

CHIPPEWA VALLEY SCHOOLS  
19120 Cass Avenue  
Clinton Township, MI 48038  
586-723-2000

Regular Meeting  
Administration Building

January 27, 2014  
6:30 p.m.

- A. Call to order and Pledge of Allegiance
  - B. Additions/Deletions
  - C. Recognition/Presentations
    - 1. Classroom Cash Grants Michigan Schools & Government Credit Union
  - D. From the Community
  - E.
    - 1. General Consent Agenda
      - a. Approve minutes of:
        - Regular Meeting held on January 13, 2014  
(minutes are posted on the district website@ [chippewavalleyschools.org](http://chippewavalleyschools.org))
      - b. Approve Financial Reports
      - c. Personnel Transactions
- F. Old Business
- G. New Business
  - 1. Approve Resolution to Adopt MSBO/MAPT Bus Purchasing Program Mr. Sederlund
  - 2. Approve Purchase of School Bus Mr. Sederlund
  - 3. Approve Contracts for Communication Services Mr. Sederlund
  - 4. Approve Contract for Skilled Trades Mr. Sederlund
  - 5. Approve 2013/2014 Appropriation Act Amendment for General, Food Service, and Macomb International Academy Funds Mr. Sederlund
  - 6. Approve 2014 Summer Tax Collection Agreement for Charter Township of Clinton and Charter Township of Macomb Mr. Sederlund
  - 7. Approve New Board Policies #1623, #3123, #4123/Section 504/ADA Prohibition Against Disability Discrimination in Employment Mr. Roberts
  - 8. Approve New Board Policy #1422 & Revised Board Policies #3122/#4122- Nondiscrimination and Equal Employment Opportunity Mr. Roberts
- H. Union Communication
- I. Administration Reports
- J. Curriculum Updates
- K. Executive Session (8.h Attorney/Client Privilege)
- L. Of and by Board Members
- M. Adjournment

**Future Meetings**

February 03, 2014	5:45 p.m.	Building & Site Sub-Committee
February 03, 2014	6:30 p.m.	Regular Meeting
February 24, 2014	6:30 p.m.	Regular Meeting



F. Old Business

G. New Business

1. Approve Resolution to Adopt MSBO/MAPT Bus Purchasing Program Mr. Sederlund
2. Approve Purchase of School Bus Mr. Sederlund
3. Approve Contracts for Communication Services Mr. Sederlund
4. Approve Contract for Skilled Trades Mr. Sederlund
5. Approve 2013/2014 Appropriation Act Amendment for General,  
Food Service, and Macomb International Academy Funds Mr. Sederlund
6. Approve 2014 Summer Tax Collection Agreement for Charter Township  
of Clinton and Charter Township of Macomb Mr. Sederlund
7. Approve New Board Policies #1623, #3123, #4123/Section 504/ADA  
Prohibition Against Disability Discrimination in Employment Mr. Roberts
8. Approve New Board Policy #1422 & Revised Board Policies #3122/#4122-  
Nondiscrimination and Equal Employment Opportunity Mr. Roberts

REGULAR MEETING

January 27, 2014  
6:30 p.m.

**MEMORANDUM**

**G.1 Approve Resolution to Adopt MSBO/MAPT Bus Purchasing Program**

**Mr. Sederlund**

RECOMMENDED MOTION: "That the Chippewa Valley Board of Education approve the attached resolution to adopt the 2013/2014 MSBO/MAPT Bus Purchasing Program and that the reading of the resolution be waived."

RATIONALE: By adopting this resolution, the Board of Education indicates its intent to participate in the MSBO/MAPT purchasing program. School boards are required to approve the resolution to purchase busses from the state bid.

REGULAR MEETING

January 27, 2014  
6:30 p.m.

**MEMORANDUM**

**G.2 Approve Purchase of School Bus**

**Mr. Sederlund**

RECOMMENDED MOTION: "That the Chippewa Valley Board of Education approve the purchase of one (1) 2014 ThomasBuilt Saf-T-Liner C2 65-Passenger School Buses with a wheelchair lift and three (3) 2014 ThomasBuilt Saf-T-Liner C2 77-Passenger School Buses from the 2013/2014 MSBO/MAPT Bus Purchasing Program for a total cost of **\$365,335.60.**"

RATIONALE: The Director of Pupil Transportation has compared the specifications of the offerings from each of three (3) manufacturers represented in the purchasing program and has made the determination that the recommended bus model will best serve the district at this point based on the performance of our latest purchases and other comparative factors. Funding for the purchase will come from the 2010 Building & Site Fund.

REGULAR MEETING

January 27, 2014  
6:30 p.m.

**MEMORANDUM**

**G.3 Approve Contracts for Communication Services**

**Mr. Sederlund**

RECOMMENDED MOTION: "That the Chippewa Valley Schools Board of Education approve the following contracts for communication services.

<u>VENDOR</u>	<u>CATEGORY</u>	<u>COST</u>
Verizon	Cellular and Data Service	\$24,663.84
USA Mobility	Paging Service	\$ 864.00
<b>TOTAL COST</b>		<b><u>\$25,527.84</u></b>

RATIONALE: Aggressive pricing was obtained through the E-rate public bidding process.

The proposals were reviewed and approved by the Purchasing Department. Funding will come from the General Fund for these services.

**MEMORANDUM**

**G.4 Approve Contract for Skilled Trades**

**Mr. Sederlund**

RECOMMENDED MOTION: "That the Chippewa Valley Schools Board of Education approve Contrast Mechanical and Shoreview Electric for a time and materials one-year service contract, with the option of three annual contract extensions, utilizing bid unit prices."

RATIONALE: Aggressive pricing was obtained through the public bidding process RFP 16.1314.

The proposals were reviewed and approved by the Maintenance and Purchasing Offices. Funding will come from the General Fund for this purchase.

## MEMORANDUM

**G.5 Approve 2013/2014 Appropriation Act Amendment for General, Food Service, and Macomb International Academy Funds** **Mr. Sederlund**

RECOMMENDED MOTION: "That the Chippewa Valley Schools Board of Education adopt the following resolution to approve the General Fund, Food Service Fund, and Macomb International Academy budgets for the 2013/2014 fiscal year. Further request that the reading of the resolution be waived."

RESOLVED, that this resolution shall be the General Fund Appropriation Act of Chippewa Valley Schools for fiscal year 2013/2014 to provide for the expenditure of the appropriation; and to provide for the disposition of income received by Chippewa Valley Schools.

BE IT FURTHER RESOLVED that the total revenues and fund balance estimated to be available for appropriations in the General Fund of the Chippewa Valley Schools for the fiscal year 2013/2014 originally adopted June 17, 2013 be amended as follows:

Revenue	
Local	\$19,142,059
State	116,751,053
Federal	5,702,181
Transfers & Others	612,896
Total Revenue	\$142,208,189
Fund Balance July 1, 2013	\$17,297,126
Total Available to Appropriate	\$159,505,315

BE IT FURTHER RESOLVED, that \$141,370,503 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	\$75,576,013
Added Needs	15,196,347
Adult and Continuing Education	156,851



Support Services	
Pupil	12,691,056
Instructional Staff	4,295,244
General Administration	763,614
School Administration	9,031,119
Business	2,246,528
Operations & Maintenance	9,950,152
Transportation	4,109,813
Central	3,107,838
Other Support (Athletics, CTE Resale)	2,140,014
Community Services	1,093,063
Outgoing Transfers & Other	1,012,851
Total Appropriated	\$141,370,503
Estimated Fund Balance June 30, 2014	\$18,134,812

BE IT FURTHER RESOLVED, that the revenue from the millage levy of 18.000 mills on non-homestead and non-qualified agricultural property be certified and be used towards the District's 2013/2014 operating expenditures. As provided by in the Act related to the Michigan Business Tax, Personal Industrial Property is exempt from the 18 mills and Personal Commercial Property is exempt from 12 of the 18 mills.

RESOLVED, that this resolution shall be the Food Service Appropriation Act of Chippewa Valley Schools for fiscal year 2013/2014 to provide for the expenditure of the appropriation; and to provide for the disposition of income received by Chippewa Valley Schools.

BE IT FURTHER RESOLVED that the total revenues and fund balance estimated to be available for appropriations in the Food Service Fund of the Chippewa Valley Schools for the fiscal year 2013/2014 originally adopted June 17, 2013 be amended as follows:

Revenue	
Local	\$2,133,100
State	145,000
Federal	1,735,000
Transfers & Other	0
Total Revenue	\$4,013,100
Fund Balance July 1, 2013	\$571,419
Total Available to Appropriate	\$4,584,519

BE IT FURTHER RESOLVED, that \$3,860,985 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	
Wages	\$1,094,000
Employee Benefits	568,485
Food Purchases	1,625,000
Other	429,500
Capital Outlay	6,000
Outgoing Transfers	138,000
Total Appropriated	\$3,860,985
Estimated Fund Balance June 30, 2014	\$723,534

RESOLVED, that this resolution shall be the International Academy of Macomb Fund Appropriation Act of Chippewa Valley Schools for fiscal year 2013/2014 to provide for the expenditure of the appropriation; and to provide for the disposition of income received by Chippewa Valley Schools.

BE IT FURTHER RESOLVED that the total revenues and fund balance estimated to be available for appropriations in the International Academy of Macomb Fund of the Chippewa Valley Schools for the fiscal year 2013/2014 originally adopted June 17, 2013 be amended as follows:

Revenue	
Local	\$0
State	0
Federal	0
Incoming Transfers & Fund Modifications	\$3,944,580
Total Revenue	\$3,944,580
Fund Balance July 1, 2013	\$2,066,767
Total Available to Appropriate	\$6,011,347

BE IT FURTHER RESOLVED that \$3,883,819 of the total available to appropriate in the International Academy of Macomb Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	
Basic Instruction	\$403,000
Support Services	263,200
Payments to Other Schools	2,742,723
Fund Modifications	474,896
Total Appropriated	\$3,883,819
Estimated Fund Balance June 30, 2014	\$2,127,528

BE IT 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 by the Board.

BE IT FURTHER RESOLVED, that the Superintendent and his designee are hereby charged with 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 amount appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This appropriation act resolution is to take effect on approval by Board of Education.

**RATIONALE:** In preparing the 1<sup>st</sup> amended budget, the administration has reviewed the entire budget and updated the budget to reflect current information. Projected revenue decreases from \$142.7 million to \$142.2 million dollars while projected expenditures decrease from \$141.5 million to \$141.4 million. The changes result in revenues exceeding expenditures by \$800,000 as compared to revenues exceeding expenditures by \$1.2 million in the budget adopted in June 2013.

The total revenue variance is a negative 0.35% of the June budget while the total expenditure variance is a positive 0.07% of the June budget.

MEMORANDUM

**G.6 Approve 2014 Summer Tax Collection Agreement for Charter Township of Clinton and the Charter Township of Macomb Mr. Sederlund**

RECOMMENDED MOTION: "That the Chippewa Valley Board of Education approve the Intergovernmental Agreement between Chippewa Valley Schools and the Charter Township of Clinton and the Township of Macomb for the collection of the 2014 summer taxes on the Clinton Township and Macomb Township parcels; authorize the cost to be pro-rated between the general fund and debt fund; authorize Board of Education Officers, Superintendent and Assistant Superintendent for Business and Operations to execute agreements as appropriate; and waive the reading of agreements."

RATIONALE: Each year the district must go through the legally prescribed procedure for collection of summer taxes. Chippewa Valley Schools (CVS) requested Clinton Township and Macomb Township to collect summer taxes for the district in 2014.

For 2014, Clinton Township has increased their collection fee to \$1.73 per parcel which is \$0.03 more per parcel than in 2013. Macomb Township has increased their collection fee to \$1.75 per parcel charge, which is \$0.25 more per parcel than in 2013. CVS will pay the \$1.73 and \$1.75 per parcel and CVS will collect \$0.17 and \$0.15 per parcel from MISD and MCC, respectively.

Not collecting summer taxes would have a significant impact on district cash flow and would result in the district borrowing up to \$14,000,000 with a significant borrowing cost.

REGULAR MEETING

January 27, 2014  
6:30 p.m.

**MEMORANDUM**

**G.7 Approve New Board Policies #1623, #3123, #4123/Section 504/ADA Prohibition Against Disability Discrimination in Employment Mr. Roberts**

RECOMMENDED MOTION: "That the Chippewa Valley Schools Board of Education approve the new board policies #1623-Administration; #3123-Professional Staff; #4123-Classified Staff/Section 504/ADA-Prohibition Against Disability Discrimination in Employment and that the reading of these policies be waived."

RATIONALE: These new policies are being adopted in the respective sections to address 504/Americans with Disabilities Act implications as they pertain to employment.

MEMORANDUM

- G.8 Approve New Board Policy #1422 & Revised Board Policies #3122/#4122-  
Nondiscrimination and Equal Employment Opportunity Mr. Roberts

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve a new board policy #1422 – Nondiscrimination and Equal Employment Opportunity/Administration and revisions to board policies #3122-Professional Staff; #4122-Support Staff/Nondiscrimination and Equal Employment Opportunity and that the reading of the policies be waived.

RATIONALE: The new board policy needs to be adopted and other policies be revised in response to Equal Employment Opportunity Commission (EEOC) rules regarding Protected Class status. In the area of employment law, courts, along with the EEOC, now recognize sexual orientation and transgender orientation to be encompassed under the term “sex”. It is recommended that the specific language be included in the policies. Revision to these policies reflect the current state of the law and should be adopted to maintain accurate policies.

H. Union Communication

I. Administration Reports

J. Curriculum Updates

K. Of and by Board Members

L. Adjournment