



*Regular  
Board Meeting*

*Board Room*

*May 20, 2024*



**Fruitport Community Schools**  
**BOARD OF EDUCATION MEETING**  
**Board Room**  
3255 E. Pontaluna Rd, Fruitport 49415  
**Monday, May 20, 2024 - 7:00 p.m.**

- I. CALL to ORDER**
- II. PLEDGE of ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF AGENDA**
- V. PRESENTATIONS**
  - a. Michigan Youth in Government
- VI. COMMUNICATIONS**
- VII. SUPERINTENDENT/ADMINISTRATIVE REPORTS**
  - a. Update on Collective Bargaining and Negotiations
  - b. Student Handbook Updates and Attendance Policy Revisions
  - c. Consensus Revenue Estimating Conference and State Budget Update
  - d. Electrical Main Switch Gear and Sub Base Update
- VIII. REMARKS FROM THE PUBLIC\***
- IX. CONSENT AGENDA**
  1. Approval of Bill Listing (attachment IX-1)

<u>Fund</u>	<u>Amount</u>
<b>General Fund:</b>	\$202,637.89
<b>Other Funds:</b>	
Food Service	\$92,277.11
Cooperative Education (ISD) – Tech Millage	\$17,894.65
<b>Total Bill List:</b>	<u>\$312,809.65</u>
  2. Acceptance of Monthly Financial Report (attachment IX-2)
  3. Acceptance of Student Activity Summary Report (attachment IX-3)
  4. Acceptance of Credit Card and Utilities Report (attachment IX-4)
  5. Approval of Transfers and ACH Transactions Report (attachment IX-5)
  6. Approval of Personnel Report (includes confirmation of new hires, resignations, retirees, and transfers) (attachment IX-6)
- X. GENERAL BOARD BUSINESS**
- XI. BUSINESS & FINANCE COMMITTEE REPORTS & RECOMMENDATIONS**

**Elroy Buckner, Chairperson**

  1. Report of Committee Meeting held May 13, 2024 (attachment XI-1)
  2. Shettler Boiler Replacement Recommendation (attachment XI-2)
  3. Bus Parking Lot and Drive Recommendation (attachment XI-3)

4. Food Service Management Company Renewal Approval (attachment XI-4)
5. CAD Lab PC and Monitor Purchase Recommendation (attachment XI-5)
6. Chromebook Purchase Recommendation (attachment XI-6)
7. Middle School Band Instrument Purchase Recommendation (attachment XI-7)
8. Stadium Light Replacement Recommendation (attachment XI-8)
9. Middle School Flooring Replacement Recommendation (attachment XI-9)
10. Middle School Furniture Replacement Recommendation (attachment XI-10)
11. Form 614 (L-4029) – 2024 Tax Rate Request (attachment XI-11)
12. Emergency Communication Radio Purchase Recommendation (attachment XI-12)

## **XII. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS**

### **Steve Kelly, Chairperson**

1. Report of Committee Meeting held May 13, 2024 (attachment XII-1)

## **XIII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS**

### **Susan Franklin, Chairperson**

1. Report of Committee Meeting held May 13, 2024 (attachment XIII-1)

## **XIV. BOARD MEMBER REPORTS AND DISCUSSIONS**

### **XV. AGENDA ITEMS FOR FUTURE MEETINGS**

The Board will need to confirm the following tentative dates and times:

1. Business & Finance Committee Meeting: June 18, 2024 at 5:00 p.m.
2. Personnel Committee Meeting: June 17, 2024 at 5:00 p.m.
3. Student Affairs Committee Meeting: June 17, 2024 at 5:30 p.m.
4. Truth in Taxation Public Hearing: June 24, 2024 at 6:30 p.m.
5. Board of Education Organizational Meeting: June 24, 2024 at 7:00 p.m.
6. Board of Education Regular Meeting: June 24, 2024 at 7:00 p.m.

## **XVI. REMARKS FROM THE PUBLIC\***

## **XVII. ADJOURNMENT**

\*Time is provided for members of the audience to address the Board of Education regarding any topic including items on the agenda. The Board is providing two opportunities for the public to comment during the meeting. The first is for people who wish to bring issues to the Board of Education for board consideration. At the end of the meeting, the Board will provide a brief opportunity for community members to comment on activities and/or discussion that took place during the Board meeting. Time limits may be placed if a large number of individuals would like to address the Board.

Note: Upon request to the Superintendent, the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting.



**Electric, Inc.**

*Commercial, Residential & Industrial*

13330 168th Ave

Grand Haven, MI 49417

Phone: 616-842-5530  
jessica@rycengaelectric.com

# Estimate

DATE	ESTIMATE NO.
4/30/2024	6424

NAME / ADDRESS	
Fruitport Community Schools 3255 E. Pontuluna Fruitport, MI 49415	
Customer Phone	231-767-7210

P.O.	TERMS
Switch Gear	Net 30

QTY	ITEM	DESCRIPTION	COST	TOTAL
		Pricing to replace main switch gear and sub base at the road in front of Edgewood		
		45 weeks for shipping once PO is given		
1	Material	Material- Federal Pacific switch, Pad mount with main disconnect and 3 compartments with fuses to match existing, new sub base, spare parts, ect	40,714.00	40,714.00
1	Material	Material- Misc	1,000.00	1,000.00
1	Labor - Hourly	Labor	10,000.00	10,000.00
1	Subcontractor	Subcontractor- Crane	1,200.00	1,200.00
1	Subcontractor	Subcontractor- Possible Asphalt repair	1,200.00	1,200.00
		This would be an all day outage for the campus while the switch is being replaced 8-12 hours is being planned		

\*\*A service charge of 1.5% per month will be added to open balance after due date

\*\*Payment options include: cash, check or card (with an additional 4% fee)

Thank you for giving Rycenga Electric the opportunity to submit this bid!

<b>Subtotal</b>	\$54,114.00
<b>Sales Tax (6.0%)</b>	\$0.00
<b>Total</b>	\$54,114.00

SIGNATURE \_\_\_\_\_



# SCHOOL LAW NOTES

**THRUN**  
LAW FIRM, P.C.

APRIL 25, 2024

## Title IX

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Policy Service Order Form

## 2024 Title IX Regulations Released, Effective August 1, 2024

On April 19, 2024, the U.S. Department of Education released long-anticipated new Title IX regulations addressing school-based sexual harassment. Although the 2024 regulations loosen some of the 2020 requirements, they also expand the definition of sex-based harassment and now include requirements regarding pregnancy discrimination. The new regulations, which carry the full force of law, take effect on August 1, 2024 and apply to any alleged conduct that occurs on or after that date.

Retainer clients received an e-blast on the most significant changes for K-12 schools on April 22, 2024. Check your inbox to ensure that you do not miss out on the latest information.

Additionally, Thrun attorneys will provide an overview of the key changes at a free webinar for retainer clients **on Monday, April 29 from 12:00pm – 1:00pm**. Clients can register for that webinar here:

<https://events.teams.microsoft.com/event/b9390736-d441-466a-b50f-6041d615ed83@417b75c7-f36b-45ac-a92f-65a568eeef66>

The webinar is not intended to be a substitute for the comprehensive training required for those involved in the Title IX grievance process, nor does the webinar meet any mandatory training requirements. We hope to see you there!

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## SCOTUS: Blocking and Deleting Posts on Individual Social Media Accounts May Trigger First Amendment

Many public officials, including school board members and administrators, maintain an active social media presence in their individual capacities. On March 15, 2024, the U.S. Supreme Court ruled in a unanimous opinion that a government official's "comments" and "likes" on their personal social media account may constitute state action and implicate the First Amendment. *Lindke v Freed*, 601 US \_\_ (2024).

James Freed converted his private Facebook page to a public figure "page," which is a feature available to users who reach the platform's 5,000 friend limit. Freed was later appointed Port Huron (Michigan) city manager. His Facebook public figure page contained both personal and professional updates, including policies and directives he initiated as city manager.

Kevin Lindke posted on Freed's Facebook page critical comments of Freed's actions as city manager in response to the COVID-19 pandemic. Freed deleted some of Lindke's comments and eventually blocked Lindke from his Facebook page. Lindke sued, alleging that Freed violated his First Amendment rights by

JEFFREY J. SOLES  
ROY H. HENLEY  
MICHAEL D. GRESENS  
CHRISTOPHER J. IAMARINO  
RAYMOND M. DAVIS  
MICHELE R. EADDY  
KIRK C. HERALD  
ROBERT A. DIETZEL  
KATHERINE WOLF BROADDUS  
DANIEL R. MARTIN  
JENNIFER K. STARLIN  
TIMOTHY T. GARDNER, JR.  
IAN F. KOFFLER  
FREDRIC G. HEIDEMANN  
GORDON W. VAN WIENEN, JR. (OF COUNSEL)  
LISA L. SWEM (OF COUNSEL)

RYAN J. NICHOLSON  
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RYAN J. MURRAY  
ERIN H. WALZ  
MACKENZIE D. FLYNN  
KATHRYN R. CHURCH  
MARYJO D. BANASIK  
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AUSTIN M. DELANO  
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discriminating against him based on his viewpoint and by limiting his ability to comment in a public forum.

To prevail Lindke had to show that Freed was acting in his capacity as a government official, not in his personal capacity, when he engaged in the alleged misconduct. Both the trial court and the Sixth Circuit Court of Appeals ruled for Freed, finding that he did not violate the First Amendment because he acted as a private citizen when managing his Facebook page. Lindke appealed.

In a unanimous decision, the Supreme Court created the following test to determine when a public official's social media speech constitutes government action: did the official (1) possess actual authority to speak on the government's behalf, and (2) purport to exercise that authority when speaking on social media? For a government official's speech to be "official," he or she must have both the legal authority or responsibility to discuss an issue through a public forum and discuss it in a way demonstrating that authority.

The Supreme Court remanded the case to the Sixth Circuit Court of Appeals to determine if Freed's social media conduct violated the First Amendment under the new state-action test. Freed's mixed-use of his Facebook page, for both personal and public matters, created a hard-to-classify context that the Court believed could be better determined through a fact-specific review by the lower court. The Court also noted that Freed's blocking of Lindke operated on a page-wide basis, which prevented Lindke from commenting on any post, leaving the court to consider whether Freed had engaged in state action related to any post on which Lindke wished to comment but could not due to being blocked.

Determining whether a public official's social media conduct implicates the First Amendment is fact intensive. Officials may take action to limit their First Amendment liability on social media. As the Supreme Court explained, had Freed's account carried a label (*e.g.*, this is the personal page of James R. Freed) or a disclaimer (*e.g.*, "the views expressed are strictly my own"), he would have been entitled to a heavy (though not rebuttable) presumption that all of his posts were personal. Those markers give the speech a clear context.

Public officials can also limit liability by avoiding Freed's mixed-bag social media use of both personal and governmental topics. Instead of posting school-related content on personal social media pages, use personal pages for private matters and share school-related content on approved public forums.

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## Teacher Negotiations: Don't Forget the Tenure Act!

As schools enter contract negotiations with unions representing professional staff, board negotiators must consider the Michigan Teachers' Tenure Act (the "Act") before agreeing to terms that implicate teacher evaluation, discipline, placement, and layoff/recall systems. For example, a teacher placement or layoff/recall system that prioritizes tenured teachers over probationary teachers violates Article II, Section 2a of the Act, which states: "A probationary teacher who is rated effective . . . on his or her most recent annual performance evaluation under Section 1249 of the Revised School Code . . . is not subject to being displaced by a teacher on continuing tenure solely because the other teacher has continuing tenure."

The Act was amended in 2011 to address concerns about seniority-based teacher employment practices affecting student growth. The 2011 amendments established, among other things, the following standards:

- Allowing schools to dismiss a probationary teacher "at any time."
- Requiring that the teacher's annual performance evaluation include multiple classroom observations and repealing the Act's former requirement that observations occur at least 60 days apart.
- Allowing the board to determine the form and number of classroom observations, consistent with the Revised School Code, "in consultation with teachers and school administrators."
- Repealing the "reasonable and just cause" discipline standard for tenured teacher demotion and discharge and replacing it with the "not arbitrary or capricious" standard.
- Allowing the board to place a teacher's salary in escrow during a suspension for tenure proceedings if related *criminal charges* are pending. Before doing so, the board must give the teacher notice of the charges, an explanation of the employer's evidence, and an opportunity to respond.
- Prohibiting placement or layoff/recall systems for teachers based solely on tenure status if a probationary teacher is rated "effective" or higher.

Those standards remain in effect despite the recent legislative changes to the Public Employment Relations Act, the Revised School Code, and the Tenure Act.

Contract terms that violate the Act's mandates might create a viable cause of action under the Act regardless of the contrary bargaining agreement terms. Accordingly, labor negotiators must carefully analyze

proposals that implicate the Act or risk subjecting the school to potentially significant legal exposure.

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### Superintendent Contract Must Include Evaluation Appeal Process

Amended RSC Section 1249b requires a superintendent contract entered into, extended, renewed, or modified *on or after July 1, 2024* to include “an appeal process concerning the evaluation process and rating received.”

A superintendent may appeal any rating, including the rating of *needing support*. The actual appeal process will likely vary by school. An appeal process with binding arbitration is not required. School boards should carefully consider whether to include an arbitration provision in the superintendent’s contract.

If you need assistance with revising a superintendent contract, your school board representative should work with legal counsel to determine the desired appeal process for your school.

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### FMLA Leave Is Not an Absolute Shield

When facing misconduct allegations, some employees may request FMLA leave to deter employers from imposing discipline. A Michigan federal court recently dismissed a superintendent’s lawsuit alleging that her school district violated the FMLA when it denied her immediate reinstatement after FMLA leave. *Ahmed v Sch Dist of the City of Hamtramck*, Case No. 2:22-cv-11127 (ED Mich, 2024). This decision is a reminder that an employer can discipline an employee who is on FMLA leave for unrelated reasons.

Hamtramck’s Superintendent, Jaleelah Ahmed, involuntarily transferred several teachers, causing tension at the school district. Ahmed asserted that school staff posted disparaging information about her on social media, contacted news outlets, and appeared in her office to threaten her employment. She took FMLA leave due to severe stress related to those incidents.

When Ahmed notified the district of her planned return date from FMLA leave, she was told that she would be placed on paid administrative leave pending an investigation into allegations of misconduct committed before her leave. Ahmed was not permitted to return to work until the investigation concluded. Ahmed sued, claiming she was discriminated or retaliated against for taking FMLA leave.

To establish FMLA discrimination or retaliation, an employee must prove that: (1) the employee engaged in

an FMLA-protected activity, such as taking FMLA leave; (2) the employer knew of that activity; (3) the employer took an adverse employment action, such as imposing discipline; and (4) the adverse employment action was caused by the FMLA-protected activity. This case focused on whether the third and fourth elements were established.

The court concluded that Ahmed sufficiently alleged an adverse employment action. Although the court acknowledged that paid administrative leave is generally not an adverse employment action, Ahmed overcame this general rule because she alleged that certain board members conceded no investigation occurred and that she was provided with neither notice of the alleged misconduct nor an opportunity to respond.

Nonetheless, the court held that Ahmed’s FMLA claim failed because she did not establish a causal connection between her FMLA leave and the paid administrative leave. Ahmed claimed that she was prohibited from returning from FMLA leave and that the district publicly announced an investigation, removed items from her office, and publicly complained about her actions as superintendent. The court found these alleged actions were not linked to her FMLA leave, especially given that the district was disgruntled about her involuntary transfer decisions.

While on FMLA leave an employee has no greater right to continued employment than if the employee had not been on FMLA leave. FMLA claims are, however, highly fact specific. When imposing discipline during an employee’s FMLA leave, school officials should carefully document the non-FMLA related discipline reasons to help minimize the risk of FMLA discrimination and retaliation claims.

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### Truth-in-Taxation and Budget Hearing Reminder

Michigan law requires that public schools adopt their annual budgets before July 1, which is the beginning of the fiscal year. A taxing entity, including a school district or ISD, must implement the truth-in-taxation process if its anticipated operating tax revenue will exceed what it collected in the previous fiscal year (with exceptions for certain taxable additions). Elements of this process include: (1) publishing a newspaper notice, (2) holding a truth-in-taxation public hearing, and (3) approving resolutions proposing and adopting additional millage rate(s).

A school district or ISD may avoid the truth-in-taxation process and levy its full authorized operating

millage rate if it takes the following three steps when adopting its budget:

*Step 1:* A school district or ISD complies with Uniform Budgeting and Accounting Act Section 16. That section requires that a taxing unit's "general appropriations act" (i.e., the adopted budget) state the total number of mills of *ad valorem* property taxes to be levied and the purposes for which that millage will be levied.

*Step 2:* The school district or ISD budget must include a description of the tax base upon which the operating millage will be levied. Examples of those descriptions include: (1) non-principal residence, non-qualified agricultural property, non-qualified forest property, non-supportive housing property, and non-industrial property; (2) all property; or (3) principal residence, qualified agricultural property, qualified forest property, supportive housing property, and industrial personal property.

*Step 3:* A school district or ISD must publish a notice for the budget hearing in a newspaper of general circulation within the school district or ISD at least six calendar days before the hearing. The notice must include the following statement printed in 11-point boldfaced type: **The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.**

A school district or ISD may levy its full operating millage rate(s) without going through the burdensome truth-in-taxation process by satisfying the following requirements:

- (1) At least six calendar days before the hearing, it must publish a notice of budget hearing with the following information:
  - (a) time, date, and place of the hearing;
  - (b) location where the budget is available for public inspection; and
  - (c) boldfaced language referencing the proposed millage rate(s) as outlined above.
- (2) After the hearing concludes, it must adopt a budget that includes:
  - (a) a statement of the total number of mills of *ad valorem* property taxes to be levied;
  - (b) the purpose(s) for which the millage will be levied; and
  - (c) a description of the tax base on which the millage will be levied.

A school district or ISD seeking to levy an operating millage approved by voters *after* adopting its budget

may still avoid the truth-in-taxation process by either: (1) publishing the appropriate budget hearing notice, holding a second public hearing, and amending the budget to include the additional millage; *or* (2) providing the proposed millage rate(s) to be voted on, if known, in the original budget, along with the proper hearing procedures.

An ISD voting on a regional enhancement millage should consult with legal counsel about incorporating that millage into the truth-in-taxation process.

Because public school academies, schools of excellence, urban high school academies, and strict discipline academies have no authority to levy a school operating millage, their annual budget hearing notice need not include the 11-point boldface type statement or any reference to a proposed property tax millage rate.

A sample form that a school district or ISD may use for the budget hearing notice is attached to this edition of *School Law Notes*. Please note that no specific form of resolution for budget adoption is required. Schools desiring to reuse budget adoption resolutions from previous years should ensure that they are up-to-date. For example, the notice should not include certain COVID-19 related provisions that are no longer applicable (e.g., references to executive orders or electronic meetings).

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### Ready or Not – It's Time to Review Student Handbooks!

As this school year wraps up, school officials should begin reviewing and revising student handbooks for the 2024-25 school year. A comprehensive and well-written student handbook is an important tool to ensure compliance with state and federal law, support student discipline decisions, and reduce the risk of litigation and other disputes.

Thrun offers a model student handbook for both our Thrun Policy Subscribers and non-subscribers. The Thrun Policy Subscriber version of the student handbook aligns with the Thrun Board Policy Manual and Administrative Guidelines and is intended to be easily implemented by Thrun Policy Subscribers. This handbook is sold together with an employee handbook. The handbooks are updated annually, and clients who subscribe to policy updates will receive handbook updates.

The student handbook for clients that are not Thrun Policy Subscribers allows for client customization to ensure it aligns with your school's expectations and policies as well as legal requirements. Regardless of the source for your school's handbook,



school officials must ensure the handbook aligns with your school's board policies before implementation.

If you choose to revise your existing handbook language, below are pointers to avoid common missteps.

#### *Disclaimer Language*

Including language at the beginning of the student handbook advising that the handbook is not intended to be all-encompassing, that it does not create a contract between the school and parents or students, and that school officials may revise the handbook to implement the education program and ensure student wellbeing. The disclaimer language should also state that school officials are responsible for interpreting the handbook and if a situation is not specifically addressed, the school will make decisions based on staff discretion, applicable board policies, and state and federal statutes and regulations, consistent with the school's best interests.

#### *Board Policy*

Handbook provisions should align with board policy (and corresponding rules or guidelines). Board policy is typically more comprehensive than handbook language, and board policy ultimately controls. Any conflict or inconsistency between the handbook and board policy could undermine a school's decisions and create liability exposure.

#### *Student Discipline*

State law requires every school to develop and implement a student code of conduct. Schools often include the student code of conduct in student handbooks. All handbook provisions addressing student discipline, including the code of conduct, must comply with law and board policy.

#### *Consistent Implementation*

School officials must ensure consistent implementation of the handbook for all students. The U.S. Department of Education's Office for Civil Rights has expressed concerns that minority students and students with disabilities are disciplined more frequently and more severely than their peers for the same conduct. Adhering to established disciplinary procedures for every student offense will help schools ensure consistency and defend against allegations of discriminatory decisions.

#### *Non-Discrimination Provisions*

Handbooks should include: (1) a comprehensive statement prohibiting discrimination (including unlawful harassment); (2) a summary of the applicable investigation process; and (3) the identity of the person or position that receives discrimination complaints. Failure to include these provisions could result in

liability, even if the school takes appropriate action in responding to a discrimination complaint. We recommend reviewing both board policy and student handbooks to ensure that appropriate non-discrimination provisions are included.

On April 19, 2024, the new title IX regulations were published with an effective date of August 1, 2024. We anticipate that the new Title IX regulations may require changes to your handbook. Keep an eye on *School Law Notes* for further guidance on this topic.

#### *Other Considerations*

School officials should post the student handbook to the school's website and include a copy of the student handbook in student agendas or planners (if provided), with a letter to parents. Wide dissemination of the student handbook helps ensure that students and parents have notice of conduct and its consequences. School officials should also develop protocols to ensure that students who transfer into the school during the school year receive the student handbook.

A well-drafted student handbook is an important tool for school management and can be valuable in defending against legal claims and OCR complaints, but only if the student handbook is consistent with applicable law and board policy, up-to-date, consistently implemented, and widely disseminated.

If you are interested in Thrun's model handbook, or becoming a Thrun Policy Subscriber, order forms are attached. Alternatively, Thrun attorneys are available to review student handbooks to ensure compliance with law and board policy. Contact a Thrun attorney if you are interested in a handbook review.



## **Avoiding Missteps This Graduation Season**

With graduation fast approaching, school officials should be aware of common graduation-related legal issues and our recommendations for addressing them.

#### *Diplomas and "Walking" at Graduation*

The end of the school year is often accompanied by senior pranks, which may cause school officials to consider withholding a student's diploma as a disciplinary action. Withholding an earned diploma, however, deprives the student of a constitutionally protected property interest and subjects the school to potential liability. Some courts have ruled that a student who is awaiting an expulsion hearing but has completed graduation requirements is still entitled to an earned diploma.

While students generally have a right to an earned diploma upon completion of graduation requirements, they have no right to receive the diploma at a

graduation ceremony. Like participating in prom and other extracurricular activities, walking across the graduation stage is a privilege that may be revoked.

To avoid backlash from students and parents, school officials should include graduation participation expectations in the student handbook and notify students and their parents of those expectations as early as possible. The notice should also address whether a student who has not timely completed graduation requirements may participate in the graduation ceremony in anticipation of earning a diploma.

#### *Cap and Gown*

A school can establish and enforce a nondiscriminatory dress code for graduation exercises. Note that a dress code may *not* discriminate based on sexual orientation, gender identity or expression, or hair textures or styles commonly associated with race. This dress code should be communicated to students and parents as early as possible.

Courts have upheld published cap and gown requirements and, in one case, a “no jeans” policy. Another court upheld a dress code that prohibited decorated graduation caps. In that case, because *all* decoration was prohibited, the students’ First Amendment rights were not violated. A student’s refusal to comply with a published nondiscriminatory dress code can justify excluding that student from the graduation ceremony.

Some schools provide different gown colors for male and female students. We recommend allowing students to wear gown colors consistent with their gender identity or allowing all students to choose between two colors. Arbitrary dress code distinctions based on sex are frequently targeted in sex discrimination lawsuits and can be easily avoided by single-color or student-choice color policies.

#### *Avoid Religious Holidays*

According to the Elliott-Larsen Civil Rights Act, public schools cannot deny a “privilege” based on religion. As stated above, walking across the graduation stage is considered a “privilege.” Schools should avoid scheduling graduation ceremonies on religious holidays. Failing to do so may result in lawsuits alleging religious discrimination.

#### *Prayer at Graduation Ceremony*

Public schools cannot mandate or organize prayer at graduation ceremonies without violating the First Amendment’s Establishment Clause. The U.S. Supreme Court has held that a clergy-led graduation invocation is unconstitutional school-sponsored prayer. Equally unconstitutional is a school-led process where students

elect a classmate to lead an organized prayer at graduation.

Individual students may voluntarily incorporate religious content into valedictory or other graduation speeches. While student speech that is part of a school-sponsored event may appear to be a school endorsement of the message, censoring religious content from a student’s graduation speech may violate the student’s First Amendment speech rights. Courts have held that graduation prayer voluntarily initiated by a student without school encouragement is permissible.

School officials should provide students with appropriate guidelines for graduation speeches. We also recommend including a disclaimer statement in the graduation ceremony program stating that the views expressed by students and other speakers do not necessarily represent the school’s views.



### **Students with Disabilities: Shortened School Day Is Not the Answer**

A recent Eighth Circuit Court of Appeals decision serves to remind school officials that a shortened day for students with disabilities is rarely the right call. The Eighth Circuit, whose decisions are advisory but not binding on Michigan, addressed whether a student with a disability who was placed on a shortened school day received a free appropriate public education (FAPE). *AJT v Osseo Area Schs*, Docket No. 23-1399 (CA 8, 2024).

The student’s disability prevented her from being at school before noon. The school refused her parents’ request for instruction until 6 p.m., so the student received only 3 – 4.25 hours of instruction per day for several years. As a result of her shortened day, the student experienced minimal progress on some goals and regression in others. This fact convinced the administrative law judge, the federal trial court, and the Eighth Circuit Court of Appeals that the school denied the student a FAPE. The Eighth Circuit ruled that school officials made their decisions for administrative convenience, not for the student’s well-being or progress.

A shortened day for a special education student occurs more frequently because of an IEP Team or school decision, rather than the disability-related need for specific hours as addressed in this decision. In 2022, MDE issued [Guidance](#) on shortened school days for students with disabilities. The Guidance emphasizes that an IEP Team may not use a shortened school day to manage a student’s behavior or as a disciplinary measure. “The only time it is appropriate to shorten the school day for a student with a disability is when the student’s IEP Team determines a shortened day is

required to address the student’s unique disability-related needs.”

In the rare circumstance a student legitimately requires a shortened day, the IEP Team must include the following in the student’s IEP:

- (1) An explanation of why the student’s unique disability-related needs require a shortened day.
- (2) A clear explanation of the unique need or skill gap that prohibits the student from attending a full day of school.
- (3) A clear connection to the growth and progress expected to be achieved by shortening the student’s school day (e.g., the student is expected to recover from the physical or medical condition with rest and medical treatment).
- (4) A plan for the student’s return to school for a full day, which may include a plan to meet more frequently to review student data and determine whether the student is able to return to school full-time.

A student for whom a shortened day is required for disability-related needs, must return to a full school day as soon as they are able.

Even if a parent requests a shortened school day for their student, IEP Team should tread carefully. It is the school district’s responsibility to provide a FAPE and “parent request” is not a defense in a state complaint or due process hearing.

Unless carefully justified and limited, a shortened school day for a student with a disability will almost always equate to a denial of a FAPE. Neither student behavior nor administrative convenience justifies a shortened school day for students with disabilities.



### Extended School Year Considerations

Far too often, IEP Teams gloss over or fail to discuss whether a special education student is entitled to extended school year (ESY) services. Even if a robust discussion occurs, the prior written notice rarely explains why ESY was rejected or included. If the school finds itself in a due process hearing defending an IEP with this deficit, a procedural violation is guaranteed and a substantive violation is possible. Remind your IEP Teams to discuss ESY, consider all eligibility factors, and document that they did so.

ESY is specialized instruction and related services provided beyond the normal school day or school year, such as during summer vacation or other school breaks. ESY’s purpose is to maintain skills, not to work on new goals. A student qualifies for ESY if the student’s IEP

Team determines, based on data collected throughout the year, that ESY is necessary to provide the student with a free appropriate public education (FAPE).

The Michigan Administrative Rules for Special Education clarify that a FAPE includes ESY if the student’s annual goals address one or more skills that require ESY services. To make that determination, the IEP Team must consider whether the data indicates any of the following:

- (1) Without ESY, the student will regress on an annual goal beyond a reasonable period of recoupment;
- (2) The severity or nature of the student’s disability indicates a need to provide services for the identified goal during scheduled breaks in the school year; or
- (3) That the student is at a critical stage, or in a critical area of learning, with respect to an identified annual goal which will be adversely impacted without ESY.

In April 2023, MDE published a [worksheet](#) to help IEP Teams determine whether a student needs ESY. An IEP Team must consider a student’s individual circumstances each year to determine ESY eligibility. If the team finds that data supports ESY as a requirement for FAPE, the team must then consider the location, duration, and type of services necessary to meet the student’s needs. School administrators may not limit students receiving ESY to specific subjects, times, or locations; students are entitled to individualized ESY services.



### Measles Outbreak: Practical Tips

Michigan’s Department of Health and Human Services (MDHHS) recently confirmed its first case of measles since 2019. As of April 8, 2024, three Michigan counties reported confirmed measles cases. School officials should look for guidance or directives from MDHHS and the local community health department on preparing for a measles outbreak or a confirmed case of measles.

Measles is highly contagious and spreads through in-person contact. The virus can survive for up to two hours in the air after an infected person has coughed or sneezed. According to the Centers for Disease Control and Prevention, an infected person can spread measles up to four days before and four days after exhibiting symptoms, and symptoms may appear up to 21 days after exposure.

We recommend school officials maintain close communication with local public health officials and contact those officials and legal counsel if they have

concerns about excluding a student or other person from school for having or being exposed to measles.

#### *Exclusion Generally*

The Michigan Department of Community Health's Administrative Rules authorize a school official who suspects a student of having a communicable disease to exclude that student from school for a time sufficient to allow a physician or local health official to determine if a communicable disease is present. A communicable disease is a disease that is capable of being transmitted from individual to individual, like measles. Under the Rules, local health officials can exclude from school:

- A person who has a communicable disease, until a physician or local health official determines the student or individual is no longer a risk; and
- A person "lacking documentation of immunity or otherwise considered susceptible to the disease," until the health official determines that the risk of spreading the disease has passed.

Excluding unvaccinated students and others from school is specifically identified as a "disease control measure." If the local health department requires a person's exclusion from school due to a measles outbreak, school officials should comply with the law and follow the health department's instructions.

MDE and MDHHS, in their joint guidance on ["Managing Communicable Diseases in Schools"](#), recommend that schools exclude individuals who contract measles for four days after the onset of a rash. The guidance also recommends that schools exclude for 21 days anyone who was in contact with the excluded individual *and* lacks documentation of immunity. School officials may find helpful the guidance's flow chart on "When to Send a Person Home Due to Illness" if exclusion decisions become necessary.

Schools should establish exclusion criteria for communicable diseases in board policy and provide this information to students and staff any time school officials are considering exclusion.

#### *Excluding Students*

If school officials exclude students from school, they must ensure student confidentiality. A student's individual medical history and individual immunization records are FERPA records and cannot be disclosed absent an applicable FERPA exception or parental consent. School officials may disclose *non*-personally identifiable information about a student who is absent due to a communicable disease (e.g., that an unspecified student in the school has a confirmed case of measles), if school officials ensure that the released information

would not allow a reasonable person in the school community to identify the student.

If school officials determine, considering the totality of the circumstances, that an articulable and significant threat exists to the health or safety of others, school officials may disclose, without prior written consent, personally identifiable information from student education records to appropriate third parties, including local health department officials. This exception does not allow schools to disclose student personally identifiable information to the media.

Students with disabilities who are excluded from school during a communicable disease outbreak are still entitled to a free appropriate public education. The Office for Civil Rights requires schools to "maintain continuity of learning by providing educational services" to students with disabilities who are required or advised by public health officials or school officials to stay home. Depending on the length of exclusion, the student's IEP or 504 Team should consider web-based distance learning, sending assignments home, or other special education and related services.

#### *Excluding Employees*

If an employee is absent from work due to measles, school officials should consult the applicable employment contract or collective bargaining agreement. Some CBAs and contracts include terms excusing, with pay and without leave bank deductions, an employee's absence due to diseases like measles, mumps, chicken pox, scarlet fever, shingles, or mononucleosis. These provisions typically require the employee to provide proof of the illness through a doctor's statement.

School officials also should provide employees with any communications from the local health department about the measles outbreak and encourage employees to follow lawful public health directives.

#### *Reporting*

School officials are required by law to report any occurrence or suspected occurrence of measles to their local health department. Timely reporting assists MDHHS with identifying, monitoring, and preventing measles outbreaks.

• • •

**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachments # IX-1 through IX-6

From: Jason Kennedy

**Subject to be Discussed and Policy Reference:**

- Bill Listing
- Monthly Financial Report
- Student Activity Summary Report
- Credit Card and Utilities Report
- Transfers and ACH Transactions
- Personnel Report

**Background Information:**

See attached

**Financial Impact:**

**Recommended Action:**

Approval of the Consent Agenda, as presented.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin      \_\_\_ Hazekamp  
         \_\_\_ Kelly      \_\_\_ Meeuwenberg



**FRUITPORT COMMUNITY SCHOOLS  
BILL LIST  
Month of April 2024**

<u>FUND</u>	<u>AMOUNT</u>
GENERAL FUND	\$202,637.89
FOOD SERVICE	\$92,277.11
COOPERATIVE EDUC (ISD) - TECH MILLAGE	\$17,894.65
<b>GRAND TOTAL</b>	<b><u><u>\$312,809.65</u></u></b>

Fruitport Community Schools Monthly Financial Report 04/30/2024

		GENERAL FUND	SCHOOL SERVICE FUNDS			CAPITAL PROJECTS					Totals
			Food Service	Tech/Security	ECC	Bldg & Site	Capital Projects 2021	2010	2017	2021	
<b>Beginning Fund Balance:</b>		5,368,312	721,510	486,637	831,050	1,534,325	5,449,435	142,624	639,207	117,048	
<b>Revenues:</b>											
Budgeted revenues:		40,140,528	2,012,821	592,500	914,000	-	-	-	-	-	
Actual revenues:											
	Jul.	2,242,646	-	-	80,122	18,309	17,109	5,047	15,862	3,965	2,383,060
	Aug.	355,419	7,797	8,174	73,356	4,926	16,998	90,278	283,738	70,923	911,609
	Sep.	1,091,368	27,999	45,940	79,142	5,354	16,057	213,400	670,702	167,649	2,317,610
	Oct.	2,494,653	213,375	20	86,929	5,575	15,570	5,834	18,337	4,583	2,844,878
	Nov.	5,130,856	95,614	180,396	73,732	5,444	14,527	717,804	1,926,061	481,440	8,625,874
	Dec.	2,821,223	236,903	851	55,202	5,649	14,612	4,126	12,968	3,242	3,154,775
	Jan.	3,219,991	183,488	23,967	90,088	5,614	14,321	119,512	375,619	93,890	4,126,490
	Feb.	4,269,825	276,997	153,262	74,105	5,207	13,153	122,680	58,966	14,739	4,988,934
	Mar.	4,881,584	208,561	270	83,608	1,391	7,469	52,721	165,699	41,418	5,442,721
	Apr.	3,377,583	200,486	-	1,823	1,348	7,235	3,299	10,368	2,592	3,604,734
Total Actual Revenues		29,885,148	1,451,219	412,879	698,105	58,816	137,052	1,334,703	3,538,320	884,441	38,400,684
Pro Rated budget Variance to date: Rev		3,565,292.31	226,131.38	80,870.89	63,561.23						
<b>Expenses:</b>											
Budgeted expenditures:		(39,953,897)	(2,029,146)	(373,898)	(1,084,631)	-	-	-	-	-	
Actual expenditures: ^											
	Jul.	(826,855)	(23,297)	(17,657)	(46,562)	(5,000)	46,657	-	-	-	(872,713)
	Aug.	(995,066)	(121,773)	(63,511)	(75,482)	(520,000)	(171,655)	-	-	-	(1,947,485)
	Sep.	(3,763,062)	(145,776)	(10,470)	(110,327)	-	(9,228)	-	-	-	(4,038,865)
	Oct.	(3,010,751)	(303,582)	(12,096)	(80,945)	-	(338,819)	(124,500)	(1,099,400)	(105,875)	(5,075,968)
	Nov.	(3,071,110)	(75,431)	(21,878)	(85,625)	-	(137,442)	-	-	-	(3,391,486)
	Dec.	(2,907,564)	(252,085)	(14,687)	(108,123)	-	(21,306)	(1,000)	-	-	(3,304,765)
	Jan.	(3,114,510)	(230,336)	(15,003)	(80,063)	-	(60,184)	-	(500)	-	(3,500,596)
	Feb.	(2,974,767)	(219,363)	(10,576)	(83,482)	-	(93)	-	-	-	(3,288,281)
	Mar.	(4,404,175)	(208,016)	(15,996)	(120,177)	-	-	-	(500)	-	(4,748,864)
	Apr.	(2,538,118)	(143,330)	(12,093)	(22,272)	-	-	(1,124,500)	(2,299,400)	(695,875)	(6,835,588)
Total Actual Expenses		(27,605,977)	(1,722,989)	(193,968)	(813,058)	(525,000)	(692,069)	(1,250,000)	(3,399,800)	(801,750)	(37,004,611)
Pro Rated budget Variance to date: Exp		(5,688,936.86)	32,033.76	(117,613.50)	(90,801.40)						
<b>Ending Balance to date:</b>		7,647,482	449,741	705,548	716,098	1,068,141	4,894,418	227,326	777,727		
<b>Projected Ending Balance:</b>		5,554,943	705,185	705,239	660,419	1,534,325	5,449,435	142,624	639,207		
<b>Revenues over(under) Expenses to date:</b>										1,396,073	

^ Fifth Third Bank auto deductions have been included in actual expenditure totals

Fruitport Community Schools  
Student Activity Summary Report  
Month ending April 30, 2024

<b>Student Activity Sub Totals</b>	<b>BEGINNING BALANCE</b>	<b>NET CHANGE</b>	<b>ENDING BALANCE</b>
District Wide Student Activity Accounts	83,107.55	(4,161.51)	78,946.04
Beach Elementary Student Activity Accounts	3,210.31	2,532.12	5,742.43
Edgewood Elementary Student Activity Accounts	57,585.96	4,148.09	61,734.05
High School Class of Student Activity Accounts	7,966.47	-	7,966.47
High School Athletic Student Activity Accounts	110,553.88	(15,361.55)	95,192.33
High School Student Activity Accounts	243,892.23	(28,929.33)	214,962.90
Middle School Student Activity Accounts	47,516.97	(1,411.11)	46,105.86
Shettler Elementary Student Activity Accounts	37,248.51	497.60	37,746.11
Alt. High School Student Activity Accounts	600.44	-	600.44
Millionaire Party Accounts	20,524.94	4,324.43	24,849.37
<b>Total Student Activity Fund</b>	<b>\$ 612,207.26</b>	<b>\$ (38,361.26)</b>	<b>\$ 573,846.00</b>



Credit Card and Utilities Detail  
For the month ending April 30, 2024

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Utilities:													
<b>Consumers</b>	\$ 576.76	\$ 769.55	\$ 815.10	\$ 274.08	\$ 1,199.23	\$ 987.39	\$ 1,019.21	\$ 809.18	\$ 691.36	\$ 1,393.96			\$ 8,535.82
<b>Frontier</b>	\$ 46.82	\$ 46.89	\$ 46.94	\$ 46.94	\$ 47.62	\$ 47.62	\$ 47.62	\$ 47.63	\$ 47.63	\$ 47.63			\$ 473.34
<b>MISEC</b>	\$ 28,332.91	\$ 27,808.37	\$ 26,951.62	\$ 30,850.42	\$ 1,773.41	60,473.76	\$ 34,305.45	\$ 46,127.07	\$ 49,666.06	\$ 55,972.86			\$ 362,261.93
<b>Total Utilities</b>	\$ 28,956.49	\$ 28,624.81	\$ 27,813.66	\$ 31,171.44	\$ 3,020.26	\$ 61,508.77	\$ 35,372.28	\$ 46,983.88	\$ 50,405.05	\$ 57,414.45	\$ -	\$ -	\$ 371,271.09
Credit Cards:													
<b>General Fund</b>	\$ 62,280.88	\$ 99,693.24	\$ 106,624.86	\$ 75,459.39	\$ 71,246.99	\$ 106,697.79	\$ 59,706.91	\$ 71,441.90	\$ 68,359.20				\$ 721,511.16
<b>Early Childhood</b>	\$ 2,173.76	\$ 4,845.71	\$ 2,832.47	\$ 4,455.62	\$ 3,354.02	\$ 1,414.02	\$ 1,671.01	\$ 1,149.03	\$ 988.56				\$ 22,884.20
<b>Food Service</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 689.26	\$ 305.03				\$ 994.29
<b>Tech/Security Millage</b>	\$ 1,795.63	\$ 5,005.08	\$ 1,441.43	\$ 2,734.34	\$ 1,892.40	\$ 1,493.40	\$ 3,499.71	\$ 3,879.67	\$ 2,649.97				\$ 24,391.63
<b>Student Activities</b>	\$ 2,802.76	\$ 15,785.19	\$ 25,227.62	\$ 39,781.54	\$ 35,535.93	\$ 24,084.01	\$ 21,896.99	\$ 32,235.05	\$ 27,964.40				\$ 225,313.49
<b>Total Credit Card Charges</b>	\$ 69,053.03	\$ 125,329.22	\$ 136,126.38	\$ 122,430.89	\$ 112,029.34	\$ 133,689.22	\$ 86,774.62	\$ 109,394.91	\$ 100,267.16	\$ -	\$ -	\$ -	\$ 995,094.77

\*\*\*Credit cards are always a month behind

Payment Date	Debit Account Desc	April 2024 Transfers Credit Account Desc	Amount
4/12/2024	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***4/12/24 Payroll & ORS Transfer	\$ 859,282.88
4/24/2024	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***4/26/24 Payroll, ORS & 147c Transfer	\$ 1,250,560.17
		Total Transfers in April	<u>\$ 2,109,843.05</u>

## Personnel Report – May 20, 2024

It is recommended that the following candidates be offered contracts and/or salary increases pending final approval from the Board of Education:

Mary Peets – 4<sup>th</sup> Grade Teacher (Edgewood)  
Jodee Monette – 4<sup>th</sup> Grade Teacher (Edgewood)  
Sarah Houtman – 5<sup>th</sup> Grade Teacher (Edgewood)  
Kelsie Schultz – 3<sup>rd</sup> Grade Teacher (Edgewood)  
Kayla Fessenden – 3<sup>rd</sup> Grade Teacher (Beach)  
Harold Thommen – STEM / Industrial Arts Teacher (Middle School)  
Anna Fedewa – ELA Teacher (Middle School)  
Paul Krispen – Instructional Assistant (Beach MOCI Program)  
Kasey LaPres – Noon Supervisor (Shettler)

The following staff members will Resign/Retire/Reduce Hours/Transfer:

Amber Mead – Instructional Assistant (Beach MOCI Program)  
Debra Smith (Beach MOCI Instructional Assistant)  
Julie Weller (Bus Driver)  
Catherine VanderYacht (Shettler ECSE)

The following positions are currently posted:

Behavior Services Coordinator  
Bus Aide  
Bus Driver  
Elementary Art Teacher - (Fall 2024)  
Instructional Assistant – Multiple Positions  
Freshman Volleyball Coach  
JV Volleyball Coach  
JV Boys Basketball Coach  
School Psychologist  
School Psychology Apprentice/Intern (Year 3)

Mary J. Peets  
4414 S Sherman Ave,  
Fremont, MI 49412

Fruitport Community Schools  
3255 E. Pontaluna Rd  
Fruitport, MI 49415  
March 13, 2024

To Whom It May Concern,

I am writing to express my interest in the upper elementary positions at Fruitport Community Schools. My strong educational background from Hope College, a passion for fostering a positive learning environment, and commitment to the holistic development of young minds makes me confident in my ability to contribute to your school community.

As a soon-to-be graduate of Hope College with a Bachelor's degree in Elementary Education and an endorsement in Social Studies, I have acquired a comprehensive understanding of pedagogy, child development, and curriculum design. My student teaching experience at Robinson Elementary in Grand Haven allowed me to apply theoretical knowledge in a practical setting. I honed my skills in creating engaging lesson plans by personalizing lessons to fit my student's needs. I also practiced fostering a positive classroom culture by holding restorative circles and implementing differentiated instruction to meet diverse learning needs like those of English as a second language and special education students.

I am drawn to Fruitport Community Schools because of its commitment to fostering a family-like environment where every student is supported beyond academics, ensuring they are equipped with the tools and guidance necessary to excel and succeed not just in school, but in life as well.

My resume provides details of my professional experience and qualifications. I look forward to the opportunity to discuss how my skills and experiences align with the needs of Fruitport Community Schools during an interview. Thank you for considering my application.

Sincerely,

*Mary J. Peets*

# Mary J. Peets

616-848-9166  
peetsmary@gmail.com

4414 S Sherman Ave.  
Fremont, MI 49412

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**Objective-** To obtain a teaching position in an elementary classroom where I can create a safe, engaging environment for students to learn and grow.

## Education

**Hope College-** Holland, MI Expected Graduation: May 2024

Bachelor of Arts: Social Studies Group (K-8)

Michigan Standard Teaching Certificate with endorsements to teach Elementary K-5 all subjects (2A)

(K-8 All Subjects Self-Contained Classroom) and Social Studies (RX), Grades K-8

Cumulative GPA: 3.40/4.00

## Relevant Classroom Experience

**Student Teacher-** Robinson Elementary- Grand Haven, MI January - May 2024

- Managed and taught all subjects for a classroom of 18 4th-grade students
- Planned, prepared, and wrote lessons for all subjects
- Communicated with other staff and parents about events and updates via email and Class Dojo

**Teacher Assistant-** Black River Montessori- Holland, MI August - December 2023

- Guided a 4th/5th grade combined classroom through individual support
- Taught a variety of lessons on voting, social justice, and reading groups
- Observed the lead teacher's instructional Montessori strategies, such as manipulatives, testing, and projects

**Teacher Assistant-** Northway Primary- Liverpool, UK June 2023

- Observed the differences in education in the UK and USA in a Year 6 classroom, such as schedule, content, and expectations
- Created and implemented two interactive lessons to teach about America and Michigan
- Facilitated small writing workgroups to prepare students for the SATs

**Teacher Assistant-** Woodside Elementary- Holland, MI August - December 2022

- Planned and implemented an interactive read-aloud in a DK classroom
- Administered letter-identification and letter-sound recognition tests

- Assisted the mentor teacher with planning reading for a diverse group of students who all came from different cultural backgrounds

**Volunteer-** Boys and Girls Club of Greater Holland- Holland, MI January - May 2022

- Supervised children in elementary room, gymnasium, and art room with a culturally diverse group of children
- Supported positive behavior through meaningful interactions and upholding behavior standards

**Tutor-** Children's After School Achievement (CASA)- Holland, MI August - December 2021

- Provided one-on-one tutoring for students struggling academically
- Guided homework, reading time, and instruction of subjects that were challenging for specific student

## Relevant Work Experience

**Babysitter/Nanny-** Various families- Spring Lake/Grand Haven, MI 2016 - 2024

- Spent summers being a nanny for one family and took care of the children 9-5 every day
- Babysat regularly for families around town and discovered a passion for working with children
- Planned fun activities like going to the library or playing outdoor games and assumed responsibility for children

**Assistant Teacher-** Under the Sun Preschool and Children- Fremont, MI May - August 2022

- Independently led a classroom of 10-12 students daily, ages 4-12
- Followed a daily routine of outdoor play, field trips, snacks, engaging lesson plans, and rest time
- Consistently provided updates on how their children's day is going to parents and established positive relationships with families

## Campus and Community Involvement

**Vice President/Representative-** Hope College Panhellenic Council January 2021 - May 2024

- Strengthened the connection between sorority and other organizations on campus
- Assisted with the Rush and Greek Orientation process
- Acted as a liaison between the sorority and the Panhellenic board

**Cheerleader-** Hope College August 2022 - December 2022

- Organized interest meetings to bring back the cheer program in the Spring of 2021
- Cheerleading at both football and basketball games with practice twice a week

**Orientation Assistant-** Hope College

August 2021

- Introduced new students to Hope College, helped move in freshman, and led icebreaker activities

## **Certifications and Professional Development**

**Stewards of Children- Darkness to Light-** Children's Advocacy Center- Holland, MI

March 2023

- Prevention training featuring real people and real stories about protecting children from abuse
- Mandated Reporter training

**Health and Safety Training for Licensed Child Care Providers-Course 1**

June 2022

MiRegistry

**Health and Safety Training for Licensed Child Care Providers-Course 2**

June 2022

MiRegistry

# Jodee M. Monette

(formerly know as Jodee M. Tuttle)

3212 Francisco Bay Drive  
Kerens, TX 75144  
231-750-3677  
jodee.mo.12@gmail.com

## Experience

- |                      |  |              |
|----------------------|--|--------------|
| 7/2022- Present      | <b>Kerens Independent School District</b><br><b>Elementary Teacher</b> <ul style="list-style-type: none"><li>• Fourth Grade Language Arts Teacher</li><li>• District Improvement Team Member</li><li>• Reading Tutor</li><li>• ELA Interventions</li><li>• UIL Spelling Coach</li><li>• UIL Writing Coach</li></ul>  | Kerens, TX   |
| 8/1993-6/2022        | <b>Orchard View Public Schools</b><br><b>Elementary Teacher</b> <ul style="list-style-type: none"><li>• Kindergarten Teacher-12 Years</li><li>• First Grade Teacher-17 Years</li><li>• Interim Principal-1 Year</li><li>• District Improvement Team Member</li><li>• School Building Improvement Chairperson</li><li>• Grade Level Chairperson</li><li>• Reading Tutors</li><li>• New Teacher Mentor</li><li>• ESL Coordinator</li><li>• Early Childhood Task Force Member</li></ul> | Muskegon, MI |
| Summers<br>2016-2022 | <b>Orchard View Public Schools</b><br><b>Summer School Teacher</b> <ul style="list-style-type: none"><li>• Reading Teacher</li></ul>   | Muskegon, MI |
| 8/1992-7/1993        | <b>Holton Public Schools</b><br><b>Elementary Teacher</b> <ul style="list-style-type: none"><li>• Preschool Teacher</li></ul>  | Holton, MI   |

## Education

### **Western Michigan University**

- |          |                                      |
|----------|--------------------------------------|
| May 2021 | ESL Certification                    |
| May 1995 | Masters in Early Childhood Education |
| May 1992 | Bachelors in Education               |



# Jodee M. Monette

## Certifications

### **Michigan Professional Teaching Certificate**

- Elementary K-5 All Subjects
- K-8 All subjects in self-contained classroom (ZG)
- K-8 Social Science (CX)
- Early Childhood Education PK-K (ZA)
- K-12 English as a Second Language (NS)

### **Texas Educator Certificate**

- Early Childhood (PK-3)
- Core Subjects with STR (EC-6)
- Core Subjects with STR (4-8)
- Social Studies Grades 4-8
- English as a Second Language Supplemental (EC-8)

## Professional Development Activities

### **Workshops/Trainings:**

### **Date:**

iready Training	2/2024
Empowering Writers	9/2023
Zones of Regulation	8/2019
Project-Based Learning	8/2019
Comprehensive Needs Assessment	3/2019
Essential Instructional Practices in Literacy	3/2019
Classroom Learning Lab Facilitator Training	2/2019
Architects for Learning:Brain Frames & EmPOWER	8/2018
K-3 Essential Practices	3/2018
Essential Instructional Practices in Literacy Series K-5th Grade	3/2018
Collaborative Learning PLCs- Within & Across Boundaries	8/2017
Word Study Summer Institute	6/2017
A Day with Dr. Nell Duke	10/2016
Math Recovery Training	2/2016
Capturing Kids' Hearts	8/2015
Learning Framework in Number Support	3/2015
CHAMPS-PBIS in the Classroom	2/2015
Crisis Intervention Management & Debriefing	1/2015

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# SARAH HOUTMAN

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SEHOUTMAN@GMAIL.COM



616-403-6495



3210 S WALKER RD  
MUSKEGON, MI 49444

EDUCATIONAL PORTFOLIO:

[Click Here](#)

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I am a certified **Elementary School Teacher** with entry-level experience in curriculum development, e-learning, and interactive learning. Skilled at tailoring lesson plans to each student's needs and interests.

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## EXPERIENCE

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### STUDENT TEACHER

August-December 2023

During my student teaching experience, I was responsible for:

- Adjusting lessons to fit the needs of the students.
  - Resolving student conflicts.
  - Enforcing expectations.
- Creating an environment that was conducive to learning and welcoming to all students.
- Administering and grading assessments/assignments.

### LONG-TERM SUBSTITUTE

January-March 2024

During my time as a long-term substitute, I was responsible for:

- Parent communication.
  - Managing behaviors.
- Leading the class through the given curricula.
- Administering and grading assessments/assignments.
- Adapting classroom management style to the class.
  - Resolving student conflicts.

### GENERAL SUBSTITUTE K-12

March of 2023- Present

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## EDUCATION

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### HIGH SCHOOL DIPLOMA


Zeeland East High School

Graduated: May of 2018

### BACHELOR'S DEGREE IN ELEMENTARY EDUCATION

Ferris State University

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Magna Cum Laude  
Graduated: December of 2023

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**CERTIFICATIONS**

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**Substitute Teaching Certification~ K-12**  
State of Michigan, 2023

**Elementary Education Certificate**  
State of Michigan, 2024

## **Kelsie Schultz**

6143 Airline Rd 49415

Fruitport, MI

(231) 730-1456

[kelsieschultz578@gmail.com](mailto:kelsieschultz578@gmail.com)

**OBJECTIVE:** To earn a teaching position at Fruitport Community Schools.

---

### **Education**

Fruitport High School 2014-2017

- High School Diploma
- 3.5 GPA
- Honor Roll

Grand Rapids Community College 2017- 2019

*Freshmen - Dean's List*

- Associates Degree in Pre-Communications Graduation Summer 2019
- 3.6 GPA

Grand Valley State University 2019- 2023

*2021, 2022, 2023 - Dean's list*

- Bachelor of Science - Graduation April 2023
  - Major- Group Social Studies
  - Minor- Elementary Certification
- 3.28 GPA

MTTC Certification

- Elementary Education

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### **Experience**

Premier Substitute

Winter 2024-Spring 2024

*North Muskegon Elementary*

- Manage students of ages DK-12
- Understand plans left by the teachers and execute them to the students.
- Maintain relationships and classroom management with students of many different ages.
- Help in classrooms that need support to the lead teacher.

Long-Term Substitute Kindergarten

Fall 2023-Winter 2024

*North Muskegon Elementary*

- Created and facilitated daily plans for each subject that incorporates modeling, and differentiated learning.
- Maintained effective classroom management, prepared a fun welcoming classroom environment.
- Planned classroom events, field trips, and cooperative learning opportunities amongst different grade levels.

Long-Term Substitute 2/3rd grade spilt

Spring 2023

*North Muskegon Elementary*

- Created and facilitated daily plans for each subject and grade that incorporates modeling.
- Maintained effective classroom management during field trips, presentations, and transitions.

Student Teaching 2nd Grade

Winter 2023

*North Muskegon Elementary*

- Gathered student data to tailor content and methods used with varying levels of scaffolding.
- Created inclusive lessons for every subject following the basis of universal design.
- Planned and led the classroom in all aspects.
- Achieved positive remarks in all professional observations.
- Built positive relationships and collaborated with fellow staff.
- Designed and implemented activities to support student's social-emotional learning along with academic skills.
- Helped students strengthen skills such as critical thinking, problem solving, and literacy.

Fruitport Community Schools

August 2020-Present

*Volleyball coach*

- Head coach for middle school teams.
- Assistant for middle school A team.
- Assistant for the JV team.

Teacher Assisting 3rd/4th Grade

Winter 2022

*Palmer Elementary School*

*Grand Rapids Public Schools*

- Developed and facilitated lesson plans.

- Incorporated small and whole group methods.
- Learned classroom management strategies.
- Directed classroom activities.

Max's South Seas Hideaway

*Food Runner/Server Assistant*

May 2021-January 2022

- Running food from kitchen to tables.
- Lifting trays and tray jacks.
- Polish glassware, Bus tables, roll silverware.
- Assisting customers with any needs.

Inside Out Volleyball

*Volleyball coach*

December 2019-2021

- Head coach for 12's team, 14s team, and 16s.
- Assistant coach for the 18's team.

S&L Blueberry Farm

*Packaging Shed*

June 2015 - August 2017

- Packaged blueberries.
- Sorted through berries.
- Organized boxes.
- Cleaned warehouse.

Paul Schultz Trucking and Excavating

*Construction*

May 2018- September 2020

- Ran equipment.
- Shoveled topsoil.
- Worked on cell towers.

---

**Volunteerism**

Grand Rapids Community College

2017- 2019

*Campus Volunteer*

- Helped set up/tear down events.

Fruitport Middle School

Spring 2017

*Classroom helper*

- Entertained kids.
- Assisted teacher.
- Graded papers.

---

**HOBBIES/INTERESTS:**

My interests include hiking, camping, reading, hanging out with friends and family, and athletics. I enjoy learning more about politics and world studies, and I find the world very interesting and inspiring. I love working with children, and coaching volleyball has been a great joy for me. Being able to connect with these kids and help them grow is why I want to be a teacher. My goal is to help children, no matter where, in any way I can. I care deeply about the environment and working towards a sustainable life. I value deep connections with people as well as meeting new people with different backgrounds. I come from a large family and I'm the youngest of five children. Additionally, I grew up heavily involved and surrounded by sports, I have played volleyball and soccer all of my life. Teaching in many different ways has become the biggest component of my life and my biggest joy.

**REFERENCES:**

Jan Schumacher  
2nd grade teacher  
North Muskegon Public Schools  
[jschumacher@nmpps.net](mailto:jschumacher@nmpps.net)  
231-903-9564

Noelle Knowles  
University Coordinator  
Grand Valley University  
[knowlesn@gvsu.edu](mailto:knowlesn@gvsu.edu)  
6161-848-1032

Nicole Bayle  
Varsity Head Coach/Teacher  
Fruitport Public Schools  
[Nbayle@fruitportschools.net](mailto:Nbayle@fruitportschools.net)  
616-893-9679

Dan Hazekamp  
Varsity Head Coach/Academic Interventionist  
Fruitport Public Schools  
[Djhazekamp@fruitportschools.net](mailto:Djhazekamp@fruitportschools.net)  
231-855-7898



# KAYLA FESSENDEN

*Elementary Education and Learning Disabilities*

## ABOUT ME

Aquinas College  
Bachelors - Elementary Education (ZG) and Learning Disability (MS)


Skills:

- Creating engaging lesson plans for all learners
- Use of multiple modalities to promote engagement
- Problem Solving
- SEL
- Resourceful
- Creative

MTTC Test

- Elementary Education (passed fall 2023)
- Learning Disabilities(planned for January 2024)

## CONTACT ME

 (231) 736 -2104

 Kaylaj1301@gmail.com

## ➤ EDUCATION

### AQUINAS COLLEGE 2019-2024

*Elementary Education and Learning disabilities*

*MTTC - Elementary Education- August 2023 - passed*

*MTTC- Learning disabilities - planned for December 2023*

## ➤ PROFESSIONAL EXPERIENCE

- Student Teaching - Ridgeview Elementary
  - 1st grade - 12 weeks
  - Observed, then took on a lead role in the classroom
- Student Teaching -Appleview
  - 4th grade - Special Ed - 8 weeks
- Tutor-West Catholic High school - Academic support classroom
  - Motivated students to build self confidence.
- Oakridge Public Schools-Maintenance 2019-Present
  - Followed safety precautions to keep myself and others safe

## ➤ VOLUNTEER EXPERIENCE

### MIRACLE LEAGUE

Helped young adults with disabilities play a game that they love.



# Harold Thommen

6143 Airline Road, Fruitport, MI 49415

(231) 327-7866

[haroldthommen@outlook.com](mailto:haroldthommen@outlook.com)

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## Objective

To obtain Middle School STEM position at Fruitport Community Schools.

## Education

**Grand Valley State University, Allendale, MI**

B.S. Degree

Major: Group Social Studies

Minor: Biology

Major Concentration: Secondary Education

Endorsements: RX and DA

## Teaching Experience:

### **Teacher Assistant, Union High School (1 semester)**

- Assisted teaching and learned from my mentor teacher in an 11th grade civics classroom.
- Designed and facilitated lesson plans based on universal design principles.
- Maintained a positive classroom environment by establishing clear expectations and professional educator-student relationships.

### **Student Teacher, Union High School (1 semester)**

- Learned from a mentor teacher through co-teaching and solo teaching in a 9th grade biology classroom.
- Collaborated at staff meetings and professional development sessions.
- Assisted with a field trip to the GVSU Sustainable Agriculture Project.
- Participated in parent teacher conferences.
- Designed lessons based on the Next Generation Science Standards and the 5E Learning Model.

## **Related Knowledge/Skills:**

### **Use of Tools:**

- Radial Saw
- Bandsaw
- Planer
- Jointer
- Dremel
- Router
- Wood stains and Finishes
- Jigsaw
- Stationary Drill Press
- Airbrush
- Belt and Disc Sanders
- Hand drill

### **Projects Completed:**

- Full Size Gun Safe and Rack
- Cribbage Board
- Wooden Stool
- Life Size Carved Fish
- Chicken Coops
- Outdoor Decks
- Livestock Fence Systems
- Industrial Pipe Fitting
- Maintenance of Aluminium Greenhouses
- Bird Houses
- Model Bridges and Rockets
- \*Willingness to Expand STEM/Industrial Arts Capacity Through Further Training.

## **Additional Teaching Experience:**

### **Educator for GVSU's TRIO, Upward Bound Program, Allendale, MI (two years completed)**

- Designed curriculum and facilitated lessons for a sustainable agriculture course.
- Utilized learning environments that include the classroom, outdoor next to a pond, greenhouse, and the Sustainable Agriculture Project.

### **Substitute Teacher**

*Ottawa and Kent County Area (2020-2023)*

- Substitute teacher for grades 6th-12th in various settings and school districts that include: Union High,

Coopersville Middle, Hudsonville Middle Schools, and Allendale Schools.

**Interim Farm Manager and Educator**

GVSU Sustainable Agriculture Project

*(June 2023-November 2023)*

- Managed all aspects of agriculture production which included two large greenhouses and an acre of open crops.
- Managed a weekly farmshare program and farmers stall.
- Worked with grades 6-12th giving educational tours and leading volunteer work.
- Taught college interns in a hands-on manner and assisted them with completion of research projects.

**Premier Substitute**

Fruitport Community Schools

*(January-Present)*

- Substitute teaching for grades 6th-12th wherever needed.
- Maintains flexibility by switching to different roles throughout the day based on building needs.
- Facilitates substitute plans as directed while maintaining a positive classroom environment.

**Employment:**

**Fuel Technician**

*Petroleum Equipment and Services, Muskegon*

*(2017-Present)*

- Inspects gas stations and bulk fuel plants to ensure their safety standards align with those set by the State of Michigan.
- Maintenance work including cement, electrical, plumbing, and construction.

### **Farm Manager**

*The Ham Family Farm, Allendale (2017-2019)*

- Helped coordinate groups of workers and planned the day for smooth and efficient transitions.
- Duties included pest management, harvesting, weed management, soil amending, selling produce, and more.
- Learned about small-scale farming without reliance on chemicals.

### **Farm Crew Member**

*GVSU Sustainable Agriculture Project, Allendale (1 season during 2021)*

- Duties included pest management, harvesting, weed management, soil amending, selling produce, and more.
- Learned more hands-on information about sustainable agriculture including greenhouse usage, small-scale tractor usage, and weed management.
- Worked as part of a small; crew to accomplish any task needed to be completed on the farm.

## **Coaching Experiences**

### **Middle School Football Coach**

*Whitehall Middle School (2015-2016)*

- Coached football for grades 7th and 8th.
- Helped design and facilitate practices.

### **Junior Varsity Head Wrestling Coach**

*Hudsonville High School (2017-2018)*

- Coached grades 9th through 12th.
- Helped design and facilitate practices.
- Brought up to 25 wrestlers at a time to weekend tournaments.

## **Interests**

- Nature, fishing, hiking, camping, sports, soccer, golf, gardening, farming, instrumental music, philosophy, and my family.

## References

### **Rick Champion**

Retired Woodshop Teacher  
Whitehall High School  
231-740-2914

### **Yumiko Jakobic**

Director of Grand Valley State University's Office of Sustainability Practices  
Email: [jakobciy@gvsu.edu](mailto:jakobciy@gvsu.edu)  
Phone: (616) 331-8729  
Office: 264 LMH

### **Mark Geile**

Owner of Petroleum Equipment and Services  
Fruitport, Michigan  
[mgeile6@yahoo.com](mailto:mgeile6@yahoo.com)  
231-955-0322

### **Nicole Durso**

Educator at Union High School  
1800 Tremont Blvd NW  
Grand Rapids, Michigan 49401  
[durson@students.grps.org](mailto:durson@students.grps.org)  
616-366-2637

# ANNA FEDEWA

Secondary ELA Educator

afedewa817@gmail.com • 616-847-6160 • Spring Lake MI, 49456

## ABOUT ME

An emerging educator with a passion for teaching reading and writing skills and inspiring secondary students for success.

## CERTIFICATIONS

**To be completed upon graduation:**

MTTC English 002

CPR and First Aid

Virtus Teaching God's Children

## EDUCATION

**2020 - 2024 • Aquinas College**

Bachelor of Arts in Secondary Education,  
English Literature

Graduate in Honors: Magna Cum Laude  
Dean's List Fall 2020-Spring 2024

Sigma Tau Delta Honors Society

2024 Outstanding Senior of Secondary  
Education Award

## EXPERIENCE

**Student Teaching Internship**, *Forest Hills Central Middle School, Ada MI January-April 2024*

- Created and implemented engaging lessons aligned with Michigan state standards daily.
- Fostered a positive and inclusive teaching environment for all students based on the schoolwide implemented Ranger PRIDE system.
- Adjusted and adapted instruction accordingly based on student data to measure student progress and success.

**Teaching Assistant**, *Grand Rapids Catholic Central High School, Grand Rapids MI September-December 2023*

- Assisted mentor teacher with daily activities with students.
- Planned and implemented engaging lesson plans for students.

**Writing Center Student Administrator**, *Aquinas College, Grand Rapids MI August 2022-January 2024*

- Created multiple team themes connected to the campus community.
- Provided support for the Writing Center Consultants and Coordinator.
- Promoted and implemented improvement for Writing Center Consultants.

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Contact me: [afedewa817@gmail.com](mailto:afedewa817@gmail.com)

## EXPERIENCE CONT.

**Writing Center Consultant**, *Aquinas College, Grand Rapids MI August 2021-May 2024*

- Consulted with college students about their writing processes.
- Demonstrated writing skills in a professional setting.
- Built verbal communication skills in interactions with all clients.

**Partner Services Intern**, *National Heritage Academies, Grand Rapids MI May-August 2023*

- Effectively organized and updated files within internal database systems.
- Managed mailing systems within external members of the company.
- Demonstrated written and oral communication skills within a professional setting.

**ELA Curriculum & Instruction Intern**, *National Heritage Academies, Grand Rapids MI May-August 2022*

- Edited and proofread curriculum daily to establish new formatting.
- Demonstrated excellent written and verbal communication with colleagues.

## ACTIVITIES

*Aquinas College, Grand Rapids MI, 2020 - 2024*

**Cross Country and Track & Field Team Member:** 2020 - 2024

- NAIA All-Academic Team 2022, 2023, 2024
- Daktronics NAIA Scholar-Athlete 2022, 2023, 2024
- 2023 Aquinas Cross Country Janie Noah Captain Award
- USTFCCCA All-Academic Athlete 2021

## REFERENCES

**Michele Wallace**

8th Grade ELA teacher  
Central Middle School  
mwallace@fhps.net  
616-690-9000

**Julie Bevins**

Writing Center Coordinator  
Aquinas College Writing  
Center  
jlb006@aquinas.edu  
616-485-6992

**Mike Wojciakowski**

Head Cross Country &  
Track and Field Coach  
Aquinas College  
wojciamic@aquinas.edu  
616-856-0130



Kennedy, Jason <jkennedy@fruitportschools.net>

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## Fwd: deb smith retirement

1 message

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**Mesbergen, Mark** <mmesbergen@fruitportschools.net>

Wed, May 1, 2024 at 3:39 PM

To: Jason Kennedy <jkennedy@fruitportschools.net>, Danielle VanderMeulen <dvandermeulen@fruitportschools.net>

FYI

----- Forwarded message -----

From: **Smith, Debra** <dsmith@fruitportschools.net>

Date: Wed, May 1, 2024 at 3:36 PM

Subject: deb smith retirement

To: Greg Bodrie <gbodrie@fruitportschools.net>, Jason Bogue <jbogue@fruitportschools.net>, Mesbergen, Mark <mmesbergen@fruitportschools.net>

This is my official notice that as of June 30th 2024 I will be retiring. Thank you for the opportunity to finish my career in this wonderful school!

Sincerely,  
Debra Smith  
MOCI IA Beach Elementary



**Mark Mesbergen**

Director of Business Services

Phone: 231-865-4005

Fax: 231-865-4022



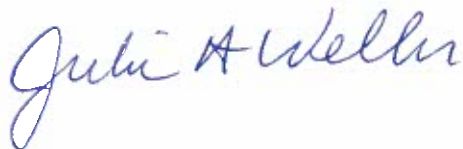
Fruitport Community School,

May 1, 2024

This letter is to inform you that I am retiring as of June 30, 2024. I have enjoyed my time here working in the Transportation Dept as a bus driver and trainer.


Thank you for the opportunity and I will surly miss being a Trojan.

Julie A. Weller



Accepted

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5/2/2024



Kennedy, Jason <jkennedy@fruitportschools.net>

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## Retirement

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**Vanderyacht, Catherine** <cvanderyacht@fruitportschools.net>

Wed, May 8, 2024 at 3:45 PM

To: Danielle VanderMeulen <dvandermeulen@fruitportschools.net>, Jason Kennedy <jkennedy@fruitportschools.net>

Jason Kennedy,

I am sending in my formal letter of retirement, starting July 1, 2024.

I have been with the district for 30 years and have had the opportunity to experience many grades of special education.

I thank Fruitport Schools for two successful children, and numerous positive experiences for myself.

Sincerely,

Catherine VanderYacht



Fruitport Community Schools  
**REGULAR BOARD MEETING MINUTES**  
Monday, April 15, 2024 – 7:00 p.m.

**Meeting Location:**

Fruitport Community Schools Central Office  
Board of Education Meeting Room  
3255 E. Pontaluna Rd.  
Fruitport, MI 49415

- I. **CALL TO ORDER:** The Regular meeting of the Board of Education was called to order at 7:00 p.m. by Board President, Dave Hazekamp.
- II. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited by those in attendance at the meeting.
- III. **ROLL CALL:** Present – Elroy Buckner, Tim Burgess, Susan Franklin, Dave Hazekamp, Steve Kelly, JB Meeuwenberg; Absent: Kris Cole
- IV. **APPROVAL OF AGENDA**  
  
Item 24-59. MOTION by Buckner, SECOND by Meeuwenberg to approve the agenda, as presented.  
  
MOTION CARRIED: 6-0; 1 absent.
- V. **PRESENTATIONS:** None
- VI. **COMMUNICATIONS:**
  - The following reminders were provided to the Board of Education from communications received by the District:
    1. Muskegon County Public School Board Alliance Spring Dinner Meeting (Wednesday, April 17, 2024 at Lake Bluff Grille);
    2. MAISD Budget Review Meeting: April 25, 2024 at 5:30 p.m. (MAISD Superior Room – 630 Harvey St., Muskegon, MI 49442) – Delegate: Steve Kelly; Alternate: Dave Hazekamp;
    3. Excellence in Education: Sunday, April 28, 2024 at 1:00 p.m. (Performing Arts Center);

4. Fruitport Community Schools Staff Retirement Celebration – May 28, 2024 at 4:30 p.m.;
5. High School Graduation Ceremony: Thursday, May 30, 2024 – Arrive at 6:30 p.m. for 7:00 p.m. ceremony at Trinity Health Arena.

**VII. SUPERINTENDENT/ADMINISTRATIVE REPORTS:**

- **School Safety Updates and Purchase Recommendations** - The Board discussed updates and future purchase recommendations pertaining to school safety. The Board discussed MPSCS emergency school and public safety radios, knox boxes, building flip charts, the threat assessment process, and the reunification process.
- **800 MHz Public Safety Coverage Maps and Measurement Survey Report** - The Board discussed the 800 MHz public safety coverage maps and survey assessment completed by Crouch Communications.
- **State Testing Update** - The Board discussed an update on the state assessment window and testing that is underway in the District.
- **MAISD Approved Common Calendar (2024 - 2029)** - The final approved common calendar to be followed by all schools under the jurisdiction of the MAISD was discussed with the Board. This common calendar covers the calendar years of 2024-2029.
- **School Drinking Water Program** - John Winkas was present at the meeting to provide a brief overview of the School Drinking Water and Filter First program. Additional details will be provided to the Board at upcoming Board meetings; however, a discussion to provide a general awareness of the program requirements was shared with the Board.

**VIII. REMARKS FROM THE PUBLIC:** None

**IX. CONSENT AGENDA**

Item 24-60. MOTION by Franklin, SECOND by Kelly to approve the Consent Agenda as listed below:

1. Approval of Bill Listing in the amount of \$639,428.10
2. Acceptance of Monthly Financial, Bond, and Capital Projects Report
3. Acceptance of Student Activity Summary Report
4. Acceptance of Credit Card and Utilities Report
5. Approval of Transfers and ACH Transactions Report
6. Approval of Personnel Report (includes confirmation of new hires, resignations, retirees, and transfers)

7. Approval of Special Meeting Minutes of March 27, 2024

MOTION CARRIED: 6-0; 1 absent.

**X. GENERAL BOARD BUSINESS:**

1. **MAISD FY2025 Original Budget and MAISD Overview** - The Board discussed the MAISD FY2025 original budget and the MAISD budget overview document that was shared with the District. These documents will be reviewed with the Board's delegate at the April 25, 2024 MAISD budget review meeting, but were provided to all Board members in advance of that meeting. No action was taken on this discussion item.
  
2. **Update Regarding Hard Cap Adjustment - PA 152** - The Board discussed the public employer contribution to medical benefit plans annual cost limitations for calendar year 2025. The limits for 2025 equal the 2024 limits increased by 0.2 percent. Thus, for medical benefit plan coverage years beginning on or after January 1, 2025, the limit on the amount that a public employer may contribute to a medical benefit plan equals the sum of the following:
  - \$7,718.26 times the number of employees and elected public officials with single-person coverage.
  - \$16,141.28 times the number of employees and elected public officials with individual and spouse coverage or individual plus one (1) non spouse dependent coverage.
  - \$21,049.85 times the number of employees and elected public officials with family coverage.

No action was taken on this discussion item.

**XI. BUSINESS AND FINANCE COMMITTEE REPORTS & RECOMMENDATIONS**

**1. Report of committee meeting held on April 9, 2024**

Elroy Buckner reported on a Business and Finance Committee meeting held on April 9, 2024 at 5:00 p.m. Kris Cole, Elroy Buckner, Dave Hazekamp, Jason Kennedy, Mark Mesbergen, and Jessica Wiseman were present. The Committee discussed the MAISD FY2025 original budget and the MAISD budget overview document that was shared with the District. The Committee also discussed updates and future purchase recommendations pertaining to school safety, and it discussed and reviewed the 800 MHz public safety coverage maps and survey assessment completed by Crouch Communications. The Committee also discussed the public employer contribution to medical benefit plans annual cost limitations for

calendar year 2025, and it discussed an overview of the collective bargaining process for each of the bargaining unit contracts that will need to be negotiated this year. The meeting was adjourned at 6:01 p.m.

## **XII. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS:**

### **1. Report of committee meeting held on April 8, 2024**

JB Meeuwenberg reported on a Personnel Committee meeting held on April 8, 2024 at 5:00 p.m. Dave Hazekamp, JB Meeuwenberg, and Jason Kennedy were present. The Committee discussed the Personnel Report for April 2024, and it discussed the public employer contribution to medical benefit plans annual cost limitations for calendar year 2025. The Committee discussed an overview of the collective bargaining process for each of the bargaining unit contracts that will need to be negotiated this year. The meeting was adjourned at 5:33 p.m.

## **XIII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS**

### **1. Report of committee meeting held on April 8, 2024**

Susan Franklin reported on a Student Affairs Committee meeting held on April 8, 2024 at 5:34 p.m. Tim Burgess, Susan Franklin, Dave Hazekamp, and Jason Kennedy were present. The Committee discussed the second reading of a policy pertaining to overnight and out of state field trips requiring approval. The Committee discussed updates and future purchase recommendations pertaining to school safety, and it discussed and reviewed the 800 MHz public safety coverage maps and survey assessment completed by Crouch Communications. The final approved common calendar to be followed by all schools under the jurisdiction of the MAISD was shared with the Committee. The meeting was adjourned at 6:00 p.m.

### **2. Second Reading: Field Trips – Board of Education Policy 5506**

The Board considered for approval the second reading of Policy 5506 - Field Trips, which would allow the Student Affairs Committee to approve overnight trip requests in the event that a request was received and needed approval before being able to be approved at the next scheduled Board of Education meeting.

Item 24-61. MOTION by Franklin, SECOND by Burgess to approve the second reading of Board of Education Policy 5506 - Field Trips, as discussed and reviewed.

MOTION CARRIED: 6-0; 1 absent.

**XIV. BOARD MEMBER REPORTS AND DISCUSSIONS:**

Steve Kelly shared that the Fruitport Independent Winter Drumline finished in second place, just one (1) point from first place, in the Michigan Alliance for the Performing Arts (MAPA) state championship competition. The team is currently ranked 6th in the world, and will be competing in the WGI Percussion World Championships at Hobart Arena in Troy, OH starting on Thursday, April 18, 2024. Steve shared that there are many talented students from Fruitport, and that he was thankful for the administrative support and for Jonny Morehouse attending the last event.

**XV. AGENDA ITEMS for FUTURE MEETINGS & SCHEDULING OF ANY SPECIAL MEETINGS**

1. The Business and Finance Committee will meet on May 14, 2024 at 5:00 p.m.
2. The Personnel Committee will meet on May 13, 2024 at 5:00 p.m.
3. The Student Affairs Committee will meet on May 13, 2024 at 5:30 p.m.
4. The Board of Education will meet on May 20, 2024 at 7:00 p.m.

**XVI. REMARKS FROM THE PUBLIC:** None

**XVII. ADJOURNMENT**

Item 24-62. MOTION by Buckner, SECOND by Franklin to adjourn.

MOTION CARRIED: 6-0; 1 absent.

The meeting adjourned at 7:27 p.m.

Respectfully submitted,

Susan Franklin, Board Secretary

Danielle VanderMeulen, Recording Secretary

## **Business and Finance Committee**

Tuesday, May 14, 2024

5:00 p.m., Superintendent's Office

### **Meeting Minutes**



Attendance: Kris Cole, Elroy Buckner, Dave Hazekamp, John Winkas, and Mark Mesbergen

1. Shettler Boiler Replacement Recommendation

Mark and John discussed an RFP to replace two boilers at Shettler Elementary over this summer. The district received two bids. The lowest bidder did not spec out the required Viessmann brand (we are moving all boilers to one brand) therefore, we are not recommending them. The lowest qualified bidder is Hurst Mechanical.

2. Bus Parking Lot and Drive Replacement

Mark and John discussed an RFP to replace a section of the parking lot within the bus garage along with added a parking lot of the additional vehicles that were purchased the last couple of years. The district received 6 bids and Asphalt Paving was the lowest qualified bidder.

3. Food Service Management Company Renewal Approval

Mark discussed the renewal documentations for our food service contract with Chartwells. Each year the district needs to renew their contract. The administrative fee is proposed to increase by 4% based on the original contract.

4. CAD Lab PC and Monitor Purchase Recommendation

Mark discussed a recommendation from Kyle regarding the replacement of the high school's CAD lab computers. These PC's also have the necessary specifications that they could, in the future, run digital graphic design programs/courses and also be dual-purposed for an eSports Lab. The current CAD PC's could be repurposed throughout the district for smaller scale STEM projects and other niche uses, as they are still viable for less resource intensive operations.

5. Chromebook Purchase Recommendation

Mark presented a recommendation from Kyle to purchase chromebooks for the upcoming year. The district has around 3,300 chromebooks throughout the district and the recommendation is to replace 545 of them. The total recommendation is \$153,882.00 coming out of the Technology Fund. The purchase is through a consortium



6. Middle School Band Instrument Purchase Recommendation  
Mark provided a proposal to replace some of the middle school's band instruments. The district has been working with Katie to come up with a replacement schedule for the instruments that are used during the band classes. The district submitted a RFP and Meyer Music was the only company to submit a bid.
7. Stadium Light Replacement Recommendation  
Mark and John presented a proposal to replace the stadium and soccer lights with LED lights. The work will happen during the summer and the 2021 bond will be where the expense is allocated to. The purchase is through a consortium
8. Middle School Flooring Replacement Recommendation  
John and Mark discussed a recommendation to replace flooring (carpet and VCT) within the middle school. Classrooms and other learning areas would be the first places to be replaced. The vendor could not get a formal price under early to mid next week but waiting until the next board meeting would not allow the district to replace the flooring this summer. The flooring is part of a consortium so there are no bidding requirements. The recommendation is to replace middle school flooring not to exceed \$500,000 coming out of the bond fund.
9. Emergency Communication Radios  
Mark gave an update that the company has not yet to give the district a quote.
10. Contract Bargaining and Negotiations  
Mark gave an update on the current contract bargaining.
11. L-4029  
Mark presented the L-4029 for the upcoming fiscal year. The district has to fill out the L-4029 as this is the document that gets sent out to the townships so they know what to levy on the school's behalf. The district's general operating millage will be under 18 mills; therefore, the district will receive less general fund property revenue by roughly \$18,000.
12. Other – Middle School Classroom Furniture  
John and Mark also discussed a recommendation that piggy-backs on the middle school flooring replacement recommendation. Since the proposal would be to replace the flooring, it makes sense to replace the classroom furniture (desks and chairs) at the same time. The classrooms would have the same furniture as the high school (tables and chairs). Both of the items are part of a consortium so there are no bidding requirements but the official proposal price will not be able to get to the district until next week. The recommendation is to replace middle school flooring not to exceed \$500,000 coming out of the bond fund.

Meeting adjourned at 6:01 p.m.

Respectfully submitted by Mark Mesbergen

**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-2

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**

Shettler Boiler Replacement Recommendation

**Background Information:**

The District created an RFP to replace two boilers at Shettler Elementary over this summer. The District received two bids. The lowest bidder did not spec out the required Viessmann brand (we are moving all boilers to one brand) therefore, we are not recommending them. The lowest qualified bidder is Hurst Mechanical which is a company that we deal with a lot.

**Financial Impact:**

\$199,500 coming out of the 2021 Capital Bond Fund.

**Recommended Action:**

To accept the bid from Hurst Mechanical for \$199,500 that is attached.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin  
         \_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg

**Boiler**

Hurst Mechanical 199,500.00

Mark of the Z Heating 164,432.00

# APPENDIX A

**Proposal:**

Please make sure that you have accounted described in Appendix B.

TOTAL PROPOSAL PRICE:

\$ 199,500.00 \_\_\_\_\_

**FAMILIAL RELATIONSHIP DISCLOSURE FORM AFFIDAVIT OF BIDDER**

The undersigned, the owner or authorized officer of Hurst Mechanical, Inc (the Bidder), pursuant to the familial disclosure requirements provided in the Advertisement for Bid, hereby represents and warrants, except as provided below, that no familial relationships exist between the owner(s) or any employee of Hurst Mechanical, Inc (the Bidder) and any member of the Board of Education of the School District or the Superintendent of Fruitport Community Schools.

List and describe any Familial Relationships:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

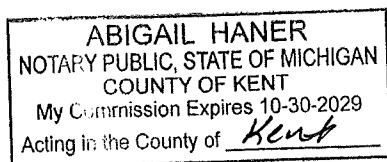
BIDDER: Hurst Mechanical, Inc  
By: Ron Kreider  
Its: Project Manager

STATE OF MICHIGAN )

COUNTY OF Kent ) ss. )

The instrument was acknowledged before me on the 19<sup>th</sup> day of April, 2024, by Abigail Haner.

[Signature]  
Kent, Notary Public  
County, Michigan



My Commission Expires: 10-30-2029

Acting in the County of: Kent

**AFFIDAVIT OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT**

Michigan Public Act No. 517 of 2012

The undersigned, the owner or authorized officer of the below-named applicant (the "Applicant"), pursuant to the compliance certification requirement provided in the Fruitport Community Schools (the "School District") Request For Proposals (the "RFP"), hereby certified, represents and warrants that the Applicant \*(including its officers, directors and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event Applicant is awarded a contract as a result of the aforementioned RFP, the Applicant will not become an "Iran linked business" at any time during the course of performing any services under the contract.

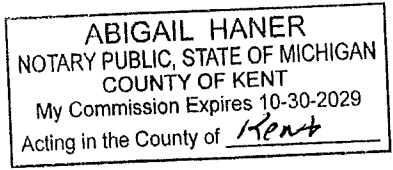
The Contract further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or 2 time the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of the School District's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date that it is determined that the person has submitted the false certification.

APPLICANT: Hurst Mechanical, Inc  
Name of Applicant By: Ron Kreider  
Title: Project Manager  
Date: 4/18/2024

STATE OF MICHIGAN     )  
  ) ss.  
COUNTY OF Kent     )

The instrument was acknowledged before me on the 19<sup>th</sup> day of April, 2024,  
by Abigail Haner.

[Signature]  
Notary Public  
Kent County, Michigan



Acting in the County of: Kent  
My Commission Expires: 10-30-2029

## APPENDIX B

- Removal and disposal of the existing heating boiler including associated materials.
- Provide and install all necessary steel piping and fittings for installation of gas piping to new unit and for installation of heating supply and return piping along with valves (as necessary).
- Provide and install all necessary vent piping from new boiler through the roof with Centrotherm piping.
- Provide and install all necessary intake air piping using pvc.
- Roof patching is included in this proposal for patching hole through roof around the reused penetration.
- Provide and install all necessary hangers, brackets and supports for all new piping.
- Electrical is included in this proposal for disconnecting existing unit and making connections to the new boiler.
- Insulation of all new piping is included in this proposal.
- Provide and install (2) new Viessmann Vitocrossal, 1500 MBH, 97% boiler including condensate neutralization kit, air intakekit, outdoor air temperature sensor and appliance adapter.
- Provide and install a new WIL0 stratos cast iron pump to serve the boiler assembly along with flange and gasket kits, RIBrelay and swing check valve
- Provide and install a new Fernox magnetic commercial water filter near the new boiler
- Chemical treatment is included.
- Startup and test new unit upon completion
- Cleanup and removal of all work associated debris
- Permits and inspections are included in this proposal

**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-3

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**  
Bus Parking Lot and Drive Addition and Renovation

**Background Information:**

Since the completion of the high school, the District noticed the buses are tearing up the parking lot/driveway between the high school and middle school. Therefore, the District created an RFP to replace a section of the driveway along with an additional parking lot for the additional vehicles that we have purchased over the past couple of years. The District received 6 bids and Asphalt Paving was the lowest qualified bidder.

**Financial Impact:**

\$104,900 coming out of the 2021 Capital Bond Fund.

**Recommended Action:**

To accept the bid from Asphalt Paving Inc for \$104,900 that is attached.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin  
         \_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg



<b>Parking Lot</b>	<b>Reno</b>	<b>Add</b>	<b>Total</b>
McCormick	72,500.00	50,275.00	122,775.00
Accurate Excavators	100,895.00	28,990.00	129,885.00
Reith-Riley	116,974.00	55,295.00	172,269.00
Michigan Paving	91,406.00	31,332.00	122,738.00
A1 Asphalt	137,100.00	60,800.00	197,900.00
Asphalt Paving Inc.	76,600.00	28,300.00	104,900.00

# APPENDIX A

Proposal:

Please make sure that you have accounted described in Appendix B.

TOTAL PROPOSAL PRICE FOR PARKING LOT RENOVATION:


\$ 76,600.<sup>00</sup>

*Note: Attached Google print of proposed Remove + Replace  
Being 3,125 syds.*

TOTAL PROPOSAL PRICE FOR PARKING LOT ADDIITON:

\$ 28,300.<sup>00</sup>

*Asphalt Paving Inc.  
45 S. Getty  
Millsboro ME 49442*

*Kenneth Johnson*  


*231-206-6177*



FAMILIAL RELATIONSHIP DISCLOSURE FORM AFFIDAVIT OF BIDDER

The undersigned, the owner or authorized officer of Asphalt Paving Inc. (the Bidder), pursuant to the familial disclosure requirements provided in the Advertisement for Bid, hereby represents and warrants, except as provided below, that no familial relationships exist between the owner(s) or any employee of Asphalt Paving Inc. (the Bidder) and any member of the Board of Education of the School District or the Superintendent of Fruitport Community Schools.

List and describe any Familial Relationships:

NONE

BIDDER: Asphalt Paving Inc.  
By: Kenneth Johnson  
Its: [Signature]

STATE OF MICHIGAN )

) ss.  
COUNTY OF Muskegon )

The instrument was acknowledged before me on the 12<sup>th</sup> day of April, 2024, by Kenneth Johnson.

Anna Sue Marulla  
, Notary Public  
Newaygo County, Michigan

My Commission Expires: 1/10/30

Acting in the County of: Muskegon

AREA in yellow proposed paving



**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-4

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**  
2024-25 Chartwells' Renewal

**Background Information:**

Per contract, what we pay Chartwells for management fees are adjusted annually in accordance with the cpi. This year, the fees increased by 4.0%, which would be an increase to their contract of approximately \$12,000.

**Financial Impact:**

The contract renewal will be an increase of \$12,000, which is paid out of the Food Service Fund.

**Recommended Action:**

The 2024-25 Chartwells contract for management services be approved, as presented.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin  
         \_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg

**Food Service Management Company**  
**Contract Renewal - Rate Agreement Form**  
**COST REIMBURSABLE CONTRACT**

Fruitport Community Schools	7/1/2022
School Food Authority/Sponsor Name	Year of Original Contract
61080	2
Agreement Number/School District Code	Renewal Year (1, 2, 3, or 4)
Chartwells K12	
Food Service Management Company Name	

This document contains the rates and fees for the furnishing of food service management for nonprofit food service programs for the period beginning **July 1, 2024**, and ending **June 30, 2025**. The terms and conditions of the original contract are applicable to the contract renewal.

The **Consumer Price Index** for All Urban Consumers (CPI-U) for the Midwest Region for December 2023 is **4.2%** as released by the U.S. Bureau of Labor Statistics. The **Equivalent Meal Factor** decreased from \$4.7100 to **\$4.6250** for SY 2024-2025.

Price Per Meal and Meal Equivalents must be quoted as if no USDA Donated Commodities will be received.

**Rates for School Year (SY) 2023-2024 must match what was approved by MDE.**

**RATE NEGOTIATIONS ARE NOT ALLOWED FOR THE SY 2024-2025 RENEWAL.**

**RATES MUST NOT BE ROUNDED UP.**

Fee Items	SY 2023-2024 Rate	Flat % Increase per Original Contract	New SY 2024-2025 Rate
1. Management Fee per Meal (breakfast and lunch) and Meal Equivalent (a la carte)	\$ 0.0936	4%	\$ 0.0973
2. Administrative Fee per Month	\$ 0.1144	4%	\$ 0.1189
3. Reimbursable Breakfasts			
4. Reimbursable Lunches			
5. A la Carte Meal Equivalents			
6. After School Snacks			
7. At Risk Suppers			
8. Special Milk			
9. <b>Advance Payment</b> amount for the 24-25 school year, if any			\$ 120,000.00
10. <b>Guaranteed Return</b> amount for the 24-25 school year, if any			NA
11. <b>Planned Client Investment</b> amount for the 24-25 school year, if any			NA

**Note: Company must sign this page prior to initial upload into GEMS/MARS.**

By submission of this proposal, the company certifies that, in the event it receives a renewal award under this solicitation, the company shall operate in accordance with applicable program laws and regulations. The company shall not plead misunderstanding or deception because of such estimates of quantities, or of the character, location, or other conditions pertaining to the proposal. This agreement shall not exceed one year.

Signed:   
 Food Service Management Company Representative

4/18/2024  
Date

**Amy Shaffer, CEO, Chartwells K12**  
Printed Name/Title

**Note: Sponsor does NOT sign this page prior to initial upload into GEMS/MARS.  
Signature is obtained AFTER MDE approval.**

**Sponsor Acceptance of Contract Renewal Agreement**

Signed: \_\_\_\_\_  
Sponsor Representative

Date

\_\_\_\_\_  
Printed Name/Title

**Food Service Management Company  
Contract Renewal - Signature Page**

Fruitport Community Schools	7/1/2022
School Food Authority/Sponsor Name	Year of Original Contract
61080	2
Agreement Number/School District Code	Renewal Year (1, 2, 3, or 4)
Chartwells K12	
Food Service Management Company Name	


The Food Service Management Company certifies that it will operate in accordance with all applicable State and Federal laws and regulations.

This Contract Renewal Agreement, attachments, and the original Contract, with addenda, if any, constitute the entire agreement between the School Food Authority (Sponsor) and the Company. The parties shall not execute any additional contractual documents pertaining to this Contract, except as permitted by applicable law.

This agreement shall be in effect for one year from July 1, 2024, to June 30, 2025.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be signed by their duly authorized representative on this day and year.

**Note: Company must sign this page prior to initial upload into GEMS/MARS.**

Signed:  4/18/2024  
 Food Service Management Company Representative Date

Amy Shaffer, CEO, Chartwells K12  
 Printed Name/Title

**Note: Sponsor does NOT sign this page prior to initial upload into GEMS/MARS.  
Signature is obtained AFTER MDE approval.**

Signed: \_\_\_\_\_ \_\_\_\_\_  
 Sponsor Representative Date

\_\_\_\_\_  
 Printed Name/Title



**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-5

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**  
CAD Lab PC and Monitor Purchase Recommendation

**Background Information:**

The CAD PC's at the High School are showing their age and it's becoming more difficult to use the CAD and design software. These PC's also have the necessary specifications that they could, in the future, run digital graphic design programs/courses and also be dual-purposed for an eSports Lab. The current CAD PC's could be repurposed throughout the district for smaller scale STEM projects and other niche uses, as they are still viable for less resource intensive operations.

**Financial Impact:**

\$53,325 coming out of the Technology-Security Millage.

**Recommended Action:**

To approve the recommendation to approve the attached quote from Inacomp TSG using the REMC Bid consortium.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin  
         \_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg



## **Fruitport Community Schools**

Technology Department

*Fruitportschools.net*

April 23, 2024

### **CAD Lab PC and Monitor Purchase Recommendation**

#### **Background Information:**

The CAD PC's at the High School are showing their age and it's becoming more difficult to use the CAD and design software. When these were purchased they met the minimal requirements to run the programs. The monitors are also smaller than what is needed to work on detailed and complex drawings. The current CAD PC's could be repurposed throughout the district for smaller scale STEM projects and other niche uses, as they are still viable for less resource intensive operations.

As we continue to enhance the technological infrastructure at our high school, I would like to propose an important upgrade to our computer-aided design (CAD) facilities. Given the importance of CAD software in various fields, including engineering, architecture, design, and robotics it is essential that our students have access to reliable and high-performance PCs for their coursework and robotics projects. These PC's also have the necessary specifications that they could, in the future, run digital graphic design programs/courses and also be dual-purposed for an eSports Lab.

These specifications ensure that our students can work efficiently with complex CAD software designs while also providing room for multitasking and future software updates. Additionally, investing in high-quality components will contribute to the longevity and reliability of the PCs, reducing maintenance costs in the long run.

Please see the following page for equipment, pricing and my recommendation for purchase.

Thank you,

Kyle Nielsen  
Director of Technology

**CAD PC Equipment List:**

The following list is the equipment recommended for purchase:

After thorough research and consideration of our requirements, I recommend the following specifications for the new CAD PCs (**Qty 27**): HP Z2 PC Towers and 24" Monitors

1. Processor: Intel Core i7
2. RAM: 16GB DDR4
3. Graphics Card: NVIDIA GeForce RTX 3060
4. Storage: 1TB NVMe SSD (Solid State Drive)
5. Display: HP Omen 24-inch Full HD Monitor
6. Peripherals: Keyboard and Mouse

**\$53,325.00 Total**

**Recommendation:**

After research on the current and future needs of the district, I recommend we purchase the above equipment from Inacomp for \$53,325.00 to upgrade our HS CAD Lab.

Inacomp is on the REMC Bid for this project under the number: 242050 for the General Catalog, which covers PC's and peripherals. See the following page for their information.



## Technology

# InacompTSG Technology General Catalog Discount

5-60% discount off entire InacompTSG catalog.

REMC ITEM# 242050

Educational List Price \$0.00

REMC Price Price Varies / Catalog Discount

**Contract Expiration Date** Dec 31, 2024

**Quantity** Percentage

**Manufacturer** various

**Model** various

## VENDOR INFORMATION



**Notes:**

Purchase card accepted with a 3% surcharge. Shipping will be charged on Cisco item orders of less than \$1,000 and less than \$500 on all other items.

**Primary Contact**

REMC Customer Service  
17250 W 12 Mile rd  
Southfield, MI 48076  
PH 248-286-9024  
[REMC@inacomptsg.com](mailto:REMC@inacomptsg.com)



Date: 4/23/2024

Inacomp TSG
17250 w 12 mile rd
southfield, mi 48076
Phone: 248.477.3729

Customer: Fruitport Schools
Contact: Kyle Nielsen
Address:

REMC Contract

Inacomp TSG is pleased to provide you with the following estimate for products and/or services.

Table with 6 columns: Line, Qty, Part Number, Description, Unit Price, Ext. Price. Row 1: 27, 4y0h8av-bun, HP Z2 Twr G9 i7-13700 16 gb ram, \$1,975.00, \$53,325.00. Row 2: 1Tb NVMe SSD, RTX 3060 graphics. Row 3: Win11 Pro, 3yr warranty. Row 4: Omen 24 LCd, hyperx keyboard, hyperx Mouse, hyperx headset. Row 5: Total, \$53,325.00.

Jamie J. Ogden
Director of Sales
248-444-0623 Cell
248-994-3521 Direct
jamie.ogden@inacomptsg.com

\*This quote is valid for a period of 30 days. Please request updated pricing after 30 days. Thank you.

**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-6

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**  
2024-2025 Chromebook Purchase

**Background Information:**

Currently, Fruitport has around 3,300 Chromebooks throughout the district. Every year, the District purchases Chromebooks to replace the Chromebooks that are not going to be supported by Google anymore. The technology department has determined that the District needs to purchase 525 Chromebooks for the upcoming year. The technology department is also recommending 20 Chromebooks for staff replacements that have reached their useful life.

**Financial Impact:**

\$153,882.00 coming out of the Technology-Security Millage

**Recommended Action:**

To approve the recommendation to approve the attached quote from Sehi Computer Products Inc. using the REMC Bid consortium.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin  
         \_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg



## **Fruitport Community Schools**

Technology Department

*Fruitportschools.net*

April 23, 2024

### **Chromebook Information and Purchase Recommendation**

#### **Background Information:**

Currently, in our Chromebook fleet, we have ~3,300 devices. Chromebooks, while being a valuable tool in the classroom, do have a projected life expectancy of 5 years, with no more than 7 years as they do expire from software updates. We have developed a 5-year refresh cycle, where each year we would renew a portion of the fleet. We need to replace these devices this summer to be prepared for the 2024-25 school year. Each year we will be purchasing Chromebooks for students in their 8th grade year and have them use that same device through their graduation year. Additionally, we will be replacing devices that have reached their end-of-life software expiry.

The location and numbers of the Chromebooks expiring and additional needs:

#### **Chromebooks:**

- 8th Grade - 210 devices
- Replacement in carts at BE/SE/EE - 315 devices
- Staff Replacements- 20 devices

#### **Additional Equipment and accessories:**

- Google Management License - 545 licenses

**Total number of devices: 545**

#### **Cost:**

The individual price of the HP11 G10 EE Chromebook is: \$250.00

The individual price of the HP Fortis 14 G11 Chromebook (Staff) is: \$338.25

The individual price of the Google Management License is: \$29.60



**Recommendation:**

I recommend we purchase the following:

- (525) HP11 G10 EE Chromebooks for the eighth grade students and elementary carts.
- (20) HP Fortis 14 G11 Chromebooks for staff replacements.

The product's will be purchased from Sehi Computer Products for **\$153,882.00**

Sehi Computer Products is on the REMC Bid for this project under the number: 196060, which covers enterprise level computers and related items.

Thank you for your consideration.

Kyle Nielsen

Director of Technology



Technology

## HP Inc. Computer Catalog Discount

3-60% discount of education list price for HP Inc. enterprise-level computers and related items, including computer components, peripherals and accessories. Includes desktops, laptops, tablets, workstations and thin clients. Includes SmartBuys. Click "Specification Sheet" for a complete price list.

REMC ITEM# 196060

Educational List Price \$0.00

REMC Price Price Varies / Catalog Discount

Contract Expiration Date Jun 30, 2024

Quantity Percentage

Manufacturer HP Inc.

Model various

### VENDOR INFORMATION



**Notes:**

For all contracts, up to 3% MAY apply for Credit or P-Card purchases. Payments received after 30 days of invoice date, MAY incur additional charges. Single orders under \$500.00 may incur an order processing fee of \$6.00. Please refer to the vendor profile for additional delivery fees & options. E-rate SPIN 1430009325.

**Primary Contact**

Nicki Meller  
2930 Bond St.  
Rochester Hills, MI 48309  
PH 800-233-7344 ext. 215  
FX 248-299-1590  
nicki@sehi.com



**Sehi Computer Products, Inc.**  
 2930 Bond Street  
 Rochester Hills, MI 48309  
 1-800-233-7344

<b>Quote</b>	Q00149155
<b>Date</b>	4/8/2024
<b>Page</b>	1

**Bill To:**

Fruitport Community Schools  
 3255 Pontaluna Road  
 Fruitport, MI 49415-9600

**Ship To:**

Fruitport Community Schools  
 3255 Pontaluna Road  
 Fruitport MI 49415-9600

Quote Number	Customer ID	Salesperson ID	Shipping Method	Payment Terms	Master No.
Q00149155	FRU415	nmeller	BEST	Net 30	449,147

Quantity	Item Number	Description	UOM	Unit Price	Ext. Price
525	9R3B4UT#ABA	HP Fortis 11 G10 Chromebook N100 8Gb 64Gb	Each	\$250.00	\$131,250.00
20	A3RU2UP	HP Fortis 14 G11 Touch FHD N100 8gb 64gb	Each	\$325.00	\$6,500.00
1	NASPO-MI	NASPO5 ValuePoint Contract 23011, Contract 140596-REMC	Each	\$0.00	\$0.00
545	CROSSWDISEDUNEW	GOOGLE Chrome OS Management Console License EDU	Each	\$29.60	\$16,132.00

<b>Subtotal</b>	\$153,882.00
<b>Misc</b>	\$0.00
<b>Tax</b>	\$0.00
<b>Freight</b>	\$0.00
<b>Trade Discount</b>	\$0.00
<b>Total</b>	\$153,882.00

**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-7

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**

Middle School Band Instruments

**Background Information:**

During the past year, Allison, Monte, Katie and I have been working together to determine the best way to move forward with instruments for the middle school band classes. Katie has done a lot of work informing the group about the number of instruments and the needs for the program now and in the future. We created an RFP for the current needs of the program and Meyer Music was the only bidder. Katie and I worked with them to ensure they had a qualified bid and they do.

**Financial Impact:**

\$42,553.00 coming out of the 2021 Capital Projects Fund.

**Recommended Action:**

To approve the attached proposal from Meyer Music to purchase middle school instruments.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin  
         \_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg



# Proposal

Date: 5/1/2024

**School: Fruitport MS**  
**Address: 3113 E Pontaluna Rd, Fruitport, MI 49415, USA**  
**Phone:**  
**Director: Katie Hildebrand**  
**Ed Rep: Matt Raab**  
**Prepared By: Kelley H**

Thank you for allowing us to provide you with this quotation. Shipping is included in all pricing unless otherwise indicated. Prices quoted are guaranteed for 30 days. Payment terms: Net 30 as delivered per item.

Notes:

Product	Item Notes	Qty	Price ea.	Ext Price
Yamaha YAS-200AD Alto sax		1	\$1,360.00	\$1,360.00
Fox Bassoon Model 41		1	\$6,105.00	\$6,105.00
Yamaha Clarinet YCL-200AD		3	\$559.00	\$1,677.00
Yamaha Euphonium YEP-321		1	\$2,348.00	\$2,348.00
Holton Double Horn H179		1	\$5,062.00	\$5,062.00
Tenor Sax Yamaha YTS200ADII		1	\$1,717.00	\$1,717.00
Yamaha Trombone YSL-200AD		5	\$755.00	\$3,775.00
Yamaha Trumpet YTR-200AD		5	\$755.00	\$3,775.00
Yamaha Tuba YBB-321WC		1	\$6,138.00	\$6,138.00
Yamaha Tuba YBB-105WC		1	\$3,662.00	\$3,662.00
Yamaha Flute YFL-200AD		1	\$532.00	\$532.00
Yamaha Bass Clarinet YCL-221II		1	\$2,319.00	\$2,319.00
Fox Oboe 330		1	\$4,083.00	\$4,083.00

Sub Total: \$42,553.00  
Tax: \$0.00  
Bid Total: \$42,553.00

**This is not an order.**  
**Contact your Ed Rep to place an order.**  
Bid ID#:5c99a0a5

**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-8

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**

Converting Stadium and Soccer Lights to LED

**Background Information:**

During the original planning of the 2021 capital projects, it was talked about converting the existing lights to LED if there was money available since we were installing turf. As the projects continued to be completed, John and I worked on seeing how much converting these lights would cost. John worked with Cooper Lighting as they are a supplier that has the Sourcewell contract for stadium lights. Rycenga Electric will be the installer.

**Financial Impact:**

\$315,000 coming out of the Capital Projects Fund.

**Recommended Action:**

To approve the attached proposal from Cooper Lighting Solutions to convert the existing stadium lights and soccer lights to LED.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin

\_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg



<b>Project Number:</b> 000-0287378	<b>Issue Date:</b> 05/01/2024
<b>Project Location:</b> Fruitport , MI	<b>Expiration Date:</b> 05/30/2024
<b>Agent Contact:</b> CTA	

**Items**



Ln	Qty	Type	Brand	Catalog # / Line Comments	Unit Price	Ext. Price
1	24		EphesusSP	EPH-LS-08-0680R-BLK-57-70-3S-RAC-QC-HEG-ST	-	-
2	8		EphesusSP	EPH-LS-08-0680R-BLK-57-70-4S-RAC-QC-HEG-ST	-	-
3	2		EphesusSP	EPH-LS-08-0680R-BLK-57-70-2S-RAC-QC-CV1-ST	-	-
4	4		EphesusSP	EPH-LS-08-0680R-BLK-57-70-2S-RAC-QC-CV2-ST	-	-
5	18		EphesusSP	EPH-LS-08-0680R-BLK-57-70-3S-RAC-QC-CV1-ST	-	-
6	4		EphesusSP	EPH-LS-08-0680R-BLK-57-70-3S-RAC-QC-CV2-ST	-	-
7	4		EphesusSP	EPH-LS-08-0680R-BLK-57-70-4S-RAC-QC-CV1-ST	-	-
8	14		EphesusSP	EPH-PAC-0680R-GRY-208-AM-4-MR-ST	-	-
9	2		EphesusSP	EPH-PAC-0680R-GRY-208-AM-2-MR-ST	-	-
10	4		EphesusSP	EPH-PAC-0680R-GRY-208-AM-1-MR-ST	-	-
11	10		EphesusSP	EPH-DST-6PC-GRY-208-CP-ST	-	-
12	2		EphesusSP	AF-0211 / ALL FIELD INSTALL LASER KIT	-	-
13	2		EphesusSP	EPH-RPB-KIT / EPHEBUS BANDING KIT	-	-
14	3		EphesusSP	EPH-RPB-BND / EPHEBUS BANDING	-	-
15	1		EphesusSP	EPH-PSU / EPHEBUS PROJECT START UP	-	-
16	1		EphesusSP	CBSSW-450-002E-DB / AIRMESH DYNAMIC 5-BUTTON HUB	-	-
17	1		EphesusSP	REMOTE-BASE / REMOTE COMMISSIONING & 1-YR CLOUD	-	-
18	1		EphesusSP	EPH-C-LBR / CONTRACTOR LABOR	-	-
Sub-Total for						\$265,000.00
19	1	PRISM	EphesusSP	PRISM FIXTURE ADDER	-	-
Sub-Total for PRISM						\$50,000.00
<b>Total</b>						<b>\$315,000.00</b>

**Cooper Lighting Terms and Conditions:**

- Prices are in US Dollars
- Customer shall pay all taxes, duties, levies or fees.
- Payment terms are NET30, subject to credit approval. Tax exempt certificate required if applicable.
- Standard Incoterms of FOB Origin will apply.
- This estimate is non-contractual.
- Cooper Ephesus LED luminaries are made to order, and all sales are final. Returns are subject to a restocking fee.
- Typical lead time for fixtures, accessories and control equipment is 4-6 weeks, materials may ship earlier if available.
- Materials invoice upon shipment. Services invoice upon completion of the work
- All desired shipping requirements such as Do Not Deliver Before dates shall be communicated to Cooper at time of PO.
- Prior to purchase order acceptance, Cooper Lighting requires site voltage verified. please visit and fill out <https://www.cognitofirms.com/CooperLightingSolutions1/CustomProjectSignOff>
- Prices are valid for 60 days after final approval unless otherwise noted on the quotation.
- This assumes standard transportation methods and carriers are used.
- Any special transportation requirements, (including, but not limited to - city delivery truck, union driver, lift gate) customer will incur additional charges
- Ephesus Sports Lighting has a \$5,000 minimum pre-paid freight allowance. All orders less than \$5,000 will be charged \$100 per fixture freight.
- Please reference Cooper Lighting's Terms & Conditions on our website for all product line freight allowances.
- All other standard terms and conditions apply - please see the website for details



\*Cooper Lighting LLC's terms and conditions shall apply to its bid submission. Any terms and conditions proposed by customer on this bid, its purchase order or any other document shall not be binding on Cooper Lighting LLC and are hereby rejected unless expressly agreed to in writing by Cooper Lighting LLC. Cooper Lighting LLC reserves the right to review and negotiate all proposed terms and conditions not in agreement with the above-stated Cooper Lighting LLC terms and conditions prior to acceptance of any order or entering into any contract.

<b>Project Name:</b>	<b>Fruitport HS Football &amp; Soccer</b>	 
<b>Quotation Number:</b>	<b>000-0237927-001</b>	
<b>Issued On:</b>	<b>5/1/2024</b>	
See standard installation manuals for more information, please click below:		
<a href="#"><b>LED Sports Lighting - Field Lights - Ephesus   Cooper Lighting Solutions</b></a>		
<b>Definitions:</b>	<b>Furnish</b> = Supply materials and deliver to the ship-to address <b>Install</b> = To place, secure, connect, and position for use <b>Provide</b> = Furnish and install, complete and ready for the intended use	
<b><u>Buyer/Installer/Other Responsibilities:</u></b>		
Verify that the photometric design, proposal, and all included documents meet all desired project specifications Verify all site information shown on drawings is accurate Verify that all designed fixture locations have adequate physical and thermal clearances to facilitate fixture installation and aiming with clear line of sight to aiming points Verify electrical service voltage and phase feeding lighting system Verify that the capacity and integrity of all existing mounting structures and electrical distribution systems are compatible with the new lighting system and compliant with all regulatory and safety codes Confirm that order matches the desired photometric revision quantities and configurations before submitting Select desired configurations so all product model numbers are complete and correct (Resolve all "X" variable placeholders used in quoting) Submit Project Confirmation Form with purchase order Submit Tax Exemption Certificate with purchase order, if applicable For retrofitting new structures, provide detailed dimensions of existing structures to ensure compatibility. Dimensions must be submitted before or with purchase order Provide any mounting accessories or adapters as required if not sourced through Cooper Lighting Install new crossarms, platforms, or pole tops on existing structures		
<b><u>Cooper Lighting Responsibilities:</u></b>		
Offload material from delivery trucks Install fixtures, including aiming Address fixtures (DMX/sACN) or Record MAC Addresses (Air Mesh) Install control equipment Provide all control system cabling in accordance with project riser diagrams Provide any mounting accessories or adapters as required if not sourced through Cooper Lighting Install new crossarms, platforms, or pole tops on existing structures Install new poles Measure light levels and verify compliance with project specifications, if required Provide installation technical support (instructions and guidance only) Provide project aiming/installation drawings		
<b><u>Exclusions:</u></b>		
<b><u>Notes:</u></b>		
Prices are in US Dollars. Customer shall pay all taxes, duties, levies or fees. Payment terms are subject to credit approval. Standard Incoterms of FOB Origin will apply. This estimate is non-contractual. Fixture lead time will be determined at time of PO.		
<b><u>Photometric:</u></b>		
Quote is based on quantity of fixtures used in design 2400474 Material quantities and prices are subject to change upon design revisions and/or technical scope review.		
<b><u>Warranty:</u></b>		
Ephesus Fixture 10 Year Limited Warranty <a href="https://www.assets.signify.com/is/content/PhilipsLighting/Assets/cooper-lighting/Resources/legal-page-assets/legal-docs/Ephesus-Standard-Warranty-Fixture-10-Year.pdf">https://www.assets.signify.com/is/content/PhilipsLighting/Assets/cooper-lighting/Resources/legal-page-assets/legal-docs/Ephesus-Standard-Warranty-Fixture-10-Year.pdf</a>		



# Quotation

DATE 4/30/2024  
 Quotation # Q043024JV2  
 Customer ID Fruitport HS  
 FB

**Comments or special instructions:**

Purchase orders can not be processed if Makers Sales and Marketing is not in receipt of customer tax exemption certificate or tax Customer is responsible for confirming local wind speed requirements at time of order.  
 Customer to provide tax id certificate and W9 if applicable prior to order.

Qty	Description	Accessories / Special Instructions		
4	P1-P4	Galvanized		
		Tubular crossarm - 2 fix.		
		Existing 70' Pole by other		
		Tip Diameter TBD B4 release		
		Wbracket or Ubolt - TBD		
		Remote PW w/drop cable no Dbox		
		Fixtures hardware		
		Male SO Cord		
		(2) RGB		
Notes : (note: Freight may be subject to additional fuel surcharge. Non-union driver):to Fruitport, MI (freight allowed for qty on this quote)				

\*Makers Sales and Marketing accepts no liability for foundation design, construction, or embedment depth requirements by others.

\*Based on current inventory levels the lead time is

**10-12 weeks**

weeks after acceptable



**Electric, Inc.**

*Commercial, Residential & Industrial*

13330 168th Ave

Grand Haven, MI 49417

# Estimate

DATE	ESTIMATE NO.
4/24/2024	6420

NAME / ADDRESS	
General Contractor Crites-Tidey	

P.O.	TERMS
Fruitport Stadium	Net 10

QTY	ITEM	DESCRIPTION	COST	TOTAL
		Retrofit Stadium Lights on the Soccer field and Football Field		
		Replace existing stadium lighting on each field with new fixture heads and remote drivers, existing wiring to be reused Track mats will be used to help minimize damage to the grass Accept and offload all materials (provide storage as needed). Demo and remove of existing fixtures. Mount new fixtures and PAC boxes/distribution boxes, make all electrical connections (reusing existing wiring for white lights & external conduit to be run for wood poles). Laser aim all fixtures (include night time cost for this). Install and provide 120V power to Airmesh control hub. Track MAC addresses of each fixture. Assist in commissioning of the system (commissioning completed by Synapse team).		
1	Material	Material- allowance		
1	Labor - Hourly	Labor- demo and install		
1	Labor - Hourly	Labor - Lazer aim lights after dark		
1	Rental	Rental- 85' and 120' boom lift for two weeks each( if it can be done in one week we charge accordingly)		
		Install 8 new RGB LED heads on 4 poles on football field, includes wiring		
1	Material	Material allowance		
1	Labor - Hourly	Labor		

**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-9

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**

Middle School Flooring Replacement

**Background Information:**

The middle school flooring is at least 20 years old. Classrooms and other learning areas would be the first places to be replaced. The vendor could not get a formal price under early to mid next week but waiting until the next board meeting would not allow the district to replace the flooring this summer. The flooring is part of a consortium so there are not bidding requirements.

**Financial Impact:**

Not to exceed \$500,000 coming out of the 2021 Capital Projects Fund (Bond).

**Recommended Action:**

To approve the recommendation not to exceed \$500,000 to replace flooring within the middle school classrooms.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin  
         \_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg

**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-10

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**  
Middle School Classroom Furniture Replacement

**Background Information:**

Since there is a proposal to replace the flooring, it would make sense to replace the classroom furniture (desks and chairs) at the same time. The classrooms would have the same furniture as the high school (tables and chairs). Both of the items are part of a consortium so there are no bidding requirements but the official proposal price will not be able to get to the district until next week.

**Financial Impact:**

Not to exceed \$500,000 coming out of the 2021 Capital Projects Fund (Bond).

**Recommended Action:**

To approve the recommendation not to exceed \$500,000 to replace classroom furniture within the middle school classrooms.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin  
         \_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg

**BOARD ACTION REQUEST FORM**

**Meeting Date:** May 20, 2024

To: Board of Education

Attachment # XI-10

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:**

L-4029 for FY 2025.

**Background Information:**

Every year the business office has to complete the L-4029, which is a form that tells the county and townships how much and when to levy our property taxes. Our financial advisor tells me how to split our 6.9 debt mills to pay for each debt each year which is shown on the attached allocation report. The L-4029 follows the board action taken in December with levying summer taxes in Fruitport and Spring Lake townships. The district did experience a Headlee rollback on our general operating (impacts the general fund) which will cause the general fund revenue to be reduced by roughly \$18,000 for the upcoming fiscal year.

**Financial Impact:**

\$0 to the district.

**Recommended Action:**

To approve the L-4029 for the fiscal year 2025.

**Action Taken:**

**Vote:** \_\_\_ Buckner      \_\_\_ Burgess      \_\_\_ Cole      \_\_\_ Franklin

\_\_\_ Hazekamp      \_\_\_ Kelly      \_\_\_ Meeuwenberg

Fruitport Community Schools  
L-4029 Allocation Report  
2024 Levy

**100%**  
**Summer      100% Winter**

Crockery Township		W
Spring Lake Township	S	
Fruitport Township	S	
Sullivan Township		W

Crockery Township & Sullivan Township

**Summer      Winter**

General Fund Operating	-	17.9302
2010 Voted Debt	-	1.3500
2016 Voted Debt	-	4.5800
2021 Voted Debt	-	0.9700
<b>Totals</b>	<b>-</b>	<b>24.8302</b>

Fruitport Township & Spring Lake Township

**Summer      Winter**

General Fund Operating	17.9302	-
2010 Voted Debt	1.3500	-
2016 Voted Debt	4.5800	-
2021 Voted Debt	0.9700	-
<b>Totals</b>	<b>24.8302</b>	<b>-</b>

**2024 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2024)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes <b>Muskegon and Ottawa</b>	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024 <b>\$895,016,937</b>
Local Government Unit Requesting Millage Levy <b>Fruitport Community Schools</b>	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties. <b>\$216,675,129</b>

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5)** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Oper - Non Home	11/3/20	18.5000	18.5000	0.9692	17.9302	N/A	17.9302	Allc Rpt	Allc Rpt	12/2024
Voted	Debt	2/2010	N/A	N/A	N/A	N/A	N/A	Unlimited	Allc Rpt	Allc Rpt	06/2026
Voted	Debt	11/2016	N/A	N/A	N/A	N/A	N/A	Unlimited	Allc Rpt	Allc Rpt	06/2049
Voted	Debt	05/2021	N/A	N/A	N/A	N/A	N/A	Unlimited	Allc Rpt	Allc Rpt	06/2036

Prepared by	Telephone Number	Title of Preparer	Date
-------------	------------------	-------------------	------

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary		<b>Susan Franklin</b>	
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President		<b>Dave Hazekamp</b>	

\* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**\*\* IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2024 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag., Qualified Forest and Industrial Personal	<b>0.00</b>
For Commercial Personal	<b>5.9302</b>
For all Other	<b>17.9302</b>

**Instructions For Completing  
Form 614 (L-4029) 2024 Tax Rate Request,  
Millage Request Report To County Board Of Commissioners**

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

**Column 1: Source.** Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act number, etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

**Column 2: Purpose of millage.** Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOME group of properties. (See State Tax Commission Bulletin 2 of 2024 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and "Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

**Column 3: Date of Election.** Enter the month and year of the election for each millage authorized by direct voter approval.

**Column 4: Millage Authorized.** List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

**Column 5: 2023 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The 2023 permanently reduced rate can be found in column 7 of the 2023 Form L-4029. For operating millage approved by the voters after April 30, 2023, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 6: Current Year Millage Reduction Fraction.** List the millage reduction fraction certified by the county treasurer for the current year as calculated on Form 2166 (L-4034), *2024 Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2024 and future years. This prevents any increase or "roll up" of millage rates. Use

1.0000 for new millage approved by the voters after April 30, 2024. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

**Column 7: 2024 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback.** The number in column 7 is found by multiplying column 5 by column 6 on this 2024 Form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable."

**Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization).** List the millage rollback fraction for 2024 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin 2 of 2024. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC Form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

**Column 9: Maximum Allowable Millage Levy.** Multiply column 7 (2024 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

**Column 10/Column 11: Millage Requested to be Levied.** Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin 2 of 2024. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004, regarding the change in the collection date of certain county taxes.

**Column 12: Expiration Date of Millage.** Enter the month and year on which the millage will expire.





Personnel Committee  
Monday, May 13, 2024  
5:00 p.m.

## **MEETING MINUTES**

### **Meeting Location:**

Fruitport Community Schools Central Office  
3255 E. Pontaluna Rd.  
Fruitport, MI 49415

### **Attendance:**

The meeting was called to order at 5:00 p.m. Dave Hazekamp, Steve Kelly, JB Meeuwenberg, Mark Mesbergen, and Jason Kennedy were present.

- 1. May 2024 Personnel Report** - The Committee reviewed the Personnel Report for May 2024. This report included each of the recommendations for new hire, resignations, retirement notices, transfers, and positions that are still posted and vacant in the District.
- 2. Collective Bargaining and Negotiations Process** - The Committee discussed the collective bargaining process that is underway with the Fruitport Education Association for a successor contract that is being negotiated currently. The bargaining teams met on May 7, 2024 and the FEA provided the District with its first language and financial proposal. The teams will meet again on May 22, 2024, where the District will provide a response to the Association's proposal.
- 3. Other** - None
- 4. Public Comment:** None
- 5. Adjournment:** The meeting was adjourned at 5:33 p.m.

Respectfully submitted by Jason Kennedy, Superintendent



Student Affairs Committee  
Monday, May 13, 2024  
5:30 p.m.

## MEETING MINUTES

### **Meeting Location:**

Fruitport Community Schools Central Office  
3255 E. Pontaluna Rd.  
Fruitport, MI 49415

### **Attendance:**

The meeting was called to order at 5:34 p.m. with Tim Burgess, Susan Franklin, Dave Hazekamp, and Jason Kennedy present.

1. **Student Handbook Updates** - The Committee discussed updates to the student handbooks and was provided a copy of a model handbook developed by Thrun Law Firm to align with the policies adopted by the Board of Education. Handbooks for each school will be updated to align to this model handbook, and provided to the Committee for review at the June committee meeting.
2. **Collective Bargaining and Negotiations Process** - The Committee discussed the collective bargaining process that is underway with the Fruitport Education Association for a successor contract that is being negotiated currently. The bargaining teams met on May 7, 2024 and the FEA provided the District with its first language and financial proposal. The teams will meet again on May 22, 2024, where the District will provide a response to the Association's proposal.
3. **Reminder:** A special meeting will be held on May 20, 2024 at 6:30 p.m. to conduct a student disciplinary hearing.
4. **Other:** None
5. **Public Comment:** None
6. **Adjournment:** The meeting was adjourned at 6:16 p.m.

Respectfully submitted by Jason Kennedy, Superintendent