



Finance & Operations Committee

May 4, 2023

MINUTES

Meeting called to order by: Member Kehoe 5:02 p.m.

Board of Ed members present: Kehoe, Picard (Christenson absent)

District staff: Merritt, Piesz, Emmadi, Gruszczynski, Salzer, Meier, Brady, Jory

Presenters: Brian Jessie, Matt Stockert from Barton Malow, Jeremy Motz from Clark Hill **Citizen Representatives:** Paton, Roderique

Community Members present: John Johnston, Josh Patterson

Public Comments – none.

Approval of Prior Meeting Minutes – April 20, 2023 - approved.

Approval to Purchase Violins and Violas– Ms. Piesz tells the committee that, while this purchase is less than the bid threshold, we are bringing it to the committee today to share as part of the upcoming VAPA Purchases of musical instruments. Deirdre Brady from Curriculum is here to discuss the request to purchase violins and violas for orchestra program. The recommendation is to purchase the instruments from Shar Music of Ann Arbor, MI. They were second low bid, but they are local, have availability, and we have had pleasant past experience purchasing from Shar Music. Mr. Kehoe recommends that this item does not appear on Tuesday’s Board agenda, but since under the threshold, it can be purchased directly.

Student Transportation Services RFP Bid Award Recommendation - Attorney Jeremy Motz is here from Clark Hill Law to answer any technical questions on the new transportation contract with Durham. When we first opened the two bids they were almost \$1M apart, which seemed unlikely. In analyzing the proposals we found errors in both bids. First Student’s bid included the cost of replacement bus parts and maintenance, which should be excluded as the district pays that expense directly. For Durham, the monthly routing services cost, which amounts to \$42,771 per month, or \$427,710 per year. When these factors were figured in, Durham still was the low bid, but only by \$738,083 over three years.

Member Kehoe has some clarifying questions related to provisions made for performance penalties for late buses, missed routes, athletic or field trip busing, and the outside use of personnel that is supposed to be assigned to P-CCS. Mr. Kehoe wants to ensure that we address the staffing issues. Ms. Piesz and Mr. Motz will continue conversations with Durham as they clarify questions and finalize this agreement. This will come up for first reading at Tuesday evening's Board of Education meeting.

Technology Bond Bid Package #T-7 – Ms. Piesz introduces Mark Salzer, Brian Jessie, and Matt Stockert from Barton Malow to discuss part one of two of the bid package #T-7 purchases. This covers technology items needed for Isbister, Pioneer MS, and Starkweather Academy. Some of the cost of this purchase will be from Section 97 state grant funds, as well as Category 27-1 and 28-1 are bond related.

- **Audiovisual (category 27-1)** – consisting of sound systems and A/V systems related to the construction work at Isbister and Plymouth HS.
- **Video Surveillance and Access Control (category 28-1)** – The recommended vendors have been vetted, have been used in the district before, and were low bidders.
- **Visitor Management Systems (category 27-3)** – This is the Section 97 state grant fund piece that will pay for the Visitor Management System (VMS) and the related software subscription. These VMS units are kiosks that would be located in the secure vestibule of each building, and the related software subscription. This system would allow a visitor to scan their ID in to verify that this person is who they say they are, and that they are a person who is designated to have access to the building and student. A visitor can print a visitor badge once inside the office. This system would be integrated with MiStar to confirm who can pick up the student. A visitor will also have an option to enter student ID information in lieu of the driver's license or state ID. Member Kehoe would like answers to his questions about processes, references, and communication to families in Board Notes this weekend. Mr. Meier and Mr. Tyszkiewicz have also been working on the details with the vendor and will be available to answer any board questions. There is also a piece of this called "CrisisGO" which is a tool to use when there is a crisis to facilitate communication with parents (in lieu of Robocall), and for keeping track of students in the case of relocation in an emergency.

They will be bringing back the final piece of Bid Package #T-7 (part 2), the purchase of Public Address (PA) Paging Systems, at the next F&O meeting.

Technology E-Rate Purchase Uninterruptible Power Supply (UPS) - Mr.

Salzer tells the committee that we periodically need to replace or add UPS units for different components in our network. The request is for both the UPS Units and their battery cartridges. The cost of this would be through e-rate so we will eventually be reimbursed \$50%. He plans to replace the battery cartridges in 50 of our existing units, and purchasing 25 new units with new battery cartridges for needed at some locations. Some of this equipment is not bond eligible, so that portion of the purchase will be paid with general funds. Member Kehoe would like Mr. Salzer to continue to bring these purchases to the F&O Committee, but they do not need to go to the full board if the amounts are below threshold.

2023-24 Budget Transformation Results - Ms. Piesz explains the budget transformation process and goes through each investment. After discussion and prioritization the investments that will be funded in the 2023-24 school year are:

- 6 additional student support coordinators to allow each elementary building to have one.
- Alternative Suspension Teacher to be funded 90% by At Risk funds and 10% general funds
- Religious Diversity Journeys Program – covers transportation costs
- Bus/Lunch Hour Duty at \$30 per hour
- Additional nurses (2) and (7) healthcare technicians who were funded by federal funds during the pandemic, but will now be a general fund expense. They have set up “Healthcare Teams” to cover all buildings.
- An additional Administrative Assistant for elementary special education, which will be funded by special education funds
- Cleaning Assistants –originally temp positions funded by federal funds, this request is to keep the cleaning assistants at the two buildings that we do not have Plant Engineers.
- The addition of a K-12 VAPA Curriculum Coordinator.

We also discuss some of the investment requests that did not make the cut and will not be funded. Most of these items are expenses that were federally funded during the pandemic, but now that the federal funds have been depleted, we will not continue to pay these expenses.

2023-2024 Wayne RESA Budget Approval - The Board had already received this in Board Notes, but we wanted to bring this forward today to see if there were any further questions. There were no questions.

Update of Property RFPs –

- **Former Maintenance Building** - Ms. Piesz gives an update to the committee on the sale of the property located at 987 Mill Street, the site of our former maintenance building. The winner of this bid is Bidigare Contractors, who is an existing neighbor of the property. This bidder will accept the property "as is", they will assume the responsibility of any environmental costs.
- **Tanger Property (Northville Township)** – We will be moving forward with Toll Brothers proposal. We will be responsible for the demolition of the old building. This building does contain asbestos, so we would need to pay the cost of asbestos abatement.

June 8th Meeting Schedule Change:

June 8th is the date of a scheduled F&O meeting, but it is also the date of the Starkweather graduation ceremony, which the Board Members and CORE Team usually attend. Since the ceremony is being held at the Salem Auditorium, the consensus is that the Finance & Operations Committee will meet at 4:30 p.m. at Salem HS.

Adjourned: **7:10 p.m.**