



MONROE PUBLIC SCHOOLS

BOARD MEETING #6

March 25, 2014

7:00 p.m.

BOARD OF EDUCATION

MR. ROBERT YEO, PRESIDENT

MR. LAWRENCE VANWASSHENOVA, VICE-PRESIDENT

MRS. JUNE KNABUSCH-TAYLOR, SECRETARY

DR. TEDD MARCH, PARLIAMENTARIAN

MR. AARON N. MASON, TRUSTEE

MR. RYAN PHILBECK, TRUSTEE

MS. WENDY SPICER, TRUSTEE

SUPERINTENDENT OF SCHOOLS

DR. BARRY N. MARTIN

“Monroe Public Schools is committed to being the premier education organization in the region. We are devoted to promoting high expectations for all in a state-of-the-art 21st century curriculum. We recognize that the students and communities we serve are our customers, and we promise to make all decisions in their best interest.”

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Prepared by the Office of the Superintendent, Gayle Lambert, Secretary

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #6
Tuesday, March 25, 2014
7:00 p.m.

AGENDA

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A. Roll Call and Call to Order	Mr. Yeo	1
1. Pledge of Allegiance to the Flag	Mr. Yeo	
2. National Life Saving Award Recipient – Don Morgan	Mr. Vergiels	
3. Custer Enrichment	Mrs. Bennett	
4. Manor School Focus Update	Mrs. McMahon	
B. Public Commentary – Agenda Items Only	Mr. Yeo	
C. Discussion and Action Items		
1. Approval of Minutes	Mr. Yeo	2
Move to approve the minutes of the following meetings as submitted:		
• February 25, 2014 Board Work Session		
• February 25, 2014 Board Meeting #4		
• March 4, 2014 Special Board Meeting		
• March 13, 2014 Special Board Meeting (4 sets)		
2. Reports and Updates	Mr. Yeo	15
a. February 11, 2014 Board Curriculum Committee Minutes		
b. February 24, 2014 Board Curriculum Committee Minutes		
c. March 3, 2014 Board Personnel Committee Minutes		
d. March 20, 2014 Board Policy Committee Minutes		
3. Coaching Recommendation	Dr. McLeod	23
Move to approve Ronald Motyka as the Assistant Coach for Track at Monroe Middle School for the 2013-14 school year; as per the MCEA master agreement.		
4. Staff Resignations	Dr. McLeod	24
Move to approve the resignations from Monroe Public Schools for Richard Carveth, Kathleen DeSloover, Kathryn Heller, Margie Lake, Erin Otter, and Lorene Reed effective on the last working day for teachers of the 2013/14 school year; and Deborah Scheich effective September 30, 2014.		
5. Superintendent’s Review	Mr. Yeo	33
Move to acknowledge that the Board of Education		

completed the Superintendent's review.

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|---|-------------|----|
| 6. Resolution – Autism Awareness Month
Move to approve April as Autism Awareness Month as presented. | Dr. Martin | 34 |
| 7. Skills USA State Finals
Move to approve the request for a Monroe High School student to attend the Skills USA State Finals in Grand Rapids, Michigan according to the terms of Policy IICA, Field Trips and Excursions. | Dr. McLeod | 37 |
| 8. Elementary Math Curriculum: Technology Component Renewal
Move to approve the 2-year purchase of the Dreambox Learning site license subscription for the purpose of school and home access for every elementary student for a cost of \$52,500.00. The cost of this program will be taken out of the curriculum budget for the corresponding year. | Mrs. Everly | 48 |
| 9. LLI Kit Purchase – Raisinville Elementary
Move to approve the purchase of instructional resources from Heinemann Publishing at a cost not to exceed \$10,260. Money for this purchase will come from 2013-2014 Title I funds in accordance with allowable expenditure guidelines for use of federal funds for supplemental instructional programming. | Mrs. Everly | 51 |
| 10. Water Damage Repair at Monroe Middle School
Move to accept the bid of \$12,710 from Gratton Construction Co., Inc. of Monroe, Michigan, to replace additional ceiling tile due to water pipe leak. Money for this purchase will come from the Site Sinking Fund. | Mr. Oley | 54 |
| 11. Replacement of Portable Generator Transfer Switch
Move to accept the low bid of \$4,890 from Geal Electric Company, of Monroe, Michigan, to replace the portable generator transfer switch and to provide an emergency backup power at Monroe High School to the district server and reject all other bids. Money for this purchase will come from the Site Sinking Fund. | Mr. Oley | 60 |
| 12. Asbestos Abatement at Arborwood South
Move to accept the low bid of \$42,165 from Total Environmental, of Toledo, Ohio, to remove and dispose of the AC thermal system insulation (TSI) in the boiler room, crawlspace, and exposed heating piping and reject all other | Mr. Oley | 64 |

bids. Money for this purchase will come from the Site Sinking Fund.

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|---|------------|-----|
| 13. Asbesto Abatement at AWS – Domestic Water Alternate | Mr. Oley | 95 |
| Move to accept the alternate bid of \$6,175 from Total Environmental, of Toledo, Ohio, to remove and dispose of an additional 650 linear feet of asbestos containing domestic water pipe insulation at Arborwood South. Money for this purchase will come from the Site Sinking Fund. | | |
| 14. Asbestos Air Monitoring at Arborwood South | Mr. Oley | 99 |
| Move to accept the bid of \$14,000 from DMD Environmental Inc. of Toledo, Ohio, for air monitoring during asbestos removal. Money for this purchase will come from the Site Sinking Fund. | | |
| 15. Board Policies First Reading – Section 5000 - Personnel | Dr. Martin | |
| 16. Superintendent’s Comments | Dr. Martin | |
| 17. Old Business | Mr. Yeo | |
| 18. New Business | Mr. Yeo | |
| 19. Public Commentary – Any Topic | Mr. Yeo | |
| 20. Adjournment | Mr. Yeo | 103 |
| Move that the March 25, 2014 Board Meeting #6 of the Monroe Public Schools Board of Education be adjourned. | | |

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____
Dr. March	_____	_____
Mr. Mason	_____	_____
Mr. Philbeck	_____	_____
Ms. Spicer	_____	_____
Mr. VanWasshenova	_____	_____
Mr. Yeo	_____	_____

APPROVAL OF MINUTES

ENCLOSURES

- February 25, 2014 Board Work Session Minutes
- February 25, 2014 Board Meeting #4 Minutes
- March 4, 2014 Special Board Meeting Minutes
- March 13, 2014 Special Board Meeting Minutes (4 sets)

RECOMMENDATION

Move to approve the following minutes as submitted:

- February 25, 2014 Board Work Session
- February 25, 2014 Board Meeting #4
- March 4, 2014 Special Board Meeting
- March 13, 2014 Special Board Meeting (4 sets)

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Work Session

Tuesday, February 25, 2014

5:30 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Larry VanWasshenova, Secretary June Knabusch-Taylor (arrived at 5:39 p.m.), Parliamentarian Dr. Tedd March, Trustee Aaron N. Mason

Board Members Absent: Trustee Ryan Philbeck, Trustee Wendy Spicer

Administrators Present: Barry Martin, Julie Everly, Ryan McLeod, Katherine Eighmey, Jerry Oley, David Payne

Administrators Absent: None

President Yeo called the meeting to order at 5:33 p.m.

Budget Review

Kathy Eighmey presented enrollment projections for the next five years that were prepared by Stanfred Consultants, and discussed how the projections were determined. Information was presented on the Governor's budget proposal for 2014/15, and reviewed items for possible budget reductions.

Closed Session

Motion by Mr. Mason; support by Dr. March to convene in closed session for the purpose of discussing strategies connected with the negotiation of collective bargaining agreements. Open Meetings Act, Sec. 8(c)

Vote: Motion carried by a 5-0 hand vote at 6:21 p.m.

Adjournment of Closed Session and Reconvene

Motion by Dr. March; support by Mr. Mason that the closed session adjourn and the Board work session be reconvened into open session.

Vote: Motion carried by a 5-0 hand vote at 6:54 p.m.

Adjournment

Motion by Mr. Mason; support by Dr. March that the 5:30 p.m., February 25, 2014, Work Session of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 5-0 hand vote at 6:54 p.m.

June Knabusch-Taylor, Secretary

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #4

February 25, 2014

7:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary June Knabusch-Taylor, Parliamentarian Dr. Tedd March, Trustee Aaron N. Mason

Board Members Absent: Trustee Ryan Philbeck, Trustee Wendy Spicer

Administrators Present: Barry Martin, Julie Everly, Ryan McLeod, Katherine Eighmey, David Payne

Administrators Absent: Jerry Oley

President Yeo called the meeting to order at 7:04 p.m.

Public Commentary-Agenda Items Only

Amy Pace, MPS teacher, inquired if the Monroe-Mason Alternative Education Association would be a separate teacher association from the current MPS association, and if it will remain that way into perpetuity. Dr. Martin stated that it is separate from the Monroe association, and the likelihood that it will remain that way is good.

Selma Rankins, citizen, expressed his concern that there haven't been any minority teachers hired and he is concerned with the amount of money being spent on technology.

Approval of Minutes

Motion by Mr. Mason; support by Dr. March to approve the minutes of the following meetings as submitted:

- February 11, 2014 Board Meeting #3

Vote: Motion carried by a 5-0 roll call vote.

Reports and Update

February 12, 2014 Board Physical Resource Committee and Informational Report – Contracted Coaches were received.

Discussion: Mr. VanWasshenova asked if all univents at Arborwood will be replaced, and if they'll be the same type of univent. This will be verified with Mr. Oley. Mrs. Knabusch-Taylor had questions about the hiring process of coaches. Dr. McLeod referred to a packet that Dr. Ray provided at a previous workshop that contained hiring guidelines.

Adoption of Interim Operating Rules for the Monroe-Mason Alternative Education Association

Motion by Mr. VanWasshenova; support by Mr. Mason to approve and adopt the Interim Operating Rules between the Monroe-Mason Alternative Education Association and the Monroe Board of Education acting as the fiscal agent for the Monroe County Adult Education Consortium, effective March 3, 2014.

Discussion: Dr. Martin stated that this contract was developed by reviewing the existing contract from Mason and making adjustments to align it with Monroe Public Schools.

Vote: Motion carried by a 5-0 roll call vote.

Consent Agenda – Teacher Appointments

Motion by Mr. Mason; support by Mrs. Knabusch-Taylor that Agenda Items C.5 – C.10 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

- C.5 Move to approve the appointment of Erin Goodreau as an Alternative High School Teacher with Monroe Public Schools effective March 3, 2014 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.6 Move to approve the appointment of Ashley Kozak as an Alternative High School Teacher with Monroe Public Schools effective March 3, 2014 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.7 Move to approve the appointment of Christopher Kunder as an Alternative High School Teacher with Monroe Public Schools effective March 3, 2014 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.8 Move to approve the appointment of Rebecca Rottenbacher as an Alternative High School Teacher with Monroe Public Schools effective March 3, 2014 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.9 Move to approve the appointment of Ryan Walentowski as an Alternative High School Teacher with Monroe Public Schools effective March 3, 2014 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.
- C.10 Move to approve the appointment of Kristen Williams as an Alternative High School Teacher with Monroe Public Schools effective March 3, 2014 and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

Vote: Motion carried by a 5-0 roll call vote.

Temporary School Staff Inc. Recommendation

Motion by Mr. VanWasshenova; support by Mrs. Knabusch-Taylor to approve a recommendation to contract with Temporary School Staff, Inc. for the placement of Ann Blackmore as the Orchard Center High School Secretary in the Monroe Public Schools district upon completion of criminal history verifications.

Vote: Motion carried by a 5-0 roll call vote.

Consent Agenda – Exempt Employee Appointments

Motion by Mr. Mason; support by Mrs. Knabusch-Taylor that Agenda Items C.13 – C.17 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

- C.13 Move to approve the appointment of Mary Zagorski as an Educational Consultant at the Orchard Alternative High School for the 2013/14 school year effective March 3, 2014 and place on the appropriate salary level for this position, upon completion of all pre-employment requirements.
- C.14 Move to approve the appointment of Miranda Marshall as the Learning Bank Secretary at the Orchard Alternative High School for the 2013/14 school year effective March 3, 2014 and place on the appropriate salary level for this position, upon completion of all pre-employment requirements.

- C.15 Move to approve the appointment of Vuncia Council as the Learning Bank Coordinator at the Orchard Alternative High School for the 2013/14 school year effective March 3, 2014 and place on the appropriate salary level for this position, upon completion of all pre-employment requirements.
- C.16 Move to approve the appointment of Carole Nolan as a Learning Bank Instructor at the Orchard Alternative High School for the 2013/14 school year effective March 3, 2014 and place on the appropriate salary level for this position, upon completion of all pre-employment requirements.
- C.17 Move to approve the appointment of Roderick Wooten as a Learning Bank Instructor at the Orchard Alternative High School for the 2013/14 school year effective March 3, 2014 and place on the appropriate salary level for this position, upon completion of all pre-employment requirements.

Vote: Motion carried by a 5-0 roll call vote.

Coaching Recommendation

Motion by Mr. Mason; support by Mr. VanWasshenova to approve the coach listed below for the 2013/14 school year; as per the MCEA master agreement.

Last Name	First Name	Title	Sport	School
Miller	James	Coach	7 th Grade Baseball	MMS

Vote: Motion carried by a 5-0 roll call vote.

Consent Agenda – Field Trips

Motion by Mr. Mason; support by Dr. March that Agenda Items C.20 – C.23 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

- C.20 Move to approve Monroe High School students’ attendance at the State Swim Meet in Saginaw, Michigan according to the terms of Policy IICA, Field Trips and Excursions.
- C.21 Move to approve Monroe High School students’ attendance at the State Wrestling Meet in Auburn Hills, Michigan according to the terms of Policy IICA, Field Trips and Excursions.
- C.22 Move to approve the Monroe High School students’ attendance at the BPA State Leadership Conference in Grand Rapids, Michigan according to the terms of Policy IICA, Field Trips and Excursions.
- C.23 Move to approve the Monroe High School students’ attendance at the FIRST Robotics Competition in Richland, Michigan according to the terms of Policy IICA, Field Trips and Excursions.

Discussion: Dr. March doesn’t think that athletic state meets should have to come to the Board for approval because there would probably never be a scenario where they would not be approved. Mrs. Knabusch-Taylor expressed concern that these requests are coming late to the Board. Mr. Yeo feels that the field trip process is important, but there is room for improvement as far as getting the requests to the Board in a timely manner.

Vote: Motion carried by a 5-0 roll call vote.

Best Practices Incentive Resolution

Motion by Mr. Mason; support by Mr. VanWasshenova to approve the resolution certifying the district’s compliance with the required best practices.

Discussion: Dr. McLeod stated that this is not new money; it is money that was previously budgeted.

Vote: Motion carried by a 5-0 roll call vote.

Title I Technology Purchase

Motion by Mr. VanWasshenova; support by Mrs. Knabusch-Taylor to approve the purchase of technology for Arborwood, Custer, Manor and Waterloo at a total cost not to exceed \$182,661.35. This purchase will be funded by the Title I Grant.

Discussion: Mrs. Everly noted that this purchase is being funded by carryover money that just became available last month. Title I purchases must be supplementary to the district curriculum.

Vote: Motion carried by a 5-0 roll call vote.

Arborwood Campus Security Pilot Increase

Motion by Dr. March; support by Mr. Mason to approve an increase in the funding of the security pilot at Arborwood Campus from \$15,000 to \$20,000.

Discussion: Mr. Payne reported that we received a \$20,000 grant from Video Insight. He would like to expand the pilot to leverage this new equipment and enlarge the scope of the pilot to cover more areas of the campus which will give us a more detailed pilot, and provide more information before expanding to other schools.

Vote: Motion carried by a 5-0 roll call vote.

Superintendent Comments

- Dr. Martin encouraged everyone to watch the Toledo TV Channel 11 show “Your Day” at 9:00 a.m. on Wednesday, February 26. Reporter Mallory Moore will be broadcasting live from Raisinville as an extended part of the Engineers Week activities that more than a dozen DTE Energy engineers have been sharing with our students.
- The Monroe High School National Honor Society induction ceremony will be Wednesday, February 26, at 7:00 p.m. in the MHS auditorium.
- The National Technical Honor Society induction ceremony was postponed last week due to school cancellation. A date has not been set yet, but it will probably be in late March or early April.
- At least two of our schools are having some aggressive, high-profile programs to urge students to cease using the “R” word in all contexts. At Arborwood this week, it is Spread the Word RESPECT week and every day there is a different theme. Today was crazy hair day, telling students it is okay to be different. Tomorrow it is wear your favorite team wear – telling students we are all on the same team, even if we look different. On March 5, Arborwood students will wear blue and sign a pledge to not use the “R” word. Also on March 5, at Monroe Middle School, the National Junior Honor Society will lead a number of activities aimed at spreading the word to end the word, because Wednesday is the national observation day for the movement. One of the more visible activities that day will be at 8:00 a.m. when the students go outside and create a “Chain of Tolerance” linking arms with each other and circle the school.
- Good luck to the Monroe High girls’ basketball team which has its first game in the MHSAA yearly tournament at 7:00 p.m. Wednesday at Bedford.
- Congratulations to Monroe High sophomore swimmer Cameron Craig who had quite a set of performances in last weekend’s SEC swimming and diving championships. He won two events and broke his own school, conference and pool records in each one. He also logged automatic All America times in the butterfly and backstroke. In addition, a number of other records were broken. Student athletes from Monroe High hit 41 personal records in the meet.
- Last week was Winterfest at Monroe High School. The weather presented quite a challenge for student council to reschedule a couple of different events, but everything went well and everybody enjoyed the game and the dance.
- Wednesday is a one-hour early release day for our students so teachers can work on school improvement issues.

- Friday, February 28, is a now full day of school due to the two-week extension of the second trimester. Second trimester will now end on Friday, March 14, which will be a half day of school. Orchard School will be closed Friday and when it reopens on Monday, will be a Monroe Public Schools facility.

Old Business

Mr. Yeo reminded Board members that he will send information to them and will verify the meeting for next Tuesday.

New Business

There was none at this time.

Public Commentary-Any Topic

Selma Rankins, citizen, stated there were several activities around the community celebrating Martin Luther King’s birthday and Black History month. Mr. Rankins distributed an article to Board members about minority teachers. He expressed concern about low test scores and hopes they improve.

Adjournment

Motion by Mr. Mason; support by Dr. March that the February 25, 2014, Board Meeting #4 of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 5-0 hand vote at 8:08 p.m.

June Knabusch-Taylor, Secretary

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Special Board Meeting

March 4, 2014

5:30 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Parliamentarian Dr. Tedd March, Trustee Aaron N. Mason, Trustee Ryan Philbeck, and Trustee Wendy Spicer

Board Members Absent: Secretary June Knabusch-Taylor

Administrators Present: Barry Martin, Julie Everly, Ryan McLeod, Katherine Eighmey

Administrators Absent: Jerry Oley, David Payne

President Yeo called the meeting to order at 5:32 p.m.

Public Commentary-Agenda Items Only

Amy Pace, MPS teacher, apprised the Board on how she and other staff members feel about the ratification of the contract and her perception of morale around the district. She encouraged Board members to go out and talk to teachers within the district.

Amy Thurber-Smith, MPS teacher, stated that the decision to make their pay cut retroactive was a very punitive measure. She also expressed concern with the amount of testing in the classroom and the redundancy of inputting data.

Ratification of the Monroe City Education Association Master Agreement

Motion by Mr. VanWasshenova; support by Dr. March to ratify the Master Agreement for March 1, 2014 to August 15, 2016 between the Monroe City Education Association (MEA) and the Monroe Board of Education effective March 1, 2014.

Discussion: Mr. VanWasshenova appreciated the comments from Mrs. Pace and Mrs. Thurber-Smith. Mr. Yeo feels there are mixed messages about morale and is open to discussing it with teachers. Mr. Mason appreciated Mrs. Pace's and Mrs. Thurber-Smith's comments, and unfortunately, ratifying this contract is not a celebratory event, but something that is necessary. Ms. Spicer thanked Mrs. Pace and Mrs. Thurber-Smith for their comments and will follow-up. Dr. March feels that teachers deserve more than what they get, but with constraints from the state, there is no way around it.

Vote: Motion carried by a 6-0 roll call vote.

Closed Session

Motion by Mr. Philbeck; support by Dr. March to convene in closed session for the purpose of conducting the Superintendent's performance evaluation. Open Meetings Act, Sec. 8(a)

Vote: Motion carried by a 6-0 hand vote at 6:04 p.m.

Adjournment of Closed Session and Reconvene

Motion by Mr. Mason; support by Dr. March that the closed session be adjourned and the Special Board Meeting be reconvened into open session.

Vote: Motion carried by a 6-0 hand vote at 7:52 p.m.

Adjournment

Motion by Mr. Mason; support by Mr. VanWasshenova that the March 4, 2014, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 6-0 hand vote at 7:52 p.m.

June Knabusch-Taylor, Secretary

MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting, Thursday, March 13, 2014
5:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary June Knabusch-Taylor, Parliamentarian Dr. Tedd March, Trustee Ryan Philbeck, and Trustee Wendy Spicer

Board Members Absent: Trustee Aaron N. Mason

Others Present: Barry Martin, Ryan McLeod, James Davies, Jessica Shultz, Otto Zillgitt, Liason Officer Mike Preadmore, student, student's mother, and student's attorney

Mr. Yeo called the meeting to order at 5:08 p.m.

Closed Session

Motion by Mr. VanWasshenova, support by Mr. Philbeck, to convene in closed session for the purpose of conducting a student disciplinary hearing. Open Meetings Act, Sec. (b).

Vote: Motion carried by a 6-0 hand vote at 5:08 p.m.

Reconvene Board Meeting

Motion by Mr. VanWasshenova, support by Mrs. Knabusch-Taylor, that the closed session adjourn and the 5:00 p.m., March 13, 2014, Special Board Meeting reconvene.

Vote: Motion carried by a 6-0 hand vote at 5:53 p.m.

Recommendation

Motion by Mr. VanWasshenova, support by Mr. Philbeck, to expel the student.

Vote: Motion carried by a 6-0 roll call vote at 5:56 p.m.

Adjournment

Motion by Mr. VanWasshenova, support by Mr. Philbeck, that the March 13, 2014, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 6-0 hand vote at 5:56 p.m.

June Knabusch-Taylor, Secretary

MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting, Thursday, March 13, 2014
5:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary June Knabusch-Taylor, Parliamentarian Dr. Tedd March, Trustee Ryan Philbeck, and Trustee Wendy Spicer

Board Members Absent: Trustee Aaron N. Mason

Others Present: Barry Martin, Ryan McLeod, James Davies, Otto Zillgitt, Sue Sacks, Liaison Officer Mike Preadmore, student, student's mother

Mr. Yeo called the meeting to order at 6:07 p.m.

Closed Session

Motion by Mr. VanWasshenova, support by Mr. Philbeck, to convene in closed session for the purpose of conducting a student disciplinary hearing. Open Meetings Act, Sec. (b).

Vote: Motion carried by a 6-0 hand vote at 6:07 p.m.

Reconvene Board Meeting

Motion by Mr. VanWasshenova, support by Dr. March, that the closed session adjourn and the 5:00 p.m., March 13, 2014, Special Board Meeting reconvene.

Vote: Motion carried by a 6-0 hand vote at 6:35 p.m.

Recommendation

Motion by Dr. March, support by Mr. VanWasshenova, to expel the student.

Vote: Motion carried by a 6-0 roll call vote at 6:36 p.m.

Adjournment

Motion by Mr. VanWasshenova, support by Mr. Philbeck, that the March 13, 2014, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 6-0 hand vote at 6:36 p.m.

June Knabusch-Taylor, Secretary

MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting, Thursday, March 13, 2014
5:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary June Knabusch-Taylor, Parliamentarian Dr. Tedd March, Trustee Ryan Philbeck, and Trustee Wendy Spicer

Board Members Absent: Trustee Aaron N. Mason

Others Present: Barry Martin, Ryan McLeod, James Davies, Cindy Flynn, Melissa Provo, Liaison Officer Jason Flora, student's mother, student's sister

Mr. Yeo called the meeting to order at 6:48 p.m.

A closed session was not requested. Student's mother did not think it was necessary for student to attend hearing.

Recommendation

Motion by Mr. Philbeck, support by Ms. Spicer, to expel the student.

Vote: Motion carried by a 6-0 roll call vote at 7:03 p.m.

Adjournment

Motion by Mr. VanWasshenova, support by Mr. Philbeck, that the March 13, 2014, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 6-0 hand vote at 7:03 p.m.

June Knabusch-Taylor, Secretary

MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting, Thursday, March 13, 2014
5:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary June Knabusch-Taylor, Parliamentarian Dr. Tedd March, Trustee Ryan Philbeck, and Trustee Wendy Spicer

Board Members Absent: Trustee Aaron N. Mason

Others Present: Barry Martin, Ryan McLeod, James Davies, Cindy Flynn, Melissa Provo, Renee Peterson, Liaison Officer Jason Flora, student, student's mother and student's grandfather

Mr. Yeo called the meeting to order at 7:24 p.m.

Closed Session

Motion by Mr. VanWasshenova, support by Mr. Philbeck, to convene in closed session for the purpose of conducting a student disciplinary hearing. Open Meetings Act, Sec. (b).

Vote: Motion carried by a 6-0 hand vote at 7:25 p.m.

Reconvene Board Meeting

Motion by Mr. VanWasshenova, support by Mr. Philbeck, that the closed session adjourn and the 5:00 p.m., March 13, 2014, Special Board Meeting reconvene.

Vote: Motion carried by a 6-0 hand vote at 7:37 p.m.

Recommendation

Motion by Mr. VanWasshenova, support by Dr. March, to suspend the student for seven days and the student will return to school on Friday, March 14, 2014.

Vote: Motion carried by a 6-0 roll call vote at 7:38 p.m.

Adjournment

Motion by Mr. VanWasshenova, support by Mr. Philbeck, that the March 13, 2014, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 6-0 hand vote at 7:38 p.m.

June Knabusch-Taylor, Secretary

REPORTS AND UPDATES

BOARD COMMITTEES/OTHER REPORTS

- February 11, 2014 Board Curriculum Committee Minutes
- February 24, 2014 Board Curriculum Committee Minutes
- March 3, 2014 Board Personnel Committee Minutes
- March 20, 2014 Board Policy Committee Minutes

Monroe Public Schools Board Curriculum Committee



Date of Meeting: February 11, 2014
Next Meeting: February 24, 2014

- 1) **Call to Order:** Julie Everly called the meeting to order at 6:03 p.m.
- 2) **In Attendance:** Julie Everly, Terry Joseph, June Knabusch-Taylor, Tedd March, Barry Martin, Ryan McLeod, and Larry VanWasshenova
- 3) **Public Commentary:** None
- 4) **Arborwood Leveled Reading:** Terry Joseph explained that the Arborwood Campus has researched science and social studies literature that are age and grade level appropriate. Arborwood Campus scores in science and social studies are increasing, but school improvement efforts are always seeking additional strategies to support improvement. The handout (attached) was distributed to the BOE curriculum committee members. Mrs. Joseph explained that the books proposed would be distributed at a professional development workshop on a Saturday. Mrs. Joseph explained the purchase overview would not exceed \$50,000 this will be a Title I supplementary purchase.
- 5) **Arborwood Technology:** Terry and Julie also highlighted the technology initiatives happening in the Arborwood Academies. Arborwood, like many schools, has added supplemental technology purchases to their Title 1 budget to enhance current efforts. Chromebooks and iPads will be among the next equipment purchased for Arborwood. Julie indicated that there will be other Title I schools purchasing equipment as well.
- 6) **Arborwood Encore Pilot Program Update:** Julie reported that the Arborwood Encore team is approximately 2/3 through their pilot year of quarterly scheduling. Mrs. Joseph indicated that the team has been very pleased with the instructional results of the arrangements. The teachers feel as if they have more time with the students and can really develop specific topics of study.

7) **LLI Kits for Title I Schools:** Julie informed the group that the price for LLI kits is increasing. Additional kits can be expected to come before the Board of Education as Title I purchases. The group inquired as to if schools were continuing to note results from the use of LLI. Mrs. Joseph shared that Arborwood utilizes LLI in a variety of ways and does see substantial student growth.

8) **Old Business:** None

9) **New Business:** None

10) **Adjournment:** Julie Everly adjourned the meeting at 7:00 p.m.

Monroe Public Schools Board Curriculum Committee



Date of Meeting: February 24, 2014
Next Meeting: March 17, 2014

- 1) **Call to Order:** Julie Everly called the meeting to order at 5:06 p.m.
- 2) **In Attendance:** Julie Everly, June Knabusch-Taylor, Tedd March, Barry Martin, Ryan McLeod
- 3) **Public Commentary:** None

4) **District Improvement- Technology Integration:**

Julie referenced the past conversations and presentations about technology use in our classrooms. She shared a presentation that a steering group of teachers is going to discuss at the next District Improvement Workshop. Due to the success of the pilot 1-to-1 classrooms in the district, many Title I schools have included device purchases in their budgets. These purchases will not create new initiatives; rather, the purchases will expand the current initiatives with proven effectiveness.

The group is spending time reviewing the implementation of technology into instruction beside the SAMR Model (Substitution, Augmentation, Modification, Redefinition) This provides them with guidance as to how they can enhance their use of technology. The group agreed that the integration of technology is a reflection of the world we live in and the world of work.

- 5) **Math Curriculum- Grades 6-8:** Julie and Ryan shared that teachers are looking at new curriculum materials for 6 through 8th grades. Connected Mathematics – Edition 3 by Pearson Education has been recently released. Teachers in grades 6-8 have some experience with individual Connected Math – Edition 2 units through their curriculum work over the past three years. Samples of the units were shared. Ryan and Julie

indicated that one of the big enhancements to Edition 3 is the video component. This is beneficial given that the curriculum will align in a more integrated way with Smarter Balance. Mrs. Knabusch-Taylor discussed the importance of grabbing the students' interest through real-world contexts. The group agreed that the district is looking for a math curriculum that uses real-world math, so students can understand how to transfer what they are learning between in and out of school.

- 6) **Visual Performing and Applied Arts:** We would like to discuss the merit of moving forward with this program. The discussion will take place at the next meeting.
- 7) **ACT Preparation for 2014-2015:** Ryan reported that next Tuesday the high school students will take the ACT test. Mrs. Knabusch-Taylor expressed concern that not all students can attend the ISD offered, ACT Prep class, which was originally was rescheduled for this Saturday, March 1, 2014. Mrs. Knabusch-Taylor would like to know if our district could offer a standard ACT prep class that is mandatory for all students. Ryan reported that several years ago we offered an ACT Prep class, and, unfortunately, with staffing cuts, we removed the class given that it wasn't a requirement of the Michigan Merit Curriculum. Dr. March agreed that, as a district, we need to look at systematic ways to prep our students in order to be ready to take the ACT. He believes every student should get more than one attempt at taking the test. There was discussion regarding different ways to support the students to prepare for the test.
- 8) **Old Business:** Julie and Ryan discussed updates on the Orchard High School transition. The district has offered positions to six teachers. These teachers will be teaching in their highly qualified areas. Three teachers from the former staff will not be returning. They indicated that they are gaining an understanding of how Orchard is operated on a daily basis. They further discussed that they reviewing the curriculum infrastructure to assure that it has a sound foundation and is aligned with state standards and best practices.
- 9) **New Business:** Mrs. Knabusch-Taylor would like to point out the level of noise in the gym at the high school when there are athletic practices. She realizes the students like the music, but she is concerned about the safety hazards this could potentially create.
- 10) **Adjournment:** The meeting was adjourned by Julie Everly at 6:35 p.m.

Monroe Public Schools Board Personnel Committee Meeting Minutes

Date of Meeting: March 3, 2014

Present: June Knabusch-Taylor and Robert Yeo
Barry Martin, Julie Everly, Ryan McLeod and Holly Scherer

Next Meeting: April 7, 2015

1. **Call to Order:** The meeting was called to order at 5:30 PM.
2. **Minutes:** February meeting minutes previously approved
3. **Public Commentary:** None
4. **Staffing Updates:** Mrs. Scherer shared the latest staffing updates. She reported that interviews are being planned to fill the Technology Support position and the MHS Teaching position which are noted as “open” on the staffing chart. She did confirm that the Bus Driver vacancy has now been filled. Mrs. Everly reminded the group that administration continues to seek Bus Driver substitute candidates to replenish our pool of subs.
5. **Orchard Center High School Transition:** Dr. McLeod pointed out that the new hires for Orchard and the Monroe County Adult Education Consortium are listed on the bottom of the staffing update list. Dr. McLeod shared that things appear to be going smoothly with the new staff configurations today. Mr. Yeo questioned how many students were being served with these programs. Dr. McLeod shared that enrollment estimates are around 150 students with Orchard and the Learning Bank. Dr. McLeod noted the target for staffing at Orchard High School was @ 20-25 students per teacher, this was intentionally staffed at slightly lower ratios than at MHS because Orchard has a tendency to increase their student counts toward the end of the school year.

The committee had additional questions on the Learning Bank. Mrs. Everly reported that at present time it appears the Learning Bank is open during the day to provide GED preparation courses. The staff includes a Coordinator, a Teacher, a part time Tutor, and a Support Person. In addition, there is an Adult Education Instructor, who provides GED classes afterschool at Orchard High School. Dr. McLeod reminded the group that the Adult Education Grant is used to help fund the Learning Bank. Mrs. Everly noted that the idea of this Adult Education Grant has generated lots of conversations among the principals and there is interest to phase some adult education opportunities back into our buildings. Dr. Martin shared that a meeting was being held on Tuesday at MCCC for community discussion on the Learning Bank. This committee still has concerns with the financial viability of the program. Administration has plans to continue studying the Learning Bank in an effort to get to know the operations better and will report back to the committee next meeting with updates.

6. **Old Business:**

Mrs. Knabusch-Taylor continues to have concerns with athletics, specifically noting treatment of players. She questioned if the athletics department reviewed things like playing time and also if the district is using the parent satisfaction surveys. Mrs. Everly acknowledged that parent surveys are mailed to all families, for all sports. These surveys are anonymous and completed surveys are returned to the Athletics office for Dr. Ray to review.

7. **New Business:**

Mr. Yeo challenged administration to review the class offerings at MHS. While he is proud to have varied offerings at MHS he noted with the budget challenges being faced he has concerns to hear that we have some very small class sizes. Dr. McLeod assured him that there are no classes running at MHS with less than ten students. Dr. McLeod did agree that some programs are more difficult to recruit for, and that turnover with teaching staff does influence that. Mrs. Everly also reported findings from a recent student survey that indicates student interest for programs outside the source of our current offerings. Computer programming and game design both had significant interest from students. MHS is excited to open the virtual options for next year and many students have expressed interest in learning about how those will work.

Mr. Yeo shared concerns he had heard from teachers who are feeling wounded with the recent contract ratification and the personal impacts that would have. He questioned if that might have effect on teachers' willingness for volunteering and extra-curricular. Administration is aware that this ratification could create a new set of issues and the challenge for the district will be to make sure that our students don't suffer as a result. Administration has heard many of those same concerns and Dr. McLeod suggests that the Board be prepared to hear public comments at the meeting on March 4th.

8. **Future Agenda Items:** None noted

9. **Next Meeting:** April 7, 2014 at 5:00 PM

10. **Adjournment:** The meeting was adjourned at 6:45 PM

BOARD OF EDUCATION POLICY COMMITTEE
Thursday, March 20, 2014

MINUTES

The Board Policy Committee met at 5:30 p.m. on Thursday, March 20, 2014. Present were Barry Martin, Larry VanWasshenova and Robert Yeo. Absent: Aaron Mason

Public Commentary

There was no public commentary.

Discussion

Complete copies of Section 5000 – Personnel – were distributed. Dr. Martin reviewed suggested changes with the committee members. Everyone was in agreement with the changes and corrections, and this section will be brought to the Board of Education as a first reading at their next meeting.

Adjournment

The March 20, 2014 meeting of the Policy Committee adjourned at 6:15 p.m. The next scheduled meeting is Thursday, May 22, 2014 at 5:15 p.m.

COACHING RECOMMENDATION

BACKGROUND

The following is a Coaching Recommendation for the 2013/14 school year. All pre-employment information has been completed.

Last Name	First Name	Title	Sport	School
Motyka	Ronald	Assistant Coach	Track	MMS

RECOMMENDATION

Move to approve Ronald Motyka as the Assistant Coach for Track at Monroe Middle School for the 2013-14 school year; as per the MCEA master agreement.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Vensel	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

STAFF RESIGNATIONS

BACKGROUND

We have received letters of resignation from the following teachers:

Richard S. Carveth - Mr. Carveth has been a teacher for Monroe Public Schools for the past 34 years, most recently as a Science Teacher at Monroe Middle School. His resignation for the purpose of retirement is effective at the end of the 2013/14 school year.

Kathleen DeSloover – Mrs. DeSloover has been a teacher for Monroe Public Schools for the past 18 years, most recently as an Elementary Teacher at Raisinville. Her resignation for the purpose of retirement is effective at the end of the 2013/14 school year.

Kathryn Heller – Mrs. Heller has been a speech therapist and special education teacher for Monroe Public Schools for the past 28 years. Her resignation for the purpose of retirement is effective at the end of the 2013/14 school year.

Margie Lake – Mrs. Lake has been a teacher for Monroe Public Schools for the past 22 years, most recently as Human and Health Services Teacher at Monroe High School. Her resignation for the purpose of retirement is effective at the end of the 2013/14 school year.

Erin Otter – Mrs. Otter has been a teacher for Monroe Public Schools for the past 6 years. Mrs. Otter has been on a leave of absence for child care purposes during the 2012/13 school year and will not be returning in the fall. Her resignation for personal reasons is effective at the end of the 2013/14 school year.

Lorene Reed – Mrs. Reed has been a teacher for Monroe Public Schools for the past 19 years, most recently as an Elementary Teacher at Custer Elementary. Her resignation for the purpose of retirement is effective at the end of the 2013/14 school year.

Deborah Scheich – Mrs. Scheich has been a teacher for Monroe Public Schools for the past 20 years, most recently as an Elementary Teacher at Manor Elementary. Her resignation for the purpose of retirement is effective as of September 30, 2014.

ENCLOSURES

Letters of Resignation

RECOMMENDATION

Move to approve the resignations from Monroe Public Schools for Richard Carveth, Kathleen DeSloover, Kathryn Heller, Margie Lake, Erin Otter, and Lorene Reed effective on the last working day for teachers of the 2013/14 school year; and Deborah Scheich effective September 30, 2014.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

March 18, 2014

Dr. Barry Martin, Superintendent, Monroe Public Schools

CC: Mrs. Cindy Flynn, Principal, Monroe Middle School
Mr. Darren Pocs, MCEA President

Dear Dr. Martin,

This letter is being sent to satisfy the requirements for ending my employment with Monroe Public Schools. I am notifying you that it is my intent to retire from teaching at the end of the 2013-14 school year.

I want to express my appreciation for the opportunity that I have had to work in this district for the last 34 years. It has been my good fortune to meet, work with, and become friends with an amazing variety of teachers, administrators, support staff, students, and parents. I would not trade my experiences as a teacher in Monroe for those of any other job that I can imagine.

I'm sure that I will continue to follow the progress of Monroe Public Schools as you lead them through the ever-changing world of public education. I wish you and my colleagues all the best as you continue to prepare our community's children for success.

Sincerely,



Richard S. Carveth
Team 7C Science
Monroe Middle School

March 2014

To Whom It May Concern,

I am writing to inform you that I will be terminating my employment with Monroe Public Schools at the end of the 2013-2014 school year. On July 1, 2014 I will be considered retired!

Thank you for the opportunity to have served my community in such an important capacity. I have thoroughly enjoyed my years as an elementary teacher, first at Custer, now at Raisinville. I tried to make a difference in each of the children and families entrusted to me. I will cherish the student, parent, and staff friendships made along my journey over the last 20 years. It was a tremendous source of pride to belong to the Monroe Public Schools family.

Sincerely,



Kathleen DeSloover

Ked J. Everly
3-14-14

Kathryn M. Heller

March 20, 2014

Monroe Public Schools
Human Resources Department
1275 N. Macomb Street
Monroe, MI 48162

Dear Monroe Public Schools Administration and Board:

This letter should serve as my official notification to you that my last day of work at Monroe Public Schools will be June 30, 2014, as I plan to retire.

I am excited about my pending retirement but wanted to take this opportunity to thank you for many of the opportunities that I have experienced working for Monroe Public Schools. I have enjoyed my employment as a Speech Therapist and a Resource Room Teacher/Consultant. I have been extremely fortunate to work under an exceptional administrator, Mrs. Kelly McMahon.

Please feel free to contact me if you need any additional information.

Sincerely

A handwritten signature in cursive script that reads "Kathryn M. Heller". The signature is written in black ink and is positioned below the word "Sincerely".

Kathryn M. Heller

Margie Patterson-Lake

March 4, 2014

Monroe Public School Administration Bldg.
1275 North Macomb
Monroe, Michigan 48162

RE: Resignation/Retirement from Monroe Public Schools

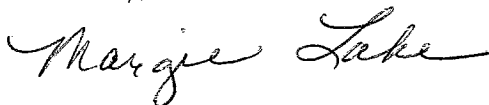
To Whom It May Concern,

Please accept this letter of resignation/retirement from Monroe Public Schools at the end of the 2013-2014 school year as a secondary teacher at Monroe High School and I will not be returning to teach this fall. Although I have enjoyed working for Monroe Public Schools, I feel I have come to the stage in my life to retire.

I have enjoyed working with and learning from my colleagues but hopefully and most importantly, making a positive difference in our young peoples' life. I am so great full to have had the opportunity to fulfill my career expectations with Monroe Public Schools.

I wish Monroe Public Schools continued success and growth in the future.

Sincerely,

A handwritten signature in cursive script that reads "Margie Lake".

Margie Lake

March 10, 2014

Mrs. Julie Everly
Assistant Superintendent
1275 N. Macomb St
Monroe, MI 48162

Dear Mrs. Everly,

Please accept this letter as my resignation from Monroe Public Schools.

I'd like to thank you and the administration at Custer Elementary for the six excellent years of teaching I had with Monroe Public Schools. I have worked alongside outstanding colleagues and had exceptional opportunities to grow and develop as an educator during my time at Custer Elementary School.

This bittersweet decision was not one that was easily made. However, the needs of my family are the top priority in my life and where I need to be is home with my young children. I was and will always be proud to say I was a teacher for Monroe Public Schools.

Sincerely,

Erin D. Otter

Erin Otter

JE
3/11/14

March 12, 2014

Monroe Public Schools
1275 North Macomb Street
Monroe, Michigan 48162

To whom it may concern:

Please accept this letter being submitted before the April 1st deadline, as per our contract, as my notification of my intent to retire at the end of this 2013-14 school year.

I am asking that my termination date be June 30, 2014, with the retirement effective date of July 1, 2014.

Having taught for Monroe Public Schools 20+ years as a classroom teacher at Custer Elementary , I am eagerly anticipating the next chapter of my life. I am looking forward to enjoying my family, including my grandchildren, as well as assuming my responsibilities as a daughter to my aging parents.

Sincerely,

Lorene A. Reed

Deborah S. Scheich

March 25, 2014

Monroe Public Schools Administration
1275 N. Macomb St.
Monroe, MI 48162

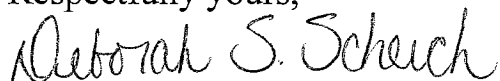
Dear Monroe Public School Administrators and Board of Education,

Please accept this letter of resignation from my position of Kindergarten Teacher from Monroe Public Schools, for the purpose of retirement – effective September 30, 2014.

I would like to thank my School Administrator, Kelly McMahon, and the staff of Manor Elementary School for their mentorship, professionalism, and dedication throughout my 20 years of service at Manor Elementary School.

I have many fond memories of the students, families, and staff of Manor School, which I will always cherish. I look forward to the next phase of my life, retirement!

Respectfully yours,



Deborah S. Scheich

SUPERINTENDENT’S REVIEW

BACKGROUND

The Board of Education has completed the review for Dr. Barry Martin.

ENCLOSURE(S)

None

RECOMMENDATION

Move to acknowledge that the Board of Education completed the Superintendent’s review.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

RESOLUTION DECLARING APRIL AS AUTISM AWARENESS MONTH

BACKGROUND

See attached.

RECOMMENDATION

Move to approve April as Autism Awareness Month as presented.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

MONROE PUBLIC SCHOOLS DISTRICT
RESOLUTION DECLARING APRIL AS AUTISM AWARENESS MONTH

Whereas, April is recognized as National Autism Awareness month by the Autism Society of America and Autism Speaks; and

Whereas, Autism spectrum disorders are a continuum of developmental disorders that impact individuals in the areas of learning, communication, and social interactions; and,

Whereas, Approximately one in 55 American children are on the autism spectrum; and,

Whereas, Autism prevalence rates are growing and it is the fastest growing development disability in the United States; and,

Whereas, Each student with an autism spectrum disorder has a complex and individual constellation of strengths, needs, gifts, and challenges; and,

Whereas, The goal of National Autism Awareness Month is to provide the opportunity for the community at large to join together in raising awareness and increasing support for individuals with autism spectrum disorders; and,

Whereas, the Monroe Public Schools District Board of Education embraces this affirmation and pledges to provide a free appropriate public education in the least restrictive environment for each student with autism; and,

Whereas, the Monroe Public Schools District is currently responsible for the education of approximately 58 students with autism; and,

Whereas, the Monroe Public Schools District commits to early intervention and research-based practices so that students with autism have the foundation they need to access a full and successful life in school and beyond; and,

Whereas, the Monroe Public Schools District recognizes that strong and collaborative efforts among families, schools, and communities are necessary to build those foundations; and

Therefore, That the Monroe Public Schools District continues to support the efforts of staff members, families, and the community who work together to provide success for every student with autism.

Presented and adopted, this 25th day of March 2014

Robert Yeo, President

Lawrence VanWasshenova, Vice-President

June Knabusch Taylor, Secretary

Dr. Tedd March, Parliamentarian

Aaron N. Mason, Trustee

Ryan Philbeck, Trustee

Wendy Spicer, Trustee

Barry N. Martin, Superintendent

**SKILLS U.S.A. STATE FINALS
IN STATE – OVERNIGHT**

BACKGROUND

Bryan Zamorski, Monroe High School automotive teacher and auto club advisor, wishes to petition the Board of Education for permission to take one (1) Monroe High School student to Grand Rapids, Michigan to attend the Skills USA State Finals. This overnight trip will be held at the Amway Grand Plaza Hotel, in Grand Rapids, Michigan, April 11-13, 2014.

Added cost funds will be used to defray the cost of this trip and all aspects of the trip will be in accordance with related Board policies.

ENCLOSURES

Monroe Public Schools – Abbreviated Field Trip and Excursion Check List Form. The complete packet is housed in the office of the Assistant Superintendent of Elementary Education, Instruction and Human Resources.

RECOMMENDATION

Move to approve the request for a Monroe High School student to attend the Skills USA State Finals in Grand Rapids, Michigan according to the terms of Policy IICA, Field Trips and Excursions.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



Monroe Public Schools

MONROE HIGH SCHOOL
901 Herr Road
Monroe, Michigan 48161

3-11-14

From: Bryan Zamorski, Automotive Technology Instructor, Monroe High School, Advisor, Monroe High Automotive.

Sub: Skills USA

As an Automotive Technology instructor and Auto Club Advisor at Monroe High School, I request permission to take one of my students on the attached documents to the Skills USA competition in Grand Rapids Michigan, where the competition will be held at the Amway Grand Plaza. My student has worked very hard through the year and now he has the chance to compete against some of the top programs in the state. Keith Lindemann the student that I chose, did not only place first in Regionals he is also one of my hardest working, most respectful, willing to learn students. He is not just doing well in my class but is also doing well in his other classes. This competition is a well-known competition where he will be competing against other schools all over Michigan. This competition is also recognized by NATEF "National Automotive Technicians Education Foundation" and fulfills our state mandated competition requirement. If you have any further questions, I will be attending the board meeting with this trip on the agenda to answer them. Thank you for your consideration.

Bryan M. Zamorski
Monroe High School
901 Herr Rd.
Monroe, MI 48161
(734) 265-3695
zamorski@monroe.k12.mi.us

Monroe Public Schools Field Trip Information Form

Date of Trip: 4-11-13, 2014

Grade/Team/Organization Making Request: Auto Tech.

Destination: Amway Grand Plaza Hotel, Grand Rapids, MI

Address: 187 Monroe Avenue NW, Grand Rapids

City: Grand Rapids State: MI Zip: 49503

Means of Transportation: Private

Number of Students and Adults Involved: 1 student

Exact Loading Location: I-wing

Estimated Time of Departure: 9:00 Friday

Estimated Time of Departure from Destination: 4:00 pm, Sunday

Expected Time of Arrival: 6:00 pm on Sunday

Purpose of Trip: Skills USA State Finals

Faculty Supervisor: Mr. Zeman

Substitute(s) needed: Yes No (This does not secure the substitute)

Principal's Signature: [Signature] Date: _____

Approved Denied

Assistant Superintendent's Signature: _____ Date: _____

Approved Denied



Monroe High School

Field Trip Request



All requests for any field trip must be submitted to the Principal at least 15 school days before the date of the trip.

Building Policy: Field trips should be Academic in nature tied to content stand and include follow-up activities.

Date of Trip: April 11-13, 2014

Date of request: 3-10-14

Grade or organization making request: Automotive Technology

Faculty Sponsor: Mr. Zamora

Destination: Grand Rapids, Michigan

Address: 187 Monroe Avenue NW Grand Rapids, 49503

Phone Number of Destination: 1800-253-3590

Purpose: Skills USA State Finals.

Estimated time of departure: Friday 9:00 Am - Sunday 4:00pm

Estimated return time: Sunday 6:00 pm

Substitute needed: YES NO

Principal's Signature: [Signature]

approved denied

Reason for Denial _____

Monroe Public Schools
Field Trip Permission Form

School: Monroe High School

Date of Trip: 4-11-13, 2014

Departure Time: 9:00 Am

Return Time: 4:00 pm on Sunday

Group/Class Taking Trip: Keith Lindemann / Automotive Technology

Destination: Amway Grand plaza Hotel, Grand Rapids, MI

* This form serves as the district's official notification for the parent (x)/guardian of students involved and, by signing, acknowledges the fact that the student's parent (s)/guardian approves of their child taking said trip. This form must be completed and signed before any student will be allowed to travel with the group.

Student Name: Keith Lindeman Grade: 12

Teacher: Boyan Zamorski

Address: _____

Telephone # (Home) _____ Telephone # (Emergency): _____

Insurance Co.: _____

Name of Policy Holder: _____

Contract #: _____

Parental Acknowledgment:

I/We hereby give consent to allow our child to make this trip and further consent for any necessary emergency medical treatment and/or admission, to any hospital for my/our child.

Signatures:

Date: _____

Date: _____

Parent/(s)/Guardian

*Return to Your Child's Classroom teacher

MONROE PUBLIC SCHOOLS *Private Transportation Application Form*

According to the policies of the Monroe Board of Education, no privately owned vehicle may be used to provide private transportation as school sponsored transportation to school events unless certain conditions are met. We certainly appreciate your willingness to assist in transporting students to the activity shown below, but this form must be completed at least 10 days prior to the event and approved before authorization to transport students can be given.

ACTIVITY Skills USA

DATE(S) 4-11-13, 2014

NUMBER OF STUDENTS TO BE TRANSPORTED 1
(one seat belt per passenger)

VALID DRIVER'S LICENSE: YES X NO _____

DRIVER'S LICENSE NUMBER [REDACTED]

DO YOU HAVE AUTOMOBILE INSURANCE: YES X NO _____

INSURANCE COMPANY State Farm

POLICY NUMBER [REDACTED]

DRIVER'S SIGNATURE [Signature]
(Indicates NO FAULT INSURANCE)
Bryan Zamorski
Please Print Name

Please list names of students being transported in this vehicle:

- 1. Keith Lindemann
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____

APPROVED DISAPPROVED _____

APPROVED DISAPPROVED _____

APPROVED _____ DISAPPROVED _____

[Signature] 3/17/14
DEPUTY SIGNATURE DATE

[Signature] 3-17-14
PRINCIPAL SIGNATURE DATE

SUPERINTENDENT/DESIGNEE DATE

REQUEST FOR SUBSTITUTES

This form must be completed and appropriately routed in order to secure substitutes for purposes other than illness, business leave, or attending conferences. **Requests must be received 10 days in advance to ensure proper consideration. Due to a shortage of substitutes, there will be a limit of twelve (12) such substitutes allowed on any one day.**

Principal/Administrator Making Request: Bill Ferrara

Date of Request: 3-11-14 Date Received in Personnel: _____

Reason for Request: Skills USA State Comp

Approved School Business Extra Help Meeting

Account Number(s) to be charged: 1.1127.41.145500 3111

Date(s) Substitute(s) Needed: 4-11-14

AM PM All Day

Substitute Requested for:

Name:	Building:	Assignment:
<u>Bryan Zamorski</u>	<u>I-wing #105</u>	<u>MHS/CTE</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please use a separate sheet for additional names.

Please route as follows: (1) Person making requests ----forward to (2) appropriate Curriculum Director.

Signatures:
Principal: [Signature] Approved Denied

Please forward to the appropriate curriculum director when completed

Curriculum Director: _____ Approved Denied

A limit of 12 substitutes per day will be maintained unless specific PRE-APPROVAL is obtained!

MONROE PUBLIC SCHOOLS

FIELD TRIP CHECK LIST

Complete the following check list before submitting a formal request to the Board of Education for approval of overnight, out-of-state (except Cedar Point, Toledo, and vicinity) or out-of-country field trips. Follow the timelines as outlined in Board Policy IICA.

- Written request to appropriate principal
- Written approval by such principal and the superintendent or his/her designee
- Written parent permission form (IICA-F1/ Board Policy Manual)

- Completion of curriculum alignment form:
All field trips should be designed to enhance the curriculum standards and benchmarks. List below a brief description of activities, lessons, projects, etc. leading up to, during, and following this field trip.

Pre-trip lessons:

students have demonstrated proper
diag. Routines in relation to All aspects
of the Automobile. Through this process problem
solving and research was utilized.

How this trip will engage students in activities congruent to our content standards during this trip:

Students will be tested on paper
and also get the opportunity to display
Hands-on abilities related to NATEF standards.

Follow-up classroom lessons:

Students will conduct lessons learned
activities and follow continuous improvement
guidelines demonstrated in the shop setting

- Contract(s) with agent(s) making travel/accommodation arrangements
- Detailed Itinerary
- Funding sources
- Chaperones
- Arrangements made for students with financial hardship
- If private vehicle(s) used, Form EEAE-F-3 (Board Policy Manual) attached.

Drafted: 1/20/95
Revised: 12/16/97

MONROE PUBLIC SCHOOLS

ABBREVIATED FIELD TRIP & EXCURSION CHECK LIST FORM

Complete details of this field trip can be obtained from the Assistant Superintendents of Secondary and/or Elementary Curriculum. All details are in compliance with Board Policy IICA.

FIELD TRIP DESCRIPTION:

Destination and Description of Trip:

skills USA state leadership conference
Amway Grand plaza, Grand Rapids MI.
Keith Hindemann made it to the
state finals to compete in the
Automotive master Tech competition.

School(s): MHS

Chaperones: none (Bryan Zamorski - teacher)

Method of Transportation: private

Date of Departure: 4/11/14

Time of Departure: 9:00 AM

If overnight, number of nights: 2

Date of Return: 4/13/14

Time of Return: 6:00 pm

Number of Students Participating: 1

Number of Staff Supervising: 1

Number of Other Adults Assisting: 0

Number of School Days Student will be Attending Trip: 1

Cost Per Child: 6

Cost Per Chaperone: 0

Monroe Public Schools Funds Being Used to Pay for:

Students: Yes *added* No
Chaperones: Yes *cost funding* No

Included in this field trip request packet are copies of the following:

- Full compliance with Board of Education Policy IICA - Field Trips & Excursions Forms
- Signed parent permission forms for each student participant (IICA - FI)
- Field Trip Permission Forms (F-II)
- Compliance with Educational Academic Field Trip regulations - Standard Practice Bulletin I-11
- Written request to appropriate building principal
- Written description of field trip to parents
- Written approval by building principal
- Detailed itinerary (Out of country trips may not have detailed itinerary until 30 days prior to trip)
- List of approved chaperones
- Identification of funding sources
- Signed private vehicle use (for transporting students - EEAE-F-3)
- Description of arrangements made for students with financial hardship
- All necessary signed contracts/agreements with participating travel agents
- Emergency telephone numbers for all participants
- Description of this trip and congruency with course curriculum
- Emergency Contingency Plan included, if method of transportation is flying.
- Turn in Criminal History forms, on non-staff chaperones, to the Superintendents Office prior to any deposits being made to any travel agent.

Updated: 09/12/06



Monroe High School Field Trip Procedure Checklist

Attached are the forms to be completed in order to process your field trip. Please return all forms to ~~Tammy Massingill~~ for processing. On the checklist, check off all items and those that do not pertain to ~~Lynette Tyson~~ to your event, write N/A. These forms are perforated for your convenience

X **MHS Field Trip Request form:** (This form must be filled out, turned in to Tammy and approved by Val before the rest of the packet is turned in.) Once you receive your approval, complete the rest of the paperwork and turn into Tammy.

N/A Call transportation (*Tim Vinton @ 265-3304*) and set up a date with them (*if bus is needed*).

X **Parent Permission form** (You must have one of these for each student)

- Permission Form IICA-F2 (local-Monroe)
- Out of District/IN-State including Toledo and Cedar Point IICA-F2
- Out of State/Country IICA-F1

X **Private Vehicle Form** EEA-E-F3 (No student can transport another student)

N/A **Criminal History Form** (Any non- staff member participating in this field trip must complete one of these forms.)

X Fill out **Group Absences Form** and turn into Tammy

N/A Fill out **Bus List** (Keep this until the day of departure- then cross off anyone who does not load bus and return to Tammy before you leave)

N/A Fill out **Request for Transportation form.**

X If substitute (s) are needed, please fill out a **Request for Substitute form**

X If pre-payment is necessary; please clear with the appropriate office.

N/A On the day of departure, you must turn in a BUS LIST (*list of student, including addresses, parents names and phone number, of all who **actually board** the bus/car*) in the bus list box in the Main Office mail room. Box is located on the right side/lower corner or you can give to Tammy.

**MONROE PUBLIC SCHOOLS
ELEMENTARY MATH CURRICULUM
TECHNOLOGY COMPONENT RENEWAL**

BACKGROUND

Monroe Public Schools has implemented the DreamBox Learning Program over the past two years. This year Dreambox usage has peaked. Many programs along with free internet-based resources have been researched and tried in classrooms. None of these programs had the impact that DreamBox Learning has on the development of mathematical thinking as well as basic fact fluency. DreamBox Learning is an online adaptive math program that aligns with the adopted National Common Core Curriculum Standards. It was created in partnership with leading mathematical researchers, Catherine Twomey-Fosnot and Skip Fennell. This program provides literally millions of different paths through the curriculum, based on a child's needs and supports every student from struggling to advanced. As students use the program, their mathematical abilities are assessed with every click and teachers are provided the necessary information to adjust their instruction to match the needs of each student. Students also are able to use DreamBox Learning at home and parents are provided with up to date information about the child's mathematical progress.

ENCLOSURE

Cost proposal with the breakdown of 12 or 24 month site license subscription for all elementary schools valid through March 29, 2014.

RECOMMENDATION

Move to approve the 2-year purchase of the Dreambox Learning site license subscription for the purpose of school and home access for every elementary student for a cost of \$52,500.00. The cost of this program will be taken out of the curriculum budget for the corresponding year.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



Pricing Proposal for Monroe Public Schools, MI

3/17/2014

Dear Julie:

DreamBox Learning is an innovative and impactful learning program used to deliver both core and supplemental mathematics. DreamBox provides excellent content, an engaging environment, and is powered by an adaptive engine that “learns the learner” to deliver mastery of every concept. DreamBox supports a three pronged approach to teaching math with focus on teaching concepts, problem solving and procedures. DreamBox instruction is concept based providing assistance to each teacher in meeting the needs of each student. We look forward to expanding the experience of learners in Monroe Public Schools by working together to ensure that students will be better equipped to apply their math skills and strategies to new problems within the same and new concepts, be it real world, classroom, or testing environments.

We value our partnership with Monroe Public Schools and look forward to serving your students, colleagues, and community in the years ahead.

Contract Details:

- Licenses good for 12 months from the activation date (unless a 24, 36 month option is chosen) and is a continuation to the contract ending on March 29th 2014.
- Pricing proposal is valid through March 29th, 2014
- License includes 24/7 school/home-linked access for all students and includes a Parent Dashboard with an overview of student work in DreamBox, as well as periodic emails to update them on their own student’s progress
- Administrative Dashboard Reports with roll-up reporting for all classrooms and schools within the district and Teacher Dashboards for classroom and student progress as well as Common Core.
- DreamBox online, phone and email customer support for teachers, administrators and parents.
- Access to all updates to product during the lifetime of your subscriptions, such as additional content, reports and teacher tools.
- I would recommend adding an eight hour On-site Professional Development for all schools at the cost of \$3,500.00 or a 90 minute Webinar at the cost of \$225.00
- On Year two and three of the agreement we will offer one 90 Minute Webinar at no cost.

***Multi-year subscriptions are paid in advance and offered with a higher discount and price lock for the term.**



Length of Term	Subscription Type	ListPrice	Discounted Price	DreamBox Total
1 Year Renewal	<i>Unlimited Site License (5 schools)</i>	\$ 7,000.00/site	\$ 6,500.00/site	\$ 32,500.00
	Web-Based Professional Development	\$225.00	WAIVED	WAIVED
1-year Total Investment				\$ 32,500.00
Total 1-year savings off of list				\$ 2,725.00
2 Year Renewal	<i>Unlimited Site License (5 schools)</i>	\$ 7,000.00	\$ 5,250/site	\$ 52,500.00
	Web-Based Professional Development (Year 2)	\$ 450.00	WAIVED	WAIVED
2-year Total Investment				\$ 52,500.00
Total 2-year savings off of list				\$ 12,500.00

Please do let me know if I can provide additional support materials or answer any questions during your decision process. Thank you for your commitment to DreamBox Learning and for allowing us to be a partner in your continued success!

Warm Regards,

LeeRon Yahalomi
 Account Manager
 DreamBox Learning
 305 108th Ave. NE/ Bellevue, WA 98004/ 877-451-7845 x429
leeron@dreambox.com

**RAISINVILLE ELEMENTARY SCHOOL
LEVELED LITERACY INTERVENTION PROGRAM**

BACKGROUND

The Fountas & Pinnell Leveled Literacy Intervention System (LLI) is a small-group, supplementary literacy intervention program designed to help teachers provide powerful, daily, small-group instruction for the lowest achieving students at their grade level. Through systematically designed lessons and original, engaging leveled books, LLI supports learning in both reading and writing, helping students expand their knowledge of language and words study. The goal of LLI is to bring students to grade level achievement in reading. Students in need of intervention will benefit from this program.

ENCLOSURE

Cost proposal for purchase of the described Leveled Literacy Intervention program from Heinemann Publishing.

RECOMMENDATION

Move to approve the purchase of instructional resources from Heinemann Publishing at a cost not to exceed \$10,260. Money for this purchase will come from 2013-2014 Title I funds in accordance with allowable expenditure guidelines for use of federal funds for supplemental instructional programming.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



ORDERS / CUSTOMER SERVICE
 TEL: 800-225-5800 FAX: 877-231-6980
 P.O. Box 6926
 Portsmouth, NH 03802-6926
 www.heinemann.com
 Pubnet SAN: 210-5829 Code: HEP
 Federal ID#: 06-1154537 GST:#125-218-917

361 HANOVER STREET, PORTSMOUTH, NH 03801

QUOTE: 4677784

73074

9458928

S MONROE PUBLIC SCHOOLS
 O 1275 NORTH MACOMB
 L MONROE MI 48162
 D

KIM BURKEY
 S RAISINVILLE ELEMENTARY SCHOOL
 H 2300 NORTH RAISINVILLE ROAD
 I MONROE MI 48162
 P

T
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ACCOUNT NO.	P.O. NUMBER	DATE	SPECIAL INSTRUCTIONS	TERMS	PAGE NO.	
73074	QUOTE	03/10/14		Net 30 Days	1	
ITEM	ISBN	UNITS	DESCRIPTION	LIST PRICE	DISC	NET AMOUNT
E02851	0-325-02851-6	1	FOUNTAS /LLI RED GRADE 3	5937.50	20.00	4750.00

			PREPACK CONTAINS:			
E04402	0-325-04402-3	1	LLI RED Carton 1			
E04403	0-325-04403-1	1	LLI RED Carton 2			
E04404	0-325-04404-X	1	LLI RED Carton 3			
E04405	0-325-04405-8	1	LLI RED Carton 4			
E04406	0-325-04406-6	1	LLI RED Carton 5			
E04407	0-325-04407-4	1	LLI RED Carton 6			
E04408	0-325-04408-2	1	LLI RED Carton 7			
E04409	0-325-04409-0	1	LLI RED Carton 8			
E04619	0-325-04619-0	1	LLI RED Carton 9			

E02852	0-325-02852-4	1	FOUNTAS /LLI GOLD GRADE 4	5937.50	20.00	4750.00

			PREPACK CONTAINS:			
E04816	0-325-04816-9	1	LLI GOLD Carton 1			
E04817	0-325-04817-7	1	LLI GOLD Carton 2			
E04818	0-325-04818-5	1	LLI GOLD Carton 3			
E04819	0-325-04819-3	1	LLI GOLD Carton 4			
E04820	0-325-04820-7	1	LLI GOLD Carton 5			
E04821	0-325-04821-5	1	LLI GOLD Carton 6			
E04822	0-325-04822-3	1	LLI GOLD Carton 7			
E04823	0-325-04823-1	1	LLI GOLD Carton 8			
E04824	0-325-04824-X	1	LLI GOLD Carton 9			

***** BACKORDERS AND MISC *****						
734-265-4800 KIM BURKEY@MONROE.K12.MI.US QUOTATION PRICES VALID FOR 30 DAYS						

Continued

REFERENCE	TOTAL UNITS	SHIPPING WEIGHT	SHIPPING METHOD

RETURN ONE COPY OF INVOICE WITH PAYMENT TO:
 HEINEMANN, 15963 COLLECTIONS CENTER DRIVE, CHICAGO, IL 60693

All returns must be sent prepaid to: Heinemann Distribution Center
 c/o Houghton Mifflin Harcourt
 465 South Lincoln Drive
 Troy, MO 63379

WATER DAMAGE REPAIR AT MONROE MIDDLE SCHOOL

BACKGROUND

See attached memo from Jerry Oley for details.

ENCLOSURES

Memo from Mr. Oley
Bid from Gratton Construction Co., Inc.

RECOMMENDATION

Move to accept the bid of \$12,710 from Gratton Construction Co., Inc. of Monroe, Michigan, to replace additional ceiling tile due to water pipe leak. Money for this purchase will come from the Site Sinking Fund.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



MONROE PUBLIC SCHOOLS

www.monroe.k12.mi.us

4920 W. Albain Rd., Monroe, MI 48161

Operations

Phone 734-265-3333
Fax 734-265-3301

Jerry Oley
Director of Operations

Tim Salenbien
Custodial/Maintenance Supervisor

Shelley Cormier
Transportation Supervisor

Transportation

Phone 734-265-3300
Fax 734-265-3301

March 14, 2014

To: Board of Education
Monroe Public Schools

From: Jerry Oley
Director of Operations

Re: Water Damage Repair - Monroe Middle School

On March 3, 2014 Monroe Middle School experienced a broken water pipe that caused substantial damage to the existing ceiling in the hallway outside the cafeteria area. Gratton Construction Co. was brought in to evaluate the damage and to provide a cost estimate to make the needed repairs. The cost to repair the water damage area is \$34,884.00 minus the school district \$2,500 deductible. The insurance company has approved the necessary repairs. (email attached)

It will also be necessary to replace another small section of the same ceiling tile area that was not affected by the water leak in order to match the new drop ceiling. This area will require the same drop ceiling to be installed including new lighting at the time of construction.

We recommend that, Gratton Construction Co., Inc. be awarded this add on in the amount not to exceed \$12,710.00

Funds will be taken from the Site Sinking Funds.

If you need further information, please let me know.

JAO/my

NOTICE OF NONDISCRIMINATION

It is the policy of Monroe Public Schools not to discriminate on the basis of race, color, national origin, gender, age, disability, religion, height, weight or marital status in its programs, services, employment, or any other activities. For information contact the office of the Superintendent of Schools, 1275 N. Macomb St., Monroe, MI 48162, 734-265-3010.

Jerry Oley

From: Jesse Melot <jmelot@setseg.org>
Sent: Wednesday, March 12, 2014 8:55 AM
To: Jerry Oley; Katherine Eighmey
Cc: Barry Martin; Lorrie Shock
Subject: RE: Board Notes 3-7-2014

Good morning Jerry,

You may move forward with the repairs from the water pipe leak damage at the middle school. A claim will be processed and check issued in the amount of \$32,384 (\$34,884 - \$2,500 deductible) will be processed in the next two weeks.

The alternative proposal for the additional work is not covered, this would be the responsibility of the district. Should you have any additional questions or concerns please let me know. Have a great day.

Kind Regards,

Jesse Melot (Sherman)

Claim Representative|Property Casualty Department



MASB-SEG Property Casualty Pool, Inc.

415 W. Kalamazoo St. | Lansing, MI 48933

☎: 800.292.5421ext. 611 | Direct Dial ☎: 517.816.1611 | ☎: FAX 517.482.0800 | ✉: jmelot@setseg.org

To report an Incident or Claim, click [here](#).

NEW! Certificate of Insurance online request, click [here](#).

NOTICE

This transmission may contain information that is privileged, confidential and/or exempt from disclosure under applicable law. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or use of the information contained herein (including any reliance thereon) is STRICTLY PROHIBITED. If you received this transmission in error, please immediately contact the sender and destroy the material in its entirety, whether in electronic or hard copy format.

From: Jerry Oley [<mailto:oley@monroe.k12.mi.us>]
Sent: Monday, March 10, 2014 3:37 PM
To: Jesse Melot; Katherine Eighmey
Cc: Barry Martin; Lorrie Shock
Subject: FW: Board Notes 3-7-2014
Importance: High

Hi Jesse,

Attached are the pictures of the Monroe Middle School water pipe leak in the ceiling area 3-3-2014 along with a proposal from Gratton Construction Co. This is the same company that we used when we had a major water damage at this school several years ago due to a busted water pipe. Additionally, this company has the ability to complete this project during our Easter break time April 21-25. The total amount to repair the water damage area is \$34,884.00.

I requested from this contractor to provide us an alternative proposal for additional work because this particular area of the same hallway was not damaged but would likely need to have the replacement drop ceiling installed at the same time so the transition and elevation is correct. That total cost is \$12,710. I believe Monroe Public Schools may be responsible to take care of this correct?

Please let me know how to proceed.

Thank you,

Jerry Oley
Director of Operations
Monroe Public Schools

GRATTON CONSTRUCTION CO., INC.

General Contractors
1128 West Front Street
Monroe, Michigan 48161-1630

March 10, 2014

Mr. Jerry Oley
Monroe Public Schools
4920 W. Albain Rd.
Monroe, MI 48161

oley@monroe.K12.mi.us

Subject: Water Damage Repair, Monroe Middle School

Dear Mr. Oley,

Gratton Construction Co., Inc. proposes to replace water damaged ceilings and lighting in corridors at the Middle School consisting of approximately 2200 S.F. Our work will be in accordance of our site visit on March 7, per sketch attached and as described below:

1. Remove 12" x 12" ceiling tile.
2. Remove ½" drywall from entire area due to water saturation and possible future mold growth.
3. Remove lighting fixtures and 2 exit signs.
4. Remove ceiling suspension system.
5. All metals to be recycled all other materials to be hauled off site in dumpster boxes.
6. Install 6" angle at windows and bulkhead as required. (See sketch)
7. Install 2' x 2' fire rated grid system.
8. Install 2' x 2' square edge tile.
9. Install 2' x 4' lay-in light fixtures.
10. Replace 2 – exit signs.
11. Clean up.

For the sum of ----- \$34,884.00

Alternate: Redo attached corridor approximately 865 S.F. to match. (See sketch)

Add the sum of ---- \$12,710.00

Not included in the above proposal:

1. Architect drawings or services.
2. Painting other than bulkhead.

GRATTON CONSTRUCTION CO., INC.

General Contractors

1128 West Front Street

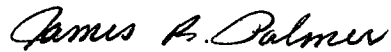
Monroe, Michigan 48161-1630

Mr. Jerry Oley

Page 2

3. Flooring.
4. Plumbing or mechanical.
5. Lead or asbestos abatement.
6. Electrical, alarm or data wiring or devices above existing drywall that may require work.
7. A fire rated assembly, which you do not have now.

Sincerely,
Gratton Construction Co., Inc.



James R. Palmer,
President

JRP/bj

REPLACEMENT OF PORTABLE GENERATOR TRANSFER SWITCH

BACKGROUND

See attached memo from Jerry Oley for details.

ENCLOSURES

Memo from Mr. Oley
Bids from Geal Electric Co. and Mosher Electric Inc.

RECOMMENDATION

Move to accept the low bid of \$4,890 from Geal Electric Company, of Monroe, Michigan, to replace the portable generator transfer switch and to provide an emergency backup power at Monroe High School to the district server and reject all other bids. Money for this purchase will come from the Site Sinking Fund.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



MONROE PUBLIC SCHOOLS

www.monroe.k12.mi.us

4920 W. Albain Rd., Monroe, MI 48161

Operations

Phone: 734-265-3333
Fax: 734-265-3301

Jerry Oley
Director of Operations

Tim Szlenbien
Custodial/Maintenance Supervisor

Transportation

Phone: 734-265-3300
Fax: 734-265-3301

Shelley Cormier
Transportation Supervisor

March 14, 2014

To: Board of Education
Monroe Public Schools

From: Jerry Oley
Director of Operations

Re: Replacement of Portable Generator Transfer Switch

Bids were requested from three companies for replacement and installation of a new generator transfer switch and to provide an emergency backup power at Monroe High School to the district sever. Two bids were received.

It is my recommendation that the lower bidder, Geal Electric Company be awarded this 2014 project.

Bid Summary is as follows:

Geal Electric Co, Monroe, MI	\$ 4,890.00
---------------------------------	-------------

Mosher Electric Inc, Holland, OH	\$ 6,960.00
-------------------------------------	-------------

Funds for the generator transfer switch and the rework of the server room panel will be taken from the Site Sinking.

If you need further information, please let me know.

JAO/my

NOTICE OF NONDISCRIMINATION

It is the policy of Monroe Public Schools not to discriminate on the basis of race, color, national origin, gender, age, disability, religion, height, weight or marital status in its programs, services, employment, or any other activities. For information contact the office of the Superintendent of Schools, 1275 N. Macomb St., Monroe, MI 48162, 734-265-3010.

PROPOSAL - HIGH SCHOOL

GEAL ELECTRIC CO.

5740 N Custer Rd.
MONROE, MI 48162

(734) 243-2325 Fax (734) 243-6577

TO: MONROE PUBLIC SCHOOLS
1275 N MACOMB ST.
MONROE, MI. 48162

PHONE	DATE 2/21/2014
JOB NAME / LOCATION Monroe High School	
JOB NUMBER	JOB PHONE

We hereby submit specifications and estimates for:

> Provide electrical work as follows:

1) Replace generator transfer switch.

Cost with 100a rated switch ---- \$1,640.00

Cost with 200a rated switch ---- \$2,035.00

2) Rework server room panel to emergency power.

Install 15kva 1 phase transformer and feeder.

Rework auditorium feeder to new transformer with 60a fusible disconnect switch.

Rework existing server panel feeder to existing emergency panel.

Rework 3 20a circuits from electrical room panel to server room panel.

Includes required breakers, feeders and grounding.

Cost ---- \$2,855.00

\$4,890

We Propose hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:

As above

dollars (\$

).

Payment to be made as follows:

Progress payments. Work scheduled for summer break, will need to order and bill for materials to hold pricing.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Authorized Signature _____

Note: This proposal may be withdrawn by us if not accepted within **30** days.

Signature _____

Signature _____



PO Box 1508, Monroe, MI 48161
(734) 241-5494 / mosherelectric.com

ELECTRICAL ESTIMATE

Monroe Public Schools
Admin Bldg
Business & Finance Office
1275 N Macomb
Monroe MI 48162

Project: **Estimate- H.S. Transfer Sw**

Estimate # 20140219

Description	Amount
Replace transfer switch for standby generator at Monroe High School, 901 Herr Rd. Scope of work to include: - Remove existing transfer switch. - Install new Transfer switch 150amp Open Transition Transfer switch, 480v, 3phase, Solid Neutral, 60hz, NEMA 1 ACCESSORIES: Programmable Engine exerciser Relay Expansion Module Load Disconnect Contacts	6,960.00

Price includes Jobsite Start up inspection by W.W.Williams (1) Trip
Training of operating personnel
two year warranty

NOTE: Transfer switch manufacturer requires \$ 3000.00 upon ordering, which will be billed to MPS upon ordering.

NOTE: This quote Assumes all existing feeder wires will be re-used. Additional costs will apply if feeders are required to be replaced to be replaced.

We Propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of **\$6,960.00**

Payment to be made as follows:

Due on receipt

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance. Accounts past due 30 days are subject to a 1.5% per month service charge.

Authorized By: *Matthew Notario*
Date: 2/20/2014

Note: This proposal may be withdrawn if not accepted within 30 days.

Acceptance of Proposal * * * * *

The above prices, specifications and conditions are satisfactory and are hereby accepted. Moshers Electric is authorized to do the work as specified. Payment will be made as outlined above.

**** SIGNATURE REQUIRED**

Signature: _____
Signature: _____
Acceptance Date: _____

ASBESTOS ABATEMENT AT ARBORWOOD SOUTH

BACKGROUND

See attached memo from Jerry Oley for details.

ENCLOSURES

Memo from Mr. Oley
Award Recommendation
Bids from Total Environmental, BBEK Construction, and Global Green Services
Bid Tally Sheet

RECOMMENDATION

Move to accept the low bid of \$42,165 from Total Environmental, of Toledo, Ohio, to remove and dispose of the AC thermal system insulation (TSI) in the boiler room, crawlspace, and exposed heating piping and reject all other bids. Money for this purchase will come from the Site Sinking Fund.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



MONROE PUBLIC SCHOOLS

www.monroe.k12.mi.us

4920 W. Albain Rd., Monroe, MI 48161

Operations

Phone 734-265-3333
Fax 734-265-3301

Jerry Oley
Director of Operations

Tim Salenbien
Custodial/Maintenance Supervisor

Shelley Cormier
Transportation Supervisor

Transportation

Phone 734-265-3300
Fax 734-265-3301

March 19, 2014

To: Board of Education
Monroe Public Schools

From: Jerry Oley
Director of Operations

Re: Asbestos Abatement at Arborwood South

Sealed bids were requested from various companies for asbestos removal. The removal and disposal of AC thermal systems insulation (TSI) in the boiler room, crawlspace and exposed heating piping.

It is my recommendation that the lower bidder, Total Environmental Services, LLC be awarded

Bid Summary is as follows:

Total Environmental Toldeo, OH	\$ 42,165.00
BBEK Construction Warren, MI	\$ 58,650.00
Global Green Dearborn Heights, MI	\$ 62,100.00

Additional bids - see attached tally sheet.

Funds for the Asbestos Abatement will be taken from Site Sinking.

If you need further information, please let me know.

JAO/my

NOTICE OF NONDISCRIMINATION

It is the policy of Monroe Public Schools not to discriminate on the basis of race, color, national origin, gender, age, disability, religion, height, weight or marital status in its programs, services, employment, or any other activities. For information contact the office of the Superintendent of Schools, 1275 N. Macomb St., Monroe, MI 48162, 734-265-3010.

March 20, 2014

Mr. Jerry Oley
Monroe Public Schools
4920 West Albain Road
Monroe, Michigan 48161

**RE: AWARD RECOMMENDATION
ARBORWOOD SOUTH ELEMENTARY SCHOOL
MONROE, MICHIGAN**

Dear Mr. Oley:

DMD Environmental, Inc. (DMD) has reviewed all bids for the asbestos materials abatement for the Arborwood South Elementary School project. Total Environmental Services, L.L.C. (TES) has provided the lowest bid of \$42,165. DMD has contacted TES for the project and they are confident the work can be performed at the price provided in a timely manner. Therefore, DMD recommends awarding the project to TES. In addition, TES unit rate costs for additional work are within industry norms should any additional work be necessary.

DMD appreciates this opportunity to provide you with asbestos consulting services. If you have any questions or comments, please contact our office.

Respectfully submitted,

DMD Environmental, Inc.



Edward Rinckey
General Manager

ER/lh
MPS Arborwood Award ltr

Total Environmental Services, L.L.C.

1950 Clinton St.
Toledo, Ohio 43607

March 18, 2014

DMD Environmental Inc.
3424 W. Laskey Rd.
Toledo, Ohio 43623

RE: Arborwood South Elementary School

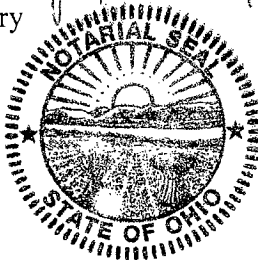
To Whom It May Concern:

Total Environmental Services, LLC does not have any familiar relationship that exists between us and Monroe Public Schools.

Subscribed before me on this 18 day March, 2014


Authorized Signature


Notary



KATHY BROWN
NOTARY PUBLIC - OHIO
MY COMMISSION EXPIRES 01-26-2018

Phone: (419) 244-6555 1-800-994-0414 Fax: (419) 244-6533

www.totalenvironmental.us

Email: mail@totalenvironmental.us

Total Environmental Services, L.L.C.

1950 Clinton St.
Toledo, Ohio 43607

March 18, 2014

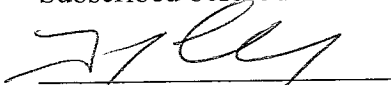
DMD Environmental Inc.
3424 W. Laskey Rd.
Toledo, Ohio 43623

RE: Arborwood South Elementary School – Asbestos Abatement

To Whom It May Concern:

Total Environmental Services, LLC will perform removal of asbestos containing material and not subcontract work out on the above mentioned project.

Subscribed before me on this 18th day March, 2014


Authorized Signature


Notary



KATHY BROWN
NOTARY PUBLIC - OHIO
MY COMMISSION EXPIRES 01-26-2018

Phone: (419) 244-6555 1-800-994-0414 Fax: (419) 244-6533

www.totalenvironmental.us

Email: mail@totalenvironmental.us

**SECTION 00300
BID FORM**

FOR: Asbestos Abatement at Arborwood South Elementary School

TO: Monroe Public Schools, 4920 West Albain Road, Monroe, Michigan 48161

We, the undersigned, have familiarized ourselves with the local conditions affecting the cost of the work. We have visited the site. We have examined the Contract Documents, prepared by DMD Environmental, Inc., 3424 West Laskey Road, Toledo, Ohio 43623-4032. These documents include Instructions to Bidders, General Conditions, Supplementary Conditions, and Specifications, Addenda and Exhibits issued and attached to the Specifications on file in the office of the Consultant. We hereby propose to furnish all labor, materials, necessary tools, expendable equipment, disposal, and transportation services necessary to perform and complete work in a workmanlike manner and comply with all terms and conditions in accordance with the specifications and drawings.

BASE BID

1. The removal and disposal of AC thermal system insulation (TSI) in the boiler room, crawlspace, and exposed heating piping in the school proper. The total amount is 6,900 linear feet (LF). The contractor is to verify the amount \$ 42,165.00

- TOTAL BASE BID \$ 42,165.00

UNIT RATE COST

1. Unit price per LF of TSI \$ 9.50

2. Unit price per SF of 9" x 9" floor tile and the scarification of mastic \$ 1.25

ADDENDUM RECEIPT: The receipt of the following addendum to the specifications is hereby acknowledged:

No. _____ Date _____ No. _____ Date _____

Respectfully submitted, Total Environmental Services, LLC
(Firm Name)

By: Terry Luhring
(Type Name)

Member
(Title)

Terry Luhring 3/18/2014
(Signature) (Date)

Official Address: 1950 Clinton St.

Toledo, OH 43607

Telephone Number: 419-244-6555

Facsimile Number: 419-244-6533

Note: If bidder is Corporation, write State of Incorporation under signature. If Partnership, give full name of all partners.

END OF SECTION

Bid Guaranty
and Contract
Bond

WESTCHESTER FIRE INSURANCE COMPANY
436 WALNUT ST. WA10G
PHILADELPHIA, PA 19106

(Sections 153.571 and 3929.121 Ohio Revised Code)

KNOW ALL MEN BY THESE PRESENTS, that the undersigned Total Environmental Services, LLC.
1950 Clinton St., Toledo, OH 43607

(Name and Address)

as Principal and **Westchester Fire Insurance Company** (licensed to do business in the State of Ohio) as Surety, are hereby held and firmly bound unto Monroe Public Schools hereinafter called the Oblige, in the penal sum of the dollar amount of the bid submitted by the Principal to the Oblige on March 18, 2014 to undertake the project known as: Arborwood South Elementary School Asbestos Abatement

The penal sum referred to herein shall be the dollar amount of the Principal's bid to the Oblige, incorporating any additive or deductive alternate proposals made by the Principal on the date referred to above to the Oblige, which are accepted by the Oblige. In no case shall the penal sun exceed the amount of _____ dollars (\$ _____). (If the above line is left blank, the penal sum will be the full amount of the Principal's bid, including alternates. Alternatively, if completed, the amount stated must not be less than the full amount of the bid, including alternates, in dollars and cents. A percentage is not acceptable.) For the payment of the penal sum will and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH that whereas the Principal has submitted a bid on the above referred project.

NOW, THEREFORE, if the Oblige accepts the bid of the Principal and the Principal fails to enter into a proper contract in accordance with the bid, plans, details, specifications, and bills of material; and in the event the Principal pays to the Oblige the difference not to exceed ten percent of the penalty hereof between the amount specified in the bid and such larger amount for which the Oblige may in good faith contract with the next lowest bidder to perform the work covered by the bid; or in the event the Oblige does not award the contract to the next lowest bidder and resubmits the project for bidding, the Principal will pay the Oblige the difference not to exceed ten percent of the penalty hereof between the amount specified in the bid, or the costs, in connection with the resubmission, of printing new contract documents, required advertising and printing and mailing notices to prospective bidders, whichever bid is less, then this obligation shall be void, otherwise to remain in full force and effect. If the Oblige accepts the bid of the Principal and the Principal within ten days after the awarding of the contract, enters into a proper contract in accordance with the bid, plans, details, specifications, and bills of material which said contract is made a part of this bond the same as though set forth herein; and

IF THE SAID Principal shall well and faithfully perform each and every conditions of such contract; and indemnify the Oblige against all damage suffered by failure to perform such contract according to the provisions thereof and in accordance with the plans, details, specifications, and bills of material therefore; and shall pay all lawful claims of subcontractors, materialmen, and laborers, for labor performed and materials furnished in the carrying forward, performing, or completing of said contract; we agreeing and assenting that this undertaking shall be for the benefit of any materialman or laborer having a just claim, as well as for the Oblige herein; then this obligation shall be void; otherwise the same shall remain in full force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall in no event exceed the penal amount of this obligation as herein stated.

THE SAID Surety hereby stipulates and agrees that no modifications, omissions, or additions, in or to the terms of said contract or in or to the plans and specifications therefore shall in any wise affect the obligations of said Surety on this bond, and it does hereby waive notice of any such modifications, omissions or additions to the terms of the contract or to the work or to the specifications.

SIGNED THIS 18 day of March, 2014

PRINCIPAL:
Total Environmental Services, LLC.

BY: [Signature]

TITLE: Member

SURETY:
Westchester Fire Insurance Company

BY: [Signature]
Mark Arnold, Attorney-In-Fact

SURETY COMPANY ADDRESS:
436 WALNUT ST. WA10G
PHILADELPHIA, PA 19106

SURETY AGENT'S ADDRESS:
Arnold Insurance Agency, Inc.
1400 Haft Drive
Reynoldsburg, OH 43068

Power of Attorney

WESTCHESTER FIRE INSURANCE COMPANY

Know all men by these presents: That WESTCHESTER FIRE INSURANCE COMPANY, a corporation of the Commonwealth of Pennsylvania pursuant to the following Resolution, adopted by the Board of Directors of the said Company on December 11, 2006, to wit:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into in the ordinary course of business (each a "Written Commitment"):

- (1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.
- (2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such persons written appointment as such attorney-in-fact.
- (3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to appoint in writing any person the attorney-in-fact of the Company with full power and authority to execute, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (4) Each of the Chairman, the President and Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested.

Does hereby nominate, constitute and appoint Harry Bound, Jeff Orzechowski, Mark D Arnold, all of the City of REYNOLDSBURG, Ohio, each individually if there be more than one named, its true and lawful attorney-in-fact, to make, execute, seal and deliver on its behalf, and as its act and deed any and all bonds, undertakings, recognizances, contracts and other writings in the nature thereof in penalties not exceeding Five million dollars & zero cents (\$5,000,000.00) and the execution of such writings in pursuance of these presents shall be as binding upon said Company, as fully and amply as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office.

IN WITNESS WHEREOF, the said Stephen M. Haney, Vice-President, has hereunto subscribed his name and affixed the Corporate seal of the said WESTCHESTER FIRE INSURANCE COMPANY this 2 day of October 2013.

WESTCHESTER FIRE INSURANCE COMPANY

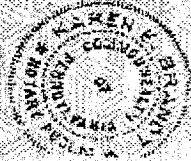


Stephen M. Haney
Stephen M. Haney, Vice President

COMMONWEALTH OF PENNSYLVANIA
COUNTY OF PHILADELPHIA ss.

On this 2 day of October, AD 2013 before me, a Notary Public of the Commonwealth of Pennsylvania in and for the County of Philadelphia came Stephen M. Haney, Vice-President of the WESTCHESTER FIRE INSURANCE COMPANY to me personally known to be the individual and officer who executed the preceding instrument, and he acknowledged that he executed the same, and that the seal affixed to the preceding instrument is the corporate seal of said Company, that the said corporate seal and his signature were duly affixed by the authority and direction of the said corporation, and that Resolution, adopted by the Board of Directors of said Company, referred to in the preceding instrument, is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Philadelphia the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
KAREN E. BRANDT, Notary Public
City of Philadelphia, Phila. County
My Commission Expires September 28, 2014

Karen E. Brandt
Notary Public

I, the undersigned Assistant Secretary of the WESTCHESTER FIRE INSURANCE COMPANY, do hereby certify that the original POWER OF ATTORNEY, of which the foregoing is a substantially true and correct copy, is in full force and effect.

In witness whereof, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of the Corporation, this 18 day of March, 2014



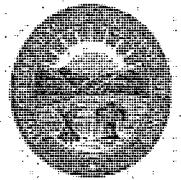
William L. Kelly
William L. Kelly, Assistant Secretary

THIS POWER OF ATTORNEY MAY NOT BE USED TO EXECUTE ANY BOND WITH AN INCEPTION DATE AFTER October 02, 2015

Office of Financial
Regulation Services
50 West Town Street
Third Floor- Suite 300
Columbus, Ohio 43215
(614) 644-2658
Fax (614) 644-3256
www.ohioinsurance.gov

Ohio Department of Insurance

John R. Kasich - Governor
Mary Taylor - Lt. Governor/Director



Certificate of Compliance

Issued 04/11/13
Effective 04/02/13
Expires 04/01/14

I, Mary Taylor, hereby certify that I am the Lt. Governor/Director of Insurance in the State of Ohio and have supervision of insurance business in said State and as such I hereby certify that

WESTCHESTER FIRE INSURANCE COMPANY

is authorized to transact the business of insurance under the following section(s) of the Ohio Revised Code:

Section 3929.01 (A)

Accident & Health

Aircraft

Allied Lines

Boiler & Machinery

Burglary & Theft

Collectively Renewable A & H

Commercial Auto - Liability Other

Commercial Auto - No Fault

Commercial Auto - Phys. Damage

Credit

Credit Accident & Health

Earthquake

Fidelity

Financial Guaranty

Fire

Glass

Group Accident & Health

Guaranteed Renewable A & H

Inland Marine

Medical Malpractice

Multiple Peril - Commercial

Multiple Peril - Farmowners

Multiple Peril - Homeowners

Noncancellable A & H

Nonrenew - State Reasons (A&H)

Ocean Marine

Other Accident only

Other Liability

Private Passenger Auto - No Fault

Private Passenger Auto-Liability Other

Private Passenger-Phys Damage

Surety

Workers Compensation

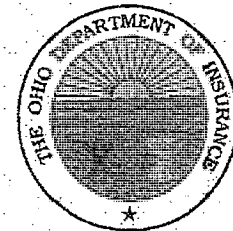
WESTCHESTER FIRE INSURANCE COMPANY certified in its annual statement to this Department as of December 31, 2012 that it has admitted assets in the amount of \$2,119,270,815, liabilities in the amount of \$1,305,567,622, and surplus of at least \$813,703,193.

IN WITNESS WHEREOF, I have hereunto subscribed my name and caused my seal to be affixed at Columbus, Ohio, this day and date.

Mary Taylor

Mary Taylor

Lt. Governor/Director



WESTCHESTER FIRE INSURANCE COMPANY - NAIC# 10030

FINANCIAL STATEMENT

DECEMBER 31, 2012

ADMITTED ASSETS

BONDS	\$1,915,932,115
SHORT - TERM INVESTMENTS	22,465,390
STOCKS	0
REAL ESTATE	0
CASH ON HAND AND IN BANK	(41,292,474)
PREMIUM IN COURSE OF COLLECTION*	56,678,650
INTEREST ACCRUED	17,136,830
OTHER ASSETS	148,350,304
TOTAL ASSETS	<u>\$2,119,270,815</u>

LIABILITIES

RESERVE FOR UNEARNED PREMIUMS	\$215,324,197
RESERVE FOR LOSSES	1,103,762,744
RESERVE FOR TAXES	3,515,562
FUNDS HELD UNDER REINSURANCE TREATIES	4,484,136
OTHER LIABILITIES	(21,519,017)
TOTAL LIABILITIES	<u>1,305,567,622</u>

CAPITAL: 70,000 SHARES, \$71.43 PAR VALUE	5,000,100
CAPITAL: PAID IN	292,187,374
AGGREGATE WRITE-INS FOR SPECIAL SURPLUS FUNDS	111,710,473
SURPLUS (UNASSIGNED)	404,805,246
SURPLUS TO POLICYHOLDERS	<u>813,703,193</u>
TOTAL	<u>\$2,119,270,815</u>

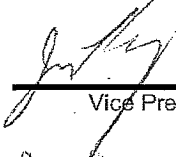
(*EXCLUDES PREMIUM MORE THAN 90 DAYS DUE.)

STATE OF PENNSYLVANIA

COUNTY OF PHILADELPHIA

John P. Taylor, being duly sworn, says that he is Vice President of Westchester Fire Insurance Company and that to the best of his knowledge and belief the foregoing is a true and correct statement of the said Company's financial condition as of the 31 st day of December, 2012.

Sworn before me this March 15, 2013

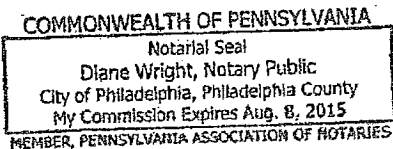


 Vice President



 Notary Public

August 8, 2015
 My commission expires



Contractor Number

C20693

Expiration Date

02/02/2014

State of Michigan

Department of Licensing and Regulatory Affairs

Total Environmental Services, L.L.C.

has satisfactorily met the requirements of Michigan Public Act 135 of 1986,
as amended, and is hereby recognized as a

LICENSED ASBESTOS ABATEMENT CONTRACTOR

Type II (5 + employees)

The issuance of this license does not ensure that asbestos indemnification insurance coverage has been acquired by the licensee. This license is nontransferable.

MIO 3003 (06/2011)
Authority: Michigan Public Act 135 of 1986, as amended

102514

1321

75/
1/8/13



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/21/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER ARNOLD INSURANCE AGENCY, INC. 1400 HAFT DRIVE REYNOLDSBURG, OH 43068	CONTACT NAME: PHONE (A/C, No, Ext): 614-863-0455 FAX (A/C, No): 614-863-2474 E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : EVEREST INDEMNITY INSURANCE COMPANY 10851 INSURER B : PEKIN INSURANCE COMPANY 24228 INSURER C : INSURER D : INSURER E : INSURER F :	
INSURED TOTAL ENVIRONMENTAL SERVICES, LLC 1950 CLINTON STREET TOLEDO, OH 43607 PHONE: 419-244-6555 FAX: 419-244-6533		


COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		EF4ML04008-131	02/27/14	02/27/15	EACH OCCURRENCE \$ 3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 3,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			00P682934	02/27/14	02/27/15	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	EF4ML04008-131	02/27/14	02/27/15	<input type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER EMPLY. LIAB. E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	POLLUTION LIABILITY			EF4ML04008-131	02/27/14	02/27/15	\$3,000,000/\$3,000,000
A	POLLUTION LIABILITY - MOLD			EF4ML04008-131	02/27/14	02/27/15	\$3,000,000/\$3,000,000
A	PROFESSIONAL LIAB. W/MOLD			EF4ML04008-131	02/27/14	02/27/15	\$3,000,000/\$3,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

ADDITIONAL INSURED ON THE GENERAL LIABILITY IS LISTED BELOW AS CERTIFICATE HOLDER:

CERTIFICATE HOLDER FOR BIDDING PURPOSES ONLY	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

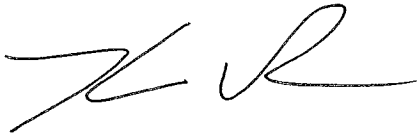
BBEK Environmental

24808 Thomas, Warren, MI 48091
Phone: (248)674-1600 Fax (248) 674-1616

March 12/2014

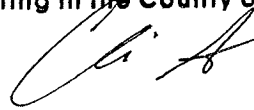
Attn: Monroe Public Schools

This letter is confirming that BBEK Environmental and construction will not sub-contract any part of the abatement work at Arborwood South Elementary as stated in bid pack



Sincerely
Kevin Woods
BBEK environmental
313-492-1854

CHRIS STRZALKOWSKI
Notary Public, State of Michigan
County of Oakland
My Commission Expires 12-20-2018
Acting in the County of Monroe



**SECTION 00300
BID FORM**

FOR: Asbestos Abatement at Arborwood South Elementary School

TO: Monroe Public Schools, 4920 West Albain Road, Monroe, Michigan 48161

We, the undersigned, have familiarized ourselves with the local conditions affecting the cost of the work. We have visited the site. We have examined the Contract Documents, prepared by DMD Environmental, Inc., 3424 West Laskey Road, Toledo, Ohio 43623-4032. These documents include Instructions to Bidders, General Conditions, Supplementary Conditions, and Specifications, Addenda and Exhibits issued and attached to the Specifications on file in the office of the Consultant. We hereby propose to furnish all labor, materials, necessary tools, expendable equipment, disposal, and transportation services necessary to perform and complete work in a workmanlike manner and comply with all terms and conditions in accordance with the specifications and drawings.

BASE BID

1. The removal and disposal of AC thermal system insulation (TSI) in the boiler room, crawlspace, and exposed heating piping in the school proper. The total amount is 6,900 linear feet (LF). The contractor is to verify the amount \$ —
- TOTAL BASE BID Fifty Eight Thousand Six Fifty \$ 58,650⁰⁰

UNIT RATE COST

1. Unit price per LF of TSI..... \$ # 8.504/F
2. Unit price per SF of 9" x 9" floor tile and the scarification of mastic..... \$ 1.80 50/F

ADDENDUM RECEIPT: The receipt of the following addendum to the specifications is hereby acknowledged:

No. Date No. Date:

Respectfully submitted, BBEK Environmental + Construction
(Firm Name)

By: Kevin Woods
(Type Name)

Vice President
(Title)

[Signature] 3-12-14
(Signature) (Date)

Official Address: 24808 Thomas

Warren mi 48091

Telephone Number: 313-492-1854

Facsimile Number: 248-674-1616

Note: If bidder is Corporation, write State of Incorporation under signature. If Partnership, give full name of all partners.

END OF SECTION



CERTIFICATE OF LIABILITY INSURANCE

BBEKE-1

OP ID: WB

DATE (MM/DD/YYYY)

03/05/14

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Dearborn Agency, Inc. 22691 Michigan Avenue Dearborn, MI 48124 Wendy R. Beever, CIC ARM	313-562-8373	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS:	FAX (A/C, No):
	313-562-5371		
INSURED BBEK Environmental, LLC BBEK Construction LLC 1200 Knowles Royal Oak, MI 48086	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Liberty Surplus Insurance Co		
	INSURER B : Liberty Mutual		
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		PGIAP0027-00	02/05/14	02/05/15	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Pollution \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
B	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS		PGIAP0027-00	02/05/14	02/05/15	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS					
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB					<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	242400	02/06/14	02/06/15	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
		N/A				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Where required by written contract: Insurance afforded to the Additional Ins shall be primary & not excess over, or contributing with, any insurance purc or maintained by the additional insured. City of Detroit is Additional Insured on the General Liability policy with respect to liability arising ou ongoing & completed operations performed by Named Insured on named project.

CERTIFICATE HOLDER

DETCI-1

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2010 ACORD CORPORATION. All rights reserved.

BBEK Construction, LLC
1200 Knowles Street
Royal Oak, MI 48067

Contractor Number
C42463

Expiration Date
04/09/2015

State of Michigan

Department of Licensing and Regulatory Affairs

BBEK Construction, LLC

has satisfactorily met the requirements of Michigan Public Act 135 of 1986,
as amended, and is hereby recognized as a

LICENSED ASBESTOS ABATEMENT CONTRACTOR

Type II (5 + employees)

The issuance of this license does not ensure that asbestos indemnification insurance coverage has been acquired by the licensee. This license is nontransferable.

MIC 3003 (05/2011)
Authority: Michigan Public Act 135 of 1986, as amended

108763

1531

ATM
1-17-14

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

BBEK Environmental

(Here insert full name and address or legal title of Contractor)

24808 Thomas, Warren, Michigan 48091

as Principal, hereinafter called the Principal, and

(Here insert full name and address or legal title of Surety)

Berkley Insurance Company

1250 E. Diehl Road, Suite 200, Naperville, Illinois 60563

a corporation duly organized under the laws of the State of Delaware

as Surety, hereinafter called the Surety, are held and firmly bound unto

(Here insert full name and address or legal title of Owner)

Monroe Public Schools

4920 West Albain Road, Monroe, MI 48161

as Obligee, hereinafter called the Obligee, in the sum of

Five Percent of Accompanying Bid Dollars (5% of Bid),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.


WHEREAS, the Principal has submitted a bid for
Asbestos Abatement for Arborwood South Elementary School

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this

18th


day of March, 2014


(Witness)

BBEK Environmental

(Principal)

(Seal)

 *Kenwood* vice Pres. Dent
(Title)


(Witness)

Berkley Insurance Company

(Surety)

(Seal)


Michael D. Lechler (Title) Attorney-In-Fact

POWER OF ATTORNEY
BERKLEY INSURANCE COMPANY
WILMINGTON, DELAWARE

NOTICE: The warning found elsewhere in this Power of Attorney affects the validity thereof. Please review carefully.

KNOW ALL MEN BY THESE PRESENTS, that BERKLEY INSURANCE COMPANY (the "Company"), a corporation duly organized and existing under the laws of the State of Delaware, having its principal office in Greenwich, CT, has made, constituted and appointed, and does by these presents make, constitute and appoint: **Thomas R. Guy, Paul M. Hurley, Robert D. Heuer, Michael D. Lechner or Mark T. Mudden of Guy Hurley Blaser & Heuer, LLC of Troy, MI** its true and lawful Attorney-in-Fact, to sign its name as surety only as delineated below and to execute, seal, acknowledge and deliver any and all bonds and undertakings, with the exception of Financial Guaranty Insurance, providing that no single obligation shall exceed **Fifty Million and 00/100 U.S. Dollars (U.S.\$50,000,000.00)**, to the same extent as if such bonds had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office in their own proper persons.

This Power of Attorney shall be construed and enforced in accordance with, and governed by, the laws of the State of Delaware, without giving effect to the principles of conflicts of laws thereof. This Power of Attorney is granted pursuant to the following resolutions which were duly and validly adopted at a meeting of the Board of Directors of the Company held on January 25, 2010:

RESOLVED, that, with respect to the Surety business written by Berkley Surety Group, the Chairman of the Board, Chief Executive Officer, President or any Vice President of the Company, in conjunction with the Secretary or any Assistant Secretary are hereby authorized to execute powers of attorney authorizing and qualifying the attorney-in-fact named therein to execute bonds, undertakings, recognizances, or other suretyship obligations on behalf of the Company, and to affix the corporate seal of the Company to powers of attorney executed pursuant hereto; and said officers may remove any such attorney-in-fact and revoke any power of attorney previously granted; and further

RESOLVED, that such power of attorney limits the acts of those named therein to the bonds, undertakings, recognizances, or other suretyship obligations specifically named therein, and they have no authority to bind the Company except in the manner and to the extent therein stated; and further

RESOLVED, that such power of attorney revokes all previous powers issued on behalf of the attorney-in-fact named; and further

RESOLVED, that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any power of attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligation of the Company; and such signature and seal when so used shall have the same force and effect as though manually affixed. The Company may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Company, notwithstanding the fact that they may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, the Company has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 11 day of December, 2013.

Attest:

Berkley Insurance Company

(Seal)

By

By

Ira S. Lederman
Senior Vice President & Secretary

Jeffrey M. Hafter
Senior Vice President

WARNING: THIS POWER INVALID IF NOT PRINTED ON BLUE "BERKLEY" SECURITY PAPER.

STATE OF CONNECTICUT)

) ss:

COUNTY OF FAIRFIELD)

Sworn to before me, a Notary Public in the State of Connecticut, this 11 day of December, 2013, by Ira S. Lederman and Jeffrey M. Hafter who are sworn to me to be the Senior Vice President and Secretary, and the Senior Vice/President, respectively, of Berkley Insurance Company.

Kathleen Corey
Notary Public, State of Connecticut
KATHLEEN COREY
NOTARY PUBLIC
CONNECTICUT
MY COMMISSION EXPIRES OCTOBER 31, 2017

CERTIFICATE

I, the undersigned, Assistant Secretary of BERKLEY INSURANCE COMPANY, DO HEREBY CERTIFY that the foregoing is a true, correct and complete copy of the original Power of Attorney; that said Power of Attorney has not been revoked or rescinded and that the authority of the Attorney-in-Fact set forth therein, who executed the bond or undertaking to which this Power of Attorney is attached, is in full force and effect as of this date.

Given under my hand and seal of the Company, this 18th day of March, 2014.

(Seal)

Andrew M. Tuma

WARNING - Any unauthorized reproduction or alteration of this document is prohibited. This power of attorney is void unless seals are readable and the certification seal at the bottom is embossed. The background imprint, warning and confirmation (on reverse) must be in blue ink.

GUY HURLEY BLASER & HEUER L.L.C.

1080 KIRT'S BOULEVARD, SUITE 500, TROY, MI 48084
TELEPHONE (248) 519-1400 FACSIMILE (248) 519-1401

BID RESULTS

Date: 3/18/2014

To: Michelle Buechel
Guy Hurley Blaser & Heuer LLC

From:

Contractor: BBEK Environmental

Bid Date: 3/18/2014

Obligee.: Monroe Public Schools

Job

Description: Asbestos Abatement for Arborwood South Elementary School

Bid Results:

	<u>Contractor</u>	<u>Bid</u>
1 st		\$
2 nd		\$
3 rd		\$

PLEASE COMPLETE & FAX TO OUR OFFICE @ (248)519-1401



Global Green Service Group, LLC

27113 Powers
Dearborn Heights, MI 48125
(734) 379-2054 Phone
(313) 291-2399 Fax

March 14, 2014

Monroe Public Schools
4920 West Albain Rd
Monroe, MI 48161

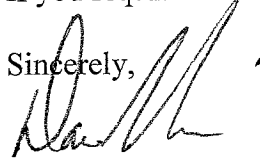
RE: Arborwood South Elementary School Asbestos Abatement Project.

To Whom It May Concern:

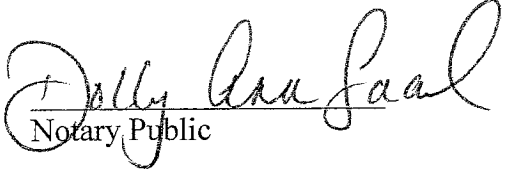
This letter is to confirm that if Global Green Service Group is awarded the asbestos abatement project at the above location, we will perform the work with our own work force and will not subcontract the project out.

If you require additional information, please contact our office at your convenience.

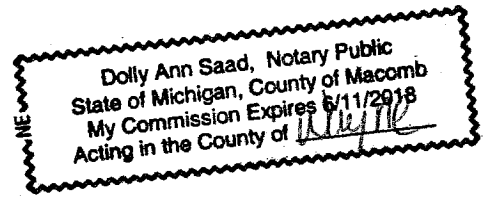
Sincerely,


Doug Mehki
Vice President

Subscribed and sworn before me this 14th day of March 2014.


Notary Public

06-11-2018
My commission expires



Wayne

**SECTION 00300
BID FORM**

FOR: Asbestos Abatement at Arborwood South Elementary School

TO: Monroe Public Schools, 4920 West Albain Road, Monroe, Michigan 48161

We, the undersigned, have familiarized ourselves with the local conditions affecting the cost of the work. We have visited the site. We have examined the Contract Documents, prepared by DMD Environmental, Inc., 3424 West Laskey Road, Toledo, Ohio 43623-4032. These documents include Instructions to Bidders, General Conditions, Supplementary Conditions, and Specifications, Addenda and Exhibits issued and attached to the Specifications on file in the office of the Consultant. We hereby propose to furnish all labor, materials, necessary tools, expendable equipment, disposal, and transportation services necessary to perform and complete work in a workmanlike manner and comply with all terms and conditions in accordance with the specifications and drawings.

BASE BID

1. The removal and disposal of AC thermal system insulation (TSI) in the boiler room, crawlspace, and exposed heating piping in the school proper. The total amount is 6,900 linear feet (LF). The contractor is to verify the amount..... \$ 62,100.⁰⁰

- TOTAL BASE BID..... \$ 62,100.⁰⁰

UNIT RATE COST

1. Unit price per LF of TSI..... \$ 12.⁰⁰/LF.

2. Unit price per SF of 9" x 9" floor tile and the scarification of mastic..... \$ 2.35/SQ FT

ADDENDUM RECEIPT: The receipt of the following addendum to the specifications is hereby acknowledged:

No. _____ Date _____ No. _____ Date: _____

Respectfully submitted, Global Green Service Group
(Firm Name) Michigan

By: Doug Mehki
(Type Name)

Vice President
(Title)

[Signature] 3/17/14
(Signature) (Date)

Official Address: 27113 Powers

Dearborn Heights, MI 48125

Telephone Number: 734-379-2054

Facsimile Number: 313-291-2399

Note: If bidder is Corporation, write State of Incorporation under signature. If Partnership, give full name of all partners.

END OF SECTION

**SECTION 01010
SUMMARY OF THE WORK**

Refer to Instructions to Bidders, General Conditions, and Supplementary Conditions, which are a part of this Contract.

- 1. PROJECT OWNER: Monroe Public Schools
4920 West Albain Road
Monroe, Michigan 48161

- 2. PROJECT WORK: Arborwood South Elementary School
1008 Riverview Avenue
Monroe, Michigan

BASE BID

- 1. The removal and disposal of AC thermal system insulation (TSI) in the boiler room, crawlspace, and exposed heating piping in the school proper. The total amount is 6,900 linear feet (LF). The contractor is to verify the amount \$ 62,100.00

- TOTAL BASE BID \$ 62,100.00

UNIT RATE COST

- 1. Unit price per LF of TSI \$ 12.00/LF

- 2. Unit price per SF of 9" x 9" floor tile and the scarification of mastic \$ 2.35/SF

Contractor Number

C38103

Expiration Date

06/19/2014

State of Michigan

Department of Licensing and Regulatory Affairs

Global Green Service Group

has satisfactorily met the requirements of Michigan Public Act 135 of 1986,
as amended, and is hereby recognized as a

LICENSED ASBESTOS ABATEMENT CONTRACTOR

The issuance of this license does not ensure that asbestos indemnification insurance coverage has been acquired by the licensee. This license is nontransferable.

MIO 3003 (05/2011)
Authority: Michigan Public Act 135 of 1986, as amended

104452

1390

MTM
4-4-13



CERTIFICATE OF LIABILITY INSURANCE

OP ID LE

DATE (MM/DD/YYYY)

07/11/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Oakland Insurance Agency 888 West Big Beaver, Ste. 1200 Troy MI 48084 Phone:248-647-2500 Fax:248-647-4689	CONTACT NAME:	
	PHONE (A/C, No. Ext):	FAX (A/C, No):
E-MAIL ADDRESS:		
PRODUCER CUSTOMER ID #: GLOBA-6		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Global Green Services Group 27113 Powers Dearborn Heights MI 48125	INSURER A: Star Insurance Company	
	INSURER B: CNA Insurance Companies	
	INSURER C: Century Surety Co	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	GENERAL LIABILITY			CCP826022	07/07/13	07/07/14	EACH OCCURRENCE \$ 3,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
C	<input checked="" type="checkbox"/> Pollution Liab			CPP826022	07/07/13	07/07/14	PERSONAL & ADV INJURY \$ 3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 4,000,000
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 4,000,000
							\$
B	AUTOMOBILE LIABILITY			B4017380495	04/03/13	04/03/14	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR						AGGREGATE \$
	EXCESS LIAB						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	DEDUCTIBLE						\$
	RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			447-808-8A	07/07/13	07/07/14	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Professional Liab			CCP774614	07/07/13	07/07/14	Occur 3,000,000
C	Pollution Liab			CPP774614	07/07/13	07/07/14	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

For Information Only ----- ----- ----- -----	FORINFO	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
		AUTHORIZED REPRESENTATIVE <i>John H. Brown</i>

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ACORD 25 (2009/09)

The ACORD name and logo are registered marks of ACORD

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA DOCUMENT A310 Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

Global Green Services Group
27113 Powers
Dearborn Hgts, MI 48125

as Principal, hereinafter called the Principal, and
American Contractors Indemnity Company
601 S. Figueroa St. 16 Floor
Los Angeles, CA 90017

A Corporation duly organized under the laws of the State of IA as Surety, Hereinafter called the Surety, are held and firmly bound unto

Monroe Public Schools
4920 W Albain Rd Monroe, MI

as Obligee, hereinafter called the Obligee, in the sum of

5% of the accompanying bid Dollars (\$-----5%-----),

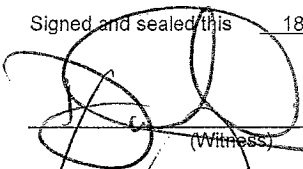
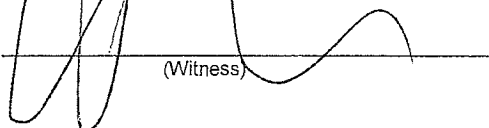
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for

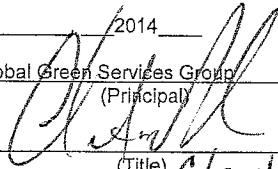
Asbestos Abatement @ Arborwood South Elementary School

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

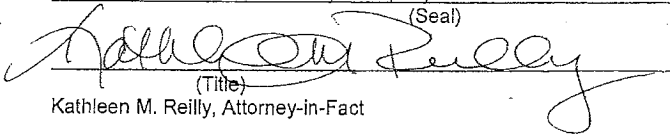
Signed and sealed this 18th day of April, 2014


(Witness)

(Witness)

Global Green Services Group
(Principal) (Seal)


(Title) Clayton Robinson, V.P.

American Contractors Indemnity Company
(Seal)


(Title) Kathleen M. Reilly, Attorney-in-Fact

POWER OF ATTORNEY

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

KNOW ALL MEN BY THESE PRESENTS: That American Contractors Indemnity Company, a California Corporation, Texas Bonding Company, an assumed name of American Contractors Indemnity Company, United States Surety Company, a Maryland corporation and U.S. Specialty Insurance Company, a Texas corporation (collectively, the "Companies"), do by these presents make, constitute and appoint:

John G. Growney, Barry L. Hunt, Cory French, Marla Kowalski or Kathleen M. Reilly of Troy, Michigan

its true and lawful Attorney(s)-in-fact, each in their separate capacity if more than one is named above, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings or other instruments or contracts of suretyship to include riders, amendments, and consents of surety, providing the bond penalty does not exceed *****Ten Million***** Dollars (\$ **10,000,000.00**).

This Power of Attorney shall expire without further action on December 8, 2016. This Power of Attorney is granted under and by authority of the following resolutions adopted by the Boards of Directors of the Companies.

Be it Resolved that the President, any Vice-President, any Assistant Vice-President, any Secretary or any Assistant Secretary shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

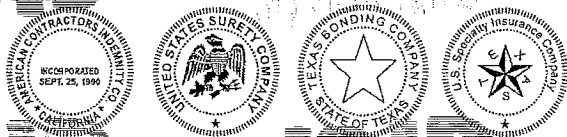
Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements or indemnity and other conditional or obligatory undertakings, including any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts, and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be binding upon the Company as if signed by the President and sealed and effected by the Corporate Secretary.

Be it Resolved that the signature of any authorized officer and seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signature or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, The Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 10th day of December, 2012.

AMERICAN CONTRACTORS INDEMNITY COMPANY TEXAS BONDING COMPANY
UNITED STATES SURETY COMPANY U.S. SPECIALTY INSURANCE COMPANY

Corporate Seals



By:

[Signature]
Daniel P. Aguilar, Vice President

State of California

County of Los Angeles SS:

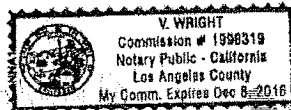
On 10th day of December, 2012, before me, Vanessa Wright, a notary public, personally appeared Daniel P. Aguilar, Vice President of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.
WITNESS my hand and official seal.

Signature

[Signature]

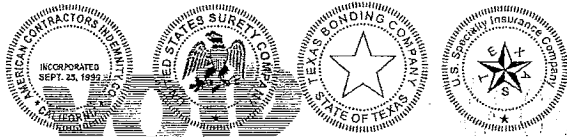
(Seal)



I, Jeannie Lee, Assistant Secretary of American Contractors Indemnity Company, Texas Bonding Company, United States Surety Company and U.S. Specialty Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Los Angeles, California this 18th day of March, 2014.

Corporate Seals



[Signature]
Jeannie Lee, Assistant Secretary

Bond No.
Agency No. 18761

2014 Asbestos Abatement - AWS

Contractor	Base Bid	Unit Rate Cost
BDS Environmental 23901 Blackstone Ave Warren, MI 48089-4219	\$93,150.00	\$15.00 per LF of TSI \$3.00 per SF of 9x9
Global Green Services 27113 Powers Dearborn Heights, MI 48125	\$62,100.00	\$12.00 per LF of TSI \$2.35 per SF of 9x9
Professional Abatement 19123 Allen Road Melvindale, MI 48122	\$75,500.00	\$14.00 per LF of TSI \$1.75 per SF of 9x9
Qualified Abatement Services 1935 McGraw Street Detroit, MI 48208	\$87,000.00	\$20.00 per LF of TSI \$3.00 per SF of 9x9
Dore & Associates Contracting 900 Harry S. Truman Parkway Bay City, MI 48706	\$136,400.00	\$20.00 per LF of TSI \$2.75 per SF of 9x9
Midwest Environmental 4708 Angola Road Toldeo, OH 43615	\$74,700.00	\$20.00 per LF of TSI \$2.75 per SF of 9x9
Total Enviromental Sevices, LLC 1950 Clinton Street Toldeo, OH 43607	\$42,165.00	\$9.50 per LF of TSI \$1.25 per SF of 9x9
BBEK Construction, LLC 24808 Thomas Warren, MI 48091	\$58,650.00	\$8.50 per LF of TSI \$1.25 per SF of 9x9

**ASBESTOS ABATEMENT AT ARBORWOOD SOUTH
DOMESTIC WATER ALTERNATE**

BACKGROUND

See attached memo from Jerry Oley for details.

ENCLOSURES

Memo from Mr. Oley
Alternate Bid from Total Environmental

RECOMMENDATION

Move to accept the alternate bid of \$6,175 from Total Environmental, of Toledo, Ohio, to remove and dispose of an additional 650 linear feet of asbestos containing domestic water pipe insulation at Arborwood South. Money for this purchase will come from the Site Sinking Fund.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



MONROE PUBLIC SCHOOLS

www.monroe.k12.mi.us

4920 W. Albain Rd., Monroe, MI 48161

Operations

Phone 734-265-3333
Fax 734-265-3301

Jerry Oley
Director of Operations

Tim Salenbien
Custodial/Maintenance Supervisor

Shelley Cormier
Transportation Supervisor

Transportation

Phone 734-265-3300
Fax 734-265-3301

March 20, 2014

To: Board of Education
Monroe Public Schools

From: Jerry Oley
Director of Operations

Re: Asbestos Abatement at Arborwood South - Domestic Water Alternate

Working with DMD Environmental Consulting Services, an alternate bid is added to the current bid from Total Environmental for an additional \$6,175. This cost will include the completion of all domestic water pipe insulation which will cover 650 additional linear feet.

It is my recommendation that we include this in our project and award Total Environmental Services, LLC and additional \$6,175.

Funds for the Asbestos Abatement for all domestic water will be taken from Site Sinking.

If you need further information, please let me know.

JAO/my

NOTICE OF NONDISCRIMINATION

It is the policy of Monroe Public Schools not to discriminate on the basis of race, color, national origin, gender, age, disability, religion, height, weight or marital status in its programs, services, employment, or any other activities. For information contact the office of the Superintendent of Schools, 1275 N. Macomb St., Monroe, MI 48162, 734-265-3010.

Proposal

TOTAL ENVIRONMENTAL SERVICES, LLC

1950 CLINTON STREET • TOLEDO, OHIO 43607

PHONE: (419) 244-6555 • 1-800-994-0414

FAX: (419) 244-6533

EMAIL: MAIL@TOTALENVIRONMENTAL.US

PROPOSAL SUBMITTED TO DMD Environmental		PHONE 419-473-1980	DATE 3/20/14
STREET 3424 W. Laskey Rd		JOB NAME Asbestos Abatement	
CITY, STATE, ZIP CODE Toledo, OH 43623		JOB LOCATION Arborwood South Elementary School 1008 Riverview Ave Monroe, MI 48161	
TES JOB NUMBER 140104-98	CUSTOMER E-MAIL dmdenv@att.net	ATTN: Ed	FAX 419-473-1985

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

For removal and disposal of an additional approximate 650 LF of asbestos containing domestic water pipe insulation located in the basement of Arborwood South Elementary School located in Monroe, Michigan. We quote the sum of \$ 6,175.00

650 LF X unit price of \$9.50 = \$6,175.00

We would like to complete this at the same time as the other abatement is taking place.

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of

Six Thousand One Hundred Seventy Five

Dollars (\$) 6,175.00

PAYMENT TO BE MADE AS FOLLOWS:

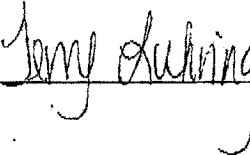
Net 20 and 1.75% interest after 20 days

All material is guaranteed to be as specified. All work will be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner has to carry fire, tornado and other necessary insurance.

Our workers are fully covered by Worker's Compensation Insurance.

Note: This proposal may be withdrawn by us if not accepted within 30 days

Authorized Signature



Acceptance of Proposal - The above prices, specifications and conditions are Satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

PLEASE SIGN BOTH COPIES, RETURN THE WHITE TO TES, AND RETAIN THE YELLOW FOR YOUR RECORDS.
SEE REVERSE FOR TERMS AND CONDITIONS

TERMS AND CONDITIONS

Invoicing Procedures

- Total Environmental Services LLC hereafter referred to as TES requires an executed contract, signed customer purchase order acceptable to TES or an accepted TES proposal to commence work.
- Customer is responsible for all applicable Federal, State and Local taxes and permit fees.
- When applicable, and at its option TES will progressively invoice for services performed to date. The invoice will provide a descriptive summary of the work performed. Client agrees to process and invoice for payment as per payment terms if services invoiced reflects actual work performed to date.
- Invoices that are due "Net 20 Days" are as the following. Balances outstanding more than 20 days after the invoice date are subject to a monthly finance charge of 1.75 percent per month from the invoice date.
- Invoice that are "Due Upon Receipt" are as the following: 1/3 down at the start of work and remaining balance due at completion. If there is any balance more than 15 days after the invoice date are subject to a monthly finance charge of 1.75 percent per month from the invoice date.
- The payment of the invoice(s) is the sole responsibility of the Client and not the Client's Insurance Company. All invoices delayed by the Client's Insurance Company will be subject to the terms specified in the Agreement.

Warranty and Limitation of Professional Liability

- The only warranty or guarantee made by TES in connection with services performed under this Agreement is that such services are performed with the care and skill ordinarily exercised by reputable members of the profession acting under similar conditions at the same time and the same or similar locality.
- TES agrees to indemnify and hold harmless the Client from and against any and all liabilities, claims, demands and causes of action for bodily injury to, or death of, any person, or destruction of, or damage to any property that occurred as a result of the negligence of TES, its agents, employees or subcontractors in the performance of the Agreement, except to the extent that such liabilities, claims, demands and causes of action occurred as a result of the Client's lure to comply with and fulfill its obligations under this Agreement, or as a result of the negligence or intentional acts of the Client.
- Under no circumstances shall TES be liable for extra costs or other consequences due to changing conditions or, for cost related to, any contractor hired by the customer that does not perform work in accordance with Federal, State and Local regulations or plans and specifications.
- TES shall diligently perform its work under this contract within the time limits specified in an efficient and expeditious manner consistent with good quality practices; however TES shall not be liable for failure or delay of its services due to acts of God, labor disputes or shortages, fire, flood, or other casualty, governmental regulation or requirements, shortages or failure of raw materials, supplies, fuel, power or transportation, breakdown of equipment or any causes beyond TES reasonable control.

Public Liability Insurance

- TES represents and warrants that it and its agents and consultants employed by it is and are protected by Worker's Compensation Insurance and that TES has such coverage under public liability damage insurance policies which TES deems to be adequate. TES shall furnish certificates of insurance upon request within limits and conditions of insurance.
- The Client shall indemnify and hold harmless TES, its directors, officers, employees, agents and subcontractors against any and all liabilities, claims, demands and causes of action which they, individually or collectively, may suffer by reason of the negligent or intentional acts of the Client or the failure of the Client or any of its employees or agents to observe or comply with any of the Client's duties and obligations under the Agreement including, without limitations, any bodily injury to, or death of, any person, or destruction of, or damage to, any property.
- The Client shall indemnify and hold harmless TES, its directors, officers, employees, agents and subcontractors against any and all liabilities, costs or expenses, including reasonable attorney's fees, for claims, demands and/or causes of action asserted and/or filed by third party persons not parties to this Agreement arising out of or as a result of the completed work by TES except to the extent that such liabilities, claims, demands, causes of action, costs and expenses are caused by the negligence of TES, its directors, officers, agents, employees or subcontractors.
- The Client agrees to limit any liability to an amount equal to TES insurance. It is understood that any perceived deficiencies regarding insurance rest with the Client and not TES. The Client is responsible for requesting specific inclusions that are not covered in TES insurance policy.

ASBESTOS AIR MONITORING AT ARBORWOOD SOUTH

BACKGROUND

See attached memo from Jerry Oley for details.

ENCLOSURES

Memo from Mr. Oley
Bid from DMD Environmental, Inc.

RECOMMENDATION

Move to accept the bid of \$14,000 from DMD Environmental Inc. of Toledo, Ohio, for air monitoring during asbestos removal. Money for this purchase will come from the Site Sinking Fund.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



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Operations

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Jerry Oley
Director of Operations

Tim Salenbien
Custodial/Maintenance Supervisor

Shelley Cormier
Transportation Supervisor

Transportation

Phone 734-265-3300
Fax 734-265-3301

March 20, 2014

To: Board of Education
Monroe Public Schools

From: Jerry Oley
Director of Operations

Re: Asbestos Monitoring

Quotes were requested from DMD Environmental for air monitoring during asbestos removal. DMD is the asbestos consultant for the district and has done work for us for many years. We are pleased with the quality of work and find it important to have one company who is aware of the district asbestos issues; therefore, DMD is the only quote requested.

Bid Summary for Arborwood South

Environmental Monitoring Services \$14,000.00

It is my recommendation that DMD Environmental be awarded the bid for air monitoring during asbestos removal at Arborwood South for \$14,000.00. Funds for air monitoring during asbestos removal will be taken from the Site Sinking fund.

If you need further information, please let me know.

JAO/my

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March 20, 2014

DMD Proposal No. 14-M002.63

Mr. Jerry Oley
Monroe Public Schools
4920 West Albain Road
Monroe, Michigan 48161
(734) 265-3301

**RE: ENVIRONMENTAL CONSULTING SERVICES
ARBORWOOD SOUTH ELEMENTARY SCHOOL
1008 RIVERVIEW AVENUE
MONROE, MICHIGAN**

Dear Mr. Oley:

Thank you for requesting this proposal from DMD Environmental, Inc. (DMD). Below you will find our proposed scope of work, cost, terms and conditions, and our schedule to accomplish the work.

1.0 SCOPE OF WORK

1.1 Specification Preparation

DMD will prepare technical specifications for the asbestos removal project to be accomplished at the above referenced site. This task includes:

- 1.11 Pre-specification site condition
- 1.12 Review of past documentation
- 1.13 Asbestos sampling and analysis of impacted materials
- 1.14 Preparation of technical specifications including applicable state and federal regulatory information
- 1.15 Assistance with bid review and award, and
- 1.16 Assistance with notifications.

The specifications will outline the removal, air sampling requirements, time frame, methods, submittals, acceptance, and payment terms, etc. The specifications will be prepared by a Michigan Department of Licensing and Regulatory Affairs (MDLARA) Asbestos Project Designer.

1.2 Project Monitoring

DMD will be on-site during removal and conduct visual inspections both inside and outside the work area to document work practices, and ensure the applicable regulatory requirements are followed. DMD will also accomplish air sampling as needed for the project. The sampling will be performed in accordance with the Asbestos Hazard Emergency Response Act (AHERA) 40 CFR Part 763 Subpart E requirements.

1.3 Sample Analysis

All air samples will be analyzed by DMD using Phase Contrast Microscopy (PCM). The analysis will be conducted in accordance with the National Institute for Occupational Safety and Health (NIOSH) 7400 analytical method for PCM. DMD is a participant in the American Industrial Hygiene Association (AIHA) Proficiency Analytical Testing (PAT) Program for PCM. Two sets of Transmission Electron Microscopy (TEM) final air samples will be taken and sent to EMSL Analytical, Inc. laboratory in Ann Arbor, Michigan, for analysis. EMSL is a National Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory.

1.4 Final Report

DMD will forward a report at the completion of the project containing air sample results and other relevant project documentation.

1.4 Personnel

Project monitoring services will be accomplished by a representative of DMD. DMD's personnel are accredited by the MDLARA to perform these services.

2.0 COST

Environmental Monitoring Services, Lump Sum \$ 14,000.00

3.0 TERMS AND CONDITIONS

Work will be performed according to your purchase order.


4.0 SCHEDULE

DMD is prepared to begin work as soon as a form of authorization to begin is received.

DMD appreciates this opportunity to provide you with environmental consulting services. If you have any questions concerning this proposal, please contact our office.

Respectfully submitted,

DMD Environmental, Inc.



Edward Rinckey
General Manager

ER/lh
MPS Arborwood South pro

ADJOURNMENT

RECOMMENDATION

Move to adjourn the March 25, 2014 Board Meeting #6.

HAND VOTE

MOTION: _____ SUPPORT: _____ ACTION: _____

TIME: _____