



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57

**Meeting Date:** 6-24-2024

**Resolution No.** 44

**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 2023-2024 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 # 57, Resolution #44  
For June 24, 2024**

**Instructional / Administrative**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Replaces</b>
Burgeson, Shea	Spec. Ed. Teacher	Washington	2024-2025	Janet Austin
Lotterman, Stacey	Medical Sciences	RHS	2024-2025	Kristen Stephenson
McVety, Charlene	Early Childhood Supvr.	Croswell	2024-2025	New Allocation
Radnick, Heidi	Special Ed. Teacher	RHS	2024-2025	Laura Forro
Robinson, Kennedi	5 <sup>th</sup> Grade	Hevel	2024-2025	New Allocation
Werth, Lane	Theater/Drama/Eng.	RHS	2024-2025	Kendra Knoblock

<b>Separation or Non-Medical Leave of Absence</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Reason</b>
Ameel, Steven	Asst. Principal	RMS	06/30/2024	Retirement
Reichard, Shari	Teacher	Croswell	06/30/2024	Resignation

**Non-Instructional**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Replacement/Promotion</b>
Campbell, Gabriella	Bus Driver	Transportation	06/12/2024	Susan Simons
Clark, Andrea	Spec. Ed. Para./IRR	Hevel	2024-2025	New Allocation
Cucchiara, Jill	Admin. Asst.	Croswell	07/02/2024	Resignation

<b>Separation or Non-Medical Leave of Absence</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Reason</b>
Worthley, Jack	SACC Caregiver	Washington	06/07/2024	Resignation



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** June 24, 2024  
**Resolution No.** 45  
**Department:** Employee Services

**Topic:** Romeo Assistants Support Personnel Association (RASPA-Paraprofessionals)

**Recommendation:** Move to approve the 3-year Collective Bargaining Agreement.

**Rationale:** The District and the Association have reached a tentative agreement. The agreement is within the authority approved by the BOE.

**Resource Person(s):** Julia Butler/Vicki Laseke

**Financial Impact:** \$894,835.34

**Timeline:** July 1, 2024  
(Effective Date or implementation Date)

**Attachments:** Tentative Agreement Update Memo from Julia Butler



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** June 24, 2024  
**Resolution No.** 46  
**Department:** Employee Services

**Topic:** Special Services Director - Reclassification

**Recommendation:** Move to approve the reclassification of the Director of Special Services position.

**Rationale:** The Director of Special Services is being recommended to move to a 12 month position as needed to support the growing demands of the student population. The position will be reclassified to Director - Tier 3 as outlined in the RCS Leadership Organization Chart. The additional compensation for the additional work days at the per diem rate of the previously approved employment contract for 2024-25.

**Resource Person(s):** Julia Butler/Dr. Todd Robinson

**Financial Impact:** \$6440.85 FY25 General Fund

**Timeline:** July 1, 2024

(Effective Date or  
implementation Date)

**Attachments:** Updated Leadership Organization Chart  
Board Memorandum (*June 15 Supt Weekly Update email*)



## Board of Education - Resolution

Year-Volume No. 2024-57  
Meeting Date: June 24, 2024  
Resolution No. 47  
Department: Superintendent

**Topic:** 2024-25 District Leadership Priorities - Group 4

**Recommendation:** Approve the Group 4- Leadership Priorities

**Rationale:** The District Leadership Team presented their priorities for continued improvement of our district for the 2024-2025 school year. A presentation and discussion was held at the March workshop meeting with specific details on how priorities are impacting our educational program, support student needs and capacity for continued growth. These Group 4 priorities are part of the top 13 priorities for next year and include additional funding for the K12 Cycle of Interdependence Curriculum Adoptions. There is also a request to maintain the full time paraprofessional positions (previously funded by ESSER). The additional general fund expenditure for these positions was included in the RASPA contract update that is up for approval on this same agenda

**Resource Person(s):** Dr. Robinson, Superintendent  
Jennifer McFarlane, Asst. Superintendent  
Vicki Laseke, Exec. Director

**Financial Impact:** **Group 4 Priorities-** General Fund expenditures

- Additional funding for K12 Cycle of Interdependence- \$100,000
- Maintain full time paraprofessional positions - \$150,168 (*included in new RASPA Agreement*)

**Total = \$100,000**

**Timeline:** 2024-25 school year  
(Effective Date or implementation Date)

**Attachments:** 2024-25 Leadership Priorities - Group 4 Recommendations  
Leadership Priorities Summary Document, *Workshop Mtg. Materials*

## 2024-25 DISTRICT LEADERSHIP PRIORITIES

### Funding Analysis - Approval Timeline

Group	Priority	Description	Cost	Source	BOE Action
<b>Group 4</b>	Maintaining paraprofessionals at full time allocations (ESSER funded portion transferred to GFund or other grant funds)	Prior to the 2020-2021 school year, most academic paraprofessionals were not full-time. Paraprofessionals were offered the option to go to full-time for the past several years by using ESSER funds. Without ESSER funds those positions would return to part-time; three to five hours a day. Support from other sources could be a possibility.	Included in new contract	GFund/31A	June with contract
	Increased funding allocated to curriculum revisions and updates	The district is currently allocating \$300,000 annually in support of curriculum updates that come out of the K-12 Cycle of Interdependence curriculum review process. This allocation in the annual general fund budget should be increased when possible to represent an amount to be closer to supporting the actual cost of adopting new curriculum, materials, training, etc.	\$100,000	GFund	June



## Board of Education - *Resolution*

**Year - Volume No.** 2024-57

**Meeting Date:** June 24, 2024

**Resolution No.** 48

**Department:** Academic Services

**Topic:** Cycle of Interdependence Curriculum Adoption - Secondary ELA  
(grades 6-12)

**Recommendation:** Move to approve Amplify ELA for grades 6-8 and Into Literature for grades 9-12 curricular materials for implementation in the 2024-2025 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.  
A team of administrators and 6-12 pilot teachers met to review the pilot as well as the ELA Subject Area Team and both groups approved the purchasing of the programs. It was presented to the curriculum subcommittee of the board who also approved the curriculums moving forward for purchase.

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

**Financial Impact:** \$125,071.91 Amplify ELA core materials (6 year license)  
\$6,400 for Year One professional development  
\$1,800 Quill.org premium subscription (1 year annual fee)  
\$9,000 for additional resources and classroom books  
\$332,673.56 Into Literature core materials (6 year license)  
\$15,200 for Year One professional development  
\$70,000 for class novels (to be purchased in 2024-2025 school year)

Cost Summary:

*K12 Cycle of Interdependence Annual Funds - \$300,000*

*Fund Balance Allocation - \$248,545.47*

*Professional Development funds-\$21,600*

**Total- \$560,145.47**

**Timeline:**  
(Effective Date or implementation Date) 2024-2025 school year



## Board of Education - Resolution

**Year - Volume No.** 2024-57  
**Meeting Date:** June 24, 2024  
**Resolution No.** 49  
**Department:** Academic Services

**Topic:** Annual Curriculum Adoptions

**Recommendation:** Move to approve the following curriculum adoptions:  
49A - *Healthy Relationships curriculum for IRR and ASP Special Education*  
49B - *Unique Learning Systems (ULS) curriculum for Adjusted Studies*  
49C - *Character Strong for RMS Advisory 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 Sex Education Advisory Board reviewed and approved the sections of the ***Healthy Relationships curriculum*** 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.

The curriculum subcommittee of the board also approved the Unique Learning Systems and Character Strong curriculums moving forward for purchase.

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

**Financial Impact:** \$4,295 for Healthy Relationships curriculum  
\$6,509.86 for ULS curriculum  
\$6,297 for Character Strong curriculum and professional learning  
**Total- \$17,101.86** *General Fund Annual Budget*

**Timeline:**  
(Effective Date or implementation Date) 2024-2025 school year

**Attachment:** [Curriculum Committee Notes, 6.3.2024](#)





## Board of Education - *Resolution*

Year-Volume No. 2024-57  
Meeting Date: June 24, 2024  
Resolution No. 50  
Department: Academic Services

**Topic:** Romeo Community Schools 2024-2025 Student Handbook.

**Recommendation:** Approval of the Romeo Community Schools 2024-2025 Student Handbook.

**Rationale:** The handbook has been revised to include edits to school staffing, new BOE member positions, NEW Suicide Prevention and OK2SAY Emergency Contact information, and legal updates required from Miller-Johnson Law (District Policy Service)

**Resource Person(s):** Jennifer McFarlane; Assistant Superintendent

**Financial Impact:** None

**Timeline:** Immediate  
(Effective Date or implementation Date)

**Attachments:** [RCS Student-Parent Handbook 2024–2025](#)  
[MEMORANDUM- Student Handbook Updates](#)



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** June 24, 2024  
**Resolution No.** 51  
**Department:** Business Services

**Topic:** Final Budget Change 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 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:** 2023-2024 Budgets and Summaries attached

**Timeline:** June 24, 2024  
(Effective Date or implementation Date)



## Board of Education - Resolution

**Year-Volume No.** 2024-57  
**Meeting Date:** June 24, 2024  
**Resolution No.** 52  
**Department:** Business Services

**Topic:** Original Budget Recommendations for the 2024-25 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 2024-25 school year, establishing expenditure appropriations.

Major revenue data is based upon the following:

Estimated Taxable Value (Ad Valorem)	\$ 2,739,310,032
Estimated Taxable Value (Non-Homestead)	\$ 565,380,195
Operating Millage Levy	18.0000 Mills
Local Property Tax Revenue	\$ 9,472,342
Foundation Allowance Per Pupil	\$ 9,846

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

**Financial Impact:** 2024-2025 Budgets and Summaries attached

**Timeline:** July 1, 2024  
(Effective Date or implementation Date)



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** June 24, 2024  
**Resolution No.** 53  
**Department:** Business Services

**Topic:** CTE Equipment purchase - Student Workstations Hide-away LCD Dual - Us Tables

**Recommendation:** Move to approve the purchase of the Student Workstations LCD Dual-User Table

**Rationale:** The CTE department requests the purchase of (16) Hide-away LCD Dual-User Table Workstations with CTE 61a1 funds. They would like to purchase these new workstations for the machine tool classroom due to the increasing technical demands of the course and the need for additional computers to run machining software essential for student certifications. Furthermore, the mechanical design and engineering class will now also operate from this space, necessitating flexible desks where computers can be easily stored away to optimize workspace efficiency. Upgrading the workstations will ensure both courses can be effectively taught, meeting the evolving educational requirements and provide a better use of space in the classroom. The CTE Department received 4 quotes and the Computer Comforts, Inc price of \$32,177.40 was the best price with the workstations that best met the needs of the program.

**Resource Person(s):** Evva Dossin, CTE and Work Based Learning Coordinator  
Vicki Laseke, Executive Director of Business Services

**Financial Impact:** Total - \$32,177.40 - 2025 61a.1 Vocation Education Funding

**Timeline:** FY June 30, 2025  
(Effective Date or implementation Date)

**Attachments:** Quotes for workstation purchase



## Board of Education - *Resolution*

Year-Volume No. 2024-57  
Meeting Date: June 24, 2024  
Resolution No. 54  
Department: Facilities

**Topic:** Operations Department Equipment Purchase - Towable Man Lift

**Recommendation:** Approve the resolution to purchase the JLG T350 Towable Man Lift

**Rationale:** The resolution presents the proposal for the purchase of a towable man lift for use in the Operations Department. In an attempt to align the equipment needs to the Buildings and Grounds Inventory/Replacement Plan we are recommending this purchase. The provided quote utilizes MI Deal consortium pricing.

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

**Financial Impact:** - \$32,500.00 2021 Facilities Bond (New equipment allocation)

**Timeline:** Order upon approval - Projected Lead Time of August 2024  
(Effective Date or implementation Date)

**Attachments:** Quote from MacAllister Rentals



## Board of Education - *Resolution*

**Year-Volume No.** 2024-57  
**Meeting Date:** June 24, 2024  
**Resolution No.** 55  
**Department:** Facilities

**Topic:** Indian Hills Sitework - Change Order approval

**Recommendation:** Move to approve the Change Order for additional sitework at Indian Hills Elementary

**Rationale:** This Change Order is a result of a series of conversations with the district construction team. The restoration of the Indian Hills construction site involves the removal of the temporary road that was needed to facilitate the building addition. This proposal is inclusive of restoration of the site and further development of the play area that would ultimately be included in future playground renovations. The district construction team believe it is best to leverage the temporary road at this time to prevent further disruption of the site in the future. The Change Order was reviewed during the Facilities Meeting on June 17, 2024.

**Resource Person(s):** Chris Storm, Director of Operations,  
Dr. Todd Robinson, Superintendent

**Financial Impact:** 2021 Facilities Bond Funds

**Timeline:** Upon approval - Summer of 2024  
(Effective Date or implementation Date)

**Attachments:** Original quotes for expanded sitework  
Updated proposal from Cortis Brothers  
Architectural Design  
Facilities Committee Meeting minutes 6.17.24