

**UTICA COMMUNITY SCHOOLS  
BOARD OF EDUCATION MINUTES  
Joan C. Sergent Instructional Resource Center  
14201 Canal Road  
Sterling Heights, MI 48313  
July 11, 2011**

Attending: Klida, Klenow, Templeton, Meyers, Ross, Krolczyk  
Absent: Prybys

**1.-2. Meeting call to Order**

Dr. Klenow called the meeting to order at 7:00 p.m. followed by The Pledge of Allegiance.

**3. Minutes**

Motion by Klida, supported by Meyers, to accept the minutes as presented.

Motion carried.

**4. Superintendent's Report**

Dr. Johns did not report out to the Board of Education.

**5. Community correspondence**

Community correspondence from Rae Bye was acknowledged.

**6. Public communication**

No requests for public communication were presented.

**7A. Michigan High School Athletic Association (MHSAA) Resolution**

Mr. Robert Monroe, Assistant Superintendent for Teaching and Learning, reviewed the MHSAA Resolution information. School districts throughout Michigan have worked with the Michigan High School Athletic Association (MHSAA) to establish a common set of rules for the orderly administration of an interscholastic athletic program which promotes academic integrity and competitive equity. Any school district considering participation in MHSAA tournaments and to benefit from MHSAA services must schedule on its Board of Education agenda the adoption of the Membership Resolution.

The Membership Resolution requires the listed schools in our district to follow the standardized rules and obligates the administration and board of education to enforce those rules.

As part of the responsibility for the supervision and control of interscholastic activities, each school district must establish a code of good sportsmanship for its athletes, coaches and spectators, an educational program to promote good sportsmanship and a system of progressive discipline for failure to behave according to the code of good sportsmanship.

The MHSAA resolution acknowledges student membership and participation in grades 7 through 12 for the 2011-2012 school year. The approved UCS budget for 2011-2012 included 7<sup>th</sup> and 8<sup>th</sup> grade fall athletics and the elimination of 7<sup>th</sup> and 8<sup>th</sup> grade winter and spring athletics. If alternative funding solutions to reinstate the winter and spring seasons, the resolution before the Board will support the inclusion or elimination of the 7<sup>th</sup> and 8<sup>th</sup> grade winter and spring athletic seasons for 2011-2012.

Motion by Klida, supported by Meyers, that the Board of Education adopt the Michigan High School Athletic Association membership for the year, August 1, 2011 through July 31, 2012.

Mrs. Templeton called the roll. All yeas – Ross, Krolczyk, Klida, Meyers, Klenow, Templeton. Absent – Prybys

Motion carried.

**7B. Macomb Intermediate School District (MISD) Special Education Millage Resolution**

Dr. Christine M. Johns, Superintendent of Schools, reviewed the MISD Special Education millage resolution. Utica Community Schools is being asked to support a regional enhancement special education operating millage proposal to the electors at a special election to be held on November 8, 2011 in accordance with Section 705.

Section 705 of the Revised School Code of 1976 provides for the levy of a regional enhancement property tax by an intermediate school district, at a rate not to exceed 3 mills, for the purpose of including special education operating purposes, if approved by a majority of the intermediate school district electors.

Motion by Ross, supported by Klida, that Utica Community Schools requests that MISD submit to its electors the question of a regional enhancement millage special education operating millage proposal for 1.2 mills for a period of twenty (20) years, 2011 to 2030, inclusive, at a special election to be held on November 8, 2011, pursuant to a ballot proposal substantially in the form attached hereto as Exhibit A.

Mrs. Templeton called the roll. All yeas - Klida, Klenow, Meyers, Ross, Krolczyk, Templeton. Absent – Prybys.

Motion carried.

**8A. Policies-Second Reading**

**8A1. Non-Affiliated Employees – Policy #4310**

Dr. Carol Klenow, Board of Education President, stated that each year the administration reviews the Compensation Policy for Non-Affiliated Employees for possible adjustments reflecting the local labor market.

Department administrators provide information and make suggestions for the development of this compensation policy. The recommended changes are within the budgeting restraints adopted by the Board.

Motion by Templeton, supported by Meyers, that the Board of Education adopt Policy #4310 Compensation Policy for Non-Affiliated Employees as presented.

Motion carried.

**8B. Change in Board of Education Meeting Schedule - Cancellation of July 25, 2011 Meeting**

Dr. Klenow made the recommendation that the July 25, 2011, Board of Education Meeting be canceled due to the summer recess. The change to the regular meeting schedule will be posted in accordance with the Open Meetings Act.

Motion by Klida, supported by Ross, that the Board of Education cancel the Monday, July 25, 2011 regularly scheduled meeting.

Motion carried.

**9A. Administrative Appointments**

**9A1. Junior High School Principal**

Dr. Johns made the recommendation to appoint Lisa McDill to the position of Junior High School Principal. Dr. Johns reviewed the credentials of Ms. McDill.

Ms. McDill holds a Bachelor of Science degree in Education from Wayne State University and a Master of Education degree in Educational Leadership from Saginaw Valley State University. In addition, she holds Michigan Administrator certification.

Ms. McDill enters the Principalship with eleven years of successful educational experiences with Utica Community Schools. In 2000 Ms. McDill began her career as a junior high English and Communications teacher; and in 2006 was appointed to the position of senior high school associate principal.

Motion by Ross, supported by Meyers, that the Board of Education appoint Ms. Lisa McDill to the position of Junior High School Principal, effective July 12, 2011.

Motion carried.

**9A2. Senior High School Associate Principal**

Dr. Johns made the recommendation to appoint Heather L. Blum to the position of Senior High School Associate Principal and reviewed her credentials.

Ms. Blum holds a Bachelor of Arts degree in Education from Kalamazoo College, a Master in Counseling degree from Oakland University and an Ed. S degree in School Administration from Oakland University. In addition, she is endorsed through the Michigan Leadership Improvement Framework (MI-LIFE).

Motion by Templeton, supported by Klida, that the Board of Education appoint Ms. Heather Blum to the position of Senior High School Associate Principal, effective July 12, 2011.

Motion carried.

**9A3. Senior High School Associate Principal**

Dr. Johns made the recommendation to appoint Jared A. McEvoy to the position of Senior High School Associate Principal and reviewed his credentials.

Mr. McEvoy holds a Bachelor of Arts degree in Education from Western Michigan University and a Master of Arts in Educational Leadership degree from Wayne State University. In addition, he holds Michigan Administrator certification.

Motion by Meyers, supported by Klida, that the Board of Education appoint Mr. Jared McEvoy to the position of Senior High School Associate Principal, effective July 12, 2011.

Motion carried.

**9A4. Junior High School Assistant Principal**

Dr. Johns made the recommendation to appoint Kim M. Charland to the position of Junior High School Assistant Principal and reviewed her credentials.

Ms. Charland holds a Bachelor of Science degree in Education from Madonna University and a Master of Arts in Teaching degree from Oakland University. In addition, she is currently pursuing Michigan Administrator certification in conjunction with post graduate studies in educational leadership.

Motion by Ross, supported by Templeton, that the Board of Education appoint Ms. Kim Charland to the position of Junior High Assistant Principal, effective July 12, 2011.

Motion carried.

**9A5. Junior High School/UAIS Associate Principal – Hand Carry**

Dr. Johns made the recommendation to appoint Thomas V. Lietz to the position of Junior High School/Utica Academy for International Studies Associate Principal and reviewed his credentials.

Mr. Lietz holds a Bachelor of Liberal Arts degree in Education from Wayne State University and a Master of Arts degree in Communications from Wayne State University. In addition, Tom is currently pursuing a Ph. D. in K-12 Educational Administration from Michigan State University.

Motion by Klida, supported by Ross, that the Board of Education appoint Mr. Thomas Lietz to the position of Junior High School/UAIS Associate Principal, effective July 12, 2011.

Motion carried.

**9B. Changes in Certified Personnel**

Stephanie Eagen, Assistant Superintendent for Business and Employee Services reviewed the changes in certified personnel since the last presentation to the Board of Education on June 27, 2011

Motion by Templeton, supported by Klida, that the Board of Education approves the changes in certified personnel as presented.

Motion carried.

**10A. Schedule of Bills Report**

Jill Tomyn, Executive Director of Business and Finance, reviewed the schedule of bills for the General Fund.

GENERAL FUND (June) – SPECIAL	\$ 20,371,252.30
GENERAL FUND (06/29/11)	\$ 1,123,219.63
General Fund Total	\$ 21,494,471.93

The Board of Education accepted the report as presented.

**10B. Contract Awards**

**10B1. Utica Academy for International Studies (UAIS) Science Materials**

Ms. Eagen reviewed competitive received from twelve vendors to provide a variety of supplies and equipment. Consistent with the goals and aims of the Utica Community Schools Voluntary Public School Choice grant, the items include materials designed to support the International Baccalaureate Curriculum. This curriculum includes existing Biology, Chemistry and Physics Standard and Higher Level course expectations. The purchase of science equipment is designed to support ongoing expansion of science offerings at the Academy as our school adds its fourth and final class.

Student enrollment in science courses has increased as the program has expanded to a full four-year high school program. The Utica Academy for International Studies will hold over 400 students in the fall. Purchases of this equipment and supplies reflect the increased needs this growth has created and has been reviewed with the Curriculum Sub-Committee of the Board of Education. Funding for these materials will come from the VPSC Grant and district resources where appropriate.

<u>Vendor</u>	<u>Amount</u>
Fisher Science Education	\$10,255.14
Sargent-Welch VWR	\$12,838.88
Carolina Biological Supply Co.	\$ 3,491.10
A. Daigger & Co.	\$46.25
Benz Microscope Optics Center, Inc.	\$31.78
Science Kit & Boreal Laboratories, Inc.	\$1,113.79
VWR Education, LLC DBA Ward's	\$25.80
Bio-Rad Laboratories, LSG	\$2,241.60
Flinn Scientific, Inc.	\$1,368.66
<u>NASCO</u>	<u>\$13.25</u>
TOTAL	\$31,426.25

Motion by Klida, supported by Templeton, that the Board of Education award the purchase of science supplies and equipment in the unit prices on the attached spreadsheet.

Motion carried.

**10B2. Student Insurance**

Ms. Eagen reviewed competitive bids received from five vendors to provide accident insurance for the district's students. This policy, which covers accidental injuries sustained in school activities, offers primary insurance coverage for students without family health insurance, and excess coverage for students covered under an existing insurance plan. The recommended vendor has performed this service for the district in the past. The cost per student is the same as last year.

Description	Student Assurance Services, Inc.	First Agency, Inc.	Bollinge, Inc.	Pearce & Pearce, Inc.	The Baker Agency, Inc.
STUDENT ACCIDENT INSURANCE					
Annual Premium Per Student	\$5.00	\$1.49	\$2.92	\$4.37	\$3.36
Recommended Award		***			

Motion by Ross, supported by Meyers, that the Board of Education accept the low bid from First Agency, Inc. to provide Student Accident Insurance at the rate of \$1.49 per student for the 2011/12 school year with options to renew for the 2012/13 and 2013/14 school years.

Motion carried.

**10B3. Food Service Products**

Ms. Eagen reviewed competitive bids received from twelve vendors for various Food Service Products for the 2011-12 school year.

These products represent an expenditure of approximately \$2,851,204.00 for the year. A sampling of the unit prices reflects an increase of less than one percent compared to prices from the last bid.

Motion by Templeton, supported by Ross, that the Board of Education accept the bid for Food Service Products based on the unit price schedules submitted by VanEerden Foodservice, Gordon Food Service, U.S. Food Service, Atlas Wholesale Food Company, Sysco Detroit, Del Bene Produce and Knickerbocker Baking Company.

Motion carried.

**10C. Construction Bids**

**10C1. Kitchen Fire Suppression**

Mark Davey, Assistant Superintendent for Auxiliary Services, reviewed competitive bids received for revisions to the kitchen fire suppression systems at the following sites – Bemis, Davis Jeannette and Malow Jr. High Schools and Stevenson High School. The revisions are necessary to bring the systems into compliance with current code.

Motion by Ross, supported by Klida, that the Board of Education accept the bid from Warren Systems Inc. for the kitchen fire suppression systems at Bemis, Davis, Jeannette and Malow Junior High Schools and Stevenson High School in the amount of \$116,445.00.

Motion carried.

**10C2. Utica High School Renovations**

Mr. Davey reviewed the competitive bids received for phase II of the Utica High School Addition and Renovation Project. This phase includes the construction of the media center addition along with renovation of the first floor corridors. The project also includes significant upgrades to the mechanical and electrical systems of the building.

The plans and specifications were developed with a number of alternates that could be implemented to reduce the scope of the project should the need arise. The total value of the bids received exceeds the project budget. Several of the alternates are included in the recommended award of contracts. The architect and construction manager in

conjunction with the low bidders have identified several revisions, known as “value engineering”, that can be implemented to bring the project within budget.

The recommended award of contracts is based on the low bidder as identified by the original bids submitted along with the bid alternates. The value engineering cost reductions will be submitted to the Board of Education in the form of deduct change orders.

Motion by Templeton, supported by Ross, that the Board of Education accept the following bids for phase II of the Utica High School Addition and Renovation Project.

<u>CATEGORY</u>	<u>CONTRACTOR</u>	<u>AMOUNT</u>
Temporary Fence	Riteway Fence	\$18,500.00
Site Work	Service Construction (including alternate #7)	\$240,500.00
Selective Demolition	Blue Star, Inc. (including alternate #6)	\$286,300.00
Concrete	Gemelli Concrete	\$236,002.00
Masonry	D'Aloisio Masonry and Construction (includes alts. #4A and #6)	\$856,000.00
Structural Steel	B&A Structural Steel (includes alternate #6)	\$385,277.00

<u>CATEGORY</u>	<u>CONTRACTOR</u>	<u>AMOUNT</u>
General Trades	Elkhorn Construction Co. (includes alternate #6)	\$701,625.00
Roofing	Christen Detroit	\$549,000.00
Hollow Metal Doors& Frames	Rayhaven Group (includes alternate #5)	\$125,047.00
Aluminum Entrances	Peterson Glass	\$547,000.00
Ceramic Tile	Artisan Tile Inc.	\$44,800.00
Epoxy Terrazzo	Boston Tile & Terrazzo	\$321,430.00
Acoustical Panel Ceilings	Leo J. Hein Construction (includes alternate #6)	\$102,622.00
Carpet & Flooring	City Carpet & Flooring (includes alternate #6)	\$141,152.00
Painting	Gemstone Painting (includes alternate #4A)	\$54,425.00
Metal Lockers	Steel Equipment	\$113,400.00
Laboratory Casework	Farnell Contracting Inc.	\$234,000.00
Mechanical	Mills Mechanical	\$4,044,300.00
Electrical	Metro Electric (includes alternate #6)	<u>\$3,114,500.00</u>
	Total Recommended Award	<u>\$ 12,115,880.00</u>

Motion carried.

**10D. Construction Change Orders**

Mr. Davey reviewed the 2003 Bond Issue Construction Change Order #79 and 2009 Bond Issue Construction Change Order #11 that reflect the recommended changes to the current outstanding construction contracts.

Motion by Ross, supported by Meyers, that the Board of Education approve 2003 Bond Issue Construction Change Order #79 and 2009 Bond Issue Construction Change Order #11 as submitted.

**11. Board Items**

No Board items were presented.

**12. Adjournment**

Motion by Klida, supported by Templeton, that the meeting adjourn at 7:39 p.m.

Motion carried.

Respectfully submitted,

Mrs. Michele Templeton, Secretary  
Utica Community Schools  
Board of Education