but ONLY at the request of the superintendent. A superintendent who has requested a closed session may rescind the request at any time. The following table identifies which aspects of the process need to be in open and closed session:

### OPEN PHASE

Scheduling the evaluation  
Choosing and modifying the evaluation instrument  
Establishing performance goals or expectations  
Determining process for the evaluation  
Voting to go into closed session

### CLOSED PHASE \*\*\*only if requested by employee\*\*\*

Discuss & deliberate about evaluation/performance of the superintendent

### OPEN PHASE

Adoption of the evaluation  
Related board actions and discussions

## Consensus That Involves a Closed Session

1. Superintendent requests a closed session for the purpose of their evaluation.
2. Board of Education votes to go into closed session.
3. Board of Education moves into closed session: the superintendent remains present throughout the session unless they choose to excuse themselves.
4. Board president or facilitator reviews with the Board of Education the superintendent’s self-evaluation and evidence provided for each domain and facilitates a conversation about performance. A consensus of the Board of Education is identified for each domain score.
5. Board president reviews with Board of Education evidence provided related to progress towards district-wide goals. A consensus of the Board of Education is identified for progress towards district-wide goals via consensus of Board of Education.
6. Board president reviews with Board of Education evidence provided related to district’s student growth model. A consensus of the Board of Education is identified for student growth.
7. Upon completion of all areas, the tool will calculate the overall score and identify the correlating rating.
8. Board president or facilitator makes a note of themes that were identified by the Board of Education during the evaluation.
- 9. Board of Education comes out of Closed Session and returns to an Open Meeting.**
10. Board president asks for a motion to approve the evaluation (since the work was completed in closed session, it is confidential until approved by the Board). Once approved by the Board:
  - The consensus score/rating for the overall evaluation can be identified and a public statement can be announced.
11. Superintendent notes their comments on the evaluation, if desired.
12. Board president and superintendent sign the completed evaluation form.
13. Board president works with the superintendent to coordinate further public statement about the superintendent’s performance if needed.

*The completed evaluation form reflects the Board of Education’s assessment of the superintendent’s performance and is subject to FOIA. The forms used by individual board members for notes are not subject to FOIA providing they are not calculated into an average score.*

## Appendix E – Possible Timelines for Evaluation of the Superintendent

Key dates and deliverables for superintendent evaluation should be mutually agreed upon by the Board of Education and the superintendent at the *beginning* of the evaluation cycle. Timeline scenarios and key benchmark descriptions are provided below.

January – December		June – July		March – April	
Activity	Month	Activity	Month	Activity	Month
Tool, process, timeline and goals mutually established	January	Tool, process, timeline and goals mutually established	July	Tool, process, timeline and goals mutually established	May
Informal update	April	Informal update	October	Informal update	August
<b>Mandatory Mid-year Progress Report</b>	<b>June</b>	<b>Mandatory Mid-year Progress Report</b>	<b>December</b>	<b>Mandatory Mid-year Progress Report</b>	<b>October</b>
Informal update	August	Informal update	February	Informal update	December
Annual evaluation	November	Annual evaluation	May	Annual evaluation	March
<b>Advantage:</b> Aligns with election cycle. Board members who establish goals are likely the same board members evaluating performance.		<b>Advantage:</b> Aligns with the school year. Is compatible with natural flow of the school year as well as hiring cycle for most superintendents.		<b>Advantage:</b> Aligns with contract renewal cycle in many cases. Boards of Education must provide superintendents 90 days' notice in the event of nonrenewal of contract.	

Beginning of Cycle	Informal Update	Mid-cycle Formal Update	Annual Evaluation
<p>Board of Education and superintendent mutually agree upon:</p> <ul style="list-style-type: none"> <li>• System (tool) to be used</li> <li>• Timeline and key dates</li> <li>• Goals, benchmarks and evidence</li> <li>• How evaluation will be compiled</li> <li>• How evaluation will be shared with superintendent</li> <li>• How evaluation will be shared with the community</li> </ul>	<ul style="list-style-type: none"> <li>• Board president shares any specific questions or concerns from board members</li> <li>• Superintendent provides a written update to the board on goals, expectations and indicators of success</li> <li>• Board offers input on status/progress to-date</li> </ul>	<ul style="list-style-type: none"> <li>• Board president provides questions from the board prior to meeting</li> <li>• Superintendent provides update on progress with available evidence</li> <li>• Board seeks clarification if needed</li> <li>• Discussion on progress and growth</li> <li>• Adjustments to course or goals are discussed</li> </ul>	<ul style="list-style-type: none"> <li>• Superintendent performs self-evaluation; presents portfolio with evidence to Board of Education</li> <li>• Board members review portfolio prior to evaluation, seek clarification as needed</li> <li>• Board president or consultant facilitate evaluation</li> <li>• Formal evaluation is presented to and adopted by Board of Education</li> <li>• Board president and superintendent coordinate public statement regarding superintendent performance</li> </ul>

## Appendix F – Establishing Performance Goals for the Superintendent

The MASB Superintendent Evaluation instrument provides a framework for evaluating the superintendent in critical areas of professional practice as well as the state-required components of student growth and progress towards district-wide goals. Additional performance goals should be established in exceptional circumstances to clarify the board’s expectations and give priority to the work being done. For this reason, performance goals should be limited in number, aligned to district goals and assist in clarifying accountability.

Superintendent performance goals may be developed from:

- A specific district goal
- A job performance indicator within an evaluation instrument
- Student performance data

When establishing performance goals, the following guidelines should be considered:

- Involve all board members and superintendent
- Decide on desired results
- Develop performance indicators
- Identify supporting documentation (evidence)
- Review and approve final performance goals, indicators and evidence
- Monitor progress at scheduled checkpoints

### Performance Goal Fundamentals

Performance goals should be S-M-A-R-T:

Specific – Goals should be simplistically written and clearly define what is expected.

Measurable – Goals should be measurable and their attainment evidenced in some tangible way.

Achievable – Goals should be achievable given the circumstances and resources at hand.

Results-focused – Goals should measure outcomes not activities.

Time-related – Goals should be linked to a specific timeframe.



### Process for Goal Development

1. Identify the district goal/priority/indicator/student performance data the superintendent’s goal is intended to support
2. Ask the superintendent:
  - a. What will we see next year toward the accomplishment of this that we don’t see now?
  - b. What measure will we use to know that the difference represents meaningful progress?
3. Allow superintendent time to craft a response
4. Once agreed upon, board and superintendent develop SMART goal statements

## Appendix G – Evidence

Validity, reliability and efficacy of the MASB Superintendent Evaluation Instrument relies upon board members using evidence to score superintendent performance.

- Artifacts to serve as evidence of superintendent performance should be identified at the beginning of the evaluation cycle and mutually agreed upon by the Board of Education and the superintendent.
- Artifacts should be limited to only what is needed to inform scoring superintendent performance. Excessive artifacts cloud the evaluation process and waste precious time and resources.
- Boards of Education and superintendents should establish when artifacts are to be provided, i.e., as they originate, at designated checkpoints, during self-evaluation, etc.

A list of possible artifacts that may be used as evidence is provided at the end of each professional practice domain rubric. See the appendixes of this document for additional artifacts that may serve as evidence of performance.

## Appendix H – Possible Evidence of Performance

Evidence helps to demonstrate performance of the superintendent and remove guess work and subjectivity from evaluation. The following artifacts may be used as evidence of performance. This list is not comprehensive.

- 1 Administrative “calendar” – critical dates calendar (RE: due dates, etc.) and board presentation cycle/annual reports
- 2 Administrative team book study (agendas and minutes)
- 3 Administrative team meeting agendas
- 4 Affirmative action plan
- 5 Agendas and/or minutes from community planning meetings, including key communicators meetings
- 6 Auditor’s report
- 7 Background checks verification
- 8 Board and administrative goals
- 9 Board meeting agendas
- 10 Board policy and administrative policy enforcement that’s reflective of a “new” vision with supporting materials
- 11 Bullying/harassment programs
- 12 Character education program data
- 13 Civic group presentations
- 14 Collaboration/sharing incentives/opportunities for efficiency/effective learning (documentation)
- 15 Collaborative partners (documentation)
- 16 Collaborative sharing of programs, etc. (agendas and minutes)
- 17 Common teacher instructional planning time
- 18 Communication “vehicles” that make the school vision visible to stakeholders including using technology
- 19 Communications with parents
- 20 Community survey
- 21 Comprehensive School Improvement Plan
- 22 Customer satisfaction indices
- 23 Curriculum team meeting agendas
- 24 Curriculum and instructional audit
- 25 Data on outreach programs
- 26 Department of Education site visit summative report
- 27 Dynamic Indicators of Basic Early Literacy Skills (DIBELS) Data
- 28 Development of wikis, blogs, etc., to collect feedback on specific issues in the district
- 29 District Budget
- 30 District-wide School Improvement Plan
- 31 Distribution of research to administrative team and teachers
- 32 Diversity training/awareness plan
- 33 Documentation of coaching for instruction, curriculum or assessment
- 34 Documentation of coaching and evaluation of principals
- 35 Economic vision (participation with community development groups)
- 36 Election results that impact tax levies
- 37 Emergency/Crisis Plans
- 38 Employee handbooks
- 39 Enrollment plans
- 40 Equity district-wide program results
- 41 Evidence of annual review of district’s mission statement and alignment to practice
- 42 Evidence of implementation of formal project management techniques
- 43 Evidence of relationship building (notes, cards, emails, etc.)
- 44 Evidence of teachers examining student achievement data
- 45 Feedback from a wide variety of stakeholders about performance as the superintendent
- 46 Formal and informal community partnership agreements and plans
- 47 Formative assessments to inform instruction
- 48 Grants received/applied for – alignment to goals of the district; sustainability
- 49 Growth goals for administrators
- 50 Hiring process (guidelines, procedures, schedules)
- 51 House calls – contact with parents and partners (documentation)
- 52 Induction plan of board members for understanding of school finance (confidence of board members’ understanding)
- 53 Involvement with “school safety” organizations (documentation)
- 54 Instructional model
- 55 Instruction-related professional development/growth plans
- 56 iPod audible book study
- 57 Job-embedded PD on instruction

## Appendix H – Possible Evidence of Performance, continued

58 Leadership library (documentation)	74 Number of visits to website	91 Record of solicitation of feedback
59 Level of volunteerism (documentation)	75 Observational data from board, staff, etc.	92 Reports and celebrations of student achievement to board and other audiences
60 Linkage of Professional Development Model to student achievement goals (documentation)	76 Open houses (documentation)	93 School comparisons charts from CEPI
61 Log of school visits and conversations with staff (includes emails)	77 Opening day PowerPoint-type presentation	94 Special Education delivery plan
62 Log of school visits and presentations	78 Parenting classes - numbers	95 Staff handbook
63 Meaningful interpretive reports of student achievement data delivered in lay language	79 Parent-teacher conference numbers	96 School Improvement Plans
64 Media – Newsletter/paper articles/Web site	80 Participation in social/fraternal organizations (documentation)	97 Staff recruitment plan
65 Meeting logs of times with administrative staff/support staff	81 Participation in youth-oriented organizations (documentation)	98 Student achievement data
66 Membership and service to service clubs (documentation)	82 Participation on state, regional, national initiatives (documentation)	99 Surveys of staff/community
67 Michigan Student Test of Educational Progress Data	83 PBS – Positive Behavior Supports – control/theory/SAFE/Olweus/CHAMPS implementation plans	100 Symbolic “pins,” other symbols – celebrations, etc.
68 Michigan Top-to-Bottom School Rankings	84 Podcasts/video communicating district vision and accomplishments	101 Teacher mentor program
69 Minutes of the School Improvement Advisory Committee meetings	85 Policies/procedures for management of funds	102 Trends in Career Development Plan growth goals for teachers
70 Monthly calendars	86 Preschool – community partnership plans	103 Work with city council on city/school initiatives (documentation)
71 National Assessment of Educational Progress Data	87 Presentations to groups, including teachers (shareholders/stakeholders)	104 Work with School Improvement Advisory Committee (SIAC) (documentation)
72 Needs assessments/satisfaction surveys/focus groups	88 Professional Development Plan	105 Written communications
73 Notes from state officials	89 Program evaluation and process result	106 Written proposals for innovative practices
	90 Reflective journals	107 Written recommendations on difficult issues

## Appendix I – Contingencies

If a superintendent receives a rating of **developing** or **needing support**, the Board of Education must develop and require the superintendent to implement an improvement plan to correct the deficiencies. The improvement plan must recommend professional development opportunities and other actions designed to improve the rating of the superintendent on their next annual evaluation. See the appendixes of this document for more information on developing an Individual Improvement Plan for the superintendent.

If a superintendent receives a rating of **effective** on three consecutive annual evaluations, the Board of Education may choose to conduct an evaluation biennially instead of annually. However, if a superintendent is not rated as effective on one of these biennial evaluations, the superintendent must again be evaluated annually.

## Appendix J – Student growth and assessment data or student learning objectives metrics

For all superintendents, the evaluation system has to take into account multiple measures of student growth and assessment data. For superintendents who are *regularly involved in instructional matters* —and this includes all but the most exceptional situations—the following specific expectations must be met with regard to student growth and assessment data or student learning objectives metrics :

**Beginning in the 2024-2025 school year, 20% of the year-end evaluation must be based on student growth and assessment data or student learning objectives metrics.**

Student growth and assessment data used for superintendent evaluation may be the combined student growth and assessment data used in teacher annual year-end evaluations for the entire district.

### Student Growth Versus Student Achievement

Student growth and student achievement are not the same measurement. Student achievement is a single measurement of student performance while student growth measures the amount of students' academic progress between two points in time. <sup>1</sup>

Student Achievement Example: A student could score 350 on a math assessment.

Student Growth Example: A student could show a 50-point growth by improving their math score from 300 last year in the fourth grade to 350 on this year's fifth grade exam.

It's important to note that, in order to measure student growth, the data considered must be from a single group of students, i.e., this year's fourth graders and next year's fifth graders.

### What is a Student Growth Model?

School districts should establish a student growth model to be used in educator and administrator evaluations. A growth model is a collection of definitions, calculations or rules that summarizes student performance over two or more time points and supports interpretations about students, their classrooms, their educators or their schools. <sup>2</sup>

Michigan law requires that multiple research-based growth and assessment or student learning objective metrics be used in student growth models that are used for evaluation purposes. This may include state assessments, alternative assessments, student learning objectives, nationally normed or locally adopted assessments that are aligned to state standards or based on individualized program goals.

1 Measuring student growth: A guide to informed decision making, Center for Public Education

2 A Practitioner's Guide to Growth Models, Council of Chief State School Officers

## ***Appendix K – Developing an Individual Improvement Plan for the Superintendent***

Individual Improvement Plans are an excellent way of helping employees develop their skills. Boards of education should encourage superintendents to develop an IIP in order to foster professional development.

In the event that a superintendent receives a rating that is less than effective, the law requires the creation of an IIP. The following process is a framework for creating and implementing an IIP for the superintendent.

- During the evaluation conference, the Board of Education provides clear feedback to the superintendent in the domain(s) in which they received a less than effective rating.
- A committee of the Board of Education is established to support and monitor the superintendent's development.
- The superintendent drafts an Improvement Plan and presents it to the committee for feedback and approval. The Improvement Plan outlines clear growth objectives, as well as the training and development activities in which the superintendent will engage to accomplish objectives. The committee reviews, provides feedback and approves the Improvement Plan.
- The committee meets quarterly with the superintendent to monitor and discuss progress.
- The superintendent reports progress on their Improvement Plan with their self-evaluation prior to the formal annual evaluation.

## **Appendix L – Training**

MASB provides training on its Superintendent Evaluation instrument to board members and superintendents via a cadre of certified trainers. Training is as follows:

### **Instrument-Specific Training/Rater Reliability Training**

This training covers the use of the MASB Superintendent Evaluation instrument including the cycle and processes of evaluation, rating superintendent performance on the rubric, rater reliability training, as well as the use of evidence to evaluate superintendent performance. This training fulfills the requirement of evaluator training for board members as well as evaluatee training for superintendents whose districts are evaluating their superintendent with the MASB Superintendent Evaluation instrument. It is conducted on-location in districts with board members and superintendent present.

## Authors

The Michigan Association of School Boards has served boards of education since its inception in 1949. In the decades since, MASB has worked hands-on with tens of thousands of school board members and superintendents throughout the state. Evaluation of the superintendent has been a key aspect of that work – MASB developed superintendent evaluation instruments and trained board members in their use nearly half a century before the requirements.

### **MASB staff and faculty involved in creating the MASB Superintendent Evaluation instrument Include:**

- Rodney Green, Ph.D., Superintendent of Schools (retired), East China School District
- Olga Holden, Ph.D., Director of Leadership Services (retired), MASB
- Donna Oser, CAE, Director of Executive Search and Leadership Development, MASB
- Debbie Stair, M.N.M.L., former school board member, Assistant Director of Leadership Development, MASB
- Jay Bennett, M.A., former school board member, Assistant Director of Executive Search Services, MASB

### **New York Council of School Superintendents staff and leadership involved in creating the Council's Superintendent Model Evaluation (which significantly influenced MASB's instrument):**

- Jacinda H. Conboy, Esq., New York State Council of School Superintendents
- Sharon L. Contreras, Ph.D., Superintendent of Schools, Syracuse City SD
- Chad C. Groff, Superintendent of Schools
- Robert J. Reidy, Executive Director, New York State Council of School Superintendents
- Maria C. Rice, Superintendent of Schools, New Paltz CSD
- Dawn A. Santiago-Marullo, Ed.D., Superintendent of Schools, Victor CSD
- Randall W. Squier, CAS, Superintendent of Schools, Coxsackie-Athens CSD
- Kathryn Wegman, Superintendent of Schools (retired), Marion CSD



TO: Devin Kling, Assistant Superintendent for Finance and Operations  
 FROM: Steve Banchemo, Director of Operations & Capital Improvements  
 DATE: December 19, 2025  
 RE: 2026 Bus Purchase Request

I recommend we purchase two Blue Bird 77-passenger buses through the MSBO Bus Purchase Program. The price per bus is **\$149,823.00**, for a total of **\$299,646.00**. Additionally, I am requesting the purchase of two 53-passenger Special Education units at a cost of **\$173,903.00** each, totaling **\$347,806.00**.

This recommendation continues our fleet conversion from the Thomas bus line to Blue Bird. The transportation department has been pleased with the Blue Bird units' performance and has experienced fewer warranty issues.

Listed below are the units we will be replacing with this purchase.

The total recommended expenditure is **\$647,452.00**, which will be funded by proceeds from the 2023 Bond.

Local Bus #	VIN	Year	Body Make	Odometer	Fuel
16-09	4UZABRDTXGCHL6264	2016	THOMAS	95,005	DIESEL
17-27	4UZABRDT2HCHM9804	2017	THOMAS	96,521	DIESEL
17-32	4UZABRDTXHCHM9811	2017	THOMAS	95,076	DIESEL
18-08	4UZABPFC9JCJL1383	2018	THOMAS	123,574	DIESEL

**Michigan Bus Purchasing**  
**Price Comparison Report - Spec #25007**  
 Dec 19, 2025 11:18 AM

**Buying Organization** Northville Public Schools  
 501 W Main St  
 Northville MI 48167-1576

Notes Northville 77 pass, diesel , air brakes,

Product Category Conventional (2025-26 Phase 1)

Product 77 Passenger

Quantity 2

Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
<b>Product Base Price</b>			<b>\$144,427.00</b>	<b>\$141,388.00</b>	<b>\$153,463.00</b>

**Chassis Options**

**Air Dryer**

Bendix AD-IP dryer w/spin-on filter	C101	N/C	(\$231.00)	N/A
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**Alternator**

240-amp, Leece-Neville	C123	\$140.00	S/E	\$159.00
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**Axle, Front: minimum load**

12,000 lbs.	C142	\$159.00	S/E	N/A
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**Axle, Rear: minimum load**

23,000 lbs.	C153	\$623.00	S/E	\$226.00
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**Batteries**

3 12-volt, 950-CCA each	C163	S/E	S/E	\$256.00
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**Brake Dust Shield**

Brake dust shield on all wheels	C170	S/E	S/E	S/E
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**Brakes, ESC**

Electronic Stability Control for Air Brakes	C172	S/E	S/E	S/E
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**Brakes, Traction Control**

For air brakes	C184	S/E	S/E	S/E
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**Engine**

Cummins ISB 220hp, 600 torque, PTS2500 trans	C204	S/E	\$1,192.00	N/C
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**Exhaust System**

Exhaust Brake, VGT – Cummins	C240	\$65.00	\$90.00	\$89.00
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**Fan Drive**

Electromagnetic On/Off Type	C195	\$98.00	S/E	S/E
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**Fuel Tank**

Increase to 100-gallon diesel tank	C251	\$352.00	\$364.00	\$875.00
<b>Full Instrumentation Package (Engine)</b>				
Low Coolant indicator with audible alarm	C260	S/E	S/E	S/E
<b>Headlights</b>				
LED Headlamps	C266	S/E	S/E	\$657.00
<b>Idle Management Control</b>				
Programmable	C280	S/E	N/C	S/E
<b>Motor, Starting</b>				
Thermal overcrank protection	C290	S/E	S/E	S/E
<b>Paint, Wheels</b>				
Wheels finish coated black inside and out	C300	S/E	N/C	(\$49.00)
<b>Steering</b>				
Telescoping steering wheel W/ Drivers Air bag	C321	N/A	S/E	N/A
<b>Suspension</b>				
Lube - Synthetic oil (front & rear axles)	C332	S/E	N/C	\$110.00
<b>Switches, Ignition</b>				
Keyed alike	C350	N/C	\$5.00	\$23.00
<b>Tires</b>				
11R22.5 steer front mud/snow rear, Michelin XZE	C362	\$392.00	\$308.00	N/A
<b>Turn Signals</b>				
Fender-mounted	C421	S/E	N/C	N/A
<b>Warranty, Extended</b>				
3 year/unlimited miles	C451	S/E	\$1,425.00	N/A
<b>Wheels</b>				
Iron hub	C480	S/E	S/E	S/E
<b>Winter Warmup Equipment</b>				
Winter front	C490	\$33.00	\$100.00	S/E

## Body Options

<b>All Light Monitor System</b>				
Add all light monitor system	B160	S/E	S/E	S/E
<b>Antenna</b>				
Flexible rubber radio antenna	B170	S/E	S/E	N/A
<b>Battery Cut Off Switch</b>				
Add battery cut off switch	B190	S/E	S/E	S/E
<b>Booster Pump</b>				
Add booster pump	B210	\$116.00	\$220.00	\$78.00
<b>Bus Lock Up System</b>				
All doors	B222	\$130.00	\$259.00	\$83.00
<b>Color, Interior</b>				

Walls white	B234	N/A	S/E	S/E
<b>Electrical Equipment and Wiring</b>				
Camera System, Front/Rear Back-up View, exterior	B275	N/A	S/E	N/A
<b>Exit, Emergency Window</b>				
Increase from 2 to 4	B290	S/E	\$25.00	S/E
<b>Exit, Evacuation Step</b>				
Step & handle at rear door	B310	\$245.00	S/E	\$105.00
<b>Exit, Roof Hatch</b>				
2 Specialty ProLo 9240 series	B324	(\$62.00)	(\$360.00)	N/A
<b>Fenderettes</b>				
Metal fenderettes	B350	S/E	S/E	N/A
<b>Fuel Filler Door</b>				
Latching	B392	S/E	S/E	S/E
<b>Heater, Auxiliary</b>				
Webasto, 17,000 BTU, quartz timer	B415	\$1,778.00	\$1,427.00	\$1,397.00
<b>Heater, Mid-body Rear</b>				
80,000 BTU	B431	\$372.00	\$474.00	\$354.00
<b>Light Visor</b>				
Overhead flasher light visor	B455	S/E	S/E	S/E
<b>Light, Exterior</b>				
Light check system	B460	S/E	S/E	S/E
<b>Mirror System</b>				
Lever-lock adjustable 6" x 30"	B521	S/E	\$64.00	\$92.00
<b>Mirror, Timer</b>				
Timer for heated mirror	B525	S/E	S/E	S/E
<b>Mirrors, Crossview</b>				
Rosco, Eye-Max LP, heated	B537	\$41.00	S/E	N/A
<b>Mirrors, Crossview, Arms</b>				
Stainless steel arms	B555	S/E	\$38.00	\$100.00
<b>Mirrors, Rearview</b>				
Rosco Open View ES, remote, heated, split view	B575	\$309.00	\$265.00	\$132.00
<b>Mirrors, Rearview, Arms</b>				
Stainless steel arms	B590	S/E	\$38.00	\$100.00
<b>Noise Reduction System</b>				
Perforated ceiling, full bus	B595	S/E	\$641.00	S/E
<b>Power Source</b>				
12-volt power source in driver's area	B615	S/E	S/E	S/E
<b>Radio &amp; Public Address System</b>				
AM/FM radio, PA System inside & outside	B623	\$647.00	\$597.00	\$503.00
<b>Rust Proofing</b>				

All interior doors	B645	S/E	S/E	S/E	
<b>Rust Proofing, Bumper</b>					
Anti-corrosion spray coating, inside & outside.	B649	\$291.00	\$305.00	\$498.00	
<b>Sashes, Side</b>					
Painted flat black	B650	N/C	\$145.00	\$294.00	
<b>Seat, Driver's</b>					
National, air ride w/1 arm rest	B664	\$137.00	\$225.00	\$170.00	
<b>Seats, Passenger: Color</b>					
Gray	B713	S/E	S/E	S/E	
<b>Severe Service Package</b>					
Must meet Colorado Racking Test	B740	S/E	S/E	S/E	
<b>Stepwell</b>					
Stainless steel	B755	N/A	\$545.00	\$843.00	
<b>Stop Arm Signals</b>					
Transpec 7000, electric LED lights, front & rear	B764	S/E	\$258.00	\$167.00	
<b>Storage Pouch</b>					
Mounted on barrier behind driver	B782	\$21.00	\$16.00	\$50.00	
		<b>Configured Price</b>	<b>\$150,314.00</b>	<b>\$149,823.00</b>	<b>\$160,775.00</b>

**Dealer Options**

back up camera - NOT AVAILABLE		\$899.00		
back up camera - NOT AVAILABLE				\$899.00
		<b>Hoekstra</b>	<b>Holland</b>	<b>Midwest Transit</b>
	<b>Unit Price</b>	<b>\$151,213.00</b>	<b>\$149,823.00</b>	<b>\$161,674.00</b>
	<b>Total Price</b>	<b>\$302,426.00</b>	<b>\$299,646.00</b>	<b>\$323,348.00</b>
	<b>Grand Total</b>	<b>\$302,426.00</b>	<b>\$299,646.00</b>	<b>\$323,348.00</b>

**Michigan Bus Purchasing**  
**Price Comparison Report - Spec #25006**  
 Dec 19, 2025 11:22 AM

**Buying Organization**      **Northville Public Schools**  
 501 W Main St  
 Northville MI 48167-1576

Notes                                      Northville 53 pass 2610 8 track seating 39", 6 ccr floor mounted 39",4 wheel chairs. 1 rear lift. 2 ccr track mounted 39",  
 Product Category                      Conventional (2025-26 Phase 1)  
 Product                                    53 Passenger  
 Quantity                                    2

	Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
<b>Product Base Price</b>				<b>\$130,236.00</b>	<b>\$134,086.00</b>	<b>\$148,902.00</b>

**Chassis Options**

**Air Dryer**

Bendix AD-IP dryer w/spin-on filter	C101		N/C	(\$231.00)	N/A
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**Alternator**

240-amp, Leece-Neville	C123		\$140.00	S/E	\$159.00
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**Axle, Front: minimum load**

12,000 lbs.	C142		\$159.00	S/E	N/A
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**Axle, Rear: minimum load**

21,000 lbs.	C152		\$328.00	S/E	\$149.00
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**Batteries**

3 12-volt, 950-CCA each	C163		S/E	S/E	\$256.00
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**Brake Dust Shield**

Brake dust shield on all wheels	C170		S/E	S/E	S/E
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**Brakes, ESC**

Electronic Stability Control for Air Brakes	C172		S/E	S/E	S/E
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**Engine**

Cummins ISB 220hp, 600 torque, PTS2500 trans	C204		S/E	\$1,192.00	N/C
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**Exhaust System**

Exhaust Brake, VGT – Cummins	C240		\$65.00	\$90.00	\$89.00
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**Fan Drive**

Electromagnetic On/Off Type	C195		\$98.00	S/E	S/E
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**Full Instrumentation Package (Engine)**

Low Coolant indicator with audible alarm	C260		S/E	S/E	S/E
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**Headlights**

LED Headlamps	C266	S/E	S/E	\$657.00
<b>Heater Block, Internal (Engine)</b>				
Delete block heater	C273	(\$76.00)	(\$127.00)	(\$47.00)
<b>Idle Management Control</b>				
Programmable	C280	S/E	N/C	S/E
<b>Motor, Starting</b>				
Thermal overcrank protection	C290	S/E	S/E	S/E
<b>Paint, Wheels</b>				
Wheels finish coated black inside and out	C300	S/E	N/C	(\$49.00)
<b>Pedals, Adjustable</b>				
Adjustable brake and accelerator pedals	C310	\$917.00	\$912.00	\$550.00
<b>Steering</b>				
Telescoping steering wheel W/ Drivers Air bag	C321	N/A	S/E	N/A
<b>Switches, Ignition</b>				
Keyed alike	C350	N/C	\$5.00	\$23.00
<b>Tires</b>				
LoPro 255/70R22.5 mud/snow, Michelin XZE	C364	N/A	(\$141.00)	N/A
<b>Turn Signals</b>				
Fender-mounted, LED	C422	\$171.00	S/E	\$132.00
<b>Warranty, Extended</b>				
3 year/unlimited miles	C451	S/E	\$1,425.00	N/A
<b>Warranty, Engine</b>				
5 year/unlimited mileage	C465	S/E	S/E	S/E
<b>Wheels</b>				
Iron hub	C480	S/E	S/E	S/E

**Body Options****Air Conditioning**

Thermo King Michigan TM-552-MS, center-plenum, dual discharge system w/TM-21 compressor, 103,000 BTU (includes 5-yr warranty)	B129	\$17,900.00	\$17,400.00	\$18,400.00
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**All Light Monitor System**

Add all light monitor system	B160	S/E	S/E	S/E
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**Antenna**

Flexible rubber radio antenna	B170	S/E	S/E	N/A
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**Battery Cut Off Switch**

Add battery cut off switch	B190	S/E	S/E	S/E
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**Booster Pump**

Add booster pump	B210	\$116.00	\$220.00	\$78.00
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**Bus Lock Up System**

All doors	B222	\$130.00	\$259.00	\$83.00
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<b>Color, Interior</b>				
Walls white	B234	N/A	S/E	S/E
<b>Defogger Fans</b>				
Increase from 2 to 3	B250	N/A	\$65.00	\$70.00
<b>Electrical Equipment and Wiring</b>				
Camera System, Front/Rear Back-up View, exterior	B275	N/A	S/E	N/A
<b>Exit, Evacuation Step</b>				
Step & handle at rear door	B310	\$245.00	S/E	\$105.00
<b>Exit, Roof Hatch</b>				
2 Specialty ProLo 9240 series	B324	(\$62.00)	(\$360.00)	N/A
<b>Fenderettes</b>				
Metal fenderettes	B350	S/E	S/E	N/A
<b>Floor Tracking System</b>				
4 floor rows/1 row over windows/L-track/1 WC (each) (Qty: 5)	B380	(\$1,855.00)	\$3,700.00	\$2,210.00
<b>Fuel Filler Door</b>				
Latching	B392	S/E	S/E	S/E
<b>Grab Rail at Entrance</b>				
Dual height	B400	N/A	S/E	\$210.00
<b>Heater, Auxiliary</b>				
Webasto, 17,000 BTU, quartz timer	B415	\$1,778.00	\$1,427.00	\$1,397.00
<b>Heater, Mid-body Rear</b>				
80,000 BTU	B431	\$372.00	\$474.00	\$354.00
<b>Light Visor</b>				
Overhead flasher light visor	B455	S/E	S/E	S/E
<b>Light, Exterior</b>				
Light check system	B460	S/E	S/E	S/E
<b>Mirror System</b>				
Lever-lock adjustable 6" x 30"	B521	S/E	\$64.00	\$92.00
<b>Mirror, Timer</b>				
Timer for heated mirror	B525	S/E	S/E	S/E
<b>Mirrors, Crossview</b>				
Rosco, Eye-Max LP, heated	B537	\$41.00	S/E	N/A
<b>Mirrors, Crossview, Arms</b>				
Stainless steel arms	B555	S/E	\$38.00	\$100.00
<b>Mirrors, Rearview</b>				
Rosco Open View ES, remote, heated, split view	B575	\$309.00	\$265.00	\$132.00
<b>Noise Reduction System</b>				
Perforated ceiling, full bus	B595	S/E	\$641.00	S/E
<b>Power Source</b>				
12-volt power source in driver's area	B615	S/E	S/E	S/E

**Radio & Public Address System**

AM/FM radio, PA System inside & outside	B623	\$574.00	\$597.00	\$503.00
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**Rust Proofing**

All interior doors	B645	S/E	S/E	S/E
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**Rust Proofing, Bumper**

Anti-corrosion spray coating, inside & outside.	B649	\$291.00	\$305.00	\$498.00
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**Sashes, Side**

Painted flat black	B650	N/C	\$121.00	\$204.00
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**Seat, Driver's**

National, air ride w/1 arm rest	B664	\$137.00	\$225.00	\$170.00
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**Seats, Child Restraint**

39" IMMI Safeguard ICS - (2) ICS, floor mount (per seat) (Qty: 8)	B677.2	---	---	\$4,632.00
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39" IMMI Sabre ICS - (2) ICS, track mount (per seat) (Qty: 8)	B677.1	---	---	\$5,408.00
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Sabre, 39" track mount (per seat) (Qty: 10)	B700	\$4,040.00	---	---
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IMMI 39"-Child Restraint (Qty: 8)	B677.14	N/A	\$3,736.00	N/A
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**Seats, Passenger**

Deduct for delete seat (per seat) (Qty: 2)	B705	(\$484.00)	(\$892.00)	(\$270.00)
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**Seats, Track-mounted**

39" seat (Qty: 8)	B730	\$3,032.00	N/C	\$768.00
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**Stepwell**

Stainless steel	B755	N/A	\$545.00	\$843.00
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**Stop Arm Signals**

Air, LED lights, front & rear	B765	(\$34.00)	(\$117.00)	(\$23.00)
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**Storage Pouch**

Mounted on barrier behind driver	B782	\$21.00	\$16.00	\$50.00
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**Wheel Housing**

Omit rear wheel housing	B810	(\$472.00)	N/C	\$229.00
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**Wheelchair Entry**

Rear lift door w/Braun NL919IB, 34" wide	B834	\$6,468.00	\$5,937.00	\$4,875.00
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**Wheelchair Entry Latch**

3-point latch	B845	\$18.00	S/E	N/C
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**Wheelchair Securements (L-Track)**

Q-Straint Q-8300-A1QRT (each) (Qty: 4)	B854	\$3,136.00	\$1,976.00	\$2,668.00
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**Window, Rear**

Tempered, 28% tinted	B870	\$15.00	\$50.00	N/C
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**Configured Price \$167,754.00 \$173,903.00 \$194,607.00**

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**Dealer Options**

front and rear cameras	\$2,500.00
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front and rear cameras

\$2,500.00

dual height rails

\$300.00

Stainless stepwell

\$843.00

	<u>Hoekstra</u>	<u>Holland</u>	<u>Midwest Transit</u>
<b>Unit Price</b>	<b>\$171,397.00</b>	<b>\$173,903.00</b>	<b>\$197,107.00</b>
<b>Total Price</b>	<b>\$342,794.00</b>	<b>\$347,806.00</b>	<b>\$394,214.00</b>
<b>Grand Total</b>	<b>\$342,794.00</b>	<b>\$347,806.00</b>	<b>\$394,214.00</b>

# Memo

**To:** Devin Kling  
**From:** Andrew Piazza  
**cc:**  
**Date:** January 6, 2026  
**Re:** Northville High School 8K (40MP) Security Camera Installation

---

Northville Public Schools issued an RFP to select a qualified vendor to provide a turnkey solution to furnish, install, and configure four (4) security cameras at Northville High School. The scope includes all equipment, labor, cabling and terminations, configuration, testing, staff training, and required support. The proposed equipment includes four 8K (40MP) H5 Pro cameras, along with associated enclosures and lenses.

A total of seven (7) bids were received and reviewed. Based on bid pricing and responsiveness to the requested scope of work, administration recommends awarding the project to Security 101 as the lowest responsible bidder.

<b><i>Vendor</i></b>	<b><i>Amount</i></b>
Security 101	\$44,026.16
Crouch Communications	\$45,371.00
Knight Watch	\$50,639.48
Security Designs	\$56,201.00
D/A Central	\$62,337.00
MCA Communication	\$62,896.92
Global solutions	\$89,214.66

We recommend that the Board of Education approve the award to Security 101 in the amount of \$44,026.16 paid from Series 1 of Bond 2023.

**Attachment A – Bid Form**  
**Northville Public Schools**  
**Security Camera Installation – Northville High School**

Vendors must complete and submit this Bid Form with their proposal. Please print clearly or type.

**1. Vendor Information**

- **Vendor Name:** Infinity Technology Group (dba Security 101 – Detroit)
- **Address:** 7767 Ronda Drive, Canton MI 48187
- **Primary Contact Name:** **Bill Spinek**
- **Title:** Account Executive
- **Phone:** (248) 953-7935 **Email:** bspinek@security101.com

**2. Pricing**

**2.1 Equipment**

<b>Item Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Extended Price</b>
8K (40 MP) H5 Pro Camera (lens and housing not included)	4	\$ 8,998.24	\$ 35,992.96
Large format enclosure, heater, wall bracket, and sun shield	4	\$ 332.71	\$ 1,330.84
PoE+ power module for camera enclosure and camera	4	\$ 188.41	\$ 753.64
Tamron 35mm f/1.4 lens for Pro cameras	4	\$ 1,351.36	\$ 5,405.44
Orange Category 6 cable (approx. 200–300 ft per run)	4 runs	\$	\$ 450.00
Panduit Keystone Jack, Orange, Category 6 (or equivalent)	8	\$ 5.58	\$ 44.64

Item Description	Quantity	Unit Price	Extended Price
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Other equipment (specify):

_____	_____	\$ _____	\$ _____
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**Subtotal – Equipment: \$ 44,022.16**

**2.2 Labor**

Labor Description	Hours / Qty	Rate	Extended Price
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Camera and enclosure installation	22.94	\$ 115/hr	\$ 2,638.16
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Cabling, terminations, labeling	12	\$ 115/hr	\$ 1,380.00
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Configuration, integration, and testing	8	\$ 125/hr	\$ 1,000.00
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Training for district staff	8	\$ 125/hr	\$ 1,000.00
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Other labor (specify): Project Management	5	\$ 125/hr	\$ 625.00
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**Subtotal – Labor: \$ 6,643.26**

**2.3 Lift and Miscellaneous**

Description	Quantity	Unit Cost	Extended Price
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Lift rental/use	1	\$ 1,680.00	\$ 1,680.00
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Permits / fees (if applicable)	_____	\$ _____	\$ _____
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Other (specify): Shipping and Misc	1-Lot	\$ _____	\$ 1,105.36
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**Subtotal – Lift & Misc.: \$ 2,785.36**

**2.4 Total Bid**

- **Total Equipment:** \$ 44,026.16
- **Total Labor:** \$ 6,643.26
- **Total Lift & Misc.:** \$ 2,785.36

**Total Project Cost (Not to Exceed): \$ 53,450.78**

*(This total must include all equipment, labor, lift costs, and any other charges necessary to complete the project as specified in the RFP.)*

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### 3. Schedule

- **Earliest Available Start Date:** Per your Plan – Feb 1, 2026
- **Estimated Completion Date:** Per your Plan – By March 1, 2026

*Vendor acknowledges that all on-site work must occur after 2:30 PM on school days or at times approved in advance by the District.*

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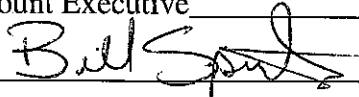
### 4. Acknowledgments

By signing below, the Vendor acknowledges and agrees that:

1. This bid has been prepared in accordance with the **Northville Public Schools Security Camera Installation RFP dated November 21, 2025**. YES
2. The Vendor has reviewed all specifications, conditions, and timelines contained in the RFP. Yes to our knowledge
3. The Total Project Cost listed above includes all labor, materials, equipment (including lift), and any other costs necessary to complete the project. YES
4. The Vendor agrees to honor this bid price through **March 1, 2026**. YES

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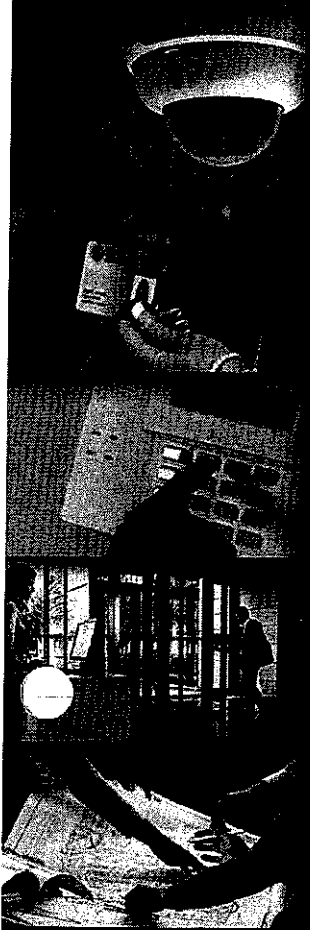
### 5. Signature

- **Authorized Representative (Print Name):** Bill Spinek
- **Title:** Account Executive
- **Signature:** 
- **Date:** 12-11-2025



**Security**

Company profile & qualifications



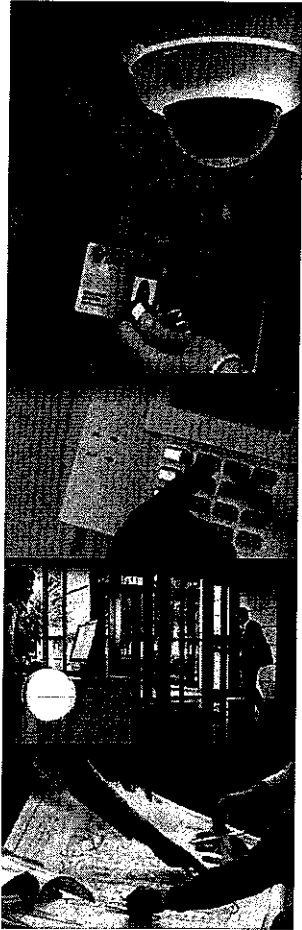
Detroit

7767 Ronda Drive, Canton, MI 48187

**844.768.9021**

[security101.com](http://security101.com)

# Company overview



*Security 101® provides integrated security systems and solutions, including access control, video surveillance, intrusion detection, and visitor management. Security 101 uses the latest technology in order to engineer, install, operate, and maintain sophisticated solutions to commercial customers and provide excellent service across its 30+ locations.*

## **Multiple office network with local office ownership**

Our company is able to deliver high standards for design, installation, project management, and service by using our franchise approach. This allows us to set standards across our network while providing local ownership, responsibility, and accountability. Each of our business owners are managing a business, not a P&L statement.



**INTEGRATED SYSTEMS  
ACCESS CONTROL  
INTRUSION DETECTION  
VIDEO SURVEILLANCE  
VISITOR MANAGEMENT**

*Company profile & qualifications*



# Company profile

Security 101 was launched in 2003 and grew rapidly. The unprecedented growth attracted attention from many industry leaders resulting in expansion into other states.

Then, in 2007 the franchising model was developed and established in an effort to maintain the company's growth rate.

## Our success

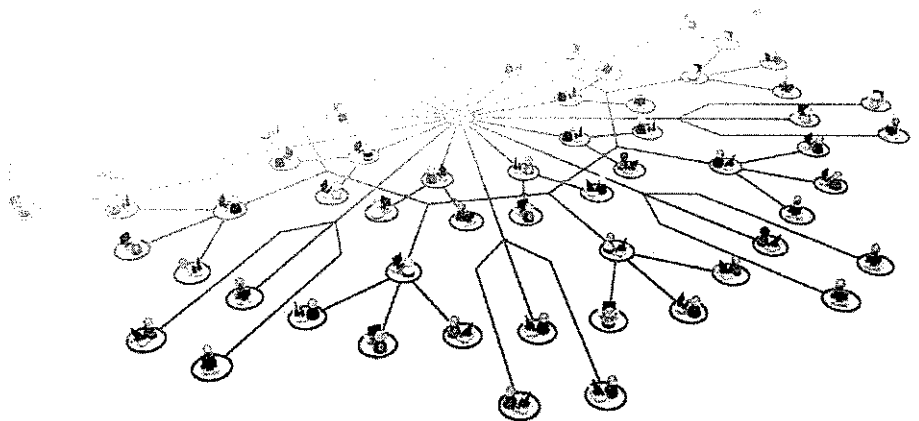
Security 101 is nationally recognized as a leader in the security industry and has established a significant reputation for providing best-in-class services for many of the nation's leading market segments.

## Our experience

Our security experts have decades of experience consistently championing the best practices to maintain quality service and to complete projects in a timely manner.

## Our network

Security 101 delivers high standards for design, installation, project management, and service by using our unique franchise approach. This allows us to set a clear standard across our network of offices while providing local ownership, responsibility, and accountability.



*Company profile & qualifications*

# Standards and culture

## Mission

To establish long-lasting relationships with our customers & business partners by exceeding their expectations and gaining their trust through “*fanatical customer service*” delivered by every member of TEAM101.

## Core values

Our core values are the foundation of Security 101.

### ***“Fanatical customer service”***

Providing enthusiasm and intense devotion to each of our customers by going beyond the call of duty and having a “whatever it takes” attitude.

### **Integrity**

Steadfast adherence to a strict moral and ethical code – in both our personal and professional lives.

### **Fun**

To have a positive, lighthearted attitude, building camaraderie and celebrating our personal and professional milestones, while always staying within the boundaries.

*Company profile & qualifications*

# Support and services

“Complete” design & engineering

Custom programming

Project management

Security system integration  
(Video, access control &  
intrusion detection)

Access control systems

Video management systems

Intrusion detection systems

Intercom & tele-entry systems

Mass notification systems

Wireless solutions

Visitor management systems

Cable & fiber optic installation

Unique software solutions for  
market-specific security challenges

Security 101 offers a full range of services to our clients including system design, engineering, installation, and the service of electronic security systems.

Our business systems, specialized security-business management software, and our extensive training allow us to deliver high-quality systems and exceedingly positive customer experiences.

Security 101® is an authorized dealer for all products it installs.



With Security 101, your business can count on factory-trained and certified

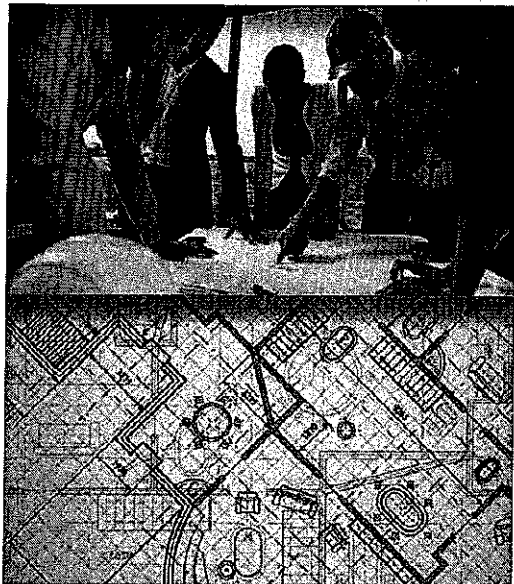
TEAM101™ expert technicians who are regularly reviewed and evaluated for integrity and compliance.

*Company profile & qualifications*



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# System design and engineering



*Client interview*

*Site survey*

*Security risk assessments*

*Evaluation*

*System submittals*

*Permitting/processing*

*System engineering*

## System design

Every business has uniquely specific requirements for the protection of their organization, and Security 101 knows how to partner with your company to achieve a clear vision to design, upgrade, or augment a new/present security solution. The security development team at Security 101 guides your company down the right path through a comprehensive security systems evaluation and assessment to completely understand the project's scope, requirements, and functionality. From our years of experience we offer design and technical expertise that provides flexibility for even the most custom-built systems, and provide the ability to phase a project's implementation to ensure a low total cost of ownership for the long term.

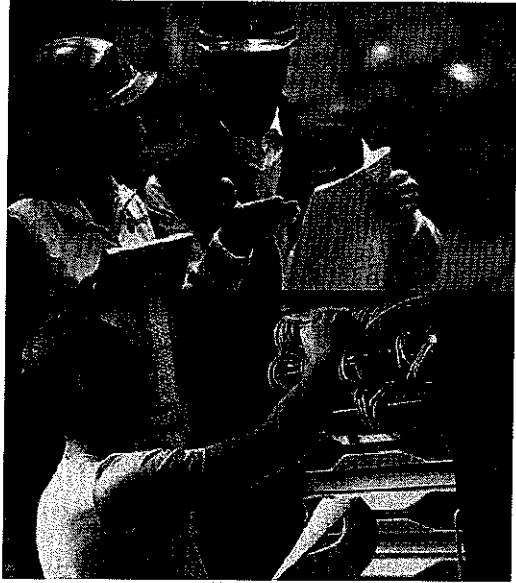
## Engineering

The engineering department at Security 101 efficiently maps out any electronic challenges your security may face and facilitates a specific solution so as to remain robust and dependable. Our certified engineers ensure the entire process results in a complete system that holds integrity and accountability, protecting the right assets in the right way. In cases of unexpected industry and/or operational changes, the team creates a flexible and scalable framework to build upon for future additions.

*Company profile & qualifications*



# Installation and service



*Web-based project management software*

*Coordination and communication*

*Equipment installation*

*Final terminations*

*System training*

*System testing and acceptance*

*Operations and maintenance manuals*

*As-built documentation*

## Installation

A certified Security 101 installation specialist streamlines the deployment of security hardware by maintaining partner communication and equipment readiness. Our team leverages its expertise by providing all system testing, certification and compliance required to uphold to your organization's policies and procedures. The installation specialists also require ongoing manufacturer training to drive the highest amount of operational efficiency and eventual improvement.

## Service department

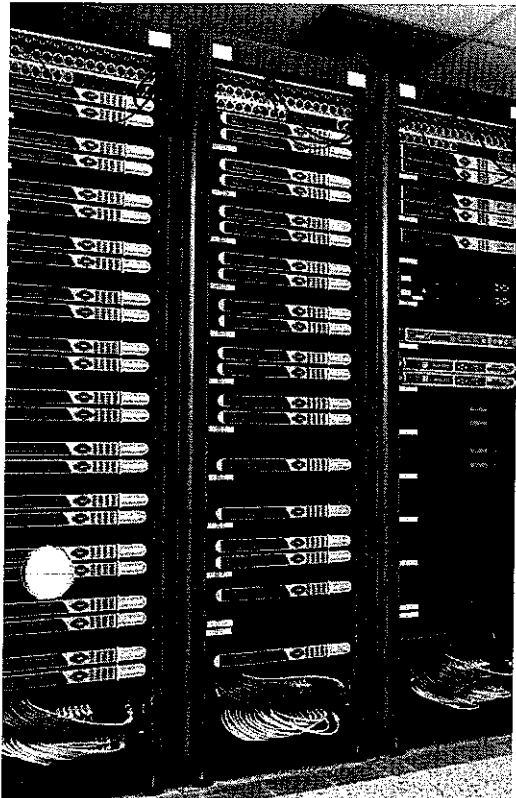
Security 101 holds extensive experience servicing top-of-the-line manufacturers and products thanks to our high standards and practices that support our technical and analytical approach. All of our service and support technicians are factory-trained and committed to producing best-in-class experiences and fanatical customer service. Our service professionals provide all system testing and certification along with all required software support, trouble resolution, and preventative maintenance that enhances our ever-increasing positive reputation.

*Company profile & qualifications*



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# System optimization and compliance



## System optimization

Beyond the best security system integrations, Security 101's IT expertise and experience provides us with the ability to leverage infrastructure to improve process automation, compliance, and reporting. Even for large corporations that already have security systems installed, our IT service experts understand the technology and its applications in order to maximize the customer's investment by reducing the overall cost-of-ownership and streamlining processes. With Security 101, enhance the efficiency and usability of your IT networks.

## IT services

Security 101 IT services are here to maximize the customer's investment, reduce cost-of-ownership, reduce risk of regulatory non-compliance and improve security. Through the automation of processes and the optimization of system capabilities, customers can do more, do things better, and do it for less!

*Database integration*

*Identity vault integration*

*Automated work flows*

*Process optimization*

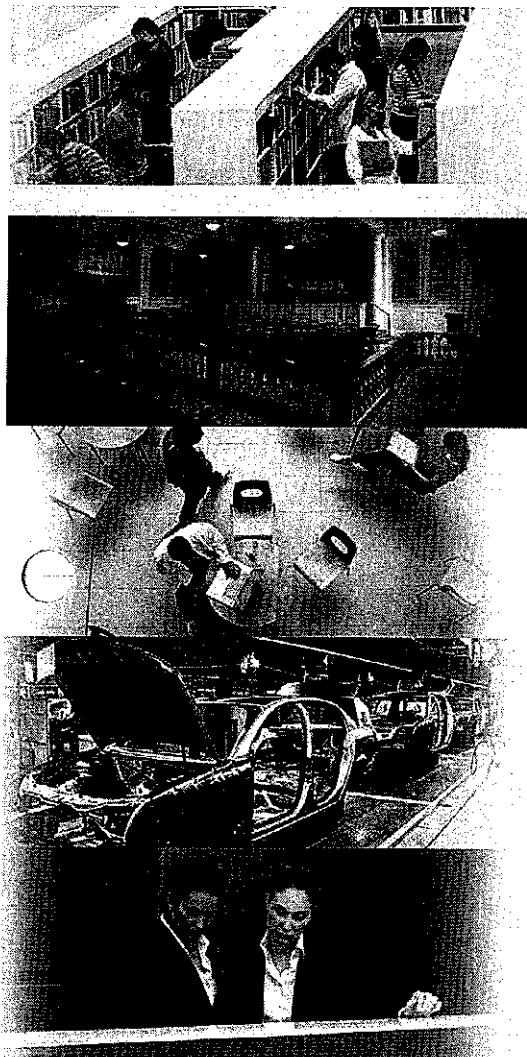
*Compliance reporting*

*Company profile & qualifications*



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# Industries / vertical markets



Security 101 has a diversity of experience in designing, engineering, installing and servicing security systems across many industries. We understand that each industry faces different challenges and holds unique expectations when applying security technology. That being said, a comprehensive security management plan is necessary to maximize the protection required of a business for its people, property, and profits.

Ask us about our expertise in the following industries:

*Healthcare*

*Education*

*Property Management*

*Government*

*Manufacturing*

*Financial*

*Technology*

*Transportation*

*Energy*

*Hospitality*

*Retail*

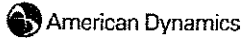
*Casinos and Gaming*

*Industrial/Commercial*

*Cargo*

*Company profile & qualifications*





SOFTWARE HOUSE



## National partners

Selecting a security integration company is a major decision and commitment because security solutions and support are built on competencies and trust.

Security 101 values the importance of long-term relationships and we have established a strategic partnership not only with our customers — but also with the industry's leading manufacturers.

By strategically aligning with best-in-class manufacturers and distributors within the security industry, Security 101 and our customers receive many key benefits:

*State of the art technology, products, software, support, and training*

*Maximum tech support, including systems design, deployment, and service — all resulting in higher performance and reduced downtime*

*An open relationship to share customer issues which contributes to future product development*

*National support for larger regional or national companies requiring a single point of support*

*Participation in industry forums and trade associations that support security legislation, technology standards & protocols and professional development*

## Other strategic partners



*Company profile & qualifications*



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# Certifications

*The team at Security 101 (a.k.a. TEAM101) maintains factory certifications to install, program, warranty and service the best-in-class products and software from the manufacturers you demand!*

Security 101® is an authorized dealer for all products it installs.



With Security 101, your business can count on factory-trained and certified TEAM101™ expert technicians who are regularly reviewed and evaluated for integrity and compliance.

SOFTWARE HOUSE



Genetec

Cognify



American Dynamics

Honeywell  
COMMERCIAL SECURITY

AVIGILON  
BY HONEYWELL

SONY



NBFAA



## Software House

C-CURE 800/8000  
Advanced Integrator  
C-CURE 800/8000 System  
Installer/Maintainer with iStar  
C-CURE 800/9000 Sales  
Engineer/Consultant  
C-CURE 9000 Advanced Integrator  
C-CURE 9000 Enterprise  
Architecture  
C-CURE 9000 System  
Installer/Maintainer  
Intellex & Network Client  
Certification Course  
MegaPower 1024, 3200 & Domes  
Stanley Wireless (WI-Q) & 9000  
Stratus everRun Enterprise  
Installation & Administration  
Unified Client  
Victor and VideoEdge  
Victor and VideoEdge Operators/  
Basic Administrators

## American Dynamics

Intellex Policy Manager

## Axis National Gold

Axis Certified Professional  
Axis Sales Training  
Axis Camera Station  
Designing Network Video Solutions  
Network Video Fundamentals  
Product Installation & Configuration  
Video Encoder Technologies  
Entry Management Systems

## Honeywell ProWatch Platinum

Honeywell Access 101  
Honeywell Access Webinar:  
Honeywell City  
Honeywell Access Webinar:  
Sales & Marketing Tools  
Honeywell ProWatch Certification  
Honeywell Video Basic CCTV  
Honeywell Video Basic TCP/IP  
Honeywell Video MaxPRO VMS101  
Honeywell Video Webinar:  
Intro to IP Video  
Honeywell Win Pak Certification  
Honeywell Win Pak Pro Certification

## OnSSI Platinum

Ocularis Basic Training

## Genetec

Security Center - Omnicast  
Technical Certification  
Security Center - Synergis  
Technical Certification  
Security Center - Enterprise  
Technical Certification  
Security Center - AutoVu Fixed  
Technical Certification  
Security Center - AutoVu Mobile  
Technical Certification  
Omnicast 4.x Technical Certification  
Omnicast 4.x Advanced  
Technical Certification

## Avigilon

ACC Administrator All Features  
ACC Operator  
Avigilon Foundation  
Avigilon Installation  
Avigilon Sales  
Avigilon System Design  
ILT ACC Sales and  
Design Certification  
ILT: ACC Installation Certification  
ILT: Access Control Manager Basics

## Sony Platinum

### Microsoft

MCP – Microsoft Certified  
Professional  
MCTS – Microsoft Certified  
Technology Specialist  
MCTS SQL – Microsoft Certified  
Technology Specialist for SQL Server  
MCITP DBA – Microsoft  
Certified IT Professional DBA

### Cisco

CCNA – Cisco Certified  
Network Associate

### NBFAA

Certified Alarm Technician  
False Alarm Prevention

### NICET

National Institute for Certification  
in Engineering Technologies  
Fire Alarm Certifications  
Low Voltage Certifications  
Video Security Systems  
Design and technical

### NEC

National Electrical Code

Company profile & qualifications



# Clients

Southwest

← EMBRAER

MCKESSON  
*Empowering Healthcare*

Ryder

EverBank

FedEx  
Express

Merrill Lynch

TELEMUNDO

BACARDI

FLORIDA  
HOSPITAL

MIAMI  
CHILDREN'S  
HOSPITAL



citi

FPL

Mitsubishi Corporation

COLONIAL BANK

IRON MOUNTAIN  
INCORPORATED

NORTHROP GRUMMAN

W  
HOTELS

COMCAST

Johnson & Johnson

NUVOX  
COMMUNICATIONS

Walgreens

COX

LOCKHEED MARTIN

Pitney Bowes

WYNDHAM  
HOTELS & RESORTS

Domino  
SUGAR

MCAFFEE  
*Network Security & Management*

DUKE  
ENERGY

YAHOO!

*Company profile & qualifications*

 **Security101**

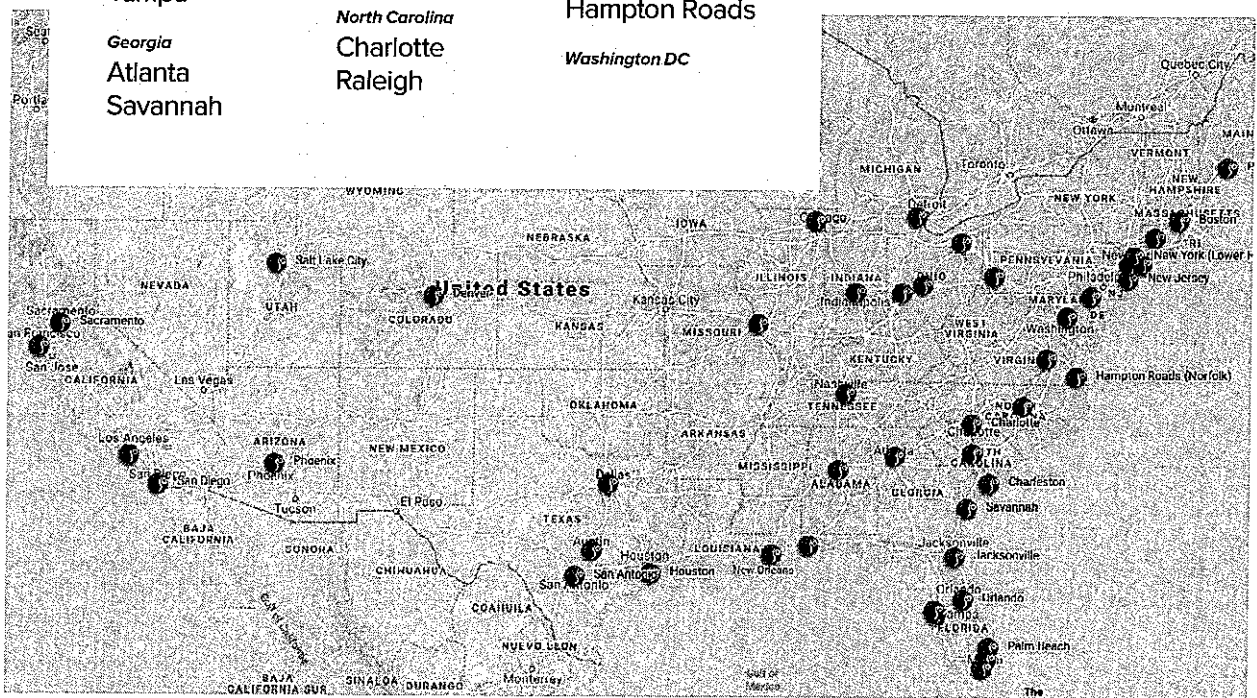
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# Locations

- |                                                                                                            |                                                             |                                                            |
|------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------|
| <i>Alabama</i><br>Birmingham<br>Mobile                                                                     | <i>Illinois</i><br>Chicago (North)                          | <i>Ohio</i><br>Cleveland<br>Dayton<br>Columbus             |
| <i>Arizona</i><br>Phoenix                                                                                  | <i>Indiana</i><br>Indianapolis                              | <i>Pennsylvania</i><br>Philadelphia<br>Pittsburgh          |
| <i>California</i><br>Los Angeles<br>Sacramento<br>San Diego<br>San Francisco                               | <i>Louisiana</i><br>New Orleans                             | <i>South Carolina</i><br>Charleston<br>Columbia            |
| <i>Colorado</i><br>Denver                                                                                  | <i>Maine</i><br>Portland                                    | <i>Tennessee</i><br>Nashville                              |
| <i>Connecticut</i><br>Plainville                                                                           | <i>Massachusetts</i><br>Boston                              | <i>Texas</i><br>Austin<br>Dallas<br>Houston<br>San Antonio |
| <i>Florida</i><br>Fort Lauderdale<br>Global 101<br>Jacksonville<br>Miami<br>Orlando<br>Palm Beach<br>Tampa | <i>Michigan</i><br>Detroit                                  | <i>Utah</i><br>Salt Lake City                              |
| <i>Georgia</i><br>Atlanta<br>Savannah                                                                      | <i>Missouri</i><br>St. Louis                                | <i>Virginia</i><br>Richmond<br>Hampton Roads               |
|                                                                                                            | <i>New Jersey</i><br>Eatontown                              | <i>Washington DC</i>                                       |
|                                                                                                            | <i>New York</i><br>Hudson Valley<br>NY Metro<br>Long Island |                                                            |
|                                                                                                            | <i>North Carolina</i><br>Charlotte<br>Raleigh               |                                                            |

## Nationwide network

Security 101 is able to deliver the highest standards for design, installation, project management, and service by using our franchise approach. This allows us to set standards across our network while providing local ownership, responsibility, and accountability.



Company profile & qualifications





**Security101**

Security in numbers.  
Service that counts.

## K-12 References

1. Plymouth Canton Community Schools
  - a. Josh Meier – Director of Safety and Security
    - i. [joshua.meier@pccsk12.com](mailto:joshua.meier@pccsk12.com)
  
2. Van Buren Public Schools
  - a. Sean Garland – IT Network Administrator
    - i. [sgarland@vanburenschools.net](mailto:sgarland@vanburenschools.net)
  
3. St. Michael's Catholic School and Church
  - a. Lucy Boyer – Technology Coordinator
    - i. [lboyer@livoniastmichael.org](mailto:lboyer@livoniastmichael.org)
  
4. Lincoln Park Public Schools
  - a. Ken Jacobs – Director of Technology
    - i. [Ken.jacobs@lpps.info](mailto:Ken.jacobs@lpps.info)

# Northville High School

Project Location

## Northville High School

45700 Six Mile Road

Northville, MI 48168

## S101 - Northville Public Schools - NHS RFP 40MP Avigilon Cameras

Proposal No.: 280396.0

Thursday, December 11, 2025

Prepared For

**Andrew Piazza**

Director of Technology

 Security

Security 101 - Detroit

7767 Ronda Dr.

Canton, MI 48187

MI — Alarm: 3601300225

The data contained in all pages of this proposal has been submitted in confidence and contains trade secrets and/or privileged or confidential commercial or financial information. Such data shall be used or disclosed only for evaluation purposes, provided that if a contract is awarded to this proposer as a result of or in connection with the submission of this proposal, the Customer shall have the right to use or disclose the data herein to the extent provided in the contract. This restriction does not limit the customer's right to use or disclose data obtained without restriction from any source, including the proposer.



Security 101 - Detroit  
7767 Ronda Dr.  
Phone: 844-768-9021  
Website: [www.Security101.com](http://www.Security101.com)

Thursday, December 11, 2025

Andrew Piazza  
Northville High School  
45700 Six Mile Road  
Northville, MI 48168

Re: S101 - Northville Public Schools - NHS RFP 40MP Avigilon Cameras

Dear Andrew Piazza:

Thank you for allowing Security 101 the opportunity to present this proposal for your consideration. This proposal is based on our discussions, meetings, site surveys, and bid documents created by your organization.

Our company is uniquely qualified to provide the installation and service required for the above referenced security system. Security 101 has an established track record of installing and maintaining similar systems as well as meeting strict time schedules and budget requirements.

Our engineering and project management staff have worked together with me to create this proposal. This team will be prepared to deliver your installation in an organized and professional manner. Our installation crews and service technicians will be uniformed, trained, and in company stocked vehicles.

In addition, upon completion of the installation, our service department staff will be ready to provide you with same day service utilizing our unique computerized dispatch system.

Finally, although most of the work to be done will be executed by other team members, I will be committed to monitoring the process and making sure that your system meets or exceeds your expectations.

Bill Spinek  
Account Executive  
[bspinek@security101.com](mailto:bspinek@security101.com)  
Cell Phone: 248-953-7935

## Video System

### Head Ends

#### IDF T66 (1st Floor)

NVR	1	Existing or Customer Supplied
Network Switch	1	Existing or Customer Supplied
Rack Unit	1	Existing or Customer Supplied
Accessories	4	NETKEY CAT 6 PUNCHDOWN (PANDUIT – NK688MOR)
Other	1	Equipment Rentals: Interior Scissor Lift Rental 1-Month provided by S101
Other	2	Materials: Cat6 Orange 5' Patch Cable provided by S101
Other	1	Materials: Misc Installation Materials provided by S101

#### IDF T8 (2nd Floor)

NVR	1	Existing or Customer Supplied
Network Switch	1	Existing or Customer Supplied
Rack Unit	1	Existing or Customer Supplied
Accessories	2	NETKEY CAT 6 PUNCHDOWN (PANDUIT – NK688MOR)
Other	1	Materials: Cat6 Orange 5' Patch Cable provided by S101

#### IDF T1 (1st Floor)

NVR	1	Existing or Customer Supplied
Network Switch	1	Existing or Customer Supplied
Rack Unit	1	Existing or Customer Supplied
Accessories	2	NETKEY CAT 6 PUNCHDOWN (PANDUIT – NK688MOR)
Other	1	Materials: Cat6 Orange 5' Patch Cable provided by S101

### IP Cameras

#### Camera 1 - Exterior

This proposal includes the purchase and installation for the following:

- Qty (1) Avigilon 40C-H5A-Pro-B Camera
- Qty (1) Avigilon ES-HD-HWS-LG Large Format Enclosure with Heater
- Qty (1) Avigilon ES-HD-IPM POE+ Power Module
- Qty (1) Tamron LEF3514TA 35mm f/1.4 Lens
- 1-Lot approx 200' Cat6 Plenum Rated Orange Cable & Connectors

- Owner to provide the required Avigilon Camera License

IP Camera License	1	Existing or Customer Supplied
Housing	1	Large Format Enclosure, Heater, Wall Bracket and Sunhttps://101ware.com/PartAss.aspx-PartID=221630shield (AVIGILON VIDEO – ES-HD-HWS-LG)
PoE Injector	1	Optional PoE+ power module. Powers full camera enclosure features & camera with a single Ethernet connection. Compatible with ES-HD-HWS, ES-HD-CWS, ES-HD-HWS-LG & ES-HD-CWS-LG (AVIGILON VIDEO – ES-HD-IPM)
IP Exterior	1	8K (40 MP) H5 Pro Camera. Lens and housing not included. (AVIGILON VIDEO – 40C-H5PRO-B)
IP Camera Lens	1	Tamron 35mm f/1.4 Lens for Pro Cameras (AVIGILON VIDEO – LEF3514TA)
Other	1	Materials: Cat6 Biscuit Jack provided by S101
Other	1	Materials: Cat6 Orange 5' Patch Cable provided by S101

**Camera 2 - Exterior**

This proposal includes the purchase and installation for the following:

- Qty (1) Avigilon 40C-H5A-Pro-B Camera
- Qty (1) Avigilon ES-HD-HWS-LG Large Format Enclosure with Heater
- Qty (1) Avigilon ES-HD-IPM POE+ Power Module
- Qty (1) Tamron LEF3514TA 35mm f/1.4 Lens
- 1-Lot approx 200' Cat6 Plenum Rated Orange Cable & Connectors
- Owner to provide the required Avigilon Camera License

IP Camera License	1	Existing or Customer Supplied
Housing	1	Large Format Enclosure, Heater, Wall Bracket and Sunhttps://101ware.com/PartAss.aspx-PartID=221630shield (AVIGILON VIDEO – ES-HD-HWS-LG)
PoE Injector	1	Optional PoE+ power module. Powers full camera enclosure features & camera with a single Ethernet connection. Compatible with ES-HD-HWS, ES-HD-CWS, ES-HD-HWS-LG & ES-HD-CWS-LG (AVIGILON VIDEO – ES-HD-IPM)
IP Exterior	1	8K (40 MP) H5 Pro Camera. Lens and housing not included. (AVIGILON VIDEO – 40C-H5PRO-B)
IP Camera Lens	1	Tamron 35mm f/1.4 Lens for Pro Cameras (AVIGILON VIDEO – LEF3514TA)
Other	1	Materials: Cat6 Biscuit Jack provided by S101
Other	1	Materials: Cat6 Orange 5' Patch Cable provided by S101

**Camera 3 - Exterior**

This proposal includes the purchase and installation for the following:

- Qty (1) Avigilon 40C-H5A-Pro-B Camera
- Qty (1) Avigilon ES-HD-HWS-LG Large Format Enclosure with Heater
- Qty (1) Avigilon ES-HD-IPM POE+ Power Module
- Qty (1) Tamron LEF3514TA 35mm f/1.4 Lens
- 1-Lot approx 300' Cat6 Plenum Rated Orange Cable & Connectors
- Owner to provide the required Avigilon Camera License

Housing	1	Large Format Enclosure, Heater, Wall Bracket and Sun <a href="https://101ware.com/PartAss.aspx-PartID=221630shield">https://101ware.com/PartAss.aspx-PartID=221630shield</a> (AVIGILON VIDEO – ES-HD-HWS-LG)
PoE Injector	1	Optional PoE+ power module. Powers full camera enclosure features & camera with a single Ethernet connection. Compatible with ES-HD-HWS, ES-HD-CWS, ES-HD-HWS-LG & ES-HD-CWS-LG (AVIGILON VIDEO – ES-HD-IPM)
IP Exterior	1	8K (40 MP) H5 Pro Camera. Lens and housing not included. (AVIGILON VIDEO – 40C-H5PRO-B)
IP Camera Lens	1	Tamron 35mm f/1.4 Lens for Pro Cameras (AVIGILON VIDEO – LEF3514TA)
Other	1	Materials: Cat6 Biscuit Jack provided by S101
Other	1	Materials: Cat6 Orange 5' Patch Cable provided by S101

**Camera 4 - Exterior**

This proposal includes the purchase and installation for the following:

- Qty (1) Avigilon 40C-H5A-Pro-B Camera
- Qty (1) Avigilon ES-HD-HWS-LG Large Format Enclosure with Heater
- Qty (1) Avigilon ES-HD-IPM POE+ Power Module
- Qty (1) Tamron LEF3514TA 35mm f/1.4 Lens
- 1-Lot approx 300' Cat6 Plenum Rated Orange Cable & Connectors
- Owner to provide the required Avigilon Camera License

IP Camera License	1	Existing or Customer Supplied
Housing	1	Large Format Enclosure, Heater, Wall Bracket and Sun <a href="https://101ware.com/PartAss.aspx-PartID=221630shield">https://101ware.com/PartAss.aspx-PartID=221630shield</a> (AVIGILON VIDEO – ES-HD-HWS-LG)
PoE Injector	1	Optional PoE+ power module. Powers full camera enclosure features & camera with a single Ethernet connection. Compatible with ES-HD-HWS, ES-HD-CWS, ES-HD-HWS-LG & ES-HD-CWS-LG (AVIGILON VIDEO – ES-HD-IPM)
IP Exterior	1	8K (40 MP) H5 Pro Camera. Lens and housing not included. (AVIGILON VIDEO – 40C-H5PRO-B)
IP Camera Lens	1	Tamron 35mm f/1.4 Lens for Pro Cameras (AVIGILON VIDEO – LEF3514TA)
Other	1	Materials: Cat6 Biscuit Jack provided by S101
Other	1	Materials: Cat6 Orange 5' Patch Cable provided by S101



# Equipment List

Proposal #280396.0 S101 - Northville Public Schools - NHS  
RFP 40MP Avigilon Cameras

Qty.	Part Description (Manufacturer – Part Number)	Unit Price	Extended Price
4	8K (40 MP) H5 Pro Camera. Lens and housing not included. (AVIGILON VIDEO – 40C-H5PRO-B)	\$8,998.24	\$35,992.96
4	Large Format Enclosure, Heater, Wall Bracket and Sunhttps://101ware.com/PartAss.aspx- PartID=221630shield (AVIGILON VIDEO – ES-HD-HWS-LG)	\$332.71	\$1,330.84
4	Optional PoE+ power module. Powers full camera enclosure features & camera with a single Ethernet connection. Compatible with ES-HD-HWS, ES-HD-CWS, ES-HD-HWS-LG & ES-HD-CWS-LG (AVIGILON VIDEO – ES-HD-IPM)	\$188.41	\$753.64
4	Tamron 35mm f/1.4 Lens for Pro Cameras (AVIGILON VIDEO – LEF3514TA)	\$1,351.36	\$5,405.44
8	NETKEY CAT 6 PUNCHDOWN (PANDUIT – NK688MOR)	\$5.58	\$44.64
			<b>\$43,527.52</b>

Proposal #280396.0 S101 - Northville Public Schools - NHS  
RFP 40MP Avigilon Cameras

1. The proposal provides for (4) Avigilon 40C-H5A-PRO-B cameras with lenses as specified and mounts. The proposal assumes the Owner will provide the camera licensing required for the integration of these cameras into the Districts system.
2. The proposal includes off hours labor for the installation of cabling and cameras
3. The proposal includes a lift rental for 1-month for the installation of the exterior cameras and the cabling for camera 4.
4. The proposal assumes the Owner will provide the IP address information for the camera programming and POE ports on the network switches used for the project.
5. The proposal assumes no conduit will be needed for the cable pathways in this project.
6. The proposal includes the programming, camera adjustments for field of view and system training on operating the system to view the cameras and program as desired for future use.

## Warranty

1. Avigilon Products are warrantied for 5-years from the ship date from Avigilon
2. S101 provides a 1-year warranty for workmanship from the project completion.
3. Security 101 provides full product service for the duration of your systems life and I have included the full service response and rate sheet for your review fro any issues that may occur after the installation warranty period or for your existing security systems installation.



# Financial Summary

Proposal #280396.0 S101 - Northville Public Schools - NHS  
RFP 40MP Avigilon Cameras

**Bill to:** Northville High School  
45700 Six Mile Road  
Northville, MI 48168

**Ship to:** Attn: Andrew Piazza  
Northville High School  
45700 Six Mile Road  
Northville, MI 48168

## Video System TOTALS

INSTALLATION	\$6,643.26
EQUIPMENT	\$43,527.52
MATERIALS	\$634.00
SHIPPING	\$966.00
EXPENSES	\$0.00
EQUIPMENT RENTAL	\$1,680.00
SUBCONTRACTORS	\$0.00
TOTAL INVESTMENT	\$53,450.78

## GRAND TOTALS

INSTALLATION	\$6,643.26
EQUIPMENT	\$43,527.52
MATERIALS	\$634.00
SHIPPING	\$966.00
EXPENSES	\$0.00
EQUIPMENT RENTAL	\$1,680.00
SUBCONTRACTORS	\$0.00
TOTAL INVESTMENT	\$53,450.78
TAX	\$0.00
TOTAL INVESTMENT WITH TAX	\$53,450.78

Estimated taxes. Actual tax will be calculated at the time of invoicing

## Limited Warranty: Exclusions and Disclaimers

1. To the extent not otherwise warranted pursuant to an applicable manufacturer's warranty, Security 101 warrants all equipment and installation labor rendered as part of the Work against defects in materials and labor, not inherent in the quality required or permitted by the Agreement, for a period of twelve (12) months (the "Warranty Period") from the date of substantial completion of the installation of the Work. Security 101's warranty specifically excludes remedy for damage or defect to expendable supplies, equipment or parts or any portions of the Work caused by misuse, abuse, modifications not executed by Security 101, improper or insufficient maintenance, improper operation, Acts of God, alteration, modification, manipulation, tampering or vandalism by any other party. Any and all warranty claims must be made by written notice to Security 101 within the Warranty Period and any defect claimed will be repaired or replaced at the sole option of Security 101. Notwithstanding anything contained herein to the contrary, Security 101's sole liability for any warranty claims hereunder shall be limited to the repair or replacement of the work or any portion thereof.

2. THE WARRANTY DESCRIBED ABOVE IS THE ONLY WARRANTY COVERING THE INSTALLATION LABOR, MATERIALS AND EQUIPMENT OR ANY OTHER PORTION OF THE WORK AND IS GIVEN IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, STATUTORY OR COMMON LAW, AND ALL SUCH WARRANTIES, INCLUDING, BUT NOT LIMITED TO WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND HABITABILITY ARE HEREBY EXCLUDED AND SPECIFICALLY DISCLAIMED.

3. Except to the extent otherwise provided, in no event shall Security 101 be liable to Customer or any third party for actual, special, incidental, consequential, exemplary, punitive damages or any other type of damages or for lost profits, lost sales, injury to person or property or any other cause as a result of defect in the installation labor, equipment, materials or other supplies with respect to any item furnished under the Agreement, the malfunction or non-function of any system, wrongful performance of or failure to perform any acts included in the Work, transportation delays, breach of warranty or any criminal or other activities by third parties resulting there from.

4. Customer acknowledges that no warranty, representation, or statement by any representative of Security 101 not expressly stated herein shall be binding. The Agreement and the document or documents attached hereto or to which this writing is a part, shall constitute the final expression of the parties' agreement and is a complete and exclusive statement of the terms of the Agreement.

## Limitation of Liability

5. To the extent of Security 101's insurance coverage and subject to the limitations contained below, Security 101 agrees to indemnify, defend and hold harmless Customer for, from and against all claims, damages, losses, costs or injury to property occurring during the installation of the Work under the Agreement, but only to the extent caused by the negligence of Security 101, its subcontractors or anyone employed by either of them. Customer and Security 101 agree that the indemnification given herein shall be limited to the amount of loss suffered by the indemnitees or the amount of Security 101's insurance coverage, whichever is less, which amount is stipulated by the parties to bear a reasonable commercial relationship to this Agreement and is hereby incorporated into the specifications for this project. Certificate of Insurance available upon request.

6. The parties acknowledge and agree that: (a) the Work is intended to constitute or be a part of a security system designed to reduce risk of loss for the Customer; (b) Customer has selected, accepted and approved the Scope of the Work after considering and balancing the levels of protection afforded by various types of systems and services available to it and the related costs of them; (c) neither Security 101 nor any person engaged by Security 101 to perform any portion of the Work shall be construed to be an insurer of the person or property of Customer, its employees, agents, contractors, assigns, customers, invitees or any other person at the location(s) where the Work is performed (the "Locations"); (d) the Price and Payment Terms are based solely on the cost and value of Security 101 providing the Work and are unrelated to the value of property of Customer or others located at the Locations; (e) the Price and Payment Terms do not contemplate any payment being made or consideration being given to Security 101 for any guarantee, warranty or insuring agreement by any one or more of them to Customer with respect to the person or property of anyone; and (f) Security 101 MAKES NO GUARANTEE OR WARRANTY OF ANY KIND THAT THE WORK (INCLUDING ANY MATERIALS AND EQUIPMENT SUPPLIED AS PART OF THE WORK) WILL AVERT OR PREVENT OCCURRENCES, CRIMINAL EVENTS, VANDALISM OR CONSEQUENCES THEREFROM WHICH THE WORK IS DESIGNED TO DETECT OR AVERT. CONSEQUENTLY, THE PARTIES ACKNOWLEDGE AND AGREE THAT SECURITY 101 IS NOT AN INSURER AND CUSTOMER WILL OBTAIN FROM ITS OWN INSURER ANY INSURANCE THAT IT DESIRES TO PROTECT ITS PROPERTY OR PERSONS FROM ANY SUCH EVENTS OR OCCURRENCES. CUSTOMER HEREBY WAIVES ALL SUBROGATION AND OTHER RIGHTS OR RECOVERY AGAINST SECURITY 101 THAT ANY INSURER OR OTHER PERSON MAY HAVE AS A RESULT OF PAYING ANY CLAIM OR LOSS OR INJURY TO ANY OTHER PERSON.

7. Notwithstanding the limited warranty and the limitation on liability provisions contained herein, in the event Security 101 is found liable for personal injury or property loss or damage caused by a failure to perform by Security 101 or the failure of any materials or equipment in any respect whatsoever or a court of competent jurisdiction determines the limitations on warranty or liability are inapplicable, then Customer agrees that the aggregate maximum liability of Security 101 under or with respect to the Agreement, the Work performed hereunder and any warranty provided for herein, shall be limited to a sum equal to the total Price paid by Customer under the Agreement, this liability shall be exclusive, and the provisions of this Subsection shall apply if loss or damage, irrespective of cause or origin, results directly or indirectly to persons or property, from performance or nonperformance of the Work, from breach of warranty, or from negligence, active or otherwise of Security 101.

Design Development, Programming, Drawings, Ownership, and Software License(s)

8. Design Development. Customer and Security 101 have together developed or will develop the design and specifications for the Work. When Customer has accepted or approved the design and specifications, the sole and final responsibility for the design and specifications shall be Customer's. Security 101 shall have no liability to Customer for any loss or damage claimed against or incurred by Customer or any employee, agent or licensee of Customer because of any defect or alleged defect in the design or specifications or the failure of the equipment or the Work to perform as desired or anticipated by Customer, except as otherwise set forth herein.

9. Programming. Security system programming is an essential element of the systems operation and performance. Customer acknowledges and agrees that security system programming is an ever-changing process, and in significant part subject to Customer's day-to-day and other business operations and parameters and the changes or modifications to them. To the extent required by the design and specifications of the Work, Security 101 shall:

(i) Load a configuration program that will allow Customer's security system to perform basic access control operation, door timers, lock timers, and basic alarm functions; and

(ii) Provide a total number of hours of personnel training regarding Customer's security system as specified in the Agreement; if a number of hours is not specified, the total number of hours of training shall not exceed fifteen (15). Personnel training may include training of operators, administrators, or other personnel designated by Customer. Training subjects shall be dictated by Work specifications but may include password configuration, door identification, timers, alarms and reports. Additional training, programming or related consulting services provided by Security 101 at Customer's request shall be provided at an above contract cost.

10. Drawings.

(i) To the extent required by the design and specifications of the Work, Security 101 shall provide reasonable descriptions of the functional operation of the system(s) being provided by the Work by furnishing riser diagram drawings.

(ii) Unless otherwise stated in schedule of work, Security 101 may provide, at Customer's request and at an above contract cost, detail drawings utilizing industry standard electronic floor plans.

11. Ownership prior to completion of the Work, any drawings, specifications and equipment lists developed in connection with the design for the Work shall remain the property of Security 101 whether the Work for which they were made is executed or not. Drawings, specifications and equipment lists shall be returned to Security 101 on demand at any time prior to substantial completion of the Work. Prior to substantial completion of the Work, any drawings, specifications and equipment lists: (a) shall be considered confidential information and trade secrets of Security 101 unless they constitute information which is exempted or excluded by law from confidential and trade secret status; (b) shall not be used by Customer on other projects or extensions of a project included within the Work, or to obtain other bids, except by agreement in writing and with appropriate compensation to Security 101; and (c) are not to be reproduced in whole or in part without prior written consent of Security 101. Upon substantial completion of the Work and final payment in full by Customer, ownership of drawings, specifications and equipment lists shall become Customer's.

12. Software License(s). Software required to operate systems are governed by the License Agreement provided by the system manufacturer(s).

**13. Security 101 reserves the right to adjust the prices set forth in this Agreement in the event of any increase in the cost of parts, materials, components or other inputs directly resulting from the imposition of, or increase in, tariffs, duties, or other governmental levies imposed after the Date of Acceptance. Any such price adjustment shall be reasonably proportionate to the increased cost incurred by Security 101 and shall be communicated to the Customer in writing with reasonable supporting documentation.**

## Video System Terms & Conditions

### Additional Terms & Conditions

Installation

14. All required installation documents are included.

15. Installation of all required equipment and materials with on-site supervision of project is included.

16. Labor quoted assumes normal eight (8) hour working days, excluding weekends, holidays and overtime.

17. Idle time incurred by Security 101 employees and their subcontractors due to escorts, clearances, inability to enter workspace, and other factors beyond our control, will be invoiced at our current labor rates.



# Terms and Conditions (cont.)

Proposal #280396.0 S101 - Northville Public Schools - NHS  
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18. This proposal includes travel to and from the site to perform our stated scope of work. Additional or duplicate site visits required due to factors beyond our control, will be first approved by Customer before invoiced at Security 101 current labor rates.

19. Customer to coordinate with local Security 101 staff to provide safe and timely right-of-passage in the work area during cable run and system installation.

20. Client to provide and coordinate 110 VAC electrical service where needed.

21. All LAN/WAN connections, addressing and network functionality are the responsibility of the Customer.

22. Any telephone lines or LAN/WAN connections must be installed and operational prior to Security 101 commencing work. The local Security 101 representative will verify the availability and functionality of all connections prior to starting work.

### Changes in Scope of Work

23. Any changes in the understood scope of work will be communicated and approved in writing (by an authorized Customer representative), prior to commencing work.

### Permits/Bonding/Sealed Engineered Drawings

24. Permits, bonds, and other requirements by any government agency are not included.

### Miscellaneous

25. The bold headings and numbered paragraphs are for convenience only, have no legal significance, and shall not be deemed to alter or effect any provision of this Agreement.

26. Neither party shall be liable in damages or have the right to terminate this Agreement for any delay or default in performing hereunder if such delay or default is caused by conditions beyond its control including, but not limited to Acts of God, Government restrictions (including the denial or cancellation of any export or other necessary license), wars, insurrections and/or any other cause beyond the reasonable control of the party whose performance is affected.

27. Neither party shall be liable for any failure or delay in performance under this Agreement (other than for delay in the payment of money due and payable hereunder) to the extent said failures or delays are proximately caused by causes beyond that party's reasonable control and occurring without its fault or negligence, including, without limitation, failure of suppliers, subcontractors, and carriers, or party to substantially meet its performance obligations under this Agreement, provided that, as a condition to the claim of non-liability, the party experiencing the difficulty shall give the other prompt written notice, with full details following the occurrence of the cause relied upon. Dates by which performance obligations are scheduled to be met will be extended for a period of time equal to the time lost due to any delay so caused.

28. In the event that any one or more of the provisions contained herein shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions of this agreement, but this agreement shall be construed as if such invalid, illegal or unenforceable provisions had never been contained herein, unless the deletion of such provision or provisions would result in such a material change so as to cause completion of the transactions contemplated herein to be unreasonable.



# Acceptance

Proposal #280396.0 S101 - Northville Public Schools - NHS  
RFP 40MP Avigilon Cameras

**Total Investment: \$53,450.78** (tax not included)

This proposal dated Thursday, December 11, 2025 is valid until Saturday, January 10, 2026

The person or persons below represent that they are authorized to sign and execute this binding agreement. This acceptance indicates understanding of the complete proposal, including clarifications, design, programming, drawings, ownership and software licenses and the Warranty Service Plan, if included as a part of this proposal. This system proposal is intended to provide the customer partial protection of the designated premises. Its design should be understood to represent a compromise between the costs, understood scope of work and customer feedback. Accordingly, such a system may not provide ample protection from all possible threats, and Security 101 shall not be responsible in such an event.

**SUPPLY CHAIN DELAYS AND VENDOR PRICE INCREASES: Security 101 cannot be responsible for delays caused by supply chain delays or COVID-related delays. Prices may be increased by vendors/manufacturers requiring adjustments to the proposal price.**

## Installation Billing and Payment Terms

- 50% upon Deposit
- 40% upon Equipment Installed
- 10% upon Training Complete

Under no circumstances may the customer make payments directly to any subcontractor, material supplier, laborer or any other person performing work or furnishing material under the Agreement without the prior written consent of Security 101.

Security 101 may assign this Agreement to any other person, firm or corporation without notice to or approval by the customer and may subcontract any activities which may be performed under this Agreement, either voluntarily or by operation of law, without the consent of the customer.

## Licenses

MI — Alarm: 3601300225

Northville High School

Security 101 - Detroit

\_\_\_\_\_  
Authorized Customer Signature (date)

\_\_\_\_\_  
Authorized Signature (date)

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title



**Acceptance (cont.)**

Proposal #280396.0 S101 - Northville Public Schools - NHS  
RFP 40MP Avigilon Cameras

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Purchase Order Number



## Service Rate Sheet

### Security 101 – Detroit

<b>Service – normal business hours</b>	\$125.00 per hour with a two-hour minimum and trip charge
<b>Service – emergency / after hours / weekends / holidays</b>	\$187.50 per hour, point to point travel, with a four-hour minimum
<b>Service – trip charge</b>	\$65.00
<b>Remote diagnostics/repair</b>	\$100.00 per hour with a 1 hour minimum
<b>Bucket truck / lift rental</b>	Starting at \$250
<b>Programming</b>	\$135 per hour with a one-hour minimum
<b>Installation</b>	\$125.00 per hour with a two-hour minimum
<b>Engineering</b>	\$165.00 per hour

\*Rates as of 1-23-2025

**How to request service:**

**Standard service** requests can be submitted via:

Email: [DETROIT-SERVICE@SECURITY101.COM](mailto:DETROIT-SERVICE@SECURITY101.COM)  
 Phone: 844-768-9021

**After-hours emergency** requests must be emailed and called in:

[DETROIT-SERVICE@SECURITY101.COM](mailto:DETROIT-SERVICE@SECURITY101.COM)  
 Phone: 313-380-2060

**Required information when submitting a service request:**

- Address where service is needed
- Bill-to email address
- Detailed description of the problem
- Site-contact name & phone number

Service tickets are resolved based on service plan and priority. If no service plan exists, they will be assigned to the service pool to be dispatched on a first come, first-serve basis.

**Want priority scheduling, equipment inventory to limit down time, or annual preventative maintenance? Please reach out to the Service Department or your Security 101 Sales Representative.**

Security 101  
 7767 Ronda Drive, Canton, MI 48187  
 844-768-9021