



## Board of Education - *Resolution*

**Year-Volume No.** 2025-58  
**Meeting Date:** 1-27-2025  
**Resolution No.** 8  
**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  
Candidate Profile Sheet

**Employee Services Worksheet  
Volume # 58, Resolution # 8  
For January 27, 2025**

**Instructional / Administrative**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Replaces</b>
Farrell, Amanda	Fifth Grade	Hevel	01/21/2025	Elizabeth Wolf
Marnon, Kameron	Math	RHS	01/27/2025	Katherine Cecil
Serafinas, Kara	Kindergarten	Hamilton-Parsons	01/06/2025	Jessica Gary

<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>
Wolf, Elizabeth	Fifth Grade	Hevel	01/10/2025	Resigned

**Non-Instructional**

<b>Employment</b>				
<b>Name</b>	<b>Assignment</b>	<b>Location</b>	<b>Eff. Date</b>	<b>Replacement/Promotion</b>
Arbic, Hallie	Caregiver	Croswell	01/09/2025	Della Simmons
Gray-Nichols, Brandie	Asst. Cook	9GA	01/06/2025	Janet Roeber
Smith, Tiffany	Special Ed. Parapro.	Croswell	01/06/2025	Jack Feys
Werbrouck, Cynthia	Library Assistant	RHS	01/06/2025	Cheryl Smith

<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>
Bunger, Milena	Production Asst.	RHS	01/24/2025	Resigned
Dutcher, Karen	Food Svc. Assoc.	9GA	01/07/2025	Resigned
Stewart, Charles	Multi-Trades Tech.	Warehouse	01/07/2025	Terminated
Szydlowski, Alison	Caregiver	Croswell	12/06/2024	Resigned



## Board of Education - *Resolution*

**Year-Volume No.** 2025-58  
**Meeting Date:** January 27, 2025  
**Resolution No.** 9  
**Department:** Employee Services

**Topic:** Miller Johnson Board Policy Update (2<sup>nd</sup> Reading)

**Recommendation:** Move to approve the second reading of Board of Education Policy Update.

**Rationale:** The Policy Subcommittee members are recommending the approval of the Miller Johnson Board Policy Update (Policy 2007).

**Resource Person(s):** Julia Butler

**Financial Impact:** Not Applicable

**Timeline:** January 28, 2025  
(Effective Date or implementation Date)

**Attachments:** Board of Education Policy Update

## **POLICY \_ STUDENTS – 2000 Series**

### **Update 17.03 (Policy 2007 – Cardiac Emergency Response Plan)**

*The Michigan Legislature passed two bills which require amendments to the School District's Cardiac Emergency Response Plan Policy prior to the 2025-2026 school year. We are recommending those changes be made now.*

**Cardiac Emergency Response Plan** The purpose of this policy is to comply with Sections 19 and 19b of the Fire Prevention Code and Section 1319 of the Revised School Code. The Superintendent will develop and implement regulations that will enable the School District to offer an appropriate response in the event of a cardiac emergency. These procedures will address, at a minimum:

- The use and regular maintenance of automated external defibrillators located throughout the school's campus and athletic facilities.
- The establishment, and activation of a cardiac emergency response team in the event of an identified cardiac emergency and integration of the cardiac emergency response team with the local emergency response agencies and system.
- The methods for effective and efficient communication in the building or outside area in which the emergency arises.
- A legally compliant training plan for the use of automated external defibrillators and cardiopulmonary resuscitation techniques.
- The incorporation or integration of a local emergency response system and emergency response agencies into the School District's procedures.

The Superintendent will periodically evaluate the School District's cardiac emergency response procedures and report the evaluation results to the Board.



## **Board of Education - *Resolution***

**Year-Volume No. 2025-58**

**Meeting Date: January 27, 2025**

**Resolution No.: 10a**

**Department: Business Services**

<b>Topic:</b>	School of Choice 2025-2026 - 105/105c Inter-district
<b>Recommendation:</b>	Move to approve continued participation in Inter-district Schools of Choice for grades Y5-11th for the 2025-2026 school year.
<b>Rationale:</b>	<p>Participation in a Schools of Choice Program under sections 105 and/or 105C of the State School Aid Act (MCL 388.1705) must be determined and approved on a yearly basis.</p> <p><u>The district is recommending:</u></p> <ul style="list-style-type: none"><li>• Unlimited applications for students in Young 5's - 8th grade with placements made where space is available.</li><li>• Limited applications for grades 9th - 11th as outlined in the guidelines and procedures.</li></ul>
<b>Resource Person(s):</b>	Vicki Laseke, Executive Director of Business Services Dr. Robinson, Superintendent
<b>Financial Impact:</b>	None
<b>Timeline:</b> (Effective Date or implementation Date)	March 3, 2025
<b>Attachments:</b>	SOC Guidelines and Forms - Inter-district Superintendent Memorandum



## **Board of Education - *Resolution***

**Year-Volume No. 2025-58**

**Meeting Date: January 27, 2025**

**Resolution No.: 10b**

**Department: Business Services**

- Topic:** School of Choice 2025-2026 - Intra-district
- Recommendation:** Move to approve the Intra-district School of Choice (Y5-5th Transfer Request) process remains in place until further action of the board.
- Rationale:** The intra-district school of the choice program that allows for the consideration school transfer requests under special circumstances for elementary students in grade levels Y5 - 5th grade is at the discretion of the board. The district recommends the board takes action to approve this program moving forward until such a time as the board takes action otherwise. The district will inform the board annually of timelines for enrollment and the number of approved applications.
- Resource Person(s):** Vicki Laseke, Executive Director of Business Services  
Dr. Robinson, Superintendent
- Financial Impact:** None
- Timeline:** March 3, 2025  
(Effective Date or implementation Date)
- Attachments:** SOC Guidelines and Forms - Intra-district  
Superintendent Memorandum



## Board of Education - Resolution

**Year-Volume No.** 2025-58  
**Meeting Date:** January 27, 2025  
**Resolution No.** 11  
**Department:** Facilities

**Topic:** Summer 2025 Roofing Project

**Recommendation:** Approve the proposal from Lutz Roofing for the 2025 Summer Roofing Project - RMS Roofing replacements.

**Rationale:** The resolution presents the proposal for the Summer 2025 Roofing Replacement Project at RMS. The proposal aligns with the district roofing plan as derived from our ongoing roofing assessments and in consultation with Tremco our district roofing consultant. The bid tabs and recommendation letter were reviewed with the Facilities Subcommittee at the 1.21.25 meeting. They support moving this project forward for board approval. This will be funded from the sinking fund.

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

**Financial Impact:** \$2,029,200.00 - Sinking Fund

**Timeline:** Installation Summer 2025  
(Effective Date or implementation Date)

**Attachments:** Bid tabulations  
Recommendation Letter from Tremco



## Board of Education - *Resolution*

**Year-Volume No.** 2025-58

**Meeting Date:** January 27, 2025

**Resolution No.** 12

**Department:** Facilities

**Topic:** 9th Grade Academy Renovation Project

**Recommendation:** Move to award contracts for the 9th Grade Academy Renovation project

**Rationale:** The district has worked through the RFP process with Barton Malow Builders, our construction manager. All bids were reviewed to determine that the bids received contained all the required components and that the companies met the qualifications to complete the work. The low bidders in each category were vetted through the post-bid interview process. BMB has provided a formal recommendation letter. The bid tabs and recommendation letter were reviewed with the Facilities Subcommittee at the 1.21.25 meeting. The subcommittee supports moving this project forward for board approval.

**Resource Person(s):** Mr. Chris Storm, Director of Operations  
Dr. Robinson, Superintendent  
Mrs. Vicki Laseke, Exec. Director of Business Services

**Financial Impact:** \$4,519,238.00 - 2021 Facilities Bond

**Timeline:** Project begins Spring 2025 and will be completed in 2026  
(Effective Date or implementation Date)

**Attachments:** Bid tabulations  
Recommendation Letter





## Board of Education - *Resolution*

**Year-Volume No.**      **2025-58**

**Meeting Date:**      **January 27, 2025**

**Resolution No.**      **13**

**Department:**      **Facilities**

**Topic:**      Fire Alarm Replacements

**Recommendation:**      Move to award contracts for the 2025 Fire Alarm Replacement Project  
*Indian Hills, Hevel, Hamilton-Parsons, Amanda Moore*

**Rationale:**      The district has worked through the RFP process with Barton Malow Builders, our construction manager. All bids were reviewed to determine that the bids received contained all the required components and that the companies met the qualifications to complete the work. The low bidders in each category were vetted through the post-bid interview process. BMB has provided a formal recommendation letter. The bid tabs and recommendation letter were reviewed with the Facilities Subcommittee at the 1.21.25 meeting. The subcommittee supports moving this project forward for board approval.

**Resource Person(s):**      Mr. Chris Storm, Director of Operations  
Dr. Robinson, Superintendent  
Mrs. Vicki Laseke, Exec. Director of Business Services

**Financial Impact:**      \$715,761.00 - 2021 Facilities Bond

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

**Attachments:**      Bid tabulations  
Recommendation Letter



## Board of Education - *Resolution*

**Year-Volume No.** 2025-58

**Meeting Date:** January 27, 2025

**Resolution No.** 14

**Department:** Facilities

**Topic:** Playground Renovation Projects (Amanda Moore and Hamilton-Parsons)

**Recommendation:** Approval for the awarding of contracts for the Playground Renovation Projects (Amanda Moore and Hamilton-Parsons)

**Rationale:** The district has worked through the RFP process with Barton Malow Builders, our construction manager. All bids were reviewed to determine that the bids received contained all the required components and that the companies met the qualifications to complete the work. The low bidders in each category were vetted through the post-bid interview process. BMB has provided a formal recommendation letter. The bid tabs and recommendation letter were reviewed with the Facilities Subcommittee at the 1.21.25 meeting. The subcommittee supports moving this project forward for board approval.

**Resource Person(s):** Mr. Chris Storm, Director of Operations  
Dr. Robinson, Superintendent  
Mrs. Vicki Laseke, Exec. Director of Business Services

**Financial Impact:** \$ 887,202.47 - 2021 Bond Funding

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

**Attachments:** Recommendation letter from Barton Malow  
Bid Tabulations



## Board of Education - *Resolution*

Year-Volume No. 2025-58

Meeting Date: January 27, 2025

Resolution No. 15

Department: Facilities

**Topic:** RMS Phase 1 Renovations Project

**Recommendation:** Move to award contracts for the RMS Phase 1 Renovations project  
*(Locker Rooms, HVAC equipment and Auditorium Lighting)*

**Rationale:** The district has worked through the RFP process with Barton Malow Builders, our construction manager. All bids were reviewed to determine that the bids received contained all the required components and that the companies met the qualifications to complete the work. The low bidders in each category were vetted through the post-bid interview process. BMB has provided a formal recommendation letter. The bid tabs and recommendation letter were reviewed with the Facilities Subcommittee at the 1.21.25 meeting. The subcommittee supports moving this project forward for board approval.

**Resource Person(s):** Mr. Chris Storm, Director of Operations  
Dr. Robinson, Superintendent  
Mrs. Vicki Laseke, Exec. Director of Business Services

**Financial Impact:** \$3,283,917.76 - 2021 Facilities Bond

**Timeline:** Project will begin in Spring of 2025  
(Effective Date or implementation Date)

**Attachments:** Bid tabulations  
Recommendation Letter



## Board of Education - Resolution

Year-Volume No. 2025 - 58

Meeting Date: January 27, 2025

Resolution No. 16

Department: Facilities

**Topic:** Elementary Playground Equipment Purchase  
(Amanda Moore, Hamilton Parsons and Washington)

**Recommendation:** Move to approve the purchase of playground equipment for Amanda Moore, Hamilton-Parsons and Washington.

**Rationale:** The district has worked through the design and proposal process with Sinclair Recreation and French Associates, our architect. All equipment quoted is competitively priced through the Omni consortium state bid site. The elementary principals worked to create district equipment and playground design standards with our architect. Principal's then led design teams with representatives from their buildings to create their buildings design and equipment recommendations. These quotes and design renderings were reviewed with the Facilities Subcommittee at the 1.21.25 meeting. The subcommittee supports moving this purchase forward for board approval.

**Resource Person(s):** Mr. Chris Storm, Director of Operations  
Dr. Robinson, Superintendent  
Mrs. Vicki Laseke, Exec. Director of Business Services

**Financial Impact:** **\$882,910.00- 2021 Facilities Bond**  
*Amanda Moore - \$292,860.00*  
*Hamilton-Parsons - \$293,900.00*  
*Washington - \$296,150.00*

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

**Attachments:** Building specific quotes and design renderings

Amanda Moore - [QUOTE](#) [DESIGN](#)  
Hamilton-Parsons- [QUOTE](#) [DESIGN](#)  
Washington - [QUOTE](#) [DESIGN](#)



## Board of Education - *Resolution*

**Year-Volume No.** 2025-58

**Meeting Date:** January 27, 2025

**Resolution No.** 17

**Department:** Early Childhood Services

**Topic:** Croswell Preschool Classroom Furniture

**Recommendation:** Move to approve the Croswell - GSRP Classroom Furniture proposal as recommended by district administration and district consultants, NBS Commercial Interiors

**Rationale:** Jeanine Beck, Director of Child Development led a representative group of GSRP teachers in a process to determine furniture replacement for preschool students in 6 classrooms.

The proposal and quotes outlined by NBS detail the requested furniture and align with the previous furniture purchases for the facility. The pricing in the quote is competitively bid through state approved consortiums with additional discounted pricing from specific vendors as negotiated by NBS on behalf of the district.

The proposal has been presented and discussed at the 1.21.25 Facilities Subcommittee Meeting. The committee supports moving the proposal forward for board approval.

**Resource Person(s):** Jeanine Beck, Director of Child Development  
Dr. Robinson, Superintendent

**Financial Impact:** \$ 51,292.51 - GSRP Funds (new classroom allocations)

**Timeline:** Order upon approval - Spring 2025 delivery expected

**Attachments:** NBS Quote



## Board of Education - *Resolution*

**Year - Volume No.**      **2025-58**  
**Meeting Date:**            **January 27, 2025**  
**Resolution No.**            **18**  
**Department:**              **Academic Services**

**Topic:**                      Romeo High School Course Guidebook 2025-26

**Recommendation:**      Approval of the Romeo High School Course guidebooks for the 2025-2026 school year

**Rationale:**                The RHS Course Guidebooks have been updated with new information for grades 9-12 for Romeo High School and align with our Board of Education policies.

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

**Financial Impact:**      None

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

**Attachments:**            [RHS Course Guidebook](#)

