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## Finance & Operations Committee

May 19, 2022

# MINUTES

**Meeting called to order by Committee Chair:** Kehoe 5:03 p.m.

**Board of Education members present:** Kehoe, Brooks (Christenson-absent)

**District staff present:** Merritt, Piesz, Kling, Gruszczynski, Welch, Salzer, Jory

**Citizen Representatives present:** Roderique, Paton **Other Citizen(s):** none

**Also in attendance:** Todd Fleming from ABM

**Public Comments** - none.

**Approval of Prior Meeting Minutes** – May 5, 2022 - approved.

**ABM MOU #3 Proposal** – Mr. Fleming from ABM is here to present their Memo of Understanding #3 that covers the period of July 1, 2022 through June 30, 2024. At the last meeting ABM presented a proposed MOU but the committee asked for a proposal reflecting more of a “shared sacrifice” between ABM and the district in regards to the cost of the wages offered to employees. This new proposal represents changes that are resulting from the elimination of the COVID cleaners, and ensure our ability to attract and retain the best possible custodial staff. Member Kehoe asks what the amount in the original contract was (it was \$3,811,695 + \$580,271 for COVID cleaners). There is an approximate 2.0% increase each year of the contract. Mr. Welch adds that in the upcoming year we are reducing the number of cleaning assistants from 15 down to 5 FTE. He also adds that we are still keeping our additional 2 daytime ABM cleaners at the Park. They have instituted several new practices, such as a new sign on the each bathroom door with a QR code that students can scan to alert us that the bathroom needs attention. The behavioral issues at the high school are also adding to the issues in the high school bathrooms. Ms. Piesz adds that today we are at 90.5 FTE, however they had one person resign this week, and they may need to counsel a few people that are not delivering the expected level of service. The goal is to achieve  $84 + 8.5 = 92.5$  total FTE.

**Financial Statements as of April 30, 2022 -** Mr. Kling presents the district financial statements through April 30. The highlights from the revenue variances are that the federal revenue is \$73K higher due to the fact that we received two subsidy payments during April. Interdistrict Source revenue is \$1.7M higher because we received two unanticipated payments from RESA for the 2019-20 Special Education Act-18 costs during April. On the expenditure side, Basic Programs, Added Needs, and Pupil Support are all trending slightly ahead of the three-year average due to lower over-all expenses related to staffing shortages and vacancies. Also trending slightly faster are the budget lines for Business, School activities, and Facility Improvements. Transportation is trending slower than the three year average due to credits received from Durham and the timing of the invoices received from Durham.

**2022-23 General Fund Initial Budget Presentation -**

Ms. Piesz shows the committee a presentation on the 2022-23 Initial Budget proposal. It includes a state budget outlook, the foundation allowance amount (\$435 per pupil), latest enrollment projections (16,188), the results of the Budget Transformation Meeting held in April, and highlights of what is included in the fiscal year 2022-2023 general fund budget.

**Athletic Training Services RFP Award Recommendation –** Ms. Piesz shares with the Committee that the Athletic Department at P-CEP recently put forward an RFP for Athletic Training Services. The current vendor, ATI, has not been able to provide adequate staffing as stated in their agreement. Mr. Vernon Crump, Assistant Principal for Activities and Athletics for Canton High School, initiated the RFP and did post-bid interviews with each of the three bidders. We received and opened three bids on May 12, 2022. Bidders were Trinity Health, Plymouth Physical Therapy Associates, and Henry Ford Health Services. Mr. Crump is recommending the low bidder, Henry Ford Health Services, to be awarded the contract for Athletic Training Services at P-CEP. The total annual cost for this service will be \$117,300, which covers 1,700 hours at each of the three P-CEP schools.

**Wayne RESA 2022-23 Budget –**

We originally discussed the 2022-23 Wayne RESA Budget at the Finance & Operations meeting held on May 5, 2022. On Tuesday night we will be presenting this item for first and final reading. This vote must occur before June 1<sup>st</sup>, and to pass the budget RESA needs 50% on the districts in Wayne County to approve it. At the last meeting the committee had questions regarding the plan to spend down the 70% fund balance. RESA provided answers that were communicated to the full BOE via Board Notes.

**TMP Amendments #6 (Furniture) & 7 (Playgrounds)–**

For review are the #6 and #7 amendments to the TMP Associates contract that was signed in 2020. These amendments are written when we require additional services from TMP during the course of the bond work. Amendment #6 is for the additional service of designing and coordinating the furniture purchases for the Bid Package #EL-2 buildings. Amendment #7 is for the design work associated with the playground areas at the Bid Package #EL-2 buildings this summer.

**F&O Meeting Schedule for June 9, 2022 –** Due to the fact that the Starkweather Academy graduation will be held on the same night that we have scheduled our next Finance & Operations Committee meeting, and members of the Board and administration are interested in attending that event, we discuss the possibility of beginning the meeting at 4:00 p.m. on June 9<sup>th</sup>, to allow time to attend the event. It is decided that we will hold the June 9<sup>th</sup> meeting at 4:00 p.m.

Adjourned: **6:30 p.m.**