



## Board of Education - *Resolution*

**Year-Volume No.** 2023-56  
**Meeting Date:** 06-26-2023  
**Resolution No.** 52  
**Department:** Employee Services

**Topic:** Personnel Update

**Recommendation:** Move to approve employee staff hire dates as stated on the Employee Services Worksheet.

**Rationale:** The Board of Education shall approve the hiring of staff.  
  
The Board will be notified of leaves, transfers and other personnel changes that don't require formal approval.

**Resource Person(s):** Julia Butler, Director of Employee Services

**Financial Impact:** To be included in the 2022-2023 Budget Update

**Timeline:** As indicated on the Employee Services Worksheet.  
(Effective Date or implementation Date)

**Attachments:** Employee Services Worksheet  
Candidate Profile Sheet

**Employee Services Worksheet  
Volume # 55, Resolution # 52  
For June 26, 2023**

**Instructional / Administrative**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Effective Date</b>	<b>Replaces</b>
Griffin, Meredith	Third Grade	Hevel	08/22/2023	Joanne Stein
Hughes, Francesca	Spanish	9GA	08/22/2023	Stacia Ford
Jirjees, Valia	English	RHS	08/22/2023	Bridget Kowalke
Noland, Brittany	School Social Worker	All	08/22/2023	New Allocation
Orsini, Olivia	Fourth Grade	Hevel	08/22/2023	New Allocation
Raymond, Hannah	Fourth Grade	Indian Hills	08/22/2023	Fred Kraft
Wickersham, Lauren	Kindergarten	Washington	08/22/2023	Milena Tedesco (on LOA for 23-24)
Zarmakoupis, Vasiliki	Soc. Studies/Psych.	RHS	08/22/2023	New Allocation

<b>Separation or Non-Medical Leave of Absence</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Effective Date</b>	<b>Reason</b>
Wolfe, Melissa	Teacher	RMS	2023-2024	Non-paid Child Care Leave of Absence

**Non-Instructional**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Replaces</b>
Read, Thomas	Head Cook / Leader	RMS	05/25/2023	Kelly Grzegorzewski (transferred to Cook)
Schornack, Sara	Admin. Asst.	RHS	08/09/2023	Lisa Seeley

<b>Separation or Non-Medical Leave of Absence</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Effective Date</b>	<b>Reason</b>
Barnabo, Lori	Asst. Cook on LOA	RMS	06/07/2023	Resignation
Briggs, Dawn	Cook	RMS	06/09/2023	Resignation
Lerczak, Nicole	CTE Parapro.	RHS	06/09/2023	Resignation
Naif, Kailee	Childcare	Croswell	05/19/2023	Resignation



**Year-Volume No.** 2023-56  
**Meeting Date:** 06/26/2023  
**Resolution No.** 53  
**Department:** Employee Services

**Topic:** Tentative Agreement for the Romeo Administrators Association (RAA) - Principals.

**Recommendation:** Move to approve the tentative agreement with Romeo Administrators Association.

**Rationale:** The Board of Education shall approve the tentative agreement.

**Resource Person(s):** Julia Butler, Director of Employee Services

**Financial Impact:** \$226,447

**Timeline:** August 21, 2023  
(Effective Date or implementation Date)

**Attachment:** Tentative Agreement Summary



## Board of Education - *Resolution*

**Year - Volume No.** 2023-56  
**Meeting Date:** June 26, 2023  
**Resolution No.** 54  
**Department:** Academic Services

**Topic:** 7th Grade Health Textbook

**Recommendation:** Move to approve for 7th grade the Goodheart-Willcox Essential Health textbook c. 2023 for implementation in the 2023-2024 school year.

**Rationale:** Per Romeo Community Schools Board of Education bylaw 3001 & 3004, the board delegates the Superintendent to develop, implement, and provide ongoing evaluation of the school district's curriculum and the authority to purchase and recommend to the board for its approval, instructional materials, including textbooks, that are compatible with the school district's curriculum

The Sex Education Advisory Board reviewed and approved the sections of the book that contains information around human reproduction and STIs. We also had parents who attended the public review for the book and were pleased with how the content was presented.

**Resource Person(s):** Jennifer McFarlane, Assistant Superintendent Academic Services

**Financial Impact:** \$20,100.51 (6 years of the digital student license)

**Timeline:** 2023-2024 school year  
(Effective Date or implementation Date)

**Attachments** [7th grade Health textbook](#)  
See Curriculum Committee Subcommittee notes



## Board of Education - *Resolution*

**Year - Volume No.**      **2023-56**  
**Meeting Date:**            **June 26, 2023**  
**Resolution No.**            **55**  
**Department:**              **Academic Services**

**Topic:**                            3rd Grade Social Studies GIANT Resource

**Recommendation:**        Move to approve 3rd Grade Social Studies GIANT Curriculum

**Rationale:**                    Per Romeo Community Schools Board of Education bylaw 3001 & 3004, the board delegates the Superintendent to develop, implement, and provide ongoing evaluation of the school district's curriculum and the authority to purchase and recommend to the board for its approval, instructional materials, including textbooks, that are compatible with the school district's curriculum.

The curriculum and resources available for 3rd grade Michigan History from textbook companies is zero due to them being national resources and not state specific. The 3rd grade Social Studies representatives found the GIANTS curriculum to be engaging, factual, and easy to access.

**Resource Person(s):**        Jennifer McFarlane, Assistant Superintendent Academic Services

**Financial Impact:**            Free- Open Source material

**Timeline:**                      2023-2024 school year  
(Effective Date or  
implementation Date)

**Attachments:**                See Curriculum Committee Subcommittee notes



## Board of Education - *Resolution*

**Year - Volume No.**      2023-56  
**Meeting Date:**            June 26, 2023  
**Resolution No.**            56  
**Department:**              Academic Services

**Topic:**                        4th - 8th Grade TCI Social Studies Adoption

**Recommendation:**        Move to approve TCI 4th - 8th Grade Social Studies Adoption

**Rationale:**                Per Romeo Community Schools Board of Education bylaw 3001 & 3004, the board delegates the Superintendent to develop, implement, and provide ongoing evaluation of the school district's curriculum and the authority to purchase and recommend to the board for its approval, instructional materials, including textbooks, that are compatible with the school district's curriculum.

We currently use TCI for our 5th, 6th, and 7th grade Social Studies curriculum. Adopting it for grades 4-8 will be good for students to have continuity in the resource and materials. The contract is for 6 years of student licenses.

**Resource Person(s):**     Jennifer McFarlane, Assistant Superintendent Academic Services

**Financial Impact:**        \$141,335.00

**Timeline:**  
(Effective Date or  
implementation Date)        2023-2024 school year

**Attachments:**            [4th-8th grade TCI Social Studies](#)  
See Curriculum Committee Subcommittee notes



## Board of Education - *Resolution*

**Year-Volume No.** 2023-56  
**Meeting Date:** June 26, 2023  
**Resolution No.** 57  
**Department:** Business Services (Transportation Department)

**Topic:** Purchase of one (1) new bus

**Recommendation:** The Board of Education approve the recommendation by District Administration to purchase one (1) 77 Passenger Conventional buses at \$152,920.00 from Midwest Transit.

**Rationale:** Pricing was procured through the Michigan School Business Officials (MSBO) bus purchasing consortium program. Purchasing the bus at this time is necessary to use the remaining 2017 Bus Bond funds.

**Resource Person(s):** Vicki Laseke - Executive Director of Business Services  
Jodi Marshall - Director of Transportation

**Financial Impact:** This will use the remaining balance of the 2017 Bus Bond \$60,723 and additional funding will come from the 2021 Facilities Bond fund \$92,197.00 ,

**Timeline:** Bus will be ordered upon approval.  
(Effective Date or implementation Date)

**Attachments:** Michigan Bus Purchasing Price Comparison Report



## Board of Education - *Resolution*

**Year-Volume No.** 2023-56  
**Meeting Date:** June 26, 2023  
**Resolution No.** 58  
**Department:** Business Services

**Topic:** Final Budget Change Recommendations for the 2022-23 General Fund, Community Service Fund, High School Store, Food Service Fund and Special Revenue Fund (Student Activity Fund).

**Recommendation:** Move to approve the Final Budget Recommendations as presented in the attached documentation.

**Rationale:** Final Amendments to the General Fund Budget, Community Service Fund, High School Store, Food Service Fund and Special Revenue Fund approval.

**Resource Person(s):** Vicki Laseke, Executive Director of Business Services

**Financial Impact:** 2022-2023 Budgets and Summaries attached

**Timeline:** June 27, 2023  
(Effective Date or implementation Date)



**Romeo Community Schools**  
**General Fund Budget**  
**For the Fiscal Years Ending June 30**  
**Updated 06/27/2023**

Item	2021-2022 Actual	2022-2023 Original	2022-2023 Final
<b>Revenues</b>			
Local	\$8,591,243	\$8,824,234	\$9,709,677
State	\$48,143,824	\$49,517,748	\$56,532,004
Federal	\$3,714,914	\$3,399,690	\$5,252,658
Incoming Transfers/Other	\$3,444,303	\$3,819,817	\$3,881,391
<b>Total Revenues</b>	<b>\$63,894,284</b>	<b>\$65,561,489</b>	<b>\$75,375,730</b>
<b>Expenditures</b>			
<b>Instruction</b>			
Basic Instruction	\$31,210,303	\$32,627,749	\$35,404,899
Added Needs	\$9,397,092	\$9,377,597	\$11,454,121
<b>Total Instruction</b>	<b>\$40,607,395</b>	<b>\$42,005,346</b>	<b>\$46,859,020</b>
<b>Support</b>			
Pupil	\$3,749,195	\$3,219,888	\$4,467,347
Instructional	\$3,142,851	\$3,613,556	\$4,126,996
General Administration	\$796,181	\$816,448	\$857,103
School Administration	\$3,441,240	\$3,681,749	\$3,883,171
Business Services	\$850,077	\$944,640	\$997,862
Operations and Maintenance	\$5,006,784	\$6,068,072	\$6,678,977
Pupil Transportation	\$2,600,468	\$2,805,800	\$3,411,300
Central Services	\$1,141,935	\$1,324,179	\$1,249,998
Other (Athletics)	\$849,698	\$897,526	\$932,750
<b>Total Support Services</b>	<b>\$21,578,430</b>	<b>\$23,371,858</b>	<b>\$26,605,504</b>
Community Services	\$3,949	\$6,528	\$10,944
Outgoing Transfers and Other	\$7,901	\$17,799	\$390,087
<b>Total Expenditures</b>	<b>\$62,197,675</b>	<b>\$65,401,531</b>	<b>\$73,865,555</b>
Excess Revenues/(Expenditures)	\$1,696,609	\$159,958	\$1,510,175
Beginning Fund Balance	\$7,472,240	\$8,193,974	\$9,168,849
<b>Ending Fund Balance</b>	<b>\$9,168,849</b>	<b>\$8,353,932</b>	<b>\$10,679,024</b>

14.74%

12.77%

14.46%

**Romeo Community Schools**  
**School Service Fund - Community Services and Child Development**  
**For the Fiscal Years Ending June 30**  
**Updated 06/26/23**

	2021-2022 Actual	2022-2023 Original	2022-2023 Final
<b>Revenues</b>			
Local	\$788,678	\$722,836	\$828,149
Federal	\$813,688	\$551,251	\$759,547
Incoming Transfers/Other	\$0	\$0	\$0
<b>Total Revenues</b>	<b>\$1,602,366</b>	<b>\$1,274,087</b>	<b>\$1,587,696</b>
<b>Expenditures</b>			
Salary and Benefits	\$1,065,635	\$1,141,826	\$1,184,626
Purchased Services	\$78,865	\$38,026	\$105,158
Supplies and Other	\$109,888	\$71,318	\$165,303
Operating Transfers	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$1,254,388</b>	<b>\$1,251,170</b>	<b>\$1,455,087</b>
Excess Revenues/(Expenditures)	\$347,978	\$22,917	\$132,609
Beginning Fund Balance	\$116,974	\$464,952	\$464,952
<b>Ending Fund Balance</b>	<b>\$464,952</b>	<b>\$487,869</b>	<b>\$597,561</b>



## Board of Education - Resolution

**Year-Volume No.** 2023-56  
**Meeting Date:** June 26, 2023  
**Resolution No.** 59  
**Department:** Business Services

**Topic:** Original Budget Recommendations for the 2023-24 General Fund, Community Service Fund, High School Store, Food Service Fund and Special Revenue Fund (Student Activity Fund).

**Recommendation:** Move to approve the Original Budget Recommendations as presented in the attached documentation.

**Rationale:** The Uniform Budgeting Act requires that appropriations for the General Operating, School Service Funds and the Special Revenue Fund of the School District be approved by the Board of Education. The original budgets for these funds are attached. The budgets are based on projections and assumptions for the 2023-24 school year, establishing expenditure appropriations.

Major revenue data is based upon the following:

Estimated Taxable Value (Ad Valorem)	\$ 2,515,156,542
Estimated Taxable Value (Non-Homestead)	\$ 532,432,885
Operating Millage Levy	18.0000 Mills
Local Property Tax Revenue	\$ 9,090,143
Foundation Allowance Per Pupil	\$ 9,600

**Resource Person(s):** Vicki Laseke, Executive Director of Business Services

**Financial Impact:** 2023-2024 Budgets and Summaries attached

**Timeline:** July 1, 2023  
(Effective Date or implementation Date)



## **RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF THE ROMEO COMMUNITY SCHOOL DISTRICT FOR THE 2023-2024 YEAR BUDGETS**

RESOLVED, that this Resolution shall be the general appropriations of the Romeo Community School District for the 2023-2024 fiscal year. A Resolution to make appropriations; and to provide for the disposition of all income received by the Romeo Community School District.

BE IT FURTHER RESOLVED, the 18.0000 mills of ad valorem property taxes will be levied for the purposes of General Operations. The levy will be against the taxable value of non-homestead and non-qualified property, and ...

WHEREAS, the total revenue and unappropriated fund balance estimated to be available for appropriations in the General Operating Fund of the Romeo Community School District for the fiscal year 2023-24 is as follows:

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the School District shall expend any funds or obligate expenditures of any funds except pursuant to the appropriations made by the Board of Education, and in keeping with the budgetary policy statements adopted by the Board. Changes in the amount appropriated by the Board shall require approval of the Board of Education.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with the general supervision of the execution of the budget adopted by the Board of Education 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 adopted by the Board of Education.

This Appropriation Resolution is to take effect July 1, 2023.

**Romeo Community Schools**  
**General Fund Budget**  
**For the Fiscal Years Ending June 30**  
**Updated 06/27/2023**

Item	2021-2022 Actual	2022-2023 Original	2022-2023 Final	2023-2024 Original
<b>Revenues</b>				
Local	\$8,591,243	\$8,824,234	\$9,709,677	\$9,646,394
State	\$48,143,824	\$49,517,748	\$56,532,004	\$56,688,046
Federal	\$3,714,914	\$3,399,690	\$5,252,658	\$6,827,238
Incoming Transfers/Other	\$3,444,303	\$3,819,817	\$3,881,391	\$3,800,153
<b>Total Revenues</b>	<b>\$63,894,284</b>	<b>\$65,561,489</b>	<b>\$75,375,730</b>	<b>\$76,961,831</b>
<b>Expenditures</b>				
<b>Instruction</b>				
Basic Instruction	\$31,210,303	\$32,627,749	\$35,404,899	\$34,525,859
Added Needs	\$9,397,092	\$9,377,597	\$11,454,121	\$12,569,983
<b>Total Instruction</b>	<b>\$40,607,395</b>	<b>\$42,005,346</b>	<b>\$46,859,020</b>	<b>\$47,095,842</b>
<b>Support</b>				
Pupil	\$3,749,195	\$3,219,888	\$4,467,347	\$5,630,098
Instructional	\$3,142,851	\$3,613,556	\$4,126,996	\$4,746,602
General Administration	\$796,181	\$816,448	\$857,103	\$869,441
School Administration	\$3,441,240	\$3,681,749	\$3,883,171	\$4,043,886
Business Services	\$850,077	\$944,640	\$997,862	\$1,057,561
Operations and Maintenance	\$5,006,784	\$6,068,072	\$6,678,977	\$7,492,314
Pupil Transportation	\$2,600,468	\$2,805,800	\$3,411,300	\$3,341,809
Central Services	\$1,141,935	\$1,324,179	\$1,249,998	\$1,475,553
Other (Athletics)	\$849,698	\$897,526	\$932,750	\$942,823
<b>Total Support Services</b>	<b>\$21,578,430</b>	<b>\$23,371,858</b>	<b>\$26,605,504</b>	<b>\$29,600,087</b>
Community Services	\$3,949	\$6,528	\$10,944	\$11,213
Outgoing Transfers and Other	\$7,901	\$17,799	\$390,087	\$15,881
<b>Total Expenditures</b>	<b>\$62,197,675</b>	<b>\$65,401,531</b>	<b>\$73,865,555</b>	<b>\$76,723,023</b>
Excess Revenues/(Expenditures)	\$1,696,609	\$159,958	\$1,510,175	\$238,808
Beginning Fund Balance	\$7,472,240	\$8,193,974	\$9,168,849	\$10,679,024
<b>Ending Fund Balance</b>	<b>\$9,168,849</b>	<b>\$8,353,932</b>	<b>\$10,679,024</b>	<b>\$10,917,832</b>

14.74%

12.77%

14.46%

14.23%



## Board of Education - *Resolution*

**Year - Volume No.** 2023-56

**Meeting Date:** June 26, 2023

**Resolution No.** 60

**Department:** Technology

**Topic:** Security Cameras Phase I

**Recommendation:** Move to award security cameras bid response from AmComm Telecommunications, Inc.

**Rationale:** Equipping all elementary school interiors with security cameras is included in the 2021 Facilities Bond application. In addition, there are a number of other locations around the district in need of camera coverage also included in Phase I of this project.

**Resource Person(s):** Mark Nelson, Executive Director of Technology

**Financial Impact:** \$372,520.00 2021 Facilities Bond

**Timeline:** Summer 2023  
(Effective Date or implementation Date)

**Attachments:** Memo to BOE 6.20.23 Camera Proposal  
IDS Letter of Recommendation.pdf

June 19, 2023

Mr. Mark Nelson  
 Executive Director of Technology  
 Romeo Community Schools  
 Technology Department  
 Romeo Middle School  
 11091 West 32 Mile Road  
 Romeo, MI 48065

Project Name: Romeo Community Schools  
 Security Camera Upgrades Phase I  
 Romeo, Michigan

IDS Project No.: 21232-1005

Dear Mr. Nelson:

Bid specifications for the Security Camera Upgrades Phase I project were issued on May 23, 2023. The bid specifications for this project includes adding cameras and network video recorders to expand and enhance the existing security camera system throughout the District by adding additional cameras to enhance security at building entrances; providing security camera coverage for the interiors of the elementary school buildings and additional locations at the middle and high schools; and providing cameras to support building renovations during the summer of 2023 and summer of 2024.

Representatives from seven (7) companies attended the Pre-Bid Meeting on May 31, 2023.

Four (4) bids were received on June 13, 2023, as follows:

Bidder's Name	Bid Bond	Familial Disclosure	Affidavit of Compliance	Criminal Background Affidavit	Base Bid
Amcomm	Yes	Yes	Yes	Yes	\$327,365.00
Interstate Security	Yes	Yes	Yes	Yes	\$385,442.00
Security 101	Yes	Yes	Yes	Yes	\$409,949.82
Johnson Controls	Yes	Yes	Yes	Yes	\$462,225.45

The bidders included the required Bid Bond, Familial Disclosure, Affidavit of Compliance Iran Sanctions Act and Criminal Background Affidavit with their bid submission.

Post-bid interviews were conducted with the two (2) apparent low bidders on Friday, June 16, 2023. Both of their bid responses were found to be complete and fully compliant with the bid requirements. Their bill of materials pricing was determined to be in line with current industry trends and recent competitive bids for projects of a similar size and scope.

Romeo Community Schools existing security camera system consists of an Exacqvision video management system and Axis manufactured security cameras. The bid specifications allowed for bidders to submit responses for "or equal" camera manufacturers to promote competitive bidding.

The apparent low bidder, Amcomm, submitted a Base Bid for Hanwha branded cameras and a Voluntary Alternate for Axis branded cameras. After reviewing the capabilities of both camera manufacturers, the lead times to receive equipment and considering that Axis is the District's current standard, the team recommends Amcomm's Voluntary Alternate for award.

Mr. Mark Nelson  
IDS Project No. 21232-1005  
June 19, 2023  
Page 2

IDS recommends awarding the Security Camera Upgrades Phase I project to the lowest qualified bidder, Amcomm in the amount of \$372,520.00 (\$327,365.00 Base Bid + \$45,155.00. Voluntary Alternate No. 1)

Thank you for your kind attention to this matter. If you need further assistance, please contact me.

Sincerely,

Integrated Design Solutions, LLC



Scott Smith  
Senior Associate  
Manager, Technology

ec: File

F:\2021\21232\1005\Corr\Design\ltr001.docx





## **Board of Education - Resolution**

**Year-Volume No. 2023-56**

**Meeting Date: June 26, 2023**

**Resolution No. 61**

**Department: Facilities**

**Topic:** 2021 Bond Construction Change Order Approval

**Recommendation:** The Board of Education approve the CCD #1 and CCD#2 Change orders as presented.

**Rationale:** This change order is a result of A/E Design Refinement and Plan Review. It provides the necessary Materials and Labor to meet the requirements from the State. This was discussed at the Study session on June 12, 2023 with the BOE.

**Resource Person(s):** Chris Storm, Director of Operations and Vicki Laseke, Exec. Director of Business Services

**Financial Impact:** 2021 Facilities Bond - Total = \$56,817.22

Change Order CCD #1 Hicks Construction - \$31,649.22  
Change Order CCD #2 HMC Masonry - \$25,168

**Timeline:** Upon Approval we will proceed with this work summer of 2023

**Attachments:** Barton Malow Change Order Summary