



Board of Education - *Resolution*

Year-Volume No. 2024-57
Meeting Date: 12-09-2024
Resolution No. 84
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, Executive Director of Employee Services

Financial Impact: To be included in the 2024-2025 Budget Update

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

Attachments: Employee Services Worksheet

**Employee Services Worksheet
Volume # 57, Resolution # 84
For December 09, 2024**

Instructional / Administrative

Employment				
Name	Assignment	Location	Eff. Date	Replaces

Separation or Non-Medical Leave of Absence				
Name	Assignment	Location	Eff. Date	Reason

Non-Instructional

Employment				
Name	Assignment	Location	Eff. Date	Replacement/Promotion
Hitch, Richard	Utility Driver	Administration	11/12/2024	Janice Horton
Kelel, Donna	Bus Driver	Transportation	11/11/2024	Monica Lacroix
Milodrowski, Justine	Food Svc. Associate	RHS	12/11/2024	Amy LaForge
Safron, Jessica	Admin. Asst.	Indian Hills	12/09/2024	Lori Lozowski

Separation or Non-Medical Leave of Absence				
Name	Assignment	Location	Eff. Date	Reason
Filzek, Alena	Special Ed. Para.	Ham-Par	12/20/2024	Resignation
Simmons, Della	Caregiver	Croswell	11/04/2024	Resignation



Board of Education - *Resolution*

Year-Volume No. 2024-57
Meeting Date: December 9, 2024
Resolution No. 85
Department: Facilities

Topic: RCS Site Improvements Project Contract Approval

Recommendation: Approval for the awarding of contracts for the 2024 RCS Site Improvements Project (parking lot renovations).

Rationale: Bids were solicited for various categories to complete the RCS Site Improvements Package. Bids were vetted through a post-bid interview process and it was determined that the bids contained all the required components and that the companies met the qualifications to complete the work successfully. The facilities subcommittee reviewed all the information in detail at the December 2nd meeting.

Resource Person(s): Chris Storm, Director of Operations
Vicki Laseke, Director of Business
Todd Robinson, Superintendent

Financial Impact: \$ 623,972.00 (2021 Bond Funding)
\$3,107,505.00 Sinking Fund
TOTAL - \$3,731,477.00

Timeline: Implementation Summer of 2025
(Effective Date or implementation Date)

Attachments: Recommendation letter from Barton Malow
Bid Tabulations



Board of Education - Resolution

Year-Volume No. 2024-57
Meeting Date: December 9, 2024
Resolution No. 86
Department: Academic Services

Topic: District Automated External Defibrillator (AED) refresh

Recommendation: Move to approve the purchase of 15 LIFEPAK AEDs, three trainer devices, as well as storage and signage from Aventric Technologies

Rationale: The District School Nurse and Mr. Murray has conducted a full audit and inventory of our AED fleet and have determined it is in need of a refresh. This proposal has been reviewed and supported by the District Safety Team.

Currently, we have 12 devices that were installed in 2014 or earlier. We are beginning to have difficulty finding replacement batteries and pads for these and are unable to monitor AED readiness via an internet platform.

We will retain seven AEDs that were installed from 2019-2021, and replace the rest of the devices with the same model. This purchase will include same model training devices, along with cabinets and signage as needed. Romeo Middle School and Powell Ninth Grade Academy will also receive one additional AED for their facility.

The vendor recommended has a 'buy back' program that will provide us with a \$3,150 credit towards the purchase of new equipment. They will also deliver and assist with set up.

Resource Person(s): Rob Murray, Executive Director of Teaching and Learning
Julie Pauley, RCS School Nurse

Financial Impact: \$25,530.00 for AEDs, cabinets, and trainers
\$616.00 for signage

Total: \$26,146.00

Timeline: Installation will occur in the winter of 2025.

Attachments: AED Quote Comparison
AVENTRIC Heart Quote



Board of Education - *Resolution*

Year-Volume No. 2024-57
Meeting Date: December 9, 2024
Resolution No. 87
Department: Academic Services

Topic: New RHS Course Approvals - *World Studies Religion and Guitar*

Recommendation: Move to approve this proposal for new courses to add as Semester elective courses for Romeo High School students beginning in the 2025-2026 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. These courses align with our goal of students gaining real-world skills and the ability for students to use what they learn to skills that could lead to employment.

These new courses were presented and discussed by the Curriculum Subcommittee of the Whole at the November 25th meeting. The committee is in support of this recommendation.

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

Financial Impact: *World Studies Religion-* \$350 for teacher resources (GFund)
Guitar- \$450 for student method books (GFund)

Timeline: 2025-2026 school year
(Effective Date or implementation Date)

Attachments: World Studies Religion [curriculum proposal form](#)
Guitar [curriculum proposal form](#)



**Board of Education
Superintendent's Resolution #88
December 9, 2024**

2024 RCS EMERGENCY OPERATIONS PLAN

A regular meeting of the Board of Education (the "Board") of the Romeo Community Schools, County of Macomb, State of Michigan, (the "District"), was held at Powell 9th Grade Academy, 62100 Jewell Road, Washington, MI 48094, on December 9, 2024.

PRESENT: Members: _____

ABSENT: Members: _____

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS, Public Act 436 of 2018, MCL 380.1308b, requires Michigan school districts to develop and implement a comprehensive Emergency Operations Plan beginning in the 2019-2020 school year;

WHEREAS, the District has adopted updated versions of the Macomb County's School Emergency Operation Plan, including the original Plan on November 22, 2019, a revised Plan on November 4, 2021, and is now prepared to adopt the most recent version of the Plan updated in September 2024, all of which are compliant with the requirements of the Revised School Code;

WHEREAS, the Plan template is the result of collaboration between the District, other educational professionals and local first response agencies, including emergency management officials, and the guidelines therein are based on materials and lessons learned from these personnel as well as guidance provided by the Federal Emergency Management Agency (FEMA), the Department of Education and the Michigan State Police;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board hereby adopts the updated RCS Emergency Operations Plan that aligns with the September 2024 version of the Macomb County's School Emergency Operation Plan in accordance with MCL 380.1308b, effective immediately.

2. The Superintendent is hereby authorized to take any further actions necessary to implement the provisions of such Emergency Operations Plan and to ensure compliance with all applicable laws and regulations.



**Board of Education
Superintendent's Resolution #88
December 9, 2024**

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

As duly qualified and acting Secretary of the Board of Education for Romeo Community Schools, Romeo, Michigan, I certify that the foregoing constitutes a true and complete copy of a motion adopted by said Board of Education at a meeting held on December 9, 2024, the original of which is a part of the Board's minutes. I further certify that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, M.C.L. § 15.261, *et seq.*

Katherine Rice, Secretary
Board of Education

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Board of Education of the Romeo Community Schools, County of Macomb, State of Michigan, at a regular meeting held on December 9, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Katherine Rice
Secretary, Board of Education

Act No. 436
Public Acts of 2018
Approved by the Governor
December 20, 2018
Filed with the Secretary of State
December 21, 2018
EFFECTIVE DATE: March 21, 2019

**STATE OF MICHIGAN
99TH LEGISLATURE
REGULAR SESSION OF 2018**

Introduced by Senator Knollenberg

ENROLLED SENATE BILL No. 983

AN ACT to amend 1976 PA 451, entitled “An act to provide a system of public instruction and elementary and secondary schools; to revise, consolidate, and clarify the laws relating to elementary and secondary education; to provide for the organization, regulation, and maintenance of schools, school districts, public school academies, intermediate school districts, and other public school entities; to prescribe rights, powers, duties, and privileges of schools, school districts, public school academies, intermediate school districts, and other public school entities; to provide for the regulation of school teachers and certain other school employees; to provide for school elections and to prescribe powers and duties with respect thereto; to provide for the levy and collection of taxes; to provide for the borrowing of money and issuance of bonds and other evidences of indebtedness; to establish a fund and provide for expenditures from that fund; to make appropriations for certain purposes; to provide for and prescribe the powers and duties of certain state departments, the state board of education, and certain other boards and officials; to provide for licensure of boarding schools; to prescribe penalties; and to repeal acts and parts of acts,” (MCL 380.1 to 380.1852) by adding section 1308b.

The People of the State of Michigan enact:

Sec. 1308b. (1) Beginning in the 2019-2020 school year, and at least biennially thereafter, a school district, intermediate school district, or public school academy shall, in conjunction with at least 1 law enforcement agency that has jurisdiction over the school district, intermediate school district, or public school academy, conduct a review of the emergency operations plan developed or adopted under subsection (2), including a review of the vulnerability assessment under subsection (3), or conduct a review of the statewide school safety information policy described under subsection (4), as applicable.

(2) Subject to subsection (3), not later than January 1, 2020, a school district, intermediate school district, or public school academy shall develop an emergency operations plan for each school building operated by the school district, intermediate school district, or public school academy with input from the public. The board of the school district or intermediate school district or the board of directors of the public school academy shall adopt the emergency operations plan by a majority vote of the members serving on the board or board of directors at a public meeting of the board or board of directors held in compliance with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275.

(3) The emergency operations plan developed and adopted under subsection (2) must include guidelines and procedures that address at least all of the following:

- (a) School violence and attacks.
- (b) Threats of school violence and attacks.
- (c) Bomb threats.
- (d) Fire.
- (e) Weather-related emergencies.

- (f) Intruders.
- (g) Parent and pupil reunification.
- (h) Threats to a school-sponsored activity or event whether or not it is held on school premises.
- (i) A plan to train teachers on mental health and pupil and teacher safety.
- (j) A plan to improve school building security.
- (k) An active violence protocol.
- (l) Continuity of operations after an incident.
- (m) A vulnerability assessment.

(4) A school district, intermediate school district, or public school academy that adopts and implements a statewide school safety information policy under section 1308 that meets the requirements under subsection (3) is in compliance with subsection (2).

(5) A school district, intermediate school district, or public school academy shall provide notice to the department of a completed emergency operations plan review under subsection (1) not later than 30 days after the completion of the review, in a form and manner prescribed by the department. A school district, intermediate school district, or public school academy shall also provide notice to the department of the adoption of an emergency operations plan under subsection (2) not later than 30 days after the adoption of the emergency operations plan, in a form and manner prescribed by the department.

(6) At least annually, the department shall provide to the office of school safety within the department of state police a list of each school district, intermediate school district, or public school academy that has not developed and adopted an emergency operations plan under subsection (2).

(7) The office of school safety within the department of state police shall coordinate with a law enforcement agency that has jurisdiction over a school district, intermediate school district, or public school academy that has not developed and adopted an emergency operations plan under subsection (2) to notify the governing body of the school district, intermediate school district, or public school academy that the school district, intermediate school district, or public school academy has not developed and adopted an emergency operations plan.

(8) An emergency operations plan developed and adopted under subsection (2), any information provided to the department under subsection (5), and any information provided to the department of state police under subsection (6) is confidential and is exempt from disclosure under the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(9) As used in this section, "school building" means any of the following:

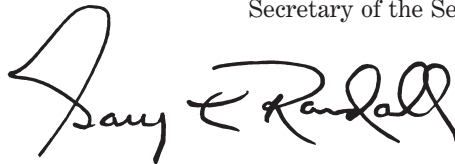
- (a) A building intended to be used to provide instruction for pupils, including an addition to an existing building.
- (b) A recreational or athletic structure or field intended to be used by pupils.

Enacting section 1. This amendatory act takes effect 90 days after the date it is enacted into law.

This act is ordered to take immediate effect.



Secretary of the Senate



Clerk of the House of Representatives

Approved

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Governor

	Public Act 436 Requirements for EOP	2024 RCS Emergency Operations Plan
3a	School Violence and Attacks	Appendix D - Secure, Lockdown, Relocation
3b	Threats of School Violence and Attacks	Appendix H - Behavioral Threat Assessment
3c	Bomb Threats	Appendix G - Hazard Specific Emergency Procedures
3d	Fire	Appendix D - Evacuate
3e	Weather-related Emergencies	Appendix D - Shelter
3f	Intruders	Appendix G - Hazard Specific Emergency Procedures
3g	Parent and Pupil Reunification	Appendix E - Standard Reunification Method
3h	Threats to a school sponsored activity	Appendix Q - Special Events Plan
3i	Plan to Train Teachers on Mental Health	Appendix P - Mental Health (<i>Appendix H - BTAM</i>)
3j	Plan to Improve School Building Security	EOP Section 1 and 2, Appendix - RVA
3k	Active Violence Protocol	Appendix F - AVERT
3l	Continuity of Operations Plan	Appendix J - Continuity of Operations Plan
3m	Vulnerability Assessment	Appendix I - Risk and Vulnerability Assessment
	Cardiac Response Plan	Appendix G - Hazard Specific Emergency Procedures



Board of Education - *Resolution*

Year-Volume No. 2024-57
Meeting Date: December 9, 2024
Resolution No. 89
Department: Business Services

Topic: 2025 Summer Tax Levy

Recommendation: Move to approve the 2025 Summer Tax Levy

Rationale: Each year the district must request that each municipality collect 100% of the taxes for operating expenses and debt payments in the summer tax bill. Upon approval, each municipality will receive a letter asking them to agree to collect our taxes in the summer.

Although we begin our fiscal year on July 1st of every year, the State does not begin sending our State Aid payments until October. That leaves us with 3 months of operations to pay for before we receive our first State Aid payment. By collecting our taxes in the summer, rather than the winter, it allows the District sufficient cash flow to continue to pay expenses until we receive our first State Aid payment. This, in turn, reduces interest costs from borrowing on our line of credit, should we need to borrow.

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

Financial Impact: N/A

Timeline: N/A
(Effective Date or implementation Date)

Attachments: N/A



Board of Education - *Resolution*

Year-Volume No. 2024-57
Meeting Date: December 9, 2024
Resolution No. 90
Department: Technology

Topic: Classroom AV Upgrades - Phase II

Recommendation: Move to approve the change order for Digital Age Technologies to complete AV installations at the Ninth Grade Academy and Romeo High School.

Rationale: DAT's contract remains open after a competitive bidding process and will complete this phase under fixed unit pricing, installing the same equipment as the elementary schools and Romeo Middle School. This recommendation has been reviewed and approved by the district attorney as an amendment to the current contract. IDS the district technology design consultant recommends this award. The bids were reviewed with the Facilities Subcommittee at their December 2nd meeting. The committee supports the request.

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

Financial Impact: \$729,905.00 2021 Facility Bond

Timeline: Spring/Summer 2025
(Effective Date or implementation Date)

Attachments: IDS Classroom AV Letter of Recommendation.pdf
Classroom AV Phase II Memo.pdf
DAT-RCS CAV Phase II Letter.pdf
Dana Abrahams E-mail.pdf



Board of Education - *Resolution*

Year-Volume No. 2024-57
Meeting Date: December 9, 2024
Resolution No. 91
Department: Technology

Topic: Romeo Middle School Auditorium Upgrades - Phase I

Recommendation: Move to award the RMS auditorium wireless microphones and control booth mixer upgrades contract to Advanced Lighting and Sound.

Rationale: Advanced Lighting and Sound provided the most complete bid response with all necessary equipment, in addition to being the lowest qualified bidder. The district has worked with Advanced Lighting and Sound on numerous projects over many years. IDS the district technology design consultant recommends this award. The bids were reviewed with the Facilities Subcommittee at their December 2nd meeting. The committee supports the request.

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

Financial Impact: \$76,386.00 (2021 Bond Funds)

Timeline: Immediately upon approval
(Effective Date or implementation Date)

Attachments: IDS RMS Letter of Recommendation.pdf



**Board of Education - Resolution #92
December 9, 2024**

SUPERINTENDENT ANNUAL EVALUATION

The following motion was offered by Board Member _____ and supported by Board Member _____:

WHEREAS, the Board of Education has conducted its annual evaluation of the Superintendent's performance using the Superintendent Evaluation System previously adopted by the Board and posted on the District's website, resulting in an overall rating of the Superintendent's performance as "_____";

NOW, THEREFORE, BE IT RESOLVED:

1. That the Board hereby approves annual evaluation of the Superintendent's performance and the overall annual rating of his performance as "_____."

AYES: _____

NAYS: _____

MOTION DECLARED ADOPTED.

Katherine Rice, Secretary
Board of Education

As duly qualified and acting Secretary of the Board of Education for Romeo Community Schools, Romeo, Michigan, I certify that the foregoing constitutes a true and complete copy of a motion adopted by said Board of Education at a meeting held on _____, 2024, the original of which is a part of the Board's minutes. I further certify that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, M.C.L. § 15.261, *et seq.*

Katherine Rice, Secretary