



# **MONROE PUBLIC SCHOOLS**

## **BOARD MEETING #11**

**June 24, 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**

Budget Hearing  
Tuesday, June 24, 2014

**6:45 PM**

**AGENDA**

**A. Roll Call and Call to Order**

Mr. Yeo

**B. Discussion and Action Items**

**1. 2014/2015 Budget Hearing**

Mrs. Eighmey

**C. Adjourn**

Move to adjourn the June 24, 2014 Budget Hearing.

Mr. Yeo

**MONROE PUBLIC SCHOOLS BOARD OF EDUCATION**

Board Meeting #11  
Tuesday, June 24, 2014  
**7:00 p.m.**

**AGENDA**

**Page**

<b>A. Roll Call and Call to Order</b>	Mr. Yeo	1
1. Pledge of Allegiance to the Flag	Mr. Yeo	
<b>B. Public Commentary – Agenda Items Only</b>	Mr. Yeo	
<b>C. Discussion and Action Items</b>		
1. <b>Approval of Minutes</b>	Mr. Yeo	2
Move to approve the minutes of the following meetings as submitted:		
• June 3, 2014 Board Meeting #10 Minutes		
• June 10, 2014 Special Work Session Minutes		
• June 10, 2014 Closed Work Session Minutes		
2. <b>Reports and Updates</b>	Mr. Yeo	9
a. June 2, 2014 Board Personnel Committee Meeting Minutes		
b. Informational Report – Contract Coaches		
3. <b>Final Amended 2013/14 Budget</b>	Mrs. Eighmey	13
Move to adopt the final amended 2013/14 fund budgets for the General, Food Service and Building and Site Sinking funds as presented.		
4. <b>2014/15 Proposed Budget</b>	Mrs. Eighmey	23
Move to adopt the 2014/15 proposed budgets for General, Food Service, Sinking Fund and Building and Site funds as presented. Furthermore, the Board has determined that the non-homestead millage rate be established at 18 mills for operating purposes and an additional 1 mill be levied for Building and Site Sinking Fund on all property as approved by referendum in 2008.		
5. <b>State Aid Note Program</b>	Mrs. Eighmey	36
Move that the Board of Education approve the District’s participation in the Michigan Finance Authority 2014 State Aid Note Program as presented.		

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|--|---------------------|------------|
| <p><b>6. Food Service Management Contract</b><br/> Move to award the food service management contract to Sodexo for the 2014/2015 school year. It should be noted that the State law allows the district to extend the food service management company contract up to four additional years without formally re-bidding the contract.</p>          | <p>Mrs. Eighmey</p> | <p>63</p>  |
| <p><b>7. Staff Resignations</b><br/> Move to approve the resignation from Monroe Public Schools of Callie Preslan, Sharon Thomas, Cassidy Wodke and Kathleen Worth at the end of the 2013-14 school year; of Matthew Cortez effective June 25, 2014; of Kelly McMahon effective July 30, 2014 and of Dale DeSloover effective August 31, 2014.</p> | <p>Dr. McLeod</p>   | <p>102</p> |
| <p><b>8. Coaching Recommendations</b><br/> Move to approve the above listed coaches for the 2014/15 school year; as per the MCEA master agreement.</p>   | <p>Dr. McLeod</p>   | <p>111</p> |
| <p><b>9. Coordinator of Communications and Public Relations Contract Extension</b><br/> Move to approve a contract renewal with Temporary School Staff, Inc. for the placement of Robert Vergiels as the Coordinator of Communications and Public Relations for the 2014/15 school year (July 1, 2014 to June 30, 2015).</p>                       | <p>Dr. McLeod</p>   | <p>112</p> |
| <p><b>10. Ratification of the Monroe City Educational Secretarial Association MEA/NEA Master Agreement</b><br/> Move to ratify the Master Agreement for June 24, 2014 to June 30, 2015 between the Monroe City Educational Secretarial Association MEA/NEA and the Monroe Board of Education effective June 24, 2014.</p>                          | <p>Dr. McLeod</p>   | <p>113</p> |
| <p><b>11. MHS Marching Band Camp</b><br/> Move to approve the Monroe High School Trojan Marching Band trip to Spring Arbor University for their annual band camp August 4-9, 2014; according to the terms of Policy IICA Field Trips and Excursions.</p>   | <p>Dr. McLeod</p>   | <p>114</p> |
| <p><b>12. Upward Bound Students Year End Field Trip</b><br/> Move to approve the Upward Bound Program overnight trip to New York City, New York. Students and chaperones will depart on Sunday, August 3, 2014, and return on Thursday, August 7, 2014; according to the terms of Policy IICA, Field Trips and Excursions.</p>                     | <p>Dr. McLeod</p>   | <p>121</p> |

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|---|--------------------|------------|
| <p><b>13. Wrestling Camp</b><br/> Move to approve the Monroe High School Wrestling Team Camp at Central Michigan University in Mt. Pleasant, Michigan; according to the terms of Policy IICA, Field Trips and Excursions.</p>   | <p>Dr. McLeod</p>  | <p>137</p> |
| <p><b>14. Football Jerseys</b><br/> Move to approve the purchase of football jerseys from Riddell not to exceed \$8,082.95, and reject all other quotes. Funds for this purchase will be taken from the 2014/15 Athletic Fund.</p>  | <p>Dr. McLeod</p>  | <p>143</p> |
| <p><b>15. MASB Membership</b><br/> Move to approve the 2014/15 membership dues to the Michigan Association of School Boards in the amount of \$7,090.</p>   | <p>Dr. Martin</p>  | <p>146</p> |
| <p><b>16. Transportation Two-Way Radios</b><br/> Move to accept the bid from Herkimer Radio Service of Monroe, Michigan, for \$81,590.00 for the purchase of digital Transportation Two-Way Radios. Money for this purchase will come from the general fund.</p>  | <p>Mr. Oley</p>    | <p>147</p> |
| <p><b>17. Gymnasium Floors – MHS and MMS</b><br/> Move to accept the low bid of \$8,840.00 from ALLCOURT, Inc. of Northville, Michigan, for the screening, refinishing and repair of the gymnasium floors at Monroe High School and Monroe Middle School, and reject all other bids. Money for this purchase will come from the General and Site Sinking Funds.</p> | <p>Mr. Oley</p>    | <p>151</p> |
| <p><b>18. Raisinville Elementary Sign</b><br/> Move to accept the low bid of \$13,000.00 from Daktronic/Hardy &amp; Sons Sign Service, Inc. for an electronic sign to be installed at Raisinville Elementary School. Funds for this purchase will come from the Raisinville PTO, the Raisinville Pop Account and the General Fund.</p>                              | <p>Mrs. Everly</p> | <p>158</p> |
| <p><b>19. Mobile Device Purchase</b><br/> Move to approve the purchase of 1,350 Dell Chromebooks and 49 Ava carts at a cost not to exceed \$440,505.50. This purchase will be funded by the General Fund and the Technology Millage.</p>  | <p>Mr. Payne</p>   | <p>165</p> |

<b>20. Summer Technology Purchase</b>	Mr. Payne	176
Move to approve the technology purchases as listed, and the software maintenance and renewals at a cost not to exceed \$410,588.57. This purchase will be funded by the General Fund and the Technology Millage.		
<b>21. Superintendent's Comments</b>	Dr. Martin	
<b>22. Old Business</b>	Mr. Yeo	
<b>23. New Business</b>	Mr. Yeo	
<b>24. Public Commentary – Any Topic</b>	Mr. Yeo	
<b>25. Adjournment</b>	Mr. Yeo	215
Move that the June 24, 2014 Board Meeting #11 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**

- June 3, 2014 Board Meeting #10 Minutes
- June 10, 2014 Special Work Session Minutes

**RECOMMENDATION**

Move to approve the following minutes as submitted:

- June 3, 2014 Board Meeting #10
- June 10, 2014 Special Work Session
- June 10, 2014 Closed Work Session

**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

Board Meeting #10

June 3, 2014

6:00 p.m.

## MINUTES

### **Roll Call and Call to Order**

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary June Knabusch-Taylor (arrived at 6:06 p.m.), Parliamentarian Dr. Tedd March, Trustee Mr. Aaron N. Mason, Trustee Ryan Philbeck, and Trustee Wendy Spicer

Board Members Absent: None

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

Administrators Absent: Jerry Oley, David Payne

President Yeo called the meeting to order at 6:00 p.m.

### **Manor School Focus Update**

Mrs. McMahon highlighted the most recent Manor School Focus Committee work. This is an ongoing process and will continue into next year and beyond. Mrs. McMahon discussed data talking points, initiatives that support student growth, professional development and tools for improvement.

### **Public Commentary-Agenda Items Only**

Citizen Selma Rankins complimented Mr. Zillgitt, who is retiring, for the great job he has done for Monroe Public Schools and his commitment to students.

### **Approval of Minutes**

Motion by Mr. Philbeck; support by Mrs. Knabusch-Taylor to approve the minutes of the following meetings as submitted:

- May 20, 2014 Board Work Session
- May 20, 2014 Board Meeting #9
- May 27, 2014 Special Work Session
- May 27, 2014 Closed Meeting

Vote: Motion carried by a 7-0 roll call vote.

### **Reports and Update**

The May 19, 2014 Board Curriculum Committee Minutes were received. Mrs. Knabusch-Taylor mentioned to board members that if they have any questions regarding curriculum, they are welcome to ask a member on the curriculum committee.

### **Staff Resignations**

Motion by Mr. Mason; support by Dr. March to approve the resignations from Monroe Public Schools of Otto Zillgitt as of June 19, 2014 and of David Prenkert as of August 29, 2014.

Discussion: Mr. Yeo thanked Mr. Zillgitt and Mr. Prenkert for their many years of great service to the district.

Vote: Motion carried by a 7-0 roll call vote.

**Teacher Tenure Recognition**

Motion by Mrs. Knabusch-Taylor; support by Dr. March to confirm and endorse the granting of tenure for Dawn Brodie, Christina Taft, and Bryan Zamorski on the appropriate anniversary dates.

Vote: Motion carried by a 7-0 roll call vote.

**Lunch Price Increase**

Motion by Mrs. Knabusch-Taylor; support by Mr. Mason to approve Option B to set prices for school lunches for the 2014/15 school year.

Discussion: Ms. Spicer asked if we could pick different options for each level. Mrs. Eighmey stated that based on how we've done increases in the past, it's best to keep them equal. Increases may be done a number of ways as long as the average increase is ten cents per meal.

Vote: Motion carried by a 7-0 roll call vote.

**MASB Membership**

Motion by Mr. Mason; support by Mr. VanWasshenova to table this motion in order to find out why there was an increase in dues when our enrollment declined.

Discussion: Ms. Spicer stated that we do get money back from MASB. Mrs. Eighmey confirmed that we received \$37,000 this year. Dr. McLeod thinks the cost is not done per pupil; rather in ranges. Dr. Martin will contact MASB regarding the increase.

Vote: Motion carried by a 7-0 roll call vote.

**MHSAA 2014-15 Membership**

Motion by Dr. March; support by Mr. Mason to adopt the Michigan High School Athletic Association membership resolution for the year August 1, 2014 through July 31, 2015 as presented.

Vote: Motion carried by a 7-0 roll call vote.

**Connected Math for Grades 6, 7, and 8**

Motion by Mr. Mason; support by Dr. March to approve the purchase of Pearson Connected Mathematics for grades sixth, seventh, and eighth, which will support the mathematics curriculum alignment with the National Common Core at an estimated amount not to exceed \$181,617.83.

Discussion: Sixth, seventh and eighth grade math teachers piloted the program throughout this school year. The initial quote was for \$250,000, but through negotiations with Pearson and several quotes later, a price was agreed upon. This quote includes all of the textbooks, the technology component and all of the classroom manipulatives that would normally be purchased separately. As a result of the pilot, teachers saw good results from all students, but especially from special education students. Dr. McLeod stated that we would purchase this material even if we weren't trying to align with the Common Core. This program is a step forward for our mathematics instruction in grades six through eight, and it aligns very closely to what our students are currently doing up through grade five.

Vote: Motion carried by a 7-0 roll call vote.

**Manor School LLI Purchase**

Motion by Mr. Mason; support by Mr. Philbeck to approve the purchase of the instructional resources from Heinemann Publishing. The total cost of the materials, plus shipping, will not exceed \$5,130.00. The entire amount will be paid through the 2013-2014 Title I funds in accordance with allowable expenditure guidelines for use of federal funds for supplemental instructional programming.

Discussion: The LLI program is used throughout the district in all of our elementary buildings. Through this LLI program, we have seen significant reading gains among our students who are below grade level.

Vote: Motion carried by a 7-0 roll call vote.

**Consent Agenda**

Motion by Mr. Mason; support by Mr. VanWasshenova that Agenda Items C.10 and C.11 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

- C.10 Move to approve the purchase of ELA books for the Arborwood Elementary Campus for a total cost not to exceed \$14,300.00. The total amount of this purchase will be covered by 2013-2014 Arborwood Title I funds in accordance with allowable expenditure guidelines for use of federal funds for supplemental instructional programming.
- C.11 Move to approve the purchase of 2,100 student planners from School Datebooks in the amount of \$4345.10 plus shipping and handling.

Vote: Motion carried by a 7-0 roll call vote.

**MHSAA State Golf Meet**

Motion by Mr. VanWasshenova; support by Dr. March to approve the Monroe High School student attendance at the MHSAA State Golf Meet in East Lansing, Michigan; according to the terms of Policy IICA, Field Trips and Excursions.

Vote: Motion carried by a 7-0 roll call vote.

**Superintendent Comments**

- Congratulations to Principal Valerie Orr and her staff who worked to ensure a smooth graduation. More than 600 visits were made to the YouTube site during the live event. The production was watched by people in 28 states and four foreign countries – United Arab Emirates, Austria, Germany and Sweden.
- Some 400 Custer families are expected to participate in the Family Engineering Night tomorrow evening, 6:00-7:30 p.m. Families will work together to design structures, test their creations and make revisions once testing is done.
- Friday, June 13, Monroe Middle School's Team 7A will host a variety of culturally based events to help students get a first-hand look at people and places around the world. The team has enlisted a number of people from our community who were raised in, or are familiar with, foreign cultures to come in and share their experiences.
- English teacher, Carol Sliwka, and about 120 of her sophomores will be in downtown Monroe next Monday morning participating in a writing marathon. The students will be in groups of four and will stop at different downtown locations to write, reflect on their writing and then discuss it with their fellow students.
- Waterloo kicked off its STEAM initiative with a parent informational meeting last week. This new concept is receiving strong support from the parents of the children who will be affected. STEAM is STEM with an Arts concept and Principal Lisa McLaughlin and her staff are excited about launching it this fall. The mission of the program is to empower Waterloo students of all ages through the full infusion of science, technology, engineering, arts and math.
- Congratulations to Monroe High School Teacher Sue Sacks and her Positive Peer Influence students who this year are completing their 20<sup>th</sup> year of elementary school instruction in the six-part Hazards of Tobacco program. It reaches about 500 students per year by being presented to all sixth grade classrooms in the district. Over the years more than 400 MHS students have participated as peer educators. Among those "alumni" are people working today as doctors, nurses, engineers, business professionals, lawyers, social workers, teachers and counselors.
- Reminder that the last day of school is June 17 and will be a half day for students.

**Old Business**

There was none at this time.

**New Business**

Mrs. Eighmey issued an RFP for a food service company contract. When she receives approval from the state, she will bring it to the board for their approval. She requested bids on two different plans. Plan A would have the food service assistants remain Monroe Public School employees. Plan B would turn the employees over to the contractor which would privatize these positions. Mrs. Eighmey recommended Plan A to keep the assistants as Monroe Public School employees.

**Public Commentary-Any Topic**

Dr. Martin read the following statement: It is important to remind everyone that there are two sides to every situation of this nature and the school district has responsibilities to its students as well as to its staff. Because we are an organization that works under specific collective bargaining agreements, the school district cannot always share as much information as some would demand. When issues of this nature arise, there are specific procedures that must be followed to protect the rights of those involved, and it can be difficult to wait for the process to run its course. We understand that the timing of this issue makes it more difficult, and the availability of social media can act upon the emotions of many people. The Middle School teacher and administrator involved are valued members of the Monroe Public Schools staff and deserve to be treated with respect, as do all members of our staff. The district has a process in place to address issues brought to our attention, and, as always, we will continue to provide a safe and respectful environment for students to learn and teachers to teach.

Mary Ann Cyr, Raisinville principal and vice president of the MFSA, read a statement concerning the recent public commentaries that have been made through social media regarding the administrative paid leave of Mr. Alan Barron. She shared the importance of understanding our legal, ethical and contractual obligations. Following the proper procedures of due process, information gathered by administrators pertaining to a teacher's conduct is not released to the public during this process. The expectation is that teachers are held to an ethical code. This code exists to protect our students and employees. If an investigation is warranted, it is the MPS administrator's responsibility to follow the proper procedures. The MFSA executive board would like to reach out to the community and ask that our stakeholders trust our district and its leadership by refraining from an age-old peril of stone throwing. We would never treat our students and staff in that manner and we ask the same in kind.

Crystal Caldwell, MMS/MHS graduation coach discussed the 8<sup>th</sup> grade trip to Washington D.C. and New York City. There were five students who would not have been able to attend without the help of Ms. Spicer and her DTE colleagues along with other community organizations. Mrs. Caldwell thanked Ms. Spicer and presented her with a poster that included pictures of the five students who went on the trip.

Kelly McMahon, Manor principal, feels that the Monroe Evening News did not follow good principles of journalism by presenting only one side in the article that was printed on Friday, June 30. It included Mr. Vergiels statement that Monroe Public Schools could not comment any further, but it did not state that by due process Monroe Public Schools legally couldn't comment. The newspaper release was slanted and it encouraged our community to take a stand in support of Mr. Barron.

Selma Rankins, citizen, supports Mr. Barron for teaching black history and he feels Monroe Public Schools did the wrong thing. He stated that the Monroe Evening News goes out of their way to protect Monroe Public Schools.

Leon Bartley, citizen, asked Dr. Martin if the video that was shown in Mr. Barron's class would be allowed to be shown in the future. Dr. Martin stated that the intent of the film would have to be made very clear to the students. There would have to be proper preparation such as a lesson plan that had a specific purpose and tied to a specific curriculum goal. The maturity of the students would have to be at a level that they could understand why they were viewing the film.

**Adjournment**

Motion by Mrs. Knabusch-Taylor; support by Dr. March that the June 3, 2014, Board Meeting #10 of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 6:53 p.m.

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**June Knabusch-Taylor, Secretary**

**MONROE PUBLIC SCHOOLS BOARD OF EDUCATION**

Special Work Session  
Tuesday, June 10, 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, Parliamentarian Dr. Tedd March, Trustee Aaron N. Mason, Trustee Ryan Philbeck (arrived at 5:49 p.m.), and Trustee Wendy Spicer

Board Members Absent: None

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

Administrators Absent: Jerry Oley

Others Present: Jeremy Chisholm, Holly Scherer

President Yeo called the meeting to order at 5:30 p.m.

**Closed Session**

Motion by Mrs. Knabusch-Taylor support by Mr. Mason to convene in closed session for the purpose of discussing strategies connected with the negotiation of collective bargaining agreements and to consult on the written advice of counsel Open Meetings Act Section 8(c).

Vote: Motion carried by a 6-0 hand vote at 5:30 p.m.

**Reconvene in Open Session**

Motion by Mr. Mason; support by Mrs. Knabusch-Taylor to reconvene in open session of the Monroe Public Schools Board of Education work session.

Vote: Motion carried by a 7-0 hand vote at 7:28 p.m.

**Adjournment**

Motion by Mr. Mason; support by Mr. Yeo that the 5:30 p.m., June 10, 2014 Special Work Session of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 7:28 p.m.

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**June Knabusch-Taylor, Secretary**

## **REPORTS AND UPDATES**

### **BOARD COMMITTEES/OTHER REPORTS**

- June 2, 2014 Board Personnel Committee Meeting Minutes
- Informational Report – Contracted Coaches

# Monroe Public Schools Board Personnel Committee Meeting Minutes

**Date of Meeting:** June 2, 2014

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

**Next Meeting:** July 7, 2014

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1. **Call to Order:**

The meeting was called to order at 5:20 pm.

2. **Minutes:**

May meeting minutes previously approved

3. **Public Commentary:**

None

4. **Staffing Updates:**

Mrs. Scherer reported two announced retirements since last meeting. Mr. Otto Zillgitt, MHS Assistant Principal, will be retiring at the end of the year and Mr. David Prenkert, Custodian, will be retiring at the end of August. Mr. Mason asked how the staffing talks were going regarding assignments for next school year. Mrs. Everly reported that she had conversations with the elementary counselors on Friday, explaining that the decision to eliminate the elementary counseling program is not a reflection of their work, but about how the kids need a higher level of services in every building. Counselors do understand the need to have more 31A Social Workers in each building would be beneficial. Each displaced Counselor will have a scenario of choices for alternate placement in the fall. Mrs. Everly also noted that conversations with the ISD are continuing regarding the Great Start Readiness Program. Administration is committed to reviewing all positions and placements for our current teachers before a decision will be made on posting teaching openings for fall. Administration also reported being pleased with the potential candidates from the teacher fairs should the need to hire outside become necessary.

5. **Summer Learning Academy Updates:**

Mrs. Everly shared that plans for K-12 programming are still underway for summer. We had four candidates express interest in the two administrative positions. Steve Pollzzie and Scott Hoppert have been selected to fill these roles. The other two candidates were Chantele Henry, who will be taking on a classroom role; and Mary Ann Cyr will be an Interventionist/Coach. Summer Learning Academy teachers will receive a \$2300 stipend for their six weeks of service; those will be funded through Title I. The two administrator stipends will be \$2750 each, which will be paid for out of general funds. This general fund money was previously allocated for the secondary summer school leader, so this is not new money. Enrollments are currently underway and we have invited everyone once through mail. Each school will also be following up with personal contacts. The transportation department is working on bus runs with common meeting places.



Mrs. Knabusch-Taylor asked about the summer plans for the Knabusch Math and Science Center. Dr. McLeod reported that Nicole Shaughnessy from MHS has taken great ownership to coordinate the activities and has put together a comprehensive program to offer camps. Buses will be available for students to go from Summer Learning Academy to the Science Camp at the Knabusch Center. Camps will be held for six weeks with morning sessions available to grades 1-3 and afternoon sessions available for grades 4-6. Mrs. Shaughnessy has also applied for a grant to purchase some additional equipment and materials for the center. Funding for the programs will be through 31-A or student tuition.

6. **Old Business:**

A brief discussion was held on graduation. The committee felt the black robes on the ushers looked great, nice touch with the staff tunnel, great comments about the live-streaming. Discussion was held on expectations not only for graduation but for our staff as whole, expectations on appropriate dress and modeling behaviors. Next year need to remember script to include dismissal of the color guards.

Dr. Martin shared that Varsity Basketball interviews are scheduled for June 9<sup>th</sup>. Wendy Spicer has agreed to represent the Board of Education on the panel and Kathy Eighmey will represent Central Office.

7. **New Business:**

None noted.

8. **Future Agenda Items:** None noted. Mr. Mason informed the group that he would be unable to attend the July meeting because he would be out of town.

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

10. **Adjournment:** The meeting was adjourned at 6:50 PM.

## **Informational Report** **Contracted Coaches**

**The following coaches will be placed in the listed positions below by Temporary School Staff, Inc. upon completion of criminal history verifications for the 2014/15 school year:**

Last Name	First Name	Title	Sport	School	Season
Linsenmeyer	Heidi	Coach	Cheerleading - 9th Grade	MHS	Fall
Beckner	Pietrina	Coach	Cheerleading - JV	MHS	Fall
McMullen	Mary Rose	Coach	Cheerleading - Varsity	MHS	Fall
Hammond	Joe	Head Coach	Football - 9th Grade	MHS	Fall
Hedglen	John	Head Coach	Football - JV	MHS	Fall
Notario	Ben	Assistant Coach	Football - JV	MHS	Fall
Wiley	Cody	Assistant Coach	Football - JV	MHS	Fall
Redmond	Eric	Head Coach	Football - Varsity	MHS	Fall
Lehr	Jermaine	Equipment Manager	Football - Varsity	MHS	Fall
Giarmo	John	Assistant Coach	Football - Varsity	MHS	Fall
Hoppe	Brandon	Coach	Golf - Varsity Girls	MHS	Fall
Lieto	Dan	Coach	Soccer - JV Boys	MHS	Fall
Martin	Stuart	Coach	Soccer - Varsity Boys	MHS	Fall
Schade	Tonya	Assistant Coach	Swimming - Varsity Girls	MHS	Fall
Pierce	Amber	Coach	Volleyball - JV	MHS	Fall
Windham	Kim	Head Coach	Volleyball - Varsity	MHS	Fall
Taylor	Jennifer	Coach	Cheerleading - 7th & 8th	Monroe Middle	Fall
Heck	Justin	Coach	Cross Country - Co Ed	Monroe Middle	Fall
Lambert	Bo	Asst. Coach	Football - 7th Grade	Monroe Middle	Fall
Freelon	Marty	Head Coach	Football - 8th Grade	Monroe Middle	Fall
Bunkelman	Cara	Coach	Volleyball - 7th Grade	Monroe Middle	Fall
Wiseman	Bill	Coach	Volleyball - 8th Grade	Monroe Middle	Fall
Kelley	Lofton	Head Coach	Basketball - Freshman Boys	MHS	Winter
Lehr	Jermaine	Head Coach	Basketball – JV Girls	MHS	Winter
Hoskins	Delmar	Head Coach	Basketball - Varsity Boys	MHS	Winter
Linsenmeyer	Heidi	Coach	Cheerleading - 9th Grade	MHS	Winter
Beckner	Pietrina	Coach	Cheerleading - JV	MHS	Winter
McMullen	Mary Rose	Coach	Cheerleading - Varsity	MHS	Winter
Schade	Tonya	Assistant Coach	Swimming - Varsity Boys	MHS	Winter
Mayes	Don	Head Coach	Wrestling - Varsity	MHS	Winter
Mendez	Enrique	Coach	Basketball - 7th Grade Boys	Monroe Middle	Winter
Smith	DJ	Coach	Basketball - 7th Grade Boys	Monroe Middle	Winter
Wassus	Ken	Coach	Basketball - 8th Grade Boys	Monroe Middle	Winter
Hill	Bryan	Coach	Basketball - 8th Grade Boys	Monroe Middle	Winter
Taylor	Jennifer	Coach	Cheerleading - 7th & 8th	Monroe Middle	Winter
Fannin	Cory	Coach	Wrestling - 7/8 Grade	Monroe Middle	Winter
Alston	Rob	Assistant Coach	Wrestling - 7/8 Grade	Monroe Middle	Winter
Bunkelman	Cara	Coach	Basketball - 8th Grade Girls	Monroe Middle	Winter II
Hoppe	Brandon	Coach	Golf - Varsity Boys	MHS	Spring

**The following are being placed in volunteer/club paid sports positions:**

Last Name	First Name	Sport	School	Season
Raszka	Taylor	Hockey - Head Coach	MHS	Winter
Becker	Pietrina	Comp Cheer	MHS	Winter
Bray	Scott	Bowling Co-Ed	MHS	Winter

**ADOPTION OF FINAL AMENDED 2013/14 BUDGETS FOR GENERAL,  
FOOD SERVICE, AND BUILDING AND SITE SINKING FUNDS**

**BACKGROUND**

Each year it is necessary to adjust district budget allocations to best reflect what we believe will be closest to the actual annual activity.

**ENCLOSURES**

Proposed budget amendment resolution and budget detail summaries.

**RECOMMENDATION**

Move to adopt the final amended 2013/14 fund budgets for the General, Food Service and Building and Site Sinking funds 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	_____	_____	_____	_____

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF  
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

WHEREAS, this resolution shall be the general appropriations act of Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2013/14, an act to amend appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Monroe Public Schools, Monroe County, Michigan.

WHEREAS, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **General Fund** of the Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2013/14 is as follows:

**Revenues**

Local	\$16,654,375
State	31,651,495
Federal	2,800,993
Incoming Transfers & Other Transactions	<u>5,316,514</u>
 Total Revenues	 \$56,423,377
 Fund Balance - July 1, 2013	 4,232,197
Less: Restricted/Assigned Fund Balance	<u>(478,503)</u>
 Fund Balance Available	 <u>3,753,694</u>
 <b>Total Available to Appropriate</b>	 <b><u><u>\$60,177,071</u></u></b>

WHEREAS, \$58,764,355 of the total available to appropriate in the **General Fund** is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures**

Instruction:	
Basic Programs	\$26,359,920
Added Needs	6,158,020
Adult/Continuing Education	26,450
Support Services:	
Pupil	2,493,714
Instructional Staff	2,696,876
General Administration	576,810
School Administration	3,149,550
Business	806,802
Operations/Maintenance	6,002,706
Transportation	4,144,526
Central	3,451,098
Athletics	765,135
Community Services	913,232
Outgoing Transfers and Other Transactions	<u>1,219,516</u>
<b>Total Appropriated</b>	<b><u><u>\$58,764,355</u></u></b>

WHEREAS, no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

THEREFORE BE IT RESOLVED that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on June 24, 2014

**MONROE PUBLIC SCHOOLS  
GENERAL FUND  
DETAIL BUDGET PROJECTIONS**

**FOR FISCAL YEAR ENDING JUNE 30, 2014**

	<i>Class Code #</i>	2012/13 ACTUAL	2013/14 ORIGINAL BUDGET	2013/14 ADJUSTMENTS	2013/14 REVISED FOR ADOPTION 6/24/2014
<b>REVENUES:</b>					
Local Sources	100's	\$16,342,665	\$16,402,860	\$251,515	\$16,654,375
State Sources	300's	\$32,519,390	\$30,986,415	\$665,080	\$31,651,495
Federal Sources	400's	\$2,223,569	\$3,042,168	(\$241,175)	\$2,800,993
<b>TOTAL REVENUES</b>		<b>\$51,085,624</b>	<b>\$50,431,443</b>	<b>\$675,420</b>	<b>\$51,106,863</b>
Incoming Transfers and Other Transactions	500's - 600's	\$3,767,098	\$3,894,689	\$1,621,825	\$5,316,514
<b>TOTAL REVENUES, INCOMING TRANSFERS &amp; OTHER TRANSACTIONS</b>		<b>\$54,852,722</b>	<b>\$54,126,132</b>	<b>\$2,297,245</b>	<b>\$56,423,377</b>
<b>EXPENDITURES:</b>					
<b>INSTRUCTIONAL EXPENSE</b>	<i>Function Code #</i>				
Basic Programs	110's	\$26,318,114	\$26,085,239	\$274,681	\$26,359,920
Added Needs	120's	\$5,837,678	\$6,236,701	(\$78,681)	\$6,158,020
Adult/Continuing Education	130's	\$0	\$0	\$26,450	\$26,450
<b>SUPPORT SERVICES</b>					
Pupil	210's	\$2,371,413	\$2,401,476	\$92,238	\$2,493,714
Instructional Staff	220's	\$2,496,646	\$2,701,894	(\$5,018)	\$2,696,876
General Administration	230's	\$685,385	\$636,850	(\$60,040)	\$576,810
School Administration	240's	\$3,284,966	\$3,005,800	\$143,750	\$3,149,550
Business Administration	250's	\$814,432	\$855,990	(\$49,188)	\$806,802
Operation and Maintenance	260's	\$5,398,683	\$5,763,820	\$238,886	\$6,002,706
Pupil Transportation	270's	\$3,383,904	\$3,606,414	\$538,112	\$4,144,526
Central Services	280's	\$1,564,616	\$2,426,280	\$1,024,818	\$3,451,098
Athletics	290's	\$707,212	\$733,990	\$31,145	\$765,195
Community Services	300's	\$580,108	\$772,855	\$140,377	\$913,232
<b>TOTAL EXPENDITURES</b>		<b>\$53,443,157</b>	<b>\$55,227,309</b>	<b>\$2,317,530</b>	<b>\$57,544,899</b>
Payments to Other Governmental Agencies	400's	\$53,762	\$143,402	(\$37,669)	\$105,733
Debt Service	500's	\$964,077	\$915,473	\$198,310	\$1,113,783
Operating Transfers Out	600's	\$0	\$0	\$0	\$0
<b>TOTAL APPROPRIATED</b>		<b>\$54,460,996</b>	<b>\$56,286,184</b>	<b>\$2,478,171</b>	<b>\$58,764,355</b>
<b>EXCESS REVENUE (APPROPRIATIONS)</b>		<b>\$391,726</b>	<b>(\$2,160,052)</b>		<b>(\$2,340,978)</b>
<b>FUND BALANCE, JULY 1</b>		<b>\$3,840,471</b>	<b>\$4,232,197</b>		<b>\$4,232,197</b>
<b>FUND BALANCE, JUNE 30</b>		<b>\$4,232,197</b>	<b>\$2,072,145</b>		<b>\$1,891,219</b>

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF  
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

WHEREAS, this resolution shall be the general appropriations act of Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2013/14, an act to amend appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Monroe Public Schools, Monroe County, Michigan.

WHEREAS, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Food Service Fund** of the Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2013/14 is as follows:

**Revenue**

Local	\$736,350	
State	85,890	
Federal	1,826,500	
Incoming Transfers & Other Transactions	0	
 Total Revenues		 \$2,648,740
 Fund Balance - July 1, 2013	 984,122	
Less: Appropriated Fund Balance	0	
 Fund Balance Available		 984,122
 <b>Total Available to Appropriate</b>		 <b>\$3,632,862</b>

WHEREAS, \$2,734,095 of the total available to appropriate in the **Food Service Fund** is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures**

Food Services	\$2,704,095
Outgoing Transfers & Other Transactions	<u>30,000</u>
<b>Total Appropriated</b>	<u><u>\$2,734,095</u></u>

WHEREAS, no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

THEREFORE BE IT RESOLVED that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on June 24, 2014



**MONROE PUBLIC SCHOOLS**

**FOOD SERVICE FUND**

**DETAIL BUDGET PROJECTION**

**FOR THE FISCAL YEAR ENDING JUNE 30, 2014**

	Class Code #	2012/13 ACTUAL REV/EXP	2013/14 ORIGINAL BUDGET	2013/14 ADJUSTMENTS	2013/14 REVISED FOR ADOPTION 6/24/2014
<b>REVENUES:</b>					
Local Sources	100's	\$833,533	\$726,981	\$9,369	\$736,350
State Sources	300's	\$107,246	\$100,851	(\$14,961)	\$85,890
Federal Sources	400's	\$1,927,381	\$1,936,033	(\$109,533)	\$1,826,500
<b>TOTAL REVENUES</b>		<b>\$2,868,160</b>	<b>\$2,763,865</b>	<b>(\$115,125)</b>	<b>\$2,648,740</b>
Incoming Transfers and Other Transactions	500's	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES, INCOMING TRANSFERS &amp; OTHER TRANSACTIONS</b>		<b>\$2,868,160</b>	<b>\$2,763,865</b>	<b>(\$115,125)</b>	<b>\$2,648,740</b>
<b>EXPENDITURES:</b>					
Food Services	297's	\$2,806,260	\$2,728,120	(\$24,025)	\$2,704,095
<b>TOTAL EXPENDITURES</b>		<b>\$2,806,260</b>	<b>\$2,728,120</b>	<b>(\$24,025)</b>	<b>\$2,704,095</b>
Outgoing Transfers and Other Transactions		\$35,000	\$40,000	(\$10,000)	\$30,000
<b>TOTAL APPROPRIATED</b>		<b>\$2,841,260</b>	<b>\$2,768,120</b>	<b>(\$34,025)</b>	<b>\$2,734,095</b>
<b>EXCESS REVENUE (APPROPRIATIONS)</b>		<b>\$26,900</b>	<b>(\$4,255)</b>	<b>(\$81,100)</b>	<b>(\$85,355)</b>
FUND BALANCE, JULY 1		\$957,222	\$984,122		\$984,122
FUND BALANCE, JUNE 30		\$984,122	\$979,867		\$898,767

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF  
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

WHEREAS, this resolution shall be the general appropriations act of Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2013/14, an act to amend appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Monroe Public Schools, Monroe County, Michigan.

WHEREAS, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Building and Site Sinking Fund** of the Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2013/14 is as follows:

**Revenues**

Local	\$1,705,820
Incoming Transfers & Other Transactions	<u>0</u>
Total Revenues	\$1,705,820
Fund Balance - July 1, 2013	3,404,867
Less: Appropriated Fund Balance	<u>0</u>
Fund Balance Available	<u>3,404,867</u>
<b>Total Available to Appropriate</b>	<b><u><u>\$5,110,687</u></u></b>

WHEREAS, \$2,301,300 of the total available to appropriate in the **Building & Site Sinking Fund** is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures**

Improvements	\$2,080,000
Future Projects	0
Architect	220,000
Other Transactions	<u>1,300</u>
<b>Total Appropriated</b>	<b><u><u>\$2,301,300</u></u></b>

WHEREAS, no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

THEREFORE BE IT RESOLVED that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on June 24, 2014

**MONROE PUBLIC SCHOOLS**

**SINKING FUND**

**DETAIL BUDGET PROJECTION**

**FOR THE FISCAL YEAR ENDING JUNE 30, 2014**

	<b>2012/13 ACTUAL REV/EXP</b>	<b>2013/14 ORIGINAL BUDGET</b>	<b>2013/14 ADJUSTMENTS</b>	<b>2013/14 REVISED FOR ADOPTION 6/24/2014</b>
<b>REVENUES:</b>				
Local Sources				
Property Taxes	\$1,678,067	\$1,700,770	(\$600)	\$1,700,170
Other Local Revenues	\$7,583	\$7,600	(\$1,950)	\$5,650
<b>TOTAL REVENUES</b>	<b>\$1,685,650</b>	<b>\$1,708,370</b>	<b>(\$2,550)</b>	<b>\$1,705,820</b>
Incoming Transfers and Other Transactions	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES, INCOMING TRANSFERS &amp; OTHER TRANSACTIONS</b>	<b>\$1,685,650</b>	<b>\$1,708,370</b>	<b>(\$2,550)</b>	<b>\$1,705,820</b>
<b>EXPENDITURES:</b>				
IMPROVEMENTS/REMODELING	\$1,841,369	\$2,040,000	\$40,000	\$2,080,000
ARCHITECT	\$200,304	\$210,000	\$10,000	\$220,000
FUTURE PROJECTS	\$0	\$0	\$0	\$0
FEES	\$1,248	\$2,000	(\$700)	\$1,300
<b>TOTAL EXPENDITURES</b>	<b>\$2,042,920</b>	<b>\$2,252,000</b>	<b>\$49,300</b>	<b>\$2,301,300</b>
Outgoing Transfers and Other Transactions	\$0	\$0	\$0	\$0
<b>TOTAL APPROPRIATED</b>	<b>\$2,042,920</b>	<b>\$2,252,000</b>	<b>\$49,300</b>	<b>\$2,301,300</b>
<b>EXCESS REVENUE (APPROPRIATIONS)</b>	<b>(\$357,270)</b>	<b>(\$543,630)</b>	<b>\$0</b>	<b>(\$595,480)</b>
FUND BALANCE, JULY 1	\$3,762,137	\$3,404,867		\$3,404,867
FUND BALANCE, JUNE 30	\$3,404,867	\$2,861,237		\$2,809,387

**ADOPTION OF THE PROPOSED 2014/2015 GENERAL, FOOD SERVICE,  
 SINKING FUND AND BUILDING AND SITE FUND BUDGETS**

**BACKGROUND**

In preparation for the 2014/15 fiscal year it is necessary to adopt proposed budgets for each operating fund.

It is necessary for the Board to include in their adoption resolution the approval to levy 18 mills non-homestead for operating purposes and 1 mill on all property for the Building and Site Sinking Fund.

**ENCLOSURES**

Proposed budget resolution and budget detail

**RECOMMENDATION**

Move to adopt the 2014/15 proposed budgets for General, Food Service, Sinking Fund and Building and Site funds as presented. Furthermore, the Board has determined that the non-homestead millage rate be established at 18 mills for operating purposes and an additional 1 mill be levied for Building and Site Sinking Fund on all property as approved by referendum in 2008.

**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 FOR ADOPTION BY THE BOARD OF EDUCATION OF  
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

Resolved, that this resolution shall be the general appropriations of Monroe Public Schools, Monroe County, Michigan, for the 2014/15 fiscal year, a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by Monroe Public Schools, Monroe County, Michigan.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the **General Fund** of Monroe Public Schools, Monroe County, Michigan, for fiscal year 2014/15 which includes 18 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes is as follows:

**Revenues**

Local	\$17,002,075	
State	31,381,132	
Federal	2,830,751	
Incoming Transfers & Other Transactions	<u>3,301,130</u>	
 Total Revenues		 \$54,515,088
 Fund Balance - July 1, 2014	 1,891,219	
Less: Restricted/Assigned Fund Balance	<u>(478,503)</u>	
 Fund Balance Available		 <u>1,412,716</u>
 <b>Total Available to Appropriate</b>		 <b><u><u>\$55,927,804</u></u></b>

Be it further resolved that \$55,672,425 of the total available to appropriate in the **General Fund** is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures**

Instruction:	
Basic Programs	\$25,558,530
Added Needs	6,224,322
Adult/Continuing Education	57,000
Support Services:	
Pupil	2,272,400
Instructional Staff	2,783,170
General Administration	600,010
School Administration	3,231,475
Business	821,060
Operations/Maintenance	5,639,155
Transportation	3,682,601
Central	1,950,408
Athletics	755,835
Community Services	876,272
Outgoing Transfers and Other Transactions	<u>1,220,187</u>
<b>Total Appropriated</b>	<b><u><u>\$55,672,425</u></u></b>

Further Resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval of the Board.

Therefore be it further resolved, that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on July 1, 2014

**MONROE PUBLIC SCHOOLS  
GENERAL FUND  
DETAIL BUDGET PROJECTIONS**

**FOR FISCAL YEAR ENDING JUNE 30, 2015**

	Class Code #	2012/13 ACTUAL REV/EXP	2013/14 REVISED FOR ADOPTION 6/24/2014	2014/15 PROPOSED FOR ADOPTION 7/1/2014
<b>REVENUES:</b>				
Local Sources	100's	\$16,342,665	\$16,654,375	\$17,002,075
State Sources	300's	\$32,519,390	\$31,651,495	\$31,381,132
Federal Sources	400's	\$2,223,569	\$2,800,993	\$2,830,751
<b>TOTAL REVENUES</b>		<b>\$51,085,624</b>	<b>\$51,106,863</b>	<b>\$51,213,958</b>
Incoming Transfers and Other Transactions	500/ 600's	\$3,767,098	\$5,316,514	\$3,301,130
<b>TOTAL REVENUES, INCOMING TRANSFERS &amp; OTHER TRANSACTIONS</b>		<b>\$54,852,722</b>	<b>\$56,423,377</b>	<b>\$54,515,088</b>
<b>EXPENDITURES:</b>				
<b>INSTRUCTIONAL EXPENSE</b>	<i>Function Code #</i>			
Basic Programs	110's	\$26,318,114	\$26,359,920	\$25,558,530
Added Needs	120's	\$5,837,678	\$6,158,020	\$6,224,322
Adult/Continuing Education	130's	\$0	\$26,450	\$57,000
<b>SUPPORT SERVICES</b>				
Pupil	210's	\$2,371,413	\$2,493,714	\$2,272,400
Instructional Staff	220's	\$2,496,646	\$2,696,876	\$2,783,170
General Administration	230's	\$685,385	\$576,810	\$600,010
School Administration	240's	\$3,284,966	\$3,149,550	\$3,231,475
Business Administration	250's	\$814,432	\$806,802	\$821,060
Operation and Maintenance	260's	\$5,398,683	\$6,002,706	\$5,639,155
Pupil Transportation	270's	\$3,383,904	\$4,144,526	\$3,682,601
Central Services	280's	\$1,564,616	\$3,451,098	\$1,950,408
Athletics	290's	\$707,212	\$765,135	\$755,835
Community Services	300's	\$580,108	\$913,232	\$876,272
<b>TOTAL EXPENDITURES</b>		<b>\$53,443,157</b>	<b>\$57,544,839</b>	<b>\$54,452,238</b>
Payments to Other Governmental Agencies	400's	\$53,762	\$105,733	\$128,799
Debt Service	500's	\$964,077	\$1,113,783	\$1,091,388
Operating Transfers Out	600's	\$0	\$0	\$0
<b>TOTAL APPROPRIATED</b>		<b>\$54,460,996</b>	<b>\$58,764,355</b>	<b>\$55,672,425</b>
<b>EXCESS REVENUE (APPROPRIATIONS)</b>		<b>\$391,726</b>	<b>(\$2,340,978)</b>	<b>(\$1,157,337)</b>
<b>FUND BALANCE, JULY 1</b>		<b>\$3,840,471</b>	<b>\$4,232,197</b>	<b>\$1,891,219</b>
<b>FUND BALANCE, JUNE 30</b>		<b>\$4,232,197</b>	<b>\$1,891,219</b>	<b>\$733,882</b>



**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF  
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

Resolved, that this resolution shall be the general appropriations of Monroe Public Schools, Monroe County, Michigan, for the 2014/15 fiscal year, a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by Monroe Public Schools, Monroe County, Michigan.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the **Food Service Fund** of Monroe Public Schools, Monroe County, Michigan, for fiscal year 2014/15 is as follows:

**Revenue**

Local	\$736,350	
State	85,890	
Federal	1,826,500	
Incoming Transfers & Other Transactions	<u>0</u>	
 Total Revenues		 \$2,648,740
 Fund Balance - July 1, 2014	 898,767	
Less: Appropriated Fund Balance	<u>0</u>	
 Fund Balance Available		 <u>898,767</u>
 <b>Total Available to Appropriate</b>		 <b><u><u>\$3,547,507</u></u></b>

Be it further resolved that \$2,654,095 of the total available to appropriate in the **Food Service Fund** is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures**

Food Services	\$2,624,095
Outgoing Transfers & Other Transactions	<u>30,000</u>
<b>Total Appropriated</b>	<u><u>\$2,654,095</u></u>

Further Resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval of the Board.

Therefore be it further resolved, that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on July 1, 2014

**MONROE PUBLIC SCHOOLS**

**FOOD SERVICE FUND**

**DETAIL BUDGET PROJECTION**

**FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

	<i>Class Code #</i>	<b>2012/13 ACTUAL REV/EXP</b>	<b>2013/14 REVISED FOR ADOPTION 6/24/2014</b>	<b>2014/15 PROPOSED FOR ADOPTION 7/1/2014</b>
<b>REVENUES:</b>				
Local Sources	100's	\$833,533	\$736,350	\$736,350
State Sources	300's	\$107,246	\$85,890	\$85,890
Federal Sources	400's	\$1,927,381	\$1,826,500	\$1,826,500
<b>TOTAL REVENUES</b>		<b>\$2,868,160</b>	<b>\$2,648,740</b>	<b>\$2,648,740</b>
Incoming Transfers and Other Transactions	500's	\$0	\$0	\$0
<b>TOTAL REVENUES, INCOMING TRANSFERS &amp; OTHER TRANSACTIONS</b>		<b>\$2,868,160</b>	<b>\$2,648,740</b>	<b>\$2,648,740</b>
<b>EXPENDITURES:</b>				
	<i>Function Code #</i>			
Food Services	297's	\$2,806,260	\$2,704,095	\$2,624,095
<b>TOTAL EXPENDITURES</b>		<b>\$2,806,260</b>	<b>\$2,704,095</b>	<b>\$2,624,095</b>
Outgoing Transfers and Other Transactions		\$35,000	\$30,000	\$30,000
<b>TOTAL APPROPRIATED</b>		<b>\$2,841,260</b>	<b>\$2,734,095</b>	<b>\$2,654,095</b>
<b>EXCESS REVENUE (APPROPRIATIONS)</b>		<b>\$26,900</b>	<b>(\$85,355)</b>	<b>(\$5,355)</b>
FUND BALANCE, JULY 1		\$957,222	\$984,122	\$898,767
FUND BALANCE, JUNE 30		\$984,122	\$898,767	\$893,412

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF  
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

Resolved, that this resolution shall be the general appropriations of Monroe Public Schools, Monroe County, Michigan, for the 2014/15 fiscal year, a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by Monroe Public Schools, Monroe County, Michigan.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Building and Site Sinking Fund** of Monroe Public Schools, Monroe County, Michigan, for the fiscal year 2014/15 which includes 1 mill of ad valorem taxes to be levied on all property to be used for building and site sinking fund purposes is as follows:

**Revenues**

Local	\$1,732,960	
Incoming Transfers & Other Transactions	<u>0</u>	
Total Revenues		\$1,732,960
Fund Balance - July 1, 2014	2,809,387	
Less: Appropriated Fund Balance	<u>0</u>	
Fund Balance Available		<u>2,809,387</u>
<b>Total Available to Appropriate</b>		<u><u>\$4,542,347</u></u>

Be it further resolved that \$2,301,300 of the total available to appropriate in the **Building & Site Sinking Fund** is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures**

Improvements	\$2,080,000
Future Projects	0
Architect	220,000
Other Transactions	<u>1,300</u>
<b>Total Appropriated</b>	<b><u>\$2,301,300</u></b>

Further Resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval of the Board.

Therefore be it further resolved, that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on July 1, 2014

**MONROE PUBLIC SCHOOLS**

**SINKING FUND**

**DETAIL BUDGET PROJECTION**

**FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

	2012/13 ACTUAL REV/EXP	2013/14 REVISED FOR ADOPTION 6/24/2014	2014/15 PROPOSED FOR ADOPTION 7/1/2014
<b>REVENUES:</b>			
Local Sources			
Property Taxes	\$1,678,067	\$1,700,170	\$1,727,310
Other Local Revenues	\$7,583	\$5,650	\$5,650
<b>TOTAL REVENUES</b>	\$1,685,650	\$1,705,820	\$1,732,960
Incoming Transfers and Other Transactions	\$0	\$0	\$0
<b>TOTAL REVENUES, INCOMING TRANSFERS &amp; OTHER TRANSACTIONS</b>	\$1,685,650	\$1,705,820	\$1,732,960
<b>EXPENDITURES:</b>			
IMPROVEMENTS/REMODELING	\$1,841,369	\$2,080,000	\$2,080,000
ARCHITECT	\$200,304	\$220,000	\$220,000
FUTURE PROJECTS	\$0	\$0	\$0
FEES	\$1,248	\$1,300	\$1,300
<b>TOTAL EXPENDITURES</b>	\$2,042,920	\$2,301,300	\$2,301,300
Outgoing Transfers and Other Transactions	\$0	\$0	\$0
<b>TOTAL APPROPRIATED</b>	\$2,042,920	\$2,301,300	\$2,301,300
<b>EXCESS REVENUE (APPROPRIATIONS)</b>	(\$357,270)	(\$595,480)	(\$568,340)
FUND BALANCE, JULY 1	\$3,762,137	\$3,404,867	\$2,809,387
FUND BALANCE, JUNE 30	\$3,404,867	\$2,809,387	\$2,241,047

**RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF  
MONROE PUBLIC SCHOOLS, MONROE COUNTY, MICHIGAN**

Resolved, that this resolution shall be the general appropriations act of Monroe Public Schools, Monroe County, Michigan, for the 2014/15 fiscal year, a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by Monroe Public Schools, Monroe County, Michigan.

Be it further resolved, the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Building and Site Fund** of Monroe Public Schools, Monroe County, Michigan for fiscal year 2014/15 is as follows:

**Revenues**

Local	\$10	
Incoming Transfers & Other Transactions	0	
<b>Total Revenues</b>		<b>\$10</b>
Fund Balance - July 1, 2014	4,892	
Less: Appropriated Fund Balance	0	
Fund Balance Available		4,892
<b>Total Available to Appropriate</b>		<b>\$4,902</b>

Be it further resolved that \$0 of the total available to appropriate in the **Building and Site Fund** is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures**

Improvements	\$0
Building Repairs	0
Future Projects	0
Architect	0
Other Transactions	<u>0</u>
<b>Total Appropriated</b>	<u><u>\$0</u></u>

Further Resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval of the Board.

Therefore be it further resolved, that the superintendent is hereby charged with the general supervision of the execution of the budget adopted by the board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect on July 1, 2014



**MONROE PUBLIC SCHOOLS**

**BUILDING AND SITE FUND**

**DETAIL BUDGET PROJECTION**

**FOR THE FISCAL YEAR ENDING JUNE 30, 2015**

	<b>2012/13 ACTUAL REV/EXP</b>	<b>2013/14 ORIGINAL BUDGET</b>	<b>2014/15 PROPOSED FOR ADOPTION 7/1/2014</b>
<b>REVENUES:</b>			
Local Sources			
Property Taxes	\$0	\$0	\$0
Other Local Revenues	\$4	\$3	\$10
<b>TOTAL REVENUES</b>	<b>\$4</b>	<b>\$3</b>	<b>\$10</b>
Incoming Transfers and Other Transactions	\$0	\$0	\$0
<b>TOTAL REVENUES, INCOMING TRANSFERS &amp; OTHER TRANSACTIONS</b>	<b>\$4</b>	<b>\$3</b>	<b>\$10</b>
<b>EXPENDITURES:</b>			
IMPROVEMENTS/REMODELING	\$0	\$0	\$0
BUILDING REPAIRS	\$0	\$0	\$0
ARCHITECT	\$0	\$0	\$0
FUTURE PROJECTS	\$0	\$0	\$0
<b>TOTAL EXPENDITURES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Outgoing Transfers and Other Transactions	\$0	\$0	\$0
<b>TOTAL APPROPRIATED</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>EXCESS REVENUE (APPROPRIATIONS)</b>	<b>\$4</b>	<b>\$3</b>	<b>\$10</b>
FUND BALANCE, JULY 1	\$4,885	\$4,889	\$4,892
FUND BALANCE, JUNE 30	\$4,889	\$4,892	\$4,902

**APPROVAL TO PARTICIPATE IN THE MICHIGAN FINANCE AUTHORITY  
(MFA) STATE AID NOTE PROGRAM**

**BACKGROUND**

Each year it is necessary for Monroe Public Schools to borrow funds to meet its cash flow needs.

The MFA is utilized by many Michigan school districts. We have used this program in the past and feel very comfortable with the process. It is anticipated that our borrowing needs this year will be approximately \$9 million. The resolution acted upon today is approving participation in the program.

**ENCLOSURE**

Borrowing Resolution – Miller Canfield

**RECOMMENDATION**

Move that the Board of Education approve the District’s participation in the Michigan Finance Authority 2014 State Aid Note Program 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**

**COUNTY OF MONROE**

**STATE OF MICHIGAN**

**RESOLUTION AUTHORIZING ISSUANCE OF NOTES**

**IN ANTICIPATION OF STATE SCHOOL AID**

Minutes of the regular meeting of the Board of Education of the Monroe Public Schools, County of Monroe, State of Michigan (the "School District"), held in the School District on the 24th day of June, 2014, at 6:45 p.m., Eastern Daylight Time.

PRESENT: Members \_\_\_\_\_

ABSENT: Members \_\_\_\_\_

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

WHEREAS, under the terms of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended (the "Act"), a school district is authorized to borrow money for school operations and issue its notes therefor, in one or more series, pledging for the payment thereof monies to be received by it pursuant to the State School Aid Act of 1979, Act 94, Public Acts of Michigan, 1979, as amended (the "State Aid Act"), which notes shall be the full faith and credit obligation of the School District; and

WHEREAS, the estimated amount of the state school aid appropriations allocated or to be allocated to the School District for the fiscal year ending June 30, 2015 (the "2014/2015 State Aid" or the "Pledged State Aid") is shown in paragraph 1 of Exhibit A; and

WHEREAS, the School District has the need to borrow the sum of not to exceed the amount shown in paragraph 3 of Exhibit A, to pay operating expenses for the fiscal year beginning July 1, 2014, which amount is estimated to be not more than 70% of the difference between the total state school aid funds apportioned or to be apportioned to the School District for 2014/2015 State Aid and that portion of the 2014/2015 State Aid already received or pledged; and

WHEREAS, the School District plans to issue or has issued notes, bonds or other obligations subject to Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), relating to arbitrage and the rebate thereof, including but not limited to federally tax-exempt obligations and Qualified Zone Academy Bonds, not including this borrowing, during calendar year 2014 in the aggregate amount shown in paragraph 2 of Exhibit A; and

MILLER, CANFIELD, PADDOCK AND STONE, P.L.L.C.

WHEREAS, the School District has received approval of its Qualifying Statement filed for 2013 with the Michigan Department of Treasury (“Treasury”); and

WHEREAS, the School District determines that it is in its best interest to borrow the sum of not to exceed the amount shown in paragraph 3 of Exhibit A and issue the general obligation notes in one or more series (the “Note” or “Notes”) of the School District therefor and to authorize certain other actions related thereto.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The School District, pursuant to Section 1225 of the Act, shall issue its Notes in one or more series in order to borrow for the above purpose a sum not to exceed the amount shown in paragraph 3 of Exhibit A, the final amount, number of series and series designation to be determined by the officer designated in paragraph 4 of Exhibit A or his/her designee who shall be a member of the administrative staff or Board of Education of the School District (the “Authorized Officer”), prior to the sale of the Notes, or such portion thereof as may be approved by Treasury, if prior approval is necessary, and issue the general obligation Notes of the School District therefor, in anticipation of the distribution of Pledged State Aid for the fiscal year ending June 30, 2015. The Notes may be issued in one or more series as determined by the Authorized Officer.

2. The Notes shall be issued in one or more series designated “State Aid Notes, Series 2014A,” or such other name or designation as determined by the Authorized Officer at the time of the sale. The Notes of each series shall bear interest at the rate or rates payable on the date or dates determined on sale thereof, but not to exceed the maximum rate permitted by law at the time of sale, be dated as set forth in paragraph 5 of Exhibit A, or as of the date of delivery, and be due and payable on the date shown in paragraph 6 of Exhibit A. The Notes shall be payable in lawful money of the United States of America at a bank or trust company in the State of Michigan qualified to act as paying agent as shall be designated by the purchaser of the Notes. The Notes shall be in denominations as determined by the Authorized Officer. The Notes shall not be subject to redemption prior to maturity, except for any mandatory redemption or mandatory payment provisions specified in the Purchase Contract described below, if the Notes are sold to the Michigan Finance Authority (the “Authority”).

The Notes may be issued in book-entry-only form through The Depository Trust Company in New York, New York (“DTC”), and the Authorized Officer is authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Notes in book-entry-only form and to make such changes in the Note form within the parameters of this resolution as may be required to accomplish the foregoing.

3. The School District hereby appropriates a sufficient amount of the Pledged State Aid to repay the principal of and interest on the Notes. In addition, the full faith and credit of the School District is hereby irrevocably pledged for payment of principal of and interest on the Notes and in case of the insufficiency of the Pledged State Aid, the School District shall pay the Notes from any funds legally available therefor, and, if necessary, levy sufficient taxes on all taxable property in the School District for the payment thereof, subject to applicable constitutional and statutory tax rate limitations.

4. The President and Secretary of the Board of Education shall execute the Notes on behalf of the School District by manual or facsimile signature and the executed Notes shall be delivered to the Treasurer who shall cause the Notes to be delivered to the purchaser thereof upon the receipt of the purchase price therefor. The Vice President, Treasurer or Superintendent may execute the Notes instead of either the President or Secretary. In the event the Notes are executed by the facsimile signature of the foregoing, the Notes shall be authenticated in the manner approved by the Authorized Officer. The foregoing officials are hereby authorized to execute and deliver a temporary Note or Notes and exchange, when available, final printed Note or Notes therefor at the request of the purchaser of the Notes. Any reference to an officer or employee of the School District in this resolution shall include any interim or acting officer or employee appointed by the School District.

5. Unless the Notes are issued as federally taxable, the School District hereby covenants for the benefit of all holders of the Notes to comply with all requirements of the Code, that must be satisfied subsequent to the issuance of the Notes in order that the interest thereon be or continue to be excluded from gross income for federal income taxation purposes, including, but not limited to, requirements relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of Note proceeds and moneys deemed to be Note proceeds. If appropriate, the Authorized Officer may designate the Notes as “qualified tax-exempt obligations” for purposes of deduction of interest expense by financial institutions under the Code.

6. The President, Vice-President, Secretary, Treasurer, Superintendent or his/her designee and the Authorized Officer are further authorized to execute any documents or certificates necessary to complete the transaction including, but not limited to, any certificates relating to federal or state securities, laws, rules or regulations.

7. If the timing of the sale is compatible with the timing of the pooled financing of the Authority, and the Authority’s credit requirements are attractive to the School District as determined by the Authorized Officer, the Notes shall be sold on a negotiated basis to the Authority based upon the historical performance of the Authority’s note pool program whereby competitive interest rates and reduced costs of issuance are obtained by pooling several participating school districts in one or more series of notes. The Authorized Officer or his/her designee is further authorized to select the method of sale of the Notes to the purchaser, as shall be determined to be in the best interest of the School District and not in conflict with the limitations set forth in this resolution. The School District may sell its Notes to (a) the Authority; or (b) by competitive or negotiated sale with a financial institution. If the Notes are sold by competitive sale the Authorized Officer shall complete and publish a Notice of Sale in substantially the form set forth in Exhibit C to this resolution.

8. If the School District sells the Notes to the Authority and in the event the Authorized Officer determines that it is in the best interest of the School District to choose to pay all or a portion of the principal and interest on the Notes with set aside installments, the following provisions in this paragraph 8 shall apply:

Moneys to pay the principal and interest on the Notes when due shall be set aside in a separate fund with the depository designated in the Purchase Contract described below (the

“Depository”) in three (3), five (5) or seven (7) consecutive monthly set-aside installments (the “Installment” or “Installments”), ending on July 20, 2015, and earlier on the 20th day of each month (or in the case of June, the 22nd), or such other state school aid payment date as may be provided for under state law (each a “Payment Date”). If a Payment Date falls on a Saturday, Sunday or legal holiday, the Payment Date shall be the next regular business day. The payment to the Depository shall be made first from the Pledged State Aid received during the month of the Installment. If, for any reason, the Pledged State Aid received during the month of the Installment is insufficient to pay the Installment, then in that event the School District pledges to use any and all other available funds to meet the Installment obligation. If the School District fails to set aside all or any portion of an Installment (the “Installment Shortfall”) on the Payment Date, the Authority is authorized, pursuant to Section 17a(3) of the State Aid Act, to intercept 100% of the Pledged State Aid to be distributed to the School District beginning with the month following the School District's failure to meet the Installment obligation and all months thereafter, in accordance with the terms and conditions of the Purchase Contract (the “Purchase Contract”) between the Authority and the School District. Beginning with the month following the Installment Shortfall, the Authority shall intercept 100% of the Pledged State Aid to be distributed to the School District and apply the intercepted amount on the following priority basis: (A) the Installment Shortfall; (B) the current month's Installment; and (C) any amounts remaining to be immediately distributed to the School District. The intercept process set forth above shall continue each month following the Installment Shortfall until sufficient funds are deposited with the Depository to pay the total principal and interest on the Notes. The maximum amount of each Installment will not exceed 50% of the amount of Pledged State Aid due to the School District in any set-aside month.

If the School District has failed to deposit all or a portion of an Installment by the last regular business day of the month of the Installment, the Depository is authorized and directed to give written notice to the Authority, the State Treasurer and the School District on the first regular business day following the last regular business day of the month of the failure to deposit all or a portion of the Installment. Upon receipt of such written notice from the Depository, the Authority shall promptly notify the School District that it will immediately commence to intercept 100% of the Pledged State Aid.

If on the date of the final installment as specified in Schedule I to the Purchase Contract, the funds with the Depository are insufficient to pay the principal of and interest on the Notes when due, the School District, pursuant to Section 17a(3) of the State Aid Act to the extent necessary to meet the payment obligation, assigns to the Authority and authorizes and directs the State Treasurer to advance all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authorizing the payment has been made.

Any Authorized Officer is further authorized to agree, if required by the Authority, to assign to the Authority and authorize and direct the State Treasurer to intercept all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authorizing the state school aid payment has been made pursuant to Section 17(a)(3) of the State Aid Act.

Any Authorized Officer is further authorized to determine that each Installment is a partial mandatory redemption of a particular series of the Notes and that the date the last Installment is

required to be paid is the maturity date of that series of the Notes; and such determination shall be conclusively evidenced by the Purchase Contract described below.

9. If the School District sells the Notes to the Authority, the Authorized Officer is authorized to sell all or a portion of the Notes to the Authority without an Installment payment schedule (the "No Set-Aside Notes") pursuant to the provisions of this resolution. In that event: (a) any Authorized Officer is further authorized to agree, if required by the Authority, to assign to the Authority and authorize and direct the State Treasurer to intercept or advance all or part of any state school aid payment which is dedicated for distribution or for which the appropriation authorizing the state school aid payment has been made pursuant to Section 17a(3) of the State Aid Act; (b) the School District acknowledges that payment of the principal and interest on certain of the No Set-Aside Notes may be secured by a direct-pay letter of credit issued for the account of the Authority and the School District by one or more providers selected by the Authority (each a "Letter of Credit"; and each issuer a "Letter of Credit Bank"); (c) it shall not be deemed a default by the School District under the provisions of the Purchase Contract or the No Set-Aside Notes if the principal and interest on the No Set-Aside Notes shall have been paid in full when due to the Authority from proceeds of a drawing on the Letter of Credit and the drawing on the Letter of Credit is reimbursed by the School District on the designated date set forth in the reimbursement agreement relating to the Letter of Credit; and (d) the School District appoints the Authority as its agent to enter into the reimbursement agreement for and on behalf of the School District, if required by the Authority, as well as on the Authority's own behalf, and the School District agrees to be referred to as an account party in the Letter of Credit obtained by the Authority to secure payment of the No Set-Aside Notes and a series of the Authority's State Aid Revenue Notes issued to finance the Authority's purchase of the No Set-Aside Notes.

10. If the School District sells the Notes to the Authority, the following shall apply:

a. Any Authorized Officer or designee is hereby authorized to execute and deliver one or more Purchase Contracts with the Authority (which shall be determined by whether one or more series of Notes are issued hereunder) in substantially the form attached hereto as Exhibit B reflecting the terms and conditions of the borrowing with such additions, deletions or substitutions (including without limitation additions, deletions or substitutions required by any Letter of Credit Bank(s) or any original purchaser(s) of the State Aid Revenue Notes issued by the Authority to finance its purchase of the No Set-Aside Notes), as the Authority and any Authorized Officer or designee shall deem necessary and appropriate, including the number of set-asides, if any, and their dates and amounts, and not inconsistent with the provisions of this resolution. The choice of whether to make Installments for the Notes and/or the number, dates and amounts of Installments shall be conclusively evidenced by the Purchase Contract. The Purchase Contract shall include the School District's agreement with respect to any Installment not received by the Depository from the School District on the Payment Date, to pay the Authority an amount as invoiced by the Authority to recover its administrative costs and lost investment earnings attributable to that late payment.

b. Any Authorized Officer or designee is further authorized to approve the specific interest rate(s) to be borne by the Notes, not exceeding the maximum rate permitted by law, the purchase price of the Notes, not less than the price specified in paragraph 6 of Exhibit A, a guaranteed investment agreement or other permitted investment in accordance with state law

for funds paid to the Depository, if applicable, direct payments of Pledged State Aid to and if required by the Authority, and other terms and conditions relating to the Notes and the sale thereof.

c. The form of the Notes shall contain the following language in substantially the form set forth below as applicable, with such additions, deletions or substitutions (not inconsistent with the Purchase Contract) as the Authority and any Authorized Officer or designee shall deem necessary and appropriate:

Series A-1 (with set-asides)

To the extent permitted by law, the principal of and interest on this Note which remains unpaid after this Note has matured shall bear interest until paid at an interest rate per annum based upon a 360-day year for the actual number of days elapsed equal to two percent (2%) above the stated interest rate on the Authority's State Aid Revenue Notes, Series 2014A-1.

Series A-2 and any additional Series (without set-asides)

To the extent permitted by law, the principal of and interest on this Note which remains unpaid after this Note has matured and all other outstanding and unpaid Payment Obligations shall bear interest until paid at an interest rate per annum based upon a [365/366 day year for the actual number of days elapsed] [or otherwise as provided in the Purchase Contract] equal to the Default Fee or the default interest rate as such terms are defined or used in Schedule I to the Purchase Contract.

11. If sold at a competitive or negotiated sale other than to the Authority, the Notes shall be dated on such date, shall mature on such date, shall be issued in such principal amount with or without set aside payments, shall bear such interest rate, shall be sold at such price and be in such denominations as may be determined by the Authorized Officer of the School District, but in each case within the parameters set forth in Exhibit A to this resolution. If sold at a competitive sale, the Authorized Officer is hereby authorized to award the Notes to the bidder whose bid produces the lowest interest cost to the School District and is within the parameters set forth in Exhibit A to this resolution. If sold at a negotiated sale, the Authorized Officer is authorized to enter into an agreement on behalf of the School District with a financial institution for such sale within the parameters of Exhibit A to this resolution, and, if such officer determines it to be in the interest of the School District, the Authorized Officer is authorized to enter into agreements providing for a credit enhancement as security for payment of the Notes.

12. Each series of Notes issued hereunder shall be of equal standing as to the Pledged State Aid. The School District reserves the right to issue additional notes or other obligations of equal standing with the Notes as to the Pledged State Aid. If the Notes are sold to the Authority, prior written consent of an authorized officer of the Authority is required to issue additional notes or obligations of equal standing with the Notes as to the Pledged State Aid. The School District further resolves that the amount payable as to principal and interest on the Notes plus the amount payable as to principal and interest on or prior to the maturity date of the Notes on any



additional notes or other obligations of equal standing with the Notes as to payment from Pledged State Aid will not exceed 75% of the amount of Pledged State Aid.

13. The representation of the School District by Miller, Canfield, Paddock and Stone, P.L.C. as note counsel is hereby approved, notwithstanding Miller, Canfield's periodic representation of the Authority and other potential parties to the transaction in unrelated matters. The School District retains Miller, Canfield, Paddock and Stone, P.L.C. to perform an arbitrage rebate analysis and prepare a rebate return for the Notes, if necessary.

14. Within fifteen (15) business days after issuance of the Notes, the Board hereby authorizes and directs the Authorized Officer to cause to be filed with Treasury any and all documentation required to be filed subsequent to the issuance of the Notes, along with any statutorily required fee.

15. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Members \_\_\_\_\_  
\_\_\_\_\_

NAYS: Members \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Monroe Public Schools, County of Monroe, State of Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on June 24, 2014, the original of which is a part of the Board's minutes and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended, and that attached hereto as Exhibit D is a true and complete copy of the notice of said meeting posted in accordance with the Revised Municipal Finance Act, being Act 34, Public Acts of 2001, as amended

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Secretary, Board of Education

## EXHIBIT A

1. Estimated 2014/2015 State Aid allocated or to be allocated for fiscal year ending June 30, 2015: \$29,997,000 (total amount estimated to be received from October 1, 2014 through August 31, 2015).
2. Amount of tax-exempt, notes or bonds or other tax exempt or tax credit obligations not including this borrowing, issued or expected to be issued during the 2014 calendar year: estimated to be \$-0-. Amount of other taxable obligations (including lines of credit) issued or to be issued during the 2014 calendar year: estimated to be \$-0-.
3. Amount of borrowing not to exceed: \$9,000,000.
4. Authorized Officer: Superintendent, Director of Business & Finance or designee.
5. Date of Notes:                      Date of Delivery or August 20, 2014 or such other date as determined by the Authorized Officer.
6. Notes due and payable:                      July 20, 2015, August 20, 2015, or such other date as determined by the Authorized Officer.
7. Purchase price: Not less than 97% of the principal amount of the Notes.
8. Five percent (5%) of estimated fiscal year 2013/2014 operating expenses: \$2,939,098.

**EXHIBIT B**

**FORM OF PURCHASE CONTRACT**

**[Insert Name of School District Here]**

The Michigan Finance Authority (the "Authority"), a public body corporate, separate and distinct from the State of Michigan, hereby offers to enter into this Purchase Contract with the Issuer named below (the "Issuer") which, upon the acceptance of this offer by the Issuer, will be binding upon the Authority and the Issuer. This offer is made subject to acceptance on or before the date set forth below. The Issuer accepts the electronic or digital signature of the Authority's Executive Director (or other authorized officer of the Authority) if set forth below and acknowledges that it has the same legal effect and enforceability as a manual signature.

Upon the terms and conditions and upon the basis of the representations, warranties and agreements set forth herein, including those set forth on Schedule I hereto, the Authority hereby agrees to purchase from the Issuer, and the Issuer hereby agrees to sell and deliver to the Authority, notes (the "Notes") in the principal amount and with the interest rate as shown on Schedule I. The purchase price for the Notes shall be as set forth on Schedule I.

[The Issuer acknowledges that the Authority will purchase the Notes with proceeds from certain State Aid Revenue Notes to be issued by the Authority (the "Authority's Notes").] The Issuer represents and warrants to, and agrees with, the Authority that (A) the Issuer has, and on the Closing Date (specified below) will have, full legal right, power and authority (1) to enter into this Purchase Contract, and (2) to sell and deliver the Notes to the Authority and pledge and assign to the Authority the moneys to be received by the Issuer pursuant to the State School Aid Act of 1979, as amended (the "State School Aid") as provided herein and in the resolution authorizing the Notes and the Issuer has duly authorized and approved the execution and delivery of and the performance by the Issuer of its obligations contained in this Purchase Contract including those set forth in Schedule I; and (B) the Issuer shall promptly pay its pro rata share of the Costs of Issuance upon notification by the Authority. The term "Costs of Issuance" shall mean and include underwriting discount or fees, placement agent fees, underwriter's and placement agent's counsel fees, printing charges, [letter of credit fees and related charges of a letter of credit (including, without limitation, all other amounts owing by the Authority under the reimbursement agreement relating to the letter of credit),] rating agency charges, trustee fees, note counsel fees, fees and expenses of a private placement purchaser of all or a portion of the Authority's Notes [(as defined below)], and other counsel fees and issuance fees of the Authority and the Purchaser related to the Authority's Notes; provided, however, that the Issuer's pro rata share of such Costs of Issuance shall not exceed the amount shown on Schedule I hereto. The terms "Purchaser", "Holder" and "Holders' Representative" shall have the same meanings as defined in the Note Purchase Agreement(s) dated \_\_\_\_\_, 2014 between the Authority and \_\_\_\_\_.

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IF THREE, FIVE OR SEVEN SET-ASIDES ARE APPLICABLE, THE FOLLOWING LANGUAGE SHALL BE INCLUDED IN THE PURCHASE CONTRACT:

[The Issuer pledges to pay the principal and interest on the Notes from its State School Aid appropriations allocated or to be allocated to it for the fiscal year ending June 30, 2015 and to be paid during October 2014 through August 2015, inclusive (the "Pledged State Aid"). Moneys to pay the principal and interest on the Notes when due shall be set aside in a separate fund with the Depository (as defined in Schedule I hereto) as hereinafter described in 3, 5 or 7 installments (the "Installment" or "Installments") as specified in Schedule I, commencing (i) in the case of 3 installments, on May 20, 2015, (ii) in the case of 5 installments, on March 20, 2015, and (iii) in the case of 7 installments, on January 20, 2015, and thereafter on the 20th day of each month (or in the case of June, the 22<sup>nd</sup>) to and in each case ending on [July 20], 2015, or such other State School Aid payment date as may be provided for under state law (the "Payment Date"). If a Payment Date falls on a Saturday, Sunday or legal holiday, the Installment shall be due on the next regular business day. The payment to the Depository shall be made first from the Pledged State Aid received during the month of the Installment. Notwithstanding the foregoing, the Issuer hereby irrevocably directs the State of Michigan to directly transfer to the Depository payment of the Issuer's current month's Installment from the Pledged State Aid received during the month of the Installment on the Payment Date. If, for any reason, the Pledged State Aid received during the month of the Installment is insufficient to pay the Installment, then in that event the Issuer pledges to use any and all other available funds to pay the Installment obligation. If the Issuer fails to set aside any portion of an Installment (the "Installment Shortfall"), pursuant to Section 17a(3) of the State School Aid Act of 1979, as amended (the "Act"), the Authority is authorized to intercept 100% of the Pledged State Aid to be distributed to the Issuer. Beginning with the month following the Installment Shortfall, the Authority shall intercept 100% of the Pledged State Aid to be distributed to the Issuer and apply the intercepted amount on the following priority basis: (A) the Installment Shortfall; (B) the current month's Installment; and (C) any amounts remaining to be immediately distributed to the Issuer. The intercept process set forth above shall continue each month following the Installment Shortfall until sufficient funds are deposited with the Depository to pay the principal of and interest on the Notes. The Authority shall promptly notify the Issuer that it will immediately commence to intercept the Pledged State Aid.

Each Installment shall be treated as a mandatory redemption of a portion of the principal of the Notes and also payment of accrued interest thereon to the date of the Installment, which together shall be equal to the amount of such Installment.

If the Issuer has failed to deposit all or a portion of an Installment by the last regular business day of the month of the Installment, the Depository is authorized and directed to give written notice to the Authority, the State Treasurer and the Issuer on the first regular business day following the last regular business day of the month of the failure to deposit all or a portion of the Installment. Upon receipt of written notice from the Depository, the Authority shall promptly notify the Issuer that it will immediately commence to intercept 100% of the Pledged State Aid.

If on the date of the final Installment as specified in Schedule I hereto, the funds on deposit with the Depository are insufficient to pay the principal of and interest on the Notes when due, the Issuer, pursuant to Section 17a(3) of the Act, to the extent necessary to meet the payment obligation assigns to the Authority and authorizes and directs the State Treasurer to

advance all or part of any payment which is dedicated for distribution or for which the appropriation authorizing payment has been made under the Act.

If at any time and from time to time prior to the maturity date of the Notes the Authority has reason to believe that the Issuer will be unable to pay in full the principal and interest on the Notes when due, the Authority, in its sole discretion, may by phone or email:

(i) request from the Issuer a written confirmation of both its ability to pay the Notes when due and a description of the source(s) of funds for the repayment of the Notes. If the Issuer fails within ten (10) days to provide such confirmation to the satisfaction of the Authority, the Issuer hereby authorizes the intercept of any Pledged State Aid to be distributed to the Issuer earlier than August 2015 in such amount as determined by the Authority to be appropriate and further authorizes the Authority to give notice to the State Treasurer to intercept that amount of any Pledged State Aid which has not already been transferred to the Issuer. Any Pledged State Aid which is thus intercepted shall be transferred to the Depository and shall, after the Authority's Notes are paid, be *{the applicable alternative will be used}* [immediately distributed to the Issuer] *{or}* [applied on the following priority basis: (1) to the Purchaser, all other amounts due and owing to the Purchaser under its Note Purchase Agreement with the Authority and the Depository relating to the 2014A-1 Notes, and (2) any amount remaining to be immediately distributed to the Issuer]; and/or

(ii) give notice to the Issuer requiring the Issuer to enter into one or more Tax Intercept Agreements (each a "TIA") to provide additional security for the payment of the Notes. Each TIA shall be in a form prescribed by the Authority, with such additions, deletions or substitutions reasonably required by any local taxing unit that collects operating taxes revenues collected for the Issuer, and the delinquencies thereon, on behalf of the Issuer, as the Authority and any Authorized Officer or designee shall deem necessary and appropriate.]

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IF NO SET-ASIDE INSTALLMENTS ARE APPLICABLE, THE FOLLOWING LANGUAGE SHALL BE INCLUDED IN THE PURCHASE CONTRACT:

[The Issuer acknowledges that: (i) the Authority will purchase the Notes with proceeds from the State Aid Revenue Notes, Series 2014A-2 and Series 2014A-3, to be issued by the Authority (the "Authority's Notes"); (ii) the Authority's Notes of Series 2014A-2 (the "2014A-2 Notes") will be *{the applicable alternative, or variations thereof, will be used}* [secured by a direct pay letter of credit (the "Letter of Credit") to be issued by \_\_\_\_\_ (the "Bank"), pursuant to a reimbursement agreement among the Authority, The Bank of New York Mellon Trust Company, N.A. (as Trustee and Depository), and the Bank, dated as of August 20, 2014 (the "Reimbursement Agreement")]] *{or}* [directly purchased from the Authority by \_\_\_\_\_, unsecured by any letter of credit ]; and (iii) the Authority's Notes of Series 2014A-3 (the "2014A-3 Notes") will be directly purchased from the Authority by \_\_\_\_\_, unsecured by any letter of credit.

The Issuer [(i) irrevocably directs the State of Michigan to directly transfer to the Depository the mandatory payment (the “Mandatory Payment”) from the current month’s installment of the Pledged State Aid in the amounts and on the payment dates (the “Payment Dates”) as set forth in Schedule I attached hereto; and (ii)] agrees that it will deposit[, including in accordance with any Mandatory Payment schedule in Schedule I,] with the Depository (as defined in Schedule I) payment of the principal of and interest on the Notes in immediately available funds, the full amount of such principal and interest on the Notes to be received by the Depository by 11:00 a.m. on the maturity date of the Notes. The Issuer pledges to pay the principal and interest on its Notes from the 2014/2015 State School Aid to be allocated to it and to be paid during October 2014 through August 2015, inclusive (the “Pledged State Aid”).

Not later than August 7, 2015, the Issuer shall determine whether there will be sufficient funds on deposit with the Depository on August 20, 2015 (the maturity date of the Notes) to pay the principal of and interest on the Notes when due on that maturity date. If the Issuer determines that there will be insufficient funds on deposit with the Depository on August 20, 2015 to pay the principal of and interest on the Notes on the maturity date of the Notes, the Issuer will so notify the Authority by telephone and email not later than August 7, 2015 (email to: TreasMFASchoolAidNote@michigan.gov; and telephone the Executive Director, 517-335-0994).

If on the maturity date of the Notes there are insufficient funds on deposit with the Depository to pay the principal of and interest on the Notes when due, the Issuer, pursuant to Section 17a(3) of the Act, to the extent necessary to pay the principal of and interest on the Notes when due and any other amounts owed by the Issuer as set forth in Schedule I (together the “Payment Obligations”), assigns to the Authority, pledges to the payment of the Payment Obligations, and authorizes and directs the State Treasurer to intercept or advance all or part of any State School Aid payment which is dedicated for distribution to the Issuer or for which the appropriation authorizing the payment has been made under the Act. The Issuer acknowledges that a State Aid Agreement will be executed among the Authority, the State Treasurer, the Depository, and the Trustee for the Authority whereby the State Treasurer agrees to intercept and/or advance all or part of any State School Aid as described under this Purchase Contract. The Authority in its sole discretion may determine the amount of any State School Aid payment to be intercepted and the dates for such collection and application. The Authority and the Issuer may also agree to the collection and application of other Issuer revenues to any unpaid Payment Obligations. State School Aid payments shall continue to be intercepted until all Payment Obligations have been paid in full. Notwithstanding the foregoing:

(A) The Issuer hereby irrevocably directs the State of Michigan to pay to the Depository 100% of the Pledged State Aid to be distributed to the Issuer on the August 2015 payment date, or the balance thereof to the extent all or a portion of it, prior to the August 2015 payment date, has been advanced to satisfy any Installment Shortfall of the Issuer for payment of the Authority’s State Aid Revenue Notes, Series 2014A-1, and the Depository shall apply the August 2015 State School Aid payment on the following priority basis: (1) first, concurrently on a parity, pro rata basis, to pay to the Holder(s) of the 2014A-2 Notes and the Holder(s) of the 2014A-3 Notes the principal and interest due on the 2014A-2 Notes and the 2014A-3 Notes, respectively, on August 20, 2015, and second, concurrently on a parity, pro rata basis, to pay to each Holders’

Representative all other amounts due and owing under its respective Note Purchase Agreement with the Authority relating to the 2014A-2 Notes or the 2014A-3 Notes; and (2) any amount remaining to be immediately distributed to the Issuer; and

(B) if (1) the Issuer's August 2015 State School Aid payment will be less than the principal and interest on the Notes and other notes issued by the Authority payable therefrom and (2) the Issuer will pay any of the remaining amount due from any source other than proceeds from its borrowing in the Authority's August 2015 state aid note pool, the Issuer shall give written notice not later than August 7, 2015 to the Authority and the Depository specifying each such source and amount (*e.g.*, \$\_\_\_\_\_ will be wired to the Depository from [ bank name ]); and

(C) if at any time and from time to time prior to the maturity date of the Notes the Authority has reason to believe that the Issuer will be unable to pay in full the principal and interest on the Notes when due, the Authority, in its sole discretion, may by phone or email:

(i) request from the Issuer a written confirmation of both its ability to pay the Notes when due and a description of the source(s) of funds for the repayment of the Notes. If the Issuer fails within ten (10) days to provide such confirmation to the satisfaction of the Authority, the Issuer hereby authorizes the intercept of any Pledged State Aid to be distributed to the Issuer earlier than August 2015 in such amount as determined by the Authority to be appropriate and further authorizes the Authority to give notice to the State Treasurer to intercept that amount of any Pledged State Aid which has not already been transferred to the Issuer. Any Pledged State Aid which is thus intercepted shall be transferred to the Depository and shall be applied after the Authority's Notes are paid in the same manner as provided in paragraph (A) above; and/or

(ii) give notice to the Issuer requiring the Issuer to enter into one or more Tax Intercept Agreements (each a "TIA") to provide additional security for the payment of the Notes and the Issuer shall take the actions necessary to enter into the TIA(s). Each TIA shall be in a form prescribed by the Authority, with such additions, deletions or substitutions reasonably required by any local taxing unit that collects operating taxes revenues collected for the Issuer, and the delinquencies thereon, on behalf of the Issuer, as the Authority and any Authorized Officer or designee shall deem necessary and appropriate.

(D) Failure to pay all or a portion of the Payment Obligations to the Authority not later than August 20, 2015 shall constitute an event of default ("Default") under this Purchase Contract and the Authority's, the Holders' and the Holders' Representatives' rights and remedies upon such Default shall be as set forth in this Purchase Contract and Schedule I and in applicable law.]



The Issuer consents to the Authority's pledge and assignment of and grant of a security interest in the Authority's rights and interest (subject to certain rights of indemnification) in the Notes and this Purchase Contract as security for the Authority's Notes and a Trust Indenture dated as of August 1, 2014, issued by the Authority pursuant to its Note Authorizing Resolution adopted May 15, 2014, and for the Authority's obligations under a note purchase agreement between it and any holder of the Authority's Notes.

The Issuer acknowledges that Section 15 of the Authority's enabling statute, the Shared Credit Rating Act, as amended, provides for a statutory lien on the Authority's pledge of the Pledged State Aid which is paramount and superior to all other liens for the sole purpose of paying the principal of, and interest on, the Authority's Notes.

The Issuer further acknowledges that Section 17a(3) of the Act does not require the State to make an appropriation to any school district or intermediate school district and shall not be construed as creating an indebtedness of the State.

With respect to any payment not received from the Issuer by the Depository by the time and date due under this Purchase Contract, the Issuer agrees to pay the Authority an amount as invoiced by the Authority to recover its administrative costs attributable to the late payment. The Issuer further agrees to reimburse the Authority (A) for any and all amounts which the Authority may have to rebate to the federal government due to investment income which the Issuer may earn in connection with the issuance or repayment of its Notes and (B) for the Issuer's pro rata share of the Costs of Issuance that were paid by the Authority in the event that the Authority is required to rebate investment earnings to the federal government regardless, in either case, whether the Issuer is subject to such rebate or not. In the event the Issuer does not meet any arbitrage rebate exception pursuant to the Internal Revenue Code of 1986, as amended, and the regulations promulgated thereunder, relative to the Notes, the Issuer will make any required rebate payment to the federal government when due.

The Issuer shall make the Notes and its Closing Documents (defined below) available for inspection by the Authority on August 11, 2014, at the offices of the Thrun Law Firm, P.C., East Lansing, Michigan. At 9:00 a.m., prevailing Eastern time, on August 20, 2014 ("Closing Date"), the Issuer shall deliver the Notes to the Authority at the offices of Miller, Canfield, Paddock and Stone, P.L.C., Lansing, Michigan, together with such other documents, certificates and closing opinions as the Authority shall require (the "Closing Documents") and the Authority shall accept delivery of the Notes and the Closing Documents and pay the purchase price for the Notes.

*(Remainder of Page Intentionally Left Blank)*

The Authority shall have the right in its sole discretion to terminate the Authority's obligations under this Purchase Contract to purchase, accept delivery of and pay for the Notes if the Authority is unable for any reason to sell and deliver the Authority's Notes on or prior to the Closing Date.

Michigan Finance Authority

By \_\_\_\_\_  
Its Authorized Officer

Accepted and Agreed to this  
\_\_\_\_\_ day of \_\_\_\_\_, 2014  
\_\_\_\_\_ (“Issuer”)  
By \_\_\_\_\_  
Title: \_\_\_\_\_

*(Signature page to Purchase Contract)*

**Schedule I**

**[INSTALLMENT PAYMENT SCHEDULE]**

*All capitalized terms used and not expressly defined in this Schedule I shall have the meanings given to them in the Purchase Contract to which this Schedule I is attached (the "Purchase Contract").*

1. The Issuer hereby covenants that it will deposit all Installment payments as set forth in paragraph 9 below with The Bank of New York Mellon Trust Company, N.A., or its successor (the "Depository") at its designated corporate trust office located in Detroit, Michigan. [The Issuer directs the Depository to use the proceeds of the Installment payments to acquire U.S. Treasury Obligations state and local government series (SLGS) and/or such other U.S. Treasury notes, bonds, bills and securities as authorized and directed by the Authority and as permitted by law, or, if authorized and directed by the Authority to enter into an investment contract with a financial institution on behalf of the Issuer for the investment of the Installment payments.] In the event the Depository resigns, or is removed, the Issuer hereby accepts and appoints a successor depository appointed by the Authority as depository for the Notes.

2. The number of Installments shall be as set forth in paragraph 9 below. The Issuer hereby agrees to deposit funds with the Depository in accordance with the Purchase Contract and its resolution authorizing the Notes.

3. The Issuer covenants that it will deliver from time to time such additional information regarding the financial condition of the Issuer as the Authority may reasonably request.

4. The Issuer covenants that the principal amount of the Notes, together with any additional notes or other obligations of equal standing with the Notes as to the Pledged State Aid, will not exceed 75% of the amount of State School Aid to be received by the Issuer during the period from October 1, 2014, through August 31, 2015.

5. The principal amount and the initial interest rate on the Notes shall not exceed \$ and \_\_\_\_\_% per annum, respectively.

6. The Issuer's pro rata share of the Costs of Issuance shall not exceed: (A) \$\_\_\_\_\_, plus (B) the Issuer's pro rata share of related charges pursuant to the Note Purchase Agreement between the Authority and the Purchaser, including, without limitation, all other amounts owing to the Holders under the Note Purchase Agreement.

7. The Notes shall be dated August 20, 2014 and shall mature on [July 20], 2015.

8. The purchase price of the Notes shall be \$\_\_\_\_\_ (par of \$\_\_\_\_\_ [less net discount of \$\_\_\_\_\_] [plus net premium of \$\_\_\_\_\_]).

9. The amounts of the Installments/Mandatory Redemptions on the Payment Dates are:

<u>Payment Date</u>	<u>Installment/Mandatory Redemption</u>
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10. As long as the Notes are outstanding, the Issuer shall neither pledge nor make any request for an advancement pursuant to Section 17b of the State School Aid Act of 1979, as amended, of any portion of its Pledged State Aid, October 2015 State School Aid, or State School Aid payable thereafter without the prior written consent of the Authority, by its Executive Director, which consent shall not be unreasonably withheld. The Issuer shall not, at any time prior to the maturity of the Notes, issue any other obligations pledging the Pledged State Aid (“Other Obligations”) unless: (i) the Issuer shall have given prior written notice to the Authority of the Issuer’s intent to issue any Other Obligations promptly after forming such intent; (ii) any Other Obligations shall mature after August 20, 2015; and (iii) any pledge of the Pledged State Aid as security for the payment of any Other Obligations shall be: (A) expressly subject to the prior right of interception set forth in this Purchase Contract; and (B) expressly subordinate, under written subordination terms satisfactory to the Authority and its counsel, to the Issuer’s prior pledge of Pledged State Aid as security for the Notes. “Other Obligations” defined in this paragraph 10 shall not include state aid notes, if any, issued by the Issuer as a separate series on August 20, 2014 and purchased by the Authority with proceeds from its State Aid Revenue Notes, Series 2014A-2 and Series 2014A-3, to be issued by the Authority pursuant to the Trust Indenture dated as of August 1, 2014. Any one or more of the foregoing restrictions set forth in this paragraph 10 may be waived in writing by the Authority, by its Authorized Officer, in his or her sole and absolute discretion.

*[Note: If a Purchaser of the Authority’s State Aid Revenue Notes, Series 2014A-1, requires particular provisions for determining the interest rate on the Notes or a default interest rate, such provisions will be added to this Schedule I, as appropriate.]*

**Schedule I**  
**[NO INSTALLMENTS]**

*All capitalized terms used and not expressly defined in this Schedule I shall have the meanings given to them in the Purchase Contract to which this Schedule I is attached (the "Purchase Contract").*

1. The Issuer hereby agrees to deposit or cause to be deposited funds to pay principal of and interest on the Notes with The Bank of New York Mellon Trust Company, N.A., or its successor (the "Depository") at its designated corporate trust office located in Detroit, Michigan, in accordance with the Purchase Contract and resolution authorizing the Notes.

2. The Issuer covenants that it will deliver from time to time such additional information regarding the financial condition of the Issuer as the Authority may reasonably request.

3. The Issuer covenants that the principal amount of the Notes, together with any additional notes or other obligations of equal standing with the Notes as to the Pledged State Aid, will not exceed 75% of the amount of State School Aid to be received by the Issuer during the period from October 1, 2014, through August 31, 2015.

4. The principal amount and the initial interest rate on the Notes shall not exceed \$ \_\_\_\_\_ and \_\_\_\_\_ % per annum, respectively.

5. The Issuer's pro rata share of the Costs of Issuance shall not exceed: (A) \$ \_\_\_\_\_, plus (B) the Issuer's pro rata share of related charges pursuant to the Reimbursement Agreement among the Authority, [the Bank and the Depository (including, without limitation, all other amounts owing by the Authority under the Reimbursement Agreement and the initial fee of the Bank),] plus [(B)/(C)] the Issuer's pro rata share of related charges pursuant to the Note Purchase Agreement[s] among the Authority, [the/each] Purchaser and the Depository (including, without limitation, all other amounts owing to the Holders under the Note Purchase Agreement).

6. The Notes shall be dated August 20, 2014 and shall mature on August 20, 2015.

7. The purchase price of the Notes shall be \$ \_\_\_\_\_ (par of \$ \_\_\_\_\_ [less net discount of \$ \_\_\_\_\_] [plus net premium of \$ \_\_\_\_\_]).

[8. The amounts of the Mandatory Payments on the Payment Dates are:

<u>Payment Date</u>	<u>Mandatory Payment]</u>
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[9. Drawings on the Letter of Credit shall be reimbursed to the Bank on the same day in immediately available funds and reasonable charges and expenses which the Bank may pay or incur relative to the Letter of Credit shall be reimbursed to the Bank on demand as provided in the Reimbursement Agreement. Interest shall be payable to the Bank at a daily fluctuating interest rate per annum (the "Default Fee") equal to (i) in the case of any amount drawn under the Letter of Credit and not so reimbursed, the Base Rate plus 4.0%; and (ii) in the case of any

aforesaid reasonable charges and expenses which the Bank may pay or incur relative to the Letter of Credit, the Base Rate plus 4.0%.

“Adjusted One Month LIBOR Rate” means an interest rate per annum (rounded upwards, if necessary, to the next 1/16 of 1%) equal to the sum of (i) 2.50% per annum plus (ii) the quotient of (a) the interest rate determined by the Bank by reference to the Reuters Screen LIBOR01 Page (or on any successor or substitute page) to be the rate at approximately 11:00 a.m. London time, on such date or, if such date is not a Business Day, on the immediately preceding Business Day, for dollar deposits with a maturity equal to one (1) month divided by (b) one minus the Reserve Requirement (expressed as a decimal) applicable to dollar deposits in the London interbank market with a maturity equal to one (1) month.

“Base Rate” means, for any day, the highest of (a) the Prime Rate, (b) the Adjusted One Month LIBOR Rate and (c) eight percent (8.0%) per annum.

“Business Day” means any day other than (i) a Saturday or Sunday, (ii) a day on which banking institutions in the States of Michigan, Illinois or New York are authorized or required by law or executive order to close or (iii) a day on which the New York Stock Exchange is closed.

“Prime Rate” means, for any day, the greater of:

(i) the rate of interest announced by the Bank from time to time as its prime commercial rate for U.S. dollar loans, or equivalent, as in effect on such day, with any change in the Prime Rate resulting from a change in said prime commercial rate to be effective as of the date of the relevant change in said prime commercial rate; and

(ii) the sum of (x) the rate determined by the Bank to be the average (rounded upwards, if necessary, to the next higher 1/100 of 1%) of the rates per annum quoted to the Bank at approximately 10:00 a.m. (Chicago time) (or as soon thereafter as is practicable) on such day (or, if such day is not a Business Day, on the immediately preceding Business Day) by two or more Federal funds brokers selected by the Bank for the sale to the Bank at face value of Federal Funds in an amount equal or comparable to the principal amount owed to the Bank for which such rate is being determined, plus (y) 2.00%.

“Reserve Requirement” means a percentage equal to the daily average during the most recently completed interest period of the aggregate maximum reserve requirements (including all basic, supplemental, marginal and other reserves), as specified under Regulation D of the Federal Reserve Board, or any other applicable regulation that prescribes reserve requirements applicable to Eurocurrency liabilities (as presently defined in Regulation D) or applicable to extensions of credit by the Bank the rate of interest on which is determined with regard to rates applicable to Eurocurrency liabilities. Without limiting the generality of the foregoing, the Eurocurrency Reserve Requirement shall reflect any reserves required to be maintained by the Bank against any category of liabilities that includes deposits by reference to which the Adjusted One Month LIBOR Rate is to be determined.]

[10. So long as the Notes are outstanding or any amounts are due and owing to the Bank under the Reimbursement Agreement, the Issuer shall neither pledge nor make any request for an

advancement pursuant to Section 17b of the State School Aid Act of 1979, as amended, of any portion of its Pledged State Aid, October 2015 State School Aid, or State School Aid payable thereafter without the prior written consent of the Authority, by its Executive Director, which consent shall not be unreasonably withheld. The Issuer shall not, at any time prior to the maturity of the Notes, issue any other obligations pledging the Pledged State Aid (“Other Obligations”) unless: (i) the Issuer shall have given prior written notice to the Authority of the Issuer’s intent to issue any Other Obligations promptly after forming such intent; (ii) any Other Obligations shall mature after August 20, 2015; and (iii) any pledge of the Pledged State Aid as security for the payment of any Other Obligations shall be: (A) expressly subject to the prior right of interception set forth in this Purchase Contract; and (B) expressly subordinate, under written subordination terms satisfactory to the Authority and its counsel, to the Issuer’s prior pledge of Pledged State Aid as security for the payment of the Notes. “Other Obligations” defined in this paragraph shall not include state aid notes, if any, issued by the Issuer as a separate series on August 20, 2014 and purchased by the Authority with proceeds from its State Aid Revenue Notes, Series 2014A-1 and Series 2014A-3, to be issued by the Authority pursuant to the Trust Indenture dated as of August 1, 2014. Any one or more of the foregoing restrictions set forth in this paragraph may be waived in writing by the Authority, by its Authorized Officer, in his or her sole and absolute discretion.]

[10. So long as the Notes are outstanding or any amounts are due and owing to the Authority under this Purchase Contract, the Issuer shall neither pledge nor make any request for an advancement pursuant to Section 17b of the State School Aid Act of 1979, as amended, of any portion of its Pledged State Aid, October 2015 State School Aid, or State School Aid payable thereafter without the prior written consent of the Authority, by its Executive Director, which consent shall not be unreasonably withheld. The Issuer shall not, at any time prior to the maturity of the Notes, issue any other obligations pledging the Pledged State Aid (“Other Obligations”) unless: (i) the Issuer shall have given prior written notice to the Authority of the Issuer’s intent to issue any Other Obligations promptly after forming such intent; (ii) any Other Obligations shall mature after August 20, 2015, and (iii) any pledge of the Pledged State Aid as security for the payment of any Other Obligations shall be: (A) expressly subject to the prior right of interception set forth in this Purchase Contract; and (B) expressly subordinate, under written subordination terms satisfactory to the Authority and its counsel, to the Issuer’s prior pledge of Pledged State Aid as security for the payment of the Notes. “Other Obligations” defined in this paragraph shall not include state aid notes, if any, issued by the Issuer as a separate series on August 20, 2014 and purchased by the Authority with proceeds from the State Aid Revenue Notes, Series 2014A- or Series 2014A-, to be issued by the Authority pursuant to the Trust Indenture dated as of August 1, 2014. Any one or more of the foregoing restrictions set forth in this paragraph may be waived in writing by the Authority, by its Authorized Officer, in his or her sole and absolute discretion.]

***[Note: If a Purchaser of the Authority’s State Aid Revenue Notes, Series 2014A-2 or Series 2014A-3, requires particular provisions for determining the interest rate on the Notes or a default interest rate, such provisions will be added to this Schedule I, as appropriate.]***

**EXHIBIT C**

**OFFICIAL NOTICE OF SALE**

\$ \_\_\_\_\_

**MONROE PUBLIC SCHOOLS**

**COUNTY OF MONROE**

**STATE OF MICHIGAN**

**STATE AID NOTES, SERIES 2014**

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**SEALED BIDS** for the purchase of the above notes will be received by the undersigned at the Board of Education Offices located at [Issuer's Address], on \_\_\_\_\_, the \_\_\_\_ day of \_\_\_\_\_, 2014, until \_\_\_\_\_ .m., prevailing Eastern Time, at which time and place said bids will be publicly opened and read. Bids will be simultaneously opened and read at the offices of the Municipal Advisory Council, 535 Griswold, Suite 1850, Detroit, Michigan 48226 (the "MAC"). The award or rejection of bids will occur within twenty-four hours after the time of sale.

**FAXED BIDS:** Signed bids may be submitted by fax to the School District at fax number (\_\_\_\_) \_\_\_\_\_, Attention: \_\_\_\_\_, or to the MAC at fax number (313) 963-0943; provided that faxed bids must arrive before the time of sale, the bidder bears all risks of transmission failure and the GOOD FAITH DEPOSIT MUST BE MADE AND RECEIVED as described in the section entitled "GOOD FAITH" below.

**ELECTRONIC BIDS:** Electronic bids will also be received on the same date and until the same time by Bidcomp/Parity as agent of the undersigned. Further information about Bidcomp/Parity, including any fee charged, may be obtained from Bidcomp/Parity, Anthony Leyden or CLIENT SERVICES, 1359 Broadway, Second Floor, New York, New York 10018, (212) 849-5021. IF ANY PROVISION OF THIS NOTICE OF SALE SHALL CONFLICT WITH INFORMATION PROVIDED BY BIDCOMP/PARITY, AS THE APPROVED PROVIDER OF ELECTRONIC BIDDING SERVICES, THIS NOTICE SHALL CONTROL.

Bidders may choose any means to present bids but a bidder may not present a bid by more than one means.

**NOTE DETAILS:** The notes will be dated as of the date of delivery, will mature \_\_\_\_\_, 2015, and will bear interest at a rate or rates not exceeding 6% per annum fixed by the bids therefor. Interest upon the notes will be calculated on a 360 day year (30 day month). The notes will be issued in denominations of \$1,000, \$5,000, \$100,000 or multiples or combinations thereof, designated by the original purchaser of the notes. Notes of this issue will not be subject to prior redemption. In submitting a bid for the notes, the bidder agrees to the representation of the School District by Miller, Canfield, Paddock and Stone, P.L.C., as note counsel.



**BOOK-ENTRY ONLY:** The notes may be issued in book-entry only form as one fully registered bond per maturity and may be registered in the name of Cede & Co., as noteholder and nominee for The Depository Trust Company (“DTC”), New York, New York. DTC will act as securities depository for the notes. Purchasers will not receive certificates representing their interest in notes purchased. It will be the responsibility of the purchaser to obtain DTC eligibility. Failure of the purchaser to obtain DTC eligibility shall not constitute cause for a failure or refusal by the purchaser to accept delivery of and pay for the notes.

**PAYING AGENT:** Both principal and interest shall be payable at a bank or trust company located in Michigan qualified to act as paying agent under State of Michigan or United States law, to be designated by the original purchaser of the notes.

**PURPOSE AND SECURITY:** The notes are issued for the purpose of payment of operating expenses of the School District, and are issued in anticipation of State School Aid to be appropriated and allocated to the School District for the fiscal year beginning July 1, 2014. The notes are full faith and credit obligations of the School District and are payable from tax levies or from unencumbered funds of the School District in the event of the unavailability or insufficiency of State School Aid for any reason. The School District does not have the power to levy taxes for the payment of the notes in excess of its constitutional and statutory tax rate limits. The rights or remedies of noteholders may be affected by bankruptcy, insolvency, fraudulent conveyance or other laws affecting creditors’ rights generally, now existing or hereafter enacted, and by the application of general principles of equity, including those relating to equitable subordination.

**ADDITIONAL NOTES:** The School District has reserved the right to issue additional notes of equal standing respecting the State School Aid pledged with the notes offered herein, subject to the limitations provided by law.

**TAX MATTERS:** In the opinion of Miller, Canfield, Paddock and Stone, P.L.C., note counsel, under existing law, assuming compliance with certain covenants, interest on the bonds is excludable from gross income for federal income tax purposes as described in the opinion, and the notes and interest thereon are exempt from all taxation in the State of Michigan except inheritance and estate taxes, taxes on gains realized from the sale, payment or other disposition thereof and with respect to certain taxpayers, portions of the Michigan Business Tax.

**[QUALIFIED TAX EXEMPT OBLIGATIONS:** *The School District will designate the notes as “qualified tax exempt obligations” for purposes of deduction of interest expense by financial institutions.]*

**GOOD FAITH:** A good faith deposit in the form of a certified or cashier’s check drawn upon an incorporated bank or trust company, or wire transfer, in the amount of \$\_\_\_\_\_ payable to the order of the Treasurer of the School District will be required of the successful bidder. The successful bidder is required to submit its good faith deposit to the School District not later than Noon, prevailing Eastern Time, on the next business day following the sale. The good faith deposit will be applied to the purchase price of the bonds. In the event the purchaser fails to honor its accepted bid, the good faith deposit will be retained by the School District. No interest shall be allowed on the good faith check. The good faith check of the successful bidder will be

cash and payment for the balance of the purchase price of the bonds shall be made at the closing.

**AWARD OF NOTES-TRUE INTEREST COST:** The notes will be awarded to the bidder whose bid produces the lowest true interest cost determined in the following manner: The lowest true interest cost will be the single interest rate (compounded on \_\_\_\_\_, 2014 and semi-annually thereafter) on the notes from \_\_\_\_\_, 2014, in an amount equal to the bid price, excluding accrued interest.

**LEGAL OPINION:** Bids shall be conditioned upon the approving opinion of Miller, Canfield, Paddock and Stone, P.L.C., attorneys of Detroit, Michigan, a copy of which opinion will be furnished without expense to the purchaser of the notes at the delivery thereof. The fees of Miller, Canfield, Paddock and Stone, P.L.C., for service rendered in connection with such approving opinion are expected to be paid from note proceeds. Except to the extent necessary to issue its approving opinion as to validity of the above notes, Miller, Canfield, Paddock and Stone, P.L.C., has not been requested to examine or review and has not examined or reviewed any financial documents, statements or materials that have been or may be furnished in connection with the authorization, issuance or marketing of the notes, and accordingly will not express any opinion with respect to the accuracy or completeness of any such financial documents, statements or materials.

**[NO OFFICIAL STATEMENT OR RATING:** The School District will not prepare an Official Statement for the financing nor has it requested a rating for the Notes and further acknowledges that it is unknown if such rating were requested whether the Notes would be rated at an investment grade.]

**[INVESTMENT CERTIFICATE:** The initial purchaser of the Notes will execute a form of investment certificate certifying that the Notes have not been registered under any federal or state statute, that the Purchaser is familiar with federal statutes, rules and regulations and those of the State of Michigan relating to limitations and the public distribution of securities and will not make any sale or other distribution of the Notes in violation of such statutes, rules and regulations. The initial purchaser will certify that it is purchasing the Notes for its own account only and not with a view to resale or distribute and will not sell or re-offer the Notes until such time as either an official statement relating to the Notes has been prepared, to the extent it may be required under federal securities laws and regulations; or the subsequent purchaser of the Notes presents and executes an investment certificate in a form acceptable to note counsel.]

**PRINTING AND DELIVERY OF NOTES:** The School District will furnish printed notes with legal opinion thereon at its expense. Notes will be delivered without expense to the purchaser through DTC in New York, New York, or such other place to be agreed upon. The School District will furnish the purchaser with the usual closing documents including a certificate that no litigation is pending affecting the right of the School District to issue the notes. Payment for the notes shall be made in Federal Reserve Funds.

**FURTHER INFORMATION** may be obtained from the \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, Michigan \_\_\_\_\_, Telephone: (\_\_\_\_) \_\_\_\_\_, Facsimile (\_\_\_\_) \_\_\_\_\_.

**THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.**

**ENVELOPES** containing the bids should be plainly marked “Proposal for Notes”.

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Secretary

\_\_\_\_\_ Schools

**EXHIBIT D**

**NOTICE OF INTENDED CASH FLOW BORROWING**

NOTICE IS HEREBY GIVEN that at the meeting of the Board Education of the Monroe Public Schools, County of Monroe, State of Michigan (the "School District"), to be held on the 24th day of June, 2014, a decision will be made or discussed with respect to the issuance of the School District's proposed state aid notes that will be payable from state aid, but will also contain a limited tax full faith and credit pledge of the School District.

Mrs. June Knabusch-Taylor  
Secretary  
Monroe Public Schools

22423085.1\061974-00037

**APPROVAL TO AWARD FOOD SERVICE MANAGEMENT CONTRACT**

**BACKGROUND**

Monroe Public Schools recently solicited proposals for food service management. Letters were sent to 17 companies, with Sodexo Education being the only bid returned.

A district committee was established consisting of Barry Martin, Larry VanWasshenova and Kathy Eighmey. The committee completed individual point evaluations of the proposal based upon several different criteria established by the State of Michigan and Monroe Public Schools (see attached sample).

Included were very specific criteria for food costs, labor requirements and other specific budget projections which included management fees to operate the program on our behalf. The State of Michigan has approved the final contract submitted by Sodexo.

The committee has completed its review of the submitted proposal and feels comfortable making a recommendation to award a contract for the 2014/15 school year to Sodexo.

Sodexo has been managing the district’s food service program since 2002. The Sodexo management group has satisfactorily met the needs of Monroe Public Schools for the past twelve years and most importantly, year after year operated a profitable food program.

**ENCLOSURES**

- Bid Point Calculator
- Bid Sheets
- Contract

**RECOMMENDATION**

Move to award the food service management contract to Sodexo for the 2014/2015 school year. It should be noted that the State law allows the district to extend the food service management company contract up to four additional years without formally re-bidding the contract.

**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	_____	_____	_____	_____

Bid Point Calculator and Evaluation Criteria Matrix							
		Company Name					
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">           Maximum Points 100 High Points Wins Contract         </div>							
Bid Calculation and Evaluation Criteria							
Bid (list bid price per meal/meal equivalent from lowest to highest)							
	Subtract lowest bid from bid above	0.00	0.00	0.00	0.00	0.00	0.00
	Divide answer from above by lowest bid	-	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	Subtract answer above from 1	1.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
	51 Multiply answer above by 51 or more	51.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Pts. Below	List Non-Price Criteria and Sub-criteria Below - (points will total 100 when added to Bid Points)						
10	Management Candidate						
	Experience working in school foodservice, 5 years or more (3 pts)						
	Experience staffing K-12 breakfast and lunch programs (3 pts)						
	Experience with menu development and special events (2 pts)						
	Experience conducting procurement (2 pts)						
8	FSMC Support and Back up						
	Management Support (3 pts)						
	Communication (3 pts)						
	Problem resolution (2 pts)						
8	Marketing and Merchandising Plan						
	Targeting Audience (3 pts)						
	Recognition of Holiday and Special Events (2 pts)						
	Expanding/increasing participation in breakfast and lunch (3 pts)						
6	Nutrition Education						
	Promotional materials (3 pts)						
	Samples/examples of materials used (3 pts)						
8	Employee Training and Development						
	Training Program for Foodservice Employees (3 pts)						
	Safety and Sanitation (3 pts)						
	Professional Development for On-site Manager (2 pts)						
9	Integrity of Projected Operating Budget/Forecast						
	Integrity of Information (3 pts)						
	Monitoring of Food Cost (2 pts)						
	Monitoring of Labor Cost (2 pts)						
	Financial Reports (2 pts)						
100	TOTAL	51.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!







**AGREEMENT PAGE – New Contract**  
**Original Contract SY 2014-2015**

This bidder certified that he/she shall operate in accordance with all applicable State and Federal laws and regulations.

This solicitation/contract, attachments, and the RFP proposal of the successful bidder, with addenda, if any, constitute the entire agreement between the SFA and FSMC. The parties shall not execute any additional contractual documents pertaining to this RFP, except as permitted by applicable law.

This Agreement shall be in effect for one year and may be renewed by mutual agreement for four (4) additional one-year periods.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representative on this day and year.

**Bid Sheet Selected by SFA for Award:** PLAN A WITHOUT ADVANCED PAYMENT

Insert Plan type and/or Advance Payment option

**ATTEST:**

**SCHOOL FOOD AUTHORITY:**

\_\_\_\_\_  
Signature of Witness for SFA

\_\_\_\_\_  
Signature of SFA Representative

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**ATTEST:**

**FOOD SERVICE MANAGEMENT COMPANY:**

  
\_\_\_\_\_  
Signature of Witness for FSMC

  
\_\_\_\_\_  
Signature of FSMC Representative

Stephen Dunmore  
\_\_\_\_\_  
Name

President, Sodexo Education - Schools  
\_\_\_\_\_  
Title

May 8, 2014  
\_\_\_\_\_  
Date

## Attestation Sheet

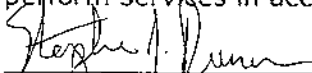
By submission of this bid, the Food Service Management Company (FSMC) acknowledges that it has carefully examined all terms and conditions set forth in the Request for Proposal (RFP)/Cost Reimbursable Food Service Management contract in the bid document/solicitation issued by **Monroe Public Schools** on **April 14, 2014**. The FSMC acknowledges that it has made examinations and verifications, and is fully conversant with all conditions under which services are to be performed for the **Monroe Public Schools**. No claims for additional compensation will be considered, and no contractual amendments will be executed, due to the successful bidder's failure to be so informed.

The FSMC acknowledges that the School Food Authority (SFA) of Public School Districts reserve the right to reject any and all bids for a sound documented reason. Awards will be made to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered. [7 CFR Part 3016.36 (d) (2) (ii) (D) and (3) (iv)]

The FSMC acknowledges that the School Food Authority (SFA) of Non-Public School Districts reserve the right to reject any and all bids when it is in the recipient's interest to do so. Awards will be made to the bidder whose bid or offer is responsive to the solicitation and is most advantageous to the recipient, price, quality and other factors considered. [7 CFR Part 3019.43]

Negligence in the preparation or presentation of, errors in, or omissions from, bids shall not relieve the FSMC from fulfillment of any and all obligations and requirements of the proposed contract. Once a contract is executed, the FSMC shall not claim any modification thereof resulting from any representation or promise made at any time by an officer, agent, or employee of the **Monroe Public Schools**, or any other person.

By submitting a bid, the FSMC agrees to execute a contract with the SFA, and to perform services in accordance with the finalized contract documents.

  
\_\_\_\_\_  
Signature of Food Service Management  
Company Representative

\_\_\_\_\_  
May 8, 2014  
Date

\_\_\_\_\_  
Sodexo Management, Inc.  
Name of Food Service Management Company

**REQUEST FOR  
PROPOSAL/COST  
REIMBURSABLE  
CONTRACT**

# GENERAL PROCEDURAL TERMS AND CONDITIONS

## A. INTENT

This solicitation is for the purpose of entering into a contract for the operation of a food service program for **Monroe Public Schools** herein after referred to as the School Food Authority (SFA). The bidder or Food Service Management Company will be referred to as the FSMC and the contract will be between the FSMC and the SFA.

## B. PROCUREMENT METHOD

The contract awarded will be a cost reimbursable contract.

The bid must be submitted in two parts: a bid price per meal/meal equivalent and a written presentation. The bid price per meal/meal equivalent may be weighted more than 50% of the evaluation criteria while the written and/or presentation must be weighted less than 50%. This breakdown will be identified on the Bid Point Calculator and Evaluation Criteria Matrix. Bidders are required to provide a breakdown of food and non-food costs, management and administrative fees, and advance payments as shown on the Bid Sheet. Bids that do not provide this information will be deemed non-responsive and rejected.

The SFA may award the contract to the bidder which it believes, in its sole discretion, to best meet the SFA's needs. Alternatively, the SFA may reject all bids. An award may be made to other than the bidder with the lowest bid price per meal/meal equivalent.

## C. BID SUBMISSION AND AWARD

1. Sealed bids/proposals are to be submitted to **Katherine Eighmey, Director of Business and Finance**. Bids/proposals will not be accepted after **3:00 pm** on **May 12, 2014**.

The proposal is to be submitted in a sealed envelope marked "Food Service Management Proposal." Provide at least three (3) hard copies of the proposal and two (2) copies of the proposal on a CD so that one copy of the CD can be sent to MDE for its files. SFAs are required to submit copies of CDs from **all** responsive bidders to MDE during the contract approval process.

The bid sheet is to be submitted in a separate and sealed envelope marked, "Bid Sheet – Cost Reimbursable Contract."

2. The SFA reserves the right to exercise its discretion to reject any or all bids.
3. To be considered, each bidder must submit a complete response to this solicitation using the forms provided.
4. Awards, if any shall be made to a qualified and responsible bidder whose bid is responsive to this solicitation. A responsible bidder is one whose financial, technical, and other resources indicate an ability to perform the services required by this solicitation.
5. Bidders or their authorized representatives are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting bids; failure to do so will be at the bidder's own risk and he/she cannot secure relief of the plea of error.
6. If additional information is required, please contact **Katherine Eighmey** at **(734) 265-3050**.

#### **D. INCURRED COSTS**

The SFA is not liable for any cost incurred by the bidder prior to the signing of a contract by all parties.

#### **E. CONTRACT TERMS**

1. This contract shall be for an initial term of one year effective on **July 1, 2014** or upon written approval of the contract by the Michigan Department of Education, whichever occurs last, and ending **June 30, 2015** with up to four (4) one-year renewals, with mutual agreement between the SFA and the FSMC. [7 CFR 210.16 (d)]

In no event shall the contract be effective without the prior approval by MDE. Per 7 CFR 250.36 (a) (12), contract extensions or renewals are contingent upon the fulfillment of all contract provisions relating to USDA Foods.

2. Before any fee increases can be implemented as part of a contract renewal agreement, the FSMC shall document to the SFA, through a written financial analysis, the need for such increases. Renegotiation of management and administrative fees in subsequent years of the contract must not exceed the *Consumer Price Index for Urban Consumers – Food Away from Home* annualized rate for December of the current school year, or a flat percentage rate (**3%**), whichever is less.
3. This solicitation/contract, the RFP proposal of the successful bidder, attachments, and mutually negotiated and MDE-approved amendments, modifications, and addenda constitute the entire agreement between the

SFA and FSMC. Aside from the adjustments and amendments referenced in Section (E) (2), supra, additional documents and/or agreements, including non-negotiated provisions developed by the contractor, cannot become part of the executed contract. Any additional documents resulting in a substantial change to the contract awarded by the SFA will not be executed by the SFA without prior MDE approval. No other food service management contracts will be signed by the SFA.

4. All state agency-mandated changes to the terms of this contract or any amendment will be incorporated therein before the SFA executes any agreement between it and the FSMC.

#### **F. PRE-BID MEETING or BID RELEASE INFORMATION**

A pre-bid meeting will not be scheduled. A copy of the RFP will be available at **1275 North Macomb Street, Monroe, MI 48162** or by email at **[eighmey1@monroe.k12.mi.us](mailto:eighmey1@monroe.k12.mi.us)** by **April 14, 2014**. Potential bidders are asked to e-mail their questions to **[eighmey1@monroe.k12.mi.us](mailto:eighmey1@monroe.k12.mi.us)** by **April 18, 2014**. The school district will e-mail its response to these questions by **April 21, 2014**.

#### **G. LATE BIDS**

Any bid received after the exact time specified for receipt will not be considered or opened publicly.

#### **H. BONDING REQUIREMENT**

Bid Guarantee: Bidder shall submit with his/her bid, a bid guarantee in the amount of five percent (5%) of the total bid price, which shall be in the form of a firm commitment such as a bid bond, postal money order, certified check, cashiers check or irrevocable letter of credit. Bid guarantees other than bid bonds will be returned (a) to unsuccessful bidders as soon as practicable after the opening of bids; and (b) to the successful bidder upon execution of such further contractual documents (i.e., insurance coverage) and bonds as may be required by the bid. [7 CFR 3016.36 (h) (1)]

#### **I. GIFTS FROM FSMC**

The SFA's officers, employees, or agents shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or potential contractors. To the extent permissible under State or Federal law, rules, or regulations, such standards shall provide for appropriate penalties, sanctions, or other disciplinary actions to be applied for violations of such standards. [7 CFR 3016.36 (b) (3) (iv)]

## **J. SELECTION OF MANAGER**

The SFA reserves the right to interview and approve the on-site food service management. The FSMC will provide a Certified Food Manager per regulations established by the Michigan Department of Agriculture (MDA) effective June 30, 2009.

## **K. EMPLOYEES**

The SFA is requesting bids on two options, but only 1 will be accepted.

The SFA currently has both SFA and FSMC food service employees.

### **Plan A**

The current FSMC employees will remain employees of the FSMC

The current SFA employees will remain employees of the SFA

### **Plan B**

The current FSMC employees will remain employees of the FSMC

The current SFA employees will become FSMC employees and retain interview rights when FSMC hires.

The FSMC will provide a Certified Food Manager by building site per regulations established by the MDA effective June 30, 2009.

## **L. MEAL AND MEAL EQUIVALENTS**

For the purpose of making the meal count computation, the number of lunches, breakfasts, snacks, and suppers will be based on a projection. The number of lunches served will be determined by 1 lunch = 1 meal equivalent. The number of suppers served will be determined by 1 supper = 1 meal equivalent. The number of breakfasts will be determined by 2 breakfasts = 1 meal equivalent. The number of snacks will be determined by 3 snacks = 1 meal equivalent. The FSMC and SFA shall determine a la carte meal equivalents by dividing a projected net a la carte and catering revenue by the sum of the Federal free lunch reimbursement plus the value of USDA entitlement and bonus-donated foods. This equivalent factor will be adjusted annually by taking the sum of the Federal free lunch reimbursement plus the value of USDA entitlement and bonus-donated foods. The revenue shall include catering sales, adult meals, and a la carte sales to students and adults **less sales tax**. If applicable, revenue from vending machine sales will be included as part of the a la carte revenue.

## **M. FEES AND ALLOWABLE DIRECT COSTS (Cost Reimbursable Contract Only)**

The following definition is provided to clarify costs included in the administrative fee:

Centralized company administrative cost, data processing, generalized marketing, training of management in company specific areas, and legal fees.

The following definitions are provided to clarify allowable direct costs:

"Food" is defined as and limited to those items purchased for use in the preparation and service of student, adult, catered, and a la carte meals as specified under Terms and Conditions of this Agreement. This includes the cost of commodity handling and warehousing charges.

"Labor" is defined as and limited to on-site employees responsible for the management, preparation, service, and clean-up of meals.

"Contracted Services" are costs incurred to pay for a service provided by another company. Typical costs would be laundry services, pest control, and periodic maintenance services. Those costs normally recognized as part of the FSMC administrative fee cannot be separately contracted for and charged to the SFA account.

"Transportation Cost" is cost incurred in operating a food service delivery vehicle. This would include gas, oil, tune-ups, and minor repairs. Cost of a purchased vehicle would be a capital expense.

"Non-food Expenses" are defined as paper supplies (including decorations), equipment rental, cleaning materials, travel as required for effective program management, uniforms, printing, taxes and licenses, insurance, and expenses as contractually obligated herein. Products embossed with the FSMC logo are not considered allowable direct cost items **with the exception of uniforms and menus.**

"Cost of Capital Equipment" is the cost of purchasing and installing equipment exceeding \$5,000.00, which has had prior approval of the SFA.

## **N. CAPTIONS**

Captions in all sections of this document are provided only as a convenience, and shall not effect the interpretation of this instrument, its attachments, and addenda.



## **O. FRESH FRUIT AND VEGETABLE PROGRAM**

The SFA does not participate in the Fresh Fruit and Vegetable Program (FFVP) **at this time. The SFA will explore this option annually and may participate in future years following the USDA guidelines.**

**In the event that the SFA decides to participate in future years,** the SFA requests the FSMC be responsible for the following aspects of the FFVP:

Purchase of fruits and vegetables including the cost of pre-cut produce and delivery charges.

Purchase of non-food items and supplies that are used in serving and cleaning of the fruits and vegetables.

Salaries and fringe benefits for employees engaged in preparing and distributing fresh fruits and vegetables and maintaining a sanitary environment.

- The SFA will provide assurance that the FSMC is completely apprised of all FFVP Policies and rules to guarantee the program is operated in compliance with FNS standards.
- The SFA will regularly monitor FSMC operations to ensure compliance with relevant FFVSP requirements and provisions of the contract.
- Additionally, the FSMCs are required to submit a FFVP cycle menu based on FNS Guidance.
- FSMCs must document and track Fresh Fruit and Vegetable Program (FFVP) expenses separately and must make this documentation easily accessible for the SFA to review. This documentation must fully identify allowable costs and the allocation of costs charged to the FFVP. The SFA uses this information as the basis for its reimbursement claim under the FFVP.
- Costs reported by the SFA for reimbursement from the FFVP grant must be allowable, actual costs, and fully documented. Labor costs, which must be minimal in either the "operating or administrative" category, must be reported by the SFA in a manner that clearly identifies the actual time allocated to the FFVP. Administration costs must not exceed 10% of the overall grant.

# STANDARD TERMS AND CONDITIONS

## I. SCOPE AND PURPOSE

- A. The Food Service Management Company (FSMC) shall operate in conformance with the School Food Authority's (SFA) National School Lunch/USDA Foods Distribution, Special Milk, Summer Food Service, Afterschool Snack, Child and Adult Care Food Program, Fresh Fruit and Vegetable Program, and Breakfast Programs Permanent Agreement with the Michigan Department of Education (MDE) and attachments.
- B. The FSMC, as an independent contractor, shall have the exclusive right to operate the Child Nutrition Programs in which the SFA participates. Child Nutrition Programs include the National School Lunch Program (NSLP), and/or School Breakfast Program (SBP), and/or Special Milk Program (SMP), and/or Summer Food Service Program (SFSP), and/or Child and Adult Care Food Program (CACFP), and/or Fresh Fruit and Vegetable Program (FFVP).
- C. The FSMC shall be an independent contractor and, except as otherwise expressly stated herein, not an SFA agent or representative. The employees of the FSMC are not employees of the SFA. All FSMC employees shall remain directly accountable to the FSMC for the duration of this contract. Except as otherwise expressly stated in this agreement, the FSMC has the sole responsibility and authority to hire, assign, supervise, evaluate, and discipline any personnel assigned by it in the performance of this contract.
- D. The food service provided shall be operated and maintained as a benefit to the SFA's students, faculty, and staff.
- E. All income accruing as a result of payments by children and adults, federal reimbursements and state aid (i.e., 31d, 31f, 31a At-Risk), and all other income from sources such as donations, special functions, grants, loans, etc., shall be deposited in the SFA's food service account. Any profit shall remain in the SFA food service account. The SFA and FSMC agree that this contract is neither a "cost-plus-a-percentage-of-income" nor a "cost-plus-a-percentage-of-cost" contract, as required under 7 CFR 210.16 (c), 7 CFR 3016.36 (f) (4), and 7 CFR 3019.44 (c).
- F. The SFA shall be legally responsible for the conduct of the food service program, and shall supervise the food service operations in such manner as will ensure compliance with the rules and regulations of the MDE and the United States Department of Agriculture (USDA) regarding each of the Child Nutrition Programs covered by this contract. [7 CFR 210.16 (a) (2)]

- G. The SFA shall retain control of the Child Nutrition Programs food service account and overall financial responsibility for the Child Nutrition Programs.
- H. The SFA shall establish all selling prices for reimbursable and non-reimbursable meals/milk and a la carte prices. [7 CFR 210.16 (a) (4)]
- I. The FSMC shall provide additional food service, such as banquets, parties, refreshments for meetings, etc., as requested by the SFA. The SFA will be billed for the actual cost of food, supplies, and labor; plus a **markup (as documented on the FSMC signed and dated bid sheet)** and the FSMC overhead and administrative expenses, if applicable, for providing such service. USDA Foods shall not be used for these special functions.
- J. The FSMC shall cooperate with the SFA in promoting nutrition education and coordinating the SFA's food service with classroom instruction in accordance with the school district's Wellness Plan.
- K. The FSMC shall conduct program operations in accordance with 7 CFR Parts 210, 215, 220, 225, 226, 235, 245, and 250 and FNS instructions, final rules and policies, as applicable.
- L. The FSMC shall make substitutions in the food components of the meal pattern for students with disabilities when their disability restricts their diet, and those non-disabled students who are unable to consume their regular lunch because of medical or other special dietary needs. Substitutions shall be made on a case-by-case basis when supported by a statement of the need for substitutes that includes recommended alternative foods, unless otherwise exempted by the Food and Nutrition Service, USDA. Such statement shall in the case of a student with a disability, be signed by a medical doctor or in the case of a non-disabled student, be signed by a recognized medical authority. There will be no additional charge to the student for such substitutions. [7 CFR 210.10 (g)]
- M. The FSMC shall, on a monthly basis, invoice the SFA a sum not to exceed the amount necessary to cover FSMC's expenditures for the Food Service Program. FSMC shall provide a reconciled monthly statement with costs listed in the following categories: (a) management fee; (b) administrative fee; and (c) operating expenses. Payment shall be due within thirty (30) days of the monthly invoice. A late charge equal to **(1.50 %)** per month will be added to all unpaid balances in excess of thirty (30) days. Finance charges cannot be paid from the non-profit food service account.

## II. SIGNATURE AUTHORITY

- A. The SFA retains signature authority for the application/agreement to participate in **the NSLP, and/or SBP, and/or SFSP, and/or CACFP,**

**and/or FFVP** including, but not limited to the Application Renewal, the Verification of Application Form, and letters to the MDE to amend the application. [7 CFR 210.16 (a) (5)] **NOTE: The district does not participate in SFSP, CACFP or FFVP at this time but reserves the right to pursue these options in future years.**

- B. The SFA shall retain signature authority for the Monthly Claim for Reimbursement. [7 CFR 210.16 (a) (5)]
- C. The SFA shall not delegate signature authority to the FSMC in any of the areas identified in paragraphs A and B above.

### **III. FREE AND REDUCED PRICE MEALS POLICY**

- A. The SFA shall be responsible for or may delegate to the FSMC the establishment and maintenance of the free and reduced price meals eligibility roster. [Food Service, Administrative Policy #3, SY 2008-2009]
- B. The FSMC shall implement an accurate point of service meal/milk count using the meal counting system submitted by the SFA in its application to participate in the Child Nutrition Programs and approved by the MDE, as required under 7 CFR Part 210.8. Such meal/milk counting system must eliminate the potential for the overt identification of free and reduced price eligible students under 7 CFR Part 245.8. The SFA shall evaluate the monthly meal claim information submitted by the FSMC and verify that the information is accurate before submitting a claim for reimbursement. [Food Service, Administrative Policy #3, SY 2008-2009]
- C. The SFA shall be responsible for or may delegate to the FSMC the development, distribution, and collection of the parent letter and application for free and reduced price meals and/or free milk. [Food Service, Administrative Policy #3, SY 2008-2009]
- D. The SFA shall be responsible for or may delegate to the FSMC the responsibility for accessing the direct certification report available from the Center for Educational Performance and Information (CEPI) each year or eligible students for free meals. Students on this report will not require an application from the parent/guardian. [Food Service, Administrative Policy #3, SY 2008-2009]
- E. The SFA shall be responsible for or may delegate to the FSMC the responsibility for the determination of eligibility for free and reduced price meals and free milk. Neither the SFA nor the FSMC will disclose confidential information that is not needed for meal counts from free and reduced price meal applications and/or the direct certification list, if used. The SFA will provide the FSMC with a list of children and their category of eligibility. This list must be updated when changes occur in a student's eligibility status. [Food Service, Administrative Policy #3, SY 2008-2009]

- F. The SFA shall be responsible for conducting any hearings related to determinations regarding eligibility for free and reduced price meals and free milk. [Food Service, Administrative Policy #3, SY 2008-2009]
- G. The SFA shall be responsible for or may delegate to the FSMC the responsibility for verifying applications for free and reduced price meals, as required by federal regulations. [Food Service, Administrative Policy #3, SY 2008-2009]
- H. The SFA shall be responsible for performing the annual on-site review. [Food Service, Administrative Policy #3, SY 2008-2009]
- I. The SFA shall retain responsibility for completing the tasks described in paragraphs B, F, and H and may delegate those tasks in paragraphs A, C, D, E, and G to the FSMC to complete on its behalf.

#### **IV. USDA FOODS**

- A. Any USDA Foods received by the SFA and made available to the FSMC must accrue solely to the benefit of the SFA's non-profit school food service program and shall be fully utilized therein. The FSMC must credit the SFA for the value of all USDA Foods received for use in the SFA's food service program, including the value of USDA Foods contained in processed end products, in accordance with 7 CFR 250.51 (a).
- B. The SFA shall retain title to all USDA Foods. [ 7 CFR 250.13 (c)]
- C. The FSMC is prohibited from entering into any processing contracts utilizing USDA Foods on behalf of the SFA. [7 CFR 250.50 (d)]
- D. The FSMC shall select, accept, and use the USDA Foods in as large quantities as may be efficiently utilized in the SFA's non-profit food service, subject to approval of the SFA. The FSMC will use all donated ground beef and ground pork products, and all processed end products in the SFA's food service, and all other USDA Foods or commercially purchased foods of the same generic identity, of U.S. origin, and of equal or better quality than the USDA Foods, in the SFA's food service. [7 CFR 250.51 (d)]
- E. The FSMC shall store and account for all USDA Foods separately from purchased food unless the SFA has chosen not to maintain a separate inventory. The FSMC is required to maintain accurate and complete records with respect to the receipt, use/disposition, storage, and inventory of all USDA Foods. The FSMC shall submit to the SFA monthly inventory reports showing all transactions for processed and non-processed USDA Foods. The FSMC will ensure that its system of inventory management will not result in the SFA being charged for USDA Foods.

Quarterly physical inventories of all USDA Foods must be conducted by the FSMC and supervised by the SFA. Failure by the FSMC to maintain the required records under this contract shall be considered prima facie evidence of improper distribution or loss of the USDA Foods. [7 CFR 250.16 (a) (6) and 250.52 (b)]

- F. The FSMC shall maintain records to substantiate that the full value of all USDA Foods is used solely for the benefit of the SFA. The FSMC must provide all documents as necessary for the independent auditor, MDE Reviewers, or agents of USDA who may perform onsite reviews of the food service management company's food service operation to ensure compliance with the requirements for the management and use of USDA Foods [7 CFR 250.54 (d) (1) and (2)]
- G. The SFA must provide the FSMC with a copy of the quarterly Recipient Entitlement Balance Report from the Consortia.
- H. The value of all USDA Foods are to be based on the values at the time the SFA receives the USDA Foods from the Distributing Agency and are to be based on the USDA Commodity Value Listing pertinent to the time period. This listing is available from the following website:

<http://www.fns.usda.gov/fdd/pcims/Nov15CommodityFiles.htm>

**School Year (SY) 2014 Material Pricing Information**  
Average Price File for Processors for SY 2014

- I. A year-end reconciliation shall be conducted by the SFA to ensure and verify correct and proper credit has been received for the full value of all USDA Foods received for use by the FSMC during the school year. [7 CFR 250.53 (a) (1)]

The SFA reserves the right to conduct commodity credit audits throughout the year to ensure compliance with federal regulations. [7 CFR 210 and 7 CFR 250]

- J. The FSMC shall be liable for any negligence on its part that results in any loss of, improper use of, or damage to, USDA Foods and shall credit the SFA either monthly or through a year-end reconciliation. [7 CFR 250.15 (c)]
- K. The SFA and FSMC shall consult and agree on end products to be produced from USDA Foods during the time of this agreement. If an agreement cannot be reached, the FSMC shall utilize the USDA Foods in the form furnished by the USDA.
- L. Upon termination of the contract, the FSMC must return all unused donated ground beef, ground pork, processed end products, and at the

SFA's discretion, return other unused donated foods. The SFA must ensure that the FSMC has credited it for the value of all donated foods received for use in the SFA's meal service in a school year. [7 CFR 250.52 (c)]

## V. HEALTH CERTIFICATIONS

- A. The SFA shall maintain all applicable health certifications on its facilities and shall ensure that all state and local regulations are being met by the FSMC preparing or serving meals at any SFA facility. [7 CFR 210.16 (a) (7)]
- B. The FSMC shall maintain for the duration of the contract, state and/or local health certifications for any facility outside the SFA in which it proposes to prepare meals and shall maintain this health certification for the duration of the contract as required under 7 CFR 210.16 (c) (2).

## VI. MEALS

- A. The FSMC shall serve meals on such days and at such times as requested by the SFA.
- B. The SFA shall retain control of the quality, extent, and general nature of the food service. [7 CFR 210.16 (a) (4)]
- C. The FSMC shall offer free, reduced price, and paid reimbursable meals to all eligible children participating in the **SBP** and/or **NSLP**, and/or **CACFP**. **NOTE: The district does not participate in SFSP, CACFP or serve suppers at this time, but reserves the right to pursue these options in future years.**
- D. In order for the FSMC to offer a la carte food service, the FSMC must offer free, reduced price, and paid reimbursable meals to all eligible children. [7 CFR 210.16 (a)]
- E. The FSMC shall serve reimbursable **lunches, breakfasts, suppers, and snacks** pursuant to the **SBP, NSLP, and/or SFSP, and/or CACFP** where indicated on the enclosed *School District Information Forms*. **NOTE: The district does not participate in SFSP, CACFP or serve suppers at this time, but reserves the right to pursue these options in future years.**
- F. The FSMC shall promote maximum participation in the Child Nutrition Programs.
- G. The FSMC shall provide the specified types of service in the schools/sites listed in the *School District Information forms*, which is hereby in all respects made a part of this contract.

- H. The FSMC shall sell on the premises only those foods and beverages authorized by the SFA and only at the times and places designated by the SFA.
- I. No payment will be made to the FSMC for meals that are spoiled or unwholesome at the time of delivery, do not meet detailed specifications as developed by the SFA for each food component in the meal pattern in accordance with 7 CFR 210.10, or that do not otherwise meet the requirements of the contract. [7 CFT 210.16 (c) (3)]

## **VII. BOOKS AND RECORDS**

- A. The FSMC shall maintain such records (supported by invoices, receipts, or other evidence) as the SFA will need to meet monthly reporting responsibilities and shall submit monthly bills/invoices in a format approved by the SFA no later than **(15)** calendar days of the succeeding month in which services were rendered. Participation records shall be submitted in a timely manner to facilitate claims submission no later than the tenth (**10<sup>th</sup>**) day of the succeeding month in which services were rendered. The SFA shall perform edit checks on the participation records provided by the FSMC prior to the preparation and submission of the claim for reimbursement.
- B. The FSMC shall maintain records at the SFA to support all allowable expenses appearing on the monthly bill/invoice.
- C. The SFA and the FSMC must provide all documents as necessary for the independent auditor, MDE Reviewers, or agents of USDA to conduct the SFA's single audit. [7 CFR 210.22]
- D. Books and records of the FSMC pertaining to the Child Nutrition Program operations shall be made available, upon demand, in an easily accessible manner for a period of three (3) years from the end of the contract term (including renewals) to which they pertain, for audit, examination, excerpts, and transcriptions by the SFA and/or any state or federal representatives and auditors, or longer should any audit for that time still be open. [7 CFR 210.23 (c) and 250.16 (b)]
- E. If audit findings regarding the FSMC's records have not been resolved within the three (3) year period, the records must be retained beyond the three (3) year period, for as long as required for the resolution of the issues raised by the audit. [7 CFR 210.23 (c) and 250.16 (b)]
- F. The FSMC shall not remove state or federal required records from SFA premises upon contract termination.



- G. The SFA shall conduct a quarterly internal review of all records and documentation associated with the procurement of food and non-food items to ensure that the FSMC is complying with all applicable competitive procurement procedures according to 7 CFR Parts 3016 and 3019.
- H. The FSMC shall surrender to the SFA upon termination of the contract all records pertaining to the operation of the food service, to include all food and non-food inventory records, menus, production records, product invoices, claim documentation, financial reports, and procurement documentation.
- I. FSMC shall purchase all food and other supplies required under this contract on the SFA's behalf. Title thereto shall remain with the SFA at all times. Such food and supplies shall be kept separate and apart from the other SFA property unless the SFA has chosen not to maintain a separate inventory. FSMC and SFA shall jointly inventory all purchased food and supplies at both the beginning and the end of this contract's term. SFA shall have access to the records of the food and supplies purchased to review and audit as it deems necessary.
- J. FSMC shall purchase all food and supplies for the SFA at the lowest prices possible consistent with maintenance of quality standards prescribed by the SFA, including taking advantage of all local trade discounts. All such transactions shall meet USDA procurement standards.

#### **VIII. EMPLOYEES**

- A. The SFA shall have final approval authority regarding the FSMC's hiring of a site manager.
- B. The FSMC shall comply with all wage and hours of employment requirements of federal and state laws. The FSMC shall be responsible for supervising and training personnel, including SFA employed staff. Supervision activities include employee and labor relations, personnel development, and hiring and termination of FSMC management staff. The FSMC shall also be responsible for the hiring and termination of non-management staff who are employees of the FSMC. The FSMC shall maintain its own personnel and fringe benefits policies for its employees. All such policies shall be subject to SFA review upon demand.
- C. The FSMC shall provide Workers' Compensation coverage for its employees.
- D. The FSMC shall instruct its employees to abide by the policies, rules, and regulations, with respect to use of the SFA's premises as established by the SFA and which are furnished in writing to the FSMC.

- E. The FSMC shall maintain its own personnel and fringe benefits policies for its employees, subject to review by the SFA.
- F. Staffing patterns shall be mutually agreed upon by the SFA and FSMC.
- G. The use of student workers or students enrolled in vocational classes in the food service shall be mutually agreed upon.
- H. The FSMC shall not hire employees in excess of the number required for efficient operation.
- I. The FSMC shall provide the SFA with a schedule of employees, positions, assigned locations, salaries, and hours to be worked, two (2) full calendar weeks prior to the commencement of operation.
- J. The SFA shall provide sanitary toilet and hand washing facilities for the employees of the FSMC.
- K. Pursuant to the requirements of Section 1230 and 1230a of the Michigan Revised School Code, the SFA shall request a criminal history check through the Michigan State Police, as well as a criminal records check through the Federal Bureau of Investigation, with regard to all persons assigned by FSMC to regularly and continuously work in any of the SFA facilities. FSMC agrees that it shall not assign any of its employees, agents, or other individuals to perform any services under this Agreement where such individuals would regularly and continuously work in the SFA facilities if such person has been convicted of any of the following offenses:
  - a. Any "listed offense" as defined under Section 2 of the Michigan Sex Offenders Registration Act, MCL 28.722; or
  - b. Any offense enumerated in Sections MCL 380.1535a or 380.1539b or the Revised School Code, MCL 380.1535a; 380.1539b, for positions requiring State Board of Education approval; or
  - c. Any offense of a substantially similar enactment of the United States or another State; or
  - d. Any felony. Provided that with prior written approval of the SFA's Superintendent and its Board of Education an individual regularly and continuously providing services under this Agreement at the SFA may be permitted to perform such services when, in the judgment of the Superintendent and Board of Education of the SFA, such individual's presence will not pose a danger to the safety and security of the SFA students or employees; or

- e. Any offense that would, in the judgment of the SFA create a potential risk to the safety and security of the students served by the SFA or employees of the SFA.

The SFA reserves the right to refuse FSMC's assignment of any individual, agent, or employee of FSMC to render services under this Agreement where the criminal record history of the individual (including any pending criminal charges) indicate, in the SFA's judgment, unfitness to perform services under this Agreement.

The FSMC agrees that it shall pay the costs associated with criminal history checks and criminal record checks required under this contract and which are accomplished in order to comply with Section 1230 and 1230a of the Revised School Code with respect to FSMC's employees and agents.

- L. Notwithstanding the provisions of Section VIII and its subparts, the SFA may request in writing the removal of any employee of the FSMC who violates health requirements or conducts himself/herself in a manner, which is detrimental to the physical, mental, or moral well-being of the students.
- M. In the event of the removal or suspension of any such employee, the FSMC shall immediately restructure the food service staff without disruption of service.
- N. All SFA and/or FSMC personnel assigned to each school shall be instructed in the use of all emergency valves, switches, fire, and safety devices in the kitchen and cafeteria areas.
- O. Neither party shall during the term of the contract or one year thereafter solicit to hire, hire, or contract with the other party's supervisory employees. If this provision is breached, the breaching party shall pay and the injured party shall accept as liquidated damages an amount equal to six (6) months of the annual wages of the relevant employee.

#### **IX. DESIGNATION OF PROGRAM EXPENSE**

- A. The FSMC guarantees to the SFA that the bid price per meal and meal equivalent shall include the expenses as designated under the FSMC column for the *Cost Responsibility Detail Sheet*. The FSMC shall be responsible for negotiating/paying all employees' fringe benefits, employee expenses, and accrued vacation and sick pay for staff on their payroll.
- B. The SFA shall pay those expenses as designated under the SFA column of the *Cost Responsibility Detail Sheet*.

## X. PAYMENTS AND FEES

- A. All bids shall be calculated based on the information provided by the SFA in the *Information Section* of this solicitation. All bids shall be submitted using the Bid Sheet – Cost Reimbursable Contract form.
- B. Allowable costs will be paid to the FSMC from the SFA's non-profit food service account. Such payment will be net of all discounts, rebates, and other applicable credits accruing to or received by the FSMC and any assignee under the contract, to the extent those credits are allocable to the allowable portion of the costs billed to the SFA. All payment discounts, rebates and allowances obtained from vendors must go to the SFA's food service account. [7 CFR 210.21 (f) (i)]
- C. The FSMC must designate its costs to the SFAs as follows:
  - a. The FSMC must exclude all unallowable costs from its billing documents and certify that: (1) only allowable costs are submitted for payments; and (2) records have been established that maintain the visibility of unallowable costs, including directly associated costs, in a manner suitable for contract cost determination and verification. [7 CFR 210.21 (f) (ii) (B)]
- D. The FSMC's determination of its allowable costs must be made in compliance with applicable USDA and program regulations, and United States Office of Management and Budget cost circulars. [7 CFR 210.21 (f) (iii)]
- E. The FSMC must identify the amount of each discount, rebate, and other applicable credit **per month** on **each** bill or invoice presented to the SFA for payment and individually identify the amount as a discount, rebate or in the case of other applicable credits, the nature of the credit. [7 CFR 210.21 (f) (iv)]
- F. The FSMC shall identify the method by which it will report discounts, rebates, and other applicable credits allocable to the contract which are not reported before the contracts termination. [7 CFR 210.21(f) (v)]
- G. The FSMC shall maintain documentation of costs and discounts, rebates, and other applicable credits, which shall be furnished upon request to the SFA, MDE, and/or the USDA. [7 CFR 210.21 (f) (vi)]
- H. The FSMC must credit the SFA monthly for the value of all donated foods received for use in the school year (including both entitlement and bonus foods), and including the value of donated foods contained in processed end products. Credit issued by the FSMC to the SFA for USDA donated commodity foods received shall be recorded on the monthly bill/invoice as

a separate line item and shall be clearly identified and labeled. [7 CFR 250.51 (a)]

- I. The FSMC shall submit separate billing for special functions conducted outside of the non-profit school food service account.
- J. The FSMC shall assume responsibility for payment of all vendor bills and accounts and invoice the SFA for these costs.

#### **XI. MONITORING**

- A. The SFA shall monitor the food service operation of the FSMC through periodic onsite visits to ensure that the food service is in conformance with all USDA program regulations. [7 CFR 210.16 (a) (3)]
- B. The records necessary for the SFA to complete the required monitoring activities must be maintained by the FSMC under this contract, and must be made available to the Auditor General, the USDA, the MDE, and the SFA upon request for the purpose of auditing, examination, and review. [7 CFR 210.15]

#### **XII. USE OF ADVISORY GROUP/MENUS**

- A. The FSMC shall participate in the formation and establishment and periodic meetings of the SFA advisory board, comprised of students, teachers, and parents to assist in menu planning
- B. The FSMC must comply with the twenty-one (21) day menu developed by the SFA for: **NSLP, and/or SBP, and/or SFSP, or CACFP** included in the request for bid/proposal. **NOTE: The district does not participate in SFSP, CACFP or serve suppers at this time, but reserves the right to pursue these options in future years.**

#### **XIII. USE OF FACILITIES, INVENTORY, EQUIPMENT, AND STORAGE**

- A. The SFA will make available without any cost or charge to the FSMC, area(s) of the premises agreeable to both parties in which the FSMC shall render its services.
- B. The SFA may request of the FSMC additional food service programs. If the addition is a Child Nutrition Program not identified in the original RFP, prior to implementation the SFA must notify MDE and discuss whether the addition constitutes a material change to the contract. [Food Service, Administrative Policy # 5, SY 2013-14]

This does **not** include the expansion of food service operations outside the confines of the school/school district, such as expansion to non-affiliated charter schools, non-public, or neighboring public schools, which were not

part of the original bid (see Information Section of the original bid packet). The SFA may refer these entities to MDE for proper procurement procedures.

- C. Per 7 CFR 210.11 competitive foods means any foods sold in competition with the Program to children in food service areas during the lunch periods.

The SFA reserves the right, at its sole discretion, to sell or dispense food or beverages provided such use does not interfere with the operation of the Child Nutrition Programs.

The FSMC and the SFA shall adhere to USDA requirements including final rules relating to competitive foods (all food sold in school).

- D. The FSMC and SFA shall inventory the equipment and USDA Foods owned by the SFA, including but not limited to, silverware, trays, chinaware, glassware, and kitchen utensils. This will be performed at the beginning of the contract and at the beginning of each successive school year if the renewal option is utilized.

- E. The FSMC shall maintain the inventory of silverware, chinaware, kitchen utensils, and other operating items necessary for the food service operation and at the inventory level as specified by the SFA.

- F. The SFA will replace expendable equipment and replace, repair, and maintain non-expendable equipment except when damages result from the use of less than reasonable care by the employees of the FSMC.

- G. The SFA will have final, prior approval authority for the purchase of all equipment to be used in the storage, preparation, and delivery of school meals. Title to the property must be vested with the SFA when the equipment is placed in service by the FSMC. Upon written agreement of the parties, the purchase amount shall be amortized on a straight line depreciation basis beginning on the date upon which the equipment is placed in service, for a length of time upon which the parties shall mutually agree. If the agreement is terminated or non-renewed for any reason prior to full amortization, the SFA may: (1) retain the property and continue to make payments in accordance with the amortization schedule; or (2) return the property in full release of the unpaid balance.

- H. All equipment purchases that **exceed \$5,000** must be submitted to the MDE School Nutrition Programs Unit for review and **prior** approval in accordance with federal cost principles established in OMB circular A-87 or in Appendix B, Section 15 of 2 CFR Part 225.

- I. The FSMC shall maintain adequate storage, inventory, and control of USDA donated foods in conformance with the SFA's agreement with the Michigan Department of Education.
- J. The SFA shall provide the FSMC with local telephone service.
- K. The SFA shall furnish and install any equipment and/or make any structural changes needed to comply with federal, state, or local laws, ordinances, rules, and regulations.
- L. The SFA shall be responsible for any losses including USDA donated foods which may arise due to equipment malfunction or loss of electrical power not within the control of the FSMC.
- M. All food preparation and serving equipment owned by the SFA shall remain on the premises of the SFA.
- N. The SFA shall not be responsible for loss or damage to equipment owned by the FSMC and located on the SFA premises.
- O. The FSMC shall notify the SFA of any equipment belonging to the FSMC on SFA premises within ten (10) days of its placement on SFA premises.
- P. The SFA shall have access, with or without notice, to all of the SFA's facilities used by the FSMC for purposes of inspection and audit.
- Q. The FSMC shall not use the SFA's facilities to produce food, meals or services for other organizations without the approval of the SFA. If such usage is mutually agreeable, there shall be a signed agreement, which stipulates the fees to be paid by the FSMC to the SFA for such facility usage.
- R. The SFA, on the termination or expiration of the contract, shall conduct a physical inventory of all equipment and commodities owned by the SFA.
- S. The FSMC shall surrender to the SFA upon termination of the contract, all SFA equipment and furnishings in good repair and condition.

#### **XIV. PURCHASES**

- A. The FSMC shall purchase all food and supplies at the lowest price possible consistent with maintaining quality standards and in full compliance with Office of Management and Budget (OMB) Circulars A-87 and A-110, 7 CFR Parts 210, 215, 220, 225, 245, 250, 3016 and 3019.
- B. This contract shall not prevent the SFA from participating in food consortia. If the SFA does purchasing, the FSMC's may not limit SFA selection of vendors to only FSMC-approved vendors.

## **XV. SANITATION**

- A. The FSMC shall place garbage and trash in containers in designated areas as specified by the SFA.
- B. The SFA shall remove all garbage and trash from the designated areas.
- C. The FSMC shall clean the kitchen and dining room areas as indicated on the *Cost Responsibility Detail Sheet*.
- D. The FSMC shall operate and care for all equipment and food service areas in a clean, safe, and healthy condition in accordance with the standards acceptable to the SFA and comply with all applicable laws, ordinances, regulations, and rules of federal, state, and local authorities, including laws related to recycling.
- E. The SFA shall clean ducts and hoods above the filter line.
- F. The SFA shall provide extermination services as needed.
- G. The FSMC shall comply with all local and state sanitation requirements in the preparation of food.

## **XVI. LICENSES, FEES, AND TAXES**

- A. The FSMC shall be responsible for paying all applicable taxes and fees, including but not limited to, excise tax, state and local income tax, and payroll and withholding taxes for FSMC employees. The FSMC shall hold the SFA harmless for all claims arising from payment of such taxes and fees. The extent of responsibility is designated in the cost responsibility attachment to this document.
- B. The FSMC shall obtain and post all licenses and permits as required by federal, state, and/or local law.
- C. The FSMC shall comply with all SFA building rules and regulations.

## **XVII. INSURANCE AND INDEMNIFICATION**

- A. The FSMC shall obtain and keep in force during the term of this Agreement, for the protection of the SFA and FSMC, and naming the SFA as an additional insured, Comprehensive General Liability Insurance to include but not limited to Personal Injury Liability, Property Damage Liability, Contractual Liability, and Products Liability, covering only the operations and activities of the FSMC under this agreement. Minimum coverage shall be \$1,000,000 per incident/person.



- B. A Certificate of Insurance of the FSMC's insurance coverage, indicating the specified amounts, must be submitted at the time of award. The FSMC shall provide the SFA copies of all applicable insurance policies at the time of award. All insurance required as a result of a response to this RFP shall provide that the insurer will provide notice of cancellation directly to the SFA thirty (30) days before such cancellation occurs.
- C. The SFA shall keep its buildings, including the premises, and all property contain therein insured against loss or damage by fire, explosion, and similar casualties.
- D. The FSMC shall provide worker's compensation and unemployment insurance for its employees as specified in the *Cost Responsibility Detail Sheet*.
- E. The FSMC shall indemnify and hold harmless the SFA, or any employee, director, or agent of the SFA, from and against all claims, damages, losses, and expenses (including attorney's fees and court costs incurred to defend litigation), decrees or judgments whatsoever arising from any and all injuries, including death or damages to or destruction of property, resulting from the FSMC's acts, or omissions, willful misconduct, or breach of the FSMC's obligations under the Agreement by the FSMC and its agents, servants or employees, or other persons under its supervision or direction.
- F. The FSMC shall not be required to indemnify or hold harmless the SFA from any liability or damages arising from the SFA's sole acts or omissions.

#### **XVIII. PROPRIETARY INFORMATION**

- A. During the term of the Agreement, the FSMC may grant to the SFA a non-exclusive right to access certain proprietary materials of the FSMC including, but not limited to signage, operating or other manuals, recipes, menus and meal plans, and computer programs relative to or utilized in the FSMC's business or the business of any affiliate of the FSMC.
- B. To the extent permitted by law, the SFA shall not disclose any of the FSMC's proprietary information or other confidential information, directly or indirectly, during or after the term of the Agreement. The SFA shall not photocopy or otherwise duplicate any such material without the prior written consent of the FSMC. All trade secrets and other confidential information shall remain the exclusive property of the FSMC and shall be returned to the FSMC immediately upon termination of the agreement.
- C. The SFA agrees that all proprietary computer software programs, marketing, and promotional literature and materials used by the FSMC

and the SFA's premises in connection with the food services provided by the FSMC under this Agreement shall remain the property of the FSMC.

- D. Upon termination of the contract, all use of trademarks, service marks, and logos owned by the FSMC or licensed to the FSMC by third parties shall be discontinued by the SFA, and the SFA shall immediately return to the FSMC all proprietary materials.
- E. The FSMC acknowledges that during the course of this contract, the FSMC shall have access to business systems, techniques, and methods of operation developed at great expense by the SFA. The FSMC recognizes these to be unique assets of the SFA's business. The FSMC agrees to keep such information confidential and shall not disclose such information directly or indirectly during or subsequent to the term of this Agreement.

#### **XIX. NON-DISCRIMINATION**

The parties to this contract agree not to discriminate against any employee, applicant for employment, student, or other recipient of services under this contract, due to race, color, religion, sex, national origin, age, height, weight, disability, marital status or veteran status, or other legally protected classification. Breach of this section shall be regarded as material breach of this contract.

#### **XX. EMERGENCY CLOSING**

- A. The SFA shall notify the FSMC of any interruption in utility service of which it has knowledge.
- B. The SFA shall notify the FSMC of any delay in the beginning of the school day or the closing of school(s) due to snow or other emergency situations.

#### **XXI. TERM AND TERMINATION**

- A. This contract shall become effective on **July 1, 2014** or upon written acceptance of the contract by the Michigan Department of Education, whichever occurs last, and terminate on June 30, **2015** with up to four (4) one-year renewals with mutual agreement between the SFA and the FSMC. [7 CFR 210.16 (d)]

Per 7 CFR 250.53 (a) (12), contract extensions or renewals are contingent upon the fulfillment of all contract provisions relating to USDA Foods.

- B. The SFA or the FSMC may terminate the contract with or without cause by giving sixty (60) days written notice.
- C. Neither the FSMC nor the SFA shall be responsible for any losses resulting if the fulfillment of the terms of the contract shall be delayed or prevented

by wars, acts of public enemies, strikes, fires, floods, acts of God, or for any acts not within the control of the FSMC or the SFA, respectively, and which by the exercise of due diligence they were unable to prevent.

## **XXII. NON-PERFORMANCE BY FSMC**

- A. In the event of the FSMC's non-performance under this contract and/or the violation or breach of the contract terms, the SFA shall have the right to pursue all administrative, contractual, and legal remedies against the FSMC and shall have the right to seek all sanctions and penalties as may be appropriate.
- B. The FSMC shall pay to the SFA the full amount of any meal overclaims and fees associated with those overclaims, which are attributable to the FSMC's negligence, including those overclaims and associated fees based on review or audit findings, which occurred during the effective dates of the original and renewal years of the contract.

## **XXIII. CERTIFICATIONS**

- A. The FSMC shall comply with the mandatory standards and policies relating to energy efficiency, which are contained in the State energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).
- B. The FSMC shall comply with Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (the "Act"), 40 U.S.C. §§ 327-330, as supplemented by the Department of Labor regulations, 29 CFR, Part 5. Under Section 103 of the Act, the FSMC shall be required to compute the wages of every laborer on the basis of a standard workday of eight (8) hours and a standard workweek of forty (40) hours. Work in excess of the standard workday or standard workweek is permissible provided that the worker is compensated at a rate of not less than 1-1/2 times the basic rate of pay for all hours worked in excess of eight (8) hours in any calendar day or forty (40) hours in any workweek.
- C. The FSMC shall comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations, 41 CFR Part 60.
- D. The FSMC shall comply with all applicable civil rights laws, as amended which include but are not limited to: Title VI and the Title VII of the Civil Rights Act of 1964; Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; 7 CFR Parts 15, 15a, and 15b; the Americans with Disabilities Act; FNS Instruction 113-1, Civil Rights Compliance and Enforcement - Nutrition Programs and Activities; the Michigan Elliott-Larsen Civil Rights Act; and the Michigan Persons with Disabilities Civil Rights Act.

- E. The FSMC shall comply with the Buy American provision for contracts that involve the purchase of food products with Federal funds, 7 CFR Part 250.23.
- F. The FSMC **has signed** the Certification of Independent Price Determination, which was attached as an addendum to the FSMC's bid and which is incorporated herein by reference and made a part of this contract.
- G. The FSMC **has signed** the Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion, which was attached as an addendum to the FSMC's bid and which is incorporated herein by reference and made a part of this contract.
- H. The FSMC **has signed** the Certification Regarding Clean Water and Air, which was attached as an addendum to the FSMC's bid and which is incorporated herein by reference and made a part of this contract.
- I. The FSMC **has signed** the Certification Regarding Disclosure of Lobbying Activities, which was attached as an addendum to the FSMC's bid and which is incorporated herein by reference and made a part of this contract.
- J. The FSMC **has signed** the Certificate of Compliance with Michigan Public Act 517, which was attached as an addendum to the Vendor's bid and which is incorporated by reference and made a part of this contract.

#### **XXIV. MISCELLANEOUS**

- A. Except as otherwise expressly stated, this contract shall be construed under the laws of the State of Michigan. Any action or proceeding arising out of this contract shall be heard in the appropriate courts within the State of Michigan.
- B. The FSMC shall comply with the provisions of the bid specifications, which are hereby **in all respects made a part of this contract.**
  - 1. No provision of this contract shall be assigned or subcontracted without prior written consent of the SFA and notification to MDE prior to implementation.
- C. No waiver of any default shall be construed to be or constitute a waiver of any subsequent claim.
- D. Any silence, absence, or omission from the contract specifications concerning any point shall be regarded as meaning that only the best commercial practices are to prevail and that only materials (e.g., food,

supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.

- E. Payments on any claim shall not preclude the SFA from making a claim for adjustment on any item found not to have been in accordance with the provisions of this contract and bid specifications.
- F. The SFA shall be responsible for ensuring the resolution of program review and audit findings.
- G. This contract is subject to review and approval by the Michigan Department of Education.

## REQUESTED RFP ADDENDUM FOR THE COST REBURSABLE CONTRACT

Sodexo Management, Inc. ("FSMC" or "Sodexo") has reviewed the Cost Reimbursable Request for Proposal for Food Services for Monroe Public Schools ("SFA" or "District") and is submitting its Proposal conditioned upon the incorporation of the following modifications:

1. FSMC requests modification of section M, page 7, "Non-food Expenses" to reflect the deletion of the last sentence and the following substituted therefor:

"Products embossed with the FSMC logo considered allowable direct cost items are limited to uniforms, menus and marketing materials."

2. FSMC requests clarification of section M, page 7, in that the following shall be deemed Allowable Direct Costs:

"Allowable Direct Costs. All costs, expenses, and Charges related to the Food Service operation including, but not limited to, the following:

A. The invoiced amounts to Sodexo of goods and services, including food, beverages, merchandise, and supplies. Allowable Direct Costs shall be net of any discounts, rebates and other credits obtained from local vendors, suppliers, or distributors for goods procured solely for District's account. All discounts, rebates and other applicable credits accruing to or received by Sodexo under this Agreement, to the extent those credits are allocable to the allowable portion of the amounts billed to District, including those obtained from vendors, suppliers, manufacturers or distribution companies, and Sodexo's regional or national purchasing or distribution arrangements, shall be credited to the District;

B. Labor, including salaries (including bonuses, if any), wages, taxes, benefits, payroll processing, retirement plans and the cost of administering such plans and services; relocation expenses;

C. Other costs, expenses, and Charges including, but not limited to, amortization or depreciation of equipment, any Investment (as further defined) made pursuant to the terms of this Agreement, decor, signage, and other items purchased on behalf of the Food Service, charges for workers' compensation and general liability insurance based on the average manual rates for such insurance in the geographic area of the Premises and other insurance maintained pursuant to the Agreement, out-of-pocket travel and related expenses for training of employees assigned to the Food Service operation, including the costs of an on-site trainer temporarily assigned to the Premises, sales, use, and other taxes related to the purchases made for Food Service (other than taxes collected and remitted by Sodexo to a taxing authority); costs of licenses, permits, information systems, software and software maintenance, armored car services, fees charged to Sodexo for credit or debit card sales, marketing and promotional or proprietary materials, including CrossRoads Cuisines® signage and related materials, all costs, third party recruitment and placement fees, the cost of any required or necessary background checks, uniforms and linen, flowers, decorations, overnight

delivery, if necessary, Smallwares, minor equipment, repair and maintenance of Sodexo-supplied equipment, incidental daily register shortages not to exceed Three Dollars (\$3.00) per day (excluding theft), and other services related to the Food Service operation."

3. FSMC requests modification of Section VII.I, page 16, to read as follows:

"On or about July 1, 2014, FSMC and SFA shall jointly inventory all food, commodities and supplies ("Opening Inventory"). Such Opening Inventory value shall be mutually agreed upon in writing by the parties. FSMC shall have the right to use the Opening Inventory in connection for the SFA's food service program. During the term of this contract title to all equipment, commodities, food and other supplies required under this contract and purchased by the FSMC on the SFA's behalf shall remain with the SFA and the FSMC shall maintain the inventory of food, commodities and supplies in reasonable volumes that can be exhausted readily (i.e., in such a manner as to not "stockpile" the food and/or supplies). The charges to replenish such inventories shall be charged as an Allowable Direct Cost and shall be reimbursed by the SFA. At the expiration or termination of this contract, the FSMC and SFA shall jointly take a "Closing Inventory" of all such food, commodities and supplies. The value of the inventories shall be determined by invoice prices, less all applicable discounts, rebates and other credits. If the Opening Inventory is greater than the Closing Inventory, the difference shall be credited against amounts due FSMC on FSMC's final billing to SFA"

4. FSMC requests clarification of Section VIII.K, last paragraph, page 18, in that the costs associated with any background checks shall be deemed an allowable reimbursable cost.
5. FSMC requests the addition of the following language to Section X.F, page 19, to detail the process of trailing rebates, discounts and credits:

"FSMC recognizes that there may be a delay in receiving discounts, rebates and allowances from vendors, suppliers, manufacturers or distribution companies. FSMC's accounting system tracks the activity of a client's account for one (1) year after the conclusion of a contract year or the term of the Contract. All trailing discounts, rebates and allowances are credited to client's account when received. The one year timeframe following any contract year allows for all discounts, rebates and allowances to be received. Upon receipt of such discounts, rebates and allowances, FSMC shall pass such amounts through to the SFA."

6. FSMC requests modification of Section XIV, pages 22, to reflect the addition of the following language as subsection C:

"SFA understands that FSMC has entered into agreements with many vendors and suppliers of products which (i) give FSMC the right to inspect such vendors' and suppliers' plants and/or storage facilities and (ii) require such vendors and suppliers to adhere to standards to ensure the quality of the products purchased by FSMC for or on behalf of SFA.

7. FSMC requests modification of Section XVII.B, page 24 to read as follows:

"B. A Certificate of Insurance of the FSMC's insurance coverage, indicating the specified amounts, must be submitted ~~at the time of award~~ within fifteen (15) days of execution of the Agreement. ~~The FSMC shall provide the SFA copies of~~

~~all applicable insurance policies at the time of award.~~ All insurance required as a result of a response to this RFP shall provide that the insurer FSMC will provide notice of cancellation directly to the SFA thirty (30) days before such cancellation occurs.”

8. FSMC requests modification of Section XVII.F, page 24, to reflect the deletion of the word ‘sole’.

9. ~~FSMC requests modification of Section XVII, page 24, to reflect the addition of the following language as subsection G:~~

~~“With respect to property damage, for which the parties maintain a system of coverage on their respective property, each party hereto waives its rights, and the rights of its subsidiaries and affiliates, to recover from the other party hereto and its subsidiaries and affiliates for loss or damage to such party’s building, equipment, improvements and other property of every kind and description resulting from fire, explosion or other cause normally covered in standard broad form property insurance policies.”~~

10. FSMC requests modification of Section XXIV.B.1, page 27 to reflect the addition of the following language:

“, except that FSMC may, without prior approval and without being released from any of its responsibilities hereunder, assign or subcontract, this Agreement to any affiliate or wholly-owned subsidiary of FSMC.”

11. For purposes of determining Surplus and Deficit for the guarantee, if any, the following definitions shall apply:

Surplus. For purposes of calculating any guarantee, Surplus shall be defined as the excess of gross receipts less applicable taxes over the total of Allowable Direct Costs, Administrative Fee and Management Fee.

Deficit. For purposes of calculating any guarantee Deficit shall be defined as the excess of the total of Allowable Direct Costs, Administrative Fee and Management Fee over gross receipts less applicable taxes.

12. FSMC requests the addition of the following language to allow for adjustments based on the Patient Protection and Affordable Care Act and Health Care and Education Reconciliation Act of 2010, notices to either party of the Agreement and FSMC/FSA meetings:

Adjustment. The Financial Arrangement will be adjusted to reflect additional costs incurred by FSMC (i) in connection with the implementation of legislation or other legal requirements, including, but not limited to, the implementation of the Patient Protection and Affordable Care Act (“PPAC”) and Health Care and Education Reconciliation Act of 2010, which comprise the health care reform of 2010, or other health care rules and regulations, or any modifications thereto or (ii) increases in benefit costs paid by FSMC on behalf of covered employees. The adjustment to the Financial Arrangement will be effective from the date the events of (i) and/or (ii) occur. FSMC shall be in compliance with the PPAC on or before January 1, 2015.”



Notice. Any notice or communication required or permitted to be given hereunder shall be in writing and shall be either served personally or sent by United States registered or certified mail, postage prepaid with return receipt requested, addressed to the other party as follows:

To District: Monroe Public Schools  
Attention: Katherine Eighmey  
Director of Business & Finance  
1275 N. Macomb Street  
Monroe, Michigan 48162

To Sodexo: Sodexo Management, Inc.  
Attention: Brad L. Lozier  
Senior Vice President  
3020 Woodcreek Drive, Suite B  
Downers Grove, Illinois 60515

and: Sodexo Management, Inc.  
Attention: Law Department  
9801 Washingtonian Blvd., Dept. 51/899.74  
Gaithersburg, Maryland 20878

and/or to such other persons or places as either of the parties may hereafter designate in writing. All such notices shall be effective when received.

Meetings. District and Sodexo agree to participate in a Common Goals Session within ninety (90) days from the commencement of Services in accordance with Exhibit 1. During the second half of each school year, District and Sodexo agree to participate in an Annual Expectations Meeting throughout the term of this Agreement in accordance with Exhibit 2.

Sodexo shall present no less than bi-annually a verbal and written program update to the School Board.

EXHIBIT 1  
COMMON GOALS SESSION

**Definition:**

Common Goals is a meeting that is always held **within** sixty (60) days of the commencement of Services.

**Objectives:**

1. To assess the program's performance.
2. To seek input and provide better understanding of the contract to a broader representation of key school district personnel.
3. To solidify relationships.
4. To gain consensus of objectives/expectations from the business relationship.

**Participants:**

District: District liaison(s), and Superintendent, a representative from the School Board, Assistant Superintendent(s), Purchasing Director, a Principal representing Elementary School, Middle School, High School and Special Needs students, Student Representatives and Parent Group Representatives.

Sodexo: Sales Executive, District Manager responsible for the contract, the General Manager and the Assistant Manager, if applicable. Vice Presidents and other company executives should attend on "as needed basis".

EXHIBIT 2  
ANNUAL EXPECTATIONS MEETING

**Definition:**

Annual Expectations Meeting is a meeting that is always held during the second half of each school year.

**Objectives:**

1. To review progress to date on the goals and priorities set in previous meetings.
2. To establish priorities to close the school year and expectations for the upcoming school year.

**Participants:**

District: District liaison(s), and Superintendent. We suggest that at least one of the following participate: Board President, Assistant Superintendent(s), or Purchasing Director.

Sodexo: District Manager responsible for the contract, the General Manager and the Assistant Manager, if applicable. Vice Presidents and other company executives should attend on “as needed basis”.

## **STAFF RESIGNATIONS**

### **BACKGROUND**

We have received a letter of resignation from **Callie Preslan** for the purpose of relocation. Ms. Preslan has been an Elementary Teacher for the past five years, most recently at Waterloo Elementary. Her resignation is effective June 30, 2014.

We have received a letter of resignation from **Sharon Thomas** for the purpose of retirement. Ms. Thomas has been employed with Monroe Public Schools for the past 25.5 years, most recently as an Elementary Counselor at Waterloo, Raisinville and Manor Elementary Schools.

We have received a letter of resignation from **Cassidy Wodke** for the purpose of relocation at the end of the school year. Ms. Wodke has been a Special Education teacher with our district for the past seven years, most recently at Manor Elementary.

We have received a letter of resignation from **Kathleen Worth** for the purpose of retirement at the end of the school year. Ms. Worth has been employed with Monroe Public Schools for the past 24 years and was most recently assigned as a Counselor at Monroe Middle School.

We have received a letter of resignation from **Matthew Cortez** for the purpose of other employment. Mr. Cortez has been an Administrator with our district for the past three years. His resignation is effective June 25, 2014.

We have received a letter of resignation from **Kelly McMahon** for the purpose of retirement. Ms. McMahon has been employed with the district for the past 19 years, the last 13.5 of which she was an Elementary Principal. Her retirement is effective July 30, 2014.

We have received a letter of resignation from **Dale DeSloover** for the purpose of retirement. Mr. DeSloover has been an Electrician (Maintenance) for Monroe Public Schools for the past 26 years. His retirement is effective August 31, 2014.

### **ENCLOSURES**

Letters of Resignation

**RECOMMENDATION**

Move to approve the resignation from Monroe Public Schools of Callie Preslan, Sharon Thomas, Cassidy Wodke and Kathleen Worth at the end of the 2013-14 school year; of Matthew Cortez effective June 25, 2014; of Kelly McMahan effective July 30, 2014 and of Dale DeSloover effective August 31, 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	_____	_____	_____	_____

June 17, 2014

Dr. Barry Martin  
Superintendent  
Monroe Public Schools  
1275 Macomb St.  
Monroe, MI 48162

Dear Dr. Martin,

It is with regret that I write to resign from my teaching position from Monroe Public Schools effective June 30<sup>th</sup>.

I am so appreciative of all of the opportunities that Monroe Public Schools has offered me. I am very grateful to have spent the first 5 years of my teaching career at Waterloo.

I have accepted a teaching position in Perrysburg Public Schools, Perrysburg, OH. I live in Perrysburg with my family, so this new position will allow me to work in the community that I live in.

I would like to thank Monroe Public Schools for giving me the opportunity to teach its wonderful students.

Sincerely,  
Callie Preslan

6-18-2014

Monroe Public Schools  
1275 North Macomb Street  
Monroe, MI 48162

Dr. Martin and Members of the Board of Education,

I would like to submit this letter as my official notification that I am retiring from Monroe Public Schools effective June 30, 2014.

The many children, families, and staff I have worked with have made me a better person in many facets. My prayer is that I have positively impacted their lives and helped them realize, no matter what obstacles come their way, they have what it takes within themselves to reach their dreams.

It has truly been a blessing to serve in the capacity as an elementary counselor and teacher with Monroe Public Schools.

Sincerely,



Sharon Thomas

June 10, 2014

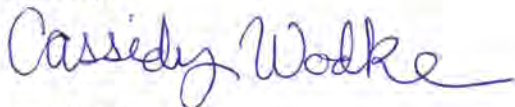
To Whom It May Concern,

I am writing to tender my resignation with Monroe Public Schools at the close of the 2013-2014 school year. I have made the decision to move to the Cincinnati area to be closer to my family.

For the past 7 1/2 years, I have had the opportunity to grow as an educator through my employment at MPS. It has been through my experiences as a resource room teacher and time spent on Manor and district committees that I have discovered my desire to seek leadership roles in the educational field. I can attribute many of my skills to the great examples of leadership within Monroe Public Schools. My experiences here will be invaluable to me as I move forward in my educational career.

As excited as I am to finally make the move to be closer to my family, it is very bittersweet to leave many of my colleagues, students and families. I will forever appreciate the many people who have impacted my career.

Sincerely,

A handwritten signature in blue ink that reads "Cassidy Wodke". The signature is written in a cursive style with a long, sweeping underline.

Cassidy Wodke  
Resource Room Teacher  
Manor Elementary

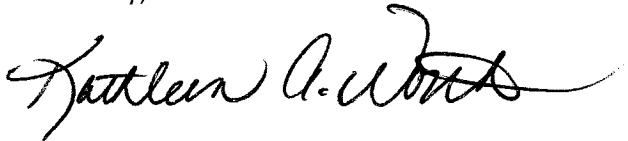


June 11, 2014

Dr. Martin & the Monroe Public Schools Board of Education,

In light of your recent decision to restructure the counseling services of Monroe Public Schools, I have decided to retire from the district as of 6/30/2014.

Sincerely,

A handwritten signature in black ink that reads "Kathleen A. Worth". The signature is written in a cursive style with a long, sweeping tail on the letter "h".

Kathleen A. Worth

# Office of State and Federal Programs

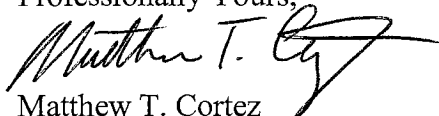
June 10, 2014

To Monroe Public Schools Board of Education,

It is with mixed emotions that I present to you my resignation from Monroe Public Schools in order to assume the position of Superintendent of Essexville-Hampton Public Schools. In reflecting through my tenure as a Monroe employee, I have come to realize the tremendous knowledge that I have gained through our working together. This knowledge has served to clarify my administrative philosophy in multiple areas, including best practices in teaching, humanistic relationships, honesty, and trust, as well as countless other qualities. My reflection allowed me to examine the administrator that I was three years ago and realize how thankful I am for the experience I have had within Monroe Public Schools. I truthfully can state that I have become a better defined, well intended, and focused administrator as a result of working in Monroe Public Schools.

While this may be the end of our current working relationship I hope that someday our paths might cross again. It will be difficult to say goodbye to friends and colleagues, yet my family and I are embarking on a new journey for our future. My resignation will be effective June 25, 2014.

Professionally Yours,



Matthew T. Cortez  
Coordinator of Compensatory Education  
Monroe Public Schools

# Monroe Public Schools

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Manor Elementary School  
1731 West Lorain Street  
Monroe, MI 48162  
734-265-4700



To: Dr. Martin, Julie Everly, Ryan McLeod  
MPS Board of Education  
From: Kelly McMahon  
Re: Letter of Retirement  
Date: June 11, 2016

Dear Dr. Barry Martin,

Please accept this as my letter of retirement as of the end of my 2013.14 contract, July 30, 2014. After much soul searching, I feel that it is time to hang up my hat and reinvest in my own family. I thank you from the bottom of my heart for the trust you put in me to be a member of the Monroe Public School's administrative team for the past 15 years.

Respectfully,

*Kelly McMahon*

Kelly McMahon

## Holly Scherer

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**From:** Tim Salenbien  
**Sent:** Thursday, June 19, 2014 12:59 PM  
**To:** Dale DeSloover; Holly Scherer; Jan Clemens  
**Cc:** Jerry Oley; Michelle Young  
**Subject:** RE: Retirement from Monroe Public Schools

Thanks Dale, Congrats to You!! Thank You for your teamwork, service and dedication to MPS. Best of luck! I will be glad to process your vacation requests starting next week. Thanks Again. Tim

---

**From:** Dale DeSloover  
**Sent:** Thursday, June 19, 2014 12:29 PM  
**To:** Holly Scherer; Jan Clemens  
**Cc:** Tim Salenbien  
**Subject:** Retirement from Monroe Public Schools

June 19, 2014

Monroe Public Schools Administration Building  
1275 North Macomb  
Monroe, Michigan 48162

Re: Retirement from Monroe Public Schools

To Whom It May Concern,

Please accept this letter of retirement from Monroe Public Schools. My intent is to work through the summer and my last day will be August 31, 2014 and my retirement will start on September 1, 2014. At the time I retire I'll be closer to 67 than to 66 years of age and with over 26 years of service it is time to seek other challenges. As a member of the Monroe County ISD school board I will continue to work for, and advocate for, all students and public education.

I am proud to have served the citizens of Monroe County as an electrician for Monroe Public Schools. Safety has always been my goal and although safety doesn't show up on the bottom line it pays big dividends.

Sincerely,

Dale A. DeSloover

**COACHING RECOMMENDATIONS**

**BACKGROUND**

The following are Coaching Recommendations for the 2014/15 school year. All pre-employment information has been completed.

Last Name	First Name	Title	Sport	School	Season
Scoles	Mark	Head Coach	Cross Country - Co Ed	MHS	Fall
Mydloski	James	Assistant Coach	Cross Country - Co Ed	MHS	Fall
Moytka	Ron	Assistant Coach	Football - 9th Grade	MHS	Fall
McCollum	Jody	Assistant Coach	Football - 9th Grade	MHS	Fall
Clark	John (Jay)	Assistant Coach	Football - Varsity	MHS	Fall
Reed	Kyle	Assistant Coach	Football - Varsity	MHS	Fall
Schade	Doug	Head Coach	Swimming - Varsity Girls	MHS	Fall
Matusik	Bob	Coach	Tennis - Varsity Boys	MHS	Fall
Hutchinson	Jason	Head Coach	Football - 7th Grade	Monroe Middle	Fall
Finnegan	Patrick	Asst. Coach	Football - 8th Grade	Monroe Middle	Fall
Columbus	Russ	Coach	Soccer Co-Ed - 7th & 8th	Monroe Middle	Fall
Pitcher	Debra	Coach	Volleyball - 7th Grade	Monroe Middle	Fall
Stefanski	Patricia	Coach	Volleyball - 8th Grade	Monroe Middle	Fall
Nocella	Larry	Head Coach	Basketball - Varsity Girls	MHS	Winter
Schade	Doug	Head Coach	Swimming - Varsity Boys	MHS	Winter
Pecora	Jackie	Head Coach	Swimming - 7/8 Co-Ed	Monroe Middle	Winter
Michael	Heather	Assistant Coach	Swimming - 7/8 Co-Ed	Monroe Middle	Winter
Rooney	Brian	Coach	Basketball - 7th Grade Girls	Monroe Middle	Winter II
Dessauer	Tara	Coach	Basketball - 7th Grade Girls	Monroe Middle	Winter II
Bomia	Amanda	Coach	Basketball - 8th Grade Girls	Monroe Middle	Winter II
Wood	Bobby	Monroe Middle School Sports Supervisor		Monroe Middle	All Year

**RECOMMENDATION**

Move to approve the above listed coaches for the 2014/15 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	_____	_____	_____	_____

**COORDINATOR OF COMMUNICATIONS AND PUBLIC RELATIONS  
CONTRACT EXTENSION**

**BACKGROUND**

The Administrative Team is seeking approval from the Board to renew the contract with Temporary School Staff, Inc. for the placement of Robert Vergiels in the position of Coordinator of Communications and Public Relations for the 2014/15 school year effective July 1, 2014 through June 30, 2015.

**ENCLOSURE**

n/a

**RECOMMENDATION**

Move to approve a contract renewal with Temporary School Staff, Inc. for the placement of Robert Vergiels as the Coordinator of Communications and Public Relations for the 2014/15 school year (July 1, 2014 to June 30, 2015).

**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	_____	_____	_____	_____

**RATIFICATION OF THE MONROE CITY EDUCATIONAL SECRETARIAL  
ASSOCIATION MEA/NEA MASTER AGREEMENT**

**BACKGROUND**

The Master Agreement for June 24, 2014 to June 30, 2015 between the Monroe City Educational Secretarial Association MEA/NEA and the Monroe Board of Education is being submitted for approval and ratification by the Board.

**RECOMMENDATION**

Move to ratify the Master Agreement for June 24, 2014 to June 30, 2015 between the Monroe City Educational Secretarial Association MEA/NEA and the Monroe Board of Education effective June 24, 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	_____	_____	_____	_____

**MHS MARCHING BAND CAMP**

**BACKGROUND**

The instrumental music teacher from Monroe High School, James Nuechterlein, is requesting permission for the Monroe High School Marching Band to attend the annual summer band camp. The band camp will take place August 4-9, 2014, at Spring Arbor University. The students, staff and chaperones will be housed and eating in the university campus dormitories. The cost of the camp is \$295.00 per student. The Instrumental Band Booster Club paid \$75.00, and the student’s responsibility is \$220.00 with fund raising projects available to help defray the cost of the trip.

**ENCLOSURES**

Information regarding costs, approvals, chaperones and expectations for summer band camp is enclosed.

**RECOMMENDATION**

Move to approve the Monroe High School Trojan Marching Band trip to Spring Arbor University for their annual band camp August 4-9, 2014; 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	_____	_____	_____	_____





# **TROJAN MARCHING BAND**

*James Nuechterlein, Director*

Monroe High School  
901 Herr Road  
Monroe, MI 48161  
(734) 265-3585  
*nuechter@monroe.k12.mi.us*

TO: Valerie Orr, Principal  
FROM: James Nuechterlein, Band Director  
DATE: May 5, 2014  
SUBJECT: Band Camp at Spring Arbor University

In accordance with the Monroe Public Schools, Board Policy IICA pertaining to overnight field trips, I am writing you this request for approval for the 2014-2015 Monroe High School Marching Band to take their annual trip to the campus of Spring Arbor University in Spring Arbor, Michigan, for the purpose of attending band camp. This is the same trip we have taken in the past twenty-five years.

The band camp will take place August 4 – 9, 2014. We will be taking Trinity Transportation buses to and from the camp. We will be staying on the campus and housed and fed in their dormitories. Adult supervision will be provided by myself, Mr. Chris Morelli (MMS band director), parent chaperons, and adult instructors.

The cost of the band camp is \$295.00 per student. \$75.00 of this cost is being paid by the Instrumental Boosters Club. The rest is the responsibility of each student. We have already had fund raising projects to help each student raise the money. All transportation, lodging and food expenses are being covered by the students and Boosters.

All Board of Education requirements have been or will be fulfilled. As per their Monroe Public Schools Field Trip Check List, I am providing you with this written request for approval.

# Monroe Public Schools Field Trip Information Form

Date of Trip: August 4 - 9, 2014

Grade/Team/Organization Making Request: Monroe High School Marching Band

Destination: Spring Arbor University

Address: 106 East Main Street

City: Spring Arbor State: Michigan Zip: 49283

Means of Transportation: Trinity Transportation School Buses

Number of Students and Adults Involved: approx. 85 students & 12-14 adults

Exact Loading Location: Monroe High School Staff Parking Lot

Estimated Time of Departure: 8:00 a.m., Monday, August 4

Estimated Time of Departure from Destination: 11:00 a.m., Saturday, August 9

Expected Time of Arrival: 2:00 p.m. (lunch in route)

Purpose of Trip: Annual marching band camp

Faculty Supervisor: James Nuechterlein, Band Director

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

Principal's Signature: Val Orr Date: \_\_\_\_\_

Approved  Denied

Assistant Superintendent's Signature: [Signature] Date: 5/30/14

Approved  Denied



# **TROJAN MARCHING BAND**

*James Nuechterlein, Director*

8/4 - 8/9

Monroe High School  
901 Herr Road  
Monroe, MI 48161  
(734) 265-3585  
[nuechter@monroe.k12.mi.us](mailto:nuechter@monroe.k12.mi.us)

## **2014 SUMMER MARCHING BAND PROGRAM**

### PURPOSE:

To establish the goals and the esprit de corps necessary for a successful marching band program. Special emphasis will be put on marching and playing fundamentals, with attention to individual and section needs. The two camps will be used to prepare for performances in the Monroe County Fair Parade as well as the ensuing fall marching season. These are the same camps we have had for the last twenty-three years.

### TIME-LINE:

- Summer Band Camp will be divided into two parts with both being one week long:
- Camp I: July 22 - 25, 2014. This week the band will meet for four hours each day (8:00 a.m. - Noon). This will prepare the band for participation in the Monroe County Fair Parade.
  - Camp II: August 4 - 9, 2014. During this week the band will concentrate on field marching and music fundamentals with the goal of presenting a partial half-time show on the last day of the camp. This will be in preparation for the upcoming fall home football game half-time shows along with the various festivals and competitions the band will be participating in. This week will be held at Spring Arbor University.

### ENROLLMENT:

Enrollment is expected to be around 90 students. As anyone not participating in the summer program will be at an extreme disadvantage in relation to his/her fellow students, 100% attendance is required. Announcements will be distributed and students asked to register.

### STAFFING & COSTS:

The MHS band director, James Nuechterlein, will be in charge of the program. A supplemental contract of \$1400.00 is asked. Chris Morelli, Monroe Middle School band director, will also assist during Camp II. A supplemental contract of \$700.00 is asked for him. In addition, it is requested that the supplemental contracts for instructors totaling \$800.00 be included. These persons are needed to provide more detailed and individual instruction to key specialized areas of the program, such as percussion. These instructors will be under the direction of Mr. Nuechterlein.

## **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.

- X Written request to appropriate principal
- X Written approval by such principal and the superintendent or his/her designee
- X Written parent permission form (IICA-F1/ Board Policy Manual)
- X 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:  
We will be having a pre-band camp July 22 - 25 for all band members to work on the new music and learn/review the basics of marching. This will take place at MHS from 8:00 am to Noon each day.  
  
How this trip will engage students in activities congruent to our content standards during this trip:  
The band students will learn music reading and performing skills. They will also learn marching skills. They will learn through group rehearsals, sectionals and activities the skills of teamwork, leadership, following written and verbal instructions, and develop an espee de corps.  
  
Follow-up classroom lessons:  
The band members will continue to review and refine their performance skills during each band class upon returning to school.
- X Contract(s) with agent(s) making travel/accommodation arrangements
- X Detailed Itinerary
- X Funding sources
- X Chaperones
- X Arrangements made for students with financial hardship (Through the Booster Club.)
- NA 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:

This is our annual marching band camp trip. We have taken this same trip for the last 25 years. This camp will take place for the second year at Spring Arbor University. During this band camp we work as a band on the music and marching drills that we will present during the fall marching season.

School(s): Monroe High School

Chaperones: Chris Morelli – Assistant Director (MMS), Eric Calkins, Greg Prusaitis, Kevin Pilgrim (MMS), Ryan Jewell, Elizabeth Stewart, Christine Mushing, Nicole Guyor, Katelyn Greer and Casey roberts. We are still securing more female chaperones .

Method of Transportation: Trinity Transportation School Buses

Date of Departure: 8 / 4 / 13 Time of Departure: 8:00 am

If overnight, number of nights: 5 nights

Date of Return: 8 / 9 / 13 Time of Return: 2:00 pm

Number of Students Participating: approx. 85

Number of Staff Supervising: 3 MPS staff

Number of Other Adults Assisting: 11 - 15

Number of School Days Student will be Attending Trip: 0

Cost Per Child: \$295.00

Cost Per Chaperone: \$295.00

Monroe Public Schools Funds Being Used to Pay for:

Students: Yes

No X

Chaperones: Yes

No X

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

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

**BACKGROUND**

Monroe High School Upward Bound Program Director, Anthony Quinn, wishes to petition the Board of Education for permission to take the Upward Bound students to New York City, New York. They will depart on Sunday, August 3, 2014, and return on Thursday, August 7, 2014. Thirty Monroe High School students, as determined by eligibility, along with Airport Community School students, and ten adult chaperones will depart from Monroe County Community College via Trinity Transportation. The cost of the trip is completely covered by the U.S. Department of Education - Monroe County Community College - Upward Bound Grant Program; no student monies will be used to cover this trip.

**ENCLOSURES**

The Monroe Public Schools Abbreviated Field Trip & Excursion Check List Form and the field trip packet are enclosed. The complete packet will be housed in the office of the Assistant Superintendent of Curriculum Instruction K-6 and Human Resources.

**RECOMMENDATION**

Move to approve the Upward Bound Program overnight trip to New York City, New York. Students and chaperones will depart on Sunday, August 3, 2014, and return on Thursday, August 7, 2014; according to the terms of Policy IICA, Field Trips and Excursions.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

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

To: Dr. Barry Martin and MPS Board of Education Members  
From: Beth Lekity, Administrative assistant  
MONROE COUNTY COMMUNITY COLLEGE – UPWARD BOUND PROGRAMS  
Subject: Upward Bound Cultural Enrichment, Year-End Trip  
Date: June 18, 2014  
cc: Anthony Quinn, Dannielle Lambert

The Upward Bound end-of-year cultural enrichment trip is scheduled to conclude our summer program once again this year. This trip, as it is stipulated by our grant, is for students who have shown commitment to the Upward Bound program and exhibit outstanding participation and/or improvement throughout both the school year and summer program. The eligible students that are asked to participate in this trip will be exposed to many new, exciting, and enriching experiences.

This year, we are requesting that you grant us permission to visit New York City and the surrounding areas with our students. We will leave on Sunday, August 3 at approximately 6am and will return on Thursday, August 7 at approximately 2am. We plan to take 65 students, rising freshmen through rising seniors, on the trip (approx.. 35 from AHS and 30 from MHS). We will have 10 chaperones, including Anthony Quinn, Charles Friedline, Dannielle Lambert, Beth Lekity (UB Administrative Assistant), Vanessa Gardner (UB tutor), Christopher Pauli (UB tutor), Trent Ziemkiewicz (UB tutor), Matt Furtney (NCE Principal), Ellen Furtney (spouse of Matt Furtney), and Brandi Quinn (spouse of Anthony Quinn). We will also have one full-time tour manager handling our group personally, as provided by our contracted travel company. Unlike past years, due to the complexity of the destination city and the need for chaperones to be student-minded entirely, we have decided to enlist the services of Educational Tours, Inc. They are a full-service educational travel company that has helped us prepare a stellar itinerary at a spectacular price. They provide all trip planning and arrangements, liability coverage, trip protection plan, and professional and knowledgeable staff in regards to billing and bookings, among a host of other services that will help keep our chaperones focused solely on our students in attendance. It is our goal to have a student to chaperone ratio of no more than 6:1.

As it is written in the Upward Bound grant proposal: Educational, social, and cultural enrichment activities will include an overnight trip to a major metropolitan area during the summer, to experience a play or musical event, visit a college or university, business and other points of cultural and educational interest. We have an itinerary that meets all of that and more. Our itinerary includes:

- \* Round trip transportation provided by Trinity Transportation in air-conditioned & DVD equipped motorcoaches
- \* First-class accommodations for three nights in the New Jersey area  
(Pending confirmation with CROWNE PLAZA, 401 South Van Brunt Street, Englewood, NJ, 201-871-2020)
- \* Three breakfasts, one lunch, one boxed lunch, three cash returns, and three dinners
- \* Grant's Tomb / Apollo Theatre Tour / Central Park
- \* Top of the Rock / Spirit Dinner Cruise
- \* 9/11 Museum and Memorial / Walking/Step on Guided Tour
- \* Broadway Show / Franklin D. Roosevelt Presidential Library and Museum
- \* Private nighttime hotel security

The following supporting documents include more details about the planned trip. All funding is provided by the U.S. Department of Education via the Monroe County Community College Upward Bound Award/Grant. No funding will be necessary from Monroe Public Schools, Airport Community Schools, or the students themselves (except in the case of personal souvenir spending), nor will there be any fund-raising activities in relation to the costs of this event.

We thank you for your time and consideration of this matter. Please do not hesitate to contact any of our program staff with questions.

Sincerely,

Beth Lekity

Administrative Assistant  
Monroe County Community College Upward Bound Programs



# Monroe Public Schools Field Trip Information Form

8/3 - 8/7  
Lambert  
UB

Date of Trip: Sunday August 3 (6:00am) - Thursday, August 7, 2014 (2:00am)

Grade/Team/Organization Making Request: \_\_\_\_\_ Upward Bound \_\_\_\_\_

Destination: New York City, New York, Englewood, New Jersey, Hyde Park, New York, & Surrounding area

Address: Hotel - 401 S. Van Brunt St.

City: Englewood State: NJ Zip: 07631 Phone: (201)871-2020

Means of Transportation: Charter Bus - Trinity Transportation (Wyandotte, MI

Number of Students and Adults Involved: 75 \_\_\_\_\_

Exact Loading Location: Monroe County Comm. College, Ad Building Parking Lot (Lot 4)

Estimated Time of Departure: 6:00am departure (5:00am load-in) \_\_\_\_\_

Estimated Time of Departure from Destination: 12:30pm from the FDR Presidential Library

Expected Time of Arrival: 2:00am, Lot 4, Monroe County Community College

Purpose of Trip: To fulfill Upward Bound Grant requirements of exposing our students to educational, social, and cultural enrichment activities that will include visits to some of the most historical sites in our nation's history and several visits to college/university campuses. This trip also serves as a reward to those students who have shown a commitment to their education and the Upward Bound Program.

Faculty Supervisor: Dannielle Lambert, Upward Bound Academic Skills Coordinator

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

Principal's Signature: Valerie Orr Date: \_\_\_\_\_

Approved \_\_\_\_\_ Denied

Assistant Superintendent's Signature: [Signature] Date: 6/18/14

Approved \_\_\_\_\_ Denied

# 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:

Our 2014 Cultural Enrichment Year-End trip is to New York City, with New Jersey being our lodging city. This trip, as it is stipulated by our grant, is for students who have shown commitment to the Upward Bound program and exhibit outstanding participation and/or improvement throughout both the school year and summer program. The eligible students that are asked to participate in this trip will be exposed to many new, exciting, and enriching experiences.

School(s): Monroe High School

Chaperones:

Anthony Quinn, Upward Bound Director	Brandi Quinn, Spouse of UB Director
Charles Friedline, AHS Upward Bound Staff	Dannielle Lambert, MHS Upward Bound Staff
Beth Lekity, Upward Bound Admin. Assistant	Christopher Pauli, Upward Bound Summer Tutor
Trent Ziemkiewicz, Upward Bound Summer Tutor	Vanessa Gardner, Upward Bound Tutor
Matt Furtney, NCE Principal	Ellen Furtney, Spouse of NCE Principal

Method of Transportation: Motor coach - Trinity Transportation, Wyandotte, MI

Date of Departure:   08  /  03  /  2014        Time of Departure: 6:00AM

If overnight, number of nights:   4  

Date of Return:   08  /  07  /  2014        Time of Return: 2:00AM

Number of Students Participating:   65  

Number of Staff Supervising:   10  

Number of Other Adults Assisting:   1  

Number of School Days Student will be Attending Trip:   0

## **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.

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

Expose students to history of places we are visiting, like the Apollo Theater, Statue of Liberty, and Grant's Tomb. The tutors and staff will also have the students create a presentation on the highlights and history of NYC.

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

We will contribute to the recent "college culture" adopted by MHS by visiting several colleges/universities while we are in NYC and NJ. We will also receive guided, detailed tours through various historical places, such as 9/11 Museum and the Apollo Theater, that will give our students insight into the historical significance of NYC.

Follow-up classroom lessons:

The Academic Skills Coordinator will have the students write an approximate 2-page "Reflections" paper highlighting what they learned and what they liked about the trip.

- X Contract(s) with agent(s) making travel/accommodation arrangements
- X Detailed Itinerary
- X Funding sources (LISTED IN ABBREVIATED CHECK LIST & LETTER TO BOARD)
- X Chaperones
- N/A Arrangements made for students with financial hardship - all trip-related costs covered
- N/A If private vehicle(s) used, Form EEAE-F-3 (Board Policy Manual) attached.

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

Cost Per Child: \_\_\_\$808.00\_\_\_

Cost Per Chaperone: \_\_\_\$808.00\_\_\_

Monroe Public Schools Funds Being Used to Pay for:

Students: Yes

No X

Chaperones: Yes

No X

ALL FUNDS PROVIDED  
BY THE DEPARTMENT OF  
EDUCATION VIA THE  
UPWARD BOUND/TRIO  
PROGRAMS GRANT

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

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

EXPLANATION AND DATES:

Departure Date/Day Sunday, August 1, 2014 Return Date/Day Thursday, August 7, 2014 (early AM)

A group of students and adult chaperones are planning a trip to: City New York City & New Jersey  
State NY & NJ Country US (daily itinerary must be attached).

The purpose of this trip is 2014 Upward Bound Cultural Enrichment Trip and the group sponsoring the trip is  
Monroe County Community College – Upward Bound

This form serves as the district's official notification for the parents of students involved and, by signing, acknowledges the fact that the student's parents approve of their child taking said trip. This form must be signed and returned before any student will be allowed to travel with the group.

Please fill in the information requested below as thoroughly and completely as possible.

GENERAL INFORMATION:

Student's Name \_\_\_\_\_ Grade \_\_\_\_\_ D.O.B. \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Parent/Guardian Name(s) \_\_\_\_\_ Emergency Phone \_\_\_\_\_

MEDICAL INFORMATION

Family Doctor \_\_\_\_\_ Phone \_\_\_\_\_

Last Tetanus Shot \_\_\_\_\_ Allergies (if any) \_\_\_\_\_

Current medication (if any) \_\_\_\_\_ Recent illness or surgeries (within past six months) \_\_\_\_\_

Other pertinent information \_\_\_\_\_

Your child will be in the care of (staff member name) Anthony Quinn, Dannielle Lambert, UB staff

S/he has your permission to seek emergency medical care for your child as needed.

INSURANCE INFORMATION:

Insurance Company \_\_\_\_\_ Contract No. \_\_\_\_\_

Name of Policy holder \_\_\_\_\_ Policy Number \_\_\_\_\_

MEDICAL ACKNOWLEDGMENT:

I/we hereby give consent for emergency medical treatment and/or admission, as necessary, to any hospital for my/our child.

SIGNATURES:

\_\_\_\_\_

(Parent(s)/Guardian(s))

Signed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_

6/12/14

**MONROE COUNTY COMMUNITY COLLEGE UPWARD BOUND STUDENT GROUP, MONROE, MI  
TRIP TO MONTCLAIR, NJ / NEW YORK CITY / HYDE PARK, NY – August 3 – 7, 2014  
TRIP #15-03033**

Sunday, August 3, 2014

5:00 AM: Two 56 passenger motorcoaches (maximum seats available to group are 111) arrive at Monroe County Community College, 1555 S. Raisinville Road, Monroe, MI 48161 (734-242-7300). Pick up will be in the front of the Audrey Warrick Administration Building (A Building), Parking Lot 4 for loading. **On departure, please call our 24-hour (1-800-654-4560 then “0”) service to let us know your departure time.**

6:00 AM: Depart from Monroe County Community College on first class, air-conditioned, DVD equipped MOTORCOACHES provided by TRINITY COACH (734-284-9229 / 734-282-2222). *{10 hours have been allotted for the drive; plus 2 hours for rest stops/lunch (\$10.00 CASH RETURN) on your own enroute, plus 1.5 hours for campus stop}*

Enroute make a brief detour to stop in Montclair, NJ on your own for a Self-Guided Visit of **Montclair State University**, 1 Normal Avenue, Montclair, New Jersey 07043.

**Two hours from arrival, please call your tour manager or our 24-hour (1-800-654-4560 then “0”) service to tell your arrival time.**

7:30 PM: Arrive in New Jersey; meet your TOUR MANAGER at the CROWNE PLAZA, 401 South Van Brunt Street, Englewood, NJ 07631 (201-871-2020) and check-in.

8:00 PM: Enjoy a PIZZA PARTY upon arrival

PRIVATE NIGHT TIME HOTEL SECURITY

Monday, August 4, 2014

7:00 AM: BUFFET BREAKFAST at the hotel

8:00 AM: Depart for the Tomb

9:00 AM: Arrive at **Grant's Tomb**, West 122nd Street and Riverside Drive, New York, NY 10027 – The final resting place of President Ulysses S. Grant and his wife, Julia, and houses exhibitions pertaining to his life as a U.S. General and President. Walk to Columbia University for a self-guided tour through campus. Continue on a walking tour of Upper Manhattan, Morningside Heights Park, and Cathedral of St. John the Divine (view the outside), and, time permitting, Riverside Church.

10:45 AM: End by arriving at the famous APOLLO THEATRE, 253 W. 125<sup>th</sup> Street, New York, NY 10027 (212-531-5300) for a GUIDED TOUR – Where the careers of so many famous performers were launched. *(Tour begins at 11:00 AM – group must arrive at least 10 minutes prior to scheduled tour time.)*

12:00 PM: Depart for lunch

*Optional travel insurance is available.*

*For more information see our website [www.tours-eti.com](http://www.tours-eti.com) and click on “Travel Insured”.*

6/12/14

- 12:15 PM: Arrive for LUNCH at SYLVIA'S, 328 Lenox Avenue, New York, NY 10027 (212-996-0660) - The "Queen of Soul Food" the restaurant is internationally known for its Southern hospitality and traditional Soul Food.
- 1:45 PM: After lunch continue your touring by visiting **Central Park** – Explore some of the wooded and landscaped grounds. Also see **Strawberry Fields** – In Central Park, across the street from the famous Dakota House, where legendary Beatle John Lennon once lived.
- If time permits, perhaps walk through the nearby **Fordham at Lincoln Center Campus**, 113 West 60th Street, New York, NY 10023 (212-636-6000).
- 3:30 PM: Depart for Top of the Rock
- 4:00 PM: Arrive at the TOP OF THE ROCK, 30 Rockefeller Plaza, New York, NY 10112 (212-698-2000) – An experience in history and scenery that culminates with the best views of New York City from the three-tiered **Observation Deck** at the summit of 30 Rockefeller Plaza.
- 6:00 PM: Depart for the cruise
- 6:30 PM: Arrive at Chelsea Pier and board your SPIRIT OF NEW YORK DJ DINNER CRUISE, Chelsea Piers, Pier 61, New York, New York 10011(866-433-9283) – New York's breathtaking skyline and harbor form a dazzling backdrop for an evening of festive dining and dancing.
- 10:00 PM: Depart for the hotel

PRIVATE NIGHT TIME HOTEL SECURITY

Tuesday, August 5, 2014

- 7:00 AM: BUFFET BREAKFAST at the hotel
- 8:00 AM: Depart for the Museum
- 9:00 AM: Arrive at the 9/11 MEMORIAL MUSEUM, Greenwich Street, New York, NY 10281 (212-312-8800) - This memorial museum tells the individual of the 2,977 people killed in the 9/11 terrorist attacks at the World Trade Center, the Pentagon, and on Flight 93, as well as the six people who perished in the February 26, 1993 World Trade Center bombing. The historical exhibition presents the story of those attacks and particularly, the events as they unfolded on and after 9/11.

Also visit the **9/11 Memorial**- Experience a moving tribute of remembrance and honor to the victims of 9/11 in this beautiful open air plaza.

*Optional travel insurance is available.*

*For more information see our website [www.tours-eti.com](http://www.tours-eti.com) and click on "Travel Insured".*

6/12/14

- 11:30 AM: Meet near the memorial for your WALKING TOUR/ STEP-ON, provided by LEVY'S UNIQUE NEW YORK (718-287-6177), of Lower Manhattan and Manhattan including the Financial District, Chinatown, Little Italy, Brooklyn Bridge and Midtown sites including Trump Tower, Grand Central Station, St. Patrick's Cathedral and 5<sup>th</sup> Ave. *(This tour will be conducted on foot and on board the motorcoaches.)*
- Enjoy a BOXED LUNCH during your tour.
- 3:30 PM: End your tour in **Times Square** – The heart of the Theater District where New Yorkers celebrate New Year's Eve. View the skyscrapers and glittering marquees.
- 4:30 PM: Meet for DINNER at DALLAS BBQ, 241 West 42<sup>nd</sup> Street, New York, NY 11036 (212-221-9000).
- 6:00 PM: Depart for the theater
- 6:30 PM: Arrive at the theater
- 7:00 PM: Enjoy a BROADWAY SHOW (subject to 2015 schedule)
- 10:00 PM: After the show, depart for the hotel

PRIVATE NIGHT TIME HOTEL SECURITY

Wednesday, August 6, 2014

- 7:00 AM: BUFFET BREAKFAST at the hotel and check-out
- 8:00 AM: Tour manager sends off group. Depart for Hyde Park, NY
- 10:30 AM: Arrive at the FRANKLIN D. ROOSEVELT PRESIDENTIAL LIBRARY AND MUSEUM, 4079 Albany Post Road, Hyde Park, NY 12538 (800-337-8474) - Visit America's first presidential library -- and the only one used by a sitting president. It was conceived and built under President Roosevelt's direction and opened to the public in 1941.  
Group 1: 10:30 AM Film (30 minutes); 11:00 AM Library & Museum  
Group 2: 10:30 AM Library & Museum; 12:00 PM Film (30 minutes)
- 12:30 PM: After the visit, depart for home. *{10.5 hours have been allotted for the drive; plus 3 hours for rest stops/lunch (\$10.00 CASH RETURN) and dinner (\$10.00 CASH RETURN) on your own enroute}*

*Optional travel insurance is available.*

*For more information see our website [www.tours-eti.com](http://www.tours-eti.com) and click on "Travel Insured".*



6/12/14

Thursday, August 7, 2014

Two hours away from home, please call our 24-hour (1-800-654-4560 then "0") service; give the name of your school and expected arrival time. Your telephone tree captain can call in and be advised of that arrival time.

2:00 AM: Arrive at Monroe County Community College

**IN CASE OF EMERGENCY OR TO LEAVE A MESSAGE, PLEASE CALL 1-800-654-4560. PLEASE LEAVE ALL PERTINENT INFORMATION INCLUDING NAMES AND PHONE NUMBERS**

*Optional travel insurance is available.*

*For more information see our website [www.tours-eti.com](http://www.tours-eti.com) and click on "Travel Insured".*

6/12/14

**TRIP FEATURES**  
**MONROE COMMUNITY COLLEGE UPWARD BOUND STUDENT GROUP**  
**TRIP TO MONTCLAIR, NJ / NEW YORK CITY / HYDE PARK, NY – August 3 – 7, 2014**  
**TRIP #15-03033**

**THE TOUR INCLUDES**

- \* Round trip transportation aboard first class, air-conditioned, DVD equipped motorcoaches
- \* First-class accommodations for three nights in the New Jersey area
- \* Three breakfasts, one lunch, one boxed lunch, three cash returns, and three dinners
- \* Grant's Tomb / Apollo Theatre Tour / Central Park
- \* Top of the Rock / Spirit Dinner Cruise
- \* 9/11 Museum and Memorial / Walking/Step on Guided Tour
- \* Broadway Show / Franklin D. Roosevelt Presidential Library and Museum
- \* Private nighttime hotel security
- \* All trip planning and arrangements
- \* \$3,000,000 Liability Insurance
- \* SYTA Consumer Protection Plan Coverage
- \* Optional travel insurance is available and follows Educational Tours, Inc's cancellation policy.
- \* Member of the Student Youth Travel Association
- \* Services of our company tour manager for your entire stay in the New York/New Jersey area
- \* All gratuities and fuel surcharges
- \* Based on tariffs in effect 5/1/14 and subject to availability at time of booking
- \* Health and accident insurance coverage, including medical evacuation, up to \$2,500 per person included for all participants
- \* 1-800-654-4560 Emergency service, answered 24 hours, provided for your peace of mind, while the trip is in progress

*Optional travel insurance is available.*

*For more information see our website [www.tours-eti.com](http://www.tours-eti.com) and click on "Travel Insured".*



## TRAVEL AGREEMENT

June 9, 2014

### MONROE COMMUNITY COLLEGE UPWARD BOUND STUDENT GROUP, MONROE, MI TRIP TO MONTCLAIR, NJ / NEW YORK CITY / HYDE PARK, NY – August 3-7, 2014 TRIP #15-03033

**COST: \$808.00 Per Person**

Trip cost is based on **75** participants.

All students to be housed in **quad** rooms with overflow in a triple or double room. Up to **ten** Adults will be housed in single rooms.

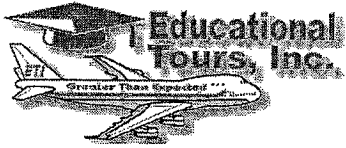
Additional requested triple rooms will be charged **\$851.00** per person, additional requested double rooms will be charged **\$937.00** per person and additional requested single rooms will be charged **\$1,194.00**.

No complimentary participants are included in the cost of the trip.

The maximum seats available are **110**. Your final invoice will reflect a charge of **\$177.00** for each person under **75**, or a credit of **\$177.00** for each person over **75** to cover the fixed cost of motorcoaches (based on **two 55-passenger** coaches). *If numbers increase or decrease, affecting the number of motorcoaches, your Travel Agreement will be revised to reflect the change and probable price adjustment.*

#### **THE TOUR INCLUDES:**

- \* Round trip transportation aboard first class, air-conditioned, DVD equipped motorcoaches
- \* First-class accommodations for three nights in the New Jersey area
- \* Three breakfasts, one lunch, one boxed lunch, three cash returns, and three dinners
- \* Grant's Tomb / Apollo Theatre Tour / Central Park
- \* Top of the Rock / Spirit Dinner Cruise
- \* 9/11 Museum and Memorial / Walking/Step on Guided Tour
- \* Broadway Show (**\$100.00 allotted**) / Franklin D. Roosevelt Presidential Library and Museum
- \* Private nighttime hotel security
- \* All trip planning and arrangements
- \* \$3,000,000 Liability Insurance
- \* SYTA Consumer Protection Plan Coverage
- \* Optional travel insurance is available and follows Educational Tours, Inc's cancellation policy.
- \* Member of the Student Youth Travel Association
- \* Services of our company tour manager for your entire stay in the New York/New Jersey area
- \* All gratuities and fuel surcharges
- \* Based on tariffs in effect 5/1/14 and subject to availability at time of booking
- \* Health and accident insurance coverage, including medical evacuation, up to \$2,500 per person included for all participants
- \* 1-800-654-4560 Emergency service, answered 24 hours, provided for your peace of mind, while the trip is in progress



TRAVEL AGREEMENT

June 9, 2014

MONROE COMMUNITY COLLEGE UPWARD BOUND STUDENT GROUP, MONROE, MI
TRIP TO MONTCLAIR, NJ / NEW YORK CITY / HYDE PARK, NY - August 3-7, 2014
TRIP #15-03033

DIRECTOR: Anthony Quinn Expected Board Approval Date: June 24, 2014
CONTACT: Beth Lekity
ADDRESS: 1555 South Raisinville Road, Monroe, MI 48161 SCHOOL FAX:
SCHOOL PHONE: (734) 869-7199 (M&T) / (734) 265-3469 (W&Th) CELL PHONE:
HOME PHONE:
E-MAIL ADDRESS: Lekity@monroe.k12.mi.us / BLekity@monroeccc.edu
Finance/ Booster: Address/Email: Phone:

PAYMENT SCHEDULE

Table with 2 columns: DUE DATE, AMOUNT. Includes 1st PAYMENT (\$30,000.00) and FINAL PAYMENT (\$30,600.00) with room list due dates.

BALANCE DUE - to be adjusted on numbers submitted on rooming list no later than 32 days prior to departure. If participant numbers fluctuate by 15% or more, a price revision might be required.

FINAL PAYMENT must be made 34 days prior to departure. Late payments or late rooming lists may result in an increase in cost. All balances must be paid in full prior to departure.

TRIP INSURANCE - By signing below, the group leader acknowledges that it is their responsibility to distribute all Trip Insurance information to all participants. If they chose not to distribute this documentation, they also acknowledge that they understand our cancellation policy and will adhere to its restrictions.

CANCELLATION / REFUND POLICY / PENALTIES - Cancellations made prior to 50 days are fully refundable LESS non-refundable deposits or payments made prior to cancellation deadlines. Any cancellations made within 50 to 16 days of departure must be paid in full as ETI must prepay all trip costs. If you are entitled to a refund of recoupable expenses, you may request this after the group has traveled. The refund will be processed after the trip has been audited at the end of our travel season. CANCELLATIONS 15 DAYS OR FEWER FORFEITS ALL MONIES PAID TO ETI. THIS AGREEMENT IS VALID IF SIGNED BEFORE MAY 30 2014.

Dismissal - We reserve the right to refuse to retain any participant on the tour. No refund will be issued to any member who is dismissed. Expenses incurred by the individual after dismissal are the responsibility of that individual only and not the sponsoring organization or Educational Tours, Inc. (The undersigned agrees that students are aware that normal "School Rules" are in effect while on tour.)

Responsibility & Liability - Educational Tours, Inc. and participating tour operators operate the land tours as agents of hotels and sightseeing contractors and are not liable for any act, delay, omission, injury, loss or damage or non-performance occurring in connection with these land arrangements. IATA carriers and other transportation companies whose services are featured in these tours are not to be held responsible for any omission or event during the time passengers are not on board their conveyance. The passage contract in use by these companies shall constitute the sole contract between the companies and the purchaser of these tours.

I the undersigned understand and fully accept the terms and conditions above and Educational Tours, Inc. realizes this agreement is subject to Administrative or Board approval.

AUTHORIZED SIGNATURE: TITLE: DATE:

TRAVEL CONSULTANT, EDUCATIONAL TOURS, INC.: Tracey Schenk DATE: 5-29-14



# CROWNE PLAZA®

HOTELS & RESORTS

## Englewood

401 S. Van Brunt Street — Englewood , New Jersey 07631 — United States

Hotel Front Desk: 1-201-8712020 | Hotel Fax: 1-201-8717116

### HOTEL FACT SHEET

#### Check-In/Check-Out

- Check-In Time: 3:00 PM
- Check-Out Time: 12:00 PM
- Minimum check-in age: 21
- Late checkout available

#### Location:

- Location: Suburban
- Closest City: ENGLEWOOD
- Distance From Hotel: 2.0MI
- Local time zone: GMT-04:00

#### Pet Policy

Service animals allowed  
Contact hotel for details

#### Languages spoken by staff

Arabic, English, Spanish, French, Polish, Swahili

#### Internet Options

##### Standard Internet Service

- Standard Internet service is free for all guests
- Wireless Internet available in Standard Rooms, Executive Rooms, Suites, Business Center, Public Areas
- Wired Internet available in Standard Rooms, Executive Rooms, Suites, Business Center, Public Areas

#### Dining

- Room Service 6:00 AM - 10:00 PM

#### Driving Directions

Nj Turnpike North To Exit 70a Leonia. Follow Off Ramp To 3rd Traffic Light, Make Left Onto Grand Ave, And Take For 1 Mile To Rt.4 West. Take Rt. 4 West To 2nd Exit, Van Brunt Street, Hotel On Right Side.

#### Parking

- Number of parking spaces: 0
- Parking is available for registered guests only, parking is complimentary including bus parking, and all buses must park in the back parking lot. Please do not park at the entrance.

#### Facility

- Hotel renovated in 2014
- 9 Floor(s)
- 194 Guest Room(s)
- 83 Single-Bedded Room(s)
- 110 Double-Bedded Room(s)
- 194 Non-Smoking Room(s)

#### Accessibility

- Service animals allowed

#### Credit cards

- American Express
- Carte Blanche
- Diners Club
- Discover
- Master Card
- Visa

#### What's Nearby

- Flat Rock Brook Nature Center
- Secaucus Outlet shopping
- Overpeck County Park
- USTA National Tennis Center, Flushing, NY

## Chaperone List

**MONROE COMMUNITY COLLEGE UPWARD BOUND  
TRIP TO MONTCLAIR, NJ / NEW YORK CITY / HYDE PARK, NY  
August 3 – 7, 2014**

**Confirmed Chaperones:**

1. Anthony Quinn, Upward Bound Director (MCCC Employee, background check on file at MPS)
2. Brandi Quinn, Spouse of Mr. Quinn (iCHAT completed by MPS on 6/11 )
3. Dannielle Lambert, Monroe High School Upward Bound Academic Skills Coordinator (MCCC employee, MPS background check on file)
4. Charles Friedline, Airport High School Upward Bound Academic Skills Coordinator (MCCC/ACS employee)
5. Beth Lekity, Upward Bound Programs Administrative Assistant (MCCC employee, MPS background check on file)
6. Vanessa Gardener, Airport High School Upward Bound Tutor (MCCC employee, checked through ACS systems)
7. Trent Ziemkiewicz, Monroe High School Upward Bound Tutor (MCCC employee, MPS background check on file)
8. Christopher Pauli, Upward Bound Summer Tutor (MCCC employee, iCHAT completed by MPS on 6/11)
9. Matt Furtney, Niedermeier Center for Education Principal (ACS employee)
10. Ellen Furtney, Spouse of NCE Principal (Matt Furtney, checked through ACS systems)

**Back-up: (in the event of sickness or emergency of any of the above)**

1. Aaron Kipfmiller, Upward Bound Summer Tutor (MCCC employee, iCHAT completed by MPS on 6/13)

**MONROE HIGH SCHOOL  
JV AND VARSITY WRESTLING CAMP**

**BACKGROUND**

Monroe High School Athletic Director, John Ray, would like to petition the board of education for approval for the JV and Varsity wrestling students to attend the Central Michigan University wrestling camp. This camp will take place on CMU’s campus from Sunday, July 6, to Wednesday, July 9, 2014. Each student is responsible for their own transportation. The group will meet at the Monroe County Health Department in order to caravan. The cost per student is \$340.00 and the Monroe High School Wrestling Club will absorb the cost of each student.

**ENCLOSURES**

The complete packet will be housed in the office of the Assistant Superintendent of Elementary Education, Instruction and Human Resources.

**RECOMMENDATION**

Move to approve the Monroe High School Wrestling Team Camp at Central Michigan University in Mt. Pleasant, 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  
Field Trip Information Form

Overnight

Date of Trip: JULY 6 - 9, 2014  
Grade/Team/Organization Making Request: MONROE VARSITY & JUNIOR VARSITY WRESTLING  
Destination: CENTRAL <sup>MICHIGAN</sup> ~~ANTHE~~ UNIVERSITY  
Address: IAC 115  
City: MOUNT PLEASANT State: MI Zip: 48859  
Means of Transportation: EACH WRESTLER IS RESPONSIBLE FOR OWN  
Number of Students and Adults Involved: 13  
STUDENTS / 2 ADULTS  
Exact Loading Location: HEALTH DEPT. HERR Rd  
Estimated Time of Departure: MORNING OF JULY 6  
Estimated Time of Departure from Destination: AFTERNOON OF JULY 9  
Expected Time of Arrival: LATER THAT AFTERNOON  
Purpose of Trip: TEAM WRESTLING CAMP

Faculty Supervisor: DON MAYES, VARSITY COACH

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

Principal's Signature: Valerie Orr Date: 6-19-14

Approved  Denied

Assistant Superintendent's Signature: [Signature] Date: 6/19/14

Approved  Denied



## **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:

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

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Follow-up classroom lessons:

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- 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:

CMU - TEAM WRESTLING CAMP  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

School(s): ~~MONROE~~ MONROE

Chaperones: DON MAYES

JORDAN MAYES  
\_\_\_\_\_  
\_\_\_\_\_

Method of Transportation: PRIVATE VEHICLES

Date of Departure: 7/6/14

Time of Departure: AM

If overnight, number of nights: 3

Date of Return: 7/9/14

Time of Return: PM

Number of Students Participating: \_\_\_\_\_

Number of Staff Supervising: 1

Number of Other Adults Assisting: 1

Number of School Days Student will be Attending Trip: 0

Cost Per Child: \$340

Cost Per Chaperone: 0

Monroe Public Schools Funds Being Used to Pay for:

Students: Yes

No

Chaperones: Yes

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

# Central Michigan University

## Team Wrestling Maroon Camp 2014 July 6-9<sup>th</sup>

### Sunday July 6

<u>Evening:</u>	Registration at Indoor Athletic Complex	10:00-12:00 p.m.
	Technique Session (Indoor Track Bay)	1:00-2:00 p.m.
	Dual Meet	2:00-3:30 p.m.
	Dinner	4:00-6:00 p.m.
	Technique Session	7:00-8:00 p.m.
	Dual Meet	8:00-9:00 p.m.

### Monday July 7 -Tuesday July 8

<u>Morning:</u>	Breakfast	7:00-8:30 a.m.
	Technique Session	9:00-10:00 a.m.
	Dual Meet	10:00-11:00 a.m.
	Lunch	11:00-1:00 p.m.
	Pool Time @ SAC Pool	11:30- 12:30 p.m.
<u>Afternoon:</u>	Technique Session	1:00-2:00 p.m.
	Dual Meet	2:00-3:00 p.m.
	Dinner	4:00-6:00 p.m.
<u>Evening:</u>	Technique Session	7:00-8:00 p.m.
	Dual Meet	8:00-9:00 p.m.

### Wednesday July 9

<u>Morning:</u>	Breakfast	7:00-8:30 a.m.
	Technique Session	9:00-10:00 a.m.
	Dual Meet	10:00-11:30 a.m.
	Pool Time @ SAC Pool	11:30-12:30 p.m.
	Pizza Lunch Outside Track Bay	11:00-12:30 p.m.
<u>Afternoon:</u>	Final Dual	1:00-2:00 p.m.

Checkout: Commuters should be picked up at the Indoor Athletic Complex

\* LEAVE HEALTH DEPT July 6 @ 8 am

\* RETURN HEALTH DEPT July 9 @ 6 pm

**PURCHASE OF FOOTBALL JERSEYS**

**BACKGROUND**

John Ray is requesting approval to purchase home and away jerseys for the football team. Dr. Ray received one quote from Riddell, which is the company that sells this particular jersey, in the amount of \$8,082.95. He also solicited a quote from Team Sports for a similar jersey in the amount of \$9,250.

**ENCLOSURE**

Quotes from Riddell and Team Sports

**RECOMMENDATION**

Move to approve the purchase of football jerseys from Riddell not to exceed \$8,082.95, and reject all other quotes. Funds for this purchase will be taken from the 2014/15 Athletic 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	_____	_____	_____	_____

# Riddell.

669 Sugar Lane  
 Elyria, OH 44035  
 Ph:(800)275-5338  
 Fax:(800)275-2412

## HP Uniform Order

Type: Quote  
 Bill To: SAP - 10798

Ship To:

Ref. #:0

MONROE HIGH SCHOOL  
 MONROE PUBLIC SCHOOLS  
 P.O. BOX 733  
 MONROE, MI 48162

MONROE HIGH SCHOOL  
 ATHLETIC DEPARTMENT: JOHN RAY  
 901 HERR RD.  
 MONROE, MI 48161

Invoice Reference Line:					
Order Placed By: JOHN RAY - AD		Email: ray@monroe.k12.mi.us		Phone #: 734-735-3468	
Terms: Dating - No Discount <input type="checkbox"/> PO required before order can be shipped <input type="checkbox"/> Bill On Reconditioning <input type="checkbox"/>					
Date: After 07/01/2014					
Order Date: 05/15/2014		Req. Delivered Date: 06/30/2014		Customer PO #: Monroe Jerseys	
				Sales Rep: Brad Dickey	
Design Created On: HP Uniform Retrieval Code:		HP Uniform Website 2014-MON			
NOTE: Uniform Sizes Are Based On HP Uniform Patterns & May Not Coincide With Riddell Custom Uniform Sizes					
Use 1 Order Line Below For Each Design Set Entered On Web Site For Easier Order Verification					
	Item	Part Number	Qty.	Unit Price	Ext. Price
	Football Lite Jersey Adult	HPFBLJA	60	\$65.00	\$3,900.00
	* HOME JERSEYS				
	Football Lite Jersey Adult	HPFBLJA	60	\$65.00	\$3,900.00
	* AWAY JERSEYS				
Special Instructions			Order Total		\$7,800.00
High Performance Lite Jerseys . On special for \$65-all tackle twilled			Freight		\$282.95
			Sales Tax (if applicable)		\$0.00
			Total		\$8,082.95
Method of Payment:					
Authorized Signature:					

**John Ray**

---

**From:** Ryan Marx <RMarx@teamsportsohio.com>  
**Sent:** Wednesday, May 21, 2014 10:12 AM  
**To:** John Ray  
**Subject:** RE: Sidewalk sale dates

The white jersey would be 75.00 and the red one would be 95.00. Let me know please.

Thanks,



Ryan Marx  
Team Sports, Inc.  
800-240-6707  
419-865-3596 (f)

*Russell*

---

**From:** John Ray [<mailto:ray@monroe.k12.mi.us>]  
**Sent:** Wednesday, May 21, 2014 9:58 AM  
**To:** Ryan Marx  
**Subject:** RE: Sidewalk sale dates

Send me prices

*John F. Ray, Ph.D.*  
**Director of Athletics**  
**Monroe Public Schools**  
**734 265 3444**

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**From:** Ryan Marx [<mailto:RMarx@teamsportsohio.com>]  
**Sent:** Wednesday, May 21, 2014 9:56 AM  
**Subject:** FW: Sidewalk sale dates

Attached is a flyer advertising the warehouse sale we are having. Please call me with any questions.

Thanks,



Ryan Marx  
Team Sports, Inc.  
800-240-6707  
419-865-3596 (f)

**MASB 2014-2015 MEMBERSHIP DUES**

**BACKGROUND**

The Michigan Association of School Boards is an important resource for information and materials for school board members. There are many benefits which are available by being a member of MASB, including the annual state conference. The MASB works as an advocate for local school board governance. This year they are requesting \$7,090 based on the official pupil count from fall of 2013. (Last year’s fees: \$6,942)

**ENCLOSURE**

Michigan Association of School Boards Renewal Notice and Informational Sheet

**RECOMMENDATION**

Move to approve the 2014/15 membership dues to the Michigan Association of School Boards in the amount of \$7,090.

**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	_____	_____	_____	_____



**TRANSPORTATION TWO-WAY RADIOS**

**BACKGROUND**

See attached memo from Jerry Oley for details.

**ENCLOSURES**

Memo from Mr. Oley  
Bid from Herkimer Radio Service

**RECOMMENDATION**

Move to accept the bid from Herkimer Radio Service of Monroe, Michigan, for \$81,590.00 for the purchase of digital Transportation Two-Way Radios. Money for this purchase will come from the general 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

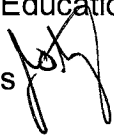
**Tim Salenbien**  
Custodial/Maintenance Supervisor

**Shelley Cormier**  
Transportation Supervisor

## Transportation

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

June 17, 2014

**To:** Monroe Public Schools Board of Education  
**From:** Jerry Oley, Director of Operations   
**Re:** Transportation Two-Way Radios

Two-way radios are a vital source of communication within Monroe Public Schools. Radio usage includes communication between dispatcher, bus drivers and the transportation office, along with communication between bus drivers and FVS garage. The current radios have limited transmission and reception. Recent FCC narrow banding mandates will require Monroe Public Schools to update all district radios to meet the new standards. We know additional FCC mandates will be forthcoming requiring additional changes to bandwidths. The transportation department currently uses Motorola analog radios which have been a reliable and cost effective communication solution to this point but our district needs have begun to exceed the capabilities of the current analog radio system.

With the urgency of radio communications regarding security and safety, it is important that we have the clearest and best transmission possible so we recommend the installation of new digital mobile radios in each of our buses, with digital base stations in the transportation department. Radio IDs would alert the transportation office which bus is calling in and allow for more efficient communication.

We have been very pleased with the performance of Motorola Radios over the years and would like to continue to purchase that brand. The approved Motorola dealer for this area is Herkimer Radio who has provided us a quote. Herkimer has given us state pricing for all radios.

As previously stated, additional FCC mandates are scheduled but no timeline is yet in effect for the implementation. These mandates would require purchase of all new radios since no current radio is compatible with these newest requirements. With no timeline for the new updates however, it seems practical to investigate alternatives that would be compatible with the scheduled changes which would also enhance our radio network capabilities.

## 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.

Replacement of Current Analog Radios with Digital Radios

Description	Quantity	Cost	Total
MTR 3000 repeater	1	\$8,000.00	\$8,000.00
USB cable PMKN4010	1	\$65.00	\$65.00
XPR4550 mobile radio (high power)	70	\$695.00	\$48,650.00
Mobile antenna (buses)	70	\$25.00	\$1,750.00
Extended service for mobiles/portables	72	\$38.00	\$2,736.00
Control station radio	2	\$951.00	\$1,902.00
Antenna station for emergency	1	\$250.00	\$250.00
FCC license application	1	\$650.00	\$650.00
FCC license modification	1	\$400.00	\$400.00
CTI turbo system	1	\$2792.00	\$2,792.00
Reprogramming of existing units	111	\$30.00	\$3,330.00
Labor, programming new units	72	\$20.00	\$1,440.00
Labor, installation of mobiles/ant	70	\$100.00	\$7,000.00
Labor, repeater set up & install	1	\$1400.00	\$1,400.00
Labor, control station set up & install	1	\$400.00	\$400.00
Labor, control station emergency	1	\$500.00	\$500.00
Labor, control station setup/install	1	\$75.00	\$75.00
Labor, installation of software	1	\$2000.00	\$2000.00
**discount promotion for XPR	70	-\$25.00	(\$1,750.00)
<b>TOTAL</b>			<b>\$81,590.00</b>

Equipment prices increase each year so the longer we wait, the higher the replacement costs will be. I recommend replacement of the current analog radio system with a digital radio system from Herkimer radio for the price of \$81,590.00

Funds for the replacement will be taken from the general fund.

JAO/my

# HERKIMER RADIO SERVICE

# QUOTE

2708 North Telegraph Rd  
 Monroe, MI 48162  
 800.242.0806 phone 734.242.3572 fax

QUOTE DATE: 17-Jun-14  
 EXP DATE: 17-Jul-14

SEND TO: Monroe Public Schools  
 c/o Jerry Oley, department director

Your Contact: Lehr Welch

Phone:  
 Fax:

lehr@herkimer.com  
 734-735-1111 cell phone

DESCRIPTION: Radio Quote	MSRP	QTY	COST	TOTAL
MTR 3000 repeater	\$ 8,210.00	1.00	8000.00	\$ 8,000.00
USB cable PMKN4010		1.00	65.00	\$ 65.00
XPR4550 mobile radios (high power)	\$ 920.00	70.00	695.00	\$ 48,650.00
mobile antenna,		70.00	25.00	\$ 1,750.00
extended service for mobiles	\$ 38.00	72.00	38.00	\$ 2,736.00
control station radio	\$ 1,389.00	2.00	951.00	\$ 1,902.00
antenna system for emergency control station	\$ 250.00	1.00	250.00	\$ 250.00
FCC license appl. for new set of frequencies		1.00	650.00	\$ 650.00
FCC license modification (current call sign)		1.00	400.00	\$ 400.00
CTI Turbo system with gateway (and 4 users)	\$ 2,792.00	1.00	2792.00	\$ 2,792.00
labor, reprogramming of existing units*		111.00	30.00	\$ 3,330.00
labor, programming (new units)		72.00	20.00	\$ 1,440.00
labor, installation of mobiles and antennas		70.00	100.00	\$ 7,000.00
labor, repeater set up and installation		1.00	1400.00	\$ 1,400.00
labor, control station set up / installation		1.00	400.00	\$ 400.00
labor, control station (emergency unit, install ant kit		1.00	500.00	\$ 500.00
labor, control station,(emergency unit, set up /installation		1.00	75.00	\$ 75.00
labor, installation of software (3rd party)		1.00	2000.00	\$ 2,000.00
promo discount		70	-25	\$ (1,750.00)
IT department from MPS, will need ot assist with networking process.				\$ -
			TAX RATE	\$ -
			<b>TOTAL</b>	<b>\$ 81,590.00</b>

\*XPR radio, reprogram, retemplate of existing unit to  
 add new transportation channel and include maintainance  
 work group to new repeater.

TAX NOT INCLUDED  
 SHIPPING NOT INCLUDED

I accept this quote: X

Terms and Conditions of Sale Accepted

Thank you for your business!

**\*\*\* PROPRIETARY, CONFIDENTIAL OR PRIVILEGED COMMUNICATION \*\*\***

This communication may contain proprietary, privileged or confidential information protected by law. It is solely for the use of the intended recipient named above. Any review, -dissemination, distribution, forwarding, or copying of this communication by someone other than the intended recipient, or the employee responsible for delivering this communication to the intended recipient, is prohibited. If you have received this communication in error, please immediately notify the sender via email, then destroy the original message.

**SCREENING, REFINISHING AND REPAIR OF GYMNASIUM FLOORS  
MONROE HIGH SCHOOL AND MONROE MIDDLE SCHOOL**

**BACKGROUND**

See attached memo from Jerry Oley for details.

**ENCLOSURES**

Memo from Mr. Oley

Bids from ALLCOURT, Inc., Absolute Hardwood Flooring Co., and Floor Care Concepts

**RECOMMENDATION**

Move to accept the low bid of \$8,840.00 from ALLCOURT, Inc. of Northville, Michigan, for the screening, refinishing and repair of the gymnasium floors at Monroe High School and Monroe Middle School, and reject all other bids. Money for this purchase will come from the General and Site Sinking Funds.

**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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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

June 9, 2014

**To:** Board of Education  
Monroe Public Schools

**From:** Jerry Oley   
Director of Operations

**Re:** Gymnasium Floors at Monroe High School & Monroe Middle School

Bids were requested from three companies for screening, refinishing and repairs of the gymnasium floors at Monroe High School, and Monroe Middle School. Three bids were received.

It is my recommendation that the lower bidder, ALLCOURT Inc, be awarded this 2014 project.

Bid Summary is as follows:

ALLCOURT Inc, Northville, MI	\$ 8,840.00
Absolute Hardwood Floor Co, Macomb, MI	\$ 16,933.00
Floor Care Concepts Wyoming, MI	\$ 18,097.50

Funds for Monroe High School will be taken from the General fund, Monroe Middle School will be taken from the Site Sinking.

If you need further information, please let me know.

JAO/my

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**Floor Care Concepts**  
Specializing in Gym Floor Refinishing

# Quotation

DATE 5/16/2014

3714 Buchanan Ave SW  
Wyoming, MI 49548  
Phone: (616)247-3855  
Fax: 616-365-5202

**Quotation For:**  
Monroe Public Schools  
Attn: Tim Salenbien  
503 Washington St. Monroe, MI

Phone: 734-265-3444 734-265-3333

Prepared by: LJL

**Comments or Special Instructions:**

SALESPERSON		P.O. NUMBER	JOB SITE	SQ. FOOTAGE	TERMS
Caleb Mason			Middle School	5,550	
QUANTITY		DESCRIPTION		AMOUNT	AMOUNT
5550	sq ft	Sand floor to bare wood and apply 2 coats of All American 30 sealer PAINT		\$ 1.05	\$ 5,827.50
1	each	Main basketball court		\$ 500.00	\$ 500.00
1	each	Main Volleyball Court		\$ 200.00	\$ 200.00
2	each	Aux Basketball - Hash Marks Only		\$ 200.00	\$ 400.00
2	each	Aux Volleyball Courts		\$ 200.00	\$ 400.00
1	each	Dotted Out of Bounds		\$ 400.00	\$ 400.00
4	sets	Agility dots		\$ 55.00	\$ 220.00
1	each	Apply 2 coats of All American 50 Gym Finish		\$ 850.00	\$ 850.00
620	sq ft	<b>REPAIR</b> Repair 620 sq ft Additional Repair Needed \$15 per sq ft.		\$15.00	\$ 9,300.00
				SUBTOTAL	\$ 18,097.50
				TAX	
				OTHER	
				<b>TOTAL</b>	<b>\$ 18,097.50</b>

Acceptance of quote: \_\_\_\_\_

If you have any questions concerning this quotation please contact us.

# Absolute Hardwood Flooring Co.

"Absolute Satisfaction"

51571 industrial dr  
 Macomb twp, MI 48042  
 Phone 586-697-6161 Fax 586-232-3780  
[www.absoluteflooringco.com](http://www.absoluteflooringco.com)

# INVOICE

DATE: JUNE 5, 2014

**TO:**  
 Tim Salenbien  
 Maintenance/Custodial Supervisor  
 Monroe Public Schools  
 Office 734-265-3330  
 Cell 734-755-8449

**JOB:**  
 Monroe Middle school

**COMMENTS:**

*Moister content is still high in some repairs, additional cost may apply to sub flooring*

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
700sf	Repair three areas using 21/4 hickory hardwood flooring to match work done by	4700.00	
5690sf	Absolute Hardwood Flooring will sand and refinish all hardwood flooring in gymnasium/recreation room. We will use 36,60,100,120 grit sanding to achieve proper refinish work, all flooring will thoroughly be vacuumed and tacked before applying new coat of MFMA approved world class court and gym finish MFMA approved.	12233.00	
5690sf	<b>complete re-sand, all new paint game lines for middle school and youth/elementary free-throw line ,three color total with volley ball court, 4 top coats finish</b> <b>Coat gym finish MFMA approved.</b>		
		<b>Subtotal</b>	16933.00
		<b>Sales Tax</b>	.00
<b>GRAND TOTAL</b>			<b>16933.00</b>

We hereby propose to furnish material and labor, complete in accordance with above specifications, for the sum *dollars & 00/100*

----- **(\$16933.00)**  
 With payment to be made as follows: **Upon completed work**

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



# ALLCOURT, INC.

43060 Steepleview  
Northville, Michigan 48168  
734-420-2885  
FAX 734-420-0193

## MONROE PUBLIC SCHOOLS

ATTN: Tim Salenbien

Monroe, Michigan

C/o GYMNASIUM FLOOR SCREENING & REFINISHING

### QUOTE \*\*\*\*

- a. **\*\* ALL COURT INC. IS A MEMBER OF THE MFMA (MAPLE FLOORING MANUFACTURE ASSOCIATION.**
- b. **Complete screening of the gymnasium floor using 3M 120 grit sanding screens. The gymnasium floor will be completely vacuumed and cleaned using SOLVENT CLEANER.**
- c. **2 coats of MFMA BONI KEMI OIL FINISH will be applied to all the gymnasium floors. This product is used on many NBA PROFESSIONAL COURT FLOORS.**
- d. **All pricing includes all labor and materials complete.**
- e. **All work will be done within the time frame given. 2 work days are need and please allow at least 72 for drying and curing.**
- f. **Thank you for the opportunity to be able to give you our pricing.**

**TOTAL – \$3000.00 (Main HS GYM) \$1150.00 (AUX HS GYM) \*\*\*SAME PRICING AS 2013 & 2012 NO INCREASE**

Bob Rzepecki

734-420-2885

Rzepecki@comcast.net

www.allcourtfloors.com

# ALLCOURT, INC.

43060 Steepleview  
Northville, Michigan 48168  
734-420-2885  
FAX 734-420-0193

**MONROE PUBIC SCHOOLS**  
**ATTN: Tim Salenbien (Director)**  
**Monroe, Michigan**  
**C/o GYMNASIUM FLOOR PROJECT**

**QUOTE \*\*\*\***

- a. **\*\* ALL COURT INC. HAS BEEN A MEMBER FOR 20 YEAR WITH THE MFMA (MAPLE FLOORING MANUFACTURE ASSOCIATION \*\***
- b. **Complete sanding of the gymnasium using the MFMA 3-step SANDING PROCEDURE. The gymnasium floor will be completely vacuumed (using a heavy duty commercial vacuum) and cleaned with SOLVENT CLEANER prior to the seal coat being applied.**
- c. **2 COATS OF MFMA OIL SEAL will be applied. The gymnasium floor will be completely vacuumed and cleaned prior to game lining.**
- d. **The gym floor will be screened and completely vacuumed and cleaned prior to game lining the gymnasium.**
- e. **All game lines will be painted using BONI KEMI MFMA approved game line paint. Includes any existing graphics. Owner will chose colors per game line guidelines.**

- f. **2 COATS OF MFMA OIL FINISH** will be applied. 24 hours between coats. **Boni Kemi All Court Finish** is what we like to use and this finish is used on many **NBA PROFESSIONAL COURTS.**
- h. All work will be done within the time frame given.
- i. Pricing includes all labor and materials complete.
- i. Thank you for the opportunity to be able to give you our pricing.
- j. **ALL WORK WILL BE DONE PER PLANS AND SPECIFICATIONS.**

**TOTAL QUOTE - \$8840.00 COMPLETE**

**Bob Rzepecki**

**734-420-2885**

**313-550-0291 (cell)**

**Rzepecki@comcast.net**

**www.allcourtfloors.com**

**2008, 2009, 2010 & 2011 & 2012, 2013 ACTION FLOOR  
CONTRACTOR OF THE YEAR!!!**

**RAISINVILLE ELEMENTARY SIGN**

**BACKGROUND**

The Raisinville sign is very old and is being supported by two A-frame support beams. Essentially, it is rotting and falling apart. We have received feedback that it is an eyesore as people drive by the school and is not reflective of the positive image that we intend for our community.

Raisinville Principal Cyr is requesting permission to purchase a new digital sign for the 2014-2015 school year. Similar to the sign at MHS, there would be a wireless radio connection and a designated computer for staff to input regular messages for the community.

The purchase cost for this endeavor will be paid for using three accounts: Raisinville PTO for \$2,000.00, Raisinville Pop Account for \$3,000.00 and MPS General Fund for \$8,000.00.

**ENCLOSURES**

Three bids are enclosed. These bids include the sign and installation.

Bid 1: Daktronic/Hardy & Sons Sign Service, Inc.	\$13,000.00
Bid 2: Stewart Signs/City Sign Erectors	\$16,930.00
Bid 3: Golden Rule Signs/City Sign Erectors	\$19,171.26

**RECOMMENDATION**

Move to accept the low bid of \$13,000.00 from Daktronic/Hardy & Sons Sign Service, Inc. for an electronic sign to be installed at Raisinville Elementary School. Funds for this purchase will come from the Raisinville PTO, the Raisinville Pop Account and the General 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	_____	_____	_____	_____

Phone  
(586) 779-8018

**HARDY & SONS**

David M. Hardy  
Carolyn J. Hardy

Fax  
(586) 779-8043

hardysigns@yahoo.com

**SIGN SERVICE, INC.**

ELECTRIC SIGN MAINTENANCE  
BONDED SIGN ERECTOR...

22340 Harper  
St. Clair Shores,  
Michigan 48080

May 15, 2014

Bid # 1770  
Monroe Schools  
Raisinville Elementary School

We are pleased to submit the following bid:

Supply Daktronic red message display AF-3500-32x80-20-R-2V  
(see attached description)

Manufacture 2'x5'9" back lighted ID sign as per approved  
drawing

Dig footings and cement in poles.

Install message display and ID sign.

Manufacture and install non lit removable pole skirt.

No permits.

No electrical hook-up

Bid price \$13,000.00

Sincerely,

*David Hardy*  
David Hardy

\*A purchase order is required for this job.

Phone  
(586) 779-8018

# HARDY & SONS

David M. Hardy  
Carolyn J. Hardy

Fax  
(586) 779-8043

## SIGN SERVICE, INC.

ELECTRIC SIGN MAINTENANCE

22340 Harper  
St. Clair Shores,  
Michigan 48080

Reference: raisinville elementary

Ship date shall be established at time  
of order acceptance

Model	Description	Qty
AF-3500-32x80-20-R-2V	Galaxy® 20mm Monochrome Outdoor LED Matrix Display 3500 Series; Standard Cabinet Separation Up To 18ft	1
	<p><i>Line Spacing:</i> 20mm  <i>Matrix:</i> 32 lines by 80 columns  <i>LED Color:</i> RED-4096 Shades  <i>Display Configuration:</i> 2V - two one sided displays - same content  <i>Cabinet Design:</i> Single Section per face  <i>Paint:</i> Semi-Black All Around  <i>Active Area:</i> 2' 1" H X 5' 2" W (Approx. Dimensions)  <i>Cabinet Dimensions:</i> 2' 9" H X 5' 9" W X 0' 8" D (Approx. Dimensions)  <i>Max Power:</i> 250 watts/display</p> <p><i>Ventilation:</i> Front  <i>Service Access:</i> Front Only  <i>Signal Connections:</i> Quick Connects External to Display  <i>Frames per Second:</i> 30  <i>Dimming:</i> Automatic, Scheduled, or Manual  <i>Readable Viewing Angle:</i> 120 degrees horizontal x 50 degrees vertical  <i>Optimal Viewing Angle:</i> 90 degrees Horizontal x 40 degrees Vertical  <i>Weight:</i> Unpackaged 130 lbs per display; Packaged 225 lbs per display  <i>Compliance Info:</i> UL,cUL,CE,UL-Energy Verified,FCC</p>	
Galaxy® AF-35XX Outdoor Wireless Ethernet Bridge Communication Kit	Communication Method: Wireless Ethernet Bridge Radio Set Includes: 1 Server (Sending) and 1 Client (Receiving). *Wireless communication devices may be affected by site specific conditions. Daktronics makes no guarantees that the communication device is suitable for every location.	1
Galaxy®/GalaxyPro® External Temperature Sensor	External Temperature Sensor with 25 ft. Quick Connect Cable	1
Venus® 1500 v4 Software	Venus® 1500 v4 License Code Compatible with Windows® XP, Windows® Vista™, Windows® 7 or Windows® 8	2
<b>FREIGHT</b>	Shipping to MI	1
<b>Services</b>		
G5G5 - Product Assurance	Five (5) Year Product Assurance	1



**RAISINVILLE ELEMENTARY SCHOOL**

2300 N RAISINVILLE RD  
MONROE, MI 48162-9600

Attn: Mary Ann Cyr  
734-265-4800

**Consultant:**

Rob Smith, x284  
rjssmith@stewartsigns.com  
Direct Fax: (888) 403-4090

Customer ID: 1681717  
Quote #: 787090 / 3  
Quoted: 5/12/2014

DESCRIPTION	
4'x 6' Double Sided TekStar 24x80 Monochrome Red LED Display with 12" Deep, Hinged, Extruded Aluminum Cabinet and Thermoformed Makrolon SL Faces Decorated on Inside Surface with 3M Vinyl Graphics.	
Face / Cabinet Details	Structural Details
Double Sided TekStar Monochrome Red with 20mm 24x80 matrix Header Area Decorated with Internal Photo-Real Graphics	Mount Style: Dual Leg Mount Cowling (Creates Pedestal Appearance) Mount Size: Leg Height: 3 Ft 6 In Leg Width: 2 Ft 8 In Overall Sign Height: 7 Ft 6 In Minimum Wind Load Rating: 120mph, Exposure B
Electrical Information	Miscellaneous Items
Horizontal Lamp Illumination with Electronic Ballast(s) One 20 Amp Circuit, 120 Volts; Max Draw: 5.4 Amps LED Communication Method: Short-range Wireless; connectivity requires line-of-sight between sign antenna and wireless device antenna mounted on building by customer. Maximum distance of 1,500 feet* between antennas.	Logo Master Freight Included
<b>*** Review Custom Artwork for Text, Graphic and Layout Details ***</b>	
I.D. Cabinet: Bristol Blue	Mount: Bristol Blue
	Draft: White

<b>Investment:</b>	<b>\$11,825.00</b>
<p>Unless otherwise noted in Special Instructions, these prices are valid for 60 days.</p> <p>Freight, storage, other freight services and applicable sales tax will be added to your invoice.</p> <p>Organizations exempt from sales tax must include exempt certificate with order.</p>	
<p><b>Shipping Terms: F.O.B. Origin</b></p> <p><b>Payment Terms: 50% Down, Balance due 10 days after shipment</b></p>	

Customer's Authorized Signature

5/12/2014

Print Name

Date

Rob Smith, Regional Territory Manager -  
School Division  
(800) 237-3928, x284

Date



CITYSIGNERECTORS.COM  
 PH: 616.791.0016 F: 616.791.1011  
 2824 3 Mile Rd. NW Grand Rapids, MI 49534

# QUOTE

DATE: 06.17.2014  
 Project #: 12092

CLIENT: RAISINVILLE ELEMENTARY  
 (VIA STEWART SIGN)  
 2300 N. RAISINVILLE RD  
 MONROE MI 48162

INSTALL:  
 RAISINVILLE ELEMENTARY  
 (VIA STEWART SIGN)  
 2300 N. RAISINVILLE RD  
 MONROE MI 48162

SITE REP: GEOFF MOMBER

QUANTITY	DESCRIPTION	ITEM PRICE	AMOUNT
1.00	Installation of new TekStar sign. Work will need to be performed in 2 Phases: Phase 1 - excavate new footer site, pour footer, install threaded rod. Phase 2 - install new sign, connect existing electrical.	4,850.00	4,850.00
3.00	Staff time for permitting (if necessary)	85.00	255.00
1.00	Permits -(if necessary) passed thru at direct cost from issuing municipality, no mark up.		
<b>SALES TAX:</b>			<b>\$ 0.00</b>
<b>TOTAL:</b>			<b>\$ 5,105.00</b>

**ACKNOWLEDGMENT PERMITS AND REGULATIONS:** Permits are procured at cost. Client agrees if staff time to procure permits is not specifically quoted and included with this quote it shall then be billed on a time and material including transportation cost at standard rate basis as required to procure permits. Copy of permits and payments are available at any time through request. Additional regulations may apply to your project, City Sign Erectors does not assume legal liability for regulatory action, or other changes in legal or zoning code which may change the cost of or incur the completion of your project.

**PAYMENT AND TERMS:** Payment is due NET as specified in quote or in cases when not specified NET 30 days from date of invoice. Projects may be partially or incrementally invoiced when deemed appropriate by City Sign Erectors. By agreeing to this contract I agree that past due invoices may be assessed a 1.5% monthly service charge (18% per annum). Client or Signer of

quote shall reimburse for any cost, including attorneys fees, incurred in collecting any past due sums. Signer of quote agrees that they are an authorized signer for their company, or otherwise agrees to be personally liable for sums due in the event of unpaid balances. Returned checks are subject to a \$50.00 service charge. Payment may be made with most major credit cards for an additional 2% calculated upon the pre-tax total of the quote. Payable in U.S. Dollar funds only.

**CONFIDENTIALITY:** Pricing for your specific project is confidential and may not be shared outside your relationship with City Sign Erectors. For more information, please see our Privacy Policy available at [www.citysignerectors.com](http://www.citysignerectors.com).

**CONTACT:** Please visit [www.citysignerectors.com](http://www.citysignerectors.com) or contact our offices at 1-616-791-0016 for assistance or additional information. If there are questions regarding this quote, please contact your account representative with City Sign Erectors. All quotes are valid for 30 days from issue.

**CONDITIONS:** This quote does not contain pricing information regarding unknown site conditions including electrical, soil conditions, or otherwise circumstances not specifically detailed in the quote above. Provisions in this quote do not account for unforeseen delays beyond the control of City Sign Erectors including contracting schedules, weather, freight delays, labor disputes, order changes, and force majeure.

**QUOTED PRODUCTS:** Measurements, sizes, dimensions, spellings, color matches, site dimensions, addresses, and installation and placement of final products are at the direction and responsibility of the client unless City Sign Erectors has otherwise been engaged for hire to complete a site survey prior to this quotation. Approval of this quote implies client approval to relevant supplied or published drawings, plans, representations, and product specifications as depicted or indicated upon drawings. Drawings specific to your project may or may not be detailed or referenced in the above quote.

**PRODUCTION SCHEDULE:** Actual production and delivery schedules are established once quote has been returned. For projects requiring a deposit, production schedules will be established once deposit has been received.

**WARRANTY AND LIMITATIONS:** All service and materials sold by City Sign Erectors are guaranteed to be free from defective from workmanship with a one (1) year labor and materials repair or replacement warranty from City Sign Erectors. Repair or replacement is considered at the option of City Sign Erectors. Limitations: In no case will City Sign of Western Michigan Inc be liable for any lost profits, or any special, indirect, or consequential damages due to loss of use or performance of supplied products or services. Products or services that are damaged due to accident, neglect, abuse, misuse, acts of God or man-made disasters are not covered by this warranty. Manufacturers of materials installed on your site may have additional warranty policies, please check with your account representative for more information.



**CITY SIGN ERECTORS, INC.**

**CLIENT**

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
SIGNATURE DATE

\_\_\_\_\_  
PRINT NAME TITLE

\_\_\_\_\_  
PRINT NAME TITLE





Quote #

10459

Consultant: Courtney Kern  
1-800-732-9886 Ext. 4  
courtneyk@goldenrulesigns.com

401 W. Main - Ste 2100  
Louisville, KY 40202

Ms. Mary Ann Cyr  
Raisinville Elementary  
2300 North Raisinville Road  
Monroe MI 48162

**Great Signs. Great Service. Great Prices** Date: 6/9/2014

**L.E.D. Message Unit**

Color: Red Grayscale text, pictures & video.  
Pitch: 20mm / 0.8"  
Matrix: 32x112  
Dimensions: 2'-1" x 7'-4" (Tall x Wide)  
Max # of Lines: 4  
Max Letter Per Line: 19  
Configuration: Double Sided

**Electrical**  
Volts Required: 110  
Amps Required: 9  
**Accessories**  
Temperature Probe: Yes  
Brightness Sensor: Yes  
Communications: Wireless Bridge

**Sign Face, Cabinet & Structure**

Sign Face: Polycarbonate  
Cabinet Size: 2'-6" x 7'-4" (Tall x Wide)  
Pedestal Size: 4' x 3' (Tall x Wide)  
Topper: None  
**Electrical**  
Volts Required: 110  
Amps Required: 3

Your sign cabinet will be internally lit and controlled by a day/night sensor. It contains translucent faces which display digitally printed lettering/art (name of organization/mascot etc.) which will be approved prior to manufacturing.

**Additional Items**

LED Sign Wrap \$200.00

**Installation, Delivery & Warranty**

**Installation:** Anchor Bolt Kit / Install Guide  
**Delivery:** Included - LTL2  
**Warranty:** Lifetime Warranty

**Electrical Requirements**  
110V 12 amps

<b>Total:</b>	<b>\$14,066.26</b>
<b>50% Deposit:</b>	<b>\$7,033.13</b>
<b>Net 30 Balance:</b>	<b>\$7,033.13</b>

To begin the purchase process please sign and fax to 502-416-0544 or scan and e-mail to your Project Consultant.

X: \_\_\_\_\_ Date: \_\_\_\_\_

By signing, Buyer acknowledges product specifications and pricing as well as Golden Rule Signs, LLC terms and conditions.

\*Applicable sales tax will be added to your invoice – organizations exempt from sales tax will be required to provide an exemption certificate with their order.

\*\*Average manufacturing lead time 5 weeks.



CITYSIGNERECTORS.COM  
 PH: 616.791.0016 F: 616.791.1011  
 2824 3 Mile Rd. NW Grand Rapids, MI 49534

# QUOTE

DATE: 06.17.2014  
 Project #: 12092

CLIENT: RAISINVILLE ELEMENTARY  
 (VIA STEWART SIGN)  
 2300 N. RAISINVILLE RD  
 MONROE MI 48162

INSTALL:  
 RAISINVILLE ELEMENTARY  
 (VIA STEWART SIGN)  
 2300 N. RAISINVILLE RD  
 MONROE MI 48162

SITE REP: GEOFF MOMBER

QUANTITY	DESCRIPTION	ITEM PRICE	AMOUNT
1.00	Installation of new TekStar sign. Work will need to be performed in 2 Phases: Phase 1 - excavate new footer site, pour footer, install threaded rod. Phase 2 - install new sign, connect existing electrical.	4,850.00	4,850.00
3.00	Staff time for permitting (if necessary)	85.00	255.00
1.00	Permits -(if necessary) passed thru at direct cost from issuing municipality, no mark up.		
		<b>SALES TAX:</b>	<b>\$ 0.00</b>
		<b>TOTAL:</b>	<b>\$ 5,105.00</b>

**ACKNOWLEDGMENT PERMITS AND REGULATIONS:** Permits are procured at cost. Client agrees if staff time to procure permits is not specifically quoted and included with this quote it shall then be billed on a time and material including transportation cost at standard rate basis as required to procure permits. Copy of permits and payments are available at any time through request. Additional regulations may apply to your project, City Sign Erectors does not assume legal liability for regulatory action, or other changes in legal or zoning code which may change the cost of or incur the completion of your project.

**PAYMENT AND TERMS:** Payment is due NET as specified in quote or in cases when not specified NET 30 days from date of invoice. Projects may be partially or incrementally invoiced when deemed appropriate by City Sign Erectors. By agreeing to this contract I agree that past due invoices may be assessed a 1.5% monthly service charge (18% per annum). Client or Signer of

quote shall reimburse for any cost, including attorneys fees, incurred in collecting any past due sums. Signer of quote agrees that they are an authorized signer for their company, or otherwise agrees to be personally liable for sums due in the event of unpaid balances. Returned checks are subject to a \$50.00 service charge. Payment may be made with most major credit cards for an additional 2% calculated upon the pre-tax total of the quote. Payable in U.S. Dollar funds only.

**CONFIDENTIALITY:** Pricing for your specific project is confidential and may not be shared outside your relationship with City Sign Erectors. For more information, please see our Privacy Policy available at [www.citysignerectors.com](http://www.citysignerectors.com).

**CONTACT:** Please visit [www.citysignerectors.com](http://www.citysignerectors.com) or contact our offices at 1-616-791-0016 for assistance or additional information. If there are questions regarding this quote, please contact your account representative with City Sign Erectors. All quotes are valid for 30 days from issue.

**CONDITIONS:** This quote does not contain pricing information regarding unknown site conditions including electrical, soil conditions, or otherwise circumstances not specifically detailed in the quote above. Provisions in this quote do not account for unforeseen delays beyond the control of City Sign Erectors including contracting schedules, weather, freight delays, labor disputes, order changes, and force majeure.

**QUOTED PRODUCTS:** Measurements, sizes, dimensions, spellings, color matches, site dimensions, addresses, and installation and placement of final products are at the direction and responsibility of the client unless City Sign Erectors has otherwise been engaged for hire to complete a site survey prior to this quotation. Approval of this quote implies client approval to relevant supplied or published drawings, plans, representations, and product specifications as depicted or indicated upon drawings. Drawings specific to your project may or may not be detailed or referenced in the above quote.

**PRODUCTION SCHEDULE:** Actual production and delivery schedules are established once quote has been returned. For projects requiring a deposit, production schedules will be established once deposit has been received.

**WARRANTY AND LIMITATIONS:** All service and materials sold by City Sign Erectors are guaranteed to be free from defective workmanship with a one (1) year labor and materials repair or replacement warranty from City Sign Erectors. Repair or replacement is considered at the option of City Sign Erectors. Limitations: In no case will City Sign of Western Michigan Inc be liable for any lost profits, or any special, indirect, or consequential damages due to loss of use or performance of supplied products or services. Products or services that are damaged due to accident, neglect, abuse, misuse, acts of God or man-made disasters are not covered by this warranty. Manufacturers of materials installed on your site may have additional warranty policies, please check with your account representative for more information.



**CITY SIGN ERECTORS, INC.**

**CLIENT**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

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PRINT NAME

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
TITLE



**MOBILE DEVICE PURCHASE**

**BACKGROUND**

See attached memo from David Payne.

**ENCLOSURES**

Memo from David Payne  
REMC bid

**RECOMMENDATION**

Move to approve the purchase of 1,350 Dell Chromebooks and 49 Ava carts at a cost not to exceed \$440,505.50. This purchase will be funded by the General Fund and the Technology Millage.

**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

Technology Department

1275 N. Macomb St

Monroe MI, 48162

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## MEMO

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To: Dr. McLeod

From: David Payne

Date: 6/20/14

Subject: Mobile Device Purchase

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We are recommending the purchase of 1350 Dell Chromebooks and 49 Ava carts at a cost not to exceed \$440,505.50. These will be utilized for students and teachers to further integrate curriculum and technology at the secondary level. This purchase, if approved, will be funded out of the district General Fund utilizing curriculum and millage budgets. A summary sheet which includes cost, funding source, and descriptions is included. As discussed at the Curriculum Committee, this purchase will be an outright purchase and not financed. The Dell Chromebooks, management licenses, and AVer carts will be purchased off the REMC bid list. The Dell Chromebooks will also qualify for a rebate from the TRIG Grant. We will know the amount of the rebate later in August. Last year we received over \$80,000 from this grant rebate. These mobile devices if approved will replace the aging Acer netbooks that were purchased five years ago. These have served the district well but are no longer able to support online assessments as well as many other applications. This purchase will allow us to increase our ratio of five core teachers per cart to two core teachers per cart at the secondary level. Last year we purchased mobile devices for the elementary schools and this upgrade will be a great opportunity for our staff and students at the secondary schools. Professional development will also be offered in August and throughout the school year to assist with training and further integrating technology into our curriculum.

## Secondary Chromebook Purchase 2014/15

<i>Vendor</i>	<i>Description</i>	<i>Funding Source</i>	<i>Cost</i>
<b>Technology Purchases</b>			
Netech	Dell Chromebooks	General Fund	\$ 355,968.00
Netech	Chromebook Management Licenses	Tech Millage	\$ 30,912.00
Precision Data	Aver Chromebook Carts	General Fund	\$ 53,625.00
<b>Total</b>			<b>\$ 440,505.00</b>



## Dell Chromebooks and AVer Carts

### Summary

<b>Netech Corp.</b>	355,968.00
<b>Precision Data Products, Inc.</b>	53,625.00
<b>List Total</b>	<b>\$409,593.00</b>

## Netech Corp.

**Vendor Contact** - Jeff Seelenbinder  
 48325 Alpha Drive  
 Suite 150 Wixom MI 48393

**Phone** 248-679-3221 **Fax Email** [jseelenbinder@netechcorp.com](mailto:jseelenbinder@netechcorp.com)

Item	Details	Qty.	Price	Total
2214902	<p><b>Name</b> 11.6" Chromebook, High Durability</p> <p><b>Quantity Unit</b> Each</p> <p><b>Mfg/Model</b> Dell / Chromebook 11</p> <p><b>Reseller Order Number</b> 22i6935</p> <p><b>Contract Expiration</b> 07-31-2014</p> <p><b>Item Description</b> Notebook computer, business class device, high durability for education environment, dual core Intel 2955u processor; 2GB RAM; 16GB SSD internal storage; 11.6" display, 1366 x 768 pixel resolution; Stereo headphone/microphone combo jack; 2 x USB 3.0, HDMI, SD Card Reader. ANSI standard keyboard layout; wifi 802.11a/b/g/n, Bluetooth 4.0; 3-cell battery, up to 10-hour battery life, 65W AC Adapter and Power Cord. Includes webcam and Chrome OS (v31+) operating system. One-year parts/labor onsite (1/1/1) warranty. Delivery 14 days.</p>	1350.00	263.68	355,968.00
			<b>Vendor Total</b>	<b>\$355,968.00</b>

## Precision Data Products, Inc.

**Website:** <http://www.precision.com/remc>**Notes**

Orders of less than \$50 to a single ship-to location will be charged shipping. Register for a user name and password to view REMC pricing online. Purchasing cards accepted with a 3% surcharge.

**Vendor Contact** - Andre Phaneuf

PO Box 8367  
Grand Rapids MI 49518

**Phone** 616-554-9710 **Fax** 616-698-9047 **Email** [andre.phaneuf@precision.com](mailto:andre.phaneuf@precision.com)

Item	Details	Qty.	Price	Total
142106	<b>Name</b> Tablet Charging <b>Quantity Unit</b> Cart <b>Mfg/Model</b> Each Aver / TabChargeCT <b>Reseller Order Number</b> CRMCHRG01 <b>Contract Expiration</b> 12-31-2014 <b>Item Description</b> Tablet charging cart, chromebook, iPad, Android, and netbook charging cart for up to 36 devices, "locking wheels, UL Listed electric unit, built-in power management, built-in cable management, ships fully assembled, locking cabinet. Ten-year mechanical warranty, two-year electrical warranty.	39.00	1375.00	53,625.00
			<b>Vendor Total</b>	<b>\$53,625.00</b>





# Dell Chromebook 11

Enabling affordable & comprehensive 1:1 computing ecosystem at school and home.

Designed for 1:1 computing

The Dell Chromebook 11 delivers the essential functionality students need to access information, create and collaborate, whether they are online or off. With a comprehensive array of free and cost effective educational applications and productivity tools accessible through the Chrome Web Store or as pre-installed application packs ("app packs"), the Dell Chromebook 11 makes student computing initiatives affordable and easy to implement.

Keep students engaged and productive through the school day with a Chromebook designed with students in mind. With a compact and durable design, the Dell Chromebook delivers outstanding performance with the latest 4th Gen Intel® Core™ processor, a 10 hour battery life, and 11.6" high-resolution (1366x768) display. Its front facing, integrated 720p HD video webcam, Bluetooth 4.0 & 802.11 a/b/g/n Wi-Fi and cloud based access to data and resources make it easy for students to share, collaborate and learn anytime, anywhere.

Dell's Professional Learning services and Google's training and support resources provide educators with the essential training and professional development programs to effectively integrate technology into the learning process.

Exceptional manageability and security

Google's cloud based management console greatly simplifies the deployment and

management experience for IT administrators and teachers, while providing students with a secure learning experience.

With easy to manage cloud-based applications and data, IT Administrators are empowered to centrally configure, track, and manage a school or district-wide fleet of Chrome devices via a web-based console. IT Administrators can manage and setup automatic updates across all Chromebooks in the school's network, including pushing or removing web applications and enforcing safe-browsing policies.

Best in class ecosystem and services

Complementing Google's ecosystem of management tools and education resources, Dell's end to end education solutions delivers the best possible experience for educators implementing student computing initiatives. Dell's comprehensive instructional technology portfolio includes mobile carts, classroom projectors and printers, as well as mobility accessories, such as headsets and backpacks. Professional Learning services help educators effectively integrate technology into learning. Dell's award winning services helps save IT time and resources by providing a holistic, hassle free migration, integration and support experience.

Learn more at [www.dell.com/chromebook](http://www.dell.com/chromebook), [www.dell.com/k12](http://www.dell.com/k12) and [www.google.com/edu](http://www.google.com/edu).

Feature	Technical Specification
Processor	• 4th Gen Intel® 2955U processor
Operating System	• Chrome OS®
Memory <sup>1</sup> Options	• 2GB DDR3L, 4GB DDR3L
Chipset and Intel Responsiveness Technologies	• Intel® HM77
Graphics <sup>1</sup> Options	• Intel® HD Graphics for Intel® Celeron processors
Display Options	• 11.6" LCD Min 1366x768 / HDMI 1080p output, Intel® HD Graphics.
Storage <sup>3</sup> Options	• 16GB Solid State Drive <sup>2</sup>
Optical Drive Options	• N/A
Multimedia Options	• Integrated 720p HD video webcam, High Quality Speakers, Stereo headphone/microphone combo jack, Integrated microphone
Battery Options	• 3 cell (51 WHr)
Power Options	• 65W AC adapter
Connectivity	• Wireless LAN Options: 802.11 a/b/g/n + Bluetooth 4.0
Ports, Slots & Chassis	• USB 3.0 (2), HDMI, SD Card Reader, Kensington lock slot, Stereo headphone/microphone combo jack
Dimensions & Weight <sup>4</sup>	• 24.6 mm x 294.64 mm x 200.7 mm (w/ 3 cell) • 0.97" x 11.6" x 7.9" (w/ 3 cell) • Starting weight: 2.9 lbs/1.3 kg with 3-cell battery
Regulatory and Environmental Compliance	• Pending Certification
Systems Management & Security	• Google Chrome Management Console ®
Warranty & Support Services	• Limited Hardware Warranty <sup>5</sup> Extended Warranty: up to 4 years. Premium: ProSupport with Rapid RfR Accidental Damage, Battery Replacement, Asset Recover Service.
Configuration Services <sup>6</sup>	• Asset Tagging, Reporting, and Laser Etching
Logistic Services <sup>6</sup>	• Packaging Services, Warehousing Services, and Transportation Services
Deployment Services <sup>6</sup>	• Standard Managed Deployment, Custom Managed Deployment, and "White Glove" Enrollment <sup>7</sup>

Learn more at [Dell.com/Chromebook](http://Dell.com/Chromebook).

1. Significant system memory may be used to support graphics, depending on system memory size and other factors.

2. Performance Solid State Hybrid Drives combine SSD and a traditional hard drive, for more information please visit <http://www.dell.com/ehd>

3. GB means 1 billion bytes and TB equals 1 trillion bytes; actual capacity varies with preloaded material and operating environment and will be less.

4. Weights vary depending on configuration and may vary due to manufacturing variability.

5. Limited Hardware Warranty: For copy of Ltd Hardware Warranty, write Dell USA LP, Attn: Warranties, One Dell Way, Round Rock, TX 78682 or see [www.dell.com/warranty](http://www.dell.com/warranty).

6. Availability and terms of Dell Services vary by region. For more information, visit [www.dell.com/servicesdescriptions](http://www.dell.com/servicesdescriptions)

7. "White Glove" enrollment is a service that preconfigures the Chromebook to be ready for rapid use on the very first boot by the end user.





# Chromebook Management Console

## Summary

<b>Netech Corp.</b>	30,912.00
<b>List Total</b>	<b>\$30,912.00</b>

## Netech Corp.

**Vendor Contact** - Jeff Seelenbinder  
 48325 Alpha Drive  
 Suite 150 Wixom MI 48393

**Phone** 248-679-3221 **Fax Email** [jseelenbinder@netechcorp.com](mailto:jseelenbinder@netechcorp.com)

Item	Details	Qty.	Price	Total
2214903	<b>Name</b> Chromebook Management Console <b>Quantity Unit</b> Each <b>Mfg/Model</b> Google / A7503953 <b>Reseller Order Number</b> 22i6938 <b>Contract Expiration</b> 07-31-2014 <b>Item Description</b> Chromebook Management Console for item 2214902. Bid price is for console only.	1200.00	25.76	30,912.00
			<b>Vendor Total</b>	<b>\$30,912.00</b>

# AVer TabChargeCT

Chromebook, tablet and Netbook charge cart

## Built for 36 devices

Chromebooks, all iPads, all Android tablets, Netbooks and whatever comes next (fits up to 13" screen at 1.85" wide)

## Smart charge

Worried about peak energy hours or overcharging your devices? No problem. Easily start and stop the default cart charging duration at any time, or set-up a schedule (day/time/duration) that best suits your needs.

## Safe charge. Circuit blowouts?

Never. The built-in timer effectively groups and charges only 12 devices at one time. It also cycles through the groups in 15-minute intervals to ensure an even charge across all devices.

## Advanced cable management

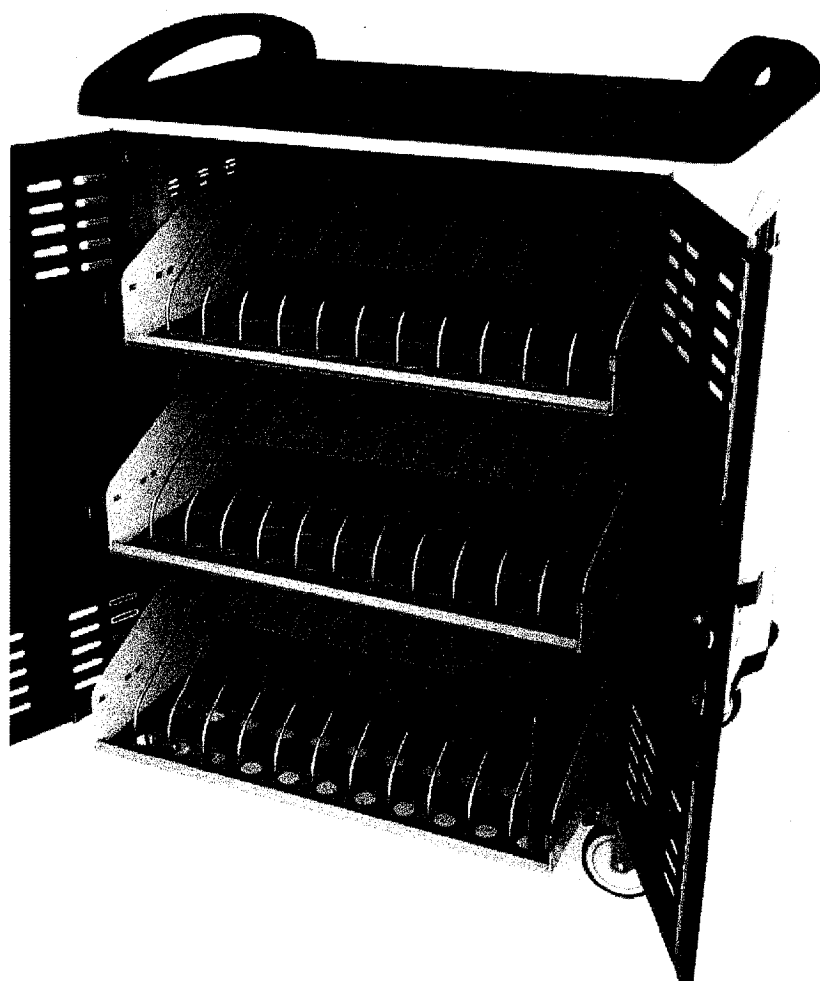
TabChargeCT accommodates a variety of adapters that won't fit in standard power strips as well as provides individual AC adapter compartments for clean and organized cable management.

## Easy device access

Usually removing devices from the bottom shelf is difficult, but, not with TabChargeCT. Since every shelf can be easily pulled-out, storing or removing devices is effortless.

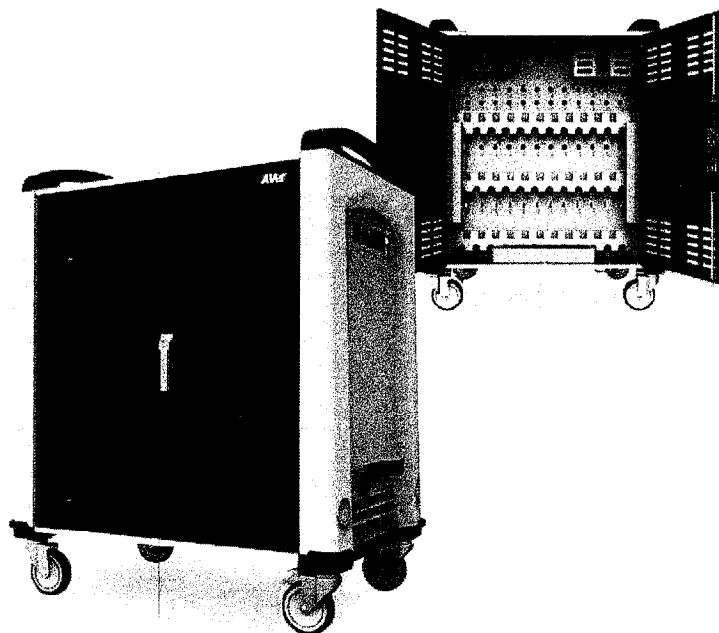
## Durable and secure storage

TabChargeCT's rugged construction easily withstands day-to-day classroom use and includes a 3-point locking mechanism that provides added security



### TabChargeCT specifications

<b>Model name</b>	TabChargeCT
<b>SKU number</b>	CRMCHRG01
<b>Device capacity</b>	36 bay (12*3)
<b>Slot dimensions (W x D x H)</b>	1.85" x 13.19" x 11.22"
<b>Cart dimension (W x D x H)</b>	37.79" x 24.60" x 47.24"
<b>Packing dimension (W x D x H)</b>	42.91" x 30.12" x 57.08"
<b>Weight</b>	220.46 lbs
<b>Shipping weight</b>	268.96 lbs
<b>External power outlets</b>	4
<b>Power system</b>	Input : 100~240AC,50/60Hz, 12A
<b>Assembly</b>	Ships fully assembled
<b>Warranty</b>	10 years mechanical 2 years electrical
<b>Accessories with shipment</b>	User manual Main power cable Power extensions (36) Keys (2)
<b>MSRP</b>	\$1,699.99



For more information, please visit [www.averusa.com/education](http://www.averusa.com/education)

**SUMMER TECHNOLOGY PURCHASE**

**BACKGROUND**

See attached memo from David Payne.

**ENCLOSURES**

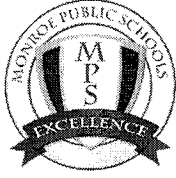
- Memo from David Payne
- Summary sheet
- Quotes

**RECOMMENDATION**

Move to approve the technology purchases as listed, and the software maintenance and renewals at a cost not to exceed \$410,588.57. This purchase will be funded by the General Fund and the Technology Millage.

**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

Technology Department

1275 N. Macomb St

Monroe MI, 48162

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### MEMO

---

To: Dr. McLeod

From: David Payne

Date: 6/20/20014

Subject: Summer Technology Purchase

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We are recommending several technology related items. A summary sheet which includes cost, funding source, and descriptions is included. All quotes were competitively bid and included for your review. Purchases with only one quote were taken off the REMC state wide bid list. Even though these are bid out yearly with thousands of vendors we still check with other vendors to verify we are receiving the best price possible. The total cost of this project will not exceed \$410,588.57 and will be funded by General and Millage Funds.

The purchases will include 100 Dell Zero Clients and 19" Monitors, 110 Epson projectors with Wifi cards, NetApp Storage Shelf, RapidRUN hardware, and Spectrum Teacher Desks.

The software maintenance and renewals are yearly costs that are incurred by applications the district utilize. These include applications like AirWatch, which is a mobile device management solution or Crosstec, which allows us to remotely support our users to name a few. Other applications are Cisco SmartNet, CEO Image Systems, Microsoft Leasing, Level Data, PowerSchool, SchoolDude, Suntel, and TurnItIn. These maintenance costs include support as well as product updates.

All the above equipment will be used to enhance the learning experience of our students as well as providing our staff with the technology tools needed to accomplish this. If you have any question on this purchase please let me know.

## Technology Purchases 2014/15

<i>Vendor</i>	<i>Description</i>	<i>Funding Source</i>	<i>Cost</i>
<b>Technology Purchases</b>			
Netech	Dell Zero Clients and Monitors	Tech Millage	\$ 42,900.00
Data Image Systems	Epson Projectors	Tech Millage	\$ 46,750.00
Zones	Epson Wireless Cards	Tech Millage	\$ 8,197.20
Netech	NetApp Storage Shelf	Tech Millage	\$ 21,274.15
Zones	RapidRUN Hardware	Tech Millage	\$ 7,578.20
Spectrum Industries, Inc.	Spectrum Teacher Desks	Tech Millage	\$ 23,738.53
<b>Total</b>			<b>\$ 150,438.08</b>

<b>Software Maintenance &amp; Renewals</b>			
Netech	Cisco Maintenance Renewal	Tech Millage	\$ 9,034.39
Sehi	Crosstec Maintenance Renewal	Tech Millage	\$ 9,880.00
AirWatch	Maintenance Renewal	Tech Millage	\$ 12,750.00
Lightspeed	Maintenance Renewal	Tech Millage	\$ 19,201.15
Level Data	Maintenance Renewal	General Fund	\$ 25,296.00
PowerSchool	Maintenance Renewal	General Fund	\$ 31,750.00
CEO Image Systems	Maintenance Renewal	General Fund	\$ 5,745.00
CDWG	Microsoft Leasing	Tech Millage	\$ 55,198.60
Netech	NetApp Maintenance Renewal	Tech Millage	\$ 52,608.80
turnitin	Online Service Renewal	Tech Millage	\$ 5,165.85
School Dude	Online Service Renewal	General Fund	\$ 9,335.70
Suntel	Phone Maintenance Renewal	General Fund	\$ 24,185.00
<b>Total</b>			<b>\$ 260,150.49</b>

**Grant Total \$ 410,588.57**



# QUOTATION

48325 Alpha Drive, Suite 150  
 Wixom, MI 48393

**QUOTE #:** 684674066  
**Quote Date:** 06/18/2014  
**Contract:** MHEC  
**Customer Name:** Monroe Public Schools

<b>TOTAL QUOTE AMOUNT:</b>	<b>\$42,900.00</b>	
Product Subtotal:	\$42,900.00	
Tax:	\$0.00	
Shipping & Handling:	\$0.00	
Shipping Method:	Ground	<b>Total Number of System Groups: 1</b>

<b>Hardware</b>	<b>GROUP TOTAL: \$42,900.00</b>		
Product	Quantity	Unit Price	Total
Dell Wyse P25 Zero Client with 32 MB Flash and 512 MB RAM (A6362886)	100	\$339.00	\$33,900.00
Dell 19 Monitor - E1914H (320-9774)	100	\$90.00	\$9,000
3YR Limited Warranty Monitor, Advanced Exchange (983-2847)	100	\$0.00	\$0.00

# **\$AVE Bid Project**

REMC Association of Michigan



## Epson 97 (110)

### Summary

<b>Data Image Systems, Inc.</b>	46,750.00
<b>List Total</b>	<b>\$46,750.00</b>

## Data Image Systems, Inc.

**Website:** [http://www.dataimage.com/remc/remc\\_index.php](http://www.dataimage.com/remc/remc_index.php)**Notes**

Purchasing cards accepted with a 3% surcharge. Non minimum order required. Delivery is 5-10 from receipt of order.  
Up to 15% restocking fee after 30 days.

**Vendor Contact** - Jeanine Jakobic  
3070 Old Farm Ln  
Walled Lake MI 48390

**Phone** 800-555-1085 **Fax** 800-694-4353 **Email** [jeaninej@dataimage.com](mailto:jeaninej@dataimage.com)

Item	Details	Qty.	Price	Total
142235	<b>Name</b> Multimedia Projector, XGA <b>Quantity Unit</b> Each <b>Mfg/Model</b> Epson / PowerLite 97 <b>Reseller Order Number</b> PL97 <b>Contract Expiration</b> 12-31-2014 <b>Item Description</b> Multimedia projector, XGA (1024x768) native resolution with UXGA (1600x1200) compression, 2700 lumens in brightest operating mode. See specification sheet for inputs and outputs. Three-year warranty.	110.00	425.00	46,750.00
			<b>Vendor Total</b>	<b>\$46,750.00</b>

# PowerLite<sup>®</sup> 9x Series

**97**  
XGA Resolution

**98**  
XGA Resolution  
Ultra Bright

**99W**  
WXGA Resolution  
Ultra Bright



99W shown

Projectors

Performance

## Network connectivity and control for today's classroom

**3x Brighter Colors<sup>1</sup>**, and reliable performance — 3LCD, 3-chip technology

**One measurement of brightness is not enough** — look for both high color brightness and high white brightness. The PowerLite 97, 98 and 99W have:

**Color Brightness** — 2700 to 3000 lumens<sup>2</sup>

**White Brightness** — 2700 to 3000 lumens<sup>2</sup>

**Impressive image quality** — available in native XGA and WXGA (widescreen) resolutions

**Manage projectors and present remotely** — easy network connectivity; software included

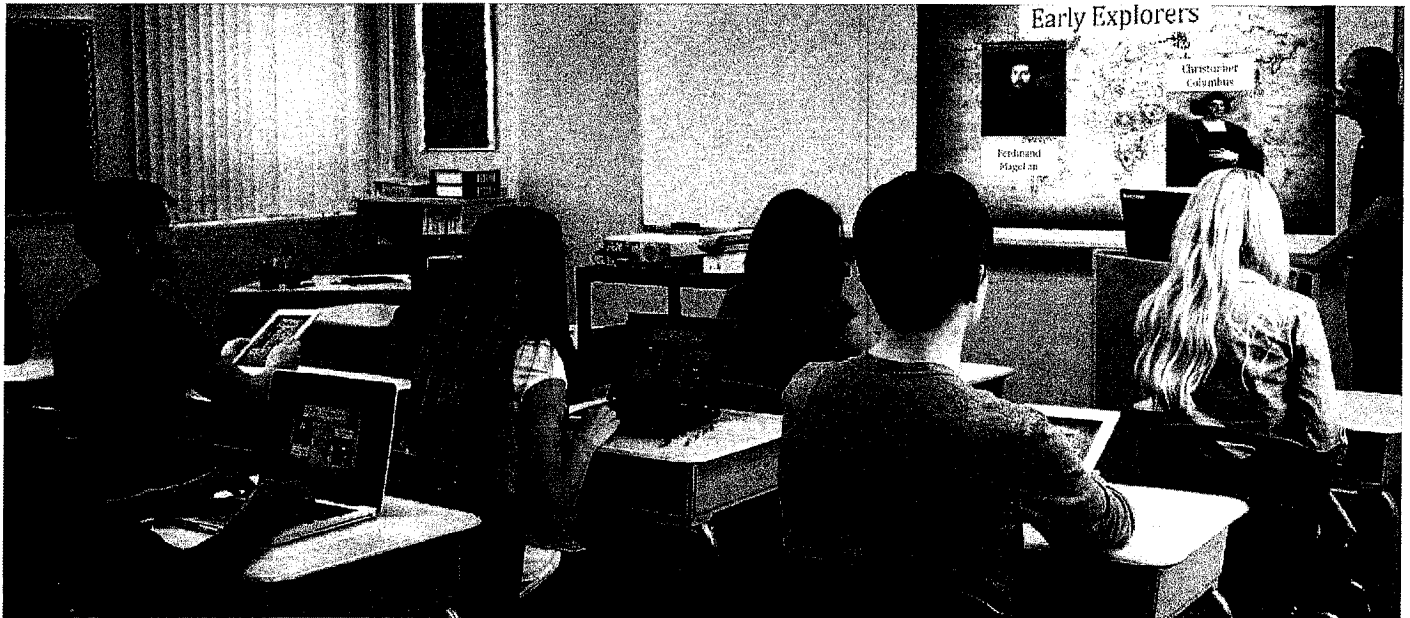
**Moderator software** — wirelessly control which personal devices are displayed

**Wireless** — project from your iPhone<sup>®</sup>, iPad<sup>®</sup> and Android<sup>™</sup> mobile devices with the Epson iProjection<sup>™</sup> App<sup>3</sup>

**HDMI digital connectivity** — up to HD quality video and audio with just one cable

**Easily engage your students** — built-in 16 W speaker and microphone input; or, use external speakers, even in Standby Mode





## Network connectivity and control for today's classroom

Featuring network connectivity and exceptional image quality, the PowerLite 97, 98 and 99W each present a smart choice for virtually any classroom. Offering 3x Brighter Colors<sup>1</sup> than competitive models, Epson 3LCD projectors ensure bright, vivid lessons. Reliable and easy to use, this PowerLite 9x Series includes options for XGA or widescreen WXGA resolutions. Project and control content from multiple devices and easily share students' work. It's the perfect way for everyone in the BYOD classroom to collaborate. These versatile projectors are even equipped with HDMI connectivity and premium audio features.

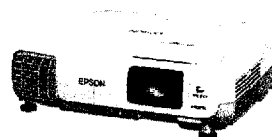
### Series at a glance



**GOOD**

#### PowerLite 97

- Color brightness: 2700 lumens<sup>2</sup>
- White brightness: 2700 lumens<sup>2</sup>
- XGA resolution (1024 x 768)
- Network connectivity



**BETTER**

#### Step up to PowerLite 98

- Color brightness: 3000 lumens<sup>2</sup>
- White brightness: 3000 lumens<sup>2</sup>



**BEST**

#### Step up to PowerLite 99W

- Color brightness: 3000 lumens<sup>2</sup>
- White brightness: 3000 lumens<sup>2</sup>
- WXGA widescreen resolution (1280 x 800)

## Amazing image quality



PowerLite 97



PowerLite 98/99W

### 3x Brighter Colors with Epson<sup>1</sup>

Brilliant image quality requires high color brightness (color light output), and Epson 3LCD projectors have 3x Brighter Colors than leading competitive projectors.<sup>1</sup>

One brightness measurement (lumens) is not enough. A projector's specification needs to show both high color brightness and high white brightness. If color brightness is lower than white brightness, images may be dark, dull and lose detail. If not provided, be sure to ask for a projector's color brightness specification.



#### EPSON

High color brightness and high white brightness

#### COMPETITOR

Color brightness significantly lower than white brightness

Actual photographs of projected images from an identical signal source. Price, resolution and white brightness are similar for both projectors (Epson 3LCD and 1-chip DLP competitor). Both projectors are set to their brightest mode.



### 3LCD – The #1 projection technology in the world

- All 3LCD projectors have both high color brightness and high white brightness
- All 3LCD projectors have 3 chips
- 25% lower power consumption for lower energy costs<sup>4</sup>
- 20 years of road-tested reliability



### Remarkable resolution for brilliant clarity and detail

Resolution defines the level of detail and depth you'll see in a projected image. It's measured as the number of pixels wide by the number of pixels high. The more pixels, the better the detail.

**1.5x** more resolution than SVGA

**2x** more resolution than SVGA



**SVGA (800 x 600)**

Meets basic projection needs



**XGA (1024 x 768)**

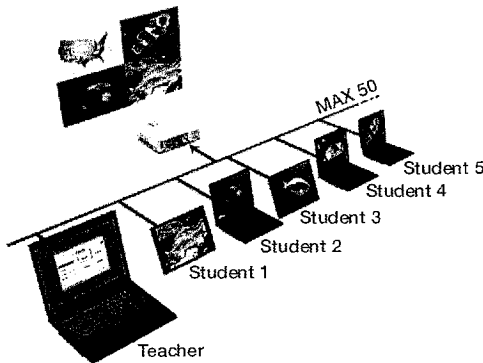
Ensures sharper detail



**WXGA (1280 x 800)**

Offers high-definition and is ideal for widescreen (16:10) displays

## Classroom collaboration and connectivity



Supports BYOD classroom collaboration

### Networking features that take teaching to the next level

- Manage up to 1024 Epson networked projectors using the included EasyMP® software or Crestron® RoomView® — saves time and money
- Send updates or announcements remotely to up to 1024 Epson networked projectors using the Message Broadcasting plug-in for EasyMP
- Connect your projector to an access point to share it with the entire class, without running more cables

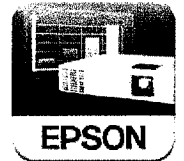
### Teaching tools

- Support BYOD classroom collaboration using Epson’s Moderator software
  - Present up to four different device screens to the entire class
  - Connect up to 50 Windows®, Mac®, iOS or Android devices
  - Encourage and control classroom collaboration
- Change presenters wirelessly via Windows, Mac, iOS or Android devices

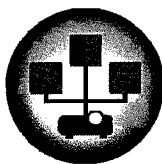
### Share from your tablet or smartphone

Display from your iOS or Android mobile device with the free Epson iProjection App and any nearby wireless Epson projector.<sup>3</sup>

- Control your presentation with just a touch of the screen
- Advance through PowerPoint® or Keynote presentations
- Zoom in and out of PDF, Excel® and Word® documents
- Project Web pages and view brilliant, high-quality images



Free Epson iProjection App



Easy MP network projection

### Choose the function/connection that’s right for you

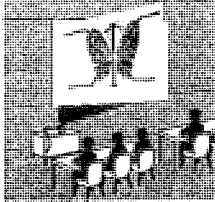
	<b>SINGLE CONNECTION</b> Wireless Ad Hoc*	<b>GOOD</b> RJ-45 Hardwired	<b>BETTER</b> Wireless Infrastructure*	<b>BEST</b> Hardwired RJ-45 with Access Point	Epson Software Needed
Message Broadcast		✓	✓	✓	Message Broadcasting Plug-In
Present Over the Network	✓**	✓	✓	✓	EasyMP Network Projection
Moderator Functionality		✓	✓	✓	Moderator Function
iOS or Android Wireless Connection	✓**		✓	✓	Epson iProjection App for iOS or Android
Projector Monitor and Control		✓	✓	✓	EasyMP Monitor Utility

\*Optional wireless module required

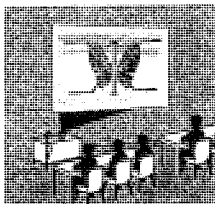
\*\*Internet access unavailable in Ad Hoc/Quick Connect mode. Not all Android devices are compatible. See owner’s manual for capabilities.

## Easy to use

### Flexible positioning



Without horizontal keystone



With horizontal keystone

### Simple Setup Suite from Epson

Epson projectors offer a suite of innovative features that ensure flexible placement and fast, easy setup.

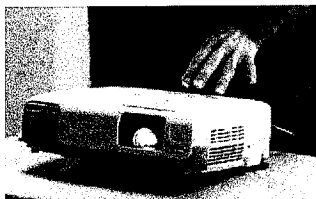
- **HDMI connectivity** Get both audio and brilliant video quality with just one cable. Compatible with the latest laptops, Blu-ray® and media players.
- **Convenient lens control** Optimize the image size whether your projector is close to the screen or far away, with the 1.6x optical zoom.
- **Easy image adjustments** Position your projector almost anywhere and still get a correctly proportioned image, with keystone correction and easy-slide controls.
- **Quick Corner®** This innovative feature allows you to move any of the four corners of an image independently, to adjust each corner for a perfectly rectangular picture.
- **Advanced 3-in-1 USB Plug 'n Play instant setup** Instantly project audio and video from a PC or Mac via a USB connection.
- **Quick, convenient control** Instant Off® means no cool-down time required; it's ready to shut down when you are.



### Built-in closed captioning

- Helps meet ADA 508 requirements for students with hearing impairments
- No need to pay for an additional decoder and its installation

## Save energy and more



Energy saving features right at your fingertips

### Energy-efficient, long-life lamp

- Epson lamps maximize viewing time while minimizing the total cost of ownership
- Epson's unique lamp design saves energy — lamp lasts up to 6000 hours<sup>6</sup>
- Replacement lamps available at a low cost

### Easily conserve power

- **ECO Mode** — operates the projector in a lower brightness setting
- **Sleep Mode (A/V Mute)** — control your presentation; it's right at your fingertips
- **Direct Power Off/On** — power the projector on/off with the flip of a wall switch
- **Standby audio out** — continue to pass audio out to an external speaker and play your audio even when the projector is "off" (in Standby Mode)
- **Standby microphones** — use a connected wired or wireless microphone, amplified through the built-in speakers, even while the projector is in Standby Mode
- **Schedule function** — control the projector at non-networked venues; the embedded "clock" inside the projector enables it to schedule tasks without having the "Network Standby Mode" on



# PowerLite 9x Series 3LCD Projectors 97/98/99W

Projectors  
Performance

## Specifications

**Projection System** 3LCD, 3-chip technology  
**Projection Method** Front/rear/ceiling mount  
**Driving Method** Poly-silicon TFT Active Matrix  
**Pixel Number**  
 97/98: 786,432 dots (1024 x 768) x 3  
 99W: 1,024,000 dots (1280 x 800) x 3  
**Color Brightness<sup>2</sup>** Color Light Output  
 97: 2700 lumens  
 98/99W: 3000 lumens  
**White Brightness<sup>2</sup>** White Light Output  
 97: 2700 lumens  
 98/99W: 3000 lumens  
**Aspect Ratio** 97/98: 4:3, 99W: 16:10  
**Native Resolution**  
 97/98: 1024 x 768 (XGA)  
 99W: 1280 x 800 (WXGA)

**Resize**  
 640 x 480 (VGA), 800 x 600 (SVGA), 1024 x 768 (XGA/99W only), 1280 x 800 (WXGA/97 and 98 only), 1280 x 960 (SXGA2), 1280 x 1024 (SXGA3), 1366 x 768 (WXGA60-3), 1400 x 1050 (SXGA+), 1440 x 900 (WXGA+), 1680 x 900 (WXGA+++), 1600 x 1200 (UXGA60)

**Lamp Type** 200 W UHE  
**Lamp Life<sup>5</sup>**  
 Up to 6000 hours (ECO Mode)  
 Up to 5000 hours (Normal Mode)

**Throw Ratio Range**  
 97/98: 1.48 (Zoom:Wide), 1.77 (Zoom:Tele)  
 99W: 1.30 (Zoom:Wide), 1.56 (Zoom:Tele)

**Size (projected distance)**  
 97/98: 30" to 300" (0.7 to 7.6 m)  
 99W: 33" to 318" (0.8 to 8.0 m)

**Keystone Correction**  
 Vertical: ± 30 degrees (Automatic)  
 Horizontal: ± 30 degrees (Slider)

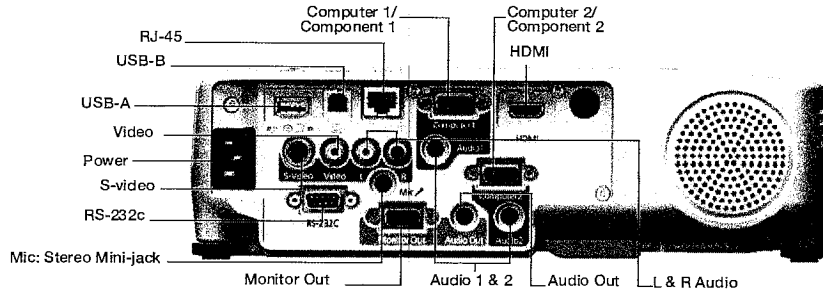
**USB Plug 'n Play**  
 Projector is compatible with PC and Mac computers

**Contrast Ratio** Up to 10,000:1  
**Color Reproduction** Up to 1 billion colors

## Projection Lens

**Type** Optical zoom (Manual)/ Focus (Manual)  
**F-number** 1.58 – 1.72  
**Focal Length** 16.9 – 20.28 mm  
**Zoom Ratio** 1.0 – 1.2

## Interfaces



## Other

**Display Performance** NTSC: 480 lines PAL: 576 lines  
 (Depends on observation of the multi-burst pattern)  
**Input Signal** NTSC/NTSC4.43/PAL/M-PAL/N-PAL/PAL60/SECAM  
**Speaker** 16 W (mono)  
**Operating Temperature** 41 ° to 95 °F (5 ° to 35 °C)  
**Power Supply Voltage** 100 – 240 V AC ±10%, 50/60 Hz  
**Power Consumption**  
 294 W (Normal Mode)  
 245 W (ECO Mode)  
 2.9 W Standby (Communication On)  
 0.36 W Standby (Communication Off)  
**Fan Noise**  
 37 dB (Normal Mode)  
 29 dB (ECO Mode)  
**Security** Kensington®- style lock provision, padlock and security anchor bar

## Dimensions (W x D x H)

**Including feet** 11.6" x 9.7" x 3.5"  
**Excluding feet** 11.6" x 9.6" x 3.4"  
**Weight** 6 lb (2.7 kg)

## Remote Control

**Features**  
 Brightness, Contrast, Tint, Saturation, Sharpness, Input signal, Sync, Tracking, Position, Color temperature, Volume  
**Operating Angle**  
 Right/left: ± 30 degrees  
 Upper/lower: ± 15 degrees  
**Operating Distance** 19.7' (6 m)

## Eco Features

RoHS compliant  
 Recyclable product\*  
 Epson America, Inc. is a SmartWay<sup>SM</sup> Transport Partner<sup>8</sup>

## Support

**The Epson Connection<sup>SM</sup>**  
 Pre-sales support  
 (U.S. and Canada): 800-463-7766  
 Internet website: www.epson.com  
**Service Programs**  
 Two-year projector limited warranty, Epson Road Service program, PrivateLine<sup>®</sup> dedicated toll-free support and 90-day lamp limited warranty

## What's in The Box

PowerLite 97, 98 or 99W projector, power cord, computer cable (VGA), projector remote control, batteries, user manual CD, Quick Setup Sheet, warranty card, password protect sticker

## Ordering Information

Product Name	Product Code
PowerLite 97 projector	V11H576020
PowerLite 98 projector	V11H577020
PowerLite 99W projector	V11H578020
Accessories	Product Code
Genuine Epson lamp (ELPLP78)	V13H010L78
Replacement air filter (ELPAF32)	V13H134A32
Wireless LAN module (ELPAP07)	V12H418P12
Quick Connect USB key (ELPAP09)	V12H005M09

1 Compared to leading 1-chip DLP business and education projectors based on NPD data, July 2011 through June 2012. Color brightness (color light output) measured in accordance with IDMS 15.4. Color brightness will vary depending on usage conditions.  
 2 Color brightness (color light output) and white brightness (white light output) will vary depending on usage conditions. Color light output measured in accordance with IDMS 15.4; white light output measured in accordance with ISO 21118.  
 3 Check your owner's manual to determine if a wireless LAN module must be purchased separately to enable wireless connection on your Epson projector. Epson projectors can be networked either through the Ethernet port on the projector (check model specifications for availability) or via a wireless connection. Not all Epson projectors are able to be networked. Availability varies depending on model.  
 4 Data source: ProjectorCentral.com Jan. 2013. Average of 1128 shipping models for which the manufacturers provided lumens and total power data, all resolutions and brightness levels. Energy efficiency was measured as wattage per lumen. It was measured for both 3LCD and 1-chip projectors in each of five brightness segments. 3LCD projectors averaged less required electricity per lumen in each of the five segments.  
 5 Among people who had a preference, 9 out of 10 preferred images from 3LCD projectors over leading 1-chip DLP business and education projectors. Leading projectors selected according to NPD data as of July 2013. Based on independent U.S. research conducted by Radius Research (July 2013).  
 6 ECO Mode is up to 6000 hours. Normal Mode is up to 5000 hours. Lamp life will vary depending upon mode selected, environmental conditions and usage. Lamp brightness decreases over time.  
 7 See our website for convenient and reasonable recycling options at www.epson.com/recycle  
 8 SmartWay is an innovative partnership of the U.S. Environmental Protection Agency that reduces greenhouse gases and other air pollutants and improves fuel efficiency.

Better Products for a Better Future<sup>™</sup>  
 eco.epson.com



Epson America, Inc.  
 3840 Kilroy Airport Way, Long Beach, CA 90806

Epson Canada Limited  
 185 Renfrew Drive, Markham, Ontario L3R 6G3

www.epson.com  
 www.epson.ca

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Name

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# ZONES™

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06/11/2014

**Bill To :**  
**MONROE PUBLIC SCHOOL DIST A/P**  
**PO BOX 733**  
**MONROE MI 48161**  
**Phone : (734) 265-3000**

**Ship To :**  
**MONROE PUBLIC SCHOOL DISTRICT**  
**PETER FRAILING**  
**1275 N. MACOMB ST.**  
**MONROE MI 48162**  
**Phone : (734) 265-3000**

**Account # 0071004101**

**Quote : S3728984**

Software prices subject to change  
 Hardware quotes are valid for 7 business days  
 Memory Prices are valid for 24 hours only, call for verification

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**ZONES, INC**  
**P.O. BOX 34740**  
**SEATTLE, WA 98124-1740**

**PLEASE SEND PURCHASE**  
**ORDERS DIRECTLY TO YOUR**  
**ZONES ACCOUNT EXECUTIVE**  
**VIA FAX OR EMAIL**

**Timothy Boyer**  
**Account Executive**  
**Phone: (253) 288-6087**  
**Fax: (253) 288-6587**

**Email: Timothy.Boyer@zones.com**

Item#	Qty	Mfr. Name	Description	Manufacturers Part #	Unit Price	Total
A 03251878	110	EPSON AMERICA, INC.	Epson Wireless LAN Module - Network adapter - USB - 802.11b 802.11g 80	V12H418P12	74.52	8,197.20

ASK US ABOUT  
 Installations: Server  
 Installations: General  
 On-Site Technical Services  
 Remote Help Desk Support  
 Remote Network OS Support  
 Hourly On-site Technical Service Rates

Visit us on the web: <http://www.zones.com>  
**Zones, Inc**  
**1102 15th St. SW Suite 102**  
**Auburn, WA 98001**  
**Phone: (800) 419-9663**

**Sub-Total: \$8,197.20**  
**Estimated Sales Tax: \$0.00**  
**FedEx Ground: \$0.00**  
**Grand Total: \$8,197.20**

24 Mo. \$1 Out lease for \$411.34 per month  
 36 Mo. \$1 Out lease for \$294.69 per month  
 Please Note: Lease Amounts Exclude Tax



**Shipping Terms:** For all shipments, Zones will arrange for shipping to the customer's destination; however, such costs are the responsibility of the customer. For shipments made during the seven calendar days preceding the end of each calendar quarter, title and risk of loss will pass to the customer upon delivery by Zones to the carrier. For all orders shipped within this seven day period, Zones will obtain third-party insurance at its own expense and will assist the customer in filing any claims with the insurance company arising from loss or damage to the shipment during transit. Prices are quoted by volume, and are subject to change without notice. Products sold by Zones are third party products and are subject to the warranties and representations of the applicable manufacturers.  
**RETURNS:** No returns will be accepted without a Return Authorization (RA) Number, requested within 14 days from the invoice date. Software licensing and special-order products are non-returnable. Other products are subject to manufacturer return policies and restrictions. Additional Terms and Conditions apply and are available on our website.

We appreciate this opportunity to earn your business, and look forward to serving you soon! Thank you!



www.projectorpeople.com  
 PO Box 62256  
 Baltimore, MD 21264-2256  
 Telephone: 800/639-3010 x2281  
 Fax: 813/261-1512  
 Rep: Ryan Schneegold  
 Email: ryan@projectorpeople.com

**Quote #334339**  
 Please indicate above number with order

Date: 6/10/2014  
 Customer #: PE2318

**Bill To:**  
 MONROE PUBLIC SCHOOLS  
 Attention: Peter Frailing  
 1275 N Macomb  
 MONROE, MI 48162  
 US  
 Phone: 734/265-3150  
 Email: frailing@monroe.k12.mi.us

**Ship To:**  
 MONROE PUBLIC SCHOOLS  
 Attention: Peter Frailing  
 1275 N Macomb  
 MONROE, MI 48162  
 US

VISA, MC, AMEX PREFERRED

Customer #	Ship Via	F.O.B.	Terms	
PE2318	BEST WAY	Destination	QUOTE	
Item Number	Item Description	Qty	Unit Price	Extended Price
EPSV12H418P12	MODULE, WIRELESS LAN FOR 1760W/1770W/1775W	110.0	\$81.00	\$8,910.00
			Subtotal	\$8,910.00
			S & H	\$0.00
			<b>Total</b>	<b>\$8,910.00</b>

Rep: Ryan Schneegold  
 800/639-3010 x2281

Print Date: 6/10/2014 8:23 AM



# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
FJHJ951	6412653	6/5/2014

**BILL TO:**  
 MONROE PUBLIC SCHOOLS  
 1275 N MACOMB ST

**SHIP TO:**  
 MONROE PUBLIC SCHOOLS  
 Attention To: PETER FRAILING  
 1275 N MACOMB ST

Accounts Payable  
 MONROE , MI 48162-3196

MONROE , MI 48162-3196  
 Contact: PETER  
 FRAILING 708.354.9250

Customer Phone #734.241.0330

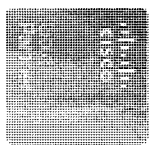
Customer P.O. # EPSON WLS LAN MOD  
 QUOTE

ACCOUNT MANAGER		SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
RAYNELLE HOWLETT 866.224.4820		FEDEX Ground	NET 30-VERBAL	GOVT-EXEMPT
QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
110	2200652	EPSON WIRELESS LAN MODULE Mfg#: V12H418P12 Contract: MARKET	82.00	9,020.00
SUBTOTAL				9,020.00
FREIGHT				88.75
TAX				0.00
				US Currency
<b>TOTAL</b> ↗				<b>9,108.75</b>

CDW Government  
 230 North Milwaukee Ave.  
 Vernon Hills, IL 60061

Fax: 312.705.9452

**Please remit payment to:**  
 CDW Government  
 75 Remittance Drive  
 Suite 1515  
 Chicago, IL 60675-1515



June 19, 2014

Ship/Bill to:

Monroe Schools

Additional Disk Shelf

NETech Corporation  
 48325 Alpha Dr. Ste. 150  
 Wixom, MI 48393

Account Executive: Mike Martin  
[mmartin@netechcorp.com](mailto:mmartin@netechcorp.com)  
 Inside Sales Rep: Todd Steichen  
[tsteichen@netechcorp.com](mailto:tsteichen@netechcorp.com)

NetApp Quote# 11616235

Part Number	Description	Qty.	Each	Total Extended
DS424X-R6		1	\$ -	\$ -
OS-ONTAP-CAP1-0P-QS	OS Enable, Per-0.1TB, ONTAP, Cap-Stor, 0P, QS	480	\$ 14.13	\$ 6,782.12
X5526A-R6	Rackmount Kit, 4-Post, Universal, R6	1	\$ 42.82	\$ 42.82
DS4246-0748-24A-QS-R6	DSK SHLF, 24x2.0TB, 7.2K, 6G, QS	1	\$ 13,773.16	\$ 13,773.16
X800-42U-R6	Power Cable, In-Cabinet, C13-C14	2	\$ -	\$ -
X6558-R6	Cable, SAS Ctrlr-Shelf/Shelf/HA, 2m	2	\$ 64.24	\$ 128.47
X6561-R6	Cable, Ethernet, 2m RJ45 CAT6	2	\$ 3.86	\$ 7.72
CS-A2-4R-VA	SupportEdge Standard Part Replace 4hr, VA	1	\$ 539.86	\$ 539.86
<b>Total:</b>				<b>\$ 21,274.15</b>

Quote is valid for 30 days and does not include taxes or freight



NetApp

# Price Quotation 11621872

Quote Name:	2TB shelf-Copy	Quote Valid Until:	Jul-19-2014
Quote Date:	Jun-19-2014	Phone:	317-506-5469
Contact Name:	Momcilovich, Michael	Fax:	
E-Mail:	michael3@netapp.com		
Quote To:	<b>Arrow Enterprise Computing Solutions Inc.</b>	7459 South Lima St,Englewood,CO,80112,United States	
Quote From:	<b>NetApp Inc.</b>	495 E. Java Drive,Sunnyvale,CA,94089,United States	
End Customer:	<b>Monroe Public Schools</b>	Quote Status:	<b>Configured</b>
Incoterm:	<b>EXW Olive Branch, MS</b>	Payment Terms:	<b>1% 10, NET 30</b>
Contingency:	<b>None</b>		
Do Not Ship Before:			
Order Type:	<b>Standard</b>		

## Config#21248351

### Hardware

Part Number	Product Description	Ext. Qty
X5526A-R6	Rackmount Kit,4-Post,Universal,R6	1
X800-42U-R6	Power Cable,In-Cabinet,C13-C14	2
X6558-R6	Cable,SAS Cntrlr-Shelf/Shelf-Shelf/HA,2m	2
X6561-R6	Cable,Ethernet,2m RJ45 CAT6	2
DS4246-0748-24A-QS-R6	DSK SHLF,24x2.0TB,7.2K,6G,QS	1

### Software

Part Number	Product Description	Ext. Qty
OS-ONTAP-CAP1-0P-QS	OS Enable,Per-0.1TB,ONTAP,Cap-Stor,0P,QS	480

### Services

Part Number	Product Description	Ext. Qty
CS-A2-4R-VA	SupportEdge Standard Part Replace 4hr,VA	1

**Service Period Duration:** 14 Months  
**Service Address:** 1275 North Macomb St Monroe 48162 MI

**Grand Total:**

**USD\$25,102.00**

All amounts are in USD



# Price Quotation 11621872

Quote Date: Jun-19-2014

Quote Valid Until: Jul-19-2014

## Terms and Conditions

No variations to a quote shall be effective unless approved in writing by NetApp and any PVR requires prior written approval by NetApp. Amounts quoted are before all applicable local transaction taxes.

For US sales: Applicable sales tax will be charged to shipments in the United States unless a valid certificate of tax is submitted to and accepted by NetApp. For International sales: Applicable VAT, GST, consumption tax, or other transaction tax will be charged to international sales.

This price quotation is valid until the expiration date identified above. Orders submitted hereunder are subject to NetApp's Standard Terms and Conditions published at: [www.netapp.com/us/how-to-buy/stc.html](http://www.netapp.com/us/how-to-buy/stc.html), unless a written agreement governing purchasing between the parties for the applicable products and/or services listed above is otherwise current and valid. Additional or conflicting terms or conditions included on or within any purchase order or similar purchase authorization submitted by purchaser shall have no force or effect and NetApp's acknowledgment of an order, commencement of performance, delivery of product or other conduct shall not be deemed or constitute acceptance of any additional or different terms and conditions in any manner whatsoever.

**All amounts are in USD**

# ZONES™

Connecting Business & Technology

06/11/2014

**Bill To :**  
**MONROE PUBLIC SCHOOL DIST A/P**  
**PO BOX 733**  
**MONROE MI 48161**  
**Phone : (734) 265-3000**

**Ship To :**  
**MONROE PUBLIC SCHOOL DISTRICT**  
**PETER FRAILING**  
**1275 N. MACOMB ST.**  
**MONROE MI 48162**  
**Phone : (734) 265-3000**

**Account # 0071004101**

**Quote : S3728986**

Software prices subject to change  
 Hardware quotes are valid for 7 business days  
 Memory Prices are valid for 24 hours only, call for verification

**REMIT PAYMENT TO:**  
**ZONES, INC**  
**P.O. BOX 34740**  
**SEATTLE, WA 98124-1740**

**PLEASE SEND PURCHASE**  
**ORDERS DIRECTLY TO YOUR**  
**ZONES ACCOUNT EXECUTIVE**  
**VIA FAX OR EMAIL**

**Timothy Boyer**  
**Account Executive**  
**Phone: (253) 288-6087**  
**Fax: (253) 288-6587**

**Email: Timothy.Boyer@zones.com**

Item#	Qty	Mfr. Name	Description	Manufacturers Part #	Unit Price	Total
A 05707456	70	C2G	C2G 35ft RapidRun Multi-Format Runner Cable - CMG-rated	60004	45.51	3,185.70
A 03715473	70	C2G	C2G RR AL WALLPLATE HD15+3.5+3RCA	60032	37.44	2,620.80
000082075-NEW	70	C2G	C2G 3FT RAPIDRUN HD15+3.5MM+3RCA CABLEAD	60019	25.31	1,771.70

ASK US ABOUT  
 Installations: Server  
 Installations: General  
 On-Site Technical Services  
 Remote Help Desk Support  
 Remote Network OS Support  
 Hourly On-site Technical Service Rates

Visit us on the web: <http://www.zones.com>

**Zones, Inc**  
**1102 15th St. SW Suite 102**  
**Auburn, WA 98001**  
**Phone: (800) 419-9663**

**Sub-Total: \$7,578.20**  
**Estimated Sales Tax: \$0.00**  
**FedEx Ground: \$0.00**  
**Grand Total: \$7,578.20**

24 Mo. \$1 Out lease for \$380.27 per month  
 36 Mo. \$1 Out lease for \$272.44 per month

Please Note: Lease Amounts Exclude Tax



**Shipping Terms:** For all shipments, Zones will arrange for shipping to the customer's destination; however, such costs are the responsibility of the customer. For shipments made during the seven calendar days preceding the end of each calendar quarter, title and risk of loss will pass to the customer upon delivery by Zones to the carrier. For all orders shipped within this seven day period, Zones will obtain third-party insurance at its own expense and will assist the customer in filing any claims with the insurance company arising from loss or damage to the shipment during transit. Prices are quoted by volume, and are subject to change without notice. Products sold by Zones are third party products and are subject to the warranties and representations of the applicable manufacturers.  
**RETURNS:** No returns will be accepted without a Return Authorization (RA) Number, requested within 14 days from the invoice date. Software licensing and special-order products are non-returnable. Other products are subject to manufacturer return policies and restrictions. Additional Terms and Conditions apply and are available on our website.

We appreciate this opportunity to earn your business, and look forward to serving you soon! Thank you!





# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
FHTX641	6412653	5/27/2014

**BILL TO:**  
 MONROE PUBLIC SCHOOLS  
 1275 N MACOMB ST

**SHIP TO:**  
 MONROE PUBLIC SCHOOLS  
 Attention To: MICHAEL REAUME  
 1275 N MACOMB ST

Accounts Payable  
 MONROE , MI 48162-3196

MONROE , MI 48162-3196  
 Contact: PETER  
 FRAILING 708.354.9250

Customer Phone #734.241.0330

Customer P.O. # C2G QUOTE

ACCOUNT MANAGER		SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
RAYNELLE HOWLETT 866.224.4820		FEDEX Ground	NET 30 Days-Govt/Ed	GOVT-EXEMPT
QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
70	2850036	C2G 3FT RR HD15+3.5+3RCA FLYING LEAD Mfg#: 60019 Contract: MARKET	29.00	2,030.00
70	2728027	C2G 35FT RAPIDRUN MULTI-FORMAT CAB Mfg#: 60004 Contract: MARKET	55.00	3,850.00
70	2714993	C2G RR AL WALLPLATE HD15+3.5+3RCA Mfg#: 60032 Contract: MARKET	44.00	3,080.00
SUBTOTAL				8,960.00
FREIGHT				75.00
TAX				0.00

US Currency  
**TOTAL → 9,035.00**

CDW Government  
 230 North Milwaukee Ave.  
 Vernon Hills, IL 60061

Fax: 312.705.9452

**Please remit payment to:**  
 CDW Government  
 75 Remittance Drive  
 Suite 1515  
 Chicago, IL 60675-1515





925 First Ave, Chippewa Falls, WI 54729 USA  
 Phone: 715-723-6750 Fax: 715-738-2309  
 Web: www.spectrumfurniture.com

# Quotation

Date: June 17 2014  
 Customer Account: 8255740000  
 Invoice Account: 8255740000  
 Quotation #: Q000131330-5  
 Quotation valid until: August 26 2014  
 Freight Terms: FOB Shipping Point  
 Freight Payment Terms: Prepaid  
 Currency: USD  
 Payment Terms: Net 30 Days

Contact Name: .....: Joe Miracle  
 Phone: .....: 734-265-3150  
 Fax: .....  
 E-Mail: .....: miracle@monroe.k12.mi.us

Quote Prepared By: .....: Lynne E Swoboda  
 Phone: .....: 715-738-2119  
 Email: .....: lswoboda@spectrumfurniture.com

Territory Manager: .....: Brian M Lambert  
 Phone: .....: 715-404-9004  
 Email: .....: blambert@spectrumfurniture.com

**Sold To:**  
 Monroe Public Schools  
 1275 North Macomb Street  
 Monroe, MI 48162

**Ship To:**  
 Monroe Public Schools  
 1275 North Macomb Street  
 Monroe, MI 48162

<b>Contract:</b>	Direct Price -Default	<b>Discount Pct:</b>	50%
<b>Pricing/Contract:</b>	Direct		

**SPECIAL INSTRUCTIONS:**

6-16-2014 REVISED QUOTE: per email from Peter Frailing, cantilever shelf quoted was #97504B (2RU), now he wants changed to #97502B (3RU). Qty stays the same.

6-11-2014 REVISED QUOTE: Changed Quantity down to 30 -#38940KPC -Teacher Instruction Center, changed Quantity down to 60 -- #97504B-Cantilever Shelf. Was 60 Teacher Instruction Center, and 120 Shelves.

LEAD-TIME: Allow 10-12 weeks production lead-time upon receipt of a valid purchase order.

Some Assembly is Required by Customer-Shipped knocked down

Qty	Item	Description	Amount	Dsc%	Net Amt	Ext Amount
30	2004	38940KPC-Old Part Number Teacher Instruction Center (TIC) Laminate: Bannister Oak / Putty	675.00	0.00	675.00	20,250.00
60	97502	Rack Mount Cantilever Shelf 3RU	80.00	50.00	40.00	2,400.00
1	FRTE	Freight Freight estimate is based on zip code 48162 and does INCLUDE lift-gate service. If lift-gate service is not needed, take \$75.00 off the freight quote. Freight estimate is based on TIC's built at one time, and shipping to one location. LIFT-GATE SERVICE NEEDED LIMITED ACCESS NEEDED VOLUME FREIGHT QUOTE with ABF FREIGHT QUOTE ID #QM73311644	1,088.53	0.00	1,088.53	1,088.53
					<b>Sub-Total</b>	<b>23,738.53</b>
					<b>Tax</b>	<b>0.00</b>
					<b>Discount</b>	<b>0.00</b>
					<b>TOTAL</b>	<b>23,738.53</b>



Maintenance Quote for:  
Monroe Public Schools

20 N Saint Clair St  
Toldeo, OH 43604  
248-773-0450 Office phone  
248-773-0485 Fax

Quote # 5834455  
Date 5/18/2014  
Version: 1  
Quote Title: Netech Maint Renewal

Sales Rep:

Email:  
Direct:

Mike Martin

mmartin@netechcorp.com  
248-679-3227

Inside Sales Rep:

Email:  
Direct:

Todd Steichen

tsteichen@netechcorp.com  
248-468-0711

Maintenance Specialist:

Email:  
Direct:

Sarah Larson

slarson@netechcorp.com  
616-871-1610

Site ID#	Location	EOS Date	Part Number	Description	Qty	Serial Number	Maintenance Part Number	Start	End	Coterm Price
1168463	MONROE		L-P112-LF-100	Prime Infrastructure 1.2 - Lifecycle -	1		CON-SAU-P112LF1H	7/4/2014	6/30/2015	\$1,211.48
1168463	MONROE		L-P112-LF-50	Prime Infrastructure 1.2 - Lifecycle -	2		CON-SAU-P112LF50	7/4/2014	6/30/2015	\$1,426.30
<b>CON-SAU-5834455 TOTAL: \$2,637.78</b>										
1168463	MONROE		AIR-CT15508-250-K9	Cisco 5508 Series Wireless Controll	1	FCW1721L084	CON-SNT-CT08250	7/17/2014	6/30/2015	\$5,485.39
<b>CON-SNT-5834455 TOTAL: \$5,485.39</b>										
1168463	MONROE	9/30/2018	ASA5510-BUN-K9	ASA 5510 Appliance with SW, 5FE,;	1	JMX1334L0BL	NET-SNTP-AS1BUNK9	7/1/2014	6/30/2015	\$398.57
1168463	MONROE	9/30/2018	ASA5510-SEC-BUN-K9	ASA 5510 Security Plus Appl with S	1	JMX1246L23B	NET-SNTP-AS1SBK9	7/1/2014	6/30/2015	\$512.65
<b>NET-SNTP-5834455 TOTAL: \$911.22</b>										

Site

1168463 MONROE PUBLIC SCHOOLS

1275 NORTH MCCOMB STREET

MONROE

MI

Grand Total:

\$9,034.39



# QUOTE

NUMBER      INAQ3597  
 DATE         Jun 18, 2014

17250 W. 12 Mile Rd., Southfield MI 48076  
 Tel: (248)559-5700 - Fax: (248)559-5782

SOLD TO:	
<b>Monroe Public Schools</b>	
1275 N. Macomb Street Monroe, MI 48162	
Phone	(734) 241-0330
Fax	

SHIP TO:	
<b>Monroe Public Schools</b>	
1275 N. Macomb Street Monroe, MI 48162	
Phone	(734) 241-0330
Fax	

Cisco REMC Quote

SALESPERSON	P.O. NUMBER	SHIP VIA	TERMS
Tom White			

LINE	QTY	PART#	DESCRIPTION	UNIT LIST	REMC PRICE	EXT. PRICE
1	1	CON-SAU-PI12L F1H	US ONLY SW APP SUP + UPG PI 1.2	\$1,799.00	\$1,187.34	\$1,187.34
2	2	CON-SAU-PI12L F50	US ONLY SW APP SUP + UPG PI 1.2	\$1,059.00	\$698.94	\$1,397.88
3	1	CON-SNT-CT08 250	Cisco SMARTnet - Extended service agreement - replacement - 8x5 - NBD - for P/N: AIR-CT5508-250-K9	\$8,449.00	\$5,576.34	\$5,576.34
4	1	CON-SNTP-AS1 BUNK9	US ONLY SMARTNET 24X7 4HR	\$587.00	\$387.42	\$387.42
5	1	CON-SNTP-AS1S BK9	US ONLY SMARTNET 24X7 4HR	\$755.00	\$498.30	\$498.30
6	1			\$0.00	\$0.00	\$0.00

<b>SubTotal</b>	\$9,047.28
<b>Tax</b>	\$0.00
<b>Shipping</b>	\$0.00
<b>TOTAL</b>	<b>\$9,047.28</b>

Inacomp - Celebrating 25+ Years of Service!  
[www.inacomp.net](http://www.inacomp.net)

PRICES BASED UPON TOTAL PURCHASE. PRODUCT AVAILABILITY AND PRODUCT DISCONTINUATION IS SUBJECT TO CHANGE WITHOUT NOTICE. THE PRICES IN THIS QUOTATION ARE VALID FOR 30 DAYS FROM QUOTE DATE ABOVE. PLEASE INCLUDE THE QUOTE NUMBER AND CONTRACT FROM THIS QUOTE ON THE CORRESPONDING PURCHASE ORDER.



Partner



PartnerOne Public Sector  
**ELITE PARTNER**



199

Helping schools teach  
 and governments serve.



**Pricing Proposal**

Quotation #: 8009564

Description: CrossTec Corp

Created On: May-15-2014

Valid Until: May-30-2014

**Monroe Public Schools**

**Tom King**

1275 N. Macomb St.  
Monroe, MI 48162  
United States  
Phone: (734) 265-3157  
Fax:  
Email: king@monroe.k12.mi.us

**Account Representative**

**Scott Kent**

290 Davidson Avenue  
Somerset, NJ 08873  
Phone: 732-652-6641  
Fax: 732-652-6642  
Email: Scott\_Kent@shi.com

All Prices are in US Dollar(USD)

Product	Qty	Your Price	Total
1 Remote Control CrossCare Annual Maintenance Renewal Contract Period 7/1/14 - 7/1/15 CrossTec Corp - Part#: CC-RC-R	2000	\$4.94	\$9,880.00
Total			\$9,880.00

**Additional Comments**

**Retrieve your quote:**

<https://www.shi.com/Quotes/Quoteinfo.aspx>

*The Products offered under this proposal are subject to the SHI Return Policy, unless there is an existing agreement between SHI and the Customer.*



# CrossCARE Renewal Quote

500 NE Spanish River Blvd., Suite 201  
Boca Raton, FL 33431  
Toll Free: 800.675.0729 Fax: 561.391.5820

Number AAAQ4611

Date Apr 1, 2014

Contract Expiration Date 7/1/2014

### Sold To

**Monroe Public Schools**  
David Payne  
1275 N. Macomb St.  
Monroe, MI 48162  
USA

### Ship To

**Monroe Public Schools**  
David Payne  
1275 N. Macomb St.  
Monroe, MI 48162  
USA

**Phone** (734)265-3158  
**Email** payne@monroe.k12.mi.us

**Phone** (734)265-3158  
**Email** payne@monroe.k12.mi.us

Salesperson		Fax Orders To	Email Orders To	Renew By	
The CrossCARE Team		561.391.5820	orders@crosstecsoftware.com	7/1/2014	
Line	Qty	Part #	Description	Unit Price	Ext. Price
1	2,000	CC-RC-R	Remote Control CrossCare Annual Maintenance Renewal Contract Period 7/1/14 - 7/1/15	\$4.95	\$9,900.00
				<b>SubTotal</b>	\$9,900.00
				<b>Tax</b>	\$0.00
				<b>Shipping</b>	\$0.00
				<b>Total</b>	<b>\$9,900.00</b>

Please submit payment or purchase order prior to expiration date to avoid reinstatement fees.

Terms: THIS PRICING IS SUBJECT TO CHANGE. This does not promise a delivery date or availability of the product(s). This quote is non-transferable and valid only for the company/individual named above. No refunds or returns for credit on special order items.



CDWG.com | 800.594.4239

OE400SPS

# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
FHFP567	6412653	5/13/2014

**BILL TO:**  
 MONROE PUBLIC SCHOOLS  
 1275 N MACOMB ST

**SHIP TO:**  
 MONROE PUBLIC SCHOOLS  
 Attention To: PETER FRAILING  
 1275 N MACOMB ST

Accounts Payable  
 MONROE , MI 48162-3196

MONROE , MI 48162-3196  
 Contact: TOM KING

Customer Phone #734.241.0330

Customer P.O. # CROSSTEC QUOTE

ACCOUNT MANAGER		SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
RAYNELLE HOWLETT 866.224.4820		DROP SHIP-GROUND	NET 30 Days-Govt/Ed	GOVT-EXEMPT
QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
2000	2743014	CROSSTECH CROSSCARE ANN MNT RNWL Mfg#: CC-RC-R Contract: MARKET	5.50	11,000.00
SUBTOTAL				11,000.00
FREIGHT				0.00
TAX				0.00
<b>TOTAL</b>				<b>11,000.00</b>

US Currency

CDW Government  
 230 North Milwaukee Ave.  
 Vernon Hills, IL 60061

Fax: 312.705.9452

**Please remit payment to:**  
 CDW Government  
 75 Remittance Drive  
 Suite 1515  
 Chicago, IL 60675-1515





# Quote

Created Date 5/28/2014  
 Quote Number 00107954  
 Expiration Date 7/31/2014  
 Payment Terms Net 30  
 Price Book AirWatch

Customer Monroe Public Schools Contact Name Tom King  
 Bill To 1275 N Macomb Street Phone (734) 265-3150  
 Monroe, MI 48162 Email king@monroe.k12.mi.us  
 United States

Product Code	Product Description	Unit Price	Term	Quantity	Total Price
MDM-SB-SD-EDU	Mobile Device Management - Subscription License - Annual Fee for Education	USD 7.50	1 Year	1,350.00	USD 10,125.00
MDM-SB-SD-EDU	Mobile Device Management - Subscription License - Annual Fee for Education	USD 7.50	1 Year	350.00	USD 2,625.00
Total Price					USD 12,750.00
Grand Total					USD 12,750.00

For questions about this quote or remittance of PO, please contact the AirWatch representative listed below:

AirWatch Contact Dan Smith  
 Phone Number (470) 247-6143  
 Email dansmith@air-watch.com

Submit Tax Exempt certificate with PO if eligible. Sales Tax applicable in CA, GA, VA, and WA.  
 Send Purchase Order, Payment by Wire or Payment by Credit Card referencing the Quote # above.

LENAWEE INTERMEDIATE SCHOOL DIST  
4107 N ADRIAN HIGHWAY  
ADRIAN, MI 49221

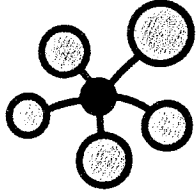
2014-15 Lightspeed      PAGE 1  
Date: 05/08/2014      OF 1

PHONE: 517-265-1639x  
FAX: 517-265-7405x

CUSTOMER NO: 113

MONROE PUBLIC SCHOOLS  
1275 N. MACOMB STREET  
MONROE, MI 48162

-----DESCRIPTION-----	QTY----	UNIT PRICE	-TOTAL PRICE-	TAX
Lightspeed Internet Filtering (based on Monroe Public Letter of Intent) 07/01/2014 - 06/30/2015	3,589	5.35	19,201.15	N



**LEVEL DATA**  
information made easy

**PROOF Invoice**

Date	Invoice #
P.O. #	Account #
	1064

**Monroe Public Schools**  
**Accounts Payable**  
**1275 North Macomb St**  
**Monroe, MI 48162-3128**

Terms	QB #
Net 15	MONROE_MI006

Description	Qty	Rate	Amount
Project Sponsor: David Payne , Technical Director Service Period: 7/1/2014 to 6/30/2015 Student Count: 5,952  Level Data Managed Integration Service Annual Renewal Level Data will pass key data through the following applications: PowerSchool™ - Pearson®, Active Directory™ (Student Information) - Microsoft®, Benchmark™ - Pearson®, Career Cruising™ - CareerCruising®, Destiny Library Manager™ - Follett Corporation®, MealMagic .Net™ - Meal Magic Corporation®, RouteFinder Pro™ - Transfinder® and the Level Data Report - Daily Digest (Student Information).	5,952	4.25	25,296.00

<b>Total Due</b>	<b>\$25,296.00</b>
------------------	--------------------

Enrollment Source: CEPI Fall 2013 General Collection

**Mail Payments To:**  
**Level Data • 4787 Campus Drive • Kalamazoo, MI 49008**  
**www.leveldatainc.com • Tel 269.488.2050 • Fax 269.375.4222**

# INVOICE

INVOICE NUMBER: <b>4592980</b>	
TAX I.D. NO.: 41-0850527	
DATE: 01-JUL-14	Page 1 of 1
CUSTOMER NO.: 1071663	CREDIT REF. NO.:

**BILL TO:**

ATTN: ACCOUNTS PAYABLE  
 MONROE PUBLIC SCHOOLS  
 1275 N MACOMB ST  
 MONROE, MI 48162

**LOCATED AT:**

MONROE PUBLIC SCHOOLS  
 1275 N MACOMB ST  
 MONROE, MI 48162

Reference Number: 3284032

PURCHASE INFORMATION	SHIPPING INFORMATION	PAYMENT INFORMATION
PURCHASE ORDER:  CUSTOMER CONTRACT NUMBER:  NCS CONTRACT NUMBER: 3284032	(MOST RECENT SHIPMENT)  SHIP DATE:  CARRIER:  B/L NUMBER:	TERMS: PAY ON RECEIPT DUE DATE: 01-JUL-14 CONTACT: Customer.Service@pearson.com 888-827-0772 (Toll-Free) 480-457-7978 (Direct Dial) 480-907-2249 (Fax)

DESCRIPTION	U/M	QTY	A	UNIT PRICE	EXTENDED PRICE
PSDISTLRNG1SUB PowerSchool Distance Learning Subscription Tier 1 for the period of 07/01/2014 through 06/30/2015	Each	1	N	2,500.00	2,500.00
PSPREMSUP PowerSchool Support for the period of 07/01/2014 through 06/30/2015	Each	6500	N	4.50	29,250.00
<b>INVOICE SUMMARY:</b>					
TOTAL FOR ALL LINE ITEMS					31,750.00
6.00% STATE TAX					0.00
0.00% COUNTY TAX					0.00
0.00% CITY TAX					0.00
Register at <a href="https://ipay.pearson.com/OA_HTML/SelfRegistration.jsp">https://ipay.pearson.com/OA_HTML/SelfRegistration.jsp</a> Already a user, login to <a href="https://ipay.pearson.com">https://ipay.pearson.com</a>					
THIS IS YOUR ANNUAL SUPPORT/SUBSCRIPTION RENEWAL. A NEW PURCHASE ORDER IS REQUIRED. TO AVOID CANCELLATION OF YOUR PHONE SUPPORT, PRODUCT UPDATES, OR HOSTED PRODUCT PLEASE WORK WITH YOUR DIRECTOR OF TECHNOLOGY OR APPROPRIATE PARTY TO ESTABLISH AND APPROVE A CURRENT YEAR PO AND PAYMENT FOR THIS ANNUALLY RECURRING INVOICE. IF SUPPORT IS NOT USED, PLEASE FAX A WRITTEN CANCELLATION TO 480-907-2249.					
		<b>SUBTOTAL</b>		<b>TAX</b>	<b>TOTAL</b>
		31,750.00		0.00	(USD) 31,750.00

**Remit by Check to:**  
 NCS PEARSON, INC.  
 13036 COLLECTION CENTER DRIVE  
 CHICAGO, IL 60693

**Remit by Wire or ACH to:**  
 Bank of America - Account Name: NCS Pearson Inc.  
 ACH: # 071-000-039 WIRE: #0260-0959-3  
 Account No: 81881-05388 SWIFT: BOFAUS3N  
 (Include invoice number in transmission)

**CEO Imaging Systems Inc.**

340 North Main Street  
 Suite 203  
 Plymouth, MI 48170

Voice: 734 354-8874  
 Fax: 734 354-8758

**QUOTATION**

Quote Number: ATS Fiscal 2014-2015

Quote Date: Jun 5, 2014

Page: 1

Quoted To:
Monroe Public Schools Accounts Payable 1275 N. Macomb St. Monroe, MI 48162

Customer ID	Good Thru	Payment Terms	Sales Rep
MonroeP	7/5/14	C.O.D.	

Quantity	Item	Description	Unit Price	Amount
1.00	Annual Tech Support	Image Executive CEO Software Annual Maintenance and Technical Support effective:01/01/15-12/31/15. Credit card payments accepted for a 4% convenience fee.	5,745.00	5,745.00
			Subtotal	5,745.00
			Sales Tax	
			Freight	
			<b>TOTAL</b>	<b>5,745.00</b>



# SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
FJNV335	6412653	6/10/2014

**BILL TO:**  
 MONROE PUBLIC SCHOOLS  
 1275 N MACOMB ST

Accounts Payable  
 MONROE , MI 48162-3196

Customer Phone #734.241.0330

**SHIP TO:**  
 MONROE PUBLIC SCHOOLS  
 Attention To: DAVE PAYNE  
 1275 N MACOMB ST  
 ADMINISTRATION BUILDING

MONROE , MI 48162-3196  
 Contact: TOM KING

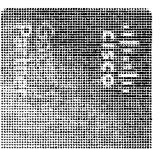
Customer P.O. # EES OPTION 2  
 QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
RAYNELLE HOWLETT 866.224.4820	ELECTRONIC DISTRIBUTION	NET 30 Days-Govt/Ed	GOVT-EXEMPT

QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
600	2540594	MS EES VDA P/DEV Mfg#: 4ZF-00019-12MO Contract: REMC Software 2012 Software 2012	26.47	15,882.00
5	2355600	Electronic distribution - NO MEDIA MS EES PROJECT PRO LIC/SA Mfg#: H30-00237 Contract: REMC Software 2012 Software 2012	53.44	267.20
1	2355606	Electronic distribution - NO MEDIA MS EES EXCH SRV ENT LIC/SA Mfg#: 395-02412 Contract: REMC Software 2012 Software 2012	331.54	331.54
1	2379801	Electronic distribution - NO MEDIA MS EES WIN SRV EXT CONN LIC/SA Mfg#: R39-00374 Contract: REMC Software 2012 Software 2012	165.28	165.28
8	2670099	Electronic distribution - NO MEDIA MS EES SQL SRV STD CORE LIC/SA Mfg#: 7NQ-00302 Contract: REMC Software 2012 Software 2012	293.41	2,347.28
12	2355623	Electronic distribution - NO MEDIA MS EES WIN SRV ENT LIC/SA Mfg#: P72-00165 Contract: REMC Software 2012 Software 2012	115.73	1,388.76
566	2374846	Electronic distribution - NO MEDIA MS EES DT EDU LIC/SA LB Mfg#: 2UJ-00001 Contract: REMC Software 2012 Software 2012	44.09	24,954.94
6000	3207703	Electronic distribution - NO MEDIA ACAD MS EES O365 PRO PLUS SHRD SRV Mfg#: 5XS-00002 Contract: REMC Software 2012 Software 2012	0.00	0.00
566	2727491	Electronic distribution - NO MEDIA MS EES OFF PRO+ SVC O365A SRV USER Mfg#: 5XS-00001-12MO Contract: REMC Software 2012 Software 2012 Electronic distribution - NO MEDIA	22.10	12,508.60
208			SUBTOTAL	57,845.60
			FREIGHT	0.00



YOUR NETWORK, ANYWHERE  
netechcorp.com



June 5, 2014

NETech Corporation  
20 N. St. Clair, 3rd Fl  
Toledo, OH 43604

Ship/Bill to:  
Monroe Schools

1 year Netapp Maintenance Extension

Account Executive: Mike Martin  
mmartin@netechcorp.com  
Inside Sales Rep: Todd Steichen  
tsteichen@netechcorp.com

NetApp Quote# 11590551

Part Number	Description	Qty.	Each	Total Extended
CS-A2-4R	SupportEdge Standard Part Replace 4hr Serial Number: 700000724810,700000724822 8/1/14 - 6/30/2016	2	\$ 19,582.18	\$ 39,164.37
CS-A2-4R	SupportEdge Standard Part Replace 4hr Serial Number: 700000725319 8/1/14 - 6/30/2016	1	\$ 13,444.44	\$ 13,444.44
			<b>Total: \$</b>	<b>52,608.80</b>

Quote is valid for 30 days and does not include taxes or freight



# Price Quotation 11621754

Quote Name: Renewal\_Monroe Public Schools\_Netech\_FAS3210\_Monroe, MI\_7.31.14-Copy  
Quote Date: Jun-19-2014 Quote Valid Until: Jul-19-2014  
Contact Name: Momcilovich, Michael Phone: 317-506-5469  
E-Mail: michael3@netapp.com Fax:  
Quote To: **Monroe Public Schools** 1275 North Macomb St, Monroe, MI, 48162, United States  
Quote From: **NetApp Inc.** 495 E. Java Drive, Sunnyvale, CA, 94089, United States  
End Customer: **Monroe Public Schools** Quote Status: **Configured**  
Incoterm: **EXW Olive Branch, MS** Payment Terms: **NET 30**  
Contingency: **None**  
Do Not Ship Before:  
Order Type: **Standard**

## Config#21026606

### Services

Part Number	Product Description	Ext. Qty
-------------	---------------------	----------

CS-A2-4R	SupportEdge Standard Part Replace 4hr, FAS3210A Serial Number: 700000724810,700000724822	2
----------	--	---

Service Period Duration: 12 Months  
Service Period Start Date: 08/01/2014  
Service Period End Date: 07/31/2015  
Service Address: 1275 North Macomb St Monroe 48162 MI

Parts will lose support after EOSL date.

## Config#21026946

### Services

Part Number	Product Description	Ext. Qty
-------------	---------------------	----------

CS-A2-4R	SupportEdge Standard Part Replace 4hr, FAS2040 Serial Number: 700000725319	1
----------	--	---

Service Period Duration: 12 Months  
Service Period Start Date: 08/01/2014  
Service Period End Date: 07/31/2015  
Service Address: 1275 North Macomb St Monroe 48162 MI

Parts will lose support after EOSL date.

**Grand Total:**

**USD\$57,815.36**

All amounts are in USD





# Price Quotation 11621754

Quote Date: Jun-19-2014

Quote Valid Until: Jul-19-2014

## Terms and Conditions

No variations to a quote shall be effective unless approved in writing by NetApp and any PVR requires prior written approval by NetApp. Amounts quoted are before all applicable local transaction taxes.

For US sales: Applicable sales tax will be charged to shipments in the United States unless a valid certificate of tax is submitted to and accepted by NetApp. For international sales: Applicable VAT, GST, consumption tax, or other transaction tax will be charged to international sales.

This price quotation is valid until the expiration date identified above. Orders submitted hereunder are subject to NetApp's Standard Terms and Conditions published at: [www.netapp.com/us/how-to-buy/stc.html](http://www.netapp.com/us/how-to-buy/stc.html), unless a written agreement governing purchasing between the parties for the applicable products and/or services listed above is otherwise current and valid. Additional or conflicting terms or conditions included on or within any purchase order or similar purchase authorization submitted by purchaser shall have no force or effect and NetApp's acknowledgment of an order, commencement of performance, delivery of product or other conduct shall not be deemed or constitute acceptance of any additional or different terms and conditions in any manner whatsoever.

The service period start dates and durations above are those for the total service period for each asset and may not reflect the duration of individual support components contained within each asset.

**All amounts are in USD**



iParadigms, LLC  
 Company Address 1111 Broadway, 3rd Floor  
 Oakland, CA 94607  
 US

Quote Number 00048602  
 Created Date 6/12/2014  
 Expiration Date 9/17/2014  
 Service End Date 9/18/2015

Bill To Name Monroe Public Schools  
 Bill To 1275 N Macomb St  
 Monroe, MI 48162-3128  
 US

Prepared By Paul Seman  
 E-mail pseman@turnitin.com  
 Phone (866) 816-5046 x403

Product	Quantity	Service Duration	Annual Unit Price	Total Price	Service Start Date
Secondary Ed Fee	1.00	12.0	USD 675.00	USD 675.00	9/19/2014
Turnitin	1,911.00	12.0	USD 2.35	USD 4,490.85	9/19/2014

Subtotal USD 5,165.85  
 Tax USD 0.00  
 Grand Total USD 5,165.85

**Please Note:**

Products sold to certain states are subject to tax. iParadigms charges sales tax in these states: AZ, IL, IN, MA, MI, NM, NY, OH, SD, TX, UT, WA, PA. The sales tax indicated on the quote is an estimate. The sales tax ultimately charged will be calculated when you are invoiced and will reflect applicable state and local taxes.

No sales tax is charged when providing a valid exemption certificate. Please email certificate to [ar@iparadigms.com](mailto:ar@iparadigms.com).

**Order Instructions:**

To purchase or renew your Turnitin license, please fax your purchase order and a copy of this quote to iParadigms, LLC. at:

Primary Fax: (510) 764-7612 or Alternate Fax: (510) 764-7613

or mail payment and a copy of this quote to:

iParadigms, LLC  
 Dept. 34258  
 PO Box 39000  
 San Francisco, CA 94139

You may also contact us with your credit card information at (866) 816-5046 x239 or x240

**Cancellation policy:**

Cancellations may only be made within the first 30 days from account activation and only for accounts that have five or fewer uploads. All lapsed accounts are subject to a reactivation fee of 8% of the license cost or \$50.00, whichever is greater. All fees must be paid prior to account reactivation.

V. 54964

**SchoolDude.com, Inc.**  
11000 Regency Pkwy, Suite 200  
Cary, NC 27518  
Ph: (919) 816-8237



**Renewal Invoice**

Invoice # : R-35685  
Invoice Date : 04/15/2014  
Due Date : 05/15/2014

**Bill to :**  
**Monroe Public Schools - MI**  
**Attn: David Payne**  
P.O. Box 733  
1275 N. Macomb Street  
Monroe, MI 48162  
United States

**Ship to :**  
**Monroe Public Schools - MI**  
**Attn: David Payne**  
P.O. Box 733  
1275 N. Macomb Street  
Monroe, MI 48162  
United States

Reference # :

Terms : Net 30

Description	Amount
MaintenanceDirect Service thru 6/30/2015 <b>2686.50</b>	
PMDirect Service thru 6/30/2015 <b>1258.20</b>	
FSDirect Service thru 6/30/2015 <b>2686.50</b>	
UtilityDirect Service thru 6/30/2015 <b>2434.50</b>	
MySchoolDude Service thru 6/30/2015 <b>270.00</b>	
MSBO Discount	
<b>SUBTOTAL</b>	<b>\$9,335.70</b>
<b>TOTAL</b>	<b>\$9,335.70</b>

Renewal Membership

**Please Update Our  
Remittance Address To:**  
SchoolDude.com  
PO Box 200236  
Pittsburgh, PA 15251-0236



SunTel Services  
 1095 Crooks Road  
 Suite 100  
 Troy, MI 48084  
 248.654.3600

# INVOICE

67915

Page: 1 of 1

SOLD TO: **Monroe Public Schools**  
 1275 N. Macomb St.

SHIP TO: **Monroe Administration Offices**  
 1275 N. Macomb St.

Monroe, MI 48162

Monroe, MI 48162

CONTACT: **Kevin Hauser**

CONTACT:

DATE	SHIP VIA	CUSTOMER NO.	TERMS	
05/20/14		MON001	NET 45	
P.O. NUMBER	CALL NO.	CALL DATE	ORDER NUMBER	SALESPERSON
140268			24358	PARENTR
QTY	PART NUMBER	PART DESCRIPTION	UNIT PRICE	TOTAL PRICE
1.00	VA04	ENTERPRISE OPS MANAGER		
1.00	VA04	SOFTWARE ASSURANCE		
1.00	VA04	2000		
1.00	VA04	6510		
1.00	VA04	3300		
1.00	VA04	Contract Amount	\$24,185.00	\$24,185.00
		<b>COMMENTS</b>		
		Extended Hours Maintenance Agreement - Custom		
		Coverage Period: 07/01/14 to 06/30/15		
			<b>SUBTOTAL:</b>	\$24,185.00
			<b>SALES TAX:</b>	\$0.00
			<b>TOTAL:</b>	\$24,185.00

**ADJOURNMENT**

**RECOMMENDATION**

Move to adjourn the June 24, 2014 Board Meeting #11.

**HAND VOTE**

MOTION: \_\_\_\_\_ SUPPORT: \_\_\_\_\_ ACTION: \_\_\_\_\_

TIME: \_\_\_\_\_