



Attention School Board Meeting  
Attendees,

Signs and display materials are no longer permitted inside the CVS boardroom during the meeting. We appreciate your cooperation in leaving signs at home or in your vehicle.

We appreciate your attendance tonight.

Thank you!

**CHIPPEWA VALLEY SCHOOLS**  
**19120 Cass Avenue**  
**Clinton Township, MI 48038**  
**586-723-2000**

Regular Meeting  
Administration Building

November 13, 2023  
6:30 p.m.

- A. Call to Order and Pledge of Allegiance
- B. Roll Call
- C. Approve the Agenda
- D. Presentations/Recognitions
- E. 1. General Consent Agenda
  - a. Approve minutes of:
    - Regular Meeting Minutes held on October 23, 2023  
(Minutes are posted on the district website @chippewavalleyschools.org)
  - b. Approve Financial Reports
  - c. Approve Personnel Transactions
- F. Old Business
- G. New Business
  - 1. Approve Personnel Transaction – Hire of an Elementary Assistant Principal Mr. Roberts
  - 2. Approve Change Order Summary Report – October 2023 Mr. Sederlund
  - 3. Approve Resolution to Continue Summer Tax Collection for 2024 Tax Levy Mr. Sederlund
  - 4. Approve First Reading to Amend Board Bylaw 0164.1 Time and Place  
(Regular Meetings) Mr. Pearl
  - 5. Approve First Reading to Amend Board Bylaw 0144.1 – Remuneration and  
Reimbursement Mr. Pearl
  - 6. Approve First Reading to Amend Board Bylaw 0165.3 – Special Meetings Mr. Pearl
- H. Union Communications
- I. Curriculum Updates
- J. Administrative Reports
- K. From the Community

**CHIPPEWA VALLEY SCHOOLS**  
**19120 Cass Avenue**  
**Clinton Township, MI 48038**  
**586-723-2000**

Regular Meeting  
Administration Building

November 13, 2023  
6:30 p.m.

***Continued...***

- L. Of and By Board Members
- M. Executive Session (*8.h. – Attorney/Client Privilege*)
- N. Adjournment

Future Meetings

|                   |           |                                       |
|-------------------|-----------|---------------------------------------|
| November 13, 2023 | 5:30 p.m. | Personnel Sub-Committee Meeting       |
| November 13, 2023 | 6:00 p.m. | Building & Site Sub-Committee Meeting |
| November 13, 2023 | 6:30 p.m. | Regular Meeting                       |
| December 11, 2023 | 6:30 p.m. | Regular Meeting                       |

A. Call to Order and Pledge of Allegiance

B. Roll Call

C. Approve the Agenda

D. Presentations/Recognition

- E. 1. General Consent Agenda
  - a. Approve minutes of:
    - Regular Meeting Minutes held on October 23, 2023.  
(Minutes are posted on the district website@ [chippewavalleyschools.org](http://chippewavalleyschools.org))
  - b. Approve Financial Reports
  - c. Approve Personnel Transactions

**CHIPPEWA VALLEY SCHOOLS  
BOARD OF EDUCATION – REGULAR MEETING  
Administration Building  
October 23, 2023**

President Kenneth Pearl called the meeting to order at 6:35 p.m. and the Pledge of Allegiance was given.

Present: Members Aquino, Gura, King, Pearl, Sobah, Wade and Wojtowicz  
Absent: None  
Also, Present: Mr. Roberts, Mr. Sederlund, Dr. Blanchard, Dr. Brosky, Mr. Sibley,  
Dr. Langlands, Ms. Blain, Ms. Monnier-White and Ms. Adlam

Roll Call taken.

Board President Kenneth Pearl read new rules all attendees must follow when attending Chippewa Valley Schools Board of Education meetings. These new rules are in place to ensure an orderly meeting takes place, and that attendees feel safe.

**MOTION #10/10/23** – Moved by Member King and supported by Member Gura to approve the agenda. **Motion passes 6-1 with Member Wojtowicz voting against.**

**Presentation/Recognitions**

- Chippewa Valley High Schools students performed a special preview of *SpongeBob the Musical* under the direction of choir teacher, Mr. James Pecar and piano accompanist, Ms. Olivia Ferguson.

**MOTION #10/11/23** – Moved by Member Aquino and supported by Member Sobah to approve the General Consent Agenda to:

- Approve Minutes of the Regular Meeting held on October 09, 2023.
- Approve General Fund, Food Service, IAM, Childcare, Camps/Clinics Check Register in the amount of \$1,531,227.26.
- Approve Wire Transfers, ACH and Payments Report in the amount of \$9,584,195.93.
- Approve 2018 Building and Site Check Register in the amount of \$463,431.87.
- Approve Building Activity Check Register in the amount of \$121,845.05.
- Approve Personnel Transactions.

**Motion passes 6-1 with Member Wojtowicz voting against.**

**MOTION #10/12/23** – Moved by Member Sobah and supported by Member Gura that the Chippewa Valley Schools Board of Education take a ten (10) minute recess in order for retirement attendees to leave. **Ayes all, motion carried.**

The meeting reconvened at 7:30 p.m.

**MOTION #10/13/23** – Moved by Member Aquino and supported by Member Gura that the Chippewa Valley Schools Board of Education approve the 2018 Bond Issue Change Order Summary Report for the month of September 2023. **Ayes all, motion carried.**

**MOTION #10/14/23** – Moved by Member Gura and supported Member Aquino that the Chippewa Valley Schools Board of Education award contracts totaling \$4,894,634.00 to the following contractors for the summer 2024 renovation and sitework projects at various buildings throughout the district.

| <b><u>Bid Category</u></b> | <b><u>Contractor</u></b>     | <b><u>Total</u></b> |
|----------------------------|------------------------------|---------------------|
| Moving Services            | Palmer Moving Services       | \$50,470            |
| General Trades             | BJ Construction Services Inc | \$219,006           |
| Roofing Work               | Superior Services RSH, Inc   | \$325,051           |
| Flooring Work (w/o Track)  | Floor Craft Floor Covering   | \$685,009           |
| Indoor Running Track       | Dynamic Sports Construction  | \$182,705           |
| Fixed Audience Seating     | Irwin Seating Company        | \$234,700           |
| Conveying Systems          | Lardner Elevator Co          | \$158,928           |
| Mechanical Work            | Contrast Mechanical          | \$2,190,000         |
| Electrical Work            | DeHondt Electric             | \$89,085            |
| Site Work                  | T&M Asphalt                  | <u>\$759,680</u>    |
|                            |                              | \$4,894,634         |

**Ayes all, Motion carried.**

**MOTION #10/15/23** – Moved by Member Sobah and supported Member Aquino that the Chippewa Valley Schools Board of Education adopt a resolution recognizing October 2023 as Principal/Assistant Principal Appreciation Month. **Ayes all, Motion carried.**





## Chippewa Valley Schools Board of Education

### Resolution for Principal/Assistant Principal Appreciation Month

**WHEREAS**, energetic and inspiring school leadership is essential to Michigan's schools in order to prepare students for success, both during their PreK-12 years and beyond; and,

**WHEREAS**, principals/assistant principals are entrusted with the educational development of young people and serve as educational visionaries, instructional leaders, assessment experts, community builders, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives; and,

**WHEREAS**, principals/assistant principals set the academic tone for their schools and work collaboratively with teachers and parents to develop and implement a clear mission, high curriculum standards, and performance goals; and,

**WHEREAS**, principals/assistant principals play a vital role in the success of students by creating school environments that facilitate great teaching and learning, as well as continuous school improvement; and,

**WHEREAS**, principals/assistant principals make significant contributions to the success of PreK-12 students by acting as the liaison between the school and the community it serves, ensuring that parents and the community are aware of student and school achievements; and,

**WHEREAS**, the celebration of Principals/Assistant Principals Month honors elementary, middle, and high school principals and recognizes the importance of school leadership in ensuring every child has access to a high-quality education; and,

**WHEREAS**, during this month, we join educators, parents, and students throughout Michigan to raise awareness of the importance of educational leadership and recognize and thank the hard-working principals/assistant principals in Michigan schools who set exemplary standards of service;

**NOW, THEREFORE IT BE RESOLVED**, that the Chippewa Valley Schools Board of Education recognized the month of October 2023 as Principals Month; and honors the contributions of principals in the elementary, middle, and high schools of Chippewa Valley Schools.

*Kenneth Pearl*

Kenneth Pearl, Board of Education President  
Chippewa Valley Schools

*Ron Roberts*

Ron Roberts, Superintendent  
Chippewa Valley Schools

**Union Communications** - None

**Curriculum Updates** – None

**Administrative Reports**

- Mr. Scott Sederlund (Asst. Superintendent, Business & Operations) provided the Board of Education an update of the electric savings for the 2022/23 school year by participating in the electric choice program with MISEC. (Michigan’s Schools Energy Cooperative).
- Dr. Donald Brosky (Asst. Superintendent Educational Services) and Mr. Paul Sibley (Exec. Director, Secondary Education) provided an in-depth presentation entitled, *Ensuring Student Success*.

**From the Community**

- Public Comments/audience participation

**Of and By Board Members**

- Member Wojtowicz thanked the CVHS students who performed at the board meeting. He also referenced a resolution he wanted to bring forward, as well as his desire to discuss bullying. Member Wojtowicz expressed concerns about lawsuits if issues are not addressed.
- Member Gura thanked Dr. Brosky and Mr. Sibley for their presentation. Mr. Gura mentioned that he and the other board members attended the 15<sup>th</sup> Annual Be Aware of Youth Suicide 5K/Walk, and how this was a well-attended and successful event.
- Member Pearl reported on the football game between CVHS and Bear Creek (Canadian team).

- Member Aquino recognized the students who came to perform music from *SpongeBob the Musical* and thanked the teachers who lead these students everyday in school. Ms. Aquino also emphasized how the PBIS (Positive Behavioral Interventions & Supports) philosophy works best in our schools and appreciated the thorough presentation by Mr. Sibley and Dr. Brosky.
- Member Wade addressed the audience on the board’s commitment to listen to the community. He also indicated an excerpt of a book read at the last meeting was not from a book in our media centers.
- Member King addressed a sign displayed by a member of the audience. He indicated it should say, “Save All the Children.” He also disagreed with another board member who indicated he was not receiving information from the district.

**MOTION #10/16/23** - Moved by Member Sobah and supported by Member King to adjourn the meeting. **Ayes all, motion carried.**

Meeting adjourned at 9:34 p.m.

Respectfully submitted,

George Sobah, Secretary  
Board of Education

## MEMORANDUM

E.1.b FINANCIAL REPORTS for period ending 11/30/2023

Mr. Sederlund

## CHECK REGISTERS

Mr. Sederlund

1. GENERAL FUND, FOOD SERVICE, IAM, CHILDCARE, CAMPS/CLINICS  
(includes payroll)

Mr. Sederlund

|                         |                 |
|-------------------------|-----------------|
| Checks dated 10/24/2023 | 1,391,597.92    |
|                         | <hr/>           |
| Checks dated 10/31/2023 | 644,917.00      |
|                         | <hr/>           |
| Checks dated 11/07/2023 | 1,017,869.94    |
|                         | <hr/>           |
|                         | \$ 3,054,384.86 |
|                         | <hr/> <hr/>     |

2. WIRE TRANSFERS, ACH AND PAYMENTS REPORT

Mr. Sederlund

|   |                 |
|---|-----------------|
| Total General Fund ACH for October 2023 | \$ 7,558,817.64 |
|   | <hr/>           |
|   | \$ 7,558,817.64 |
|   | <hr/> <hr/>     |

3. 2018 BUILDING &amp; SITE

Mr. Sederlund

|                        |               |
|------------------------|---------------|
| Checks dated 11/7/2023 | 100,806.59    |
|                        | <hr/>         |
|                        | \$ 100,806.59 |
|                        | <hr/> <hr/>   |

4. BUILDING ACTIVITY

Mr. Sederlund

|                         |               |
|-------------------------|---------------|
| Checks dated 10/25/2023 | 45,863.91     |
|                         | <hr/>         |
| Checks dated 11/01/2023 | 58,574.23     |
|                         | <hr/>         |
| Checks dated 11/08/2023 | 62,493.10     |
|                         | <hr/>         |
|                         | \$ 166,931.24 |
|                         | <hr/> <hr/>   |

REGULAR MEETING  
6:30 PM

November 13, 2023  
Adam Blanchard

E.1.c. PERSONNEL TRANSACTIONS

| <u>NEW HIRES</u>    | <u>POSITION</u>                   | <u>EFFECTIVE</u> |
|---------------------|-----------------------------------|------------------|
| Esmeralda Rodriguez | English Learner Paraeducator-CVHS | 10/25/23         |
| Florita Papuciu     | English Learner Paraeducator      | 10/30/23         |
| Grazyela Mendes     | Food Service Helper-Shawnee       | 11/2/23          |
| Dena Masri          | Lunchmonitor-Ottawa               | 11/6/23          |
| Tricia Di Ponio     | Curriculum Paraeducator           | 11/7/23          |
| Tracey Castro       | Secretary-IAM                     | 11/13/23         |
| Justin Parker       | Skilled Maintenance               | 12/4/23          |

| <u>RESIGNATIONS</u> | <u>POSITION</u>                             | <u>EFFECTIVE</u> |
|---------------------|---|------------------|
| Heather Ostrowski   | Custodian-Cherokee                          | 10/26/23         |
| Silvia Vallejo      | English Learner Paraeducator-Clinton Valley | 10/31/23         |
| Andrea Colucci      | Curriculum Paraeducator-Erie                | 11/3/23          |

| <u>PROMOTION</u>  | <u>POSITION</u>  | <u>EFFECTIVE</u> |
|---|--|------------------|
| Christine Hall  | FROM: Clerk-Transportation<br>TO: Secretary-Transportation | 11/7/23          |
| RATIONALE: Christine was promoted due to the resignation of secretary |  |                  |

| <u>RETIREMENT</u> | <u>POSITION</u>                | <u>EFFECTIVE</u> |
|-------------------|--------------------------------|------------------|
| Gayle Megge       | Teacher-DK9                    | November 1, 2023 |
| Alan Milbreath    | Skilled Maintenance            | January 6, 2024  |
| Donna Jarvie      | Secretary-Educational Services | February 1, 2024 |
| Jason Youngblood  | Teacher-CVHS                   | June 30, 2024    |

CERTIFIED:

RECOMMENDED MOTION: "It is recommended that the Chippewa Valley Board of Education approve the conditional hire of the following person/s to fill certified positions created by additional enrollment, content area growth, retirements/resignations and transfers of other teachers. The effective date for this teacher is listed below. The conditional hire of this person/s is subject to the motion as submitted."

| <u>Recommended for Hire</u> | <u>Position</u> | <u>Rationale</u> | <u>Effective Date</u> |
|-----------------------------|-----------------|------------------|-----------------------|
| Katie Barr                  | 1.0 CLP Teacher | Replacement      | 11/14/23              |

## RESOLUTION

**WHEREAS:** **Gayle Megge** has served the Chippewa Valley School District faithfully and diligently for a period of 28 years as a Teacher.

**WHEREAS:** **Gayle Megge** through her leadership, has had a positive impact on the staff, students and the community.

**WHEREAS:** **Gayle Megge**, a conscientious, loyal, hardworking employee has elected to retire; and

**WHEREAS:** **Gayle Megge** will be missed by all her school colleagues,

**NOW, THEREFORE,  
BE IT RESOLVED:**

that the Board of Education of the Chippewa Valley School District not only on their behalf, but also that of the Superintendent of Schools and the Administration, extend their thanks and appreciation for a job well done as well as best wishes for the future.

**BE IT FURTHER  
RESOLVED:**

that this resolution, having been adopted by the Board of Education of the Chippewa Valley School District on the **13th day of November 2023** be made a permanent part of the records of this School District and a copy sent to **Gayle Megge** as an expression of our appreciation.

## RESOLUTION

**WHEREAS:** **Alan Milbreath** has served the Chippewa Valley School District faithfully and diligently for a period of forty-three years as a Groundsman & Skilled Maintenance.

**WHEREAS:** **Alan Milbreath**, through his leadership, has had a positive impact on the staff, students and the community.

**WHEREAS:** **Alan Milbreath**, a conscientious, loyal, hardworking employee has elected to retire; and

**WHEREAS:** **Alan Milbreath**, will be missed by all his school colleagues,

**NOW, THEREFORE,  
BE IT RESOLVED:**

that the Board of Education of the Chippewa Valley School District not only on their behalf, but also that of the Superintendent of Schools and the Administration, extend their thanks and appreciation for a job well done as well as best wishes for the future.

**BE IT FURTHER  
RESOLVED:**

that this resolution, having been adopted by the Board of Education of the Chippewa Valley School District on the **13th day of November 2023** be made a permanent part of the records of this School District and a copy sent to **Alan Milbreath** as an expression of our appreciation.

## RESOLUTION

**WHEREAS:** Donna Jarvie has served the Chippewa Valley School District faithfully and diligently for a period of 25 years as a Parapro, Clerk & Secretary.

**WHEREAS:** Donna Jarvie through her leadership, has had a positive impact on the staff, students and the community.

**WHEREAS:** Donna Jarvie, a conscientious, loyal, hardworking employee has elected to retire; and

**WHEREAS:** Donna Jarvie will be missed by all her school colleagues,

**NOW, THEREFORE,**

**BE IT RESOLVED:**

that the Board of Education of the Chippewa Valley School District not only on their behalf, but also that of the Superintendent of Schools and the Administration, extend their thanks and appreciation for a job well done as well as best wishes for the future.

**BE IT FURTHER  
RESOLVED:**

that this resolution, having been adopted by the Board of Education of the Chippewa Valley School District on the **13th day of November 2023** be made a permanent part of the records of this School District and a copy sent to **Donna Jarvie** as an expression of our appreciation.



## RESOLUTION

**WHEREAS:** **Jason Youngblood** has served the Chippewa Valley School District faithfully and diligently for a period of twenty-five years as a Teacher.

**WHEREAS:** **Jason Youngblood**, through his leadership, has had a positive impact on the staff, students and the community.

**WHEREAS:** **Jason Youngblood**, a conscientious, loyal, hardworking employee has elected to retire; and

**WHEREAS:** **Jason Youngblood**, will be missed by all his school colleagues,

**NOW, THEREFORE,  
BE IT RESOLVED:**

that the Board of Education of the Chippewa Valley School District not only on their behalf, but also that of the Superintendent of Schools and the Administration, extend their thanks and appreciation for a job well done as well as best wishes for the future.

**BE IT FURTHER  
RESOLVED:**

that this resolution, having been adopted by the Board of Education of the Chippewa Valley School District on the **13th day of November 2023** be made a permanent part of the records of this School District and a copy sent to **Jason Youngblood** as an expression of our appreciation.

F. Old Business

G. New Business

- |   |               |
|---|---------------|
| 1. Approve Personnel Transaction – Hire of an Elementary Assistant Principal              | Mr. Roberts   |
| 2. Approve Change Order Summary Report – October 2023                                     | Mr. Sederlund |
| 3. Approve Resolution to Continue Summer Tax Collection for 2024 Tax Levy                 | Mr. Sederlund |
| 4. Approve First Reading to Amend Board Bylaw 0164.1 Time and Place<br>(Regular Meetings) | Mr. Pearl     |
| 5. Approve First Reading to Amend Board Bylaw 0144.1 – Remuneration and<br>Reimbursement  | Mr. Pearl     |
| 6. Approve First Reading to Amend Board Bylaw 0165.3 – Special Meetings                   | Mr. Pearl     |

REGULAR MEETING

November 13, 2023  
6:30 p.m.

**MEMORANDUM**

**G.1 Approve Personnel Transaction-Hire of An Administrator-  
Elementary Assistant Principal**

**Mr. Roberts**

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve the appointment of Ms. Shannon King to the position of Elementary Assistant Principal. Ms. Shannon King’s effective start date is to be determined .”

RATIONALE: Ms. Shannon King is being appointed to fill a vacancy due to a retirement and she meets all the qualifications listed on the posting.

REGULAR MEETING

November 13, 2023  
6:30 p.m.

**MEMORANDUM**

**G.2 Approve Change Order Summary Report – October 2023 Mr. Sederlund**

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve the 2018 Bond Issue Change Order Summary Report for the month of October 2023.”

RATIONALE: This work consists of changes to existing contracts for the purpose of owner requested work, deducts, code compliance, or hidden conditions on the construction and equipment projects. All amounts are within the contingency budget allocation.

This report was reviewed with the Building and Site Sub-Committee on Monday, November 13, 2023, and funding will come from the 2018 Building and Site Fund.

**CHIPPEWA VALLEY SCHOOLS**  
**2018 Bond Issue Program**

**CHANGE ORDER SUMMARY #41**  
**October 2023**

| B.P.   | PROJECT                       | CONTRACTOR                | DESCRIPTION  | AMOUNT         |
|--|-------------------------------|---------------------------|--|----------------|
| <b>Construction Contingency (design revision, owner request, hidden condition)</b> |                               |                           |  |                |
| 4  | Ojibwa, Seneca, Dakota        | Brenner Electric          | credit for balance of electrical allowance                                   | (\$10,040.00)  |
| 4  | Fox, Mohawk, Iroquois         | The State Group           | credit for balance of electrical allowance                                   | (\$10,430.24)  |
| <b>A</b>   | 4C Cheyenne Elementary        | FloorCraft Floor Covering | adjust scope of flooring replacement work (add media center replacement)     | \$27,828.00    |
|  | 4C Ojibwa Elementary          | FloorCraft Floor Covering | adjust scope of flooring replacement work                                    | \$5,993.00     |
|  | 5 Clinton Valley Elementary   | Source One                | rebuild roof pipe stacks   | \$600.00       |
|  | 5 Wyandot Middle              | T&M Asphalt Paving        | adjustment to previous change order #3                                       | (\$10.00)      |
|  | 5 district wide renovations   | Shoreview Electric        | credit for balance of electrical allowance                                   | (\$244.75)     |
|  | 5 Chippewa Valley High School | Shoreview Electric        | credit for relocating existing scoreboard (district provided new scoreboard) | (\$19,000.00)  |
|  | 5 high school media centers   | Shoreview Electric        | credit for electrical allowance  | (\$10,000.00)  |
|  | 6 Fox Elementary              | FloorCraft Floor Covering | adjust scope of flooring replacement work                                    | (\$6,020.00)   |
| <b>B</b>   | 6 Administration Building     | BJ Construction           | build new office in business department                                      | \$20,940.00    |
| <b>Construction Contingency Subtotal:</b>  |                               |                           |  | <b>(\$384)</b> |
| <b>TOTAL AMOUNT OF SUMMARY</b>   |                               |                           |  | <b>(\$384)</b> |

|  |                    |
|--|--------------------|
| <b>Construction Contingency Budget:</b>      | <b>\$3,332,658</b> |
| Previous Construction Contingency Costs:     | \$699,736          |
| Current Construction Contingency Costs:      | (\$384)            |
| <b>Transfer to cover BP4 (2022) projects</b> | <b>\$1,400,000</b> |
| <b>Construction Contingency Balance:</b>     | <b>\$1,233,306</b> |
| Contingency Balance Remaining:               | 37.0%              |
| Balance of Projects Remaining to Complete:   | 12.9%              |

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## MEMORANDUM (A)

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### BARTON MALOW

DATE: November 8, 2023  
TO: Scott Sederlund, Chippewa Valley Schools  
FROM: Jeff Atkins, Barton Malow Company  
RE: Chippewa Valley Schools  
2018 Bond Program  
Bid Pack No. 4C – Cheyenne Elementary Flooring Replacement

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Barton Malow and Wakely Associates have reviewed the proposal from the contractor listed below. The proposal is to replace the flooring in the media center and other minor changes at Cheyenne Elementary School. It is the recommended motion that the Board of Education approves a change order to the existing contract as presented.

| <b>Bid Category</b>     | <b>Contractor</b>                      | <b>Amount</b> |
|-------------------------|--|---------------|
| 0960000 – Flooring Work | FloorCraft Floor Covering, Clinton Twp | \$27,828      |

The flooring replacement for the media center was previously put on hold for potential changes to the media center and due to COVID related budget concerns. The majority of the flooring at the school will be replaced in 2024. It is recommended to replace the media center flooring at the same time. The contractor provide unit pricing with their original bid proposal. This additional work is within the contingency budget for the bond program.

Please feel free to contact me at [jeff.atkins@bartonmalow.com](mailto:jeff.atkins@bartonmalow.com) or 586-615-1332 if you should have any questions or comments regarding this recommendation.

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COPY: Ken Hauer, Chippewa Valley Schools  
Brian Smilnak, Wakely Associates  
File

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## MEMORANDUM (B)

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### BARTON MALOW

DATE: November 8, 2023  
TO: Scott Sederlund, Chippewa Valley Schools  
FROM: Jeff Atkins, Barton Malow Company  
RE: Chippewa Valley Schools  
2018 Bond Program  
Administration Building – Additional Office Space

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Barton Malow and Wakely Associates have reviewed the proposal from the contractor listed below. The proposal is to create an office additional space within the business department of the Administration Building. It is the recommended motion that the Board of Education approves a change order to the existing contract as presented.

| Bid Category            | Contractor                    | Amount   |
|-------------------------|-------------------------------|----------|
| 060000 – General Trades | BJ Construction, Chesterfield | \$20,940 |

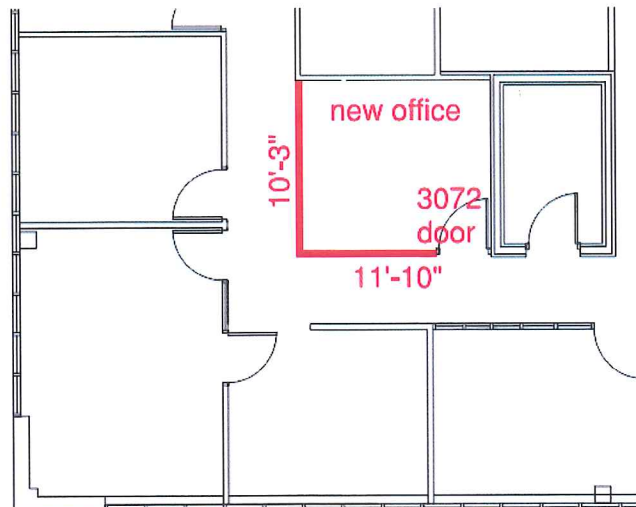
There is currently a temporary office space that will be converted to a permanent office. This contractor recently completed the office work on the second floor of the Administration Building. Work is scheduled for over winter break to limit disruptions. This additional work is within the contingency budget for the bond program.

Please feel free to contact me at [jeff.atkins@bartonmalow.com](mailto:jeff.atkins@bartonmalow.com) or 586-615-1332 if you should have any questions or comments regarding this recommendation.

---

COPY: Ken Hauer, Chippewa Valley Schools  
Brian Smilnak, Wakely Associates  
File

Scope of Work:  
- Build new  
8'-6" high wood  
frame office  
walls to match  
existing.  
- Furnish &  
install 3'x7'-2"  
door, frame,  
hardware.



**MEMORANDUM**

**G.3 Approve Resolution to Continue Summer Tax Collection for 2024 Tax Levy**  
**Mr. Sederlund**

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education continue for the 2024 tax levy the collection of 100% of levied property taxes with the summer tax levy as initially approved in December 1994 for the 1995 tax levy and continuing until revoked and that the reading of the resolution be waived.”

RATIONALE: Even though a resolution was adopted by the Chippewa Valley Schools Board of Education in 1994 to institute a summer tax levy of 100% beginning with the 1995 tax levy and continuing until specifically revoked by Board of Education action, State of Michigan law requires that the district reaffirm that decision each year by adopting a resolution to continue the summer tax levy for the next tax year. This action is required to be taken prior to January 1 of the year the summer tax levy is to be continued. Adoption of the resolution initiates other actions required by law including requesting the local unit of government to collect the taxes on behalf of the district and negotiating the cost.



**ANNUAL SUMMER TAX RESOLUTION**

**CHIPPEWA VALLEY SCHOOLS**

A regular meeting of the Board of Education of Chippewa Valley School District was held in the Administration Building on the 13<sup>th</sup> day of November, 2023, at 6:30 p.m.

The meeting was called to order at \_\_\_\_\_ p.m., by \_\_\_\_\_.

Present:

Absent:

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

WHEREAS, this Board of Education by resolution of December 5, 1994 determined to impose a summer property tax levy to collect all of school property taxes, including debt services, upon property located within the school district, beginning with 1995, and continuing from year to year until specifically revoked by this Board of Education.

NOW, THEREFORE BE IT RESOLVED THAT:

1. This Board of Education, pursuant to 1979 PA 451, as amended, hereby invokes for 2024 its previously adopted ongoing resolution imposing a summer tax levy of all of school property taxes, including debt service, beginning with 1995, and continuing from year to year until specifically revoked by this Board of Education, and requests each city and /or township in which this district is located to collect those summer taxes.
2. The Superintendent, Assistant Superintendent of Business, or his/her designee is authorized and directed to forward to the governing body of each city and/or township in which this district is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2024 in the amount specified in this resolution. Said resolutions and the request to collect the summer tax levy shall be forwarded so that they are received by the appropriate governing bodies before January 1, 2024.

3. The Superintendent, Assistant Superintendent for Business, or his/her designee is authorized and directed to negotiate on behalf of this District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL 380.1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

4. All resolutions and part of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

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Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of Chippewa Valley Schools, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a Regular meeting held on November 13, 2023 the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (1976 PA 267, as amended).

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Secretary, Board of Education

Chippewa Valley Schools, Macomb County, Michigan

A regular meeting of the Board of Education of said school district was held in the Administration Building, in said district on the 5<sup>th</sup> day of December, 1994 at 7:30 o'clock, p.m.

The meeting was called to order by James D'Angelo, President.

Present: Members Brown, Buccellato, Chirco, D'Angelo, Kolos, Mach, Truax

Absent: Members None

The following preamble and resolution were offered by Member Brown and supported by Member Chirco.

**WHEREAS**, Act 333 Public Acts of Michigan, 1982, provides that a school district may determine by resolution to impose a summer property tax levy, including debt service, which resolution shall be applicable until revoked by the Board of Education; and

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

**WHEREAS**, this Board of Education has determined that it would be in the best interest of this school district to impose a summer property tax levy to collect all (100%) of school property taxes, including debt service; and

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

**NOW THEREFORE, BE IT RESOLVED THAT:**

1. This Board of Education pursuant to 1982 PA 333, hereby imposes a summer property tax levy of all (100%) of school property taxes, including debt service upon property located within the school district, beginning with 1995 and continuing from year to year until specifically revoked by this Board of Education.

**MEMORANDUM**

**G.4 Approve First Reading to Amend Board Bylaw 0164.1-Time and Place  
(Regular Meetings) Mr. Pearl**

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve the first reading to amend Board Bylaw 0164.1, Time and Place (Regular Meetings), as presented, and waive the reading of the amended bylaw.”

RATIONALE: Board of Education bylaw 0164.1 is being amended to ensure compliance with the Open Meetings Act.

*NOTE:* Board of Education **Bylaw 0131.1-Amendment or Suspension of Policies and Bylaws** states: The bylaws of the Board shall be subject to amendment only upon a majority vote of all members of the Board at two (2) meetings held not less than twenty-seven (27) days apart and in the call for which the proposed amendment has been described in writing.



# CURRENT

|         |                                   |
|---------|-----------------------------------|
| Book    | Policy Manual                     |
| Section | 0000 Bylaws                       |
| Title   | TIME AND PLACE (REGULAR MEETINGS) |
| Code    | po0164.1                          |
| Status  | Active                            |
| Adopted | July 1, 2003                      |

## 0164.1 - TIME AND PLACE (REGULAR MEETINGS)

Regular monthly meetings shall be held in the Administrative Services Building of Chippewa Valley Schools on the first and third Mondays of each month as determined at the Board of Education's Organizational meeting.

Public notice of meeting schedule change in a regular meeting date, time or place shall be posted at least eighteen (18) hours before the meeting, as are notices of special meetings.



# PROPOSED

|         |   |
|---------|---|
| Book    | Policy Manual                             |
| Section | 0000 Bylaws                               |
| Title   | Copy of TIME AND PLACE (REGULAR MEETINGS) |
| Code    | po0164.1                                  |
| Status  |   |
| Adopted | July 1, 2003                              |

## 0164.1 - TIME AND PLACE (REGULAR MEETINGS)

The Board shall hold regular meetings in compliance with the Open Meetings Act. The Board shall annually publish its schedule of regular meetings, including the date, time, and place of each meeting, as approved by a Resolution of the Board. ~~Regular monthly meetings shall be held in the Administrative Services Building of Chippewa Valley Schools on the first and third Mondays of each month as determined at the Board of Education's Organizational meeting.~~

~~Public notice of meeting schedule change in a regular meeting date, time or place shall be posted at least eighteen (18) hours before the meeting, as are notices of special meetings.~~

REGULAR MEETING

November 13, 2023  
6:30 p.m.

**MEMORANDUM**

**G.5 Approve First Reading to Amend Board Bylaw 0144.1-Remuneration and Reimbursement Mr. Pearl**

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve the first reading to amend Board Bylaw 0144.1, Remuneration and Reimbursement, as presented, and waive the reading of the amended bylaw.”

RATIONALE: Board of Education bylaw 0144.1 is being amended to reflect the duties and responsibilities of board members more accurately.

*NOTE:* Board of Education **Bylaw 0131.1-Amendment or Suspension of Policies and Bylaws** states: The bylaws of the Board shall be subject to amendment only upon a majority vote of all members of the Board at two (2) meetings held not less than twenty-seven (27) days apart and in the call for which the proposed amendment has been described in writing.



**CURRENT**

|              |                                |
|--------------|--------------------------------|
| Book         | Policy Manual                  |
| Section      | 0000 Bylaws                    |
| Title        | REMUNERATION AND REIMBURSEMENT |
| Code         | po0144.1                       |
| Status       | Active                         |
| Adopted      | July 1, 2003                   |
| Last Revised | June 7, 2010                   |

**0144.1 - REMUNERATION AND REIMBURSEMENT**

Board members shall receive compensation as permitted in the Revised School Code. The amount of compensation shall be \$2400 per annum for all meetings as defined in Policy 8341 (Regular, Special and Organizational meetings). The defined annual compensation is based on Board Members attending a minimum of twenty-four (24) meetings, (Regular, Special, Organizational, and Sub-Committees) per year.

Authorization for compensation will be meeting minutes. Compensation will be distributed equally on a monthly basis. The last payment of compensation for the fiscal year will include a deduction of \$30 per meeting for any Board Member not attending a total of twenty-four (24) meetings, as defined above, in the current fiscal year.

Members of the Board of Education shall be reimbursed for expenses incurred in the performance of authorized Board functions.

|       |                            |
|-------|----------------------------|
| Legal | M.C.L.A. 380.11A, 380.1254 |
|-------|----------------------------|





# PROPOSED

|                     |  |
|---------------------|--|
| Book                | Policy Manual                          |
| Section             | 0000 Bylaws                            |
| Title               | Copy of REMUNERATION AND REIMBURSEMENT |
| Code                | po0144.1                               |
| Status              |  |
| Adopted             | July 1, 2003                           |
| Last Revised        | June 7, 2010                           |
| Prior Revised Dates | 11/13/23                               |

## 0144.1 - REMUNERATION AND REIMBURSEMENT

Board members shall receive compensation as permitted in the Revised School Code. The amount of compensation shall be \$2400 per annum. ~~for all meetings as defined in Policy 8341 (Regular, Special and Organizational meetings). The defined annual compensation is based on Board Members attending a minimum of twenty four (24) meetings, (Regular, Special, Organizational, and Sub Committees) per year.~~

~~Authorization for compensation will be meeting minutes. Compensation will be distributed equally on a monthly basis. The last payment of compensation for the fiscal year will include a deduction of \$30 per meeting for any Board Member not attending a total of twenty four (24) meetings, as defined above, in the current fiscal year.~~

Members of the Board of Education shall be reimbursed for expenses incurred in the performance of authorized Board functions.

|       |                            |
|-------|----------------------------|
| Legal | M.C.L.A. 380.11A, 380.1254 |
|-------|----------------------------|

REGULAR MEETING

November 13, 2023  
6:30 p.m.

**MEMORANDUM**

**G.6 Approve First Reading to Amend Board Bylaw 0165.3-Special Meetings Mr. Pearl**

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve the first reading to amend Board Bylaw 0165.3, Special Meetings, as presented, and waive the reading of the amended bylaw.”

RATIONALE: Board of Education bylaw 0165.3 is amended to ensure compliance with the Open Meetings Act.

*NOTE:* Board of Education **Bylaw 0131.1-Amendment or Suspension of Policies and Bylaws** states: The bylaws of the Board shall be subject to amendment only upon a majority vote of all members of the Board at two (2) meetings held not less than twenty-seven (27) days apart and in the call for which the proposed amendment has been described in writing.



**CURRENT**

|              |                  |
|--------------|------------------|
| Book         | Policy Manual    |
| Section      | 0000 Bylaws      |
| Title        | SPECIAL MEETINGS |
| Code         | po0165.3         |
| Status       | Active           |
| Adopted      | July 1, 2003     |
| Last Revised | August 1, 2005   |

**0165.3 - SPECIAL MEETINGS**

Notice of Special Meeting shall be delivered to the home of each member at least twenty-four (24) hours in advance of the time for the meeting. In case the notice is sent by mail, it shall be deposited in a United States mail receptacle in the District at least seventy-two (72) hours before the time of the meeting.

A Special Meeting of the Board of Education may be called by the President or upon the written request of any two (2) or more Board Members, stating a time and place and the business to be discussed.

No other business shall be discussed until that for which the meeting has been called is completed.

Public notice of special meetings, as with the schedule of regular meetings shall be posted at the main office of the School District at least eighteen (18) hours prior to the convening of the meeting.



**PROPOSED**

|              |                          |
|--------------|--------------------------|
| Book         | Policy Manual            |
| Section      | 0000 Bylaws              |
| Title        | Copy of SPECIAL MEETINGS |
| Code         | po0165.3                 |
| Status       |                          |
| Adopted      | July 1, 2003             |
| Last Revised | August 1, 2005           |

**0165.3 - SPECIAL MEETINGS**

Notice of Special Meeting shall be delivered to ~~the home of~~ each member at least ~~twenty four (24)~~ eighteen (18) hours in advance of the time for the meeting. ~~In case the notice is sent by mail, it shall be deposited in a United States mail receptacle in the District at least seventy two (72) hours before the time of the meeting.~~

A Special Meeting of the Board of Education may be called by the President or upon the written request of any two (2) or more Board Members, stating a time and place and the business to be discussed.

~~No other business shall be discussed until that for which the meeting has been called is completed.~~

Public notice of special meetings, as with the schedule of regular meetings shall be posted at the main office of the School District at least eighteen (18) hours prior to the convening of the meeting.

## H. Union Communications

## I. Curriculum Updates

J. Administrative Reports

K. From the Community

L. Of and By Board Members

M. Executive Session (*8.h. – Attorney/Client Privilege*)

N. Adjournment