

# PLYMOUTH-CANTON COMMUNITY SCHOOLS

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## **BOARD OF EDUCATION REGULAR MEETING MINUTES** **February 27, 2024**

The Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, met in a Regular Meeting on Tuesday, February 27, 2024, at 7 p.m. at the E. J. McClendon Educational Center, 454 S. Harvey Street, Plymouth, Michigan, 48170.

Vice President Christenson called the Regular Meeting to order at 7 p.m. in the Boardroom.

Present: Members Christenson, Kehoe, McCoin, Picard, Sidhu, and Westra  
Absent: Member Wilson

Administrators Present: Dr. Monica L. Merritt, Superintendent of Schools  
Mr. Kurt Tyszkiewicz, Assistant Superintendent of Student Services  
Ms. Bethany Rayl, Chief Academic and Innovation Officer  
Ms. Jill Minnick, Chief Finance and Operations Officer  
Ms. Carly Rays, Assistant Director of Marketing and Promotion  
Ms. Lisa Anglin, Executive Director of Human Resources  
Mr. Mark Salzer, Director of Integrated Technology Systems  
Mr. Tim Gruszczynski, Director of Facilities and Capital Projects

Others Present: Ms. Diane Robertson, Executive Assistant to the Superintendent and Board  
Mr. Josh Patterson, SVA Student Co-Chair  
Ms. Jennifer Maino, TMP Architecture, Inc. Interior Designer  
Mr. Derek Dinkeloo, TMP Architecture, Inc. Senior Associate  
Mr. Brian Jesse, Barton Malow CTS Senior Designer  
Mr. Matthew Stockert, Barton Malow Design Specialist

Josh Patterson led the Pledge of Allegiance.

### **A. Adoption of the Agenda/Approval of the Consent Agenda**

**Action Item #24-02-54:** It was moved by Member Sidhu and seconded by Member Kehoe to adopt the Agenda and the Consent as presented. The Consent Agenda consisted of New Hires, Leaves, Resignations, Retirements, Special Meeting Minutes of February 13, 2024, Regular Meeting Minutes of February 13, 2024, Special Meeting Minutes of February 21, 2024, First Reading Bylaws/Policies, and Final Reading Policies.

Ayes: Members Christenson, Kehoe, McCoin, Picard, Sidhu, and Westra

Nays: None

The motion was carried 6-0

#### New Hires

Conner, Caroline	Technology Integration Specialist Educational Support Center	Effective Date 2-26-24
Madyun, Abdul	Chief Human Resource Officer Administration Building	Effective 3-6-24

#### Leaves

Dunn, Cheryl	(0.5) Elem. Classroom-EL Teacher Isbister Elementary School	Unpaid Childcare Leave of Absence for the 2024-2025 School Year
Jossey, Keri	Math Canton High School	Childcare Leave of Absence 2-1-24 to 3-20-24

#### Resignations

Levin, Melissa	Instructional Coach Farrand Elementary School	Resignation Effective 2-21-24
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Onder, Chelsea	Math Plymouth High School	Resignation Effective 2-12-24
Welch, Richard	Director of Operations Educational Support Center	Resignation Effective 2-29-24

### Retirements

Breslin, Lizbeth	Innovation Period Teacher Eriksson Elementary School	Resignation Effective 6-12-24
Sawchuk, Terrance	Middle School Principal Discovery Middle School	Resignation Effective 2-28-24

### Approval of Minutes

The Special Meeting Minutes of February 13, 2024, the Regular Meeting Minutes of February 13, 2024, and the Special Meeting Minutes of February 21, 2024, were approved as presented.

### First Reading Bylaws/Policies

- Bylaw #0122 - Board Powers
- Policy #1420 - School Administrator Evaluation
- Policy #3120 - Employment of Personnel
- Policy #3139 - Staff Discipline
- Policy #3140 - Termination and Resignation
- Policy #3220 - Professional Staff Evaluation
- Policy #3244 - Individualized Development Plan

### Final Reading Policies

- Policy #7540.03 - Student Technology Acceptable Use and Safety
- Policy #7540.04 - Staff Technology Acceptable Use and Safety

## **B. Celebrating Success**

Member Picard presented the STARS Award (Students with Tenacity Achieving and Reaching Success) to 45 talented middle and high school band and choir students who auditioned and were accepted into the following elite Michigan School Vocal, Band, and Orchestra Association ensembles: Regional Honors Choir, State Honors Choir, and All-State Bands and Orchestras. P-CEP Marching Band Drum Majors Alana Lake and Miles Dupree were also honored with STARS Awards for their hard work, dedication, and leadership during the marching band season. Congratulations to all of these students on their impressive accomplishments.

## **C. Board Committee Reports/Action**

### Student Performance and Achievement Committee (SPA) - Anupam Chugh Sidhu

Member Sidhu shared that the SPA committee has not met since the last meeting. The next SPA meeting is scheduled for March 6, 2024, at 5 p.m. in the Boardroom at the E.J. McClendon Educational Center, and everyone is welcome to attend.

### Policy Advisory Committee - Patti McCoin

Member McCoin shared that the Policy Committee met this evening and discussed several policy revisions, which are being sent to the Teaching & Learning Department for additional clarification. The policies on this evening's agenda are being recommended to comply with recent legislative changes. The next policy meeting is scheduled for March 12, 2024, at 5:30 p.m. in the Collaboration Room at the E.J. McClendon Educational Center, and everyone is welcome to attend.

### Finance and Operations Committee - Patrick Kehoe

Member Kehoe shared that the F&O Committee met on February 22, 2024, and reviewed updates regarding the Tanger property sale. The committee also reviewed a furniture purchase for East and West Middle Schools, two technology resolutions, the Mid-year Budget Amendment, 2024-2025 Budget Assumptions, and financial statements for the month of January. The next F&O meeting will be held on March 7, 2024, at 5 p.m. in the Boardroom at the E.J. McClendon Educational Center, and everyone is welcome to attend.

Student Voice in Action Committee – Josh Patterson and Sae Pawar

Josh Patterson, SVA co-chair, shared that the SVA Committee met on February 26, 2024, and had positive conversations regarding the student handbook, specifically related to the dress code and students' perspectives. The committee also reviewed the food and nutrition services presentation regarding student meals and discussed the next steps in order to provide SVA committee feedback. The next SVA meeting is scheduled for March 18, 2024, in the Canton High School Media Center, and everyone is welcome to attend.

**D. Administrative Reports/Recommendations****Superintendent's Report**

Superintendent Merritt highlighted recent student accomplishments and congratulated Anirudh Krishnan, a Plymouth HS senior who was recently recognized for his athletic excellence, stellar academic record, and community service when MHSAA named him one of 32 winners of this year's prestigious Scholar-Athlete Award.

She also gave a shout-out to nine P-CEP Arts Education Program students honored for their outstanding work at the prestigious Scholarships Art and Writing Awards show. Ryan Peters, a senior on the Salem High School boys' basketball team, was also congratulated for his incredibly significant milestone last week when he scored his 1,000<sup>th</sup> career point. Additionally, she applauded East Middle School chess team members for winning the Michigan Middle School Chess Championship for an unprecedented 3<sup>rd</sup> year in a row, where each student had a perfect record in the competition against students from around the state.

Superintendent Merritt invited parents of P-CCS 8th and 9th-grade students to an open house for the district's new Early Middle College Program to learn more about this new opportunity for students to blend their high school courses with college-level coursework and earn college credit at no cost to our families. The open house will be held on March 6, 2024, at 7 p.m. in room #401 at Plymouth HS.

Finally, she spoke about the P-CCS intra-district transfer application window, which is currently open until March 14 and offers an opportunity for resident families of P-CCS students to apply for a transfer to a different school within the district if space is available. Once the intra-district transfer period concludes, the district will open a School of Choice application period from March 15 to April 13, 2024, allowing non-resident families from our surrounding counties an opportunity to apply for enrollment. Additional information on both enrollment opportunities is available on the P-CCS website.

**Finance and Operations - Jill Minnick**First Reading Resolutions

- Consider Approval of a Resolution for Bid Package #MS-2 (East/West Middle School Furniture Purchase) Representatives from TMP Architecture, Inc. provided an overview of this recommendation, which includes furniture for general education and special education classrooms, learning commons, and main offices at each building. Quotes received from all furniture vendors were obtained through purchasing consortiums, and the recommended pieces resulted in a positive variance for the two buildings. The total cost for the recommended furniture and equipment at both buildings is \$1,115,787.15, which will be funded using 2020 and 2023 bond funds. (First Reading)
- Consider Approval of a Resolution - Bid Package #T-8 2020 Bond Project Tech Contracts e-Rate Structured Cabling and Network Infrastructure. Representatives from Barton Malow and Mr. Mark Salzer, Director of Integrated Technology Systems, provided an overview of this recommendation to purchase structured cabling and network infrastructure needs at Canton HS, Plymouth HS, East MS, West MS, and the new P-CEP Stadium. A virtual public bid opening was held, and eight bids were received. School districts are eligible for partial reimbursement of some telecommunications services under the federal e-Rate Universal Service Fund (USF) program. Based on the project team's evaluation, it is recommended that contracts be awarded to People Driven Technology in an amount not to exceed \$145,622.19 and to Nerds Xpress in an amount not to exceed \$142,157.70. The total awarded amount will not exceed \$287,779.89, net of reimbursements for \$100,809.04. These purchases will be funded using 2020 and 2023 bond funds. (First Reading)
- Consider Approval of a Resolution - Bid Package #T-9 Technology Related to 2020 Bond Projects HS-2A, HS-4, MS-2, and HS-4A. Representatives from Barton Malow and Mr. Mark Salzer, Director of Integrated Technology Systems, provided an overview of this recommendation to purchase technology equipment needed in learning, office, and activity/athletic spaces at Canton HS, Plymouth HS, East MS, and West MS. A virtual public bid opening was held, and seven bids were received from six different contractors. It is recommended that contracts be awarded to TEL Systems in an amount not to exceed \$205,441.39 to

SoundCom Systems in an amount not to exceed \$120,147.50, and to Security 101 in an amount not to exceed \$414,321.57. The total award for BP #T-9 in the three awarded categories will not exceed \$748,610.46 and will be funded with 2020 and 2023 bond funds. (First Reading)

Board members were given an opportunity to comment and ask questions.

#### Mid-Year 2023-2024 Budget Amendment (Presentation)

Ms. Jill Minnick, Chief Finance and Operations Officer, presented a comprehensive overview of the Mid-Year Budget Amendment. She outlined the district's goals, emphasizing the alignment of financial resources to meet the P-CCS Dynamic Plan objectives and to address areas of greatest student need as identified through academic data. The presentation included an examination of various resources, comparing and analyzing them against the budget to identify variances in the amendment. Ms. Minnick provided a high-level review of general fund revenue and expenditures. Historical financial data and enrollment numbers were also examined. The impact of lower birth rates on statewide enrollment was discussed. The School Finance Research Collaborative estimates the cost of educating a student to be \$10,421 per school year. Currently, P-CCS receives \$9,608 per student, representing an increase from the previous year but still falling short of the recommended amount. After amendments, the district's projected fund equity stands at 20.4%, which exceeds the projected balance and is above the minimum required by district policy (10%) and above the auditors' minimum recommendation (15%). Superintendent Merritt expressed gratitude to Ms. Minnick and Ms. Jody Malbon, Director of Finance & Accounting, acknowledging their dedicated efforts in identifying efficiencies and enhancing the district's overall budgeting process.

Board members were given an opportunity to comment and ask questions.

#### Final Reading Resolutions

- **Action Item #24-02-55:** It was moved by Member Kehoe and seconded by Member Westra to Approve a Resolution for the 2023-2024 Mid-Year Budget Amendment. (First and Final Reading)

Ayes: Members Christenson, Kehoe, McCoin, Picard, Sidhu, and Westra

Nays: None

The motion was carried 6-0

### **Teaching and Learning – Bethany Rayl**

#### First Reading Resolutions

- **Consider Approval of a Resolution for New Course Materials (Other Worlds of Science Fiction and Fantasy).** Ms. Bethany Rayl, Chief Academic and Innovation Officer, provided an overview of this recommendation to purchase 465 copies of *The Emperor's Soul* by Bryan Sanderson as a whole-class text for the class "Other Worlds of Science Fiction and Fantasy," not to exceed \$6,300. These books would be purchased from the 2023-2024 budget and implemented during the second semester of the 2023-2024 school year and beyond. (First Reading)

Board members were given an opportunity to comment and ask questions.

#### Final Reading Resolutions

- **Action Item #24-02-56:** It was moved by Member Kehoe and seconded by Member Westra to Approve a Resolution for a Course Name Change Request (Beginning/Intermediate Piano to Piano Studies). This more inclusive name change will help high school students interested in studying piano at a higher level understand that Piano Studies is an option and ensure that students who complete their course of study will have their course more accurately reflected on their transcript. This name change would go into effect during the 2024-2025 school year and beyond. (Final Reading)

Ayes: Members Christenson Kehoe, McCoin, Picard, Sidhu, and Westra

Nays: None

The motion was carried 6-0

### **E. Citizens' Comments**

- None

## **F. Action Items/ Discussion**

- **Action Item #24-02-57:** It was moved by Member McCain and seconded by Member Kehoe to Approve a Resolution Designating a Representative, Ms. Diane Robertson, to vote for MASB Region 8- Board of Directors Three-Year Term. Board members discussed and agreed to cast a collective vote for candidate Birgit McQuiston. (First and Final Reading)

Ayes: Members Christenson Kehoe, McCain, Picard, Sidhu, and Westra

Nays: None

The motion was carried 6-0

## **G. Follow-up Board Questions**

- Related to the Middle School Furniture Purchase - Member Kehoe would like to know the age of the classroom furniture in rooms, which are scheduled to be updated with the bond purchase.

## **H. Adjournment**

Vice President Christenson adjourned the Regular Meeting at 8:25 p.m.

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Anupam Chugh Sidhu  
Secretary, Board of Education

\*Approved at the Regular Meeting of the Board of Education on 3-12-24/dr