



*Regular  
Board Meeting*

*Board Room*

*February 20, 2023*



**Fruitport Community Schools**  
**BOARD OF EDUCATION MEETING**  
**Board Room**  
3255 E. Pontaluna Rd, Fruitport 49415  
**Monday, February 20, 2023 - 7:00 p.m.**

- I. CALL to ORDER**
- II. PLEDGE of ALLEGIANCE**
- III. ROLL CALL**
- IV. APPROVAL OF AGENDA**
- V. PRESENTATIONS**
  - a. Section 98b Goal Progress Reporting – Allison Camp
  - b. Strategic Action Planning Online Community Survey Results – Jason Kennedy
- VI. COMMUNICATIONS**
- VII. SUPERINTENDENT/ADMINISTRATIVE REPORTS**
  - a. Technology and Security Enhancement Millage Renewal Election – May 2, 2023
  - b. Updated Annual Education Reports
  - c. School Safety / Mental Health Grant Award Notifications (Section 97, 97c, 97d, 31aa)
  - d. Michigan’s Proud Educator Grow Your Own Grant Applications
    - i. West Michigan Teacher Collaborative Grant Application
    - ii. Fruitport English as a Second Language Additional Endorsement Application
- 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>	\$230,346.10
<b>Other Funds:</b>	
Early Childhood Center	\$175.09
Food Service	\$61,924.49
Cooperative Educ (ISD) – Tech Millage	\$3,520.00
2017 Debt Retirement	\$500.00
<b>Total Bill List:</b>	<u>\$296,465.68</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)
- 7. Approval of Organizational Meeting Minutes of January 16, 2023 (attachment IX-7)
- 8. Approval of Regular Meeting Minutes of January 16, 2023 (attachment IX-8)

**X. GENERAL BOARD BUSINESS**

1. Superintendent’s Final Evaluation – Year ending December 31, 2022

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

**Elroy Buckner, Chairperson**

1. Report of Committee Meeting held February 13, 2023 (attachment XI-1)
2. Air Conditioning Equipment Purchase (attachment XI-2)
3. Food Service Equipment Purchase (attachment XI-3)
4. Shettler Public Address System, Emergency Communication, and Audio Enhancement
  - a. Bluum Audio Enhancement and Public Address System Purchase (attachment XI-4)
  - b. Vector Tech Group Cabling and Network Drop Purchase (attachment XI-5)
5. Network Electronics and Structured Fiber Cabling Purchase (attachment XI-6)
6. Construction Management Company Recommendation (attachment XI-7)
7. Special Education Bus Purchase Recommendation (attachment XI-8)
8. Band Instrument Purchase (attachment XI-9)
9. Budget Amendment (attachment XI-10)

**XII. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS**

**Steve Kelly, Chairperson**

1. Report of Committee Meeting held February 13, 2023 (attachment XII-1)
2. Superintendent’s Contract Extension (attachment XII-2)

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

**Susan Franklin, Chairperson**

1. Report of Committee Meeting held February 13, 2023 (attachment XIII-1)
2. Sex Education Advisory Board 4th Grade Recommendations (First Reading – No Action)
3. Muskegon County Virtual Academy Education Program Agreement and Course Catalog (attachment XIII-2)
4. Secure Actions for Education (SAFE) Proposal - SEC (attachment XIII-3)
5. Overnight Trip Request: Cross Country MHSAA Championships – Fall 2023 (attachment XIII-4)
6. Overnight Trip Request: Cross Country Team Building Camp – P.J. Hoffmaster / Muskegon State Park (attachment XIII-5)

**XIV. BOARD MEMBER REPORTS AND DISCUSSIONS**

**XV. AGENDA ITEMS FOR FUTURE MEETINGS & SCHEDULING OF SPECIAL MEETINGS**

1. Business & Finance Committee Meeting: Discuss Date and Time
2. Personnel Committee Meeting: March 13, 2023 at 5:00 p.m.
3. Student Affairs Committee Meeting: March 13, 2023 at 5:30 p.m.
4. Board of Education Meeting: March 20, 2023 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.



## Fruitport Community Schools Sec. 98b Goal Progress Report

Progress Reporting Requirements as outlined in law ([PA 144 Sec 98b](#)):

- Present on goal progression by First Board Meeting in February 2023 and No Later than the Last Day of School.
- Post presentation to district transparency site upon completion of presentation to the local board.

Suggested Template: While the information contained herein is required by statute (98b), this template is a suggested format and is not required to be used by local districts, schools, or buildings. Other formats containing the required information, as outlined in law, are acceptable for use.

**Version: Buildings serving K - 8th grade students and subject to using assessments aligned with 104a**

**Table A: Building Goals that were established by September 15, 2022**

Goal Category	Goal Related to Achievement or Growth on K - 8 Benchmarks as required by law ( <a href="#">PA 144 Sec 98b</a> and <a href="#">Sec 104h</a> )
Middle of the Year Reading Goal	<p><b>Beach:</b> The goal is to have at least 50% of our students measuring on or above grade level as measured on the iReady reading assessment.</p> <p><b>Edgewood:</b> The goal is to have at least 40% of our students measuring on or above grade level as measured on the iReady reading assessment.</p> <p><b>Shettler:</b> The goal is to have at least 55% of our students measuring on or above grade level as measured on the iReady reading assessment.</p> <p><b>FMS:</b> The goal is to have at least 40% of our students measuring on or above grade level as measured on the iReady reading assessment.</p>
End of the Year Reading Goal	<p><b>Beach:</b> The goal is to have at least 75% of our students measuring on or above grade level as measured on the iReady reading assessment.</p> <p><b>Edgewood:</b> The goal is to have at least 60% of our students measuring on or above grade level as measured on the iReady reading assessment.</p> <p><b>Shettler:</b> The goal is to have at least 75% of our students measuring on or above grade level as measured on the iReady reading assessment.</p> <p><b>FMS:</b> The goal is to have at least 45% of our students measuring on or above grade level as measured on the iReady reading assessment.</p>

Middle of the Year Mathematics Goal	<p><b>Beach:</b> The goal is to have at least 40% of our students measuring on or above grade level as measured on the iReady math assessment.</p> <p><b>Edgewood:</b> The goal is to have at least 30% of our students measuring on or above grade level as measured on the iReady math assessment.</p> <p><b>Shettler:</b> The goal is to have at least 40% of our students measuring on or above grade level as measured on the iReady math assessment.</p> <p><b>FMS:</b> The goal is to have at least 30% of our students measuring on or above grade level as measured on the iReady math assessment.</p>
End of the Year Mathematics Goal	<p><b>Beach:</b> The goal is to have at least 70% of our students measuring on or above grade level as measured on the iReady math assessment.</p> <p><b>Edgewood:</b> The goal is to have at least 50% of our students measuring on or above grade level as measured on the iReady math assessment.</p> <p><b>Shettler:</b> The goal is to have at least 70% of our students measuring on or above grade level as measured on the iReady math assessment.</p> <p><b>FMS:</b> The goal is to have at least 50% of our students measuring on or above grade level as measured on the iReady math assessment.</p>

As passed by the state legislature, reports to local school boards must include, but are not limited to, disaggregated information by student demographics, grade level, and the mode of instruction received by the pupils to which the information applies.

**Table B: Achievement or Growth on Benchmark Assessment - By Student Demographics**

**BEACH ELEMENTARY**

Reporting Category Suggest reporting on subgroups where n≥30	By First Board Meeting in February 2023		No Later than Last Day of School Year	
	Reading - On or above grade level	Math - On or above grade level	Reading - On or above grade level	Math - On or above grade level
All Students	50%	39%		
Econ. Disadvantaged	41%	28%		
Special Education	30%	25%		
English Learner	-	-		
Female	49%	33%		
Male	51%	43%		
Race/Ethnicity	-	-		

**EDGEWOOD ELEMENTARY**

Reporting Category Suggest reporting on subgroups where n≥30	By First Board Meeting in February 2023		No Later than Last Day of School Year	
	Reading - On or above grade level	Math - On or above grade level	Reading	Math

All Students	<b>44%</b>	<b>32%</b>		
Econ. Disadvantaged	<b>36%</b>	<b>27%</b>		
Special Education	<b>18%</b>	<b>13%</b>		
English Learner	-	-		
Female	<b>53%</b>	<b>32%</b>		
Male	<b>36%</b>	<b>36%</b>		
Hispanic or Latino	<b>33%</b>	<b>30%</b>		

### SHETTLER ELEMENTARY

Reporting Category Suggest reporting on subgroups where n≥30	By First Board Meeting in February 2023		No Later than Last Day of School Year	
	Reading - On or above grade level	Math - On or above grade level	Reading	Math
All Students	<b>60%</b>	<b>44%</b>		
Econ. Disadvantaged	<b>53%</b>	<b>40%</b>		
Special Education	<b>42%</b>	<b>28%</b>		
English Learner	-	-		
Female	<b>61%</b>	<b>37%</b>		
Male	<b>60%</b>	<b>51%</b>		
Race/Ethnicity	-	-		

### FRUITPORT MIDDLE SCHOOL

Reporting Category Suggest reporting on subgroups where n≥30	By First Board Meeting in February 2023		No Later than Last Day of School Year	
	Reading - On or above grade level	Math - On or above grade level	Reading	Math
All Students	<b>38%</b>	<b>26%</b>		
Econ. Disadvantaged	<b>32%</b>	<b>17%</b>		
Special Education	<b>13%</b>	<b>7%</b>		
English Learner	-	-		
Female	<b>41%</b>	<b>23%</b>		

Male	<b>36%</b>	<b>28%</b>		
Hispanic	<b>28%</b>	<b>23%</b>		

**Table C: Achievement or Growth on Benchmark Assessment - By Grade Level**

Reporting Category Suggest reporting on subgroups where n≥30	By First Board Meeting in February 2023		No Later than Last Day of School Year	
	Reading - On or above grade level	Math - On or above grade level	Reading	Math
Kindergarten	<b>59%</b>	<b>50%</b>		
1st Grade	<b>41%</b>	<b>34%</b>		
2nd Grade	<b>48%</b>	<b>31%</b>		
3rd Grade	<b>59%</b>	<b>30%</b>		
4th Grade	<b>42%</b>	<b>34%</b>		
5th Grade	<b>45%</b>	<b>37%</b>		
6th Grade	<b>38%</b>	<b>30%</b>		
7th Grade	<b>36%</b>	<b>22%</b>		
8th Grade	<b>42%</b>	<b>25%</b>		

**Table D: Achievement or Growth on Benchmark Assessment - By Mode of Instruction**

Reporting Category Suggest reporting on subgroups where n≥30	By First Board Meeting in February 2023		No Later than Last Day of School Year	
	Reading - On or above grade level	Math - On or above grade level	Reading	Math
Face to Face	<b>43%</b>	<b>31%</b>		
K - 8 Virtual	-	-		



## Fruitport Community Schools Sec. 98b Goal Progress Report

Progress Reporting Requirements as outlined in law ([PA 144 Sec 98b](#)):

- Present on goal progression by First Board Meeting in February 2023 and No Later than the Last Day of School.
- Post presentation to district transparency site upon completion of presentation to the local board.

Suggested Template: While the information contained herein is required by statute (98b), this template is a suggested format and is not required to be used by local districts, schools, or buildings. Other formats containing the required information, as outlined in law, are acceptable for use.

### Version: Buildings Serving Non K-8 Students

**Building:** Fruitport High School / Alternative High School; Special Education; Early Childhood

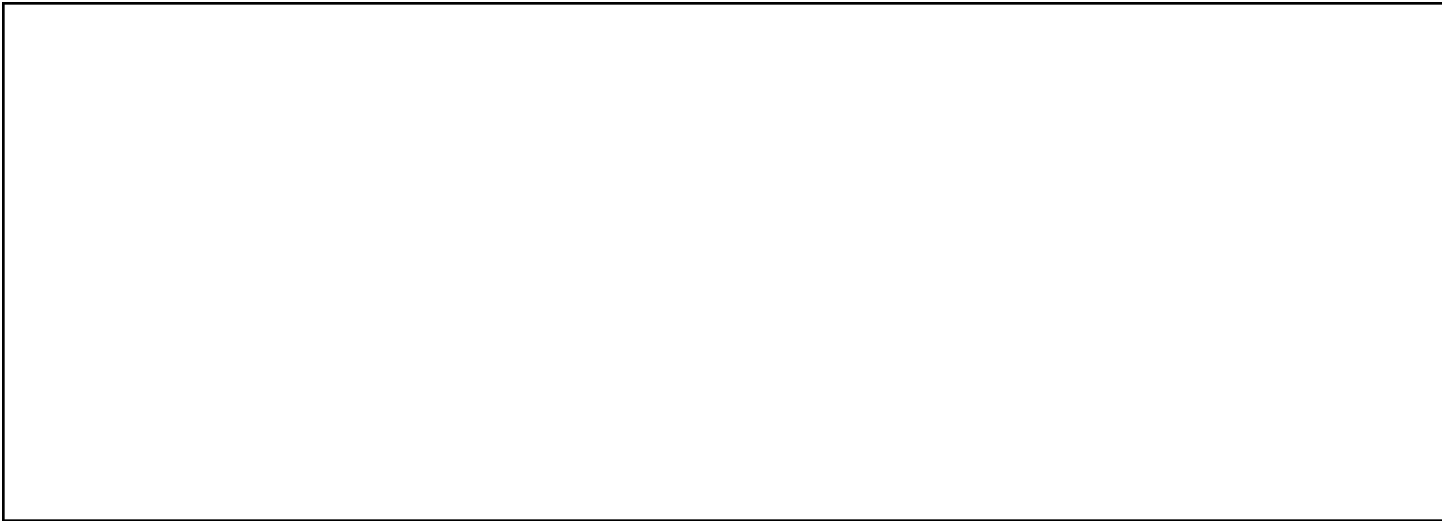
**Table A: Building Goals that were established by September 15, 2022**

Goal Category	Goal Related to Achievement or Growth as required by law ( <a href="#">PA 144 Sec 98b</a> )
Middle of the Year Academic Goal	At least 60% of the students in grades 9-12 and at our Early Childhood Center (including special education), at or above grade level, as measured by the common assessments in the areas of reading and writing.
Middle of the Year Academic Goal	At least 60% of the students in grades 9-12 and at our Early Childhood Center (including special education), at or above grade level, as measured by the common assessments in the areas of mathematics.
End of the Year Academic Goal	At least 75% of the students in grades 9-12 and at our Early Childhood Center (including special education), at or above grade level, as measured by the common assessments in the areas of reading and writing.
End of the Year Academic Goal	At least 75% of the students in grades 9-12 and at our Early Childhood Center (including special education), at or above grade level, as measured by the common assessments in the areas of mathematics.

**Table B: Achievement Related to Academic Goals**

Provide a narrative on progress toward meeting the goals outlined above.





## **PRESS RELEASE**

February 9, 2023

Contacts:

Ben Kalb, Director of Communication, 720-899-1529 or [bkalb@muskegonisd.org](mailto:bkalb@muskegonisd.org)

### **Technology and Security Millage Renewal**

**Muskegon County, MI** - The eleven Boards of Education from Muskegon County school districts have unanimously asked the Muskegon Area Intermediate School District to renew the Regional Enhancement Millage on May 2, 2023.

In 2014, Muskegon County voters approved a one-mill increase to support school safety and technology. This millage provides local school districts with the funds to improve their facilities. Districts have the flexibility to decide how to allocate the funds to best meet their individual needs. Some have installed security cameras, others have hired School Resource Officers, and others have modernized their classroom technology and improved building security. Details for how each district has spent these funds can be found in annual accountability reports on each district's website.

“As voters consider renewing this millage, I’d encourage them to read the accountability reports and see exactly how districts used these funds to upgrade security and technology,” said Matt Cortez, Superintendent for Muskegon Public Schools.

“The partnerships between schools and local law enforcement have increased because of this millage,” said Michael Poulin, Muskegon County Sheriff.

“The funds from the 2014 millage have allowed us to make significant investments in infrastructure that support the safety and security of our students,” said Bill O’Brien, Superintendent of Mona Shores Public Schools. “According to research, digital literacy is one of the most sought-after skills for future careers. The 2014 millage has allowed us to provide students with access to technology enabling them to develop this critical competency.”

By law, an Intermediate School District is the only entity able to request or renew a county-wide millage on behalf of local school districts and must distribute the money to the school districts based on student enrollment. For answers to frequently asked questions please visit:

<https://www.muskegonisd.org/about/techsecurity-millage/>

---



## Fruitport Community Schools

Superintendent's Office  
*fruitportschools.net*

February 10, 2023

Dear Parents and Community Members:

We are pleased to present you with the Annual Education Report (AER), which provides key information on the 2021-2022 educational progress for Fruitport and our schools. The AER addresses the complex reporting information required by federal and some requirements of state laws. Our staff is available to help you understand this information. Please contact the Superintendent's Office at (231) 865-3154 for help if you need assistance.

The DISTRICT AER is available for you to review electronically by visiting the following website <https://bit.ly/3a1pcQO>, or you may review a copy in the main office at your child's school. Each school will also be communicating their own AER to parents directly.

These reports contain the following information:

### **Student Assessment Data**

- Includes the following three assessments: M-STEP (Michigan Student Test of Educational Progress), MI-Access (Alternate Assessment), and College Board SAT.
- Presents assessment information for English language arts and mathematics for grades 3 to 8 and 11, and MI-Access science for grades 4, 7, and 11, compared to state averages for all students as well as subgroups of students.

### **School Accountability Data**

- Includes information on schools' performance on various measures such as student proficiency and growth on state assessments, graduation, and attendance rates. Performance is measured on 0-100 index scales.
- Reports schools identified under three federally required categories for further support: Comprehensive Support and Improvement, Targeted Support and Improvement, and Additional Targeted Support.

### **Educator Qualification Data**

- Identifies the number and percentage of inexperienced teachers, principals, and other school leaders.
- Reports teachers who are teaching with emergency or provisional credentials.
- Includes teachers who are not teaching in the subject or field for which they are certified.

## NAEP Data (National Assessment of Educational Progress)

- Provides state results of the national assessment in mathematics and reading every other year in grades 4 and 8.

## Civil Rights Data

- Provides information on school quality, climate, and safety.

Review the table below listing our schools. For the 2022-2023 school year, schools were identified based on previous years' performance using definitions and labels as required in the Every Student Succeeds Act (ESSA). A Targeted Support and Improvement (TSI) school is one that had at least one underperforming student subgroup in 2021-2022. An Additional Targeted Support (ATS) school is one that had a student subgroup performing at the same level as the lowest 5% of all schools in the state in 2021-2022. A Comprehensive Support and Improvement (CSI) school is one whose performance was in the lowest 5% of all schools in the state or had a graduation rate at or below 67% in 2021-2022. Some schools are not identified with any of these labels. In these cases, no status label is given.

<b>School Name</b>	<b>Status Label</b>	<b>Key Initiative to Accelerate Achievement</b>
Beach Elementary	Reward School	Solidifying PBIS and implementing best practices in math, reading and student engagement through a MTSS process.
Edgewood Elementary	No Label	Solidifying PBIS and implementing best practices in math, reading and student engagement through a MTSS process.
Shettler Elementary	Reward School	Solidifying PBIS and implementing best practices in math, reading and student engagement through a MTSS process.
Fruitport Middle School	No Label	Solidifying PBIS and implementing best practices in math, reading and student engagement through a MTSS process.
Fruitport High School	No Label	Solidifying PBIS and implementing best practices in math, reading and student engagement through a MTSS process.
Fruitport Alternative Education High School	No Label	Solidifying PBIS and implementing best practices in math, reading and student engagement through a MTSS process.

## **Introduction to the School Community**

Fruitport Community Schools (FCS) is located near Hoffmaster State Park and the beautiful Lake Michigan shoreline. The Village of Fruitport neighbors Norton Shores, Spring Lake, and Grand Haven. It is about 30 minutes from both Grand Rapids and Holland. A qualified, dedicated staff and faculty serve over 2,650 students with progressive educational programs and services. Known for our outstanding academic and co-curricular programs, the District provides an environment that celebrates individuality, promotes problem-solving through critical thinking, and encourages students to fulfill their potential as they become college/career ready. Resident students who graduate from Fruitport Community Schools and meet the eligibility criteria, will receive the Muskegon Area Promise two-year college scholarship.

## **Safety and Technology Integration**

Through the support of a regional safety and technology enhancement millage, Fruitport Community Schools has been dedicated to improving the safety of our learning environments, along with the integration and infusion of technology into the curriculum. Currently, every student in third through twelfth grade has one to one access to a Chromebook. Grades three through eight have a dedicated Chromebook cart in their classroom, and grades nine through twelve have a Chromebook that they are allowed to take home with them. Each classroom is equipped with a multi-media cart including a document camera, a networked PC, a DVD player, a microphone, a touch panel control system, and HD projector. We also have a cart of Chromebooks in each building's media center, along with at least one floating Chromebook cart per building. Students in grades kindergarten through second grade have Chromebooks or tablets in their classrooms. Technology is used to support and enhance the instructional process.

## **Infrastructure and Master Facilities Planning**

Fruitport Community Schools has developed a long term (40 year) master facilities plan that focuses on the replacement of schools with modern, healthy, energy efficient buildings having the latest technological improvements to support academic learning through voter approval of zero mill tax increase bonds every ten (10) years. This plan will allow the District to continue to create safer and modern schools, while also ensuring that classroom spaces and learning environments are age-appropriate, and integrated with technology, flexible furniture, and space design to support our educators and the inspiration of 21st-century learning skills and competencies in our students. The first phase of the master facilities planning process was completed when the District held its grand opening of the new Fruitport High School this past year. The new high school was designed to support personalized and group learning, ready access to technology, and an overall learning environment that promotes health, safety, and energy efficiency.

## **Student Mental Health and Well-being**

The District understands that healthy students, those that are physically, mentally, and socially emotionally healthy, are better learners. The pandemic has accentuated this and has created new stressors and limitations on student learning. As student mental health

continues to be a national concern, our District has been recognized as a local leader in our development of trauma informed practices that support teaching and learning through our school district. Each building in the District has structural elements intended to address the social/emotional needs of students, along with many resources and partnerships bringing the support many students need to experience a successful school experience. The District has partnered with Hackley Community Care and Arbor Circle, both comprehensive providers of mental health services and support for students and families.

### **Academic Growth and Instructional Programming**

Fruitport Community Schools implements the iReady Assessment system in the District. This assessment system allows the District to focus on the continual growth of our learners and provides actionable, real time data, that allows us to personalize and individualize instruction to best support each learner in our District. The implementation of iReady lesson pathways continues to support the growth of our students that we are seeing on the diagnostic data through iReady.

Our District continues to expend tremendous resources in support of student academic growth. The District has developed a curriculum review and replacement cycle for resources, materials, professional development, training, and support through the 2027-2028 school year in the areas of ELA, reading, mathematics, science, social studies, foreign language, and health. Teachers continue to work collectively to analyze student data to find and support ways to best help students learn. The District has implemented an Instructional Council process to assist in making decisions about best practice teaching and learning strategies and resources that we implement. Our curriculum director, principals, and school improvement consultants continue to implement a continuous school improvement model that has our schools focusing on instructional practices such as: Professional Learning Communities (PLC), PBIS Tier I and Tier II, MTSS, iReady implementation, ELA curricular resources and planning, and the implementation of a Special Education Flex Workshop at our high school, just to name a few.

In addition, the District has partnered with the American Institute for Research and the Center on Multi-tiered Systems of Support. This partnership is helping to strengthen our MTSS framework through the integration of data and instruction in a multi-level prevention system to maximize student achievement and support for the social, emotional, and behavioral needs of students from a strength based perspective.

### **Strategic Action Planning Process**

The District is engaged in the development of its next strategic action plan. This strategic action planning process will prioritize action oriented goals and strategies to be implemented in our schools over the next three (3) to five (5) years. This process will set a direction for the District that is built around the collective beliefs of the school community, while the various needs of students are kept as the District's top priority. Goals based on feedback will be formulated to enable a strong partnership between staff,

parents, students, and stakeholders so that our school system flourishes and truly works to meet the needs of all stakeholders.

**Closing Statement**

Our District remains responsive to the needs of our students, staff, and community, and we are focused on the creation of a safe and healthy learning environment so that all students can maximize their growth and achieve their full potential. We encourage parents to contact their child’s school to learn more about how to get involved in their child’s education. Many opportunities exist for parents to participate in our schools, and we hope that you will see the commitment of our District to support each of our student learners. Should you have any questions or concerns, please know that my door is always open to you. We look forward to a strong partnership in working collaboratively with you!

Sincerely,


A handwritten signature in blue ink that reads "Jason J. Kennedy". The signature is fluid and cursive, with the first name "Jason" and last name "Kennedy" clearly legible.

Jason J. Kennedy  
Superintendent

**MICHIGAN DEPARTMENT OF EDUCATION**

608 W. Allegan P.O. Box 30008  
Lansing, Michigan 48909

**GRANT AWARD NOTIFICATION**


<p><b>1 Recipient Entity Name and Address:</b> Fruitport Community Schools 3255 Pontaluna Rd Fruitport, MI 49415  <b>District/Recipient Code:</b> 61080</p>	<p><b>5 Recipient Business Contact:</b>  <b>Name:</b> Jason Kennedy <b>Position:</b> Superintendent <b>Telephone:</b> 231-865-3393 <b>Email:</b> jkennedy@fruitportschools.net</p>									
<p><b>2 Award Information</b>  <b>Grant Title:</b> Section 97  <b>Fiscal Year:</b> 2022-2023  <b>Funding Source (check one):</b> <input type="checkbox"/> Federal <input checked="" type="checkbox"/> State <input type="checkbox"/> Other: _____  <b>Subaward Type (select):</b> Formula  <b>Grant Number – Project Number:</b> -  <b>Grant Code:</b> 244</p>	<p><b>6 Authorized Funds:</b></p> <table border="0"> <thead> <tr> <th></th> <th align="right"><b>Date:</b></th> <th align="right"><b>Amount:</b></th> </tr> </thead> <tbody> <tr> <td>Original Estimated Approved Amount:</td> <td align="right">10/1/2022</td> <td align="right">\$310,687</td> </tr> <tr> <td>Amendments:</td> <td></td> <td></td> </tr> </tbody> </table> <hr/> <p><b>Current Authorized Amount:</b> \$310,687</p>		<b>Date:</b>	<b>Amount:</b>	Original Estimated Approved Amount:	10/1/2022	\$310,687	Amendments:		
	<b>Date:</b>	<b>Amount:</b>								
Original Estimated Approved Amount:	10/1/2022	\$310,687								
Amendments:										
<p><b>3 Report Due Dates:</b>  <b>Final Expenditure Report:</b> N/A  <b>Final Performance Report:</b> N/A</p>	<p><b>7 Expenditure Period:</b>  <b>Beginning date:</b> 10/01/2022  <b>Ending date:</b> 09/30/2023</p>									
<p><b>4 MDE Program Staff Contact:</b>  <b>Name:</b> Diane Golzynski <b>MDE Office:</b> Office of Health and Nutrition Services <b>Telephone:</b> 517-241-5362 <b>Email:</b> GolzynskiD@michigan.gov</p>	<p><b>8 Method of Obtaining Payment:</b>  Regular monthly State Aid payment upon approval  <b>Payment Contact:</b>  State Aid/School Finance: 517-241-2208</p>									
<p><b>9 Legislative Authority Pertaining to Award:</b>  Section 97 of P.A. 144 of 2022, State School Aid  <a href="http://www.legislature.mi.gov/documents/2021-2022/publicact/pdf/2022-PA-0144.pdf">http://www.legislature.mi.gov/documents/2021-2022/publicact/pdf/2022-PA-0144.pdf</a></p>										
<p><b>10 Authorizing Official: Michael F. Rice, Ph.D., State Superintendent</b></p> <p align="center"></p> <p align="right"><b>Date:</b> <u>1/11/2023</u></p>										



**MICHIGAN DEPARTMENT OF EDUCATION**

608 W. Allegan P.O. Box 30008  
Lansing, Michigan 48909


**GRANT AWARD NOTIFICATION**

<p><b>1 Recipient Entity Name and Address:</b> Fruitport Community Schools 3255 Pontaluna Rd Fruitport, MI 49415  <b>District/Recipient Code:</b> 61080</p>	<p><b>5 Recipient Business Contact:</b>  <b>Name:</b> Jason Kennedy <b>Position:</b> Superintendent <b>Telephone:</b> 231-865-3393 <b>Email:</b> jkennedy@fruitportschools.net</p>									
<p><b>2 Award Information</b>  <b>Grant Title:</b> Section 97c  <b>Fiscal Year:</b> 2022-2023  <b>Funding Source (check one):</b> <input type="checkbox"/> Federal <input checked="" type="checkbox"/> State <input type="checkbox"/> Other: _____  <b>Subaward Type (select):</b> Formula  <b>Grant Number – Project Number:</b> -  <b>Grant Code:</b> 255</p>	<p><b>6 Authorized Funds:</b></p> <table border="0"> <thead> <tr> <th></th> <th align="center"><b>Date:</b></th> <th align="center"><b>Amount:</b></th> </tr> </thead> <tbody> <tr> <td>Original Approved Amount:</td> <td align="center">10/1/2022</td> <td align="center">\$10,000</td> </tr> <tr> <td>Amendments:</td> <td></td> <td></td> </tr> </tbody> </table> <p><b>Current Authorized Amount:</b> \$10,000</p>		<b>Date:</b>	<b>Amount:</b>	Original Approved Amount:	10/1/2022	\$10,000	Amendments:		
	<b>Date:</b>	<b>Amount:</b>								
Original Approved Amount:	10/1/2022	\$10,000								
Amendments:										
<p><b>3 Report Due Dates:</b>  <b>Final Expenditure Report:</b> N/A  <b>Final Performance Report:</b> N/A</p>	<p><b>7 Expenditure Period:</b>  <b>Beginning date:</b> 10/01/2022  <b>Ending date:</b> 09/30/2023</p>									
<p><b>4 MDE Program Staff Contact:</b>  <b>Name:</b> Diane Golzynski <b>MDE Office:</b> Office of Health and Nutrition Services <b>Telephone:</b> 517-241-5362 <b>Email:</b> GolzynskiD@michigan.gov</p>	<p><b>8 Method of Obtaining Payment:</b>  Regular monthly State Aid payment upon approval  <b>Payment Contact:</b>  State Aid/School Finance: 517-241-2208</p>									
<p><b>9 Legislative Authority Pertaining to Award:</b>  Section 97 of P.A. 93 of 2022</p>										
<p><b>10 Authorizing Official: Michael F. Rice, Ph.D., State Superintendent</b></p> <p align="center"></p> <p align="right"><b>Date:</b> 1/11/2023</p>										

**MICHIGAN DEPARTMENT OF EDUCATION**

608 W. Allegan P.O. Box 30008  
Lansing, Michigan 48909


**GRANT AWARD NOTIFICATION**

<p><b>1 Recipient Entity Name and Address:</b> Fruitport Community Schools 3255 Pontaluna Rd Fruitport, MI 49415  <b>District/Recipient Code:</b> 61080</p>	<p><b>5 Recipient Business Contact:</b>  <b>Name:</b> Jason Kennedy <b>Position:</b> Superintendent <b>Telephone:</b> 231-865-3393 <b>Email:</b> jkennedy@fruitportschools.net</p>									
<p><b>2 Award Information</b>  <b>Grant Title:</b> Section 97d  <b>Fiscal Year:</b> 2022-2023  <b>Funding Source (check one):</b> <input type="checkbox"/> Federal <input checked="" type="checkbox"/> State <input type="checkbox"/> Other: _____  <b>Subaward Type (select):</b> Formula  <b>Grant Number – Project Number:</b> -  <b>Grant Code:</b> 256</p>	<p><b>6 Authorized Funds:</b></p> <table border="0"> <thead> <tr> <th></th> <th align="center"><b>Date:</b></th> <th align="center"><b>Amount:</b></th> </tr> </thead> <tbody> <tr> <td>Original Approved Amount:</td> <td align="center">10/1/2022</td> <td align="center">\$17,367</td> </tr> <tr> <td>Amendments:</td> <td></td> <td></td> </tr> </tbody> </table> <p><b>Current Authorized Amount:</b> \$17,367</p>		<b>Date:</b>	<b>Amount:</b>	Original Approved Amount:	10/1/2022	\$17,367	Amendments:		
	<b>Date:</b>	<b>Amount:</b>								
Original Approved Amount:	10/1/2022	\$17,367								
Amendments:										
<p><b>3 Report Due Dates:</b>  <b>Final Expenditure Report:</b> N/A  <b>Final Performance Report:</b> N/A</p>	<p><b>7 Expenditure Period:</b>  <b>Beginning date:</b> 10/01/2022  <b>Ending date:</b> 09/30/2023</p>									
<p><b>4 MDE Program Staff Contact:</b>  <b>Name:</b> Mary Teachout <b>MDE Office:</b> Office of Health and Nutrition Services <b>Telephone:</b> 517-241-7092 <b>Email:</b> teachoutm@michigan.gov</p>	<p><b>8 Method of Obtaining Payment:</b>  Regular monthly State Aid payment upon approval  <b>Payment Contact:</b>  State Aid/School Finance: 517-241-2208</p>									
<p><b>9 Legislative Authority Pertaining to Award:</b>  Section 97 of P.A. 93 of 2022</p>										
<p><b>10 Authorizing Official: Michael F. Rice, Ph.D., State Superintendent</b></p> <p align="center"></p> <p align="right"><b>Date:</b> 1/27/2023</p>										

**MICHIGAN DEPARTMENT OF EDUCATION**

608 W. Allegan P.O. Box 30008  
Lansing, Michigan 48909

**GRANT AWARD NOTIFICATION**

<p><b>1 Recipient Entity Name and Address:</b> Fruitport Community Schools 3255 Pontaluna Rd Fruitport, MI 49415  <b>District/Recipient Code:</b> 61080</p>	<p><b>5 Recipient Business Contact:</b>  <b>Name:</b> Jason Kennedy <b>Position:</b> Superintendent <b>Telephone:</b> 231-865-3393 <b>Email:</b> jkennedy@fruitportschools.net</p>									
<p><b>2 Award Information</b>  <b>Grant Title:</b> Section 31aa  <b>Fiscal Year:</b> 2022-2023  <b>Funding Source (check one):</b> <input type="checkbox"/> Federal <input checked="" type="checkbox"/> State <input type="checkbox"/> Other: _____  <b>Subaward Type (select):</b> Formula  <b>Grant Number – Project Number:</b> -  <b>Grant Code:</b> 249</p>	<p><b>6 Authorized Funds:</b></p> <table border="0"> <thead> <tr> <th></th> <th align="right"><b>Date:</b></th> <th align="right"><b>Amount:</b></th> </tr> </thead> <tbody> <tr> <td>Original Estimated Approved Amount:</td> <td align="right">10/1/2022</td> <td align="right">\$307,435</td> </tr> <tr> <td>Amendments:</td> <td></td> <td></td> </tr> </tbody> </table> <hr/> <p><b>Current Authorized Amount:</b> \$307,435</p>		<b>Date:</b>	<b>Amount:</b>	Original Estimated Approved Amount:	10/1/2022	\$307,435	Amendments:		
	<b>Date:</b>	<b>Amount:</b>								
Original Estimated Approved Amount:	10/1/2022	\$307,435								
Amendments:										
<p><b>3 Report Due Dates:</b>  <b>Final Expenditure Report:</b> N/A  <b>Final Performance Report:</b> N/A</p>	<p><b>7 Expenditure Period:</b>  <b>Beginning date:</b> 10/01/2022  <b>Ending date:</b> 09/30/2023</p>									
<p><b>4 MDE Program Staff Contact:</b>  <b>Name:</b> Diane Golzynski <b>MDE Office:</b> Office of Health and Nutrition Services <b>Telephone:</b> 517-241-5362 <b>Email:</b> GolzynskiD@michigan.gov</p>	<p><b>8 Method of Obtaining Payment:</b>  Regular monthly State Aid payment upon approval  <b>Payment Contact:</b>  State Aid/School Finance: 517-241-2208</p>									
<p><b>9 Legislative Authority Pertaining to Award:</b>  Section 31aa of P.A. 144 of 2022, State School Aid  <a href="http://www.legislature.mi.gov/documents/2021-2022/publicact/pdf/2022-PA-0144.pdf">http://www.legislature.mi.gov/documents/2021-2022/publicact/pdf/2022-PA-0144.pdf</a></p>										
<p><b>10 Authorizing Official: Michael F. Rice, Ph.D., State Superintendent</b></p> <p align="center"></p> <p align="right"><b>Date:</b> <u>1/9/2023</u></p>										

## West Michigan Teacher Collaborative

### Future Proud Michigan Educator Grow Your Own (GYO) Programs for School Staff Grant

1.31.2023

#### Applicant Information

Applicant Name (First & Last): Ron Koehler

Applicant Title/Position: Superintendent

Applicant LEA, PSA, or ISD: Kent Intermediate School District

Applicant EEM code:

1	Kent ISD	41000
---	----------	-------

Applicant Email: ronkoehler@kentisd.org

Business Office or Financial representative (First and Last): Kevin Philipps

Business Office or Financial representative email: KevinPhilipps@kentisd.org

#### Section A: Statement of Need & Current Efforts

**1 - Describe the need for a Grow Your Own (GYO) partnership in the applicant's LEA, ISD, or broader community. In your description, provide projected workforce needs, including but not limited to concrete data on the demand for certified teachers and the supply of non-certified personnel who may be supported through this grant.**

In the 2021-22 school year, there were over 500 teachers (FTEs) that were not appropriately certified / placed based on their grade level and subject area in the West Michigan Teacher Collaborative (WMTC) region comprised of Kent ISD, Muskegon Area ISD, and Ottawa Area ISD. The areas of highest need align to state identified critical shortage areas: Elementary Education (65.6 FTEs), Special Education (54.7 FTEs), English as a Second Language (30.5 FTEs), and several Secondary subject areas: Science (56.2 FTEs), Social Studies (35.8 FTEs), English Language Arts (35 FTEs). Last summer alone, participating districts reported over 470 teacher vacancies that they were trying to fill, with the majority of districts (74.1%) reporting that they were unable to successfully fill their teacher vacancies or had to use temporary authorizations

and sub permits to fill open positions. Over the next 2-3 years, 96% of participating districts indicated that they believe that the teacher shortage will get worse or persist.

In addition to these shortages, there is a stark disparity in the WMTC region between the diversity of the teaching workforce and the student populations they serve. In the 2021-22 school year, White teachers accounted for 95.1% of the teaching workforce by FTE in Kent, Muskegon, and Ottawa County, despite students of color (Black, Latinx, Asian, two or more races, other) accounting for 43.5% of the student population in Kent County, 33.2% in Muskegon County, and 26.5% in Ottawa County. In a recent analysis conducted by the K-Connect Diverse Educators initiative, it was found that in order to close this gap in Kent County alone, districts would need to hire 2,175 educators of color including approximately 586 Black educators and 775 Latinx educators. Yet when surveyed in preparation for this application, the majority of participating districts (62.5%) reported that less than 5% of their recent teacher applicant pools have been applicants of diverse backgrounds and/or people of color.

Across the three ISD region, there are 4,664 paraprofessionals/aides, 7,879 day-to-day substitute teachers, and 1,931 day-to-day substitute paraprofessionals/aides who could be supported through this grant, not counting additional candidates identified through community-based recruitment to fill support staff vacancies in order to participate in the grant. This proposal submitted on behalf of each ISD and over 40 constituent LEA districts is one of many strategies the West Michigan Teacher Collaborative will undertake in the coming years to begin to address the teacher shortage and lack of diversity in the workforce, with the intent of sustaining the GYO initiatives far beyond the end of the grant period.

## **2 - Indicate the number of support staff projected to participate in a GYO program in the 2022-23 academic year.**

This proposal will provide initial certification to a total of 210 candidates and additional endorsements via an advanced degree for 110 currently certified teachers. In the 2022-23 school year, we anticipate serving 95 staff members through a combination of the first cohort of 20 support staff members starting the expedited Graduate Teacher Certification track, a cohort of 20 candidates beginning the LEADS pre-residency track, and 55 currently certified teachers beginning their coursework for additional endorsements.

The projected number of staff served in this regional proposal takes into consideration that several local districts have also submitted individual GYO grant proposals. This regional proposal was designed to support districts at an economy of scale through the development of an innovative residency program and robust system of support in partnership with Grand Valley State University. However, we recognize that several districts have pre-existing partnerships and local initiatives with other providers that could benefit from the GYO grant resources, and we fully support these efforts. The majority of districts submitting local proposals are also represented in this application, as the WMTC proposal is broader than most local applications, providing opportunities for districts

to engage in areas of need not addressed in their proposals. In instances where local applications will serve similar needs/populations, WMTC will not serve candidates already served by their districts. These projections have been factored into our request.

**3 - Describe the district's current efforts in recruitment, retention, or diversification of the workforce and how a Grow Your Own partnership will support those efforts.**

The West Michigan Teacher Collaborative will build upon several local initiatives targeting the recruitment, retention, and diversification of the teacher workforce. Kent ISD and Ottawa Area ISD both have existing Teacher Academy CTE high school programs, with Muskegon Area ISD currently planning for the launch of its Teacher Academy program in the near future. Additionally, several LEA districts have begun to implement local teacher cadet programs and exploratory classes. These courses not only help to expose students to the teaching profession, through partnerships with educational preparation providers, students are able to earn college credits toward their teaching degrees prior to graduation. These programs also serve as a powerful recruitment tool for teachers of color, as the student populations within districts are much more diverse than the current teaching staff. Long-term, WMTC views these programs as the key to sustaining the efforts of this grant proposal. The GYO grant program is an immediate solution needed due to the severity and urgency of the teacher shortage. With the investment of this proposal and the portion of the grant budget used to strengthen teacher cadet/EXPLORE programs, WMTC anticipates that in the future, the efforts of local grow your own high school initiatives will be adequate to address educator workforce development needs once the current crisis stabilizes.

This proposal will develop a teacher residency program that includes a no-cost pathway for participants to obtain a teaching certificate as well as the supports necessary for underrepresented populations to be successful in the program by developing cohorts and learning communities. Kent ISD has experience implementing teacher retention initiatives and supporting new teachers through its New Teacher Community (NTC). NTC provides new teachers the required professional development they need along with regular opportunities to engage in a professional learning community.

The WMTC proposal also builds on the collective impact work happening in the community, such as K-Connect's Diverse Educators initiative. K-Connect is a collaborative body that convenes partners around shared goals and objectives to achieve results that require multi sector solutions. Several WMTC partners, including Kent ISD and GVSU, are also part of the Diverse Educators initiative. Diverse Educators has helped spur initiatives such as the Steelcase Social Innovation Fellowship. In early 2022, KConnect partnered with GVSU and Grand Rapids Public Schools to apply for, and ultimately be accepted into, the Steelcase Social Innovation Fellowship. The four-month fellowship provided tools, training and support to accelerate the "Future Educators of Color Network", a program that works broadly to find ways to close a large numbers gap between

students who identify as Black, Indigenous, and People of Color (BIPOC) and teachers who identify as the same. This work will be integrated into the work of WMTC, as a core focus area of Diverse Educators is to promote innovative strategies for earning a teaching certification.

### **Section B: Educator Preparation Provider Partnership**

**1 - Identify any Michigan educator preparation provider with which the applicant will collaborate for preparation coursework, mentorship, and supervision.**

Grand Valley State University

**2 - If the applicant is leveraging an existing partnership with a preparation provider, describe the history of collaboration between the two entities for teacher preparation recruitment and preparation. If the applicant is engaging a new partnership, describe the process and rationale for selecting the educator preparation provider.**

The participating districts in the WMTC proposal have a long history of collaboration with Grand Valley State University (GVSU), however, this application largely represents a new partnership designed to adapt current GVSU programs to meet the needs of the WMTC region. WMTC selected GVSU as a partner due to their willingness to modify their existing Graduate Teacher Certification program to fit the newly developed teacher residency model and their capacity to serve a high volume of candidates, commitment to high quality teacher preparation coursework, field experience, and significant experience leading DEI work. Representatives from the ISDs and GVSU met extensively leading up to the submission of this grant request to map out the proposed coursework, develop targeting/recruitment plans, design a cohort/learning community support structure, review opportunities to consolidate/waive certain coursework based on relevant professional learning and employment experience, and leverage available supports at GVSU such as academic advising and MTTC test coaching. GVSU, as a leading teacher preparation institution in the State of Michigan along with their physical presence within the WMTC region, is an ideal partner for WMTC.

**3 - Partnership Agreement (See Attachment)**

**Provide a signed partnership agreement between the applicant and the proposed partner that addresses the following items:**

- 1. Necessary semester credit hours and tuition rate (including fees) for completion of initial teacher certification.**
- 2. Scope of coursework to be provided (e.g., introductory courses, methods coursework, student teaching).**
- 3. Responsibilities of both parties for identifying and selecting teacher candidates and mentor teachers to support teacher candidates.**

4. **Commitment of the provider to evaluate candidate's educational background, relevant professional learning, and employment experience to waive coursework and other program requirements to expedite the pathway to certification.**
5. **Responsibilities of both parties for mentorship, coaching, observation, and assessment of teacher candidates.**
6. **Responsibilities of both parties to support teacher candidates in preparing for the Michigan Test for Teacher Certification.**
7. **Commitment of both parties to support the candidate beyond the conclusion of the GYO program if the candidate has needs that remain unmet by the program (testing support, career counseling, induction support, etc).**

### **Section C: Candidate Selection Process and Terms of Employment**

#### **1 - Describe criteria to be used to identify eligible teacher candidates.**

**Criteria must include a pledge that before providing funding under this section to an eligible recipient, the district or intermediate district will require that the eligible recipient pledge to serve as a full-time teacher at the district or intermediate district for at least the same number of years as the recipient participated in a grow your own program.**

WMTC districts are committed to assisting in the identification, recruitment, selection, and engagement of candidates based on the identified needs in each district. For existing staff, all candidates must obtain a letter of recommendation from their building principal or equivalent district supervisor to be considered for the program. Community-based recruitment will target underrepresented populations meeting these same requirements through engaging community partners and strategic marketing/communications. Once a candidate is identified, specific requirements of each program will be followed.

Requirements for non-degreeed staff seeking a bachelor's degree and certification through the LEADS Education Pathway program include:

- A completed application, letter of recommendation
- Official transcripts from all colleges and universities attended
- Thirty (30) completed college credits
- A signed Commitment to Complete LEADS + GTC for Initial Certification document

All Graduate Degree Programs: Given that GVSUs graduate certification programs are embedded in a master's degree in education, candidates must meet the university admissions requirements for graduate study. These include:

- A completed application, letter of recommendation



- GPA of 3.0 or higher in their last 60 credits of their bachelor's degree, or if less than a GPA of 3.0 one of the following (except School Counseling program)
  - Evidence of responsible professional work experience
  - Graduate certification/endorsement
  - Previous graduate work
  - Previous master's degree
  - Or acceptable GRE scores

For candidates pursuing initial certification, WMTC will require staff to pledge to serve at a minimum the length of time they were in the program. For current teachers pursuing an additional certification via an advanced degree, WMTC will require staff to remain within the district for a minimum of the amount they are in the program and pledge to serve as a mentor teacher for WMTC residents if they meet mentor selection criteria.

**2 - Describe the process to be used to select teacher candidates the LEA, PSA or ISD will support and how it aligns with applicant needs as detailed in Section A.**

**Process must include a pledge to hire an eligible recipient as a full-time teacher upon their receipt of an initial teaching certificate and provide for student teaching opportunities.**

The WMTC candidate selection process will require an application and review from WMTC staff in coordination with GVSU to ensure the candidate meets the requirements of each program. WMTC will review the candidate's application to ensure alignment to critical shortage areas as well as the district's recommendation. Along with each principal recommendation, districts must certify there is a need within the district for the certificate/credential of the candidate (aligned to Section A) and include a pledge to hire the recipient as a full-time teacher upon their certification. If the application is a result of community-based recruitment efforts, WMTC will match the candidate based on their preferences for placement, if identified, along with district openings/projected needs. Candidates that are not existing support staff members must interview with the district and be hired into the residency/paraprofessional position.

Studies have shown that members of marginalized communities are less likely to apply for jobs for which they do not meet every criteria listed in the posting. In order to be inclusive and increase representation from teachers of color, WMTC will use language encouraging candidates to still apply to the program even if they do not meet every single qualification. While GVSU must meet certain admissions criteria for graduate programs, there is flexibility based on a candidate's past experience. WMTC will ensure the selection process takes this into consideration and that this is communicated to potential applicants.

### **3 - Describe the terms of employment for teacher candidates (e.g., salary and benefits to be offered, job assignment).**

During their residency, teacher candidates will be hired by districts as full-time paraprofessionals at the same rate of pay / benefit scale as other paraprofessionals within the district (typical starting hourly rate is \$15 per hour). In order to make wages more competitive and attract diverse applicants, including those with bachelor's degrees, into the program, WMTC has included a living stipend for participants during their residency year. This living stipend will increase candidate pay closer to that of a starting teacher, helping to attract candidates considering a career in education. In order to sustain this funding, WMTC is working with the Michigan Education Corps to qualify residents under MEC's Americorps program model. Using this approach, residents will be considered Americorps members undertaking a year of service and qualify for Americorps living and educational stipends, gradually phasing out the living stipend included in the GYO grant budget by the end of the grant period. This model is currently being piloted in Kent ISD's Teacher Academy program and WMTC has secured the commitment of MEC to explore ways to expand this partnership.

While working as a paraprofessional, candidates will gain experience in a classroom setting working under the guidance of a mentor teacher. Residents will be granted one day per month of release time to participate in cohort activities and a minimum of 12-weeks of a lead teacher clinical experience during the residency period. For existing support staff pre-resident candidates working toward a bachelor's degree in order to begin their residency training, staff will remain in their current roles not limited to that of a paraprofessional.

### **4 - Describe supports and supervision the applicant will offer to ensure teacher candidates are able to balance coursework and employment commitments.**

To ensure all staff are supported across the arc of their program, special attention has been given to developing supports to ensure participant success, building an ecosystem in which participants are a part of a supportive learning and teaching community, and graduates of the program have opportunities to mentor others. To best meet the needs of WMTC, the coursework within the residency model has been sequenced over 3-4 semesters beginning in the summer. The coursework schedule will be aligned with cohort needs and may include evening, weekend, and/or one day a month in person options with district release time from their employment obligations. In addition to being matched with WMTC mentors in the classroom, designated GVSU faculty advisors work closely with students to develop study plans, make sure a student's plan connects to their academic experiences and goal of becoming a teacher, and help connect the different academic areas of their experience and goals. Additionally, participants will have access to the GVSU Student Academic Success Center for test taking support and academic coaching. This proposal also includes resources needed to administer the WMTC residency model. The inclusion of dedicated WMTC

support staff will ensure residents have the necessary support to not only address program/academic related needs but also to work with staff to address other challenges/barriers as they arise, such as transportation and childcare. The inclusion of the living stipend is intended to assist in removing these barriers, however, additional assistance may be needed in connecting to available resources. WMTC will assist with navigating community services.

**5 - Applicants do not need to have identified specific candidates to apply. If applicants have already identified candidates to support, please describe how their employment will support applicant needs as described in Section A.**

N/A

**Anticipated Cohorts:**

<b>Candidate Role</b>	<b># of Candidates</b>	<b>Educator Preparation Provider</b>	<b>Estimated Beginning</b>	<b>Estimated End</b>
Elementary / Secondary Graduate Teacher Certification - Non-Residency/Fast Track	20	GVSU	Spring 2023	Summer 2024
Cohort 1 - Elementary Graduate Teacher Certification Candidates w/ Bachelor's Degree	25	GVSU	Spring 2024	Summer 2025
Cohort 2 - Elementary Graduate Teacher Certification Candidates w/ Bachelor's Degree	25	GVSU	Spring 2025 (enroll by 12/31/24)	Summer 2026
Cohort 3 - Elementary Graduate Teacher Certification Candidates w/ Bachelor's Degree	25	GVSU	Spring 2025 (enroll by 12/31/24)	Summer 2026
Cohort 1 - Secondary Graduate Teacher Certification Candidates w/ Bachelor's Degree	25	GVSU	Spring 2024	Summer 2025
Cohort 2 - Secondary Graduate Teacher Certification Candidates w/	25	GVSU	Spring 2025	Summer 2026

Bachelor's Degree			(enroll by 12/31/24)	
Cohort 3 - Secondary Graduate Teacher Certification Candidates w/ Bachelor's Degree	25	GVSU	Spring 2025 (enroll by 12/31/24)	Summer 2026
Cohort 1 - LEADS + Graduate Teacher Certification - Candidates w/out Bachelor's Degree	20	GVSU	Spring 2023	Summer 2025
Cohort 2 - LEADS + Graduate Teacher Certification - Candidates w/out Bachelor's Degree	20	GVSU	Spring 2024	Summer 2026
Additional Endorsement via Advanced Degree - M.Ed. in Literacy Studies: Teachers of English to Speakers of Other Languages/English as a Second Language endorsement (NS)	15	GVSU	Spring 2023	Ongoing Until 12/31/26
Additional Endorsement via Advanced Degree - M.Ed. in Literacy Studies: K-12 Reading Specialist (BR)	15	GVSU	Spring 2023	Ongoing Until 12/31/26
Additional Endorsement via Advanced Degree - M.Ed. in Special Education: Specific Learning Disabilities (SM)	10	GVSU	Spring 2023	Ongoing Until 12/31/26
Additional Endorsement via Advanced Degree - M.Ed. in Special Education: Autism Spectrum Disorder (SV)	10	GVSU	Spring 2023	Ongoing Until 12/31/26
Additional Endorsement via Advanced Degree - M.Ed. in Special Education: Cognitive Impairment (SA)	10	GVSU	Spring 2023	Ongoing Until 12/31/26
Additional Endorsement via Advanced Degree - M.Ed. in Early Childhood Education (ZS)- must complete by 2025	15	GVSU	Spring 2023	Ongoing Until 12/31/26
Additional Endorsement via Advanced Degree - M.Ed. in School Counseling (NT)	15	GVSU	Spring 2023	Ongoing Until 12/31/26
Additional Endorsement via Advanced Degree - M.Ed. in Literacy Studies	10	GVSU	Spring 2023	Ongoing Until

Elementary Reading Endorsement (BT)				12/31/26
Additional Endorsement via Advanced Degree - M.Ed. in Literacy Studies Secondary Reading Endorsement (BT)	10	GVSU	Spring 2023	Ongoing Until 12/31/26

**Section E - Build a budget for your Explore program that allocates implementation costs for curriculum, materials, professional development, and hands-on-learning experiences to encourage students in any of grades 6 through 12 to consider a career in education.**

WMTC will allocate just under 10% of the total grant request for use in Section E, Explore programming. WMTC will employ a subgrant model to provide districts up to \$40,250 to use toward eligible expenditures. Districts must submit project budgets to the WMTC advisory committee for review, detailing eligible uses of funds. Funding must be used for allowable costs including curriculum, materials, professional development, and hands-on-learning experiences to encourage students in any of grades 6 through 12 to consider a career in education.

**Budget**

Function Code	1000	2000	3000, 4000	5000	7000, 8000	Total
135 - Tuition and Fees			11,616,362			\$11,616,362
135 - Books				280,500		\$280,500
135 - Testing Fees				100,860		\$100,860
135 - Travel to and From Coursework						
135 - Substitute Employee Salary and Wages			4,073,600			4,073,600
Other						
221 - Improvement of Instruction	204,000	165,000	550,000	2,000		\$921,000
226 - Supervision and Direction of Instructional Staff	154,050	108,525		2,000		\$264,575

282 - Communication Services			75,000			\$75,000
411 - Disbursements					\$1,730,750	\$1,730,750
					Total Direct Costs	\$19,062,647
Indirect = 4.59%						

### Budget Narrative

135 - Tuition and Fees	<p>GVSU Total Tuition = \$11,616,362</p> <p>Elementary / Secondary Graduate Teacher Certification - Non-Residency/Fast Track = 20 candidates at \$36,288 ea. = \$725,760</p> <p>Cohort 1 - Elementary Graduate Teacher Certification = 25 candidates at \$36,288 ea. = \$907,200</p> <p>Cohort 2 - Elementary Graduate Teacher Certification = 25 candidates at \$37,377 ea. (3% projected increase) = \$934,416</p> <p>Cohort 3 - Elementary Graduate Teacher Certification = 25 candidates at \$37,377 ea. (3% projected increase) = \$934,416</p> <p>Cohort 1 - Secondary Graduate Teacher Certification = 25 candidates at \$34,020 ea. = \$850,500</p> <p>Cohort 2 - Secondary Graduate Teacher Certification = 25 candidates at \$35,041 ea. (3% projected increase) = \$876,015</p> <p>Cohort 3 - Secondary Graduate Teacher Certification = 25 candidates at \$35,041 ea. (3% projected increase) = \$876,015</p> <p>Cohort 1 - LEADS + Graduate Teacher Certification = 20 candidates at \$63,144 = \$1,262,880</p> <p>Cohort 2 - LEADS + Graduate Teacher Certification = 20 candidates at \$65,038 (3% projected increase) = \$1,300,760</p> <p>Additional Endorsement via Advanced Degree - M.Ed. in Literacy Studies: Teachers of English to Speakers of Other Languages/English as a Second Language endorsement (NS) = 15 candidates at \$24,948 = \$374,220</p>
------------------------	---

	<p>Additional Endorsement via Advanced Degree - M.Ed. in Literacy Studies: K-12 Reading Specialist (BR) = 15 candidates at \$27,216 = \$408,240</p> <p>Additional Endorsement via Advanced Degree - M.Ed. in Special Education: Specific Learning Disabilities (SM) = 10 candidates at \$29,484 = \$294,840</p> <p>Additional Endorsement via Advanced Degree - M.Ed. in Special Education: Autism Spectrum Disorder (SV) = 10 candidates at \$29,484 = \$294,840</p> <p>Additional Endorsement via Advanced Degree - M.Ed. in Special Education: Cognitive Impairment (SA) = 10 candidates at \$29,484 = \$294,840</p> <p>Additional Endorsement via Advanced Degree - M.Ed. in Early Childhood Education (ZS) = 15 candidates at \$24,948 = \$374,220</p> <p>Additional Endorsement via Advanced Degree - M.Ed. in School Counseling (NT) = 15 candidates at \$27,216 = \$408,240</p> <p>Additional Endorsement via Advanced Degree - M.Ed. in Literacy Studies Elementary Reading Endorsement (BT) = 10 candidates at \$24,948 = \$249,480</p> <p>Additional Endorsement via Advanced Degree - M.Ed. in Literacy Studies Secondary Reading Endorsement (BT) = 10 candidates at \$24,948 = \$249,480</p>
135 - Books	<p>Total = \$280,500</p> <p>Elementary GTC Materials = \$1,000 per candidate x 75 candidates = \$75,000</p> <p>Secondary GTC Materials = \$800 per candidate x 75 candidates = \$60,000</p> <p>LEADS+GTC Materials = \$800 per candidate x 40 candidates = \$32,000</p> <p>M.Ed. in Literacy Studies: Teachers of English to Speakers of Other Languages/English as a Second Language endorsement (NS) = \$800 per candidate x 15 candidates = \$12,000</p> <p>M.Ed. in Literacy Studies: K-12 Reading Specialist (BR) = \$800 per candidate x 15 candidates = \$18,000</p> <p>M.Ed. in Special Education: Specific Learning Disabilities (SM) = \$1,000 per candidate x 10 candidates = \$10,000</p> <p>M.Ed. in Special Education: Autism Spectrum Disorder (SV) = \$1,000 per</p>

	<p>candidate x 10 candidates = \$10,000</p> <p>M.Ed. in Special Education: Cognitive Impairment (SA) = \$1,000 per candidate x 10 candidates = \$10,000</p> <p>M.Ed. in Early Childhood Education (ZS) = \$900 per candidate x 15 candidates = \$13,500</p> <p>M.Ed. in School Counseling (NT) = \$1,200 per candidate x 15 candidates = \$18,000</p> <p>M.Ed. in Literacy Studies Elementary Reading Endorsement (BT) = \$700 per candidate x 10 candidates = \$7,000</p> <p>M.Ed. in Literacy Studies Secondary Reading Endorsement (BT) = \$700 per candidate x 10 candidates = \$7,000</p>
135 - Testing Fees	Testing Fees = \$246 per test x 410 tests = \$100,860
135 - Substitute Employee Salary and Wages	<p>Total = \$4,073,600</p> <p>Residency Living Stipends = \$20,000 per candidate x 190 candidates (excludes fast track GTC cohort) = \$3,800,000</p> <p>Substitute Costs = 190 candidates x 12 release days x \$120 per day for substitute cost = \$273,600</p>
221 - Improvement of Instruction	<p>Total Improvement of Instruction = \$921,000</p> <p>1 FTE WMTC Coordinator</p> <p>Salary = \$68,000  Benefits = Health, Vision, Dental = \$21,000 / Retirement, FICA, Wrks. Comp = \$34,000  Annual Position Costs = \$123,000 x 3 years = \$369,000</p> <p>Supplies = Laptop (\$1,500) + \$500 Office Supplies = \$2,000</p> <p>Mentor Teacher Stipends = \$2,500 x 190 mentors = \$475,000</p> <p>Resident/Mentor Professional Development (PD Days, Speaker Fees) = \$25,000 per year x 3 years = \$75,000</p>
226 - Supervision and Direction of Instructional Staff	<p>1 FTE WMTC Director (50% effort)</p> <p>Salary = \$102,700 / 2 = \$51,350</p>



	<p>Benefits = Health, Vision, Dental = \$21,000 / Retirement, FICA, Wrks. Comp = \$51,350 = Total Benefits = \$72,350 / 2 = \$36,175  Annual Position Costs at .5 FTE = \$87,525 x 3 years = \$262,575</p> <p>Supplies = Laptop (\$1,500) + \$500 Office Supplies = \$2,000</p>
282 - Communication Services	Professional Marketing, Printing, Advertisement = \$25,000 per year x 3 years = \$75,000
411 - Disbursements	Explore Programming Subawards - \$40,250 per district (40 LEAs + 3 ISDs) = 43 x \$40,250 = \$1,730,750
Indirect Rate	Kent ISD's Indirect Rate is 4.59%

## **West Michigan Teacher Collaborative and Grand Valley State University GYO Partnership Agreement**

### **Nature of Collaboration:**

The West Michigan Teacher Collaborative (WMTC) is a bold new initiative for inspiring, developing, and retaining the next generation of teachers in West Michigan. Led by the Kent Intermediate School District, Muskegon Area Intermediate School District, and Ottawa Area Intermediate School District along with 41 constituent LEA districts in partnership with Grand Valley State University, WMTC exists to ensure that every child in West Michigan has an high-quality teacher.

As part of the WMTC framework, the consortium of partners seeks to leverage the historic investment made possible through the Future Proud Michigan Educator Grow Your Own (GYO) School Staff Grant Program to address educator shortages and support efforts to diversify the educator workforce. WMTC is seeking funding to provide a no-cost pathway for support staff to become initially certified as a teacher or currently certified teachers to earn additional endorsement(s) via an advanced degree. WMTC plans to use a teacher residency model to provide clinical training under the guidance of a mentor teacher paired with bachelor's- or master's-level coursework that is aligned with experiences in the classroom. Rather than simply provide funding for candidates to complete coursework, this residency model is designed to better meet the needs of diverse learners and support residents through their accelerated pathways resulting in higher teacher retention rates and high-quality teacher candidates.

The program will include core program elements identified by the GYO Educators National Network, including but not limited to:

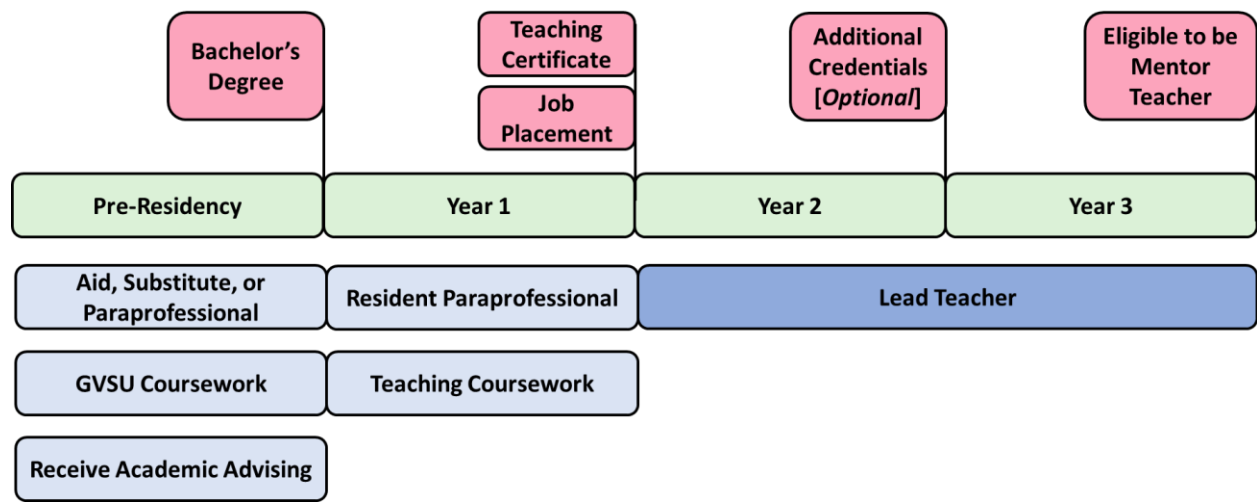
- Strong partnerships across school districts, Grand Valley State University, and community organizations;
- Community-based recruitment that aims to increase the ethnic, linguistic, and racial diversity of the teacher workforce;
- Wraparound supports (cohort structure, scholarships, licensure test preparation, assistance navigating college admissions process) through the recruitment, preparation, and induction years;
- Paid work-based experience under the guidance of an effective mentor teacher that aligns with educator preparation coursework; and
- Structured pathways for teacher candidates to earn required credentials and certification.

This partnership agreement is the result of the highly collaborative efforts of the West Michigan Teacher Collaborative (WMTC) and Grand Valley State University (GVSU) College of Education and Community Innovation to inspire, develop, and retain teachers. This partnership was co-constructed to serve school staff seeking initial teacher certification through a residency delivery

model through the adaptation of GVSU's long standing Graduate Teacher Certification program for elementary and secondary or certified staff seeking an additional teaching endorsement or advanced degree. At GVSU, these programs result in a certification credential through an advanced degree, specifically a Master of Education degree.

The WMTC - GVSU partnership is unique and impactful in multiple ways. First, to best meet the diverse needs of the LEAs and their staff, this proposal includes multiple on-ramps to certification and advanced credential programs offered in hybrid and online formats that afford the working adult flexibility in engaging with course content. Second, to ensure all staff are supported across the arc of their program, special attention has been given to developing wrap-around supports to ensure participant success, building an ecosystem in which participants are a part of a supportive learning and teaching community, and graduates of the program have opportunities to mentor others. Third, our partnership is committed to removing the financial and bureaucratic hurdles that often prevent underrepresented candidates from entering the teaching profession; creating bridges to higher education opportunities and teaching positions in West Michigan classrooms.

**On-Ramp A: For Non-Certified Staff with Some College**

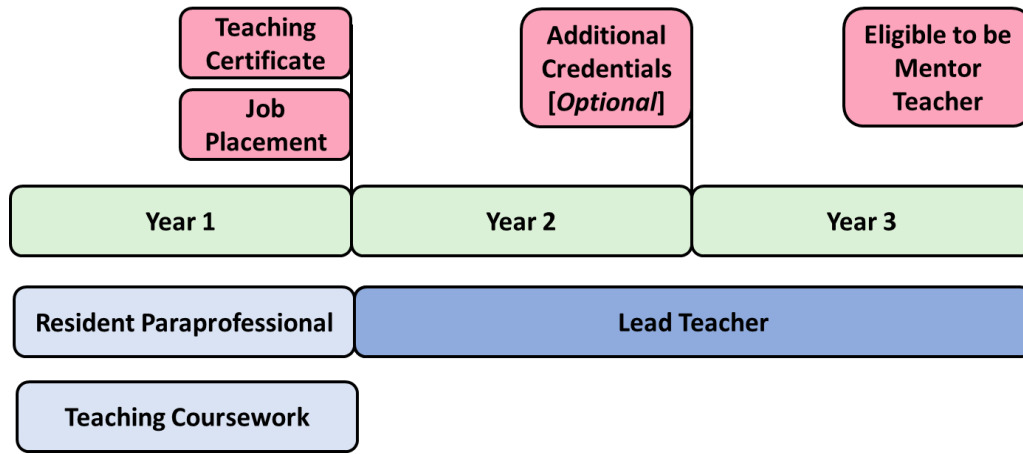


**Lifelong Educational Attainment for Determined Students (LEADS) Education Pathway**  
**Bachelor's degree + Initial Elementary (PK-3 and 3-6) Graduate Teaching Certificate M.Ed. Program**

This is a pathway that combines an online accelerated bachelor's degree and accelerated initial teacher certification for individuals who have at least 30 credits from an accredited institution and who will commit, in writing, to completing both the bachelor's degree and GVSU's Graduate Teacher Certification WMTC Residency program. Candidates will be employed in districts during their pre-residency while earning their bachelor's degrees, transitioning to the resident

paraprofessional program to complete the Graduate Teaching Certificate portion of the program, further described in On-Ramp B.

**On-Ramp B: For Non-Certified Staff with a Bachelor’s Degree Seeking Initial Certification**



M.Ed. in Elementary Education (PK-3 and 3-6) Graduate Teacher Certification (E-GTC) program

GVSU’s well established high-quality elementary initial preparation program that is aligned to the Standards for the Preparation of Teachers, Core Teaching Practices, includes robust and intensive clinical experiences, and leads to a standard teaching certificate.

M.Ed. in Secondary Education (6-12) Graduate Teacher Certification (S-GTC)

GVSU’s well established high-quality secondary initial preparation program that is aligned to the Standards for the Preparation of Teachers, Core Teaching Practices, includes robust and intensive clinical experiences, and leads to a standard teaching certificate. Specifically for this partnership, to meet the identified needs of the collaborative and to address critical secondary shortage areas, GVSU has submitted an application to MDE to pilot an experimental secondary program with WMTC that waives the requirement of a secondary teachable major in lieu of a passing secondary MTTC test prior to admission into the Secondary GTC - WMTC program cohort.

WMTC Residency Model

The WMTC residency model pairs the adapted GVSU GTC coursework with a clinical work-based experience under the guidance of a mentor teacher. Residents will serve as paraprofessionals in the districts, either remaining in their current roles if recruited from existing paraprofessional staff or be hired into a paraprofessional role if recruited from a different support

staff classification or from community-based recruitment efforts. Districts are committed to supporting staff during their residency, including providing a one day per month minimum of release time to participate in WMTC cohort learning experiences and at least 12 weeks of a lead teacher clinical experience during the residency period to satisfy student teaching requirements. Each residency will begin with a summer institute experience, helping to form positive relationships amongst cohort members. This will then be reinforced throughout the school year during formal cohort activities and informal networking amongst peers.

This partnership leverages the expertise, strengths, and resources of both WMTC and GVSU while attending to the certification needs identified by WMTC LEAs. Working together GVSU and WMTC will deliver a high quality accelerated graduate elementary and secondary preparation program that provides pathways for teacher certification and supports to retain novice educators in the profession.

Processes co-created by WMTC and GVSU will ensure regular communication and monitoring of program implementation, including but not limited to, monitoring of student progress and needed district support to host high quality clinical practicum experiences. Processes will be established to facilitate data-based decisions around identification of student support needs, program effectiveness, and continuous improvement.

### **On-Ramp C: Advanced Degree Programs for Certified Teachers**

For currently certified teaching staff the following additional endorsement/advanced degree programs will be offered:

- M.Ed. in Literacy Studies: Teachers of English to Speakers of Other Languages/English as a Second Language endorsement (NS)
- M.Ed. in Literacy Studies: K-12 Reading Specialist (BR)
- M.Ed. in Special Education: Autism Spectrum Disorder (SV)
- M.Ed. in Special Education: Cognitive Impairment (SA)
- M.Ed. in Special Education: Specific Learning Disabilities (SM)
- M.Ed. in Early Childhood Education (ZS)- must complete by 2025
- M.Ed. in School Counseling (NT)
- M.Ed. in Literacy Studies Elementary Reading Endorsement (BT)
- M.Ed. in Literacy Studies Secondary Reading Endorsement (BT)

\* Initial Certification program details are outlined below. Please refer to the Appendix for additional endorsement program details (credit hours, tuition rate, course sequence).

#### **1. Necessary semester credit hours and tuition rate (including fees) for completion of initial teacher certification.**

LEADS Education Pathway Bachelor's Degree - must be paired with PK-3 and 3-6 Graduate Teacher Certification program

Tuition and Fees: \$45,000 (\$500.00 per credit hour; calculated based on the minimum required 30 credits; bachelor degree = 120 credits)  
Undergraduate Application Fee: \$30.00  
Textbook/Course Fees: \$1400.00

M.Ed. in Elementary Education (PK-3 and 3-6) Graduate Teacher Certification (E-GTC) program

Tuition and Fees: \$36,288.00 (33 certification credits + 15 M.Ed. credits = 48 total at current graduate tuition rate of \$756.00 per credit hour)  
Graduate Application Fee: \$30.00  
Textbook/Course Fees: \$1000.00  
MTTC Test Fees: (PK-3) \$246.00; (3-6) \$246.00

M.Ed. in Secondary Education (6-12) Graduate Teacher Certification (S-GTC)

Tuition: \$34,020.00 (27 certification credits + 18 M.Ed. credits = 45 credit hours at current graduate tuition rate of \$756.00 per credit hour)  
Textbook/Course fees: \$800.00  
Graduate Application: \$30.00  
MTTC Test Fee: \$129.00

**2. Scope of coursework to be provided (e.g., introductory courses, methods coursework, student teaching).**

LEADS Education Pathway Bachelor's degree + Initial Elementary (PK-3 and 3-6) Graduate Teaching Certificate M.Ed. program course requirements: (for non-certified staff with at least 30 credits from an institution of higher education who commit to completing the elementary graduate teacher certification program at GVSU; completion of both required)

*Core Courses* (18 credits)

INT 100: Reflect, Connect, Engage

INT 312 Dialogue, Integration, and Action

INT 400: Global Visionary Thinkers

INT 201: Diversity in the United States

INT 301: Interdisciplinary Research Methods

COM 438: Communications Ethics

*Area of Focus* (Education Pathway - 18 credits)

EDF 315: Diverse Perspectives on Education

INT 323: Design Thinking to Meet Real-World Needs

EDT 476: Teaching with Technology

PCK 380: Special Topics: Integrated Humanities in the Elementary School

ENG 334: American Multicultural Literature for Children and Young Adults

HST 302: Revolutionary America

*Contextual Electives* (9 credits)

Can often include previously done coursework

*Application Courses (5 credits)*

INT 491: Practicum (can be done through a project within the student's school workplace setting)

INT 495: Senior Seminar

*Bachelor of Science or Arts Requirements (6-12 credits)*

B.S Requirements

STA 215: Introduction to Statistics

STA 340: Statistics in the Media

B.A. Requirements

Third semester proficiency in a foreign language

\*Additional required courses dependent on transfer credits; degree requirement is 120 credits.

M.Ed. in Elementary Education (PK-3 and 3-6) Graduate Teacher Certification (E-GTC) program

*Initial PK-3 and 3-6 Certificate Courses*

EDI 631 Teaching Science: PK-6 (3 credits)

EDI 635 Development and Needs of Students (3 credits)

EDI 633 Teaching Social Studies and Diversity (3 credits)

EDR 621 Foundations of Literacy (3 credits)

EDI 638 Facilitating School Environments (3 credits)

EDI 685 1A 1st Practicum/Graduate Field Experience (3 credits)

EDI 630 Teaching Mathematics: PK-6 (3 credits)

EDR 628 Literacy Instruction Across Disciplines (3 credits)

EDI 685 2A 2nd Practicum/Graduate Field Experience (6 credits)

EDS 652 Foundations of Special Education (3 credits)

*M.Ed. Social Foundations of Education (choose one)*

EDF 671 Educational Policy and Practice (3 credits)

Or EDF 672 Social/Cultural Foundations of Education (3 credits)

*M.Ed. Research and Evaluation*

EDF 660 Educational Inquiry and Evaluation (3 credits)

*M.Ed. Core*

EDI 639 Curriculum Development (3 credits)

EDI 637 Assessment: K-12 Models and Practices (3 credits)

*Capstone*

EDC 693 Master's Project (3 credits)

M.Ed. in Secondary Education (6-12) Graduate Teacher Certification (S-GTC)

*Initial Certificate Courses*

EDI 635 Development and Needs of Students (3 credits)

EDS 652 Foundations of Special Education (3 credits)

EDI 636 Instruction in Middle and High Schools (3 credits)

EDI 638 Facilitating School Environments (3 credits)

EDI 685 1A 1st Practicum/Graduate Field Experience (3 credits)

EDR 623 Developmental Literacy for Adolescents (3 credits)  
EDI 685 2A 2nd Practicum/Graduate Field Experience (6 credits)  
EDT 627 Technology Integration for Secondary Teachers (3 credits)  
*M.Ed. Social Foundations of Education*  
EDF 671 Educational Policy and Practice (3 credits)  
Or EDF 672 Social/Cultural Foundations of Education (3 credits)  
*M.Ed. Research and Evaluation*  
EDF 660 Educational Inquiry and Evaluation (3 credits)  
*M.Ed. Core*  
EDI 639 Curriculum Development (3 credits)  
EDI 637 Assessment: K-12 Models and Practices (3 credits)  
EDR 630 Literacy Instruction Across Disciplines (3 credits) OR EDR 625 Secondary  
Literacy: Learners, Text, and the Environment (3 credits)  
*Capstone*  
EDC 693 Master's Project (3 credits)

To best meet the needs of WMTC, the coursework within the Graduate Teacher Certification Residency model has been sequenced over 3-4 semesters beginning in the summer. The coursework schedule will be aligned with cohort needs and may include evening, weekend, and/or one day a month in person options. The clinical experiences will be embedded within the teacher candidates' school building/district.

### **3. Responsibilities of both parties for identifying and selecting teacher candidates and mentor teachers to support teacher candidates.**

Participating WMTC districts are committed to assisting in the identification, recruitment, selection, and engagement of candidates based on the identified needs in each district. WMTC will partner with GVSU to create program marketing materials to ensure all existing support staff that may qualify for the program are aware of available opportunities, and dedicate the time and resources of existing GVSU admissions staff as well as the positions included in this proposal to engage with potential candidates. In addition to identifying candidates that are already employed as district support staff, WMTC will market the program through community-based recruitment efforts, working with community partners to recruit potential candidates. WMTC districts will hire candidates identified through community-based recruitment efforts into a paraprofessional role, ensuring they meet the grant requirements of being a support staff position. This approach is critical to our application, as it will allow WMTC to target a diverse population of candidates that is not yet reflective in current district support staff populations. For existing staff, all candidates must obtain a letter of recommendation from their building principal or equivalent district supervisor to be considered for the program. Once a candidate is identified, specific requirements of each program will be followed.

LEADS Education Pathway Bachelor's Degree:  
Additional requirements for non-degreed staff seeking a bachelor's degree through the LEADS Education Pathway program include



- A completed application
- Official transcripts from ALL colleges and universities attended
- Thirty (30) completed college credits
- A paid application fee of \$30.00
- For GYO grant partnership participants- A copy of the signed Commitment to Complete LEADS + GTC for Initial Certification document

All Graduate Degree Programs:

Given that GVSUs graduate certification programs are embedded in a master's degree in education, candidates must meet the university admissions requirements for graduate study. These include

- a completed application,
- one letter of recommendation,
- GPA of 3.0 or higher in their last 60 credits of their bachelor's degree, or if less than a GPA of 3.0 one of the following (except School Counseling program)
  - Evidence of responsible professional work experience
  - Graduate certification/endorsement
  - Previous graduate work
  - Previous master's degree
  - Or acceptable GRE scores

The WMTC/GVSU criteria for being considered as a **school-based practicum supervisor** include: alignment of certification for the level(s) or endorsement area the teacher candidate is seeking, a minimum of two years (three preferred) of successful teaching experience, as documented consistently as effective or highly effective in teacher/school counselor evaluation ratings, an expressed interest in being a school-based clinical instructor, and identification by the building administrator as demonstrating the qualities of an effective role model.

The criteria for being considered as a **university-based practicum instructor** include meeting the qualifications of part-time, affiliate, tenure-track or tenured faculty within the university hiring system and as outlined in the GVSU Faculty Qualifications Assurance requirements, holding academic credentials, and demonstrating tested experience that are relevant to the candidates they are supervising. Additionally, GVSU has a dedicated office and multiple staff who work with P12 partners to secure high quality placements for our candidates, as well as supporting candidates through the certification process.

GVSU has a dedicated Director of Teacher Education and Certification officer, and recently created a new position within the Office of Certification and Accreditation to specifically support candidates from pre-admission to degree completion in our Master of Education certification programs. This office will work closely with WMTC to co-plan for and co-create the required clinical practicum experiences for each teacher candidate.

**4. Commitment of the provider to evaluate candidate's educational background, relevant professional learning, and employment experience to waive coursework and other program requirements to expedite the pathway to certification.**

LEADS Education Pathway Bachelor's Degree:

The LEADS accelerated bachelor's degree program at GVSU has a dedicated staff of LEADS program advisors and faculty advisors that support students from pre-admission through graduation. Program advisors work with each student to maximize the number of transfer credits allowable. Additionally, within the LEADS program specifically, a robust process exists for evaluating prior learning experience for college credit.

All Graduate Degree Programs:

All of GVSU's Master of Education certification programs provide for the ability for candidates to transfer in relevant coursework and/or waive certain coursework based on relevant professional learning or employment experience, to a certain extent. While our programs are bound by accreditation requirements, MDE approval, and ensuring our candidates are well prepared and pass the MTTC test, we do practice the following: (a) utilization of a secondary admit process for master's degree candidates who do not have a 3.0 in their last 60 credits of a bachelor's degree (university/program requirement) so that those individuals can be admitted conditionally, (b) our graduate special education programs require a 6 credit pre-teaching field experience which is waived for individuals who can demonstrate experience working with students with disabilities, (c) the teacher apprenticeship course field hours within the GTC program may be waived through a robust portfolio submission for individuals who have qualifying experience working in schools as paraprofessionals or intervention coaches, and (d) at the graduate level, where the endorsement area aligns with the candidates classroom or school setting, candidates may be eligible to complete their clinical field experience while working and/or while in their positions as WMTC residents/paraprofessionals.

**5. Responsibilities of both parties for mentorship, coaching, observation, and assessment of teacher candidates.**

LEADS Education Pathway Bachelor's Degree: Designated faculty advisors work closely with LEADS students to finalize their study plan, to make sure a student's plan connects to their academic experiences and goal of becoming a teacher, and will help connect the different academic areas of their experience and goals. The faculty advisors provide mentorship as students connect the different parts of their educational pathway with their goal of becoming a teacher.

All Graduate Degree Programs:

In the area of mentorship and coaching, all the Master of Education programs at GVSU have field-based practicum experiences for graduate candidates designed to offer coaching and mentorship in the candidates' placement. Additionally, in the area of mentorship and coaching, GVSU provides a detailed clinical instructor manual and online learning modules for mentor teachers/school-based clinical instructors. Additionally, the teacher preparation faculty team facilitates a conference each year where school-based clinical instructors engage with relevant content and support around their role while simultaneously earning SCECHs.

In the areas of observation and assessment, all Master of Education programs at GVSU require candidate observation by both a school-based practicum instructor and university-based practicum instructor multiple times across the arc of the field experiences. Both clinical instructors' complete performance-based formative and summative evaluations of the candidate related to discipline or specialized field content knowledge, professional skills and dispositions, and impact on P12 learners. Given that we are an MDE approved and accredited program, GVSU maintains a robust assessment system that includes review of assessment data for continuous improvement.

Lastly, in addition to the mentorship provided through GVSU programming, WMTC residents will be matched to certified district teachers who will serve as their mentor and coach throughout their residency/clinical experiences. Mentor teachers must have a minimum of two years (three preferred) of successful teaching experience, as documented consistently as effective or highly effective in teacher/school counselor evaluation ratings, an expressed interest in being a school-based clinical instructor, and identification by the building administrator as demonstrating the qualities of an effective role model. All WMTC mentor teachers will complete an orientation training prior to hosting a resident led by WMTC staff.

#### **6. Responsibilities of both parties to support teacher candidates in preparing for the Michigan Test for Teacher Certification.**

All the GVSU Master of Education programs are aligned to MDE program standards and MTTC test objectives. Through coursework and practicum experiences candidates are being prepared for their associated MTTC test(s). There is a dedicated education webpage that provides program candidates with links to the MTTC study guides, other commercially produced MTTC study materials, and guidance on general studying and test taking strategies. With that, programs offer various ways of practicing and preparing for the MTTC endorsement tests within a course or courses in their program. MTTC study sessions are scheduled for groups of students and faculty support students individually within programs as well. Additionally, the university has a Student Academic Success Center that any student may utilize for test taking support and academic coaching.

Within the proposed WMTC cohort structure, candidates will have one day per month release time from their employment obligations. This release time may be used by candidates to access additional resources, both provided by GVSU and WMTC, to prepare for MTTC testing. WMTC will work with GVSU to ensure MTTC study sessions align with district release days.

**7. Commitment of both parties to support the candidate beyond the conclusion of the GYO program if the candidate has needs that remain unmet by the program (testing support, career counseling, induction support, etc).**

Faculty within GVSU's M.Ed. programs provide individual career counseling through their ongoing mentorship of program candidates. Additionally, there is a long history of graduate candidates and GVSU faculty forming ongoing partnerships around various educational opportunities (e.g., research studies, co-presenting, co-authoring). Around induction support, our college's Center for Educational Partnerships facilitates an education alumni affinity organization aimed at connecting and supporting recent alumni in a variety of ways.

WMTC graduates will continue to receive support through WMCT and their individual districts beyond the conclusion of the GYO program as well. While the GYO grant will serve as a catalyst for launching the WMTC residency program, WMTC is committed to sustaining the initiative beyond the grant period end date. This will allow graduates to continue to benefit from the network of support provided by WMTC. Graduates will also have access to other existing supports through their districts, such as the New Teacher Community (NTC) and other existing structures to mentor new teachers.

Signatures



1-30-2023

---

Kent ISD  
Representative Signature  
Ron Koehler, Superintendent

---

Date



1-30-2023

---

Ottawa Area ISD  
Representative Signature  
Kyle Mayer, Superintendent

---

Date



1-30-2023

---

Muskegon Area ISD  
Representative Signature  
Randy Lindquist, Superintendent

---

Date



1-30-2023

---

GVSU Representative Signature  
Sherril Soman, Ph.D.  
Dean College of Education and Community Innovation

---

Date

Note: A formal Memorandum of Understanding will be created and signed by both parties upon the district's receipt of the grant.

## Appendix

### Additional endorsement/advanced degree program details

#### **M.Ed. in Literacy Studies English as a Second Language Endorsement (NS)-**

Tuition and Fees: \$24948 (33 credit hours at current graduate tuition rate of \$756.00 per credit hour)

Textbook/Course fees: \$1,000.00

Graduate Application: \$30.00

MTTC test fee \$129.00

#### **M.Ed. in Literacy Studies English as a Second Language Endorsement (NS) course requirements:**

*Social Foundations of Education* (choose one)

EDF 671 Educational Policy and Practice (3 credits)

Or EDF 672 Social/Cultural Foundations of Education (3 credits)

*Research and Evaluation*

EDF 660 Educational Inquiry and Evaluation (3 credits)

*Emphasis Area Courses*

EDF 633 Race, Class, and Language (3 credits)

EDR 620 ESL Methodologies, Materials Development, and Technology (3 credits)

EDR 634 English Learner Language Development (3 credits)

EDR 635 Teaching Culturally and Linguistically Diverse Students (3 credits)

EDR 636 Bilingualism and Biliteracy Development (3 credits)

EDR 637 Assessment of English Learners (3 credits)

EDS 637 Explicit Language Instruction (3 credits)

*Practicum Coursework*

EDR 685 ESL Practicum (3 credits)

*Capstone*

EDR 693 Master's Project (3 credits)

#### **Master of Education in Literacy Studies K-12 Reading Specialist endorsement (BR)-**

Tuition and Fees: \$27,216.00 (36 credit hours at current graduate tuition rate of \$756.00 per credit hour)

Textbook/Course fees: \$1,000.00

Graduate Application: \$30.00

MTTC Test Fee: \$129.00

#### **Master of Education in Literacy Studies K-12 Reading Specialist endorsement (BR) course requirements:**

*Social Foundations of Education* (choose one)

EDF 671 Educational Policy and Practice (3 credits)

Or EDF 672 Social/Cultural Foundations of Education (3 credits)

*Research and Evaluation*

EDF 660 Educational Inquiry and Evaluation (3 credits)

*Emphasis Area Courses*

EDR 621 Foundations of Literacy (3 credits)  
EDR 626 Literacy Assessment for Learning (3 credits)  
EDR 631 Writing, Teaching, and Learning (3 credits)  
EDR 632 Literacy and Language Interventions (3 credits)

*Select one:*

EDR 628 Literacy Instruction Across Disciplines (PK-6) (3 credits)  
EDR 630 Literacy Instruction Across Disciplines (7-12) (3 credits)

*Practicum*

EDR 685 Literacy Instruction Practicum (3 credits)  
EDR 687 Reading/Literacy Specialist & Literacy Coach Practicum (3 credits)  
EDR 689 Professional Development and Leadership Practicum (3 credits)

*Capstone*

EDR 693 Master's Project (3 credits)

**M.Ed. in Special Education with Emphasis in Autism Spectrum Disorder (SV)-**

Tuition and Fees: \$29,484.00 (initial SE endorsement 30 credits + 9 M.Ed. credits = 39 total at current graduate tuition rate of \$756.00 per credit hour)

Graduate Application Fee: \$30.00

Textbook/Course Fees: \$1,000.00

MTTC Test Fee: \$129.00

**M.Ed. in Special Education with Emphasis in Autism Spectrum Disorder (SV)**

course requirements:

*Social Foundations of Education* (choose one)

EDF 671 Educational Policy and Practice (3 credits)

Or EDF 672 Social/Cultural Foundations of Education (3 credits)

*Research and Evaluation*

EDF 660 Educational Inquiry and Evaluation (3 credits)

*Special Education Coursework*

EDS 652 Foundations of Special Education (3 credits) – required if 1<sup>st</sup> SE endorsement

EDS 610 Positive Behavioral Interventions and Supports (3 credits)

EDS 629 Transition Practices (3 credits)

*Pre-teaching Coursework* - required if 1<sup>st</sup> SE endorsement (candidates with approved special education experience may seek a waiver of this requirement)

EDS 550 Pre-teaching and Methods of Teaching Special Education (3 credits)

*Autism Spectrum Disorder Emphasis Courses*

PSY 540 Introduction to Autism Spectrum Disorder (3 credits)

PSY 542 Behavior Support for Students with Autism Spectrum Disorder (3 credits)

EDS 615/PSY 615 Educational Assessment and Interventions for Autism (3 credits)

EDS 616 Language and Communication Assessment and Instruction for Autism (3 credits)

EDS 623 Collaboration in Special Education (3 credits)

*Practicum Coursework*

EDS 685 Autism Spectrum Disorder Practicum (6 credits)

*Capstone*

EDS 693 Master's Project (3 credits)

**M.Ed. in Special Education with Emphasis in Cognitive Impairment (SA)-**

Tuition and Fees: \$29,484.00 (initial SE endorsement 30 credits + 9 M.Ed. credits = 39 total at current graduate tuition rate of \$756.00 per credit hour)

Graduate Application Fee: \$30.00

Textbook/Course Fees: \$1,000.00

MTTC Test Fee: \$129.00

**M.Ed. in Special Education with Emphasis in Cognitive Impairment (SA)** course requirements:

*Social Foundations of Education* (choose one)

EDF 671 Educational Policy and Practice (3 credits)

Or EDF 672 Social/Cultural Foundations of Education (3 credits)

*Research and Evaluation*

EDF 660 Educational Inquiry and Evaluation (3 credits)

*Special Education Coursework*

EDS 652 Foundations of Special Education (3 credits) – required if 1<sup>st</sup> SE endorsement

EDS 610 Positive Behavioral Interventions and Supports (3 credits)

EDS 629 Transition Practices (3 credits)

*Pre-teaching Coursework* - required if 1<sup>st</sup> SE endorsement (candidates with approved special education experience may seek a waiver of this requirement)

EDS 550 Pre-teaching and Methods of Teaching Special Education (3 credits)

*Cognitive Impairment Emphasis Courses*

EDS 616 Language and Communication Assessment and Instruction for Autism (3 credits)

EDS 618 Understanding Students with Cognitive Impairment (3 credits)

EDS 619 Educational Interventions for Mild Cognitive Impairment (3 credits)

EDS 620 Educational Interventions for Severe Cognitive Impairment (3 credits)

EDS 622 Assessment for Placement and Programming: Cognitive Impairment (3 credits)

*Practicum Coursework*

EDS 685 Cognitive Impairment Practicum (6 credits)

*Capstone*

EDS 693 Master's Project (3 credits)

**M.Ed. in Special Education with Emphasis in Specific Learning Disabilities (SM)-**

Tuition and Fees: \$29,484.00 (initial SE endorsement 30 credits + 9 M.Ed. credits = 39 total at current graduate tuition rate of \$756.00 per credit hour)

Graduate Application Fee: \$30.00

Textbook/Course Fees: \$1,000.00

MTTC Test Fee: \$129.00

**M.Ed. in Special Education with Emphasis in Specific Learning Disabilities (SM)**

course requirements:

*Social Foundations of Education* (choose one)

EDF 671 Educational Policy and Practice (3 credits)



Or EDF 672 Social/Cultural Foundations of Education (3 credits)

*Research and Evaluation*

EDF 660 Educational Inquiry and Evaluation (3 credits)

*Special Education Coursework*

EDS 625 Inclusive Practices (3 credits)

EDS 636 Diagnostic and Interpretive Procedures (3 credits)

EDS 637 Explicit Language Instruction (3 credits)

EDS 638 Instructional Practices: Learning Disabilities (3 credits)

EDS 640 Diagnostic Teaching Clinic (3 credits)

*Pre-teaching Coursework* - required if 1<sup>st</sup> SE endorsement (candidates with approved special education experience may seek a waiver of this requirement)

EDS 550 Pre-teaching and Methods of Teaching Special Education (3 credits)

*Practicum Coursework*

EDS 685 Learning Disabilities Practicum (6 credits)

*Capstone*

EDS 693 Master's Project (3 credits)

**M.Ed. in Instruction and Curriculum with Emphasis in Early Childhood Education (ZS)-** must be completed by 2025

Tuition and Fees: \$24,948.00 (27 certification credits + 6 M.Ed. credits = 33 credit hours at current graduate tuition rate of \$756.00 per credit hour)

Textbook/Course fees: \$900.00

Graduate Application: \$30.00

MTTC Test Fee: \$129.00

**M.Ed. in Instruction and Curriculum with Emphasis in Early Childhood Education (ZS)** course requirements:

*Social Foundations of Education* (choose one)

EDF 671 Educational Policy and Practice (3 credits)

Or EDF 672 Social/Cultural Foundations of Education (3 credits)

*Research and Evaluation*

EDF 660 Educational Inquiry and Evaluation (3 credits)

*Emphasis Area Courses*

EDI 610 Advanced Studies in Child Development Ages 0-8 (3 credits)

EDI 611 Assessment of the Young School Child (3 credits)

EDI 612 Curriculum Development for Early Childhood Education (3 credits)

EDI 613 Administration and Supervision of Early Childhood Education (3 credits)

EDI 614 Infant and Toddler Development and Curriculum (3 credits)

EDS 646 Family and Community Collaboration in Early Childhood Education (3 credits)

EDS 647 Serving Young Children with Diverse Needs (3 credits)

*Practicum: Choose one*

EDI 685 Early Childhood Education Practicum (3 credits)

EDS 685 Early Childhood Developmental Delay Practicum (3 credits)

*Capstone*

EDR 693 Master's Project (3 credits)

**Master of Education in School Counseling (NT) for certified teachers-**

Tuition: \$27,216.00 (36 credit hours at current graduate tuition rate of \$756.00 per credit hour)

Textbook/Course fees \$900.00

Graduate/M.Ed. application fee \$30.00

MTTC Test Fee: \$129.00

**Master of Education in School Counseling (NT) course requirements:**

*Social Foundations of Education* (choose one)

EDF 671 Educational Policy and Practice (3 credits)

Or EDF 672 Social/Cultural Foundations of Education (3 credits)

*Research and Evaluation*

EDF 660 Educational Inquiry and Evaluation (3 credits)

*Emphasis Area*

EDC 621 The Profession of School Counseling (3 credits)

EDC 623 Social/Emotional Development (3 credits)

EDC 625 Academic Development (3 credits)

EDC 649 Career Development (3 credits)

EDC 651 School Counseling Curriculum and Techniques (3 credits)

EDI 635 Development and Needs of Students (3 credits)

EDC 680 Anti-racist School Counseling (3 credits)

*Internship* (requires 6 credits total)

EDC 685 Internship in School Counseling (\*3 to 6 credits) \*may be completed in one or two semesters

*Capstone* (choose one)

EDC 693 Master's Project (3 credits)

**Master of Education in Literacy Studies Elementary/Secondary Reading Endorsement (BR)**

Tuition and Fees: \$24948 (33 credit hours at current graduate tuition rate of \$756.00 per credit hour)

Textbook/Course fees: \$1,000.00

Graduate Application: \$30.00

MTTC Test Fee \$129.00

**Elementary Reading - BT Requirements**

Endorsement (21 credits), Master's Degree (33 credits)

EDR 621 - Foundations of Literacy (3 credits)

EDR 624 - Elementary Literacy: Learners, Text, and the Environment (3 credits)

EDR 626 - Field-based Literacy Assessment for Learning (3 credits)

EDR 628 - Literacy Instruction Across Disciplines (PK-6) (3 credits)

EDR 631 - Writing, Teaching, and Learning (3 credits)

EDR 632 - Field-based Literacy and Language Interventions (3 credits)

*Elective* (3 credits)

Advisor approved EDR, EDI, EDS, EDF

*Practicum/Graduate Field Experience* (9 credits):

EDR 685 - Literacy Instruction Practicum (3 credits)

*Capstone (choose one)*

EDR 693 Master's Project (3 credits)

EDR 695 Master's Thesis (6 credits)

**Secondary Reading - BT Requirements**

Endorsement (21 credits), Master's Degree (33 credits)

EDR 621 - Foundations of Literacy (3 credits)

EDR 625 - Secondary Literacy: Learners, Text, and the Environment (3 credits)

EDR 626 - Field-based Literacy Assessment for Learning (3 credits)

EDR 630 - Literacy Instruction Across Disciplines (7-12) (3 credits)

EDR 631 - Writing, Teaching, and Learning (3 credits)

EDR 632 - Field-based Literacy and Language Interventions (3 credits)

*Elective (3 credits)*

Advisor approved EDR, EDI, EDS, EDF

*Practicum/Graduate Field Experience (9 credits):*

EDR 685 - Literacy Instruction Practicum (3 credits)

*Capstone (choose one)*

EDR 693 Master's Project (3 credits)

EDR 695 Master's Thesis (6 credits)

January 31, 2023

Michigan Department of Education  
608 W. Allegan  
Lansing, MI 48933

To whom it may concern,

The West Michigan Teacher Collaborative (WMTC) is a bold new initiative for inspiring, developing, and retaining the next generation of teachers in West Michigan. Led by the Kent Intermediate School District, Muskegon Area Intermediate School District, and Ottawa Area Intermediate School District along with constituent districts in partnership with Grand Valley State University, WMTC exists to ensure that every child in West Michigan has a high-quality teacher.

If awarded the proposed grant through the Future Proud Michigan Educator Grow Your Own Staff Grant opportunity, our district commits to the following:

- Serve as a collaborative partner with the grantee/fiduciary, Kent Intermediate School District, and actively participate in the WMTC coalition to develop, implement, and sustain WMTC's collective efforts to improve the teacher talent pipeline and provide a no-cost pathway for support staff members to become certified teachers;
- Assist in the identification, recruitment, selection, and engagement of candidates based on the identified needs of our district;
- Employ candidates/residents in the role of a paraprofessional during the proposed residency period and assist in matching residents to qualified mentor teachers;
- Provide adequate support to candidates throughout their residency, including but not limited to, one day per month of release time to participate in WMTC cohort learning experiences and a minimum of 12 weeks of a lead teacher clinical experience during the residency period; and
- Hire candidates as full-time teachers/staff upon their receipt of an initial teaching certificate.

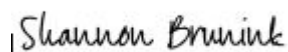
Sincerely,



Dr. Kyle Mayer  
Superintendent  
Ottawa Area ISD



Dr. Garth Cooper  
Superintendent  
Allendale Public Schools



Shannon Brunink  
Superintendent  
Black River Public Schools



Matt Spencer  
Superintendent  
Coopersville Area Public Schools



Scott Grimes  
Superintendent  
Grand Haven Area Public Schools



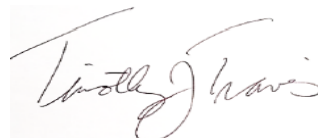
Bradford Lusk  
Superintendent  
Hamilton Community Schools



Dr. Doug VanderJagt  
Superintendent  
Hudsonville Public Schools



Dr. Brandon Graham  
Superintendent  
Jenison Public Schools



Dr. Tim Travis  
Superintendent  
Saugatuck Public Schools



Dennis Furton  
Superintendent  
Spring Lake Public Schools



Tim Bearden  
Superintendent  
West Ottawa Public Schools



Dr. Brandi-Lyn Mendham  
Superintendent  
Zeeland Public Schools



Randy Lindquist, Superintendent  
Muskegon Area ISD



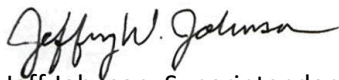
Jason Kennedy, Superintendent  
Fruitport Community Schools




Adam Bayne, Superintendent  
Holton Public Schools



Bill O'Brien, Superintendent  
Mona Shores Public Schools



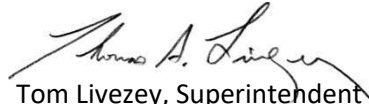
Jeff Johnson, Superintendent  
Montague Area Public Schools



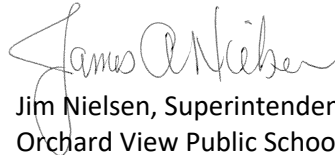
Matt Cortez, Superintendent  
Muskegon Public Schools



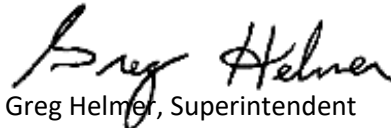
Curt Babcock, Superintendent  
North Muskegon Public Schools



Tom Livezey, Superintendent  
Oakridge Public Schools



Jim Nielsen, Superintendent  
Orchard View Public Schools



Greg Helmer, Superintendent  
Ravenna Public Schools



Steve Edwards, Superintendent  
Reeths-Puffer Schools



Jerry McDowell, Superintendent  
Whitehall District Schools



Ron Koehler  
Superintendent  
Kent Intermediate School District



Dr. Michael Burde  
Interim Superintendent  
Godfrey-Lee Public Schools



Dr. Kevin Macina  
Superintendent  
Byron Center Public School



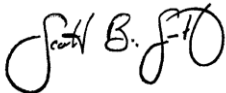
Bill Fetterhoff  
Superintendent  
Godwin Heights Public Schools



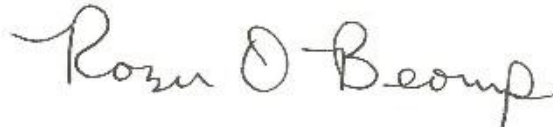
Dr. Dedrick Martin  
Superintendent  
Caledonia Community Schools



Dr. Leadriane Roby  
Superintendent  
Grand Rapids Public Schools



Scott Smith  
Superintendent  
Cedar Springs Public Schools



Roger Bearup  
Superintendent  
Grandville Public Schools



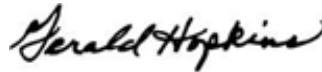
David Washburn  
Superintendent  
Comstock Park Public Schools



Jim Alston  
Superintendent  
Kelloggsville Public Schools



Dr. Heidi Kattula  
Superintendent  
East Grand Rapids Public Schools



Gerald Hopkins  
Superintendent  
Kenowa Hills Public Schools



Daniel Behm  
Superintendent  
Forest Hills Public Schools



Bill Crane  
Superintendent  
Kent City Community Schools



Craig McCarthy  
Superintendent  
Thornapple Kellogg Public Schools



Kevin Polston  
Superintendent  
Kentwood Public Schools



Craig Hoekstra  
Superintendent  
Wyoming Public Schools



Nate Fowler  
Superintendent  
Lowell Area Public Schools



Dr. Steve Matthews  
Superintendent  
Rockford Public Schools



Joel Stoner  
Superintendent  
Sparta Area Public Schools





## Future Proud Michigan Educator Grow Your Own

Michigan Department of Education

At the bottom of the page, you can save your progress and return later or submit when finished.

### Introduction and Basic Information

As a continued part of Michigan's efforts to grow and diversify the educator workforce and reduce educator shortages, the Michigan Department of Education (MDE) will continue the Future Proud Michigan Educator (Future PME) initiative with Grow Your Own (GYO) grants for Local Education Agencies (LEAs), Public School Academies (PSAs) and Intermediate School Districts (ISDs).

More information about Future PME and grant application resources are available on the Future Proud Michigan Educator Grant Website.

Applicant Name	Jason J. Kennedy
Applicant Title/Position	Superintendent
Applicant LEA, PSA, or ISD	Fruitport Community Schools
Applicant EEM code	61080
Applicant Email	jkennedy@fruitportschools.net
Business Office or Financial representative (First and Last)	Mark Mesbergen
Business Office or Financial representative email	mmesbergen@fruitportschools.net
Which application(s) would you like to submit for?	GYO Grants- Degree Granting Programs (Sec. 27b)

**If you are applying on behalf of more than one district/building, list their EEM codes:**

The District is applying on behalf of itself in this local application for the Michigan Department of Education's Future Proud Michigan Educator Grow Your Own Programs for School Staff Grant funding; however, it is also an applicant joining a larger regional consortium of schools in Kent, Muskegon, and Ottawa Counties called the West Michigan Teacher Collaborative (WMTC). This local application will support up to three (3) teacher candidates in partnership with Western Michigan University in earning a MA degree in Teaching English to Speakers of Other Languages (TESOL). These teacher candidates will not be eligible for support by the grant program through the WMTC consortium, and are not included as a part of the consortium application.

### **Section A**

**Describe the need for a Grow Your Own (GYO) partnership in the applicant's LEA, ISD, or broader community. In your description, provide projected workforce needs, including but not limited to concrete data on the demand for certified teachers and the supply of non-certified personnel who may be supported through this grant.**

In pursuit of success for all students in the District, namely those that are English Learners (EL) for the purpose of this application, the District is submitting this proposal for funding.

According to the MI School Data website, District student percent proficiency rates on the WIDA ACCESS assessment have declined significantly from 11.1% proficient in 2017-2018 and 11.5%

proficient in 2018-2019, to percent proficiency rates below 5% in each of the last two assessment years. In comparison, schools within Muskegon County also saw proficiency rates decline from 18.3% in 2017-2018 to 9.2% by 2019-2020 and to 6.6% during the 2021-2022 academic year. The statewide average for the 2021-2022 academic year was 8.2% proficient. Thus, the District's performance lags behind both the Muskegon County average, as well as the statewide average for percent proficiency on the WIDA ACCESS assessment.

Further, the EL student count has increased from 19 students in 2020-2021 to 24 students in the 2021-2022 school year. In addition, the length of time that a student participates in EL services in the District is 10 years on average, in comparison to the statewide average of 5 years that students receive EL services and remain in EL programs. If awarded funding, the District will be able to employ up to three (3) fully certified Michigan teachers that will support the growing population of EL students in the District. If fully implemented using current EL student counts, this would result in a 8:1 student to teacher ratio; further helping to ensure that these students are successful in graduation attainment and competency exam proficiency. This will also ensure that EL Programs have a staff to student ratio that is similar or better than other specialized programs in the District.

Next, the District has been challenged to find Michigan certified teachers with an appropriate English as a Second Language (NS) or Bilingual Education (YA-YT) endorsement to support English Learners (EL) in the District. After an extensive search and posting a position to support English Learners in the District, the District received five (5) applications for the position. Two (2) of those candidates lived in the United States, while the remaining three (3) candidates lived in foreign countries, having applied for our position through our hiring platform. This demonstrates the far reaching impact of our recruitment and hiring process. The applicants from each of the foreign countries applied for the position hoping to support the District while working remotely and without relocating to the District. As such, candidate pools for critical shortage positions such as these remain extremely low in numbers.

Zero (0) of the applicants possessed the required endorsement for the position. One (1) candidate from Michigan that applied held a Master's Degree in Social Psychology, and a Bachelor's Degree in English Literature and Language. The next candidate was a Spanish and Design Thinking teacher at Purdue Polytechnic High School in Indianapolis, IN. This candidate held a Professional Teaching Certificate from Michigan with a Spanish (FF) endorsement, and was a graduate of Central Michigan University. The candidate was looking to relocate back to Michigan. The District hired the candidate with a Professional Teaching Certificate from Michigan with a Spanish (FF) endorsement for the position, although again, the candidate did not possess the required endorsement. Through the hiring process, the new hire has worked with Western Michigan University to develop a program plan leading to the addition of an English as a Second Language (NS) endorsement. If this application is successful, this new hire would be the first selected to participate in this partnership agreement. Again, zero (0) applicants for the posted position possessed the required and necessary endorsement for this critical shortage position.

This application and partnership program are critically important to the success of our program to support English Learners and in-service teachers in the District.

**Indicate the number of support staff projected to participate in a GYO program in the 2022-23 academic year.**

The District will have one (1) staff member participate in this partnership agreement for the 2023 cohort with Western Michigan University. The participant will be provided with thirty (30) credits of coursework, and upon completion, will earn a MA in Teaching English to Speakers of Other Languages (TESOL). Graduates will also qualify for an ESL (NS) endorsement upon successful completion of the Michigan Test for Teacher Certification ESL subtest. The District will seek to place an additional one (1) candidate in each of the 2024 and 2025 cohort programs with Western Michigan University. A total of up to three (3) teacher candidates will be supported by this grant program proposal.

The District may also seek funding under round two (2) of the Section 61i CTE Grow Your Own Grant in order to assist one (1) Career and Technical Education Teacher in the District add an additional endorsement to their Michigan teaching certificate by the February 10, 2023 application deadline.

Further, the District will participate as an applicant in support of the West Michigan Teacher Collaborative Grow Your Own Grant application; however, it should be noted that the District's local application will not conflict with the District's participation in the Kent, Muskegon, and Ottawa County regional West Michigan Teacher Collaborative application, as discussed above. Again, the teacher candidates in this local program proposal will not be eligible for support by the grant program through the WMTC consortium, and are not included as a part of the consortium application. The regional proposal will provide initial certification to a total of 210 candidates and additional endorsements through an advanced degree for 110 currently certified teachers.

**Describe the district's current efforts in recruitment, retention, or diversification of the workforce and how a Grow Your Own partnership will support those efforts.**

The District's partnership and affiliation with Western Michigan University will build upon several other local initiatives that target the recruitment, retention, and diversification of the teacher workforce. This proposal will develop a teacher residency program that will provide a no-cost pathway for participants to obtain graduate teacher certification in English as a Second Language (NS), as well as a MA in Teaching English to Speakers of Other Languages (TESOL). This will further support the hiring and retention of well qualified and state certified teachers who are able to support the growing need of the English Learners in our school community.

**Section B:**

Using the list below, identify any Michigan educator preparation provider with which the applicant will collaborate for preparation coursework, mentorship, and supervision.

Western Michigan University

**If the applicant is leveraging an existing partnership with a preparation provider, describe the history of collaboration between the two entities for teacher preparation recruitment and preparation.**

The District has worked closely with Western Michigan University and was a partner in the High Impact Leadership (HIL) for School Renewal project. This was a project that was funded by a SEED grant from the United States Department of Education, where both cohorts of elementary schools served by the HIL project made statistically significant gains in leadership and literacy proficiency rates. Our District used the HIL principles, practices, and continuous cycles of growth as a part of our commitment to equity and student success. The project was a partnership with Western Michigan University, the General Education Leadership Network (GELN), and the Reading Now Network, and focused on empowering school leaders to help build confident readers in school systems that worked for all students. This was a highly successful partnership, and we are confident that a continued partnership with Western Michigan University will further support teacher preparation and recruitment at Fruitport Community Schools.

**If the applicant is engaging a new partnership, describe the process and rationale for selecting the educator preparation provider.**

While not new to partnering with the District, as described above, Western Michigan University has partnered with the District in the past. However, this application represents a new partnership that is designed to adapt the current programming of Western Michigan University to meet the needs of the District in recruiting, hiring, and retaining Michigan certified teachers in the endorsement area of English as a Second Language (NS), as the District has struggled to fill vacancies in this endorsement area. Western Michigan University, as a leading teacher preparation institution in the State of Michigan, is an ideal partner for the District in this regard. Modeling the District's program application and partnership with the university off of other strong partnerships that WMU already has with Districts in our region such as the strong program at West Ottawa, also helps us leverage resources that the university can provide to the District making WMU an ideal partner for the District.

**Provide a signed partnership agreement between the applicant and the proposed partner that addresses the following items:**

- 1. Necessary semester credit hours and tuition rate (including fees) for completion of initial teacher certification.**
- 2. Scope of coursework to be provided (e.g., introductory courses, methods coursework, student teaching).**
- 3. Responsibilities of both parties for identifying and selecting teacher candidates and mentor teachers to support teacher candidates.**
- 4. Commitment of the provider to evaluate candidate's educational background, relevant professional learning, and employment experience to waive coursework and other program requirements to expedite the pathway to certification.**
- 5. Responsibilities of both parties for mentorship, coaching, observation, and assessment of teacher candidates.**
- 6. Responsibilities of both parties to support teacher candidates in preparing for the Michigan Test for Teacher Certification.**

**7. Commitment of both parties to support the candidate beyond the conclusion of the GYO program if the candidate has needs that remain unmet by the program (testing support, career counseling, induction support, etc).**

See attachment

**Section C:**

**Describe criteria to be used to identify eligible teacher candidates.**

An eligible candidate for the District's Grow Your Own program must have satisfactorily completed the prerequisite portions of the College of Education and Human Development's (CEHD) curriculum, which includes an adequate experience in theoretical background, basic skills, professional ethics, attitude, and behavior, as determined by Western Michigan University. Eligible candidates will be employed by Fruitport Community Schools, possess a bachelor's degree in an appropriate field of study, and possess a valid Michigan teacher certification with an endorsement in at least one (1) foreign language. Preference is that the candidate will hold a valid Michigan teacher certification and endorsement in Spanish (FF).

The District is committed to identifying, recruiting, selecting, and engaging candidates based upon identified needs within the District. Teachers meeting the requirements set forth by Western Michigan University (WMU) and the District, who are already employed by the District, will be provided with the first opportunity to enroll within the program. All candidates will be required to complete an application and obtain a letter of recommendation from their principal or direct supervisor to be considered for the program. If currently employed candidates do not apply for either of the 2024 or 2025 cohorts, the District will use a community based recruitment strategy that targets underrepresented populations meeting these same entry requirements set forth by WMU and the District. The District will engage community partners and develop a strategic marketing and communications plan to attract candidates to these cohorts in hopes of being successful in finding appropriate candidates.

Note: The District will require that the eligible recipient pledge to serve as a full-time teacher at the District for at least the same number of years as the recipient participated in the Grow Your Own partnership program with Western Michigan University. A pledge will be required to be signed by any eligible recipient receiving funding through this program.

**Describe the process to be used to select teacher candidates the LEA, PSA or ISD will support and how it aligns with applicant needs as detailed in Section A.**

The candidate selection process will require that an application be completed and submitted to the university and District, along with a letter of recommendation from their principal or direct supervisor. In coordination with the District, Western Michigan University (WMU) will ensure that the candidates meet requirements of the program. WMU will thoroughly review admissions applications, and admissions interviews will be scheduled, as needed if questions arise on teacher qualifications or commitment. WMU will evaluate the candidate's educational background, relevant professional

learning and experience, and provide credit through Prior Learning Assessments (PLA) or transfer credits, as applicable.

The District will also review the application to ensure alignment to the program requirements and District identified needs. The supervisor's recommendation will be reviewed, the District will certify the need, and a pledge to hire the recipient as a full time teacher upon certification will be signed by the candidate and the District. Language encouraging candidates to apply will be inclusive to ensure that underrepresented populations apply.

As noted, the process will include a pledge to hire an eligible recipient as a full-time teacher upon their receipt of an initial teaching certificate. The District will provide the required clinical experience contexts and student teaching opportunities in working with WMU.

**Describe the terms of employment for teacher candidates (e.g., salary and benefits to be offered, job assignment).**

Teachers employed by the District are placed on the salary schedule of the Collective Bargaining Agreement between the Board of Education and the Fruitport Education Association. The salary range depends upon years of service in the District and degree attainment; however, a teacher possessing a bachelor's degree pursuing a MA degree and additional endorsement area certification under this proposal will earn a salary between \$43,000 and \$80,050 depending upon years of service. Teachers accepted into this program will either be current teachers within the District or will be teachers that are hired by the District to fill a needed vacancy and provided with an opportunity to earn a MA degree and additional endorsement in English as a Second Language (NS).

**Describe supports and supervision the applicant will offer to ensure teacher candidates are able to balance coursework and employment commitments.**

The District will provide all necessary financial support through this grant to cover the cost of tuition and fees, books and materials, travel to and from university coursework, substitute teachers required to cover time missed while attending coursework at Western Michigan University. Release time will be provided to the teacher candidates so that time can be focused on the completion of coursework, and a balance between coursework and employment commitments are ensured. The District will provide mentorship, coaching, observation, and assessment of the teacher candidate to assist in the professional growth and development of the teacher candidate. The District will also work directly with Western Michigan University to provide the clinical experience context for each of the following graduate level courses through WMU: TEL 6210, TEL 6320, and TEL 6310. The District will also support teacher candidates in their preparation of the MTTC ESL subtest through coaching, review of materials, and other applicable resources to ensure that the candidate is successful in demonstrating competency.

**Applicants do not need to have identified specific candidates to apply. If applicants have already identified candidates to support, please describe how their employment will support applicant needs as described in Section A.**

The District has already identified a candidate to participate in the program for the first cohort in 2023. This candidate was hired this academic year to support English Learners as well as all Multi Language Learners in the District. This candidate currently possesses a Michigan Professional Teacher Certificate with an endorsement in Spanish (FF), and has met the prerequisite requirements of Western Michigan University for inclusion in their MA program for graduate certification. Candidates for the 2024 and 2025 cohorts have not been identified yet.

**Section D:**

Using the table below, identify the group(s) of employees that will participate in the GYO program. For each group, indicate the anticipated number of candidates and the identified educator preparation provider who will engage in partnership to support this group. Then, specify when these candidates started/will start their programs and when the candidates are expected to finish their programs.

**Note: Applicants are not required to build multiple programs. Successful applications may exclusively serve one group of employees.**

**How many groups would you like to add?**

3

Anticipated Cohort				
Candidate Role	# of candidates	Educator Preparation Provider	Estimated beginning	Estimated end
Cohort 1 - Graduate Teacher	1	Western Michigan University	2023	December 31, 2026
Cohort 2 - Graduate Teacher	1	Western Michigan University	2024	December 31, 2026
Cohort 3 - Graduate Teacher	1	Western Michigan University	2025	December 31, 2026

**Section E:**

\*If your application budget will include costs for future educator programs for students in grades 6-12, please complete this section. If not, please check the box below and move to Section F: Budget.

We are not interested in allocating funding for programs for students in grades 6-12 at this time.

**Section F:**

As a reminder, allowable expenses for GYO programs include, but are not limited to:

- a. Tuition and fees for attendance at a state-approved education preparation provider for a traditional bachelor's degree for current staff who are not teachers, or for an advanced degree for current staff to add endorsements to a valid teaching certificate.
- b. Books.
- c. Testing fees.
- d. Travel to and from coursework.
- e. Substitute employee salary and wages for the duration of the educator preparation program attended by the recipient staff of the district or intermediate district.
- f. Costs for curriculum, materials, professional development, and hands-on-learning experiences to implement an EXPLORE program within the district or intermediate district to encourage students in any of grades 6 through 12 to consider a career in education (Function codes 112, 113, 271, and 291).

**Note: Not more than 10% of funds received by a district or intermediate district under this section may be used for this Section E.**

Budget						
Function Code	1000	2000	3000,4000	5000	7000,8000	Total
135: Tuition and Fees			76710			76710
135: Books				1640		1640
135: Testing Fees					387	387
135: Travel to and from coursework			17568			17568
135: Substitute Employee Salary and Wages			30612			30612
Section E Expenses						
112: Middle School Instruction						
113: High School Instruction						
271: Pupil Transportation Services						
291: Student Clubs and After-school Activities						
Other (specify code)						
Sub-total						126917
999: Indirect Costs at your Federal approved rate (If applicant does not have an approved Federal rate, 10% can be applied)						2411
Total						129328



---

**Function Explanations: please be sure to indicate how expenses are being used across multiple districts, ISDs or PSAs (if applicable)**

**135: Tuition and Fees**

Tuition and fees will be fully covered for one (1) participant in each of the 2023 cohort, the 2024 cohort, and the 2025 cohort. The cost of tuition and fees for three (3) program participants in each of the cohort years is: \$24,390 (2023 cohort), \$25,550 (2024 cohort), and \$26,770 (2025 cohort). Total cost for tuition and fees over the three (3) years of the program is: \$76,710.

**135: Books**

The cost of books and materials will be fully covered for one (1) participant in each of the 2023 cohort, the 2024 cohort, and the 2025 cohort. The cost of books and materials for three (3) program participants in each of the cohort years is: \$520 (2023 cohort), \$545 (2024 cohort), and \$575 (2025 cohort). Total cost for books and materials over the three (3) years of the program is: \$1,640.

**135: Testing Fees**

The cost of testing fees associated with each program participant taking the Michigan Test for Teacher Certification will be fully covered for one (1) participant in each of the 2023 cohort, the 2024 cohort, and the 2025 cohort. The cost of testing fees for three (3) program participants in each of the cohort years is: \$129 (2023 cohort), \$129 (2024 cohort), and \$129 (2025 cohort). Total cost for testing fees over the three (3) years of the program is: \$387.

**135: Travel to and from Coursework**

The cost of travel expenses to and from university coursework will be covered for one (1) participant in each of the 2023 cohort, the 2024 cohort, and the 2025 cohort. Each program participant will be reimbursed the non-profit federal mileage reimbursement rate of 14 cents per mile to attend each of the seven (7) classes needed to complete the program plan for degree attainment. Classes meet two (2) times per week on the campus of Western Michigan University for a total of 18 weeks for each class. Round trip mileage from the District to Western Michigan university is 166 miles. The cost of travel to and from coursework for three (3) program participants in each of the cohort years is: \$5,856 (2023 cohort), \$5,856 (2024 cohort), and \$5,856 (2025 cohort). Total cost for the travel expenses to and from university coursework over the three (3) years of the program is: \$17,568. This assumes that the IRS mileage rate for non-profits of 14 cents per mile, effective January 1, 2023, will remain unchanged in each year of the program.

**135: Substitute Employee Salary and Wages**

The cost of substitute employee wages will be fully covered for up to two (2) days per week, thirty-six (36) weeks per year, over three (3) years of the program, for each of the three (3) participants. The daily rate that will be covered is \$107 per day. Total cost for substitute employee wages over the three (3) years of the program is: \$23,112.

**Assurance Statements:**

---

**Assurances**

**(Applicants must check all boxes to submit)**

---

**The local education agency will exercise an intentional, equitable, and inclusive process for the selection of teacher candidates and mentor teachers to be supported with this grant.**

---

**The local education agency will employ the teacher candidates supported under this grant throughout the grant cycle.**

---

**The local education agency and its educator preparation partner (hereafter, “the partnership”) will use data and ongoing consultation described by MDE to continually update and improve activities supported under this grant.**

---

**The partnership will not prohibit teacher candidates from accessing support through this grant if they are employed in a school or district that they previously attended.**

---

**The partnership will provide coaching and other supports to teacher candidates and mentor teachers based on individual needs.**

---

**The local education agency will submit a final budget and report at the end of the grant cycle.**

---

**Candidates receiving funds through this grant will not concurrently receive funding from Sec 27a or 27c of PA 144 of 2022.**

---

**The GYO pathway will be at no cost for participants and participants will be compensated as an employee for the duration of their training, including a paid residency or student teaching.**

---

**The applicant will provide student teaching opportunities to the teacher candidates.**

---

---

**The applicant will hire the teacher candidates upon receipt of their initial teaching certificates. (Note: If the district or intermediate district is unable to hire an eligible recipient as required under subdivision (e), the eligible recipient may serve the years the recipient pledged to serve under this subdivision at another district, intermediate district, or nonpublic school.)**

---

**Before providing funding to teacher candidates, the applicant will require the candidates to pledge to serve as full-time teachers in the district or intermediate school district for at least the same number of years as the candidate's participation in the GYO program.**

#### **Elementary and Secondary School Emergency Relief (ESSER) Programs Assurances**

The LEA will only use funding in alignment with [ESSER guidance](#), as specified below:

A-3. An LEA may use ESSER funds for the broad range of activities listed in section 18003(d) of the CARES Act, section 313(d) of the CRRSA Act, and section 2001(e) of the ARP Act. Although the lists of allowable uses of funds are not identical, any of the ESSER funds (ESSER I, ESSER II, or ARP ESSER) may be used to support all of the allowable uses of funds listed in any of the ESSER programs. We have consolidated below the three ESSER programs' lists of allowable uses of funds. The activities that are listed in section 18003(d) of the CARES Act, section 313(d) of the CRRSA Act, and section 2001(e) of the ARP Act that an LEA may support with ESSER funds are:

1. Any activity authorized by the ESEA, including the Native Hawaiian Education Act and the Alaska Native Educational Equity, Support, and Assistance Act (20 U.S.C. 6301 et seq.).
2. Any activity authorized by the Individuals with Disabilities Education Act (IDEA) (20 U.S.C. 1400 et seq.).
3. Any activity authorized by the Adult Education and Family Literacy Act (AEFLA) (29 U.S.C. 3271 et seq.).
4. Any activity authorized by the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins V) (20 U.S.C. 2301 et seq.).
5. Any activity authorized by subtitle B of title VII of the McKinney-Vento Homeless Assistance Act (McKinney-Vento) (42 U.S.C. 11431 et seq.).
6. Coordinating preparedness and response efforts of LEAs with State, local, Tribal, and territorial public health departments, and other relevant agencies, to improve coordinated responses among such entities to prevent, prepare for, and respond to COVID-19. <sup>1</sup> See FAQ A-13 for a description of eligible entities under the GEER program. <sup>2</sup> This activity is not explicitly listed in the ARP Act but is still an allowable use of ARP ESSER funds. <sup>11</sup>
7. Providing principals and other school leaders with the resources necessary to address the needs of their individual schools.
8. Activities to address the unique needs of low-income children or students, students with disabilities, <sup>4</sup> English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care, including how outreach and service delivery will meet the needs of each population.
9. Developing and implementing procedures and systems to improve the preparedness and response efforts of LEAs.
10. Training and professional development for staff of the LEA on sanitation and minimizing the spread of infectious diseases.
11. Purchasing supplies to sanitize and clean the facilities of the LEA, including buildings operated by such LEA.
12. Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students, providing guidance for carrying out requirements under the IDEA and ensuring other education services can continue to be provided consistent with all Federal, State, and local requirements.
13. Purchasing educational technology (including hardware, software, and connectivity) for students who are served by the LEA that aids in regular and substantive educational interaction between students and their classroom instructors, including low-income students and students with disabilities, which may include assistive technology or adaptive equipment.
14. Providing mental health services and supports, including through the implementation of evidence-based full-service community schools.
15. Planning and implementing activities related to summer learning and enrichment and supplemental after-school programs, including providing classroom instruction or online learning during the summer months and addressing the needs of low-income students, students with disabilities, English learners, migrant students, students experiencing homelessness, and children and youth in foster care.

16. Addressing the academic impact of lost instructional time<sup>6</sup> among an LEA's students, including low-income students, students with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care, including by

a. Administering and using high-quality assessments that are valid and reliable to accurately assess students' academic progress and assist educators in meeting students' academic needs, including through differentiating instruction.

b. Implementing evidence-based activities to meet the comprehensive needs of students.

c. Providing information and assistance to parents and families on how they can effectively support students, including in a distance learning environment.

d. Tracking student attendance and improving student engagement in distance education.

17. School facility repairs and improvements to enable operation of schools to reduce risk of virus transmission and exposure to environmental health hazards, and to support student health needs.

18. Inspection, testing, maintenance, repair, replacement, and upgrade projects to improve the indoor air quality in school facilities, including mechanical and non-mechanical heating, ventilation, and air conditioning systems, filtering, purification and other air cleaning, fans, control systems, and window and door repair and replacement.

19. Developing strategies and implementing public health protocols including, to the greatest extent practicable, policies in line with guidance from the CDC for the reopening and operation of school facilities to effectively maintain the health and safety of students, educators, and other staff.

20. Other activities that are necessary to maintain the operation of and continuity of services in the LEA and continuing to employ existing staff of the LEA.

In determining how to prioritize its funds, an LEA should consider how to use those funds to safely reopen schools for full-time instruction for all students, maintain safe in-person operations, advance educational equity, and build capacity. An LEA may provide services directly or enter into an agreement (e.g., a contract or interagency agreement consistent with procurement requirements or otherwise legally authorized) for allowable activities under ESSER. An LEA is not authorized to award subgrants with ESSER funds.

**Applicant Electronic Signature**

**Name of Certifying Official**

Jason J. Kennedy

**Date**

January 31, 2023

**Agreement**



**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachments # IX-1 through IX-8

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
- Organizational Meeting Minutes of January 16, 2023
- Regular Meeting Minutes of January 16, 2023

**Background Information:**

See attached

**Financial Impact:**

See attached

**Recommended Action:**

To approve the Consent Agenda, as presented.

**Action Taken:**

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



**FRUITPORT COMMUNITY SCHOOLS  
BILL LIST  
Month of January 2023**

<u>FUND</u>	<u>AMOUNT</u>
GENERAL FUND	\$230,346.10
EARLY CHILDHOOD CENTER	\$175.09
FOOD SERVICE	\$61,924.49
COOPERATIVE EDUC (ISD) - TECH MILLAGE	\$3,520.00
2017 DEBT RETIREMENT	\$500.00
<b>GRAND TOTAL</b>	<b><u><u>\$296,465.68</u></u></b>

Fruitport Community Schools Monthly Financial Report 1/31/2023

		GENERAL FUND	SCHOOL SERVICE FUNDS			CAPITAL PROJECTS							Totals
			Food Service	Tech/Security	ECC	Bldg & Site	Capital Projects 2017	Capital Projects 2021	2010	2012 Refund	2017	2021	
<b>Beginning Fund Balance:</b>		4,487,616	594,146	133,486	341,801	1,302,156	2,461,178	6,302,002	171,739	121,133	514,218	145,123	
<b>Revenues:</b>													
Budgeted revenues:		35,005,914	1,361,744	552,500	784,500	-	-	-	-	-	-	-	
Actual revenues:													
	Jul.	884,199	39	142	55,649	1,606	2,945	7,695	4,264	-	16,346	3,908	976,794
	Aug.	206,070	10,500	8,948	68,880	2,394	4,009	10,719	70,824	-	271,525	64,918	718,788
	Sep.	1,320,334	36,708	45,106	75,210	2,566	3,926	9,592	188,407	-	722,318	172,698	2,576,865
	Oct.	3,424,854	46,772	88,106	318,320	731	3,804	3,714	568,234	-	1,680,497	401,787	6,536,818
	Nov.	3,017,362	213,757	69,178	68,572	882	3,740	3,308	20,589	-	78,936	18,872	3,495,198
	Dec.	2,691,618	159,874	2,234	53,519	929	4,197	3,603	270	-	1,034	247	2,917,525
	Jan.	2,644,121	4,272	-	-	-	-	-	-	-	-	-	2,648,393
Total Actual Revenues		14,188,559	471,922	213,714	640,150	9,108	22,621	38,633	852,588	-	2,770,656	662,430	19,870,380
Pro Rated buget Variance to date: Rev		6,231,557.32	322,428.88	108,577.71	(182,524.67)								
<b>Expenses:</b>													
Budgeted expenditures:		(35,344,122)	(1,575,596)	(448,905)	(855,138)	-	-	-	-	-	-	-	
Actual expenditures: ^													
	Jul.	(787,565)	(33,229)	(42,786)	(83,954)	-	-	-	-	-	-	(500)	(948,034)
	Aug.	(1,212,778)	(30,556)	(8,687)	(66,614)	-	(157,481)	(444,244)	-	-	-	-	(1,920,359)
	Sep.	(3,814,810)	(150,308)	(15,183)	(102,880)	(48,912)	(234,535)	(613,404)	-	-	-	-	(4,980,031)
	Oct.	(2,684,566)	(157,662)	(9,511)	(89,308)	(67,435)	(266,658)	(447,897)	(154,500)	-	(1,121,000)	(118,175)	(5,116,713)
	Nov.	(2,743,437)	(156,474)	(3,917)	(79,912)	-	(82,931)	(45,589)	-	-	-	-	(3,112,260)
	Dec.	(2,620,809)	(188,580)	(2,792)	(92,266)	-	(53,403)	(181,239)	(1,000)	-	-	-	(3,140,089)
	Jan.	(2,749,068)	(106,805)	(7,880)	(23,002)	-	(2,707)	(257,953)	-	-	(500)	-	(3,147,914)
Total Actual Expenses		(16,613,034)	(823,613)	(90,755)	(537,935)	(116,347)	(797,714)	(1,990,326)	(155,500)	-	(1,121,500)	(118,675)	(22,365,400)
Pro Rated budget Variance to date: Exp		(4,004,370.80)	(762,623.21)	(171,106.08)	39,104.81								
<b>Ending Balance to date:</b>		2,063,141	1,066,068	256,445	444,015	1,194,917	1,686,084	4,350,309	868,827	121,133	2,163,374		
<b>Projected Ending Balance:</b>		4,149,408	380,294	237,081	271,163	1,302,156	2,461,178	6,302,002	171,739	121,133	514,218		
<b>Revenues over(under) Expenses to date:</b>												(2,495,020)	
^Fifth Third Bank auto deductions have been included in actual expenditure totals													

Project Summary: 2017 Bond Budget Overview

All Work within all buildings

	Orig Bid	Change Orders	Total Revised Contract
Construction Total - HS	39,814,014.00	2,498,706.00	42,312,720.00
FFE - Furniture/fixture/equip	1,299,520.00	0.00	1,299,520.00
Alloc. Architect Fees (HS only) + AE Costs	3,113,343.00	0.00	3,113,343.00
CM Fee (HS only)	1,386,606.00	87,456.00	1,474,062.00
Roofs	0.00	274,532.00	274,532.00
Contingency	3,661,732.00	-2,586,162.00	1,075,570.00
<b>TOTAL HS Project</b>	<b>49,275,215.00</b>	<b>0.00</b>	<b>49,549,747.00</b>
<b>Cost of Issuance - PFM</b>	<b>350,000.00</b>	<b>-142,209.00</b>	<b>207,791.00</b>
<b>Shettler Elementary</b>	<b>473,840.00</b>	<b>-168,913.00</b>	<b>304,927.00</b>
<b>Beach Elementary</b>	<b>320,393.00</b>	<b>-95,534.00</b>	<b>224,859.00</b>
<b>Edgewood Elementary</b>	<b>228,088.00</b>	<b>0.00</b>	<b>228,088.00</b>
<b>Middle School</b>	<b>640,005.00</b>	<b>-10,085.00</b>	<b>629,920.00</b>
<b>Non HS Furniture</b>	<b>0.00</b>	<b>4,113.00</b>	<b>4,113.00</b>
<b>Transportation</b>	<b>270,000.00</b>	<b>1,458,022.00</b>	<b>1,728,022.00</b>
<b>State Police Grant Expense</b>	<b>0.00</b>	<b>614,016.00</b>	<b>614,016.00</b>
<b>Total Bond</b>	<b>51,557,541.00</b>	<b>1,659,410.00</b>	<b>53,491,483.00</b>
Estimated Interest Earned (investment)	-450,000.00	-1,421,328.00	(1,871,328.00)
State Police Grant (Revenue)	0.00	-428,030.00	(428,030.00)
VW Reimbursement			
<b>Total Capital Projects Fund</b>	<b>51,107,541.00</b>	<b>-189,948.00</b>	<b>51,192,125.00</b>
Overage (Surplus)	(207,459.00)		(122,875.00)

29.37%

	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021	Fiscal Year 2022 YTD	Fiscal Year 2023 YTD	Total Spent	
	36,863.73	2,965,446.81	18,607,869.58	10,914,209.02	6,635,503.21	3,222,940.55	730,313.37	43,113,146.27	101.89%
	-	1,370.85	91,217.60	532,345.40	277,291.30	240,399.91	10,645.93	1,153,270.99	88.75%
	1,017,776.57	1,355,075.18	99,774.36	82,429.26	302,749.86	123,939.23	41,692.00	3,023,436.46	97.11%
	-	101,224.00	655,412.00	377,251.00	231,699.00	140,142.00	15,063.00	1,520,791.00	103.17%
						223,177.30	-	223,177.30	81.29%
							691,117.00	-	
<b>TOTAL HS Project</b>	<b>1,054,640.30</b>	<b>4,423,116.84</b>	<b>19,454,273.54</b>	<b>11,906,234.68</b>	<b>7,447,243.37</b>	<b>3,950,598.99</b>	<b>1,488,831.30</b>	<b>49,724,939.02</b>	<b>100.35%</b>
<b>Cost of Issuance - PFM</b>	<b>79,757.78</b>	<b>128,033.77</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>207,791.55</b>	<b>100.00%</b>
<b>Shettler Elementary</b>	<b>-</b>	<b>-</b>	<b>86,983.22</b>	<b>160,516.90</b>	<b>10,173.00</b>	<b>23,846.50</b>	<b>-</b>	<b>281,519.62</b>	<b>92.32%</b>
<b>Beach Elementary</b>	<b>-</b>	<b>11,996.00</b>	<b>-</b>	<b>15,327.00</b>	<b>3,027.00</b>	<b>151,358.80</b>	<b>-</b>	<b>181,708.80</b>	<b>80.81%</b>
<b>Edgewood Elementary</b>	<b>-</b>	<b>-</b>	<b>53,318.13</b>	<b>46,784.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,102.13</b>	<b>43.89%</b>
<b>Middle School</b>	<b>-</b>	<b>-</b>	<b>31,341.90</b>	<b>227,640.97</b>	<b>335,245.00</b>	<b>-</b>	<b>-</b>	<b>594,227.87</b>	<b>94.33%</b>
<b>Non HS Furniture</b>	<b>-</b>	<b>4,112.55</b>	<b>-</b>	<b>-</b>	<b>59,196.21</b>	<b>18,669.80</b>	<b>-</b>	<b>81,978.56</b>	<b>1993.16%</b>
<b>Transportation</b>	<b>229,330.00</b>	<b>202,930.00</b>	<b>-</b>	<b>331,535.00</b>	<b>495,825.00</b>	<b>468,402.00</b>	<b>-</b>	<b>1,728,022.00</b>	<b>100.00%</b>
<b>State Police Grant Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>577,065.95</b>	<b>36,950.00</b>	<b>-</b>	<b>-</b>	<b>614,015.95</b>	<b>100.00%</b>
<b>Total Bond</b>	<b>1,363,728.08</b>	<b>4,770,189.16</b>	<b>19,625,916.79</b>	<b>13,265,104.50</b>	<b>8,387,659.58</b>	<b>4,612,876.09</b>	<b>1,488,831.30</b>	<b>53,514,305.50</b>	<b>100.04%</b>
Estimated Interest Earned (investment)	(33,086.56)	(270,225.99)	(1,102,501.63)	(421,207.98)	(23,385.40)	(5,616.72)	(29,524.72)	(1,885,549.00)	100.76%
State Police Grant (Revenue)	-	-	-	(368,923.28)	(59,107.69)	(103,875.00)	-	(428,030.97)	100.00%
VW Reimbursement								(103,875.00)	
<b>Total Capital Projects Fund</b>	<b>1,330,641.52</b>	<b>4,499,963.17</b>	<b>18,523,415.16</b>	<b>12,474,973.24</b>	<b>8,201,291.49</b>	<b>4,607,259.37</b>	<b>1,459,306.58</b>	<b>51,096,850.53</b>	<b>99.81%</b>



**Project Summary: 2021 Bond Budget Overview**

All Work within all buildings

	Treasury App	Schematic Design	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023	Total Spent	
Athletic Turf	1,548,523.00	2,442,764.00	-	1,339,052.84	1,201,534.11	2,540,586.95	104.00%
Track Replacement	314,353.00	750,000.00	-	-	-	-	0.00%
Middle School Natatorium to Gym	1,215,355.00	1,215,355.00	-	-	-	-	0.00%
Athletic Supplies		34,075.00				-	
<b>Total Athletics</b>	<b>3,078,231.00</b>	<b>4,442,194.00</b>	<b>-</b>	<b>1,339,052.84</b>	<b>1,201,534.11</b>	<b>2,540,586.95</b>	<b>57.19%</b>
Beach Elementary	352,556.00	352,556.00	-	-	-	-	0.00%
Shettler Elementary	576,532.00	576,532.00	-	-	-	-	0.00%
Edgewood Elementary	100,000.00	25,000.00	-	-	-	-	0.00%
Middle School	1,387,815.00	1,387,815.00	-	-	-	-	0.00%
High School	1,023,954.00	416,099.00	-	924,074.00	42,025.38	966,099.38	232.18%
<b>Total Mechanical/Controls/AC</b>	<b>3,440,857.00</b>	<b>2,758,002.00</b>	<b>-</b>	<b>924,074.00</b>	<b>42,025.38</b>	<b>966,099.38</b>	<b>35.03%</b>
<b>Overall Contingency</b>	<b>790,912.00</b>	<b>-29,639.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Tower Pinkster Fees</b>	<b>0.00</b>	<b>465,000.00</b>	<b>-</b>	<b>223,547.93</b>	<b>55,649.42</b>	<b>279,197.35</b>	<b>60.04%</b>
<b>Technology</b>	<b>0.00</b>	<b>0.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Non HS Furniture/Band</b>	<b>150,000.00</b>	<b>150,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Transportation</b>	<b>500,000.00</b>	<b>200,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<b>Cost of Issuance</b>	<b>60,000.00</b>	<b>74,443.00</b>	<b>30,450.00</b>	<b>43,993.60</b>	<b>-</b>	<b>74,443.60</b>	<b>100.00%</b>
<b>Total Bond</b>	<b>8,020,000.00</b>	<b>8,060,000.00</b>	<b>30,450.00</b>	<b>2,530,668.37</b>	<b>1,299,208.91</b>	<b>3,860,327.28</b>	<b>47.89%</b>
Estimated Interest Earned (investment)	-20,000.00	-60,000.00	(2.18)	(12,172.73)	(48,028.39)	(60,203.30)	100.34%
<b>Total Capital Projects Fund</b>	<b>8,000,000.00</b>	<b>8,000,000.00</b>	<b>30,447.82</b>	<b>2,518,495.64</b>	<b>1,251,180.52</b>	<b>3,800,123.98</b>	<b>47.50%</b>
Overage (Surplus)							

Fruitport Community Schools  
Student Activity Summary Report  
Month ending January 31, 2023

<b>Student Activity Sub Totals</b>	<b>BEGINNING BALANCE</b>	<b>NET CHANGE</b>	<b>ENDING BALANCE</b>
District Wide Student Activity Accounts	44,125.90	9,991.07	54,116.97
Beach Elementary Student Activity Accounts	27,117.49	2,899.62	30,017.11
Edgewood Elementary Student Activity Accounts	50,070.53	14,946.37	65,016.90
High School Class of Student Activity Accounts	7,554.47	-	7,554.47
High School Athletic Student Activity Accounts	86,931.86	(5,855.04)	81,076.82
High School Student Activity Accounts	216,075.65	2,166.08	218,241.73
Middle School Student Activity Accounts	54,517.48	(10,201.14)	44,316.34
Shettler Elementary Student Activity Accounts	39,544.21	(14,996.35)	24,547.86
Alt. High School Student Activity Accounts	600.44	-	600.44
Millionaire Party Accounts	15,477.74	(4,038.00)	11,439.74
<b>Total Student Activity Fund</b>	<b>\$ 542,015.77</b>	<b>\$ (5,087.39)</b>	<b>\$ 536,928.38</b>

Account	Description	2023 Actual
61-2-431 -0000-000-0000-00000-431480-	DISTRICT ART	-997.98
61-2-431 -0000-000-0000-00000-431620-	BEACH: WILD FOR BOOKS	-16,233.14
61-2-431 -0000-000-0000-00000-431660-	INTEREST	-4,514.52
61-2-431 -0000-000-0000-00000-431725-	BOARD EXP	-672.39
61-2-431 -0000-000-0000-00000-431755-	UNCLAIMED DEPOSITS	-7,513.59
61-2-431 -0000-000-0000-00000-431780-	AFTERGLOW (MARIBETH)	-100.00
61-2-431 -0000-000-0000-00000-431795-	SPREAD THE MUSIC	-4,128.46
61-2-431 -0000-000-0000-00000-431825-	DISTRICT STEM	-15,686.91
61-2-431 -0000-000-0000-00000-431830-	DISTRICT FEF	-7,062.67
61-2-431 -0000-000-0000-00000-431835-	TROJAN STRONG CANCER FUND	2,792.69
		-54,116.97
61-2-431 -0000-000-0000-00232-431345-	BEACH: FEA POP	0.00
61-2-431 -0000-000-0000-00232-431420-	BEACH ACTIVITY FUND	-13,044.19
61-2-431 -0000-000-0000-00232-431475-	BEACH: PARENT/TEACHER GROUP	-6,141.76
61-2-431 -0000-000-0000-00232-431530-	BEACH: 1ST GRADE	-471.71
61-2-431 -0000-000-0000-00232-431535-	BEACH: 2ND GRADE	0.00
61-2-431 -0000-000-0000-00232-431540-	BEACH: 3RD GRADE	306.00
61-2-431 -0000-000-0000-00232-431545-	BEACH: 4TH GRADE	-3,361.40
61-2-431 -0000-000-0000-00232-431550-	BEACH: 5TH GRADE	-65.51
61-2-431 -0000-000-0000-00232-431560-	BEACH: BEACH BISTRO	-953.18
61-2-431 -0000-000-0000-00232-431570-	BEACH: SERVICE LEARNING	-2,324.75
61-2-431 -0000-000-0000-00232-431590-	BEACH: KINDERGARTEN	-341.34
61-2-431 -0000-000-0000-00232-431600-	BEACH: MUSIC	-29.08
61-2-431 -0000-000-0000-00232-431615-	BEACH: GIRLS ON THE RUN	-108.85
61-2-431 -0000-000-0000-00232-431790-	BEACH: LEADERSHIP TEAM	-839.51
61-2-431 -0000-000-0000-00232-431805-	BEACH: LINKS PROGRAM	-1,937.96
61-2-431 -0000-000-0000-00232-431815-	BEACH: ROBOTICS	-703.87
		-30,017.11
61-2-431 -0000-000-0000-01073-431345-	EDGE: FEA POP	0.00
61-2-431 -0000-000-0000-01073-431380-	EDGE: LIBRARY	-3,140.61
61-2-431 -0000-000-0000-01073-431420-	EDGE: ACTIVITY	-3,925.12
61-2-431 -0000-000-0000-01073-431530-	EDGE: 1ST GRADE	-1,004.19
61-2-431 -0000-000-0000-01073-431535-	EDGE: 2ND GRADE	-1,901.95
61-2-431 -0000-000-0000-01073-431540-	EDGE: 3RD GRADE	-2,240.45
61-2-431 -0000-000-0000-01073-431545-	EDGE: 4TH GRADE	-863.89
61-2-431 -0000-000-0000-01073-431550-	EDGE: 5TH GRADE	-760.15
61-2-431 -0000-000-0000-01073-431590-	EDGE: KINDERGARTEN	-76.21
61-2-431 -0000-000-0000-01073-431615-	EDGE: GIRLS ON THE RUN	-1,022.51
61-2-431 -0000-000-0000-01073-431630-	EDGE: PBS	-478.91
61-2-431 -0000-000-0000-01073-431645-	EDGE: STUDENT LEADERS	-99.37
61-2-431 -0000-000-0000-01073-431665-	EDGE: POP	-3,363.20
61-2-431 -0000-000-0000-01073-431670-	EDGE: BOOK CLUB	-25,238.01
61-2-431 -0000-000-0000-01073-431685-	EDGE: PTO	-20,598.62
61-2-431 -0000-000-0000-01073-431695-	EDGE: FLOWER FUND	-18.13
61-2-431 -0000-000-0000-01073-431805-	EDGE: LINKS PROGRAM	-285.58
		-65,016.90

61-2-431 -0000-000-0000-01336-431008-	HS: Class of 2008	-87.07	
61-2-431 -0000-000-0000-01336-431010-	HS: Class of 2010	-2,674.79	
61-2-431 -0000-000-0000-01336-431011-	HS: Class of 2011	-870.65	
61-2-431 -0000-000-0000-01336-431012-	HS: Class of 2012	-658.47	
61-2-431 -0000-000-0000-01336-431014-	HS: Class of 2014	-755.62	
61-2-431 -0000-000-0000-01336-431015-	HS: Class of 2015	-1,220.75	
61-2-431 -0000-000-0000-01336-431016-	HS: Class of 2016	-898.50	
61-2-431 -0000-000-0000-01336-431018-	HS: Class of 2018	-330.00	
61-2-431 -0000-000-0000-01336-431093-	HS: CLASS OF 1993	-58.62	
			-7,554.47
61-2-431 -0000-000-0000-01336-431100-	HS: HS ATHLETIC POP	-2.29	
61-2-431 -0000-000-0000-01336-431105-	HS: BASEBALL	-17,340.73	
61-2-431 -0000-000-0000-01336-431110-	HS: BOWLING	-2,032.83	
61-2-431 -0000-000-0000-01336-431115-	HS: BOYS BASKETBALL	-1,683.62	
61-2-431 -0000-000-0000-01336-431120-	HS: BOYS GOLF	-301.50	
61-2-431 -0000-000-0000-01336-431125-	HS: BOYS SOCCER	-9,916.05	
61-2-431 -0000-000-0000-01336-431130-	HS: COMPETITIVE CHEER	-3,463.67	
61-2-431 -0000-000-0000-01336-431135-	HS: CROSS COUNTRY	-1,299.14	
61-2-431 -0000-000-0000-01336-431140-	HS: FOOTBALL	13,804.06	
61-2-431 -0000-000-0000-01336-431145-	HS: GIRLS BASKETBALL	-109.39	
61-2-431 -0000-000-0000-01336-431150-	HS: GIRLS GOLF	63.41	
61-2-431 -0000-000-0000-01336-431155-	HS: GIRLS SOCCER	-6,819.82	
61-2-431 -0000-000-0000-01336-431160-	HS: SOFTBALL	-2,386.14	
61-2-431 -0000-000-0000-01336-431165-	HS: TENNIS	-8,285.52	
61-2-431 -0000-000-0000-01336-431170-	HS: TRACK	-2,544.84	
61-2-431 -0000-000-0000-01336-431175-	HS: VOLLEYBALL	-7,450.09	
61-2-431 -0000-000-0000-01336-431180-	HS: WRESTLING	-5,590.66	
61-2-431 -0000-000-0000-01336-431185-	DR. PIERCE MEMORIAL FUND	-898.58	
61-2-431 -0000-000-0000-01336-431190-	HS: SIDELINE CHEER	-824.01	
61-2-431 -0000-000-0000-01336-431205-	1-HS: BANNER ADVERTISING	-10,769.67	
61-2-431 -0000-000-0000-01336-431215-	1-HS: FAF - COACHES REQUEST	23.00	
61-2-431 -0000-000-0000-01336-431225-	1-HALL OF FAME BANQUET	-11,482.09	
61-2-431 -0000-000-0000-01336-431235-	1 HS: HELMETS	0.00	
61-2-431 -0000-000-0000-01336-431245-	HS: ICE HOCKEY	-1,000.60	
61-2-431 -0000-000-0000-01336-431250-	HS: LACROSSE	-12.05	
61-2-431 -0000-000-0000-01336-431255-	HS: BOYS VOLLEYBALL	-754.00	
			-81,076.82
61-2-431 -0000-000-0000-01336-431300-	HS: BAND	-1,649.94	
61-2-431 -0000-000-0000-01336-431305-	HS: BUSINESS PROFESSIONALS	-5,612.98	
61-2-431 -0000-000-0000-01336-431315-	HS: STUDENT RECOGNITION	-3,396.93	
61-2-431 -0000-000-0000-01336-431320-	HS: CONCERT CHOIR	-10,206.79	
61-2-431 -0000-000-0000-01336-431335-	HS: DECA	-7,846.57	
61-2-431 -0000-000-0000-01336-431345-	HS: FEA POP	0.00	
61-2-431 -0000-000-0000-01336-431350-	HS: FLOWER FUND	-0.40	
61-2-431 -0000-000-0000-01336-431365-	HS: HONOR SOCIETY	-4,778.34	
61-2-431 -0000-000-0000-01336-431370-	HS: IMAGERY-ESCAPE	-193.09	
61-2-431 -0000-000-0000-01336-431375-	HS: INDUSTRIAL ARTS	-4,285.50	

61-2-431 -0000-000-0000-01336-431380-	HS: LIBRARY	-7,716.76	
61-2-431 -0000-000-0000-01336-431390-	HS: MUSICAL PRODUCTION	-8,051.07	
61-2-431 -0000-000-0000-01336-431395-	HS: NOT GRANT	-103.79	
61-2-431 -0000-000-0000-01336-431400-	HS: PARKING LOT	-9,525.00	
61-2-431 -0000-000-0000-01336-431405-	HS: PRINCIPAL POP	-1,926.24	
61-2-431 -0000-000-0000-01336-431410-	HS: ROBOTICS	-16,152.79	
61-2-431 -0000-000-0000-01336-431420-	HS: STUDENT ACTIVITIES	-3,573.79	
61-2-431 -0000-000-0000-01336-431425-	HS: SCHOOL STORE	-63,677.55	
61-2-431 -0000-000-0000-01336-431440-	HS: SUMMER SCHOOL	-5,859.33	
61-2-431 -0000-000-0000-01336-431445-	HS: SPANISH CLUB	-1,128.22	
61-2-431 -0000-000-0000-01336-431450-	HS: STUDENT COUNCIL	-19,801.50	
61-2-431 -0000-000-0000-01336-431460-	HS: UPSTAGERS	-432.70	
61-2-431 -0000-000-0000-01336-431465-	HS: YEARBOOK	-7,992.66	
61-2-431 -0000-000-0000-01336-431470-	HS: COFFEE	-2,593.39	
61-2-431 -0000-000-0000-01336-431480-	HS: ART CLUB	-1,295.00	
61-2-431 -0000-000-0000-01336-431750-	HS AP TESTING	-3,983.00	
61-2-431 -0000-000-0000-01336-431765-	HS: QUIZ BOWL	-184.54	
61-2-431 -0000-000-0000-01336-431775-	HS: VIRTUAL BUSINESS	0.00	
61-2-431 -0000-000-0000-01336-431800-	HS: TROJAN TRAVELERS	-5,373.97	
61-2-431 -0000-000-0000-01336-431805-	HS: LINKS PROGRAM	-411.06	
61-2-431 -0000-000-0000-01336-431810-	HS: CALLING ALL COLORS	0.00	
61-2-431 -0000-000-0000-01336-431820-	HS: PBIS	-562.76	
61-2-431 -0000-000-0000-01336-431840-	HS: YOUTH IN GOVERNMENT	-2,315.00	
61-2-431 -0000-000-0000-01336-431845-	HS: PAC	-17,611.07	
			-218,241.73
61-2-431 -0000-000-0000-01336-431999-	HIGH SCHOOL MP	-11,439.74	
			-11,439.74
61-2-431 -0000-000-0000-04652-431140-	MS: FOOTBALL	0.00	
61-2-431 -0000-000-0000-04652-431300-	MS: BAND	-138.48	
61-2-431 -0000-000-0000-04652-431305-	MS: BUSINESS PROFESSIONALS	0.00	
61-2-431 -0000-000-0000-04652-431345-	MS: FEA POP	0.00	
61-2-431 -0000-000-0000-04652-431350-	MS: SUNSHINE FUND	-72.13	
61-2-431 -0000-000-0000-04652-431380-	MS: LIBRARY	-1,587.03	
61-2-431 -0000-000-0000-04652-431410-	MS: ROBOTICS	-5,600.57	
61-2-431 -0000-000-0000-04652-431420-	MS: ACTIVITY	-5,886.09	
61-2-431 -0000-000-0000-04652-431425-	MS: STORE	-1,001.28	
61-2-431 -0000-000-0000-04652-431435-	MS: SKI CLUB	-100.00	
61-2-431 -0000-000-0000-04652-431450-	MS: STUDENT COUNCIL	-2,617.31	
61-2-431 -0000-000-0000-04652-431475-	MS: PARENT TEAM	-5,156.08	
61-2-431 -0000-000-0000-04652-431480-	MS: ART CLUB	-525.20	
61-2-431 -0000-000-0000-04652-431490-	MS: RELATED ARTS	-3,110.16	
61-2-431 -0000-000-0000-04652-431495-	MS: CHOIR	-10,211.72	
61-2-431 -0000-000-0000-04652-431500-	MS: WASHINGTON DC	-6,588.12	
61-2-431 -0000-000-0000-04652-431505-	MS: DRAMA	-374.96	
61-2-431 -0000-000-0000-04652-431515-	MS: HEALTHY VENDING	-1,347.21	
			-44,316.34
61-2-431 -0000-000-0000-05408-431345-	SHETT: FEA POP	0.00	

61-2-431 -0000-000-0000-05408-431350-	SHETT: FLOWER FUND	-164.48	
61-2-431 -0000-000-0000-05408-431380-	SHETT: LIBRARY	0.00	
61-2-431 -0000-000-0000-05408-431420-	SHETT: ACTIVITY FUND	-11,816.13	
61-2-431 -0000-000-0000-05408-431500-	SHETT: SCHOLARSHIP FUND	-342.68	
61-2-431 -0000-000-0000-05408-431530-	SHETT: 1ST GRADE	-107.72	
61-2-431 -0000-000-0000-05408-431535-	SHETT: 2ND GRADE	-944.69	
61-2-431 -0000-000-0000-05408-431540-	SHETT: 3RD GRADE	-116.10	
61-2-431 -0000-000-0000-05408-431550-	SHETT: 5TH GRADE	-5,085.47	
61-2-431 -0000-000-0000-05408-431590-	SHETT: KINDERGARTEN	-957.40	
61-2-431 -0000-000-0000-05408-431615-	SHETT: GIRLS ON THE RUN	-330.03	
61-2-431 -0000-000-0000-05408-431700-	SHETT: 4TH GRADE	-2,502.61	
61-2-431 -0000-000-0000-05408-431785-	SHETT: STUDENT LEADERS	-1,613.55	
61-2-431 -0000-000-0000-05408-431815-	SHETT: LEGO LEAGUE	-567.00	
			-24,547.86
61-2-431 -0000-000-0000-09471-431665-	ALT POP	-600.44	
			-600.44

Credit Card and Utilities Detail  
For the month ending January 31, 2023

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Utilities:													
<b>Consumers</b>	\$ 643.35	\$ 612.41	\$ 932.65	\$ 238.57	\$ 1,103.11	\$ 474.89	\$ 665.31						\$ 4,670.29
<b>Frontier</b>	\$ 45.44	\$ 46.64	\$ 46.80	\$ 46.80	\$ 46.27	\$ 46.27	\$ 46.27						\$ 324.49
<b>MISEC</b>	\$ 20,984.57	\$ 22,461.53	\$ 19,381.06	\$ 23,316.47	\$ 2,827.30	50,660.01	\$ 24,935.67						\$ 164,566.61
<b>Total Utilities</b>	\$ 21,673.36	\$ 23,120.58	\$ 20,360.51	\$ 23,601.84	\$ 3,976.68	\$ 51,181.17	\$ 25,647.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 169,561.39
Credit Cards:													
<b>General Fund</b>	\$ 66,527.66	\$ 114,824.97	\$ 163,715.45	\$ 113,830.18	\$ 92,257.34								\$ 551,155.60
<b>Early Childhood</b>	\$ 2,202.70	\$ 3,950.38	\$ 4,280.13	\$ 18,112.31	\$ 4,675.53								\$ 33,221.05
<b>Food Service</b>	\$ -	\$ -	\$ 5,990.15	\$ -	\$ -								\$ 5,990.15
<b>Tech/Security Millage</b>	\$ 1,444.80	\$ 5,818.73	\$ 7,572.60	\$ 1,889.74	\$ 1,193.92								\$ 17,919.79
<b>Student Activities</b>	\$ 6,540.48	\$ 25,787.45	\$ 15,275.97	\$ 36,710.54	\$ 40,871.80								\$ 125,186.24
<b>Total Credit Card Charges</b>	\$ 76,715.64	\$ 150,381.53	\$ 196,834.30	\$ 170,542.77	\$ 138,998.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 733,472.83

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

**January 2023 Transfers**

Payment Date	Debit Account Desc	Credit Account Desc	Amount
1/5/2023	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***1/6/23 Payroll, ORS, & Priority Transfer	\$ 905,260.29
1/10/2023	Checking - General Fnd Inv - USD	Checking - HRA - USD ***HRA Account Balance Low	\$ 10,000.00
1/10/2023	Checking - General Fnd Inv - USD	Checking - General Account - USD ***General Account Balance Low	\$ 300,000.00
1/19/2023	Checking - General Fnd Inv - USD	Checking - Payroll - USD ***1/20/23 Payroll & ORS Transfer	\$ 823,128.88
1/30/2023	Checking - Trust and Agency - USD	Checking - General Account - USD ***Misc Items - Trust & Agency owes General Fund	\$ 75,021.01
		Total Transfers in January	<u>\$ 2,113,410.18</u>



## **Personnel Report – February 20, 2023**

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

Jeremy Workman – HVAC Technician / Maintenance  
Matthew Schlafer – Transportation / Bus Driver  
Mark DeCheney – Cook / Food Service

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

Jacquelyn Ball – Middle School Teacher (Retirement)  
Tracy Bordewyk – Shettler Teacher (Retirement)  
Kristine Olsen – Middle School Teacher (Retirement)  
Shantell Brummel – Middle School Noon Supervisor (Resignation)

The following positions are currently posted:

School Psychologist  
School Psychology Apprentice / Intern (Year 3)  
School Psychology Apprentice (Year 2)  
Instructional Assistants – Four (4) Positions  
Noon Supervisor – Middle School  
AM School Age Care Program Director – Beach Elementary  
AM Multi-Site School Age Care Program Director  
Bus Driver  
Year Round Childcare Assistant  
Tennis Coach – Middle School

# Jeremy Workman

Muskegon, MI

[jeremyworkman7\\_opr@indeedemail.com](mailto:jeremyworkman7_opr@indeedemail.com)

+1 231 760 3977

## Work Experience

---

### **Plumbing Apprentice**

A & B Mechanical Contractors - Sparta, MI

July 2017 to Present

I've done mechanical, plumbing and electrical

### **Shipping/Receiving Clerk**

Babbitts sports center - Muskegon, MI

August 2010 to Present

#### Responsibilities

- Accurately receive and stock inbound orders
- Perform inbound and outbound paperwork
- Loading and unloading semi trucks using a forklift truck
- Pick and pack all product orders for shipment
- Distribute brands to departments for sorting and stocking shelves

#### Skills Used

- UPS world ship/Fedex ship manager
- Microsoft word
- Hi-low operator

# Mark DeCheney

Muskegon, MI 49442

[mdredwingsfan17\\_cyj@indeedemail.com](mailto:mdredwingsfan17_cyj@indeedemail.com)

+1 231 670 6347

Authorized to work in the US for any employer

## Work Experience

---

### **Cook**

CHARTWELL - Muskegon, MI

February 2022 to October 2022

Make pizzas, prep, serve breakfast and lunch for middle school students.

### **Prep Cook**

McDonald's - Muskegon, MI

January 2022

Prep cook

### **Control box assembly**

AB Electrical wires - Muskegon County, MI

February 2017 to March 2020

Made wire harnesses, built electric control boxes.

### **Pastry chef**

Village Baker - Spring Lake, MI

February 2016 to March 2017

Create pastry and assorted baked goods to sell in the shop.

## Education

---

### **Associate's degree in Culinary Arts**

Baker College of Muskegon - Muskegon, MI

March 2003 to April 2007

### **High school diploma or GED**

## Skills

---

- Computer literacy (5 years)
- Basic math
- Cash handling
- Hospitality (10+ years)

- Serving (1 year)
- Customer service
- Custodial experience (10+ years)
- Culinary experience (10+ years)
- Assembly (7 years)
- Banquet experience (5 years)
- Blueprint reading (10+ years)
- Baking (10+ years)
- Mechanical knowledge (10+ years)
- Kitchen management (10+ years)
- Food safety (10+ years)
- Cooking (10+ years)
- Supervising Experience (10+ years)
- Restaurant Experience (10+ years)
- Catering (5 years)
- Food Preparation (10+ years)
- Management (10+ years)
- Construction (10+ years)
- Associate degree
- Stocking
- Restaurant Management
- Warehouse Experience
- Food Service
- Food Production
- POS
- Greenhouse experience
- IT
- Communication skills
- Cashiering
- Teaching
- Sales
- Menu planning
- Dietary aide experience
- Kitchen experience
- Food handling
- Knife skills
- Food industry

## Military Service

---

**Branch: US Navy**

Service Country: United States

Rank: E-4

June 1983 to June 1987

Operations Specialist

Commendations:

Honorable Discharge

## Assessments

---

**Retail customer service — Proficient**

December 2021

Responding to customer situations in a retail setting

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

## Additional Information

---

I have been growing for about 3 years.



Kennedy, Jason <jkennedy@fruitportschools.net>

---

## Retirement

---

**Ball, Jacquelyn** <jball@fruitportschools.net>  
To: "Kennedy, Jason" <jkennedy@fruitportschools.net>  
Cc: "Kelly, Monte" <mkelly@fruitportschools.net>

Mon, Feb 13, 2023 at 4:18 PM

Hello,

I'm sending this email to let you know that I have chosen to retire at the conclusion of this school year. I have thoroughly enjoyed my many years in this district and the ability to teach in my alma mater.

It is with sadness, that I leave behind great students, mentors, colleagues, and leaders.

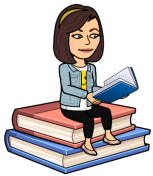
Thank you for the opportunity to teach 6th graders for all these years!

Sincerely,

Jball

Jacquelyn Ball

6th Grade Language Arts



February 16, 2023

Dear Mr. Kennedy,

This letter is to inform you that I have chosen to retire at the conclusion of this school year. My retirement will be effective July 1, 2023.

I have had many wonderful years at Fruitport Community Schools as both a student and teacher. It has been a pleasure working in three different buildings with numerous former teachers and classmates over the past 25 years.

Thank you for the opportunity to teach our future leaders.

Sincerely,

A handwritten signature in blue ink that reads "Tracy Bordewyk". The signature is fluid and cursive, with a long horizontal stroke at the end.

Tracy Bordewyk

Kristine Olson  
3718 West Fuller Drive  
Muskegon, MI 49444

January 26, 2023

Jason Kennedy  
Fruitport Community Schools  
3255 East Pontaluna  
Fruitport, MI 49415

Dear Mr. Kennedy,

After a 40 year career in education, I have made the difficult, yet exciting, personal decision to retire from teaching at the conclusion of the 2022-2023 school year, with an end date of June 30, 2023 and a retirement effective date of July 1, 2023. Of my 40 years in teaching, 31 of them have been spent with Fruitport Community Schools and more specifically at Fruitport Middle School. If anyone had told me 31 years ago that anyone could teach middle school kids for that many years, I would have laughed. My mother, not one to mince words, looked at me when I accepted the job at FMS and stated, "Kristine, middle school kids are not even human yet." Oddly enough, I fell in love with the middle school aged students, and that is where my heart has stayed since 1992,

It has been a privilege to work at Fruitport Schools. My husband and I made the decision to reside in the Fruitport community after my first five years of teaching here, and it was such a great decision. We have been so fortunate to get to know my/our students in the classroom (for the last 15 years, my husband has been a guest teacher at the middle school) as well in our neighborhood and our broader community.

I leave Fruitport Schools hoping to have grown our students as readers, writers, thinkers, and citizens. I know I certainly grew as a teacher while working here. Take the best of care as you continue to guide the future of our Fruitport Schools.

Sincerely,

Kristine L. Olson





Kennedy, Jason <jkennedy@fruitportschools.net>

---

## New Position

---

**Brummel, Shantell** <sbrummel@fruitportschools.net>

Thu, Jan 26, 2023 at 10:26 AM

To: Middle School All <middleschoolall@fruitportschools.net>, Jason Kennedy <jkennedy@fruitportschools.net>

Hello All,

I am writing to inform you all that my last day will be Friday, Feb 10th. I accepted a position with Spectrum Health (Corwell Health) at Blodgett Hospital as a full-time Phlebotomist Training Educator. This is a dream position that correlates with my health services and education degrees/experience. I want to thank the school for being such a great place to work for. I started working for Fruitport in 2020 and I felt that with each position given to be (both in the SAC department and at FMS), it has greatly increased my working knowledge as an educator. I will miss everyone but my children are in this district and are really involved in sports so I know I will see y'all again.

Thank you,

Shantell Brummel, M.Ed.  
Fruitport Middle School, Student Support Services  
[sbrummel@fruitportschools.net](mailto:sbrummel@fruitportschools.net)





Fruitport Community Schools  
**ANNUAL ORGANIZATIONAL BOARD MEETING**  
**MINUTES**

Monday, January 16, 2023 – 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:** Per Board Policy 2506, Jason Kennedy, Superintendent, called the January 16, 2023 Annual Organizational Meeting to order at 7:00 p.m.
- II. **PLEDGE OF ALLEGIANCE:** The Pledge of Allegiance was recited by those in attendance.
- III. **ROLL CALL:** Present – Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, and JB Meeuwenberg. Absent - Steve Kelly.
- IV. **APPROVAL OF AGENDA**  
  
Item 23-1. MOTION by Franklin, SECOND by Hazekamp to approve the agenda, as presented.  
  
MOTION CARRIED: 6-0; 1 absent
- V. **REMARKS FROM THE PUBLIC:** None
- VI. **ELECTION OF OFFICERS**
  - **President:**  
Item 23-2. MOTION by Buckner, SECOND by Franklin to nominate Dave Hazekamp for President. No other nominations were brought forth.  
  
MOTION by Cole, SECOND by Buckner to close nominations and cast a ballot for Dave Hazekamp for President.

Roll call vote: Buckner - Yes; Burgess - Yes; Cole - Yes; Franklin - Yes; Hazekamp - Yes; Meeuwenberg - Yes. Absent - Kelly

MOTION CARRIED: 6-0; 1 absent

Superintendent Kennedy passed the gavel to President Hazekamp.

- **Vice President:**

Item 23-3. MOTION by Franklin, SECOND by Buckner to nominate Kris Cole for Vice President. No other nominations were brought forth.

MOTION by Franklin, SECOND by Burgess to close nominations and cast a ballot for Kris Cole for Vice President.

Roll call vote: Buckner - Yes; Burgess - Yes; Cole - Yes; Franklin - Yes; Hazekamp - Yes; Meeuwenberg - Yes. Absent - Kelly

MOTION CARRIED: 6-0; 1 absent

- **Secretary:**

Item 23-4. MOTION by Hazekamp, SECOND by Cole to nominate Susan Franklin for Secretary. No other nominations were brought forth.

MOTION by Meeuwenberg, SECOND by Cole to close nominations and cast a ballot for Susan Franklin for Secretary.

Roll call vote: Buckner - Yes; Burgess - Yes; Cole - Yes; Franklin - Yes; Hazekamp - Yes; Meeuwenberg - Yes. Absent - Kelly

MOTION CARRIED: 6-0; 1 absent

- **Treasurer:**

Item 23-5. MOTION by Cole, SECOND by Franklin to nominate Elroy Buckner for Treasurer. No other nominations were brought forth.

MOTION by Cole, SECOND by Franklin to close nominations and cast a ballot for Elroy Buckner for Treasurer.

Roll call vote: Buckner - Yes; Burgess - Yes; Cole - Yes; Franklin - Yes; Hazekamp - Yes; Meeuwenberg - Yes. Absent - Kelly

MOTION CARRIED: 6-0; 1 absent

**VII. DESIGNATE A DISTRICT EMPLOYEE AUTHORIZED TO POST BOARD MEETING NOTICES UNDER THE OPEN MEETINGS ACT**

Item 23-6. MOTION by Franklin, SECOND by Cole to authorize Danielle Vandermuelen and Jason Kennedy as the designated employees authorized to post Board of Education meeting notices, per the Open Meetings Act.

MOTION CARRIED: 6-0; 1 absent

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

**IX. ADJOURNMENT**

Item 23-7. MOTION by Buckner, SECOND by Franklin to adjourn.

MOTION CARRIED: 6-0; 1 absent. The meeting adjourned at 7:12 p.m.

Respectfully submitted,

Susan Franklin, Board Secretary

Danielle VanderMeulen, Recording Secretary



Fruitport Community Schools  
**REGULAR BOARD MEETING MINUTES**  
Monday, January 16, 2023 – 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 7:13 p.m. by Board President, Dave Hazekamp.

Note: The Pledge of Allegiance was recited at the start of the Organizational Meeting.

- II. **ROLL CALL:** Present – Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, and JB Meeuwenberg. Absent - Steve Kelly.

- III. **APPROVAL OF AGENDA**

Item 23-8. MOTION by Cole, SECOND by Buckner to approve the agenda, as presented.

MOTION CARRIED: 6-0; 1 absent

- IV. **PRESENTATIONS:**

- Board of Education Recognition: Each Board member was provided with a framed piece of artwork from one of our students across the District, a certificate of recognition from the Michigan Association of School Boards was presented to each Board member, and a special dessert was prepared and served to Board members from staff member Pam Gustafson. This was done in recognition of School Board Member Appreciation Month.

- V. **COMMUNICATIONS:** None

- VI. **SUPERINTENDENT/ADMINISTRATIVE REPORTS:**

- **Strategic Action Planning Process**

The Board was provided with an update on the Strategic Action Planning Process. Board members were sent a copy of the draft online community survey. The survey will be distributed to stakeholders. A strategic planning website has been created, and data from the survey will be collected and shared with the Board at the February Board meeting. Two (2) community forums will be scheduled after the results are shared with the Board in February.

- **School Accountability Data: Celebrations, Reward School Designations, and Opportunities for Growth and Improvement**

The Board reviewed school accountability, index, and grade data for each school in the District. The Board reviewed Reward School designations for Beach and Shettler, and discussed opportunities for growth in the areas of attendance, MTSS protocols, and behavioral expectations.

- **Update on OK Conference Compensation Structure for Officials**

The Board reviewed an update on the approved OK Conference compensation structure for athletic officials. The Conference approved the compensation structure by a vote of 36-12 at its January 10, 2023 meeting.

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

**VIII. CONSENT AGENDA**

Item 23-9. MOTION by Burgess, SECOND by Buckner to approve the Consent Agenda as listed below:

1. Approval of Bill Listing in the amount of \$388,677.22
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 December 12, 2022

MOTION CARRIED: 6-0; 1 absent.

**IX. GENERAL BOARD BUSINESS:** None

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

## **1. Report of committee meeting held on January 6, 2023**

Kris Cole reported on a Business and Finance Committee meeting held on January 6, 2023 at 12:00 p.m. Kris Cole, Dave Hazekamp, Jason Kennedy, Jessica Wiseman, and Mark Mesbergen were present. The Committee reviewed an update on the middle school boiler replacement, discussed the OK Conference Compensation Structure for Officials, discussed a pre-bond contract with TowerPinkster, discussed the need to purchase two (2) additional special education busses at an upcoming meeting, and discussed band instrument and food service equipment purchases that would be recommended at an upcoming meeting. The meeting was adjourned at 12:43 p.m.

## **2. Middle School Boiler Replacement**

Item 23-10. MOTION by Cole, SECOND by Buckner to approve the purchase of a new Viessmann boiler for the middle school from Hurst Mechanical in the amount of \$83,444 to be paid out of the 2021 Capital Projects Fund.

MOTION CARRIED: 6-0; 1 absent.

## **3. Architectural Pre-Bond Contract - Tower Pinkster**

Item 23-11. MOTION by Cole, SECOND by Buckner to approve the contract with TowerPinkster to serve as the District's architectural firm for work completed as a part of any pre-bond work for the 2026/2027 bond project. The contract will provide for a fixed fee of 6% and a variable fee of 1.5%. In the District's previous two bond projects, these fees were 6% and 2% respectively.

MOTION CARRIED: 6-0; 1 absent.

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

## **1. Report of committee meeting held on January 9, 2023**

JB Meeuwenberg reported on a Personnel Committee meeting held on January 9, 2023 at 5:00 p.m. Dave Hazekamp, JB Meeuwenberg, and Jason Kennedy were present. The Committee discussed the personnel report and new hiring recommendations, discussed the superintendent attending the National Superintendent's Conference on Education in San Antonio in February, at the expense of MASA, discussed a one time early childhood center staff retention bonus, discussed a Letter of Agreement between the FEA and the Board pertaining to the use of sick and personal time, discussed a common calendar proposal, and discussed the finalization of the superintendent's evaluation. The meeting was adjourned at 5:31 p.m.

## **2. Early Childhood Center Grant: Staff Retention One-Time Bonus**

Item 23-12. MOTION by Meeuwenberg, SECOND by Franklin to approve the Early Childhood Center Grant staff retention one-time bonuses, as discussed. The District received a grant in the amount of \$245,877. The grant provides up to \$4000 per classroom for improvements such as new furniture, mats, etc. The grant also allows for staff one-time retention bonuses according to the schedule below. These one-time ECC staff retention bonuses will total \$18,125, and will be covered by the Early Childhood Center Grant.

- 6 full-time staff; (10+ years); \$1500 each
- 4 full-time staff; (5-9 years); \$1000
- 2 full-time staff; (2-4 years); \$750
- 4 full-time staff; (2 years or less); \$350
- 1 part-time staff; (5-9 years); \$500
- 1 part-time staff; (2-4 years); \$375
- 1 part-time staff; (2 years or less); \$150
- 6 staff; (less than 1 year); \$100

MOTION CARRIED: 6-0; 1 absent.

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

### **1. Report of committee meeting held on January 9, 2023**

Susan Franklin reported on a Student Affairs Committee meeting that was held on January 9, 2023. The meeting was called to order at 5:33 p.m. Tim Burgess, Susan Franklin, Dave Hazekamp, and Jason Kennedy were present. The Committee discussed an update on the strategic planning process, reviewed school accountability, index, and grade data for each school in the District, reviewed Reward School designations for Beach and Shettler, discussed opportunities for growth in the areas of attendance, MTSS protocols, and behavioral expectations, discussed an overnight trip request from Fruitport Bands to Walt Disney World to perform at the Magic Kingdom in Disney's Magical Parade, and discussed a MAISD common calendar proposal that was reviewed with MAISD superintendents on January 9, 2023. The meeting was adjourned at 6:14 p.m.

### **2. Overnight Trip Request: Walt Disney World - Fruitport Bands**

Item 23-13. MOTION by Franklin, SECOND by Burgess to approve the overnight trip request from Tim Priest and Fruitport Bands for students to march and perform at the Walt Disney World Resorts in Orlando, FL on February 14 – 19, 2023, as discussed.



MOTION CARRIED: 6-0; 1 absent.

**3. Overnight Trip Request: Varsity Girls Soccer**

Item 23-14. MOTION by Franklin, SECOND by Burgess to approve the overnight trip request from Chris Belasco for the girls' varsity soccer team to attend a team building retreat at Grace Adventures in Mears, MI on March 17-19, 2023, as discussed.

MOTION CARRIED: 6-0; 1 absent.

**XIII. BOARD MEMBER REPORTS AND DISCUSSIONS**

Kris Cole shared information with the Board about the high school robotics team kick off event in preparation for the high school robotics season. Kris Cole also shared that the District would be hosting an elementary school robotics competition next year, in addition to a middle school robotics competition.

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

1. The Business and Finance Committee will meet on February 13, 2023 at 5:30 p.m.
2. The Personnel Committee will meet on February 13, 2023 at 5:00 p.m.
3. The Student Affairs Committee will meet on February 13, 2023 at 4:30 p.m.
4. The Board of Education will meet on February 20, 2023 at 7:00 p.m.

**XV. AGENDA MODIFICATION AND AMENDMENT**

Item 23-15. MOTION by Franklin, SECOND by Cole to amend the agenda and move agenda item XVII (Remarks from the Public) so that persons from the public could address the Board prior to the Board entering into closed session to discuss the superintendent's evaluation pursuant to MCL 15.268 Sec. 8(1)(a).

MOTION CARRIED: 6-0; 1 absent.

**XVI. REMARKS FROM THE PUBLIC**

Community member Michele Lenz addressed the Board and asked who was eligible to complete the online community survey that was discussed. Specifically, she wanted to ensure that community members and tax payers were able to complete the survey without having to have children in the District. Superintendent Kennedy responded to share that

all stakeholders of the District, regardless of whether they had children in the District or not, would be able to provide their feedback and input on the survey.

## **XVII. SUPERINTENDENT EVALUATION**

### **1. Enter into Closed Session - MCL 15.268 Sec. 8(1)(a)**

Item 23-16. MOTION by Buckner, SECOND by Franklin to enter into closed session at 7:45 p.m. pursuant to MCL 15.268 Sec. 8(1)(a), per written request of the Superintendent, for the purposes of considering a periodic personnel evaluation of the Superintendent.

#### Roll Call Vote:

Ayes: Members Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Dave Hazekamp, and JB Meeuwenberg.

Nays: Members

MOTION CARRIED: 6-0; 1 absent

### **2. Return to Open Session**

Item 23-17. MOTION by Franklin, SECOND by Cole to return to open session at 8:29 p.m.

MOTION CARRIED: 6-0; 1 absent

### **3. Superintendent's Evaluation**

Item 23-18. MOTION by Franklin, SECOND by Cole to approve the Board's evaluation of Superintendent Jason Kennedy, and assign an effectiveness rating of highly effective, for the calendar year ending December 31, 2022. The Board assigned a 3.69 out of 4.00 (92%) highly effective rating to Superintendent Kennedy.

MOTION CARRIED: 6-0; 1 absent

## **XVIII. ADJOURNMENT**

Item 23-19. MOTION by Buckner, SECOND by Franklin to adjourn.

MOTION CARRIED: 6-0; 1 absent. The meeting adjourned at 8:36 p.m.

Respectfully submitted,

Susan Franklin, Board Secretary

Danielle VanderMeulen, Recording Secretary

## **Business and Finance Committee**

Monday February 13, 2023

5:40 p.m., Board Room

### **Meeting Minutes**

Attendance: Kris Cole, Dave Hazekamp, Jason Kennedy, Elroy Buckner, John Winkas, Kyle Nielsen, and Mark Mesbergen

#### 1. Air Conditioning Equipment Purchase

John and Mark presented a recommendation to complete the air conditioning projects in the three remaining buildings. The district will do most of the work in house. The recommendation is to buy mini-splits for Shettler Elementary and the Middle School and window units for Beach Elementary. The recommendation will include an estimate in roofing and electrical cost as we will need a contractor to come out. This recommendation will be paid out of the 2021 Bond Funds.

#### 2. Food Service Equipment Purchase

Mark presented the recommendation from JRA and Zach Zos to purchase many pieces of equipment. Fruitport has excess fund balance within our food service fund based on the calculation from the USDA. Therefore, we contracted with JRA to work with Zach and then get quotes from multiple vendors to comply with the audit requirements. JRA will also oversee the installation of the equipment. The only thing that the quote does not include is plumbing and electrical.

#### 3. Public Address System, Emergency Communication, and Audio Enhancement

Kyle presented his recommendation to purchase a new PA system for Shettler Elementary. This recommendation comes with two vendors (Bluum and Vector). This project was outline in the school safety assessment that Fruitport did this Fall. The purchase will be paid out of the school safety money (Section 97).

#### 4. Network Electronics and Structured Fiber Cabling Purchase

Kyle presented his recommendation to update the fiber and network equipment within the buildings using the E-Rate grant. If the recommendation is approved, the district will be purchasing roughly \$225,000 of equipment/services and only have to pay around \$45,000 (FCS will receive a 80% rebate from E-Rate). This recommendation will be paid out of the Technology-Security Fund.

#### 5. Secure Education Consultants (SEC) Recommendation

Jason presented a proposal from SEC to provide crisis support and leadership for a one year. The purchase will be paid out of the school safety money (Section 97).

6. Construction Management Company Recommendation  
Mark and John presented a proposal from Owens-Ames-Kimball (OAK) to continue to be Fruitport's construction manager for our 2026/2027 bond project. Mark and John agreed that OAK has been great to work with and we should continue the great partnership that we have created. Their fee of 3.5% is the same as our previous two bonds.
7. Special Education Bus Purchase Recommendation  
Mark presented a recommendation to purchase two special education buses through the MSBO bus bid site. The district currently has 6 buses on the road each day and 2 sub buses. The two oldest buses that are on the road each day is starting to show their age due to their high mileage. Also, one of our sub buses cannot pass inspection. There is also discussion to add an additional bus run for next year. The recommendation is to continue with our International brand so that is why the team did not go with the lowest price.
8. Budget Amendment  
Mark presented the budget amendments for all of the funds. Mark went into detail about those high level changes. Mark will be sending the full board a high level update before the board meeting as he will not be at the board meeting.
9. State Executive Office Budget Proposal  
Jason discussed the State's budget and how that could impact on bargaining and our collective bargaining agreements.
10. Other – Band Equipment  
Mark presented a recommendation for Tim to purchase some band equipment. The recommendation is to replace/add percussion equipment from two vendors (low bid would be awarded per each equipment). This recommendation will be paid out of the 2021 Bond Funds.

Meeting adjourned at 7:01 p.m.

Respectfully submitted by Mark Mesbergen

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachments #XI-2

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:** Air Conditioning Equipment Purchase

**Background Information:** It is the recommendation to purchase Carrier Ductless Air Conditioning Units for the Middle School and Shettler Elementary, and window air conditioning units for Beach Elementary due to the master facilities plan calling for this building being the next to be replaced. The Carrier units are on a consortium bid program and we have multiple quotes for window units which would comply with MCL 380.1274. The district doing most of the work, but the district will need work with a roof and electrical contractor to complete the project. There are estimates for both of the contractors along with an estimate for electrical materials that our staff will need. Unless there are issues with the supply chain or district emergencies, it is the intent of the District to have air conditioning units installed for the start of the 2023-2024 school year.

**Financial Impact:**

The total estimated project is \$613,139.35. The equipment of \$507,399.35, estimated contracted labor of \$30,000 and an estimated contingency of \$55,740 will come out of the 2021 bond (total of \$593,139.35). The estimated electrical materials (total of \$20,000) will most likely need to come out of the general fund but I am double checking with the auditor (the bond is the first choice).

**Recommended Action:**

To approve the purchase of air conditioning project in the estimated amount of \$613,139.35, as discussed.

**Action Taken:**

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

# AC Recommendation

## Middle School and Shettler Elementary

Materials:

Behler-Young	\$	475,940.00
Electrical Materials	\$	20,000.00

Labor:

Summer Project with FCS		
Roofing	\$	15,000.00 Estimate
Electrical	\$	15,000.00 Estimate

**Total** \$ **525,940.00**

## Beach Elementary

Materials:

Via Amazon	\$	31,459.35
------------	----	-----------

Labor:

Summer Project with FCS

**Total** \$ **31,459.35**

Contingency \$ 55,740.00

**Total Recommendation** \$ **613,139.35**

Hello  
Select your address

All ▾

Search Amazon

EN ▾

Hello, sign in  
Account & Lists ▾

Returns  
& Orders

99+

All Clinic Customer Service Best Sellers Amazon Basics Prime ▾ New Releases Today's Deals Music Books Shop Valentine's Day



Get a **\$50 Amazon Gift Card** instantly upon approval for the **Amazon Rewards Visa Card**

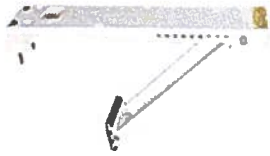
Current Total: \$32,248.77  
Savings: - \$50.00  
Cost After Savings: \$32,198.77

Learn more

# Shopping Cart

Part of your order qualifies for **FREE Shipping**. Choose this option at checkout. See details

Price



**A/C Safe AC-160 Universal Heavy Duty Window Air Conditioner**

**\$24.73**

In Stock  
Eligible for **FREE Shipping & FREE Returns**  
 This is a gift [Learn more](#)

Size: Window Air Conditioner Support AC-160

Qty: 51

Delete Save for later

[Compare with similar items](#)

Subtotal (104 items): **\$32,768.10**

This order contains a gift

Proceed to checkout



**LG 15,000 BTU Window Air Conditioner, Cools 800 Sq.Ft. (20' x**

**\$669.00**

In Stock  
Shipped from: **Beach Camera Same Day Shipping**  
Gift options not available. [Learn more](#)

Size: 15000 BTU  
Style: Electronic

Qty: 1

Delete Save for later

[Compare with similar items](#)



**LG 15,000 BTU Window Air Conditioner, Cools 800 Sq.Ft. (20' x**

**\$639.75**

In Stock  
Shipped from: **Heartland Home Goods**  
Gift options not available. [Learn more](#)

Size: 15000 BTU  
Style: Electronic

Qty: 1

Delete Save for later

[Compare with similar items](#)

## Products related to items in your cart

Sponsored



LuckIn Window Air C...

232  
~~\$37.99~~

[See all buying options](#)



LuckIn Window Air C...

348  
~~\$23.99~~

[See all buying options](#)



Taderuily Wall Mount...

12  
~~\$73.99~~

[See all buying options](#)



Yehchi Window Air C...

36  
~~\$25.99~~

[See all buying options](#)



**LG 15,000 BTU Window Air Conditioner, Cools 800 Sq.Ft. (20' x**

**\$592.12**

In Stock  
Shipped from: **Buildcom**  
Gift options not available. [Learn more](#)

Size: 15000 BTU  
Style: Electronic

Qty: 51

Delete Save for later

[Compare with similar items](#)





**BEHLER-YOUNG**  
 4900 Clyde Park SW  
 GRAND RAPIDS, MI 49509-5118  
 (P) (616) 531-3400

## EQUIPMENT QUOTATION

<b>Contact:</b> <b>Company:</b> <b>Address:</b> <b>Job Name:</b> Fruitport School Mini Split <b>Job Location:</b> GRAND RAPIDS, MI 49509-5118  <b>Sourcewell Contract Number:</b> 070121-CAR	<b>Phone Number:</b> <b>State or Non-State:</b> <b>Services:</b> <b>Quote Date:</b> 10/18/2022 <b>Quote Number:</b> 1122PVAN4991
--	--

We at Carrier are pleased to quote the following equipment for the above referenced project in accordance with the above Sourcewell Contract Number and the attached terms and conditions.

Qty	Model Number	Description	Unit Sell	Total Sell
100	38MBRCQ36AA3	DLS 36K 230V HP CDU	\$2,968.00	\$296,800.00
100	40MBCAQ36XA3	DLS 36K HP IDU CASSETTE	\$1,368.00	\$136,800.00
100	40MBCQ02XXX4	DLS 24K-48K HP IDU CASSETTE GRILLE	\$177.00	\$17,700.00
100	61030-30-3/4	LINESET DUAL INSULATED K-FLEX BLACK 3/8"x5/8" 3/4" WALL 30'	\$196.00	\$19,600.00
12	M84480	WIRE STRANDED THHN 14/4 250' REEL MINI SPLIT MARS	\$210.00	\$2,520.00
12	M84461	WIRE STRANDED SHIELDED 18/2 500' ROLL BRYANT VRF MARS	\$210.00	\$2,520.00

**Total Net Sell Price excluding sales tax: \$475,940.00**

**QUOTATION NOTES:**

- (1) Pricing includes only those items identified above.
- (2) This quote is good for 30 days.
- (3) Please refer to the attached Terms and Conditions.
- (4) For services, progress billing may be employed.

**SPECIAL NOTES:**

1.

We appreciate your consideration of this quotation and would like to thank you for your interest in Carrier products and services. Should you have any questions concerning the above quotation, please feel free to contact me personally.

Thank You For Your Business

**PHIL VANZALEN**  
 BEHLER-YOUNG  
 philv@behler-young.com

**CARRIER CORPORATION**  
**TERMS AND CONDITIONS OF SALE – EQUIPMENT AND/OR SERVICE**

**1. PAYMENT AND TAXES** - Payment shall be made net 30 days from date of invoice. Carrier reserves the right to require cash payment or other alternative method of payment prior to shipment or completion of work if Carrier determines, in its sole discretion, that Customer or Customer's assignee's financial condition at any time does not justify continuance of the net 30 days payment term. In addition to the price, Customer shall pay Carrier any taxes or government charges arising from this Agreement. If Customer claims that any such taxes or government charges do not apply to the transactions governed by this Agreement, Customer shall provide Carrier with acceptable tax exemption certificates or other applicable documents. All past due invoices will accrue interest at the lesser of 1% per month or the maximum amount allowable by law.

**2. EXTRAS** - Equipment, parts or labor in addition to those specified in this Agreement will be provided upon receipt of Customer's written authorization, paid for as an extra at Carrier's prevailing labor rates and equipment/parts charges, and subject to the terms of this Agreement.

**3. RETURNS** - No items will be accepted for return without prior written authorization. Returned goods may be subject to a restocking charge. Special order and non-stock items cannot be returned.

**4. SHIPMENT** - All shipments shall be F.O.B. shipping point, freight prepaid and allowed to the job site. Shipment dates quoted are approximate. Carrier does not guarantee a particular date for shipment or delivery.

**5. PARTIAL SHIPMENT** - Carrier shall have the right to ship any portion of the equipment, goods or other materials included in this Agreement and invoice Customer for such partial shipment.

**6. DELAYS** - Carrier shall not be liable for delays in manufacturing, shipping or delivery by causes beyond the control and without the fault or negligence of Carrier, including but not restricted to acts of God, acts of a public enemy, acts of government, acts of terrorism, fires, floods, epidemics, quarantine restrictions, freight embargoes, supplier delays, strikes, or labor difficulties (collectively "Force Majeure Events"). Carrier agrees to notify Customer in writing as soon as practicable of the causes of such delay. In the event that any materials or equipment to be provided by Carrier under this Agreement become permanently unavailable as a result of a Force Majeure Event, Carrier shall be excused from furnishing such materials or equipment.

**7. WARRANTY** - Carrier warrants that all equipment manufactured by Carrier Corporation and all Carrier equipment, parts or components supplied hereunder will be free from defects in material and workmanship. Carrier shall at its option repair or replace, F.O.B. point of sale, any equipment, part or component sold by Carrier and determined to be defective within one (1) year from the date of initial operation or eighteen (18) months from date of shipment, whichever is earlier. Carrier does not warrant products not manufactured by Carrier Corporation, but it does pass on to Customer any transferrable manufacturer warranties for those products. Carrier warrants that all service provided by Carrier hereunder shall be performed in a workmanlike manner. In the event any such service is determined to be defective within ninety (90) days of completion of that service, Carrier shall at its option re-perform or issue a credit for such service. Carrier's obligation to repair or replace any defective equipment, parts or components during the warranty period shall be Customer's exclusive remedy. Carrier shall not be responsible for labor charges for removal or reinstallation of defective equipment, parts or components, for charges for transportation, handling and shipping or refrigerant loss, or for repairs or replacement of such equipment, parts or components, required as a consequence of faulty installation, misapplication, vandalism, abuse, exposure to chemicals, improper servicing, unauthorized alteration or improper operation by persons other than Carrier. THIS WARRANTY IS GIVEN IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED OR STATUTORY INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

**8. WORKING HOURS** - All services performed under this Agreement, including but not limited to, major repairs, are to be provided during Carrier's normal working hours unless otherwise agreed.

**9. CUSTOMER RESPONSIBILITIES (Service Contracts only)** - Customer shall:

- Provide safe and reasonable equipment access and a safe work environment.
- Permit access to Customer's site, and use of building services including but not limited to: water, elevators, receiving dock facilities, electrical service and local telephone service.
- Keep areas adjacent to equipment free of extraneous material, move any stock, fixtures, walls or partitions that may be necessary to perform the specified service.
- Promptly notify Carrier of any unusual operating conditions.
- Upon agreement of a timely mutual schedule, allow Carrier to stop and start equipment necessary to perform service.
- Provide adequate water treatment.
- Provide the daily routine equipment operation (if not part of this Agreement) including availability of routine equipment log readings.
- Where Carrier's remote monitoring service is provided, provide and maintain a telephone line with long distance direct dial and answer capability.
- Operate the equipment properly and in accordance with instructions.
- Promptly address any issues that arise related to mold, fungi, mildew or bacteria.
- Identify and label any asbestos containing material that may be present. The customer will provide, in writing, prior to the start of a job, a signed statement regarding the absence or presence of asbestos for any job where the building or the equipment to be serviced is older than 1981. Should this document state that no asbestos is present, the customer will also provide in writing the method used to determine the absence of asbestos.

**10. EXCLUSIONS** - Carrier is not responsible for items not normally subject to mechanical maintenance including but not limited to: duct work, casings, cabinets, fixtures, structural supports, grillage, water piping, steam piping, drain piping, cooling tower fill, boiler tubes, boiler refractory, disconnect switches and circuit breakers. Carrier is not responsible for repairs, replacements, alterations, additions, adjustments, repairs by others, unscheduled calls or emergency calls, any of which may be necessitated by negligent operation, abuse, misuse, prior improper maintenance, vandalism, obsolescence, building system design, damage due to freezing weather, chemical/electrochemical attack, corrosion, erosion, deterioration due to unusual wear and tear, any damage related to the presence of mold, fungi, mildew, or bacteria, damage caused by power reductions or failures or any other cause beyond Carrier's control. Carrier shall not be required to perform tests, install any items of equipment or make modifications that may be recommended or directed by insurance companies, government, state, municipal or other authority. However, in the event any such recommendations occur, Carrier, at its option, may submit a proposal for Customer's consideration in addition to this Agreement. Carrier shall not be required to repair or replace equipment that has not been properly maintained.

**11. EQUIPMENT CONDITION & RECOMMENDED SERVICE (Service Contracts only)** - Upon the initial scheduled operating and/or initial annual stop inspection, should Carrier determine the need for repairs or replacement, Carrier will provide Customer in writing an 'equipment condition' report including recommendations for corrections and the price for repairs in addition to this Agreement. In the event Carrier recommends certain services (that are not included herein or upon initial inspection) and if Customer does not elect to have such services properly performed in a timely fashion, Carrier shall not be responsible for any equipment or control failures, operability or any long-term damage that may result. Carrier at its option will either continue to maintain equipment and/or controls to the best of its ability, without any responsibility, or remove such equipment from this Agreement, adjusting the price accordingly.

**12. PROPRIETARY RIGHTS (Service Contracts only)** - During the term of this Agreement and in combination with certain services, Carrier may elect to install, attach to Customer equipment, or provide portable devices (hardware and/or software) that shall remain the personal proprietary property of Carrier. No devices installed, attached to real property or portable device(s) shall become a fixture of the Customer locations. Customer shall not acquire any interest, title or equity in any hardware, software, processes, and other intellectual or proprietary rights to devices that are used in connection with providing service on Customer equipment.

**13. DATA RIGHTS (Service Contracts only)** - Customer hereby grants and agrees to grant to Carrier a worldwide, non-exclusive, non-terminable, irrevocable, perpetual, paid-up, royalty free license to any Source Data, with the right to sub-license to its affiliates and suppliers for (i) Carrier's performance of services pursuant to this Agreement, (ii) the improvement of Carrier services, and Carrier's Analytics Platform; (iii) improving product performance, operation, reliability, and maintainability; (iv) to create, compile, and/or use datasets and/or statistics for the purposes of benchmarking, development of best practices, product improvement; (v) the provision of services to third parties, (vi) research, statistical, and marketing purposes, and/or (vii) in support of Carrier agreements.

Source Data – shall mean data that is produced directly from a system, or device and received at a collection point or a central server (e.g. a Carrier database, data lake, or third party cloud service).

Analytics Platform – shall mean server algorithms or web interface systems used to (i) interpret, convert, manipulate, or calculate data, (ii) perform data processing, and/or (iii) the delivery of data to Carrier, affiliates or suppliers of Carrier, and/or Customer.

**14. RETURN OF DATA (Service Contracts only)** - Customer understands and acknowledges that the portable devices will collect Source Data that will be stored on and/or transmitted to Carrier's servers and to suppliers or affiliates that are contracted by Carrier and used to transmit, process, extract or store such Source Data for purposes of Carrier's performance of the service in accordance with this Agreement. Once such data and information has been stored and/or transmitted to Carrier's servers, Customer agrees that such data and information shall become part of Carrier's database and therefore subject to the license terms under section 13.

**15. DATA DELIVERY** - During the term of the Agreement Customer shall (i) make reasonable efforts to ensure that the hardware remains powered on, (ii) avoid intentional action to impede, block or throttle collection and transmission of Source Data by Carrier, and (iii) avoid intentional action to disable, turn off, or remove the hardware without Carrier's express written consent, which consent shall not be unreasonably withheld.

**16. REVERSE ENGINEERING** - Customer shall not extract, decompile or reverse engineer any software included with, incorporated in, or otherwise associated with the hardware and shall not reverse engineer any reports or analytics provided to or received by Customer from Carrier.

**17. WAIVER OF DAMAGES** - Under no circumstances shall Carrier be liable for any indirect, incidental, special or consequential damages, including loss of revenue or profit, loss of use of equipment or facilities, loss of data, or economic damages howsoever arising.

**18. LIMITATION OF LIABILITY** - Carrier's maximum liability for any reason (except for personal injuries) arising from this Agreement shall not exceed the value of the payments received by Carrier under this Agreement.

**19. CANCELLATION** - Customer may cancel this Agreement only with Carrier's prior written consent, and upon payment of reasonable cancellation charges. Such charges shall take into account costs and expenses incurred, and purchases or contract commitments made by Carrier and all other losses due to the cancellation including a reasonable profit.

**20. CUSTOMER TERMINATION FOR CARRIER NON-PERFORMANCE** - Customer shall have the right to terminate this Agreement for Carrier's non-performance provided Carrier fails to cure such non-performance within thirty (30) days after having been given prior written notice of the non-performance. Upon early termination or expiration of this Agreement, Carrier shall have free access to enter Customer locations to disconnect and remove any Carrier personal proprietary property or devices as well as remove any and all Carrier-owned parts, tools and personal property. Additionally, Customer agrees to pay Carrier for all incurred but unamortized service costs performed by Carrier including overheads and

a reasonable profit.

**21. CARRIER TERMINATION** - Carrier reserves the right to discontinue its service any time payments have not been made as agreed or if alterations, additions or repairs are made to equipment during the term of this Agreement by others without prior agreement between Customer and Carrier.

**22. CLAIMS** - Any lawsuits arising from the performance or nonperformance of this Agreement, whether based upon contract, negligence, strict liability or otherwise, shall be brought within one (1) year from the date the claim arose.

**23. GOVERNMENT PROCUREMENTS** - The components, equipment and services provided by Carrier are “commercial items” as defined in Section 2.101 of the Federal Acquisition Regulations ("FAR"), and the prices of such components, equipment and services are based on Carrier's commercial pricing policies and practices (which do not consider any special requirements of U.S. Government cost principles, FAR Part 31, or any similar procurement regulations). As such, Carrier will not agree to provide or certify cost or pricing data, nor will Carrier agree to comply with the Cost Accounting Standards (CAS). In addition, no government procurement regulations, such as FARs or DFARs, shall apply to this Agreement except those regulations expressly accepted in writing by Carrier.

**24. HAZARDOUS MATERIALS** - Carrier is not responsible for the identification, detection, abatement, encapsulating or removal of asbestos, products or materials containing asbestos, similar hazardous substances, or mold, fungi, mildew, or bacteria. If Carrier encounters any asbestos or other hazardous material while performing this Agreement, Carrier may suspend its work and remove its employees from the project, until such material and any hazards associated with it are abated. The time for Carrier's performance shall be extended accordingly, and Carrier shall be compensated for the delay.

**25. WASTE DISPOSAL** - Customer is wholly responsible for the removal and proper disposal of waste oil, refrigerant and any other material generated during the term of this Agreement.

**26. SUPERSEDEURE, ASSIGNMENT and MODIFICATION** - This Agreement contains the complete and exclusive statement of the agreement between the parties and supersedes all previous or contemporaneous, oral or written, statements. Customer may assign this Agreement only with Carrier's prior written consent. No modification to this Agreement shall be binding unless in writing and signed by both parties. Orders shall be binding upon Carrier when accepted in writing by an authorized representative of Carrier. **CARRIER'S ACCEPTANCE OF CUSTOMER'S ORDER IS CONDITIONED UPON CUSTOMER'S ACCEPTANCE OF THE TERMS AND CONDITIONS SET FORTH HEREIN (THIS "AGREEMENT") AND CUSTOMER'S AGREEMENT TO BE BOUND BY AND COMPLY WITH THIS AGREEMENT. THIS AGREEMENT AND ALL REFERENCED ATTACHMENTS CONSTITUTE THE ENTIRE AGREEMENT BETWEEN CARRIER AND CUSTOMER, AND NO AMENDMENT OR MODIFICATION SHALL BE BINDING ON CARRIER UNLESS SIGNED BY AN OFFICER OR AUTHORIZED EMPLOYEE OF CARRIER. THE FAILURE OF CARRIER TO OBJECT TO PROVISIONS CONTAINED IN ANY PURCHASE ORDER OR OTHER DOCUMENT OF CUSTOMER SHALL NOT BE CONSTRUED AS A WAIVER BY CARRIER OF THE TERMS IN THIS AGREEMENT OR AN ACCEPTANCE OF ANY OF CUSTOMER'S PROVISIONS. ANY CONFLICTING OR ADDITIONAL TERMS OR CONDITIONS SET FORTH BY CUSTOMER IN A PURCHASE ORDER OR OTHER DOCUMENT SHALL NOT BE BINDING UPON CARRIER, AND CARRIER HEREBY EXPRESSLY OBJECTS THERETO.**

**27. CUSTOMER CONSENT** - Customer consents and agrees that Carrier may, from time to time, publicize Carrier related projects with Customer, including the value of such projects, in all forms and media for advertising, trade, and any other lawful purposes.

**28. FOR WORK BEING PERFORMED IN CALIFORNIA** - Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within 10 years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board, P.O. Box 26000, Sacramento, California 95826.

**29. INTELLECTUAL PROPERTY** – Notwithstanding anything to the contrary stated herein, Carrier retains ownership of its intellectual property and no license to Carrier's intellectual property is granted except as necessary for Customer to use any deliverables and/or services provided hereunder.

**30. DATA PRIVACY** – Carrier processes personal data in accordance with its privacy notice at Carrier.com or via the following link: <https://www.carrier.com/carrier/en/worldwide/legal/privacy-notice>. Each party will comply with applicable data privacy laws governing personal information collected and processed under this Agreement, including the California Consumer Privacy Act and the European General Data Protection Regulation, and take all reasonable commercial and legal steps to protect personal data. If Customer provides Carrier with personal data, Customer will ensure that it has the legal right to do so, including notifying the individuals whose personal data it provides to Carrier. If a party collects or processes personal data from California residents under this Agreement, such party is a “Service Provider” under the CCPA, and will not sell or exchange such personal data for anything of value.

**31. FACTORY ACCEPTANCE TESTS AND INSPECTIONS** – The nature and extent of factory acceptance tests or factory inspections, including without limitation, the number and identity of participants, locations visited, and activities undertaken, shall be limited to activities directly related to the performance of this Agreement. The tests or inspections will be subject to mutual agreement of the parties, Carrier policy and internal pre-approval requirements, and strictly comply with Customer's policies as well as all applicable laws and regulations including, without limitation, all applicable laws and regulations prohibiting corruption.

**32. CHANGE ORDER / ADDITIONAL WORK / PRICE ADJUSTMENTS** – Carrier will not perform additional work until such time as Carrier

receives a change order, duly executed by each party, setting forth the scope and an agreed upon price for the additional work, as well as any appropriate adjustments to the delivery schedule. Additional work and/or materials supplied under any change order shall be subject to the terms of this Agreement. The price of services performed under this Agreement is subject to change due to increases in material costs related to tariffs, import duties, trade policy, epidemics, commodity or material costs, supplier costs, labor costs, or related impacts or market conditions. Such change shall come into effect on thirty (30) days' prior written notice from Carrier to Customer.

**33. OCCUPATIONAL SAFETY AND HEALTH (Service Contracts Only)** – Carrier and Customer agree to notify each other immediately upon becoming aware of an inspection under, or any alleged violation of, the Occupational Safety and Health Act (“OSHA”) relating in any way to the performance of work under this Agreement, the project or the job site.

**34. ANTI-DISCRIMINATION POLICY** –The Carrier Fostering a Respectful and Safe Work Environment policy is incorporated into these terms via this link:

[https://www.carrier.com/commercial/en/us/media/carrier-anti-discrimination-harassment-policy-02192021\\_tcm199-109848.pdf](https://www.carrier.com/commercial/en/us/media/carrier-anti-discrimination-harassment-policy-02192021_tcm199-109848.pdf).

**35. EQUIPMENT RENTALS** – If all or a portion of this Agreement is for equipment rental, the Carrier Rental Systems Master Terms and Conditions – Rental, available at

<https://www.carrier.com/rentals/en/us/rental-equipment/rental-forms/>, shall apply to the rental equipment.

**Accepted By:**

<b>Name:</b>	_____	<b>Proposal Date:</b>	11/01/2022
<b>Title:</b>	_____	<b>Proposal Number:</b>	1122PVAN4991
<b>Company:</b>	_____	<b>PO Number:*</b>	_____
<b>Date:</b>	_____	<b>Project Name:</b>	Fruitport School Mini Split

\* No terms, conditions or provisions of the referenced Purchase Order are incorporated into this Agreement.

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachments #XI-3

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:** Food Service Equipment Purchase

**Background Information:** JRA Food Service Consultants provides food service consulting services to the District. To complete the required Food Service Fund spend down plan, it is the recommendation of JRA and the District to replace selective equipment and make additions at the High School, Middle School, Edgewood, and Shettler. The equipment list is included in the Board packet, along with each of the quotes received.

**Financial Impact:**

The District received three (3) quotes, as follows: Stafford-Smith, Inc. (\$374,019), Merchandise Equipment and Supply (\$410,916.82), and Great Lakes West, LLC (\$402,382). The consultation and design fee from JRA Food Service Consultants is \$21,000. It is the recommendation of the District and JRA to award the food service equipment bid to Staff-Smith, Inc., the lowest qualified bidder, in the amount of \$374,019.

**Recommended Action:**

To approve the purchase of food service equipment in the amount of \$374,019 from Stafford-Smith, Inc., and to approve the food service consulting fee in the amount of \$21,000 to JRA Food Consultants, as discussed.

**Action Taken:**

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



3113 West River Road Muskegon, MI 49445  
P (616) 454-4433 Toll Free (877) 454-4433

February 13, 2023

Mr. Mark Mesbergen  
Fruitport Community Schools  
3255 E. Pontaluna Road  
Fruitport, MI 49415

**Re: Foodservice Design – Fruitport Community Schools – Fruitport, Michigan**

Dear Mark,

Pursuant to the 2023 Fund Balance Spend Down plan that has been just completed, we offer our fee proposal on the above referenced project. We are ***extremely*** interested in working with you on this project. The scope of consulting services is based on our understanding of the project.

**BASIC SERVICES**

Provide food service consulting services, as outlined below. Project scope selective equipment additions and/or replacement at several schools including the High School, Middle School, Edgewood Elementary and Shettler Elementary. The equipment value is estimated to be approximately \$375,000.00.

**PHASE I - FOODSERVICE PROGRAMMING**

- A. Provide programming data as required to develop scope, concept, space allocation, project requirements and menu review
- B. Unlimited in person or electronic conferences during this phase.

**PHASE II - FOODSERVICE SCHEMATIC DESIGN**

- A. Provide one preliminary foodservice equipment floor plan drawing.
- B. Provide one preliminary equipment list and budget.
- C. Provide one preliminary equipment specification sheet brochure.
- D. Provide revisions to the floor plan drawing.
- E. Provide revisions to the equipment list & budget.
- F. Provide revisions to equipment specification sheet brochure.
- G. Unlimited in person or electronic conferences during this phase.

**PHASE III - FOODSERVICE DESIGN DEVELOPMENT**

- A. Develop a revised final preliminary foodservice equipment/floor plan of each area.
- B. Preliminary schedule of mechanical, electrical and ventilation requirements for equipment.
- C. Provide a revised equipment budget.
- D. Unlimited in person or electronic conferences during this phase.

**PHASE IV - FOODSERVICE CONSTRUCTION DOCUMENTATION**

- A. Provide final floor plans of each foodservice area after receiving Architect's dimensional drawings, with necessary details and elevations.
- B. Provide final schedule of the mechanical, electrical and ventilation requirements for food service equipment and consultations with engineers as required.
- C. Provide plumbing, electrical, ventilation, refrigeration, etc. rough in plans for equipment.
- D. Provide elevations, details, sections, etc. to communicate fully the design requirements.
- E. Type foodservice equipment specifications for printing and distribution by architect or our firm.
- F. Completion of the County Health Department Plan Review Application & Worksheets for submittal

- G. to the health authorities by the Architect and assistance in obtaining Plan Review approval.  
Unlimited in person or electronic conferences during this phase.

**PHASE V - FOODSERVICE CONSTRUCTION SUPERVISION**

- A. Supply a bidder's list, attend bid opening, and assist in bid evaluation and award.
- B. Check the shop drawings, rough-in drawings, and brochures submitted by food service equipment contractor to assure compliance with the bid documents.
- C. Perform two onsite inspections during critical phases of construction during installation of equipment and assist in coordination of work with related subcontractors.
- D. Unlimited in person or electronic conferences during this phase.

**PHASE VI - FOODSERVICE EQUIPMENT PROJECT CLOSE-OUT**

- A. Provide one preliminary and one final onsite inspection with report to and architect.
- B. Review of maintenance manuals and as built drawings.
- C. Coordination with health department during final inspections.
- D. Assistance with staff during start up, demonstrations, and opening.
- E. Unlimited in person or electronic conferences during this phase.
- F. Act on behalf of your office, when requested, for the duration of the project and warranty period.

**FEES PROPOSAL - FOOD SERVICE EQUIPMENT**

Phase I	Programming	\$ 1,050.00
Phase II	Schematic Design	\$ 4,200.00
Phase III	Design Development	\$ 3,150.00
Phase IV	Construction Documentation	\$ 6,300.00
Phase V	Construction Supervision	\$ 3,780.00
Phase VI	Project Close-out	\$ 2,520.00
Project total		<b>\$21,000.00</b>

**Additional Services** - Additional services will be billed at an hourly rate of \$70.00 and would include any work that has not been identified in the above scope of work. Consultant shall provide written notification of changes in fees. Additional services will be provided upon receipt of written authorization to proceed.

- 1) Any redesign or work incurred after completion of bid documents and/or receipt of bids is to be deemed as "Additional Services".

**Reimbursable Expenses** - Reimbursable expenses including printing, reproductions, plotting, postage, phone, fax, travel to and from meetings and/or site visits etc. are included in our fee.

Health Department Plan Review and Licensure fees are the responsibility of the Owner.

I trust you find this proposal acceptable, and we receive your valued order.

Sincerely,



James Riemenschneider

**President – JRA Food Service Consultants, LLC**





**STAFFORD-SMITH, Inc.**

*"Since 1940"*

## **FRUITPORT PUBLIC SCHOOLS**

### **A REVISED PROPOSAL TO: JRA Food Service Consultants, LLC**



**Joan M. Graves**

3414 S. Burdick Street  
Kalamazoo, MI 49001

**Phone:** 269.343.1240 | **Fax:** 269.585.6390

[JGraves@StaffordSmith.com](mailto:JGraves@StaffordSmith.com)

# Bid Proposal

## **Bid:**

Please accept our Revised Proposal dated February 7, 2023 in the Base Bid amount of \$371,788 for the Food Service Equipment portion of the above referenced project.

Should a Performance and Payment Bond be applicable, please ADD \$2,231 to the above Base Bid amount.

Sales Tax have been included at a cost of \$20,824.

## **Scope:**

This Proposal is based on the Plans and Specifications dated January 25, 2023 by JRA. From our thorough review of the documents provided, we have developed this Proposal. We have included for equipment, installation, freight and sales tax, with all final electrical, plumbing and gas connections to be "By Others".

## **Notes / Constraints:**

**\*\*THIS PROPOSAL IS VALID FOR 30 DAYS AS OF THE DATE OF THIS PROPOSAL NOTED ABOVE.**

**\*\*Due to global supply chain issues and subsequent freight issues, Stafford Smith is not responsible for any unforeseen surcharges, price increases and other increases in cost after the order is placed. These costs will be passed along to the customer. Proof of these increases can be surrendered upon request.**

## **Bid Breakdown:**

PLEASE SEE UNIT PRICING ATTACHED.

## **Closing:**

Stafford Smith, Inc. has been in the business of providing and installing Commercial Foodservice Equipment since 1940. We are well equipped to provide you with outstanding service with the utmost professionalism.

Thank you for this opportunity. We look forward to becoming a part of this Project.

**Sincerely,**

**STAFFORD SMITH, INC.**

*Joan M. Graves*

Project Estimator

**Project Name:** Fruitport Public Schools

**Bidding To:** Via email to JRA

**Project Location:** Muskegon, MI

**CM/GC:**

**Due Date:** January 30, 2023

**FS Consultant:** JRA

**Addenda:**

**Architects:**

**Notes:** Not Preval Wage

**Substantial Completion Date:** August, 2023

**Prepared By:** STAFFORD SMITH, INC.

**Installing:**

Location	Item # Prefix	Spec Item #	Manufacturer	Description	Qty	Total
Edgewood ES	E	1	Continental	Refrigerator	1	\$ 5,381
Edgewood ES	E	2	Continental	Freezer	1	\$ 6,730
Edgewood ES	E	3	F.W.E.	Hot Food Cabinet	2	\$ 11,082
Edgewood ES	E	4	F.W.E.	Undercounter Hot Food Cabinet	2	\$ 7,012
Edgewood ES	E	5	Hobart	Dishwasher w/Booster Heater	1	\$ 24,664
Edgewood ES	E	6	Custom - John Boos	Dishwasher Hood & Exhaust Fan	1	\$ 1,455
Edgewood ES	E	6.1	Custom	Exhaust Fan	1	\$ 1,575
Edgewood ES	E	7	True Mfg	Milk Cooler	2	\$ 7,789
Edgewood ES	E	8	LTI	Hot Food Table	2	\$ 24,385
Edgewood ES	E	8.1	ACS	Sneeze Guard	2	\$ 9,936
Edgewood ES	E	9	LTI	Utility Counter	2	\$ 8,336
Edgewood ES	E	10	LTI	Cold Food Table	1	\$ 9,862
Edgewood ES	E	10.1	ACS	Sneeze Guard	1	\$ 4,810
Edgewood ES	E	11	LTI	Cashier Counter	2	\$ 9,330
Hig School	H	1	Merry Chef	Rapid Cook Oven	1	\$ 12,028
Middle School	M	1	Vulcan	Convection Oven, Dbl Stacked	2	\$ 23,217
Middle School	M	1.1	Dormont	Gas Hose	2	\$ 556
Middle School	M	2	Alto Shaam	Combi Oven	1	\$ 31,549
Middle School	M	2.1	Dormont	Gas & Water Hoses	2	\$ 629
Middle School	M	2.2	Cool Drain Flow	Drain Water Tempering Kit	1	\$ 615
Middle School	M	3	Alto Shaam	Reverse Osmosis System - incl	1	\$ -
Shettler ES	S	1	True Mfg	Milk Cooler	1	\$ 3,895
Shettler ES	S	2	LTI	Hot Food Table	1	\$ 12,192
Shettler ES	S	2.1	ACS	Sneeze Guard	1	\$ 4,968
Shettler ES	S	3	LTI	Utility Counter	1	\$ 4,168
Shettler ES	S	4	LTI	Cold Food Table	1	\$ 9,155
Shettler ES	S	4.1	ACS	Sneeze Guard	1	\$ 4,022
Shettler ES	S	5	LTI	Cashier Counter	1	\$ 4,665
Shettler ES	S	6	Meiko	Dishwasher w/Booster Heater	1	\$ 31,347
Shettler ES	S	6.1	Everpure	Water Softener for Dishmachine	1	\$ 202
Shettler ES	S	7	Custom - John Boos	Dishwasher Pant Leg Duct System	1	\$ 2,187
Shettler ES	S	8	Alto Shaam	Combi Oven	1	\$ 31,549
Shettler ES	S	8	Alto Shaam	Gas & Water Hoses - incl	1	\$ -
Shettler ES	S	8.1	Cool Drain Flow	Drain Water Tempering Kit	1	\$ 615
Shettler ES	S	9	Alto Shaam	Reverse Osmosis System - incl	1	\$ -

Location	Item # Prefix	Spec Item #	MANUFACTURER BID	Description	Qty	Total
Shettler ES	S	10	Vulcan	Griddle Top Range	1	\$ 13,222
Shettler ES	S	10.1	Dormont	Gas Hose	1	\$ 556
Shettler ES	S	11	Vulcan	Convection Oven, Dbl Stacked	1	\$ 11,609
Shettler ES	S	11.1	Dormont	Gas Hose	2	\$ 629
Shettler ES	S	12	Custom - John Boos	Portable Table	2	\$ 5,021
						\$ 340,940

BREAKDOWN	Amount \$
FREIGHT	\$ 4,321
EQUIPMENT	\$ 340,940
INSTALLATION by Subs	\$ 24,727
SALES TAX/USE TAX	EXEMPT
TRUCKING	\$ 1,800
<b>SUBTOTAL</b>	<b>\$ 371,788</b>
PERFORMANCE BOND	\$ 2,231
<b>GRAND TOTAL</b>	<b>\$ 374,019</b>



# Merchandise

## EQUIPMENT & SUPPLY

# Quote

02/02/2023

**Project:**



Fruitport Schools - various schools -  
2023 install

**From:**

Merchandise Equipment & Supply  
Inc  
Colleen Wilson  
2039 Walker Court NW  
Grand Rapids, MI 49544  
(616)791-1100 Office  
(616)791-1100 (Contact)  
(616)791-1148 (Fax)  
colleen@merchandiseeq.com

Options and alternates are not included in totals.

Item	Qty	Description	Sell	Sell Total
<b>HIGH SCHOOL</b>				
H1	1 ea	<b>RAPID COOK OVEN</b> Merrychef USA Model No. E5 eikon™ Convection and Microwave Large Speed Oven, (2) rack positions, ventless cooking capability, EasyTouch™ controls, USB memory, built-in diagnostic testing, bottom-hinged door, includes: (1) wire rack "40C1011", (1) cool down pan "32Z4028" & (1) cleaner kit "32Z44148", stainless steel construction, 6.2kW, 208/240v/60/1-ph, 30 amp, NEMA 6-30P, CE, NSF, cULus Classified Dimensions 25.3(h) x 28(w) x 27.8(d) 1 ea 1 year parts & labor warranty, standard ***Matches in size	\$9,138.20	\$9,138.20
			<b>ITEM TOTAL:</b>	<b>\$9,138.20</b>
H1 alt	1 ea	<b>RAPID COOK OVEN</b> Merrychef USA Model No. E4S eikon™ Convection, Air Impingement and Microwave Speed Oven, ventless cooking capability, quiet operation, EasyTouch™ controls, USB memory, built-in diagnostic testing, bottom-hinged door, includes: (1) wire rack "DV0908", (1) paddle "PSR310", (2) mesh bottom baskets "32Z4031", (1) cool down pan "32Z4028" & (1) cleaner kit "32Z4148", stainless steel construction, 6.2kW, 208/240v/60/1-ph, 30 amp, NEMA 6-30P, CE, cULus, NSF, ETL Dimensions 23.3(h) x 23(w) x 29.5(d) **Matches in speed	\$12,600.72	<Alternate>
				<Alternate>

Item	Qty	Description	Sell	Sell Total
	1 ea	1 year parts & labor warranty, standard		<Alternate>
			<b>ITEM TOTAL: &lt;Alternate&gt;</b>	<b>\$12,600.72</b>
<b>HIGH SCHOOL SUBTOTAL</b>				<b>\$9,138.20</b>
<b>MIDDLE SCHOOL</b>				
M1	2 ea	<b>CONVECTION OVEN, GAS</b>	\$14,151.56	\$28,303.12
		 <p>Garland/US Range Model No. MCO-GS-20-S Master Series Convection Oven, gas, double-deck, standard depth 41-1/2", (2) speed fan, Master 200 solid state controls with 1 hour timer, electric ignition, (2) speed fan, dependent 60/40 doors with windows, stainless steel front, sides &amp; top, porcelain cavity, 24" cooking cavity height, with (6) chrome plated oven racks on 13-position rack guides, 6-1/2" legs, 120,000 BTU (Garland), UL, cUL, NSF Dimensions 70.5(h) x 38(w) x 41.25(d)</p>		
	2 kt	Dormont 16100KITS48PS Dormont Blue Hose™ Moveable Gas Connector Kit, 1" inside dia., 48" long, covered with stainless steel braid, coated with blue antimicrobial PVC, (1) Snap Fast™ QD, (1) Swivel MAX®, (1) full port valve, (1) elbow, (1) pair Safety Set® with hardware mounting options, limited lifetime warranty	\$410.65	\$821.30
	2 ea	(2) year limited parts & (1) year labor warranty, Door warranty (5) year limited parts except window, covers products purchased and installed in the USA & Canada only, standard		
	2 ea	Natural gas, specify elevation if over 2,000 ft		
	2 ea	NOTE: Contact factory for other connection options		
	2 ea	(2) 120v/60/1-ph, 9.8 amps, NEMA 5-15P (3/4 HP motor), standard		
	2 ea	Swivel casters with front brakes (set of four)	\$273.74	\$547.48
		<b>***Flue deflector not available.</b>		
			<b>ITEM TOTAL:</b>	<b>\$29,671.90</b>
M2	1 ea	<b>COMBI OVEN, GAS</b>	\$27,253.38	\$27,253.38
		 <p>RATIONAL Model No. ICP 10-FULL NG 208/240V 1 PH (LM100EG) (CE1GRRRA.0000240) iCombi Pro® 10-Full Size Combi Oven, natural gas, (10) 18" x 26" sheet pan or (20) 12" x 20" steam pan or (10) 2/1 GN pan capacity, (5) stainless steel grids included, intelligent cooking system with (4) assistants; iDensityControl, iCookingSuite, iProductionManager, &amp; iCareSystem, (6) operating modes, (5) cooking methods, (3) manual operating modes, 85° to 572°F temperature range, quick clean, care control, eco mode, 6-point core temperature probe, retractable hand shower, Ethernet interface, Wi-Fi enabled, 152,000 BTU, 208/240v/60/1-ph, 6 ft. cord, 1.5 kW, CE, IPX5, cCSAus, NSF, ENERGY STAR® Dimensions 39.9(h) x 42.25(w) x 38.4(d)</p>		
	1 ea	MERCH WATTS 9 D MES WATTS 9 D VALVE	\$72.53	\$72.53
	1 ea	NOTE: All discounts subject to approval by manufacturer		
	1 ea	2 years parts and labor, 5 years steam generator warranty		

Item	Qty	Description	Sell	Sell Total
	1 ea	CAP Chef Assistance Program, a RATIONAL certified Chef conducts 4 hours/location specialized application training with personnel, no charge		
	1 ea	8720.1561US Installation Kit, for gas iCombi/SCC/CMP 102G (208-240/60/1ph); gas iCombi/SCC/CMP 201G (120/60/1ph); gas iCombi/SCC/CMP 202G (208-240/60/1ph) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$776.60	\$776.60
	1 ea	1900.1154US Water Filtration Single Cartridge System, for any iVario, single Combi model, or XS or half-size Combi-Duos, includes: (1) single head with pressure gauge, R95H filter & filter installation kit	\$427.39	<Incomplete>
	1 ea	NOTE: Chloride concentrations above 80ppm can cause corrosion. RATIONAL Water Filtration does NOT reduce chloride		
	1 ea	Free Water Testing Kits are available (contact factory for info)		
	2 ea	56.01.535 Active Green Cleaner Tabs, for all iCombi Pro/Classic, 150 pieces/bucket (minimum order quantity- 2 ea, unless ordered with a unit)	\$121.74	\$243.48
	1 ea	56.00.562 Care Tabs, bucket of 150 packets for all iCombi Pro/Classic models and SelfCooking Center® units from 10/2008, with CareControl - Serial SG, SH or SI series (minimum order quantity: 2pcs, unless ordered with a unit)	\$110.61	\$110.61
	1 ea	60.31.102 Stand I Mobile Oven Stand, 27-1/2"H, all sides open, stainless steel construction, height adjustable casters, for iCombi 6- and 10-full size Classic/Pro	\$803.73	\$803.73
	10 ea	6010.2101 Gastronorm Grid Shelf, 2/1 size, 25-5/8" x 20-7/8", stainless steel	\$54.32	\$543.20

**Drain Water Temp kit built in to Rational oven**

**ITEM TOTAL: \$29,803.53**




M3	1 ea	<b>REVERSE OSMOSIS SYSTEM</b> Everpure Model No. EZ-RO 375/50ATM EZ-RO reverse osmosis system, EZ-RO 375/50ATM combines RO water & mineral-addition to produce up to 375 gpd; includes a 50-gallon atmospheric storage tank with electric repressurization pump, integrated prefilter, RO membrane, mineral-addition cartridge, operating pressure gauge and full system bypass valve. Includes installations kit with tubing, fittings and hardware for wall-mount, or can be free-standing with optional bracket. RO production is expandable to meet future requirements, NSF certified (EV997569)	\$3,764.97	\$3,764.97
----	------	---	------------	------------


**ITEM TOTAL: \$3,764.97**

m100	1 ea	<b>INSTALLATION</b> Merchandise Equipment & Supply Model No. DELIVERY/SET IN PLACE	\$2,880.00	\$2,880.00
	1 ea	RATIONAL 9999.2211 RCI RATIONAL Certified Installation, new certified installation for each individual gas table-top iCombi on a stand or counter, 100 miles (200 round-trip) included. (Do not use for	\$1,265.00	\$1,265.00




Item	Qty	Description	Sell	Sell Total
		Combi-Duo, See attached installation flyer for details) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)		
1 ea		RATIONAL 8720.1561US Installation Kit, for gas iCombi/SCC/CMP 102G (208-240/60/1ph); gas iCombi/SCC/CMP 201G (120/60/1ph); gas iCombi/SCC/CMP 202G (208-240/60/1ph) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$776.60	\$776.60
1 ea		RATIONAL 9999.2002 Pre-Installation Site Consultation, provides an installation consultation to ensure the site has proper space and connections for gas, electric, drain & water, one (1) Consultation is needed for every four (4) cooking systems, includes 100 miles (200 miles round trip). (see attached installation flyer for details) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$495.00	\$495.00
1 ea		MICHIGAN GAS ENERGY STAR REBATE		<Incomplete>
			<b>ITEM TOTAL:</b>	<b>\$5,416.60</b>
<b>MIDDLE SCHOOL SUBTOTAL</b>				<b>\$68,657.00</b>

**EDGEWOOD ELE**

E1	1 ea	<b>REACH-IN REFRIGERATOR</b>	\$5,619.72	\$5,619.72
		 <p>Continental Refrigerator Model No. 2RN Refrigerator, reach-in, two-section, self-contained refrigeration, stainless steel front, aluminum interior &amp; ends, standard depth, full-height solid doors, cylinder locks, electronic control with digital display, hi-low alarm, unit comes standard with expansion valve, electric condensate evaporator, R290 hydrocarbon refrigerant, 1/4 HP, cETLus, NSF, ENERGY STAR® Dimensions 82.25(h) x 52(w) x 35.38(d)</p>		
	1 ea	Standard warranty (for the United States & Canada Only): 3 year parts and labor; additional 4 year compressor part		
	1 ea	115v/60/1-ph, 6.9 amps, cord, NEMA 5-15P, standard		
	1 ea	Left Door hinged on left & right door hinged on right, standard		
	1 ea	5" Casters, standard		
	2 ea	Shelf, epoxy coated, plated steel with clips	\$63.35	\$126.70
			<b>ITEM TOTAL:</b>	<b>\$5,746.42</b>

E2	1 ea	<b>REACH-IN FREEZER</b>	\$7,181.01	\$7,181.01
		 <p>Continental Refrigerator Model No. 2FN Freezer, reach-in, two-section, self-contained refrigeration, stainless steel front, aluminum interior &amp; ends, standard depth, full-height solid doors, cylinder locks, electronic control with digital display, unit can be adjusted to operate as low as -10°F, hi-low alarm, electric condensate evaporator, R290 Hydrocarbon refrigerant, 1/2 HP, cETLus, NSF, ENERGY STAR® Dimensions 82.25(h) x 52(w) x 35.38(d)</p>		
	1 ea	Standard warranty (for the United States & Canada Only): 3 year parts and labor; additional 4 year compressor part		



Item	Qty	Description	Sell	Sell Total
	1 ea	115v/60/1-ph, 9.0 amps, cord, NEMA 5-15P, standard		
	1 ea	Left Door hinged on left & right door hinged on right, standard		
	1 ea	5" Casters, standard		
	4 ea	Shelf, epoxy coated, plated steel with clips	\$63.35	\$253.40
			<b>ITEM TOTAL:</b>	<b>\$7,434.41</b>
E3	2 ea	<b>MOBILE HEATED CABINET</b>	\$5,860.80	\$11,721.60
		 <p>FWE / Food Warming Equipment Co., Inc. Model No. UHST-13 Quick Ship - Heated Cabinet, mobile, slim-line, (13) pair universal tray slides, (13) 18" x 26" or (26) 12" x 20" pan capacity, 4-1/2" OC, adjustable to 1-1/2" increments, top mounted forced air heating system, adjustable thermostat, 90°F to 190°F temperature range, insulated, (1) flush mounted door, push bars, wraparound bumper, stainless steel construction, 5" casters (2) rigid &amp; (2) swivel with brakes, UL, cULus, UL EPH Classified, CE, IPX4, ENERGY STAR® Dimensions 76.25(h) x 30.75(w) x 35.25(d)</p>		
	2 ea	Two year limited parts & one year labor warranty, standard		
	2 ea	120v/60/1-ph, 14.1 amps, 1692 watts, cord with NEMA 5-15P, standard (US)		
	2 ea	Electronic Control		
	2 ea	Stainless Steel Dutch door add suffix "D" to model number, per door		
	2 ea	Field reversible doors, standard		
			<b>ITEM TOTAL:</b>	<b>\$11,721.60</b>
E4	2 ea	<b>MOBILE HEATED CABINET</b>	\$3,708.10	\$7,416.20
		 <p>FWE / Food Warming Equipment Co., Inc. Model No. UHST-4 Heated Cabinet, mobile, slim-line, (4) pair universal tray slides, (4) 18" x 26" or (8) 12" x 20" pan capacity, 4-1/2" OC, adjustable to 1-1/2" increments, top mounted forced air heating system, adjustable thermostat, 90°F to 190°F temperature range, insulated, (1) flush mounted door, stainless steel construction, (4) 2" swivel casters, UL, cULus, UL EPH Classified, CE, IPX4 Dimensions 32.25(h) x 27(w) x 33.75(d)</p>		
	2 ea	Two year limited parts & one year labor warranty, standard		
	2 ea	120v/50/60/1-ph, 14.1 amps, 1692 watts, cord with NEMA 5-15P, standard (US)		
	2 ea	Electronic Control		
	2 ea	Standard door(s)		
			<b>ITEM TOTAL:</b>	<b>\$7,416.20</b>
E5	1 ea	<b>DISHWASHER, DOOR TYPE</b>	\$14,294.61	\$14,294.61
		 <p>Champion Model No. DH-6000T Genesis Dishwasher, door type, extended hood (27" vertical clearance), high temperature sanitizing, (60) racks/hour capacity, auto start, auto-fill, detergent &amp; chemical connections, interchangeable upper &amp; lower spray arms, automatic drain valve, vent fan control, bottom mounted HMI controls, stainless steel construction, electric</p>		

Item	Qty	Description	Sell	Sell Total
		tank heat, peg rack, flat rack, 2 HP self draining pump, NSF, cULus, ENERGY STAR® Dimensions 68.94(h) x 33.94(w) x 31.63(d)		
1 ea		CDF DTV20 Drain water tempering kit - 2" brass tee, custom brass bushing, shortened drain tempering valve with 3/4" inlet. Includes 3/4" brass tee, water hammer arrester and double check valve.	\$581.90	\$581.90
		Use with LESS than 25 GPM		
4 ea		MERCH DISH RACK MES dish racks	\$24.20	\$96.80
1 ea		Kendall DISCONNECT	\$357.50	\$357.50
1 ea		Fuel Surcharge (NET/NET)	\$55.00	\$55.00
1 ea		1 year parts & labor warranty, standard		
1 ea		Complimentary factory authorized performance test included, upon equipment start-up. Consult local Champion sales representative for coordination of the start-up. If customer is beyond 60 miles from Champion authorized service agent, consult factory.		
1 ea		Single-point electrical connection, standard		
1 ea		Booster Heater, built-in, configured to ensure 180°, with mounted PRV	\$2,449.79	\$2,449.79
1 ea		208-240v/60/3-ph		
1 ea		Straight-through design application		
1 ea		Shock arrestor (unmounted)	\$90.16	\$90.16
1 ea		Champion ION scale prevention system, shipped un-mounted	\$873.18	\$873.18
		<b>NOTE: Chemical system by others.</b>		
		<b>ITEM TOTAL:</b>		<b>\$18,798.94</b>
E6	1 ea	<b>DISH HOOD SYSTEM</b> Custom Model No. DISH HOOD/FAN/CURB Condensate hood, downblast exhaust fan & roof Curb	\$2,469.30	\$2,469.30
		<b>ITEM TOTAL:</b>		<b>\$2,469.30</b>
E7	2 ea	<b>MILK COOLER</b> True Mfg. - General Foodservice Model No. TMC-49-S-SS-HC Mobile Milk Cooler, forced-air, (12) 13" x 13" x 11-1/8" crate capacity, stainless steel drop front/hold-open flip-up lid with lock, 33 - 38°F temperature range, (3) heavy-duty floor racks, digital thermometer, stainless exterior, stainless steel interior & floor, 4" castors, R290 Hydrocarbon refrigerant, 1/5 HP, 115v/60/1-ph, 2.7 amps, NEMA 5-15P, cULus, UL EPH Classified, Made in USA, ENERGY STAR® Dimensions 41.63(h) x 49(w) x 33(d)	\$4,404.22	\$8,808.44
	2 ea	Self-contained refrigeration standard		
	2 ea	Warranty - 7 year compressor (self-contained only), please visit <a href="http://www.Truemfg.com">www.Truemfg.com</a> for specifics		
	2 ea	Warranty - 5 year parts & labor, please visit <a href="http://www.Truemfg.com">www.Truemfg.com</a> for specifics		



Item	Qty	Description	Sell	Sell Total
	2 ea	4" Castors, standard <b>Approx. 3 week lead time</b>		
			<b>ITEM TOTAL:</b>	<b>\$8,808.44</b>
E8	2 ea	<b>HOT FOOD TABLE</b> Custom Model No. CUSTOM per specs	\$10,181.85	\$20,363.70
	2 ea	Vollrath FC-6BG-041S-HSL 6-Series Velocity Breath Guard, single-sided, adjustable, for 4-pan/well drop-ins, 60-1/4" x 3/8" thick tempered glass panels, 11 gauge stainless steel tubing, (8) pre-set positions, accommodate full-serve, self-serve, & horizontal position, push-button mechanism enables single-person adjustment, heat strip with LED lighting: 120-volt, 1120 watt, 9.3 amp, 60 hz, NSF, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	\$5,155.24	\$10,310.48
	2 ea	Dormont W50B2Q36 Dormont Hi-PSI® Water Connector Hose, 1/2" dia., 36" long, covered with stainless steel braid, brass two-way Quick Disconnect coupling, max pressure: 150psig, 2-year warranty	\$134.96	\$269.92
	2 ea	Dormont LFW50QD Water Quick Disconnect, 2-way coupling, 1/2" dia.	\$79.96	\$159.92
			<b>ITEM TOTAL:</b>	<b>\$31,104.02</b>
E9	2 ea	<b>UTILITY COUNTER</b> Custom Model No. CUSTOM per specs	\$4,703.45	\$9,406.90
			<b>ITEM TOTAL:</b>	<b>\$9,406.90</b>
E10	1 ea	<b>COLD FOOD COUNTER</b> Custom Model No. CUSTOM per specs	\$11,507.10	\$11,507.10
	1 ea	Vollrath FC-6BG-042S-LED 6-Series Velocity Breath Guard, double-sided, adjustable, for 4-pan/well drop-ins, 60-1/4" x 3/8" thick tempered glass panels, 11 gauge stainless steel tubing, (8) pre-set positions, accommodate full-serve, self-serve, & horizontal position, push-button mechanism enables single-person adjustment, LED light strip: 120-volt, 15 watt, 0.1 amp, 60 hz, NSF, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	\$4,991.58	\$4,991.58
			<b>ITEM TOTAL:</b>	<b>\$16,498.68</b>
E11	2 ea	<b>CASHIER COUNTER</b> Custom Model No. CUSTOM per specs	\$4,400.61	\$8,801.22
			<b>ITEM TOTAL:</b>	<b>\$8,801.22</b>
E100	1 ea	<b>INSTALLATION</b> Merchandise Equipment & Supply Model No. DELIVERY/SET IN PLACE	\$2,880.00	\$2,880.00
	1 ea	ARMOCK INSTALL set dish hood, provide and install duct work, set fan & curb.	\$8,800.00	\$8,800.00
	1 ea	SUBCONTRACTOR start up and service for the dish hood	\$633.60	\$633.60

Item	Qty	Description	Sell	Sell Total
	1 ea	Custom 123456 Consumers Energy Instant Rebate	\$-1,500.00	\$-1,500.00
			<b>ITEM TOTAL:</b>	<b>\$10,813.60</b>
<b>EDGEWOOD ELEMENTARY SUBTOTAL</b>				<b>\$139,019.73</b>
<b>SHETTLER ELEMENTARY</b>				
S1	1 ea	<b>MILK COOLER</b> True Mfg. - General Foodservice Model No. TMC-49-S-SS-HC Mobile Milk Cooler, forced-air, (12) 13" x 13" x 11-1/8" crate capacity, stainless steel drop front/hold-open flip-up lid with lock, 33 - 38°F temperature range, (3) heavy-duty floor racks, digital thermometer, stainless exterior, stainless steel interior & floor, 4" castors, R290 Hydrocarbon refrigerant, 1/5 HP, 115v/60/1-ph, 2.7 amps, NEMA 5-15P, cULus, UL EPH Classified, Made in USA, ENERGY STAR® Dimensions 41.63(h) x 49(w) x 33(d) 1 ea Self-contained refrigeration standard 1 ea Warranty - 7 year compressor (self-contained only), please visit <a href="http://www.Truemfg.com">www.Truemfg.com</a> for specifics 1 ea Warranty - 5 year parts & labor, please visit <a href="http://www.Truemfg.com">www.Truemfg.com</a> for specifics 1 ea 4" Castors, standard <b>Approx. 3 week lead time</b>	\$4,404.22	\$4,404.22
			<b>ITEM TOTAL:</b>	<b>\$4,404.22</b>
S2	1 ea	<b>HOT FOOD TABLE</b> Custom Model No. CUSTOM per specs	\$10,181.85	\$10,181.85
	1 ea	Vollrath FC-6BG-041S-HSL 6-Series Velocity Breath Guard, single-sided, adjustable, for 4-pan/well drop-ins, 60-1/4" x 3/8" thick tempered glass panels, 11 gauge stainless steel tubing, (8) pre-set positions, accommodate full-serve, self-serve, & horizontal position, push-button mechanism enables single-person adjustment, heat strip with LED lighting: 120-volt, 1120 watt, 9.3 amp, 60 hz, NSF, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	\$5,155.24	\$5,155.24
	2 ea	Dormont W50B2Q36 Dormont Hi-PSI® Water Connector Hose, 1/2" dia., 36" long, covered with stainless steel braid, brass two-way Quick Disconnect coupling, max pressure: 150psig, 2-year warranty	\$134.96	\$269.92
	2 ea	Dormont LFW50QD Water Quick Disconnect, 2-way coupling, 1/2" dia.	\$79.96	\$159.92
			<b>ITEM TOTAL:</b>	<b>\$15,766.93</b>
S3	1 ea	<b>UTILITY COUNTER</b> Custom Model No. CUSTOM per specs	\$4,703.45	\$4,703.45
			<b>ITEM TOTAL:</b>	<b>\$4,703.45</b>
S4	1 ea	<b>COLD FOOD COUNTER</b> Custom Model No. CUSTOM per specs	\$10,700.55	\$10,700.55

Item	Qty	Description	Sell	Sell Total
	1 ea	Vollrath FC-6BG-041S-LED 6-Series Velocity Breath Guard, single-sided, adjustable, for 4-pan/well drop-ins, 60-1/4" x 3/8" thick tempered glass panels, 11 gauge stainless steel tubing, (8) pre-set positions, accommodate full-serve, self-serve, & horizontal position, push-button mechanism enables single-person adjustment, LED light strip: 120-volt, 15 watt, 0.1 amp, 60 hz, NSF, Made in USA (Refer to vollrathfoodservice.com for full warranty policy)	\$4,173.29	\$4,173.29
			<b>ITEM TOTAL:</b>	<b>\$14,873.84</b>
S5	1 ea	<b>CASHIER COUNTER</b> Custom Model No. CUSTOM per specs	\$4,400.61	\$4,400.61
			<b>ITEM TOTAL:</b>	<b>\$4,400.61</b>
S6	1 ea	<b>DISHWASHER, CONVEYOR TYPE</b> Champion Model No. 44 PRO Pro Series, 44"W rack conveyor dishwasher, Proportional Rinse, Progressive anti-jam drive system, top mounted Prodigy series HMI user interface, Proactive maintenance software, 100 gallons per hour with energy sentinel (idle pump shut-off), (209) racks per hour, single-piece hood design, single-piece stainless steel upper & lower wash arms manifolds, internal removable scrap basket, dual-piece scrap screens, 20" standard vertical clearance which accommodate 18" x 26" sheet pans, full 180° opening leak proof insulated hinged access doors, automatic tank fill, door safety switches, leak-proof ball valve drains, lower front & side enclosure panels, stainless steel heavy gauge construction including base & legs, electric tank heat, 2 HP wash pump, single point machine & booster connection, vent fan control, stainless steel rear manifolds, includes: (1) 20" x 20" peg rack & (1) 20" x 20" flat rack, NSF, cULus, ENERGY STAR®, Made in USA	\$25,277.35	\$25,277.35
	1 ea	CDF DTV-HEAVY Drain water tempering kit - 2" tee, custom brass bushing, drain tempering valve with 3/4" inlet. Includes 3/4" brass tee, water hammer arrester  Use with more than 25 GPM	\$735.90	\$735.90
	2 ea	MERCH DISH RACK MES dish racks	\$24.20	\$48.40
	1 ea	Kendall DISCONNECT	\$440.00	\$440.00
	2 ea	Cambro OETR314151 Camrack® Open End Tray Rack, 19-3/4" x 19-3/4" x 4", used for trays 15" x 20" or larger, 3-1/4" max. height, soft gray, NSF	\$22.62	\$45.24
	1 ea	Fuel Surcharge (NET/NET)	\$55.00	\$55.00
	1 ea	1 year parts & labor warranty, standard		
	1 ea	Complimentary factory authorized performance test included, upon equipment start-up. Consult local Champion sales representative for coordination of the start-up. If customer is beyond 60 miles from Champion authorized service agent, consult factory.		
	1 ea	Direction of operation to be specified		



Item	Qty	Description	Sell	Sell Total
	1 ea	208v/60/3-ph		
	1 ea	Electric tank heat, standard		
	1 ea	Electric booster, 70° rise, 21kW, built-in	\$4,466.90	\$4,466.90
	1 ea	Champion ION scale prevention system (un-mounted)	\$1,770.96	\$1,770.96
	1 ea	Splash shield (set)	\$414.76	\$414.76
	1 ea	Table limit switch, button style (unmounted)	\$414.76	\$414.76
		<b>NOTE: Chemical system by others.</b>		
			<b>ITEM TOTAL:</b>	<b>\$33,669.27</b>
S7	1 ea	<b>FAN &amp; CURB</b> Custom Model No. CUSTOM downblast exhaust fan & roof Curb	\$723.82	\$723.82
			<b>ITEM TOTAL:</b>	<b>\$723.82</b>
S8	1 ea	<b>COMBI OVEN, GAS</b> RATIONAL Model No. ICP 10-FULL NG 208/240V 1 PH (LM100EG) (CE1GRRA.0000240) iCombi Pro® 10-Full Size Combi Oven, natural gas, (10) 18" x 26" sheet pan or (20) 12" x 20" steam pan or (10) 2/1 GN pan capacity, (5) stainless steel grids included, intelligent cooking system with (4) assistants; iDensityControl, iCookingSuite, iProductionManager, & iCareSystem, (6) operating modes, (5) cooking methods, (3) manual operating modes, 85° to 572°F temperature range, quick clean, care control, eco mode, 6-point core temperature probe, retractable hand shower, Ethernet interface, Wi-Fi enabled, 152,000 BTU, 208/240v/60/1-ph, 6 ft. cord, 1.5 kW, CE, IPX5, cCSAus, NSF, ENERGY STAR® Dimensions 39.9(h) x 42.25(w) x 38.4(d)	\$27,253.38	\$27,253.38
	1 ea	MERCH WATTS 9 D MES WATTS 9 D VALVE	\$72.53	\$72.53
	1 ea	NOTE: All discounts subject to approval by manufacturer		
	1 ea	2 years parts and labor, 5 years steam generator warranty		
	1 ea	CAP Chef Assistance Program, a RATIONAL certified Chef conducts 4 hours/location specialized application training with personnel, no charge		
	1 ea	8720.1561US Installation Kit, for gas iCombi/SCC/CMP 102G (208- 240/60/1ph); gas iCombi/SCC/CMP 201G (120/60/1ph); gas iCombi/SCC/CMP 202G (208-240/60/1ph) THIS ITEM IS NON- DISCOUNTABLE, USA ONLY (NET)	\$776.60	\$776.60
	1 ea	1900.1154US Water Filtration Single Cartridge System, for any iVario, single Combi model, or XS or half-size Combi-Duos, includes: (1) single head with pressure gauge, R95H filter & filter installation kit	\$427.39	<Incomplete>
	1 ea	NOTE: The RATIONAL Water Filtration Systems helps provide consistent high quality water to your RATIONAL cooking systems. The patented carbon block technology reduces the effects of sediment, chloramines and chlorine while providing the required flow rates		
	1 ea	NOTE: All public water systems using surface water and most ground water systems treat with either chlorine/chloramine or chlorine		



Item	Qty	Description	Sell	Sell Total
		dioxide (EPA will allow levels as high as 4ppm safe for drinking water, exceeding our maximum level of .2ppm.		
	1 ea	NOTE: Chloride concentrations above 80ppm can cause corrosion. RATIONAL Water Filtration does NOT reduce chloride		
	1 ea	Free Water Testing Kits are available (contact factory for info)		
	2 ea	56.01.535 Active Green Cleaner Tabs, for all iCombi Pro/Classic, 150 pieces/bucket (minimum order quantity- 2 ea, unless ordered with a unit)	\$121.74	\$243.48
	1 ea	56.00.562 Care Tabs, bucket of 150 packets for all iCombi Pro/Classic models and SelfCooking Center® units from 10/2008, with CareControl - Serial SG, SH or SI series (minimum order quantity: 2pcs, unless ordered with a unit)	\$110.61	\$110.61
	1 ea	60.31.102 Stand I Mobile Oven Stand, 27-1/2"H, all sides open, stainless steel construction, height adjustable casters, for iCombi 6- and 10-full size Classic/Pro	\$803.73	\$803.73
	10 ea	6010.2101 Gastronorm Grid Shelf, 2/1 size, 25-5/8" x 20-7/8", stainless steel	\$54.32	\$543.20
		<b>Drain Water Temp kit built in to Rational oven</b>		
			<b>ITEM TOTAL:</b>	<b>\$29,803.53</b>



S9 1 ea **REVERSE OSMOSIS SYSTEM**  
 Everpure Model No. EZ-RO 375/50ATM  
 EZ-RO reverse osmosis system, EZ-RO 375/50ATM combines RO water & mineral-addition to produce up to 375 gpd; includes a 50-gallon atmospheric storage tank with electric repressurization pump, integrated prefilter, RO membrane, mineral-addition cartridge, operating pressure gauge and full system bypass valve. Includes installations kit with tubing, fittings and hardware for wall-mount, or can be free-standing with optional bracket. RO production is expandable to meet future requirements, NSF certified (EV997569)

**ITEM TOTAL: \$29,803.53**

\$3,764.97 \$3,764.97

**ITEM TOTAL: \$3,764.97**





S10 1 ea **RANGE, 60", 4 BURNERS, 36" GRIDDLE**  
 Garland/US Range Model No. GFE60-4G36RR  
 GFE Starfire Pro Series Restaurant Range, gas, 60", (4) 26,000 BTU open burners, with cast iron top & ring grates, electric pilot ignition, 36" x 23" x 5/8" thick smooth steel griddle with snap action & modulating thermostat 175° - 425°F, (2) standard ovens with 3 position rack guides with oven rack, stainless steel front, sides, plate rail and 10" low profile back guard, 6" stainless steel legs with adjustable feet, 234,000 BTU, CSA Flame, CSA Star, cCSAus, CE, NSF (Garland)  
 Dimensions 45.38(h) x 60(w) x 34.5(d)

\$15,702.89 \$15,702.89

1 kt Dormont 16100KITS48PS Dormont Blue Hose™ Moveable Gas Connector Kit, 1" inside dia., 48" long, covered with stainless steel braid, coated with blue antimicrobial PVC, (1) Snap Fast™ QD, (1) Swivel MAX®, (1) full port valve, (1) elbow, (1) pair Safety Set® with

\$410.65 \$410.65

Item	Qty	Description	Sell	Sell Total
		hardware mounting options, limited lifetime warranty		
	1 ea	One year limited parts and labor warranty, covers products purchased and installed in the USA only, standard		
	1 ea	Natural gas, specify elevation if over 2,000 ft		
	1 ea	(Electronic ignition) 115v/60/1-ph, 0.1 amps, NEMA 5-15P, standard		
	1 ea	Snap Action thermostatic control 200 to 475 F (79 - 233 C), standard		
	1 ea	Griddle on right, standard		
	1 ea	Stainless steel high shelf, on flue riser stainless steel front & sides with an aluminized steel back (shelf is 21" above the top of the front rail)	\$543.02	\$543.02
	1 ea	Adjustable height swivel casters (set of 4) with front brakes	\$470.75	\$470.75
			<b>ITEM TOTAL:</b>	<b>\$17,127.31</b>
S11	1 ea	<b>CONVECTION OVEN, GAS</b>	\$14,151.56	\$14,151.56
		 <p>Garland/US Range Model No. MCO-GS-20-S Master Series Convection Oven, gas, double-deck, standard depth 41-1/2", (2) speed fan, Master 200 solid state controls with 1 hour timer, electric ignition, (2) speed fan, dependent 60/40 doors with windows, stainless steel front, sides &amp; top, porcelain cavity, 24" cooking cavity height, with (6) chrome plated oven racks on 13-position rack guides, 6-1/2" legs, 120,000 BTU (Garland), UL, cUL, NSF Dimensions 70.5(h) x 38(w) x 41.25(d)</p>		
	1 kt	Dormont 16100KITS48PS Dormont Blue Hose™ Moveable Gas Connector Kit, 1" inside dia., 48" long, covered with stainless steel braid, coated with blue antimicrobial PVC, (1) Snap Fast™ QD, (1) Swivel MAX®, (1) full port valve, (1) elbow, (1) pair Safety Set® with hardware mounting options, limited lifetime warranty	\$410.65	\$410.65
	1 ea	(2) year limited parts & (1) year labor warranty, Door warranty (5) year limited parts except window, covers products purchased and installed in the USA & Canada only, standard		
	1 ea	Natural gas, specify elevation if over 2,000 ft		
	1 ea	NOTE: Contact factory for other connection options		
	1 ea	(2) 120v/60/1-ph, 9.8 amps, NEMA 5-15P (3/4 HP motor), standard		
	1 ea	Swivel casters with front brakes (set of four)	\$273.74	\$273.74
			<b>ITEM TOTAL:</b>	<b>\$14,835.95</b>
S12	2 ea	<b>WORK TABLE, 72", STAINLESS STEEL TOP</b>	\$1,191.08	\$2,382.16
		 <p>John Boos Model No. ST4-3072SSK Work Table, 72"W x 30"D, 14/300 stainless steel flat top, with Stallion Safety Edge front &amp; back, 90° turndown on sides, stainless steel legs &amp; adjustable undershelf, adjustable bullet feet, NSF, CSA-Sanitation, KD Dimensions 35.75(h) x 72(w) x 30(d)</p>		
	2 ea	X-0002Z Upgrade modification from John Boos standard construction	\$246.40	\$492.80



Item	Qty	Description	Sell	Sell Total
		**304 Stainless steel		
	2 ea	X-0209S-4 Modification to leg height, (4) leg table, 34"H overall	\$39.66	\$79.32
	12 ft	SD-1LF Sound Deadening, spray on undercoating (per linear foot)	\$94.09	\$1,129.08
	12 ft	X-0022J Upgrade standard 18/400 work table lower shelf to 16/300 series stainless steel (per linear foot)	\$31.22	\$374.64
	12 ft	X-0423A Upgrade to 14 gauge stainless steel understructure (per linear foot) (modification)	\$19.41	\$232.92
	2 ea	DR2020SC-S30 Drawer, for 30"D work tables, 20"W x 20" front-to-back x 5" deep, stainless steel front & drawer pan, self closing, roller bearing slides, NSF, for stainless steel table tops only	\$595.75	\$1,191.50
	2 ea	LH01 Lug Holder, stainless	\$46.41	\$92.82
	2 ea	PB-SCP1824 Poly Board / Sink Cover, 18"W x 25" front-to-back x 3/4" thick	\$164.97	\$329.94
	2 st	CAS01-R-X Casters, 5", heavy duty, locking, for 1-5/8" diameter legs (set of 4) (Available in Effingham and Nevada)	\$112.20	\$224.40
		<b>ITEM TOTAL:</b>		<b>\$6,529.58</b>
S100	1 ea	<b>INSTALLATION</b> Merchandise Equipment & Supply Model No. DELIVERY/SET IN PLACE	\$2,880.00	\$2,880.00
	1 ea	RATIONAL 9999.2211 RCI RATIONAL Certified Installation, new certified installation for each individual gas table-top iCombi on a stand or counter, 100 miles (200 round-trip) included. (Do not use for Combi-Duo, See attached installation flyer for details) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$1,265.00	\$1,265.00
	1 ea	RATIONAL 9999.2002 Pre-Installation Site Consultation, provides an installation consultation to ensure the site has proper space and connections for gas, electric, drain & water, one (1) Consultation is needed for every four (4) cooking systems, includes 100 miles (200 miles round trip). (see attached installation flyer for details) THIS ITEM IS NON-DISCOUNTABLE, USA ONLY (NET)	\$495.00	\$495.00
	1 ea	ARMOCK INSTALL provide pant leg duct, duct work, set fan & curb	\$8,800.00	\$8,800.00
	1 ea	Custom 123456 Consumers Energy Instant Rebate	\$-75.00	\$-75.00
	1 ea	MICHIGAN GAS ENERGY STAR REBATE		<Incomplete>
		<b>ITEM TOTAL:</b>		<b>\$13,365.00</b>
<b>SHETTLER ELE SUBTOTAL</b>				<b>\$163,968.48</b>
		Merchandise		\$380,783.41
		Incoming Freight		\$9,062.12
		Tax 6%		\$21,071.29
		<b>Total</b>		<b>\$410,916.82</b>

\*\*\*This proposal is good for 7 days. Due to unprecedented demand, additional surcharges may apply. Longer than normal lead times are currently being experienced.\*\*\*

Unless otherwise provided, this proposal **does not** include Plumbing or Electrical installation/hook up or

incoming Freight.

Clarification on installation - Multiple points of electrical connections required for Walk ins and Hoods - not included by MES unless specifically listed. To be provided by Owner or GC.

This proposal is subject to standard terms, conditions and warranty of manufacturers.

Due to industry uncertainty pricing can not be guaranteed.

**CONTRACT TERMS OF SALE:** Signed Order, The above prices are based on cash, check, or certified funds for payment. **If a credit card is desired for payment, a convenience charge of three percent (3%) will be added to the sale price.** Terms of payment will be fifty percent (50%) deposit due at signing of this agreement. forty percent (40%) prior to delivery, and the final ten percent (10%) due at delivery, with approved credit. If the credit is not approved for these terms it will be (50%) Deposit and (50%) one week before delivery.

Contract totals based on this proposal. This contract constitutes the sole agreement between BUYER and Merchandise Equipment & Supply, Inc. It supersedes any previous contract, and it voids any verbal agreements made prior to the execution of this contract. Any deviations from this contract will be executed upon signed approval by Both Parties.

All walk in cooler/freezer, hood & custom fabrication to be provided with drawings for approvals before manufacturing may start. Lead times are subject to manufacturer availability - on a case by case basis.

**Title to Merchandise:** Title to merchandise included in this contract shall remain the property of Merchandise Equipment & Supply, Inc. until payment in full for the items and for any other related charges due under this agreement are paid in full. If the BUYER fails to pay any amount which is due to Merchandise Equipment & Supply, Inc., Merchandise Equipment & Supply, Inc. may enter any business property and without breach of the peace take possession of any or all collateral and exercise our rights in the event of default of a secured party as specified under the Uniform Commercial Code.

**Cancellation of contract:** Once executed, this contract shall not be cancelled unless it is agreed to in writing by the BUYER and Merchandise Equipment & Supply, Inc.. Should the contract be subsequently cancelled, BUYER shall reimburse Merchandise Equipment & Supply, Inc. for all reasonable expenses incurred related to this contract prior to cancellation and for the cost of the cancellation itself (not limited to special handling, freight or restocking charges at the Factory). Special order and custom built merchandise may not be returned and therefore charges for such merchandise are non-refundable.

**Delivery of Equipment:** BUYER must give Merchandise Equipment & Supply, Inc. a minimum of two (2) weeks notice for a change in delivery dates. Any changes in a scheduled delivery date may incur additional charges. JOB SITE MUST BE READY FOR EQUIPMENT. Installation will occur within normal business hours unless otherwise noted.

I agree to the terms and offer to purchase described goods and services proposed.

Acceptance: \_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

**FOOD SERVICE EQUIPMENT BID PROPOSAL FORM**

Date: January 31, 2023

Project: Fruitport Public Schools  
Fruitport, Michigan

Name of Bidder: Great Lakes West, LLC  
24475 Red Arrow Highway  
Mattawan, Michigan 49071

To: JRA Food Service Consultants, LLC  
3113 W. River Road  
Muskegon, Michigan 49445

The undersigned, having familiarized themselves with local conditions affecting the cost of the work and having examined the site and all Food Service Equipment contract documents including all architectural drawings, General and Item Specifications, Instructions to Bidders, Proposal Form, etc., on file at the office of JRA Food Service Consultants, LLC, Food Service Consultant, 3113 W. River Rd., Muskegon, Michigan 49445 and all other contract documents, all of which constitute part of the contract, hereby propose to furnish all equipment, labor, materials, equipment, taxes, and services necessary for and reasonably incidental to the proper completion of the contract in a workmanlike manner for the sum of:

Four Hundred Two Thousand, Three Hundred Eighty Two Dollars

\_\_\_\_\_ Dollars(\$ 402,382 )

The said amount constituting the base bid.

Included in the above total is sales tax of: applicable

\_\_\_\_\_ Dollars(\$ \_\_\_\_\_ )

**ACKNOWLEDGMENT OF ADDENDA**

The following addenda have been received, are hereby acknowledged, and their execution is included in the above proposal amount.

\*\* None Received \*\*

Addendum No.                      Dated:

Addendum No.                      Dated:

Addendum No.                      Dated:





Great Lakes West  
24475 Red Arrow Hwy.  
Mattawan, MI 49071  
Tel: 269.668.3553 – Fax: 269.668.7391  
[www.greatlakeswest.com](http://www.greatlakeswest.com)

January 31, 2023

**Project:** Fruitport Public Schools  
Fruitport, Michigan

**Specification**  
**Section:** 11400 – Food Service Equipment

**Quotation:** \$402,382

Quotation includes equipment, delivery and installation per written specification Section 11400 and plan drawing Sheet FSE-1. No Addendum's were received therefore none have been incorporated into our bid. See "Notes" below for exceptions and/or clarifications to the above-mentioned documents.

#### NOTES

- \* All final and interconnections are by respective trades and are NOT included as part of this bid.  
Final and Interconnections include but are not limited to:
  - Control wiring and interconnecting wiring for walk-in cooler/freezer, refrigeration systems, wiring at service counters, mounting of faucets, drains and gas hoses.
  - Final utility connections from equipment to rough-in.
- \* We must be paid for off-site stored materials.
- \* Price includes applicable tax.
- \* No Performance Bond has been included.
- \* Item M1 – Our proposal includes Vulcan unit which is 100,000 BTU's total. If Southbend unit (186,000 BTU's and 4 week lead time in lieu of 20 weeks) is desired add \$22,794.
- \* Item H1 – Our proposal includes MerryChef model E5 which matches TurboChef in size, not speed. Includes standard accessories – Wire Rack, Cool Down Pan and Cleaner Kit. For unit that matches in speed add \$3,463. Unit also includes Wire Rack, Paddle, Mesh Bottom Baskets(2), Cool Down Pan and Cleaner Kit. If neither are acceptable and TurboChef is desired add \$10,079.
- \* M2 and S8 – If Unox Model XAVC-10FS-GPLM is acceptable in lieu of manufacturers specified you may deduct \$9,539 for each item.

- \* **Item E4 – Our proposal includes F.W.E. unit, Dutch doors are not available on undercounter height units. 2.5” casters are not available. Unit has 2” casters.**
- \* **Item S6 – Our proposal includes Meiko Model KA-44. If Hobart unit with adjustable vent hood is desired add \$11,683.**
- \* **As many industries, product lead times are at an all-time high. Due to the global shortages among many of your specified vendors, lead times can fluctuate greatly. Please note this on your milestone schedules and plan accordingly. Please note the following lead times:**
  - Vulcan Ovens – 20 weeks ( Southbend is 4 weeks – see notes for Item M1)
  - Rational – 12 weeks
  - Florida Stainless – 22 weeks (drawings & fabrication)
- \* **With the instability of the industry, escalation in prices is unknown and therefore only included for 30 days.**
- \* **Submittals will take 3-6 weeks from receipt of CAD backgrounds.**
- \* **Any manufacturer required deposits will be reflected in billings**
- \* **Please contact Cindi Kursner @ 269-668-1607 or at [cindi@greatlakeswest.com](mailto:cindi@greatlakeswest.com) with questions regarding this bid proposal.**



FOODSERVICE EQUIPMENT SPECIALIST

Great Lakes West  
 24475 Red Arrow Hwy.  
 Mattawan, MI 49071  
 Tel: 269.668.3553 – Fax: 269.668.7391  
[www.greatlakeswest.com](http://www.greatlakeswest.com)

**PROJECT: FRUITPORT SCHOOLS  
 FRUITPORT, MICHIGAN**  
**DATE: JANUARY 31, 2023**

<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>MANUFACTURER</u>	<u>QTY</u>	<u>PRICE</u>
	<u>HIGH SCHOOL</u>	<u>HIGH SCHOOL</u>		
H1	RAPID COOK OVEN	MERRY CHEF	1	\$9,283
	<u>MIDDLE SCHOOL</u>	<u>MIDDLE SCHOOL</u>		
M1	CONVECTION OVEN	VULCAN	2	\$25,641
M2	COMBI OVEN	RATIONAL	1	\$33,506
M3	REVERSE OSMOSIS	EVERPURE	1	\$1,833
	<u>EDGEWOOD ELEMENTARY SCHOOL</u>	<u>EDGEWOOD ELEMENTARY SCHOOL</u>		
E1	REFRIGERATOR	VICTORY	1	\$6,125
E2	FREEZER	VICTORY	1	\$7,206
E3	HOT FOOD CABINET	F.W.E.	2	\$10,804
E4	UNDERCOUNT HOT FOOD CABINET	F.W.E.	2	\$6,919
E5	DISHWASHER/BOOSTER HEATER	HOBART	1	\$26,731
E6	DISHHOOD & EXHUAST FAN	FAB	1	\$4,615
E7	MILK COOLER	TRUE	2	\$8,544
E8	HOT FOOD TABLE	DUKE	2	\$35,174
E9	UTILITY COUNTER	DUKE	2	\$10,110
E10	COLD FOOD TABLE	DUKE	1	\$19,519
E11	CASHIER COUNTER	DUKE	2	\$10,244
	<u>SHETTLER ELEMENTARY SCHOOL</u>	<u>SHETTLER ELEMENTARY SCHOOL</u>		
S1	MILK COOLER	TRUE	1	\$4,272
S2	HOT FOOD TABLE	DUKE	1	\$17,842
S3	UTILITY COUNTER	DUKE	1	\$5,155
S4	COLD FOOD TABLE	DUKE	1	\$15,643
S5	CASHIER COUNTER	DUKE	1	\$4,896
S6	DISHWASHER/BOOSTER HEATER	MEIKO	1	\$40,021
S7	DISHWASHER PANT LEG DUCT SYSTEM	FAB	1	\$3,350
S8	COMBI OVEN	RATIONAL	1	\$33,506
S9	REVERSE OSMOSIS	EVERPURE	1	\$1,833
S10	GRIDDLE TOP RANGE	VULCAN	1	\$14,678
S11	CONVECTION OVEN	VULCAN	1	\$12,955
S12	PORTABLE TABLE	FAB	2	\$3,223
	EQUIPMENT & FREIGHT			\$373,627
	<u>INSTALLATION</u>			<u>\$28,755</u>
	<b>TOTAL</b>			<b>\$402,382</b>



**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachments #XI-4/5

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:** Shettler Public Address, Emergency Communication, and Audio Enhancement System

**Background Information:** Secure Education Consultants, the District Crisis Team, and local law enforcement officials have recommended a focus on improving the communication systems within the District. The District is developing a plan to prioritize the allocation of school safety grant money around communication systems within the District. It is recommended to replace the public address, emergency communication, and audio enhancement system at Shettler. The District is seeking quotes on the same system for Beach with the intent of replacing these systems in each of these schools during the summer of 2023. Plans to replace or improve systems at Edgewood and the Middle School are also being discussed.

**Financial Impact:**

The District received a Section 97 Safety Grant Award Notification from MDE on February 3, 2023 totaling \$310,687. Districts are encouraged to consider safety risk assessments when allocating these resources and base their spending on safety infrastructure outlined in the safety and risk assessment. It is recommended to purchase a Bluum Audio Enhancement and Public Address System and the necessary cabling and network drops from Vector Tech Group in the amount of \$174,058.33. This includes a \$10,000 contingency fund.

**Recommended Action:**

To approve the purchase of a Bluum Audio Enhancement and Public Address System, and the necessary cabling and network drops from Vector Tech Group, including a \$10,000 contingency fund, in the amount of \$174,058.33 using the District's Section 97 grant award, as discussed.

**Action Taken:**

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



Mesbergen, Mark <mmesbergen@fruitportschools.net>

---

## Audio Enhancement Project at Shettler

---

Nielsen, Kyle <knielsen@fruitportschools.net>

Fri, Jan 27, 2023 at 8:51 AM

To: Mark Mesbergen <mmesbergen@fruitportschools.net>, Jason Kennedy <jkennedy@fruitportschools.net>

Good Morning,

I have attached the REMC bid quote for Audio Enhancement (provided by Bluum) and a quote for the network data lines that would need to be run.

Audio Enhancement Total: \$156,558.33

Network Cabling Drops: \$7,500

Contingency Allotment: \$10,000

Project Total: \$174,058.33

This project would include adding the Audio Enhancement EPIC communication system to each of the 22 classrooms, gym, and new hallway and outdoor speakers throughout the building.

We would be re-using the existing speakers in the classrooms and providing new lanyard mic with security/alert functionality.

Please let me know your thoughts on adding the project for this summer or if you would like to meet and discuss the project.

Thanks,

Kyle

--

Kyle Nielsen  
Director of Technology  
Fruitport Community Schools  
Office 231-865-4000

---

### 2 attachments



**Bluum Package Proposal - Fruitport Shettler Elementary - 35333.pdf**

679K



**Shettler Network Drops.pdf**

622K



## Package Proposal



At Bluum (formerly Trox + Tierney), we believe that education is the single most achievable step toward a more positive and equitable tomorrow. Over 40 years of experience in the education sector has taught us the right technology applied to the right situation can broaden student access to learning and positively impact learning outcomes.

As a single solutions provider, we're by your side from consultation and planning through installation and maintenance, providing the resources, guidance, information, training and support to plant confidence in every educator and every classroom. We make it easy to effectively use technology to create individualized learning experiences and lesson plans that foster a sense of inclusivity and boost the learning capabilities in all students, regardless of age or ability.

The act of 'blooming' signals a moment of transformation when the right people, knowledge and resources come together to create something greater than the sum of its parts. No matter your budget, we're here to help you Bluum where you're planted.

1.844.MYBLUUM  
Bluum.com

**bluum**<sup>TM</sup>



# Quote

Bluum of Minnesota  
 1771 Energy Park Drive  
 Suite 100  
 St. Paul MN 55108  
 800-933-7337 | 612-331-5500  
 www.bluum.com

#252713

01/24/2023

**Bill To**  
 Fruitport Community School District  
 3255 PONTALUNA RD  
 FRUITPORT MI 49415

**Ship To**  
 Jeff Grossenbacher  
 Fruitport Community Schools  
 c/o Colleen Robison STEM Teacher  
 3255 East Pontaluna Road  
 Fruitport MI 49415

Memo:

Expires	Sales Rep	Contract	Terms
04/24/2023	589 Ben Kevern	REMC	Net 30

Qty	Item	MFG	Price	Ext. Price
2	<b>AM-1013</b> EPIC Common Zone Amplifier 2 X 300W 70/100V, 2U	Audio Enhancement	\$1,339.83	\$2,679.66
1	<b>PA-0095.P **DISCONTINUED**</b> Grandstream GXP2130 Enterprise Phone including Programming	Audio Enhancement	\$189.96	\$189.96
1	<b>EP-0020.P</b> EPIC Monitor/Kiosk including Programming	Audio Enhancement	\$1,907.90	\$1,907.90
1	<b>ST-EP-0001.P</b> EPIC Server including Programming	Audio Enhancement	\$7,112.18	\$7,112.18
1	<b>EP-0105.P</b> CLAUDIA - EPIC Front Office Media Player including Programming	Audio Enhancement	\$815.06	\$815.06
1	<b>EP-0009</b> EPIC System Platform License	Audio Enhancement	\$3,777.10	\$3,777.10
1	<b>EP-0010</b> SAFE System License (Requires EPIC System Platform License)	Audio Enhancement	\$3,277.52	\$3,277.52
1	<b>EP-0022</b> EPIC System - IPB License	Audio Enhancement	\$1,587.71	\$1,587.71
1	<b>PA-0011 **DISCONTINUED**</b> 2U Utility Shelf, 15" deep, with elongated vent holes	Audio Enhancement	\$162.32	\$162.32
1	<b>AC-2083</b> Indoor Flush Mount Strobe Assembly, Green	Audio Enhancement	\$322.37	\$322.37
1	<b>PA-0024</b> Smart-UPS 1000VA RM LCD 2U 120V UPS Backup	Audio Enhancement	\$1,109.24	\$1,109.24
1	<b>PA-0045</b> UPS Back-up, 6 OUTLET 425VA 120V	Audio Enhancement	\$119.76	\$119.76



252713



# Quote

Bluum of Minnesota  
 1771 Energy Park Drive  
 Suite 100  
 St. Paul MN 55108  
 800-933-7337 | 612-331-5500  
 www.bluum.com

#252713

01/24/2023

Qty	Item	MFG	Price	Ext. Price
1	<b>AC-0121 **DISCONTINUED**</b> 50' Cat6, Plenum Rated - Yellow	Audio Enhancement	\$39.55	\$39.55
9	<b>SP-1022</b> 70V Wall Mount Speaker, white	Audio Enhancement	\$110.72	\$996.48
3,000	<b>AC-0004</b> Speaker Wire Plenum Rated	Audio Enhancement	\$0.38	\$1,134.15
4	<b>ST-AM-8003.P</b> MS-300 Network Interface System including Programming	Audio Enhancement	\$632.55	\$2,530.20
22	<b>ST-XD-9060</b> PAL Teacher Box	Audio Enhancement	\$474.02	\$10,428.54
9	<b>SP-1091</b> 70 Volt Horn Speaker	Audio Enhancement	\$266.23	\$2,396.09
1	<b>AM-3245.P</b> MS-375 including Programming	Audio Enhancement	\$1,155.55	\$1,155.55
22	<b>AM-3230.P</b> Programmed MS-600 Assembly - PoE Powered	Audio Enhancement	\$1,767.13	\$38,876.95
22	<b>CK-4011</b> Optimum System Installation Wiring Kit w/75' and 50' plenum speaker wires, 50' 3.5 plenum shielded cable, 50' CAT6	Audio Enhancement	\$134.78	\$2,965.17
22	<b>ST-SP-0211</b> FS-22 (4) 1 x 2 Lay in Speaker Assy	Audio Enhancement	\$342.52	\$7,535.54
13	<b>SP-1090</b> Quam System 12/70RS Speaker	Audio Enhancement	\$119.04	\$1,547.48
1	<b>ST-SP-0212</b> FS-22 (2) 1 x 2 Lay in Speaker Assy	Audio Enhancement	\$171.26	\$171.26
2	<b>Integration Item</b> ST-SP-1030 Compact Full-Range Pendant Speaker, Set of 4	Audio Enhancement	\$1,100.00	\$2,200.00
1	<b>Integration Item</b> PA-3007 Basic Distribution Head End System	Audio Enhancement	\$3,339.48	\$3,339.48
1	<b>Integration Item</b> PA-4007 Basic Distribution Head End System Accessories Kit	Audio Enhancement	\$6,679.72	\$6,679.72



252713



# Quote

Bluum of Minnesota  
 1771 Energy Park Drive  
 Suite 100  
 St. Paul MN 55108  
 800-933-7337 | 612-331-5500  
 www.bluum.com

#252713

01/24/2023

Qty	Item	MFG	Price	Ext. Price
22	<b>Integration Item</b> WP-0001 Wall Plate, WPA-701, Ambient Mic with Decora Plate	Audio Enhancement	\$68.43	\$1,505.39
1	<b>Integration Item</b> EP-0019 EPIC Experience Training	Audio Enhancement	\$5,400.00	\$5,400.00
50	<b>SE-0067</b> Contingency Fund Usage	Audio Enhancement	\$100.00	\$5,000.00
1	<b>Services - Integration</b> Integration and Installation Services (Non-Union, Non Prevailing Wage; Normal Business Hours). Union and/or Prevailing Wage rate requirement will result in a change order to the client.  Including Standard 90 day Installation Warranty <a href="https://www.bluum.com/standard-service-warranty">https://www.bluum.com/standard-service-warranty</a>  Quoted prices reflect 2023 REMC awarded discounts and items are eligible for free shipping		\$39,596.00	\$39,596.00

**Subtotal** \$156,558.33

**Tax Total** \$0.00

**Shipping Cost** \$0.00

**Total** \$156,558.33

To accept this quotation, sign here : \_\_\_\_\_

This document is subject to the terms and conditions found here: [www.bluum.com/terms-conditions](http://www.bluum.com/terms-conditions)  
 If accepting this quote via purchase order please reference this quote number on your PO. To order via credit card please contact customer service at 800-933-7337.  
 Pricing Adjustments as it Relates to Tariffs: If/When international tariff changes impact any product(s) included in this quote, Bluum reserves the right to adjust or cancel this quote.  
 Please inspect product upon delivery. All claims for defective merchandise or errors in shipping must be made within five days after receipt of goods.  
 Clients using their own carriers will be responsible for filing their own freight claims if product is damaged in transit.  
 Returns require an authorization number and must be made within 30 days.  
 Custom orders and "Consumables", such as projector lamps, may not be returned.  
 Returns are subject to restocking fees with the exception of out of box failures and replacements under warranty.  
 Restocking fees varying depending on the product line, expect a minimum charge of 25%.





## Technology

# PA System Catalog Discount

2-40 percent discount off education list price for Audio Enhancement and FrontRow Public Address (PA) equipment and accessories.

REMC ITEM# 232029

Educational List Price \$0.00

REMC Price Price Varies / Catalog Discount

Contract Expiration Date Dec 31, 2023

Quantity Percentage

Manufacturer FrontRow, Audio Enhancement

Model various

## VENDOR INFORMATION



Notes:

Purchasing cards accepted with 3.5% surcharge. Please refer to the vendor profile for additional delivery fees & options. Shipping will be charged on awarded catalog discount vendors orders of less than \$50. New customer forms are required. Standard shipping will be via common ground carrier at no additional cost. Drop shipping from Tierney Brothers warehouse or manufacturer. UPS or Fed Ex expedited or overnight shipping will incur additional cost; charges vary depending delivery size, ship to location, etc. Tierney Brothers will ship via common freight carrier to loading dock for large orders at no additional cost. Lift gate provided on request for an additional fee. Inside delivery provided on request, additional fee applies. Additional freight charges will apply if items are "heavy weight" (over 100lbs), oversized or require special handling. Special delivery instructions must be included on purchase order. Freight quote for special delivery options will be provided before order is placed.

**Primary Contact**

Chris Dawson

1771 Energy Park Dr Suite 100

Saint Paul, MN 55108

PH 6128005118

FX 6123313424

[chris.dawson@bluum.com](mailto:chris.dawson@bluum.com)





Technology

## Emergency Communication System Catalog Discount

2-40 percent discount off education list price for Audio Enhancement emergency communications systems and accessories.

REMC ITEM# 232030

Educational List Price \$0.00

REMC Price Price Varies / Catalog Discount

Contract Expiration Date Dec 31, 2023

Quantity Percentage

Manufacturer Audio Enhancement

Model various

### VENDOR INFORMATION



#### Notes:

Purchasing cards accepted with 3.5% surcharge. Please refer to the vendor profile for additional delivery fees & options. Shipping will be charged on awarded catalog discount vendors orders of less than \$50. New customer forms are required. Standard shipping will be via common ground carrier at no additional cost. Drop shipping from Tierney Brothers warehouse or manufacturer. UPS or Fed Ex expedited or overnight shipping will incur additional cost; charges vary depending delivery size, ship to location, etc. Tierney Brothers will ship via common freight carrier to loading dock for large orders at no additional cost. Lift gate provided on request for an additional fee. Inside delivery provided on request, additional fee applies. Additional freight charges will apply if items are "heavy weight" (over 100lbs), oversized or require special handling. Special delivery instructions must be included on purchase order. Freight quote for special delivery options will be provided before order is placed.

#### Primary Contact

Chris Dawson

1771 Energy Park Dr Suite 100

Saint Paul, MN 55108

PH 6128005118

FX 6123313424

[chris.dawson@bluum.com](mailto:chris.dawson@bluum.com)



We have prepared a quote for you

**Shettler Network Drops.**

Quote # JB024385  
Version 1

Prepared for:

Fruitport Community Schools

Prepared by:

Jake Baker



Friday, January 27, 2023

Fruitport Community Schools  
Kyle Nielsen  
3255 E. Pontaluna Rd  
Fruitport, MI 49415  
knielsen@fruitportschools.net

Dear Kyle,

Vector Tech Group is pleased to present this proposal for your company. We look forward to partnering with you to provide customizable technology solutions depending on the needs and expectations that are unique to your organization. In this proposal, we will present a brief overview of our solutions offerings.

Vector Tech Group is the leader in on-demand technology solutions. Since 1991, we have been offering customizable technology solutions to meet our clients' short-term and long-term needs. We provide our clients with the expertise, reliability, and flexibility that is required within your technology environment.

Thank you again for allowing Vector Tech Group the opportunity to be your technology partner. We hope you will find that our services, knowledge, and flexibility are just what you are looking for in a technology partner. If you have any questions, please do not hesitate to contact me.

Jake Baker  
Sales  
VTG Holland

## Products

Qty	Description	Price	Ext. Price
2	<b>Hubbell 24-port Patch Panel</b> Hubbell Patch Panel, Cat 6, 24-Port, 1U, T568A/B Universal Wiring, 1.75" Height, Black (HP624)	\$175.00	\$350.00
1	<b>Surface mount boxes and raceway</b> Materials	\$250.00	\$250.00
		Subtotal	<b>\$600.00</b>

## Services

Qty	Description	Price	Ext. Price
23	<b>Cabling Labor</b> Cabling Labor	\$200.00	\$4,600.00
23	<b>Cabling Materials</b> Materials	\$100.00	\$2,300.00
		Subtotal	<b>\$6,900.00</b>



# Shettler Network Drops.

**Prepared by:****VTG Holland**

Jake Baker  
 (989) 695-9661  
 Fax (989)455-4031  
 jakebaker@vectortechgroup.com

**Prepared for:****Fruitport Community Schools**

3255 E. Pontaluna Rd  
 Fruitport, MI 49415  
 Kyle Nielsen  
 (231) 865-4000  
 knielsen@fruitportschools.net

**Quote Information:****Quote #: JB024385**

Version: 1  
 Delivery Date: 01/26/2023  
 Expiration Date: 03/27/2023

## Quote Summary

Description	Amount
Products	\$600.00
Services	\$6,900.00
<b>Total:</b>	<b>\$7,500.00</b>

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. By signing you are agreeing to all aspects of this agreement including any and all attachments, any and all terms and conditions, non-disclosures, agreements etc.

### VTG Holland

### Fruitport Community Schools

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Jake BakerName: Kyle NielsenTitle: Sales

Date: \_\_\_\_\_

Date: \_\_\_\_\_



## Contract & Terms

Vector Tech agrees to provide as needed IT Services to Fruitport Community Schools. In consideration for these services Fruitport Community Schools agrees to pay VTG Holland \$165.00 for Systems Engineer and \$150.00 for Help Desk per hour, per staff person, in fifteen minute increments with a one hour minimum for On-site work, with everything after the first hour will be billed in 15 minute increments. Remote support work will be billed at the above rate in fifteen minute increments, with a 15 minute minimum. VTG Holland will bill customer on the 15th and the last day of each month. Terms of your invoices will be 15 days. A late fee of 7% of the invoice amount overdue will be assessed for each invoice that payment has not been received 10 days after the due date. Late fees will be assessed for each overdue invoice every 30 days after the initial assessment. Proposals exceeding Five Thousand Dollars require a fifty percent deposit to begin processing.

All state and federal taxes will apply unless provided a proof of non-profit is provided. Customer also agrees to pay all shipping and handling incurred unless mutually agreed upon by customer.

Customer agrees to pay all travel expenses if scope of project requires. This will include transportation, Hotel, and living expenses. Customer will only be charged when working remotely for hours that are actually at job site or considered travel time. Travel time will be charged for one way travel at normal hourly rate. These rules all apply unless mutually agreed upon by both parties.

During the term of this Agreement and for a period of six (6) months following its termination or expiration, Fruitport Community Schools shall not, directly or indirectly, solicit, recruit, hire, employ, or contract for the services of any employee of VTG Holland to whom it is introduced by virtue of this Agreement, unless otherwise agreed to by VTG Holland in writing. Otherwise a hiring fee of 50% of first year of salary will be due payable to VTG Holland 30 days after the "Date of Hire" as defined below. "Date of Hire" shall be the employee's last day of billable assignment hereunder. "Salary" shall be the annual salary offered to the employee by Fruitport Community Schools.

This agreement may be reviewed in January, 01 0001 to address any adjustments to this agreement that needs to be done in the mutual benefit to both parties. Any changes to this agreement before January, 01 0001 by either party must be preceded by a 30 day advance written notice.

Vector Tech Group shall not be liable under this contract for any outage, delay, or failure of its performance to the extent such action arises by reason of act of God, the elements, adverse weather conditions, accident, governmental action, supplier action or inaction, inability to secure materials, and any actions against or by customer such as ransomware, stolen data, or lost data.

All other projects outside the scope of this proposal may be quoted on a per project basis, but the above terms will still apply.

## Non-Disclosure Agreement

THIS AGREEMENT is entered into as of 01/01/0001 ("Effective Date"), by and between

Fruitport Community Schools  
3255 E. Pontaluna Rd,  
Fruitport, MI 49415  
Telephone: (231) 865-4000  
Contact: Kyle Nielsen  
Email: [knielsen@fruitportschools.net](mailto:knielsen@fruitportschools.net)

And

VTG Holland  
170 Veterans Drive,  
Holland, MI 49423  
Contact: Jake Baker  
Email: [jakebaker@vectortechgroup.com](mailto:jakebaker@vectortechgroup.com)

WHEREAS, the parties hereto have determined to establish terms governing the use and protection of certain information one party ("Owner") may disclose to the other party ("Recipient") for purposes of entering a business relationship for supplying Information Technology services for Fruitport Community Schools.;

NOW, THEREFORE, in consideration of the foregoing, and in reliance on the mutual agreements contained herein, the parties agree as follows:

1. "Confidential Information" means information of an Owner (i) which relates to the purpose and subject matter identified in the recital to this Agreement, including computer programs, business and technical information, marketing plans, and related data, (ii) individually identifiable health information, or (iii) which, although not related to such purpose or subject matter, is nevertheless disclosed hereunder, and which, in any case, is disclosed by an Owner or an affiliate to Recipient in document or other tangible form bearing an appropriate legend indicating its confidential or proprietary nature, or which, if initially disclosed orally or visually is identified as confidential at the time of disclosure and a written summary hereof, also marked with such a legend, is provided to Recipient within fifteen (15) days of the initial disclosure.
2. Recipient may use Confidential Information of Owner only for the purpose of this Agreement and shall protect such Confidential Information from disclosure to others, using the same degree of care used to protect its own proprietary information of like importance, but in any case using no less than a reasonable degree of care. Recipient may disclose Confidential Information received hereunder only for the purpose described in the recital to this Agreement and only to its employees and consultants who have a need to know for such purpose and who are bound by signed, written agreements to protect the received Confidential Information from unauthorized use and disclosure.
3. The restrictions of this Agreement on use and disclosure of Confidential Information shall not apply to information that: (i) is in the possession or control of Recipient at the time of its disclosure hereunder; (ii) is, or becomes publicly known, through no wrongful act of Recipient; (iii) is received by Recipient from a third party free to disclose it without obligation to Owner; or (iv) is independently developed by Recipient without reference to Confidential Information.
4. In the event Recipient is required by law, regulation or court order to disclose any of Owner's Confidential Information, Recipient will notify Owner in writing prior to making any such disclosure in order to facilitate Owner seeking a protective order or other appropriate remedy from the appropriate body. Recipient further agrees that if Owner is not successful in precluding the requesting legal body from reviewing the Confidential Information, it will furnish only that portion of the Confidential Information which is legally required and will exercise all reasonable efforts to obtain reliable assurances that confidential treatment will be accorded the Confidential Information.
5. Confidential Information disclosed under this Agreement (including information in computer software or held in electronic storage media) shall be and remain the property of Owner. All such information in tangible form shall be returned to Owner promptly upon written request and shall not thereafter be retained in any form by Recipient. No licenses or rights under any patent, copyright, trade secret, trademark, or other property right are granted or are to be implied by this Agreement.



6. Each party may from time to time provide suggestions, comments, or other feedback to the other party regarding Confidential Information provided originally by the other party ("Feedback"). Both parties agree that all Feedback is and shall be entirely voluntary and shall not, absent a separate written agreement, create any confidentiality obligation or restriction on use on the party receiving the Feedback. Each party shall be free to use and disclose Feedback as it deems fit without restriction or obligation; provided, however, that in no event shall the recipient of Feedback disclose the source of the Feedback without the providing party's written consent. The forgoing shall not, however, affect either party's obligations hereunder regarding Confidential Information.

7. Owner shall not have any liability or responsibility for errors or omissions in, or any business decisions made by Recipient in reliance on, any Confidential Information disclosed under this Agreement. Recipient assumes all risk, known or unknown, incident to its use of Confidential Information, and Owner shall have no liability of any kind to Recipient or any third party arising out of such use. RECIPIENT DISCLAIMS ALL WARRANTIES INCLUDING WITHOUT LIMITATION, THE WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND WARRANTIES OF NON-INFRINGEMENT OF THE RIGHTS OF THIRD PARTIES (INCLUDING WITHOUT LIMITATION, RIGHTS UNDER PATENT, COPYRIGHT, TRADE SECRET, OR OTHER INTELLECTUAL PROPERTY RIGHTS). RECIPIENT ACCEPTS THE CONFIDENTIAL INFORMATION IN "AS-IS" CONDITION.

8. Each party agrees that it will not, without the prior written consent of the other, issue any press release or announcement or otherwise disclose the nature of this Agreement and/or the proposed business relationship.

9. Recipient shall indemnify Owner against all losses and expenses incurred by Owner, including without limitation attorney's fees, which result from the breach of any part of this Agreement by Recipient.

10. Recipient certifies that no Confidential Information will be exported to any country in violation of the United States Export Administration Act and the regulations thereunder.

11. This Agreement shall become effective as of the date of execution by both parties. All obligations hereunder, including without limitation any and all obligations regarding the use and disclosure of Confidential Information, shall continue until such time that the parties put in writing and sign that they are ending this agreement.

12. This Agreement: (i) is the complete agreement of the parties concerning the subject matter hereof and supersedes any prior such agreements with respect to further disclosures on such subject matter; (ii) may not be amended or in any manner modified except in writing signed by the parties; and (iii) shall be governed and construed in accordance with the laws of the State of Michigan without regard to its conflict of law provisions. If any provision of this Agreement is found to be unenforceable, the remainder shall be enforced as fully as possible and the unenforceable provision shall be deemed modified to the limited extent required to permit its enforcement in a manner most closely representing the intention of the parties as expressed herein.

## Master Service Agreement

This Master Service Agreement ("MSA") has been made and entered into on this January 26, 2023 the Effective Date by and between VECTOR TECH GROUP, and Fruitport Community Schools ("Customer"), for the purpose of VECTOR TECH GROUP and/or its affiliates providing Customer services as set forth in one or more Service Order(s), which shall be deemed incorporated by reference and made part of this MSA.

*The following terms and conditions govern this MSA between the parties:*

**1. Provision of the Service.** VECTOR TECH GROUP will provide Customer with services as described on the VECTOR TECH GROUP Service Order (the "Service") such as remote or on site server processing, storage services, and such other services offered by VECTOR TECH GROUP issued pursuant to this MSA. VECTOR TECH GROUP reserves the right to reject any Service Order for any reason in its sole discretion. As a material part of the consideration for entering into this MSA, each party agrees not to contest or assert any defense relating to the authority of any representative or employee of such party to enter into this MSA or any Service Order issued pursuant to this MSA.

**2. Agency Authorization .** This MSA authorizes VECTOR TECH GROUP to act as agent for Customer solely as necessary to provide the Service, including but not limited to, processing and storage, ordering telecommunications and other services or facilities and increasing, adding to, terminating, decreasing, removing and/or rearranging such services or facilities on Customer's behalf.

**3. Term and Renewal .** The term of this MSA shall commence as of the Effective Date and shall remain in effect until terminated as set forth herein, or until all Service Orders issued pursuant to this MSA have been terminated or expire. Subject to Section 7 below, the Service with respect to any Service Order shall be provided for the term specified in the Service Order ("Initial Term"). Unless one of the parties provides written notice of termination to the other party on or before ninety (90) days prior to the expiration of the Initial Term of any Service Order, the term of such Service Order shall automatically continue in full force on a month to month term and at then current provider month to month rates until a party provides written notice of termination of a Service Order in accordance with this Section 3 or otherwise terminates this MSA pursuant to the provisions of Section 7 below or until such time a new term is agreed to in writing via a Service Order. To the extent that the term of any Service Order for any Service extends beyond the term of this MSA, this MSA shall remain in full force and effect for such Service until the expiration or termination of such Service Order.

**4. Billing:** Upon VECTOR TECH GROUP's execution and acceptance of a Service Order, Customer will receive an invoice for a full month of the monthly recurring charge ("MRC"), non-recurring charge ("NRC"), and all applicable excise, sales, use, and other taxes, fees, surcharges, and charges applicable to the Service. The Customer's next invoice will be issued on the start of service date for the pro-rata portion of the applicable MRC, covering the period from the start of service date to the first day of the subsequent

calendar month plus all applicable taxes, fees, surcharges, and charges applicable to the Service. Thereafter, VECTOR TECH GROUP shall invoice, and Customer shall pay in advance on a monthly basis for all active Service Orders, the MRCs and all applicable excise, sales, use, or other taxes, fees, charges, and surcharges applicable to the Service. Bandwidth and physical capacity which exceed normal VECTOR TECH GROUP business standards either by a single user or company whole is subject to added fees determined by the excesses which VECTOR TECH GROUP determines is fair and reasonable. VECTOR TECH GROUP will notify the Customer 30 days prior to any additional charge so Customer can make necessary adjustments to reduce the excesses.

**5. Payment.** All invoices are due upon receipt. If any undisputed amount due on any invoice is not received by VECTOR TECH GROUP within thirty (30) days of the invoice date ("Payment Date"), then, in addition to any other remedies available to VECTOR TECH GROUP, VECTOR TECH GROUP may in its sole discretion: (i) impose a late payment fee in the amount of five percent (5%) of the undisputed amount due; (ii) charge interest, at the rate of the lesser of one percent (1%) per month or the maximum rate allowable under law, commencing as of the Payment Date through the date of actual receipt of payment; and/or (iii) require performance assurance ("Performance Assurance") up to an amount equal to the total of all MRCs and NRCs for the Service for six (6) months or as VECTOR TECHNOLOGIES GROUP otherwise requires, as a condition of the continued availability of the Service. Such payment of Performance Assurance will be held and applied against Customer's charges due at the expiration or termination of the applicable Service Order. VECTOR TECH GROUP also reserves the right to conduct a review of Customer's credit rating and credit history as a condition of providing or continuing to provide Service, require Customer to tender a security deposit or increase the amount of an existing deposit if VECTOR TECH GROUP believes that there has been an adverse change in Customer's financial condition, business prospects, or if Customer has been late in paying its invoices. Notwithstanding anything in this MSA to the contrary, payments due are not subject to reduction, set-off, or adjustment of any nature by Customer. If the Service is suspended by VECTOR TECH GROUP because of any non-payment by Customer, no service interruption shall be deemed to have occurred. If VECTOR TECH GROUP initiates any legal action in order to pursue collection of any amount due under this MSA or any Service Order, Customer shall be responsible for and agrees to pay for any and all attorney's fees and expenses incurred by VECTOR TECH GROUP.

**6. Disputes.** If Customer reasonably and in good faith disputes any portion of VECTOR TECH GROUP's invoice, Customer shall, within thirty (30) days of the invoice date, submit written notice to VECTOR TECH GROUP of such dispute, identifying in specific detail the reason for the dispute and the amount being disputed. If Customer does not deliver such written notice within thirty (30) days of the invoice date, the invoice will be deemed correct and Customer shall have waived its rights to dispute the invoice. Customer's dispute as to any portion of the invoice shall not excuse Customer's obligation to pay the undisputed portion of the invoice on time. The parties shall negotiate in good faith to resolve any disputes within thirty

(30) days following VECTOR TECH GROUP's receipt of Customer's timely written notice. Any amounts that VECTOR TECH GROUP determines to be in error shall be adjusted within ninety (90) days of such determination. Any disputed amounts that VECTOR TECH GROUP determines to be correct as billed shall be due and payable by Customer, upon notification and demand by VECTOR TECH GROUP, along with any late payment charges that VECTOR TECH GROUP may impose pursuant to Section 5 above.

**7. Termination.** Customer may, as a provision of the service, choose to terminate the contract with ninety (90) days' notice at any time after the first thirty-six (36) months of continuous service. VECTOR TECH GROUP agrees to provide to Customer after initial sixty (60) months of contiguous service, title to Customer Premise Equipment (CPE) provided as a provision of the service herein. Customer agrees to forfeit any rights to any equipment provided by VECTOR TECH GROUP herein upon Customer terminating this MSA or related Service Orders prior to the initial sixty (60) month period. VECTOR TECH GROUP may terminate this MSA or any Service Order, in whole or in part, or suspend the Service at any time upon: **(i)** any failure of Customer to timely pay any and all amounts due hereunder **(ii)** any breach by Customer of any provision of this MSA or any Service Order; **(iii)** any insolvency, bankruptcy, assignment for the benefit of creditors, appointment of a trustee or receiver or similar event with respect to Customer; or **(iv)** any governmental prohibition or required alteration of the Service provided hereunder necessitating such termination. No such termination other than pursuant to subparagraph (iv) of this Section 7 shall relieve Customer of its obligation to make payments pursuant to any Service Order including, without limitation, the obligation to make payments for charges accrued but unpaid as of the termination date. Except as otherwise provided herein, if **(i)** Customer cancels or terminates the Service under this MSA or any Service Order prior to the end of the Initial Term or any subsequent Renewal Term of any Service Order or **(ii)** VECTOR TECH GROUP terminates this MSA and/or any Service Order because of Customer's breach or failure to make timely payment of any amount past due, then Customer shall pay VECTOR TECH GROUP an early termination charge (as liquidated damages and not as a penalty) as follows: **(x)** all NRCs specified in this MSA or any Service Order, plus **(y)** all disconnection, early cancellation or termination charges reasonably incurred by VECTOR TECH GROUP in order to provide the Service to Customer, plus **(z)** all MRCs specified in the Service Order for the remaining balance of the term of any Service Order. All early termination charges shall be due and payable within ten (10) days of the effective date of termination.

In the event of termination, upon request, VECTOR TECH GROUP shall provide Customer with the Customer's data, if data was being stored as part of the Service, such as Cloud Services, in a format universally accepted for backup of data within 30 days of the request. VECTOR TECH GROUP has the right to reasonably charge Customer for the backup and demand payment before turning over the data to Customer. VECTOR TECH GROUP reserves the right to delete Customer's data 180 days after termination of Services with Customer.

**8. Interruption of Service.** In the event of interruption in the Service, unacceptable packet loss, or inability to receive network availability at the bandwidth stated in the Service Order ("Outage"), Customer shall be entitled to a credit in an amount equivalent to the proportionate MRC for the period during which such Outage occurs; provided, however, that such credit allowance shall be measured only for unacceptable packet losses after VECTOR TECH GROUP's receipt of written notice thereof from Customer. An Outage will be deemed to have occurred only if the Service becomes unusable to Customer as a result of the inability of VECTOR TECH GROUP's facilities, equipment or personnel to provide the Service, and only when the Outage is not the result of: **(i)** negligence of Customer; **(ii)** the failure of interconnecting facilities or other equipment not part of VECTOR TECH GROUP Service or facilities or within VECTOR TECH GROUP's reasonable control; **(iii)** any planned interruption or routine maintenance; or **(iv)** other circumstances beyond the reasonable control of VECTOR TECH GROUP. VECTOR TECH GROUP shall use commercially reasonable efforts to perform routine maintenance at mutually agreeable times.

The Service is offered twenty-four (24) hours per day, seven (7) days per week. For purposes of Outage credit computation every month shall be considered to have 720 hours. No credit shall be allowed for an Outage of less than thirty (30) minutes.

**9. Excusable Delay or Failure:** Neither party will be in default or otherwise liable for any Outage, delay, or failure of its performance under this MSA or any Service Order to the extent such Outage, delay, or failure arises by reason of act of God, the elements, adverse weather conditions, fire, flood, riots, strikes, accident, war, governmental requirement or any action of government in its sovereign capacity, act of civil or military authority, supplier action or inaction, inability to secure materials, labor or transportation, or any other cause or circumstance, whether of a similar or dissimilar nature to the foregoing, beyond the reasonable control and without the fault or negligence of the affected party. Any such delay or failure shall suspend the MSA or any Service Order until the delay or failure ceases, and, if practical, the period of the MSA or Service Order shall be deemed extended accordingly. If any failure of performance by VECTOR TECH GROUP is for more than thirty (30) days, then Customer may terminate without liability (other than charges accrued but unpaid up to the termination date that are applicable to the terminated Service Order(s)) only that portion of any Service Order(s) related to the Service(s) so affected, upon ten (10) calendar days prior written notice to VECTOR TECH GROUP following the failure of performance.

**10. LIMITATION OF LIABILITY AND DISCLAIMER OF WARRANTIES: EXCEPT AS OTHERWISE SET FORTH IN THIS MSA, VECTOR TECH GROUP MAKES NO WARRANTIES, REPRESENTATIONS OR OTHER AGREEMENTS, EXPRESS OR IMPLIED, TO CUSTOMER OR ANY THIRD PARTY WITH**

**RESPECT TO THE SERVICE, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE. VECTOR TECH SHALL NOT BE LIABLE FOR ACTIONS AGAINST OR BY CUSTOMER SUCH AS RANSOMWARE, STOLEN DATA, OR LOST DATA. VECTOR TECH GROUP SHALL USE COMMERCIALY REASONABLE EFFORTS TO PROVIDE AND MAINTAIN THE SERVICE TO CUSTOMER AS SPECIFIED HEREIN. IN NO EVENT SHALL VECTOR TECH GROUP BE LIABLE FOR SPECIAL, INCIDENTAL, CONSEQUENTIAL, INDIRECT, OR PUNITIVE DAMAGES INCLUDING, WITHOUT LIMITATION, LOSS OF REVENUE OR PROFIT OR ANY OTHER BUSINESS LOSS INCLUDING GOODWILL, LOSS OF USE OF ANY PROPERTY, COST OF SUBSTITUTE PERFORMANCE, EQUIPMENT OR SERVICES, DOWNTIME COSTS AND CLAIMS OF CUSTOMER FOR DAMAGES, UNLESS DAMAGES ARE CAUSED BY WILLFUL MISCONDUCT, NEGLIGENT ACT OR OMISSION, OR OTHER WRONGFUL ACT ARISING FROM OR RELATED TO THIS MSA. THE FOREGOING LIMITATIONS APPLY TO ALL CAUSES OF ACTION AND CLAIMS OF ANY KIND ARISING OUT OF OR RELATED TO THIS MSA OR ANY SERVICE ORDER INCLUDING, WITHOUT LIMITATION, BREACH OF CONTRACT, BREACH OF WARRANTY, STRICT LIABILITY, NEGLIGENCE, MISPRESENTATION, OR ANY OTHER TORT. CUSTOMER ACKNOWLEDGES AND ACCEPTS THE REASONABLENESS OF THE FOREGOING DISCLAIMERS AND LIMITATIONS OF LIABILITY. FOR PURPOSES OF THIS SECTION 10, ALL REFERENCES TO VECTOR TECH GROUP SHALL INCLUDE ITS RESPECTIVE AFFILIATES, AGENTS, OFFICERS, DIRECTORS, SHAREHOLDERS, AND EMPLOYEES.**

**11. Customer's Responsibilities :** Customer acknowledges and agrees that: (i) VECTOR TECH GROUP Customer shall comply with all terms and conditions of this MSA and all Service Orders including, without limitation, its payment obligations to VECTOR TECH GROUP. Customer shall protect, defend, and indemnify, and hold harmless VECTOR TECH GROUP, its officers, directors, employees, contractors, and agents, from and against any and all liabilities, claims, losses, damages, expenses (including reasonable attorney's fees and costs), judgments, and causes of action arising from or related to any claim made by any of Customer's customers related to Customer's willful misconduct, negligent act, omission, or other wrongful act.

**12. Equipment and Location:** Subject to Section 7 Termination, Customer will not allow or cause any service, facility, or equipment of VECTOR TECH GROUP to be rearranged, moved, modified, repaired or relocated without VECTOR TECH GROUP's written consent. Customer will not create or allow any liens or other encumbrances to be placed on any such facilities or equipment of VECTOR TECH GROUP. If Customer relocates or changes the place of the Service provided under any Service Order, Customer will pay all additional installation and related charges associated with such relocation. All VECTOR TECH GROUP equipment shall remain the exclusive property of VECTOR TECH GROUP and be immediately returned to VECTOR TECH GROUP upon termination of this MSA.

**13. Customer Acknowledgement :** Customer acknowledges and agrees that a Service may be comprised of

multiple circuits from multiple carriers and VECTOR TECH GROUP will arrange to provide local access and other services or facilities on Customer's behalf. If the estimated availability date of a Service, or a portion thereof, is delayed and this delay renders the entire Service inoperable and/or unavailable, VECTOR TECH GROUP shall not be liable to Customer for any damages that may result from such delay. Additionally, Customer shall either accept for billing or cancel and re-order the portion(s) of the Service that are ready for activation if activation has been delayed due to (i) the postponement or delay of a connecting circuit being provided by VECTOR TECH GROUP's underlying carrier, or (ii) any delays caused by Customer or any services and/or facilities, including, without limitation, local access facilities provided by Customer or its third party supplier other than VECTOR TECH GROUP to extend the Service provided by VECTOR TECH GROUP from VECTOR TECH GROUP's point of demarcation point to any other location (hereinafter "Interconnection Facilities") ordered through a party other than VECTOR TECH GROUP. A cancellation and re-order of a circuit shall be subject to Paragraph 14 of this MSA.

**14. Cancellation or Disconnection of Service:** If Customer cancels in whole or in part a Service Order on or after the fourth day following Customer's submission of a Service Order but before the start of service date for such Service, Customer shall pay a charge equal to: (a) one month's MRC for the Service ordered; plus (b) VECTOR TECH GROUP's internal costs incurred in attempting to fulfill Customer's Service Order; plus (c) the aggregate fees, charges, expenses, taxes and liquidated damages payable to any third party suppliers for which VECTOR TECH GROUP is or becomes contractually liable arising out of or in connection with Customer's submission and/or cancellation of a Service Order. If Customer requests VECTOR TECH GROUP to disconnect a Service, and Customer later cancels its request for disconnection, VECTOR TECH GROUP will use commercially reasonable efforts to ensure that the Service is not disconnected but shall not guarantee against disconnection. VECTOR TECH GROUP will not grant any Outage credits for Outages related to the cancelled request for disconnection, nor will VECTOR TECH GROUP be liable to Customer for any damages resulting from an Outage related to a cancelled request for disconnection.

**15. Disputes Resolution.** Any and all disputes, controversies, or claims arising out of or in connection with or relating to this MSA, or any breach or alleged breach thereof, and any claim that VECTOR TECH GROUP violated any state or federal statutes, common-law doctrine, or committed any tort with respect to Customer shall, on the request of either party, be submitted to and settled by arbitration in the State of Michigan pursuant to the rules, then in effect, of the American Arbitration Association (or at any other place or under any other form of arbitration mutually acceptable to the parties involved). This Agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. Notice of the demand for arbitration shall be filed, in writing, with the other party to this Agreement within a reasonable time after the claim, dispute, or other matter in question arose where the party asserting the claim should reasonably have been aware of it, but in no event later than 180 days after the claim arose. Cost of arbitration shall be shared equally by the parties, provided that each party shall pay for and bear the cost of his or her own

experts, evidence, and attorney fees. Judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction to do so.

## 16. General:

A. Assignment: Upon written notice, either party may assign this MSA to any subsidiary, parent or affiliated company, or pursuant to any reorganization or merger of its business, or pursuant to any sale or transfer of all or substantially all of its assets. No other assignment by either party will be permitted without the prior written consent of the other party, which consent will not be unreasonably withheld or denied. The rights and obligations under this Agreement shall survive any merger or sale of either party and shall be binding upon the successors and permitted assignees of each party.

B. Governing Law: This MSA and all Service Orders are deemed to be made in the State of Michigan and will be governed by the laws of the State of Michigan, without regard to choice of law provisions, except and to the extent that the Communications Act of 1934, as amended and interpreted by the Federal Communications Commission, applies to this MSA and/or any Service Order.

C. Severability: Each provision of this MSA is severable from the whole, and if one provision is declared invalid, the other provisions shall remain in full force and effect.

D. Waiver: Failure of either party to enforce any of the provisions of or its rights under this MSA, or the waiver thereof in any instance, shall not be construed as a general waiver or relinquishment of any rights.

E. Confidentiality: Neither party shall disclose to any third party during the term of this MSA and for one (1) year following the expiration or termination of this MSA, any of the terms of this MSA or any Service Order, including any rate information, unless such disclosure is required by any state or federal governmental agency, is otherwise required by law, or is necessary in any proceeding establishing or applying rights or obligations under this MSA. Any information or documentation disclosed between the parties shall be subject to the terms and conditions of the non-disclosure agreement ("NDA") executed by both parties. Notwithstanding the requirements and obligations of this Section and the NDA, VECTOR TECH GROUP, in its sole discretion, shall have the right to issue a press release and/or publicly disclose that it has entered into an agreement to provide telecommunications services to Customer. Customer shall have the right to review and approve any such press release, which approval shall not be unreasonably delayed or denied.

F. Third Party Beneficiaries: The representations, covenants, obligations, rights, and agreements of the parties set forth in this MSA are not intended for, nor shall they be for the benefit of or enforceable by, any third party or person not a party to this MSA including, without limitation,



Customer's end user and/or carrier customers. Under this MSA, VECTOR TECH GROUP shall have no relationship with the end user and/or carrier customers to which Customer may provide service. Customer further acknowledges and agrees that no fiduciary relationship arises under this MSA or any Service Order.

G. Headings: The headings used in this MSA are for convenience only and do not in any way limit or otherwise affect the meaning of any terms of this MSA.

H. Notices: Any notice given or made pursuant to this MSA or any Service Order will be effective if in writing and delivered by reputable overnight courier or by certified mail, return receipt requested, and delivered at the address provided below, or such other address as may be furnished by either party to the other.

If to VECTOR TECH GROUP

Attn:  
Bill Loiacano, CEO  
VECTOR TECH GROUP  
9364 W. Freeland Road  
Freeland, Michigan, 48623  
Office: 989-695-9661  
Fax: 989-695-6113  
[www.vectortechgroup.com](http://www.vectortechgroup.com)

If to Fruitport Community Schools:

Attn:  
Kyle Nielsen  
3255 E. Pontaluna Rd  
Fruitport, MI 49415  
Phone: (231) 865-4000  
Web: [www.fruitportschools.net](http://www.fruitportschools.net)

I. Entire Agreement: This MSA, together with all Service Orders attached hereto or that are subsequently incorporated by reference, constitutes the entire agreement between the parties with respect to the subject matter hereof and supercedes any and all prior offers, communications, representations, understandings, and agreements, whether verbal or written, made between the parties. VECTOR TECH GROUP shall not be bound by any provision in any purchase order, confirmation, correspondence or other communication from Customer which is at variance with, in addition to, seeks to define or clarify, and/or conflicts with any provision of this MSA or any Service Order, unless such variance, addition, definition/clarification, or conflict is specifically identified in a written agreement signed by Customer and VECTOR TECH GROUP which expressly references the appropriate provision of this MSA or a Service Order. The order of precedence in interpretation shall be (i) any Service Order and then (ii) this MSA. This MSA or any Service Order may be modified only in writing signed by both parties.

K. Counterparts: This Agreement and any Service Order may be executed in one or more counterparts, each of which shall constitute an original, but all of which shall constitute one and the same instrument.

L. Acceptance: This MSA shall be deemed accepted only when executed in writing by an authorized officer of VECTOR TECH GROUP.

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachments #XI-6

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:** Network Electronics and Structured Fiber Cabling Purchase

**Background Information:** The network electronics and structured fiber cabling supporting the technology infrastructure of the District are aging and in need of replacement. Completion of this program is supported through E-Rate federal funding at reimbursement of 80% of the project cost.

**Financial Impact:**

The network electronics bid was \$204,500, with the District being responsible for \$43,380 after E-Rate reimbursement, and the structured fiber cabling bid was \$12,164, with the District being responsible for \$2,433 after E-Rate reimbursement.

**Recommended Action:**

To approve the network electronics bid in the amount of \$204,500, and the structured fiber cabling bid in the amount of \$12,164, with the understanding the E-Rate funding will reimburse the District at a rate of 80% of the total cost of the project. This project will be funded through the Regional Technology and Security Enhancement Millage, as discussed.

**Action Taken:**

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



Mesbergen, Mark <mmesbergen@fruitportschools.net>

---

## Folder shared with you: "E-Rate Projects"

---

**Nielsen, Kyle** <knielsen@fruitportschools.net>

Thu, Feb 2, 2023 at 1:48 PM

To: "Mesbergen, Mark" <mmesbergen@fruitportschools.net>

Hi Mark,

Reimbursement is 80% on the project.

Attached is a spreadsheet with the breakdown, but here is the highlevel.

Network Electronics- Bid was \$204,500, FCS would be responsible for \$43,380 after E-Rate reimbursement.

Structured Fiber Cabling- Bid was \$12,164, FCS would be responsible for \$2,433 after E-Rate reimbursement.

As far as footing the bill upfront, Bob did mention that Vector has done SPI's in the past and may bill us for the 20% and then wait for the other 80% once we have it. He said that we would need to work with Vector once we were moving forward to see how they would bill it.

-Kyle

[Quoted text hidden]

---

 **E-Rate 2023.xlsx**  
46K

# Fruitport Community Schools

Location	Project Total
#VALUE!	\$33,850.00
#VALUE!	\$168,400.00
BMIC	\$2,250.00
<b>Bid Total</b>	<b>\$204,500.00</b>

Alternative Options Available**	add/deduct	
<i>Switch Management licenses for vSZ</i>	<i>add</i>	<i>\$2,480.00</i>
<i>Upgradable 2 PSU ICX8200 Switches</i>	<i>add</i>	<i>\$13,330.00</i>

## Network Electronics

### FCS Total

Wireless Network Electronics	\$	6,770.00
Network Electronics Cat 2	\$	33,680.00
BMIC	\$	450.00
Alternate bid for Switch Management Licenses of vSZ	\$	2,480.00

**Total cost after E-Rate refund** **\$43,380.00**

**Fiber Opic Cable** \$ 12,164.00

**FCS Total** \$ 2,433.00

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachment # XI-7

From: Mark Mesbergen

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

Owen-Aimes-Kimball PreBond Contract

**Background Information:**

As the district is starting to discuss our future bond, Fruitport asked to get the proper paperwork/contract for them to start to work on our pre-bond work. Since 2016, Owen-Aimes-Kimball has been a very important piece in our construction project and how these projects have been going well. The Fruitport team that deals with construction have been very pleased and would like to continue that into the future bond. The team feels that it is very important to have that relationship/understanding and familiarity with everyone as that is important for a project to go as smoothly as possible.

**Financial Impact:**

Fixed fee of 3.5%. In our previous two bonds, these fees were the same.

**Recommended Action:**

To approve the contract with Owen-Aimes-Kimball to be our Construction Manager in our 2026/2027 bond.

**Action Taken:**

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

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

Feb 10, 2023

Mr. Jason Kennedy  
Fruitport Community Schools  
3255 E. Pontaluna Rd  
Fruitport, MI 49415

RE: Fruitport 2026 Bond agreement

Dear Jason,

We've appreciated the opportunity to serve Fruitport Community Schools for the past 10 years. The entire Fruitport Community Schools team has been a pleasure to work with and we've accomplished much together over the last decade.

Our existing agreement currently runs through the delivery of the 2021 bond election projects, slated to be complete this year. We've already begun planning work for a potential 2026 bond – implementing the master plan that was started in 2014. As we look forward, and begin preconstruction work, we seek your commitment for Construction Management services for the next phase of delivery. This agreement allows Fruitport Community Schools to extend the competitively procured fee structure developed in 2014, and creates price certainty through 2029. Owen-Ames-Kimball seeks to provide services under the following terms:

- CM Fee – 3.5% of Cost of the Work
- Form of Contract – AIA C132 Construction Manager as Advisor, current edition when executed, and as mutually agreeable between O-A-K and Fruitport Community Schools.

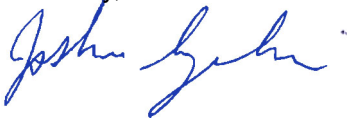
The anticipated value of preconstruction services is 0.25% of the Cost of the Work, and is included in the CM fee above. We propose deferring the cost of preconstruction services until after the successful passage of your next bond program (anticipated 2026). In the event that Fruitport Community Schools elects to use another Construction Manager prior to the completion of the pre-bond phase, O-A-K will assemble a billing based on work completed to date, and payable within 30 days.

This fee structure maintains our original pricing structure with the district, and allows O-A-K to continue to perform preconstruction and planning services, at no out of pocket cost to the district.

If you accept the terms of this proposal, we'd appreciate your signature below. Please feel free to contact me with any questions regarding this proposal.

Thank you for the continued opportunity to serve Fruitport Community Schools.

Sincerely,



Josh Szymanski, PE  
Chief Strategy Officer  
616-490-4041 / josh@oakmi.com

---

Mr. Jason Kennedy Date  
Superintendent  
Fruitport Community Schools



**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachments #XI-8

From: Mark Mesbergen

**Subject to be Discussed and Policy Reference:** Purchase of 2 Special Education Buses

**Background Information:** Currently FCS has 8 special education buses (which of 2 are spare buses). There are two buses that are on the road every day that are starting to breakdown and are the last two of a different brand. There is also talk to add another special education route next year which then it would force to only have one spare bus for our special education fleet. Additionally, one of our spare buses cannot pass the annual inspection so is just sitting in the lot. The bids are coming from the MSBO website; therefore, Fruitport does not need to complete the seal bid process. The price of each special education bus is \$165,104 which includes an engine warranty. The recommendation is to go with Midwest as they are proposing an international bus, which is the brand of our current fleet.

**Financial Impact:**

The financial impact is \$330,208 coming out of the Capital Projects Fund. The district will pay for the buses once they are shipped (hoping to get them around Sept/Oct).

**Recommended Action:**

To approve the purchase of two special education buses to replace two existing special education buses.

**Action Taken:**

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

**Michigan Bus Purchasing**  
**Price Comparison Report - Spec #18193**  
Jan 17, 2023 1:18 PM

**Buying Organization**      **Midwest Transit**  
**15580 US Highway 27 N**  
**Marshall MI 49068**

Notes      Fruitport Lift Bus TWA

Product Category      Special Needs (2022-23 Phase 1)

Product      77 Passenger

Quantity      1

	Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
<b>Product Base Price</b>				<b>\$127,049.00</b>	<b>\$125,831.00</b>	<b>\$135,761.00</b>

**Chassis Options**

**Air Dryer**

Bendix AD-IP dryer w/spin-on filter	C101	N/C	(\$225.00)	\$36.00
-------------------------------------	------	-----	------------	---------

**Alternator**

320-amp, Leece-Neville	C125	\$551.00	\$441.00	\$595.00
------------------------	------	----------	----------	----------

**Axle, Rear: minimum load**

21,000 lbs.	C152	\$11.00	N/A	S/E
-------------	------	---------	-----	-----

**Batteries**

3 12-volt, 950-CCA each	C163	S/E	S/E	\$261.00
-------------------------	------	-----	-----	----------

**Brake Dust Shield**

Brake dust shield on all wheels	C170	S/E	S/E	N/C
---------------------------------	------	-----	-----	-----

**Brakes, ESC**

Electronic Stability Control for Air Brakes	C172	S/E	S/E	S/E
---	------	-----	-----	-----

**Brakes, Air Disc**

Air disc brakes	C178	\$1,368.00	\$1,730.00	\$1,581.00
-----------------	------	------------	------------	------------

**Engine**

Cummins ISB 250 hp w/PTS2500 trans	C203	\$1,099.00	\$3,575.00	\$339.00
------------------------------------	------	------------	------------	----------

**Fan Drive**

Electromagnetic On/Off Type	C195	\$98.00	S/E	N/C
-----------------------------	------	---------	-----	-----

**Fuel Tank**

Increase to 100-gallon diesel tank	C251	\$352.00	\$364.00	\$470.00
------------------------------------	------	----------	----------	----------

**Full Instrumentation Package (Engine)**

Low Coolant indicator with audible alarm	C260	S/E	N/A	S/E
--	------	-----	-----	-----

**Heater Block, Receptacle**

Rear receptacle (replaces front block)	C275	\$58.00	\$150.00	\$185.00
--	------	---------	----------	----------

**Idle Management Control**

Programmable	C280	S/E	S/E	N/C
--------------	------	-----	-----	-----

**Motor, Starting**

Thermal overcrank protection	C290	S/E	S/E	N/C
------------------------------	------	-----	-----	-----

**Paint, Wheels**

Wheels finish coated black inside and out	C300	S/E	N/C	N/C
---	------	-----	-----	-----

**Switches, Ignition**

Keyed alike	C350	N/C	\$5.00	\$12.00
-------------	------	-----	--------	---------

**Tires**

LoPro 255/70R22.5 steer front/rear, Continental	C384	N/A	N/A	(\$783.00)
---	------	-----	-----	------------

**Turn Signals**

Fender-mounted	C421	S/E	S/E	\$49.00
----------------	------	-----	-----	---------

**Wheels**

Iron hub	C480	S/E	S/E	S/E
----------	------	-----	-----	-----

**Winter Warmup Equipment**

Winter front	C490	\$33.00	\$100.00	N/C
--------------	------	---------	----------	-----

**Body Options****Air Conditioning**

Thermo King SR50C-C, center-plenum, dual discharge system w/TM-21 compressor, 103,000 BTU	B131	\$12,400.00	\$12,000.00	\$12,500.00
---	------	-------------	-------------	-------------

**Air Foil, Rear**

Add rear air foil (state brand)	B140	\$899.00	\$550.00	\$606.00
---------------------------------	------	----------	----------	----------

**All Light Monitor System**

Add all light monitor system	B160	S/E	S/E	\$97.00
------------------------------	------	-----	-----	---------

**Antenna**

Flexible rubber radio antenna	B170	S/E	S/E	\$46.00
-------------------------------	------	-----	-----	---------

**Bus Lock Up System**

Front only	B221	N/A	\$64.00	\$189.00
------------	------	-----	---------	----------

**Color, Interior**

Walls white	B234	N/A	S/E	S/E
-------------	------	-----	-----	-----

**Defogger Fans**

Increase from 2 to 3	B250	N/A	\$65.00	\$74.00
----------------------	------	-----	---------	---------

**Door, Entrance**

Electric, double out, split type	B260	(\$169.00)	\$325.00	(\$137.00)
----------------------------------	------	------------	----------	------------

**Exit, Evacuation Step**

Step & handle at rear door	B310	\$225.00	S/E	\$99.00
----------------------------	------	----------	-----	---------

**Exit, Roof Hatch**

2 Transpec Low Profile 1970 series	B322	(\$189.00)	(\$360.00)	(\$236.00)
------------------------------------	------	------------	------------	------------

<b>Flat Floor Package</b>				
39" seats, 3 seatbelts, front lift door	B360	\$613.00	\$617.00	N/C
<b>Floor Covering</b>				
1 piece, black	B372	\$609.00	N/A	\$261.00
<b>Fuel Filler Door</b>				
Door only	B390	S/E	N/C	N/C
<b>Heater, Shut-Off Valve</b>				
Locate valve on engine block	B440	S/E	S/E	N/C
<b>Light, Exterior</b>				
Light check system	B460	S/E	S/E	S/E
<b>Lights, Overhead Warning</b>				
8-light non strobing LED system	B482	N/C	(\$15.00)	N/C
<b>Lights, LED</b>				
Sound Off brand for LED package	B500	N/A	S/E	S/E
<b>Lights, Interior</b>				
LED Interior Dome Lights	B465	\$149.00	\$441.00	\$255.00
<b>Mirror System</b>				
Increase driver mirror to 10"x30"	B520	N/A	\$20.00	\$19.00
<b>Mirrors, Crossview</b>				
MirrorLite High Definition, heated	B531	N/A	N/A	\$77.00
<b>Mirrors, Crossview, Arms</b>				
Stainless steel arms	B555	S/E	\$38.00	\$39.00
<b>Mirrors, Rearview</b>				
Rosco Open View, remote, heated, split view	B572	N/A	\$230.00	\$175.00
<b>Mirrors, Rearview, Arms</b>				
Stainless steel arms	B590	S/E	\$38.00	\$37.00
<b>Noise Reduction System</b>				
Perforated ceiling, full bus	B595	S/E	\$641.00	S/E
<b>Power Source</b>				
12-volt power source in driver's area	B615	N/C	S/E	N/C
<b>Radio &amp; Public Address System</b>				
AM/FM radio, CD, clock, PA system inside & outside	B626	\$589.00	N/A	N/A
<b>Rust Proofing</b>				
All interior doors	B645	S/E	S/E	S/E
<b>Rust Proofing, Stepwell</b>				
Anti-corrosion spray coating, inside & outside	B647	\$244.00	\$348.00	S/E
<b>School Bus Sign</b>				
LED - First Light Safety	B651	\$1,275.00	\$1,298.00	\$913.00
<b>Seat, Driver's</b>				
National, air ride w/1 arm rest	B664	\$137.00	\$225.00	\$27.00

**Seat, Driver's, Belt**

Driver's belt, blaze orange	B676	\$44.00	N/C	S/E
-----------------------------	------	---------	-----	-----

**Seats, Child Restraint**

IMMI SafeGuard, track mount (per seat) (Qty: 10)	B681	N/A	N/A	\$4,990.00
39"CCr, floor mount (per seat) (Qty: 10)	B690	---	\$8,450.00	---
SynTec S3C, 39" track mount (per seat) (Qty: 10)	B700	\$3,120.00	---	---

**Seats, Fire Block**

Delete fire block	B703	(\$276.00)	(\$350.00)	(\$774.00)
-------------------	------	------------	------------	------------

**Severe Service Package**

Must meet Colorado Racking Test	B740	S/E	S/E	N/C
---------------------------------	------	-----	-----	-----

**Step Tread**

Pebble tread w/non-metal backing	B752	\$27.00	\$305.00	S/E
----------------------------------	------	---------	----------	-----

**Stop Arm Signals**

Air, LED lights, front only	B761	(\$276.00)	(\$431.00)	(\$449.00)
-----------------------------	------	------------	------------	------------

**Storage Compartment Driver's Area**

Over drivers sash window	B781	S/E	\$125.00	\$160.00
--------------------------	------	-----	----------	----------

**Wheelchair Entry**

Front lift door w/Braun 1,000 lb cap. NCL3451	B825	\$647.00	\$450.00	\$499.00
---	------	----------	----------	----------

**Wheelchair Entry Latch**

3-point latch	B845	S/E	S/E	N/C
---------------	------	-----	-----	-----

**Wheelchair Securements (L-Track)**

Q-Straint Q-8300-A1QRT (each) (Qty: 2)	B854	\$1,852.00	\$988.00	\$612.00
--	------	------------	----------	----------

**Window, Rear**

Laminated, 28% tinted	B871	N/A	N/A	N/C
-----------------------	------	-----	-----	-----

**Windows**

Laminated, 28% tinted	B876	N/A	N/A	N/C
-----------------------	------	-----	-----	-----

---

**Configured Price \$152,539.00 \$158,033.00 \$158,585.00**

---

**Dealer Options**

First Light Air Front Stop Arm		\$962.00		
First Light Air Front Stop Arm			\$962.00	
First Light Air Front Stop Arm				\$962.00
Side Mounted Backup Light		\$82.00		
Side Mounted Backup Light			\$82.00	
Side Mounted Backup Light				\$82.00
10yr Unlimited Mile Cummins Extended Warranty		\$5,475.00		
10yr Unlimited Mile Cummins Extended Warranty			\$5,475.00	
10yr Unlimited Mile Cummins Extended Warranty				\$5,475.00

**Hoekstra****Holland****Midwest Transit**

<b>Unit Price</b>	<b>\$159,058.00</b>	<b>\$164,552.00</b>	<b>\$165,104.00</b>
-------------------	---------------------	---------------------	---------------------

<b>Total Price</b>	<b>\$159,058.00</b>	<b>\$164,552.00</b>	<b>\$165,104.00</b>
--------------------	---------------------	---------------------	---------------------

<b>Grand Total</b>	<b>\$159,058.00</b>	<b>\$164,552.00</b>	<b>\$165,104.00</b>
--------------------	---------------------	---------------------	---------------------

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachment # XI-9

From: Mark Mesbergen

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

Purchasing Band Equipment

**Background Information:**

Over the past couple of months, the district has been working with Tim Priest, the band director, to get some quotes to replace some of the band equipment. After a couple of meetings, Tim stated that the first step would be to replace the percussion equipment. He received two quotes for a number of pieces. The district took the low bidder based on each piece of equipment. I discussed the process to the State and they agreed that this process would comply with MCL 380.1274. The total cost of the equipment is a little less than \$100,000.

**Financial Impact:**

\$99,766.64 coming out of the 2021 bond. \$16,538.34 will be purchased from Meyer Music and \$83,228.30 will be purchased from Quinlan and Fabish.

**Recommended Action:**

To approve the purchase of band equipment in the amount of \$99,766.64 coming from two different vendors (Meyer Music - \$16,538.34 & Quinlan and Fabish - \$83,228.30)

**Action Taken:**

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

Equipment	Item Notes	Want	Price Each (Meyer)	Price Each (QF)	Cheapest Price	Total - Want
Yamaha Marimba YMT-2400#	With Tough Field Frame	4	5,812.00	5,701.80	\$5,701.80	\$22,807.20
Yamaha Vibraphone YVT-2700G#	With Tough Field Frame	3	6,380.00	6,259.24	\$6,259.24	\$18,777.72
Yamaha YXT-500F Acoustalon Xylo w/ Tough Terrain Frame		3	3,191.00	3,101.28	\$3,101.28	\$9,303.84
Adams Chimes BK3203C Standard Frame	Standard Frame	1	5,481.00	5,270.72	\$5,270.72	\$5,270.72
Yamaha Standard Timpani Set of 4 - 23", 26", 29", 32" TP4304	Do not need if going with Set of 5 Timpani (Preferred)	1	9,960.00	9,771.32	\$9,771.32	\$9,771.32
Zildjian 18" Symphonic Viennese Pair		2	485.65	380.00	\$380.00	\$760.00
Zildjian 18" Classic Orchestral Suspended		4	285.14	224.50	\$224.50	\$898.00
Yamaha Stage Custom Drumset w/cyms (20" BD)	Cymbals are Zildjian A Sweet Ride Cymbal Pack	1	1,508.00	905.00	\$905.00	\$905.00
LP Studio Bar Chimes 36 Bar		2	136.80	N/A	\$136.80	\$273.60
LP Bell Tree		1	392.00	300.00	\$300.00	\$300.00
Yamaha Intermediate Timpani Set of 5	(20, 23, 26, 29, 32 in.); suspended, polished copper bowls	1	16,041.00	N/A	\$16,041.00	\$16,041.00
LP Matador Bongos		1	179.98	135.19	\$135.19	\$135.19
LP Aspire Conga Set		1	495.00	361.00	\$361.00	\$361.00
Musser M645 Orchestra Bells		2	1,243.00	1,207.55	\$1,207.55	\$2,415.10
Pearl 18"x24" Trap Table 2		2	217.35	128.96	\$128.96	\$257.92
Yamaha CTS-0234 Concert Toms	Set of 4 (10", 12", 13", 14"); darkwood stain finish; two WS- 865A stands	3	1,164.00	1,114.88	\$1,114.88	\$3,344.64
Pearl PHX1412/C Field Drum	14x12 4 ply African Mahogany Shell	1	795.00	761.30	\$761.30	\$761.30
Pearl 13" Piccolo Snare Drum	Brass Shell 13" x 3"	1	222.00	209.15	\$209.15	\$209.15
Black Swamp 14" Sound Art Concert Snare Drum	SoundArt 6.5" x 14", Maple shell, Die-cast hoops, Concert Black finish	2	779.00	761.30	\$761.30	\$1,522.60
Yamaha 36" Concert Bass Drum w/stand	6-ply, birch-ply shell; 36" x 16"; darkwood stain finish; 12 one-piece lugs; NuSkyn heads; with BS-5100 stand	2	1,108.00	1,062.00	\$1,062.00	\$2,124.00
Zildjian Crotales 2 Octaves	includes low octave, high octave and bars for both	1	2,685.10	2,538.60	\$2,538.60	\$2,538.60



<b>Equipment</b>	<b>Item Notes</b>	<b>Want</b>	<b>Price Each (Meyer)</b>	<b>Price Each (QF)</b>	<b>Cheapest Price</b>	<b>Total - Want</b>	
Wuhan 32" Chau Gong	Q and F list them seperately. This is the combined price plus mounts	1	637.00	<b>637.00</b>	\$637.00	\$637.00	
Wuhan 26"-40" Gong Stand w/wheels	Chrome Gong Stand 28"-40" w/ wheel	1	128.28	<b>128.00</b>	\$128.00	\$128.00	
Vic Firth Mallets Med M182		1	<b>28.95</b>	N/A	\$28.95	\$28.95	
Vic Firth M186 Mallets		1	<b>42.99</b>	N/A	\$42.99	\$42.99	
Malletech Bob Becker BB34		1	<b>42.00</b>	N/A	\$42.00	\$42.00	
Vic Firth General SD1		1	<b>9.95</b>	N/A	\$9.95	\$9.95	
Vic Firth Concert BD Mallet BD1		1	<b>32.95</b>	N/A	\$32.95	\$32.95	
Vic Firth Timp General T1		1	<b>28.95</b>	N/A	\$28.95	\$28.95	
Inn. Perc. Chime Hammer CC1		1	<b>37.95</b>	N/A	\$37.95	\$37.95	
						<b>\$99,766.64</b>	
						Meyer	\$16,538.34
						Quinlan and Fabish	\$83,228.30



# Proposal

Date: 2/12/2023

**School: Fruitport HS**

**Address:**

**Phone:**

**Director: Tim Priest**

**Ed Rep: Jeff Hall**

**Prepared By: Kelley**

Thank you for allowing us to provide you with this quotation. Prices include delivery, set up, play testing and adjusting of all instruments. Shipping is included in all pricing unless otherwise indicated. Prices quoted are guaranteed for 30 days. Payment terms: Net 30 as delivered per item. Meyer Music is able to offer generous amounts for trade ins. Ask your representative for details and to place an order.

Notes:

Product	Item Notes	Qty	Price ea.	Ext Price
Yamaha YPC-32 Piccolo		3	\$718.00	\$2,154.00
Yamaha Flute YFL-462H		6	\$1,642.00	\$9,852.00
Yamaha Alto Flute YFL-A421UII		1	\$5,898.00	\$5,898.00
Yamaha Bass Flute YFL-B441II		1	\$7,778.00	\$7,778.00
Yamaha Oboe YOB-441IIAT		6	\$3,351.00	\$20,106.00
Fox Renard English Horn Model 555		1	\$6,108.00	\$6,108.00
Yamaha Eb Soprano Clarinet YCL-681		1	\$3,843.00	\$3,843.00
Yamaha Clarinet YCL-450N		6	\$1,015.00	\$6,090.00
Yamaha YCL-221II Bass Clarinet		6	\$2,139.00	\$12,834.00
Yamaha YSS-475 Soprano Sax		1	\$2,160.00	\$2,160.00
Yamaha Alto Sax YAS-480		8	\$2,115.00	\$16,920.00
Tenor Sax Yamaha YTS200ADII		6	\$1,585.00	\$9,510.00
Yamaha Bari Sax YBS-480		6	\$5,051.00	\$30,306.00
Yamaha YHR-567 Double French Horn		8	\$2,827.00	\$22,616.00
Yamaha Trombone YSL-446G	Small Bore	4	\$1,577.00	\$6,308.00
Yamaha YBL-421G Bass Trombone		2	\$2,441.00	\$4,882.00
Yamaha Euphonium YEP-321		8	\$2,166.00	\$17,328.00
Yamaha YBB-321WC Tuba		6	\$5,582.00	\$33,492.00
Yamaha Marimba YMT-2400#	with Tough Terrain Frame	4	\$5,812.00	\$23,248.00
Yamaha Vibraphone YVT-2700G#	with Tough Terrain Frame	3	\$6,380.00	\$19,140.00
Yamaha YXT-500F Acoustalon Xylo w/ Tough Terrain Frame		3	\$3,191.00	\$9,573.00
Adams Chimes BK3203C	Standard Frame	1	\$5,481.00	\$5,481.00
Yamaha Standard Timpani Set of 4 - 23", 26", 29", 32" TP4304		1	\$9,960.00	\$9,960.00

Zildjian 18" Symphonic Viennese Pair		2	\$485.65	\$971.30
Zildjian 18" Classic Orchestral Suspended		4	\$285.14	\$1,140.56
Yamaha Stage Custom Drumset w/cyms (20" BD)	Cymbals are Zildjian A Sweet Ride Cymbal Pack	1	\$1,508.00	\$1,508.00
LP Studio Bar Chimes 36 Bar		2	\$187.46	\$374.92
LP Bell Tree		1	\$490.00	\$490.00
Yamaha Intermediate Timpani Set of 5	(20, 23, 26, 29, 32 in.); suspended, polished copper bowls	1	\$16,041.00	\$16,041.00
LP Matador Bongos		1	\$229.99	\$229.99
LP Aspire Conga Set		1	\$554.05	\$554.05
Musser M645 Orchestra Bells		2	\$1,266.00	\$2,532.00
Pearl 18"x24" Trap Table		2	\$233.10	\$466.20
Yamaha CTS-0234 Concert Toms	set of 4 (10", 12", 13", 14"); darkwood stain finish; two WS-865A stands	3	\$1,164.00	\$3,492.00
Pearl PHX1412/C Field Drum	14x12 4 ply African Mahogany shell	1	\$858.00	\$858.00
Pearl 13" Piccolo Snare Drum	Brass Shell 13" x 3"	1	\$226.00	\$226.00
Black Swamp 14" Sound Art Concert Snare Drum	SoundArt 6.5" x 14", Maple shell, Die-cast hoops, Concert Black finish	2	\$832.00	\$1,664.00
Yamaha 36" Concert Bass Drum w/stand	6-ply, birch-ply shell; 36" x 16"; darkwood stain finish; 12 one-piece lugs; NuSkyn heads; with BS-5100 stand	2	\$1,577.00	\$3,154.00
Zildjian Crotales 2 Octaves	includes low octave, high octave and bars for both	1	\$2,685.10	\$2,685.10
Wuhan 32" Chau Gong		1	\$667.00	\$667.00
Wuhan 26"-40" Gong Stand w/wheels	Chrome Gong Stand 28"-40" w/ wheel	1	\$151.20	\$151.20
Vic Firth Mallets Med M182		1	\$39.19	\$39.19
Vic Firth M186 Mallets		1	\$43.99	\$43.99
Malletech Bob Becker BB34		1	\$48.00	\$48.00
Vic Firth General SD1		1	\$11.19	\$11.19
Vic Firth Concert BD Mallet BD1		1	\$34.40	\$34.40
Vic Firth Timp General T1		1	\$29.95	\$29.95
Inn. Perc. Chime Hammer CC1		1	\$40.95	\$40.95

Sub Total: \$323,039.99  
Tax: \$0.00  
Bid Total: \$323,039.99

**This is not an order.  
Contact your Ed Rep to place an order.**  
9b0c27a0



800-637-6872

QandF.com

For location info visit [QandF.com/locations](http://QandF.com/locations)**PROPOSAL**

PROPOSAL	DATE
13931410	Feb 12th 2023
ACCT	EMPL ID
1041642	RICK_GORDILLO
PO	EXPIRES
	April 12th 2023

**Sold To:** Attn: Tim Priest  
 Fruitport high school  
 357 N 6th Ave  
 Fruitport Michigan 49415

QTY	ITEM	DESCRIPTION	PRICE EA	TOTAL
1	IPCC1	Concert Chime Hammer	36.95	36.95
1	VFT1	American Custom Timpani Mallets - General	28.95	28.95
1	VFBD1	Vic Firth Soundpower Concert Bass Drum Mallet - General	31.95	31.95
1	VFSD1	Vic Firth SD1 American Custom General Snare Drum Sticks	9.00	9.00
1	BB34	Malletech Bob Becker mallets	40.00	40.00
1	VFM186	Vic Firth Multi-Application Vibraphone Mallets - Medium - Black Cord - Rubber Core - Rattan	40.95	40.95
1	VFM182	Vic Firth Multi-Application Marimba Mallets - Medium - Synthetic Core - Black Yarn - Birch	31.00	31.00
1	GONGSTAND	Wuhan Gong stand w/wheels up to 40" gongs WU322B**	128.00	128.00
2	CB7036S1	Yamaha CB70366S1 Concert Bass Drum w/BS-5100 stand	1,062.00	2,124.00
1	WUCHAU36	Wuhan 36" Chau Gong	835.00	835.00
1	P0637	High Octave Deluxe Crotale Mounting Bar	128.00	128.00
1	P0636	Low Octave Deluxe Crotale Mounting Bar	128.00	128.00
1	P0625	Low Octave Crotales (13" Notes) w/o Bar	1,799.00	1,799.00
1	P0615	High Octave Crotales (13 Notes) w/o Bar	1,780.00	1,780.00
2	SA6514MDT-CR	Black Swamp SoundArt 6.5" x 14", Maple shell, Die-cast hoops, Cherry Rosewood finish	723.00	1,446.00
1	B1330	Pearl 13x3 B1330 Piccolo Snare Drum	220.00	220.00
1	PHX1412/C	Pearl Snare drum/Field drum 14x12	810.00	810.00
3	CTS0234	Yamaha Concert Toms darkwood stain finish set of 4 (10", 12", 13", 14") two WS-865A stands	1,114.88	3,344.64
2	PTT1824	Pearl 18x24 Trap Table With Single Braced Stand	137.00	274.00
2	M645	Orchestra Bells 2.5 Oct	1,207.55	2,415.10
1	LPA647-DW	LP Aspire Congas Oak Black w/double braced stand	394.00	394.00
1	LPM201	Matador Wood Bongos - Dark Brown Finish	145.00	145.00
1	TP6305	Yamaha Intermediate timpani; set of 5 (20, 23, 26, 29, 32") suspended, polished copper bowls Polished copper	15,737.80	15,737.80
2	LP511	Studio Bar Chime 36	115.00	230.00



800-637-6872

QandF.com

For location info visit [QandF.com/locations](http://QandF.com/locations)

## PROPOSAL

PROPOSAL	DATE
13931410	9/28/2022 2:14 PM
ACCT	EMPL ID
1041642	RICK_GORDILLO
PO	EXPIRES
	10/28/2022

**Sold To:** Attn: Tim Priest  
 Fruitport high school  
 357 N 6th Ave  
 Fruitport Michigan 49415

QTY	ITEM	DESCRIPTION	PRICE EA	TOTAL
1	LP450	26 Brass Bell Tree with Mallets	312.00	312.00
1	A391	A Zildjian 3 Piece Cymbal Box Set with free 18" Cymbal	586.72	586.72
1	SBP0F57	Stage Custom Drum Set with HW-780 hardware pack	734.00	734.00
4	A0419	18" Classic Orchestral Suspended Cymbal	224.50	898.00
2	A0447	18" Symphonic Viennese Tone Cymbals	380.00	760.00
1	TP4304	Yamaha Standard Timpani set (23",26",29",32") Aluminum	9,771.32	9,771.32
1	BK3203C	Adams BK3203C Chimes standard frame	5,270.72	5,270.72
3	YXT500F	Yamaha YXT500F Xylophone w/Tough Terrain frame	3,101.28	9,303.84
3	YVT2700G#	Yamaha 3 octave Gloss Gold vibraphone w/tough terrain frame	6,259.24	18,777.72
4	YMT2400#	Yamaha Marimba 4.3 Acoustalon Multi-Frame II	5,701.80	22,807.20
<b>SUBTOTAL</b>				101,378.86
<b>TOTAL</b>				<b>101,378.86</b>

Thank you for allow us to provide with this proposal!

We can offer free play testing and set up for all instruments and free delivery or offer direct shipment to your school with free freight.

Your school Representative is Rick Gordillo Please contact him for any questions 616-460-0171

\*\*\*IPCC1 Chime mallet is discontinued. I will put a recommended model in the alternative list.

\*\*Wuhan Gong Stand is discontinued. I will put a recommended model in the alternative list.



800-637-6872

QandF.com

For location info visit [QandF.com/locations](http://QandF.com/locations)**PROPOSAL**

PROPOSAL	DATE
13932184	Feb 12th 2023
ACCT	EMPL ID
1041642	RICK_GORDILLO
PO	EXPIRES
	April 12th 2023

**Sold To:** Attn: Tim Priest  
 Fruitport high school  
 357 N 6th Ave  
 Fruitport Michigan 49415

QTY	ITEM	DESCRIPTION	PRICE EA	TOTAL
1	ZXGS0012	Zildjian Heavy Duty Gong Stand	229.00	229.00
1	GRO-PMA-H1	Grover Chime hammer	28.00	28.00
1	C1518B	Majestic 18 Note, 1.5" Brass Tubes, C5-F6, enclosed damper box, heavy duty die cast frame w/field frame	3,962.00	3,962.00
1	ABDF4022	Adams 40x22 concert bass on field frame	3,365.00	3,365.00
1	PBF4022	Majestic 40x22 Concert bass on field frame	3,162.00	3,162.00
3	X1535P	Majestic Quantum Field Xylophone, 3.5 Octave, synthetic bars, precision quint tuning, full slant resonators, pneumatic cylinder assisted height adjustment, 8" wheels	2,628.00	7,884.00
3	XSKF35	Adams Soloist 3.5 Synthetic Xylophone, Endurance Field Frame	3,011.00	9,033.00
3	V1530S	Majestic Quantum Field Vibraphone, 3 Octave, silver finish, aluminum bars w/ 4 graduations, wide pedal w/ twin pull rods, offset arch resonators, pneumatic cylinder assisted height adjustment, 8" wheels, variable-speed motor	4,671.00	14,013.00
3	V1530G	Majestic Quantum Field Vibraphone, 3 Octave, Gold Finish, aluminum bars w/ 4 graduations, wide pedal w/ twin pull rods, offset arch resonators, pneumatic cylinder assisted height adjustment, 8" wheels, variable-speed motor	5,108.00	15,324.00
3	VCGF30	Adams VCGF30 Vibraphone w/Field Frame (NO motor)	5,017.00	15,051.00
4	M1543P	Majestic Quantum Field Marimba, 4.3 Octave, synthetic bars w/ 5 graduations, offset arch resonators, pneumatic cylinder assisted height adjustment, 8" wheels	4,676.00	18,704.00
4	MCKF43	Adams Marimba 4.3 Oct w/Endurance Frame	5,111.00	20,444.00
<b>SUBTOTAL</b>				111,199.00
<b>TOTAL</b>				<b>111,199.00</b>



800-637-6872

QandF.com

For location info visit [QandF.com/locations](http://QandF.com/locations)

## PROPOSAL

PROPOSAL	DATE
13932184	9/28/2022 2:38 PM
ACCT	EMPL ID
1041642	RICK_GORDILLO
PO	EXPIRES
	10/28/2022

**Sold To:** Attn: Tim Priest  
 Fruitport high school  
 357 N 6th Ave  
 Fruitport Michigan 49415

Alternative options recommended by Nick L and I. I recommend a larger concert bass for more depth and field frame. Also, I added a set of chimes with a field frame as well as a chime hammer. All for your consideration.

Thank you for allow us to provide with this proposal!

We can offer free play testing and set up for all instruments and free delivery or offer direct shipment to your school with free freight.

\*\*ZXGS0012 Gong stand is an option for the Wuhan stand that is unavailable

\*\*GRO-PMA-H1 chime mallet is an option for Innovative chima mallet not available

Your school Representative is Rick Gordillo Please contact him for any questions 616-460-0171

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachment #XI-10

From: Mark Mesbergen

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

Approval of Budget Appropriations Act of the 2022-23 General Fund.

**Background Information:**

Budgets are reviewed periodically as funding information becomes available, and as events occur during the fiscal year. Budgets are amended to align with projected revenues and expenditures.

**Financial Impact:**

Provides for proper authority to expend these funds.

**Recommended Action:**

Approval of general fund budget amendment as presented in attached document. **Roll Call Vote...**

**Action Taken:**

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

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



GENERAL APPROPRIATIONS ACT  
Resolution for Adoption by the Board of Education of the  
Fruitport Community Schools District

RESOLVED, that this resolution shall be the GENERAL APPROPRIATIONS ACT of the Fruitport Community Schools district for the fiscal year 2022-23, an ACT to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by the Fruitport Community Schools district.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the GENERAL FUND of the Fruitport Community Schools district for fiscal year 2022-23 is as follows:

<u>Code #</u>		<u>Original Budget</u>	<u>Proposed Amendment</u>
<b>REVENUES:</b>			
100	Local	\$ 3,519,950	\$ 3,525,920
300	State	\$ 26,258,139	\$ 27,697,191
400	Federal	\$ 3,742,004	\$ 3,243,625
500-600	Incoming Transfers	\$ 1,485,821	\$ 1,517,321
	<b>Total Revenues</b>	<b>\$ 35,005,914</b>	<b>\$ 35,984,057</b>
<b>EXPENDITURES:</b>			
<b>Instruction -</b>			
110	Basic Program	\$ 14,535,115	\$ 14,393,167
120	Added Needs	\$ 6,110,102	\$ 6,289,425
130	Adult & Continuing	\$ 89,221	\$ 94,893
	Total Instruction:	<b>\$ 20,734,438</b>	<b>\$ 20,777,485</b>
<b>Support Services -</b>			
210	Pupil	\$ 3,502,317	\$ 3,462,426
220	Instructional Staff	\$ 1,513,194	\$ 1,583,042
230	General Administration	\$ 555,325	\$ 548,377
240	School/Building Administration	\$ 1,948,218	\$ 1,971,599
250	Business	\$ 629,263	\$ 623,207
260	Operations & Maintenance of Plant	\$ 3,087,430	\$ 3,304,828
270	Transportation	\$ 2,042,745	\$ 2,321,308
280-290	Other	\$ 474,031	\$ 499,285
293	Athletics	\$ 688,383	\$ 746,807
	Total Support Services:	<b>\$ 14,440,906</b>	<b>\$ 15,060,879</b>
300	Community Service	\$ 105,629	\$ 98,140
400-600	Outgoing Transfer & Fund Modifications	\$ 63,149	\$ 63,149
	<b>Total Expenditures</b>	<b>\$ 35,344,122</b>	<b>\$ 35,999,653</b>
	Excess Expenditures Over Revenues	<b>\$ (338,208)</b>	<b>\$ (15,596)</b>

GENERAL APPROPRIATIONS ACT  
 Resolution for Adoption by the Board of Education of the  
 Fruitport Community Schools District

	<b>Original Budget</b>	<b>Proposed Amendment</b>	
<b>Fund Balance Information</b>			
Fund Balance 7/1/22			
Unassigned	\$ 4,438,259	\$ 4,919,342	
Assigned	\$ 49,357	\$ 38,185	
Fund Balance Impact Surplus/Deficit			
Unassigned	\$ (341,008)	\$ (18,396)	
Assigned	\$ 2,800	\$ 2,800	
Projected Ending Fund Balance 2022-23			
Unassigned	\$ 4,097,251	\$ 4,900,946	13.6%
Assigned	\$ 52,157	\$ 40,985	

FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted. Changes in the amount appropriated shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board of Education.  
 This act is to take effect on February 20, 2023.

MOTION by  
 SUPPORT by  
 ROLL CALL VOTE:

Motion \_\_\_\_\_

\_\_\_\_\_  
 President, Fruitport Board of Education

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachment #XI-10

From: Mark Mesbergen

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

Approval of the School Service Fund (Early Childhood & Preschool, Food Service Program and Technology and Security Millage) Budget Amendment for 2022-2023.

**Background Information:**

Budgets are reviewed periodically as funding information becomes available, and as events occur during the fiscal year. Budgets are amended to align with projected revenues and expenditures.

**Financial Impact:**

Provides for proper authority to expend these funds.

**Recommended Action:**

Approval of 2022-2023 School Service Fund budget amendment as presented in attached document. **Roll Call Vote...**

**Action Taken:**

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

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

RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the SCHOOL SERVICE FUND of Fruitport Community Schools for fiscal year 2022-23 be adopted as follows:

<u>Code #</u>	<b>Original Budget</b>				<b>Amendment</b>			
	<b>Food Service</b>	<b>ECC</b>	<b>Tech Millage</b>	<b>Fiduciary Act.</b>	<b>Food Service</b>	<b>ECC</b>	<b>Tech Millage</b>	<b>Fiduciary Act.</b>
<b>REVENUES:</b>								
100 Local	\$ 303,000	\$ 784,500	\$ 7,500	\$ 465,000	\$ 303,000	\$ 822,500	\$ 7,500	\$ 550,000
300 State	\$ 49,948	\$ -	\$ -	\$ -	\$ 46,991	\$ -	\$ -	\$ -
400 Federal	\$ 1,008,796	\$ -	\$ -	\$ -	\$ 1,071,413	\$ 32,400	\$ -	\$ -
500-600 Incoming Transfers	\$ -	\$ -	\$ 545,000	\$ -	\$ -	\$ -	\$ 545,000	\$ -
<b>Total Revenues</b>	<b>\$ 1,361,744</b>	<b>\$ 784,500</b>	<b>\$ 552,500</b>	<b>\$ 465,000</b>	<b>\$ 1,421,404</b>	<b>\$ 854,900</b>	<b>\$ 552,500</b>	<b>\$ 550,000</b>

BE IT FURTHER RESOLVED, that the amount designated below of the total available to appropriate in the SCHOOL SERVICE FUND is hereby appropriated in the amounts and for the purposes set forth below:

	<b>Original Budget</b>				<b>Amendment</b>			
	<b>Food Service</b>	<b>ECC</b>	<b>Tech Millage</b>	<b>Fiduciary Act.</b>	<b>Food Service</b>	<b>ECC</b>	<b>Tech Millage</b>	<b>Fiduciary Act.</b>
<b>EXPENDITURES:</b>								
220 Instructional Staff	\$ -	\$ -	\$ 411,700	\$ -	\$ -	\$ -	\$ 389,700	\$ -
250 Business	\$ -	\$ 300	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ -
260 Operations & Maintenance	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ 800	\$ -	\$ -
270 Transportation	\$ 2,000	\$ 5,850	\$ -	\$ -	\$ 2,000	\$ 5,850	\$ -	\$ -
280-290 Other	\$ 1,523,596	\$ -	\$ 34,205	\$ 485,000	\$ 1,926,416	\$ -	\$ 36,040	\$ 550,000
300 Community Service	\$ -	\$ 823,188	\$ -	\$ -	\$ -	\$ 896,449	\$ -	\$ -
400 Building Improvements	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000	\$ -
600 Fund Modifications	\$ 50,000	\$ 25,000	\$ -	\$ -	\$ 50,000	\$ 25,000	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 1,575,596</b>	<b>\$ 855,138</b>	<b>\$ 448,905</b>	<b>\$ 485,000</b>	<b>\$ 1,978,416</b>	<b>\$ 928,399</b>	<b>\$ 428,740</b>	<b>\$ 550,000</b>

	Original Budget				Amendment			
	Food Service	ECC	Tech Millage	Fiduciary Act.	Food Service	ECC	Tech Millage	Fiduciary Act.
<b>Fund Balance Information</b>								
Fund Balance 7/1/22								
Committed fund balance								
Undesignated	\$ 807,998	\$ 412,439	\$ 29,891	\$ 387,742	\$ 956,865	\$ 794,024	\$ 219,790	\$ 466,730
Total Beginning Fund Balance	\$ 807,998	\$ 412,439	\$ 29,891	\$ 387,742	\$ 956,865	\$ 794,024	\$ 219,790	\$ 466,730
Surplus/Deficit	\$ (213,852)	\$ (70,638)	\$ 103,595	\$ (20,000)	\$ (557,012)	\$ (73,499)	\$ 123,760	\$ -
Projected Ending Fund Balance								
2022-23	\$ 594,146	\$ 341,801	\$ 133,486	\$ 367,742	\$ 399,853	\$ 720,525	\$ 343,550	\$ 466,730

FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted. Changes in the amount appropriated shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board of Education. This act is to take effect on February 20, 2023.

MOTION by

SUPPORT by

ROLL CALL VOTE:

Motion:

---

President, Fruitport Board of Education



Personnel Committee  
Monday, February 13, 2023  
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 5:18 p.m. and Dave Hazekamp, JB Meeuwenberg, Steve Kelly, and Jason Kennedy were present.

### **1. February 2023 Personnel Report**

The Committee reviewed the Personnel Report for February 2023. This report included each of the recommendations for new hire, resignations, retirement notices, and positions that are still posted and vacant in the District.

### **2. Michigan's Proud Educator Grow Your Own Grant Applications**

The Committee reviewed applications as a part of Michigan's Proud Educator Grow Your Own Grant. If awarded, the District will be able to participate in the West Michigan Teacher Collaborative Grant program, as well as a program to support teachers in earning a credential and endorsement to teach English as a Second Language.

### **3. Superintendent's Contract Extension**

The Committee discussed the Superintendent's contract extension through June 30, 2026 that was discussed by the Board as a result of the Superintendent's highly effective evaluation at the last Board meeting.

**4. State Executive Office Budget Proposal**

The Committee discussed the State's budget proposal and how that might impact bargaining and our collective bargaining agreements.

**5. Other:**

- a. The Committee reviewed items from the other Board Committee meetings that will be discussed at the Regular Board Meeting on Monday, February 20, 2023.

**6. Public Comment:** None

**7. Adjournment:** The meeting was adjourned at 5:39 p.m.

Respectfully submitted by Jason Kennedy, Superintendent

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachment: XII-2

From: Personnel Committee

**Subject to be Discussed and Policy Reference:**  
Superintendent's Contract Extension

**Background Information:**

The Superintendent was assigned an effectiveness rating of highly effective at the January 16, 2023 Board of Education meeting. It is recommended that the Superintendent's contract be extended through June 30, 2026.

**Financial Impact:** According to the Contract, future compensation increases for each year of the contract will increase at a rate equal to the average Fruitport Education Association (FEA) member's percentage increase or 3%, whichever is greater.

**Recommended Action:**

To approve the Superintendent's Contract with the Board of Education through June 30, 2026, as discussed.

**Action Taken:**

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





Student Affairs Committee  
Monday, February 13, 2023  
4:30 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 4:30 p.m. with Tim Burgess, Susan Franklin, Dave Hazekamp, Amy Upham, and Jason Kennedy present.

### **1. Sex Education Advisory Board (SEAB) 4th Grade Recommendations**

The Committee was provided an update by Amy Upham on the process that was used by the SEAB to review and recommend the 4th grade Sex Education Advisory Board instructional materials. Several modifications were made to the recommended instructional materials based upon the input and feedback from the SEAB over the last several months. The first reading and review of the materials will be shared at the Board meeting on Monday, February 20, 2023. No action will be taken by the Board.

### **2. Instructional Council Update and Meeting Debrief**

An update was provided on the Instructional Council meeting that took place on February 9, 2023, where members of the Council completed various progress monitoring activities surrounding the goals and strategies employed by each school building.

### **3. Section 98b Goal Progress Reporting**

As required by law, Allison Camp will provide the Board with the Section 98b Goal Progress Report at the Board meeting on February 20, 2023. Positive progress is being made on several key academic indicators.

#### **4. Muskegon County Virtual Academy Participation Agreement and Course Catalog**

The Committee reviewed the Muskegon County Virtual Academy Participation Agreement. Signing the Agreement allows for students from Fruitport to participate and attend the Academy, but there is no obligation by signing the Agreement. The cost of a full-time student is \$5,500 or \$550 per course for a part-time student. The program is 100% online, and the District will receive the full Foundation Allowance for the student, but will be billed back at the rate above for each student that participates. The Board will also be asked to approve the course catalog for each program.

#### **5. District Crisis Team Meeting Debrief**

The Committee was provided with an overview of the debriefing that took place at the District Crisis Team meeting on February 9, 2023 surrounding the recent student tragedy in the District.

#### **6. School Safety Grant Award Notifications (Section 97, 97c, 97d, 31aa)**

The Committee was provided with an overview of the grant award notifications that were received by the District pertaining to the Section 97, 97c, 97d, and 31aa school safety and mental health grants.

#### **7. Secure Actions for Education (SAFE) Proposal - Secure Education Consultants**

The Committee reviewed a program proposal from Secure Education Consultants called Secure Actions for Education (SAFE). This program will provide implementation and ongoing consulting, targeted social media monitoring, incident management consultation, coordination of the District Safety Team, and up to two (2) staff trainings annually. The District Safety and Crisis Teams have recommended approval of the SAFE Program through SEC. The program will cost \$25,200 and will be paid for using Section 97 safety grant money.

#### **8. Public Address System / Audio Enhancement Project**

Secure Education Consultants, the District Crisis Team, and local law enforcement officials have recommended a focus on improving the communication systems within the District. The District is developing a plan to prioritize the allocation of school safety grant money around communication systems within the District. It is recommended to replace the public address, emergency communication, and audio enhancement system at Shettler. The District is seeking quotes on the same system for Beach with the intent of

replacing these systems in each of these schools during the summer of 2023. Plans to replace or improve systems at Edgewood and the Middle School are also being discussed. The Committee discussed this plan and the recommendations for Shettler.

**9. Go Guardian / Beacon Student Device Filtering Discussion**

The Committee discussed the need to consider restricting internet access on school owned devices between the hours of 12:00 p.m. (midnight) and 5:00 a.m. as a measure of student safety and well-being.

**10. Technology and Security Enhancement Millage Update**

A brief reminder was provided to the Committee pertaining to the Regional Technology and Security Enhancement Millage renewal that will be placed on the ballot on May 2, 2023.

**11. Updated Annual Education Reports (AER)**

The Committee was provided a brief update on the Annual Education Reports for the District and for each of the schools in the District. These reports are available online for the community.

**12. Cross Country Overnight Trip Requests**

The Committee reviewed two requests from the high school cross country teams. The first to attend the MHSAA state championship cross country meet at Michigan International Speedway on November 3-4, 2023, and the second to attend a team building and running camp at P.J. Hoffmaster State Park on August 7-11, 2023. All expenses to be covered by the team.

**13. Other**

- a. The Committee reviewed items from the other Board Committee meetings that will be discussed at the Regular Board Meeting on Monday, February 20, 2023.

**14. Public Comment:** None

**15. Adjournment:** The meeting was adjourned at 5:16 p.m.

Respectfully submitted by Jason Kennedy, Superintendent

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachment #XIII-2

From: Jason J. Kennedy

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

Approval of the Muskegon County Virtual Academy Education Program Agreement and the Muskegon County Virtual Academy Course Catalog

**Background Information:** The Board has approved student participation in the Muskegon County Virtual Academy (MCVA) for the 2022-2023 school year. The MAISD has updated its agreement for schools, including program costs, the course catalog, and service providers for this program for the 2023-2024 school year. Accelerate and eDynamics curriculums will be utilized as the foundation of courses for students in grades 6-12, and the Stride K12 curriculum will be utilized as the foundation of courses for students in grades K-5. This will be supplemented by Mystery Science (K-5), MobyMax (K-5), Desmos (math 6-8), and iReady (K-8). Students in grades 6-12 will access curriculum and instructional materials through the Agiliz Buzz Learning Management System (LMS). It is recommended that the Board approve the MCVA Course Catalog and Agreement, pursuant to requirements under Michigan’s Pupil Accounting Manual.

**Financial Impact:**

Participation in the MCVA will cost \$5,900 per full-time student, or \$550 per course for part-time students. The District will receive the Foundation Allowance for each student to offset the cost of the program. Other details are outlined in the Agreement. This is a 100% online educational option for students and families.

**Recommended Action:**

1. To approve the Muskegon County Virtual Academy Education Program Agreement, and the Muskegon County Virtual Academy Course Catalog for the 2023-2024 academic year with each of the program providers, as discussed.

**Action Taken:**

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

\_\_\_ Kelly      \_\_\_ Meuwenberg

**MUSKEGON COUNTY VIRTUAL ACADEMY (MCVA) EDUCATION PROGRAM  
COLLABORATIVE AGREEMENT**

MCVA is a collaborative effort among local, participating school districts to provide a 100% online educational option for students and families. The undersigned school districts are committed to providing virtual learning options for students and elect to do so as a “cooperative education program” under MCL 388.1603(5). This agreement begins on August 1, 2023 and extends through June 30, 2024. In recognition thereof, between and among the undersigned school districts (hereinafter referred to as “member districts”) it is agreed:

- I. The MCVA Education Program (hereinafter referred to as the “MCVA”) is established for the purpose of providing virtual learning options to participating students from each of the member districts. Providing virtual learning options means providing “virtual courses” as defined in MCL 388.1621f.
  
- II. **Curriculum/Content Delivery**
  - A. Accelerate and eDynamics curriculums will be utilized as the foundation of courses for students grades 6-12. Stride K12 curriculum will be utilized as the foundation of courses for students grades K-5. This will be supplemented by Mystery Science (K-5), MobyMax (K-5), Desmos (math 6-8), and iReady (K-8).
  - B. 6-12 students will access curriculum and instruction materials through the Agiliz Buzz Learning Management System (LMS).
  - C. K-5 students will enroll in classes for the four core areas of Literacy, Math, Science and Social Studies.
  - D. 6-12 students will enroll in courses outlined in the MCVA course catalog including core and elective options.
  - E. A synchronous format is available for students in classes taught by MCVA staff. An asynchronous format is available for courses taught by Accelerate and eDynamics staff. All courses will have a teacher of record that meets the requirements in MCL 388.1621f. Synchronous or asynchronous courses are available at district recommendation.
  
- III. **Primary Education Providing Entity**

Each member district will remain the primary education providing entity (PEPE) for its students in the Michigan Student Data System.
  
- IV. **Student Records**

Each member district will retain for its own students the cumulative student record, residency, enrollment, course scheduling, attendance/participation, special education, discipline, and any other records required to be maintained.
  
- V. **Student Privacy**

Member districts may, as needed to support the operations of MCVA, disclose data and information between and among member districts, including student-identifying information, as defined by the Family and Educational Rights and Privacy Act (FERPA), provided the disclosure is only made to those parties within MCVA who have a legitimate educational interest in that data.

**VI. State Reporting**

Each member district is responsible to maintain and report all required data to the Michigan Department of Education or the Center for Performance and Information. A student participating in MCVA should be reported in the building he/she would otherwise attend in the district. Member districts are responsible for reporting any teachers assigned as the teacher of record for students/courses claimed in membership, including any teachers shared through MCVA.

**VII. Assessment and Accountability.**

MCVA is not established as a Shared Educational Entity; therefore, each member district will be responsible for state assessments of its own students, and test scores (and other accountability data) will be attributed to the member district reporting the pupil. Students enrolled in MCVA will be required to physically attend their local district to complete required state assessments.

**VIII. State Aid.**

Each member district will receive directly the per-pupil foundation allowance for its own students (based on FTE reported) and will need to ensure the building staff in which the FTE was claimed has copies of all documentation necessary to support an audit of FTE membership claimed in the building, including MCVA students.

**IX. Pupil Accounting and State School Aid Act Requirements**

To comply with state aid requirements, member districts acknowledge they must comply with the following provisions for virtual courses:

- A. Virtual courses are published in the district's catalog of board-approved courses.
- B. Students must not be enrolled in a virtual course without parent or legal guardian consent.
- C. Virtual courses have been determined to be in the best interest of the student, and a parent or legal guardian has provided consent for enrollment in the virtual course, if the student is under the age of 18.
- D. Students enrolled in MCVA have an education development plan that is kept on file by the district
- E. If a student successfully completes a virtual course, the district shall grant appropriate academic credit for completion of the course and shall count that credit toward completion of graduation and subject area requirements.

To comply with state aid requirements, MCVA acknowledges it must comply with the following provisions for virtual courses:

- A. Document attendance in a virtual course on count day where synchronous instruction occurred with the teacher, or the completion of assignments for a course during the count period. When necessary, MCVA will work to document two-way communication.
- B. All courses will have a certificated teacher assigned as the teacher of record. The teacher of record must hold a valid Michigan teaching certificate or a teaching permit recognized by MDE, and if applicable, is endorsed in the subject area and grade of the virtual course. The teacher of record is responsible for providing instruction, determining instructional methods for each student, diagnosing learning needs,

assessing student learning, prescribing intervention strategies and modifying lessons, reporting outcomes, and evaluating the effects of instruction and support strategies.

- C. Assign a mentor (Success Coach) to each student enrolled to monitor the student's progress, ensure the student has access to needed technology, is available for assistance, and ensures access to the teacher of record.

**X. Student Support**

- A. Special Education - Each member district is responsible for all aspects of special education including oversight of IEP goals and implementation. The local district special education director will provide the appropriate offer of FAPE ([District Guidance for Providing Virtual FAPE](#)) and provide MCVA teachers with specifics for implementing the IEP within the MCVA online course. Districts are also responsible for any identified transportation, assistive technology, extended-year needs, or other areas required by IEP's.
- B. Other Educational Plans - Each member district is responsible for 504 plans or other educational support plans for students. This is the same for 504 plans and any other educational plans. This includes all coordination of services for ELL, homeless, and/or foster care students. Districts are also responsible for any identified transportation, assistive technology, extended-year needs, or other areas required by 504 plans, other various educational plans, or specific state and federal programs.
- C. Counseling Support - Each member district is responsible to provide counseling services to their students who attend MCVA.
- D. MTSS - MCVA will approach student support with a MTSS framework. MCVA staff will implement multi-tiered interventions to increase student academic success and provide positive behavior support.
- E. MCVA Staff Responsibility - While districts are responsible for the case management and oversight of IEPs and 504s as stated above, MCVA teachers are responsible for the implementation of any and all accommodations.

**XI. Staffing**

- A. Teaching Staff
  - 1. Member districts agree to contribute an annually established per FTE amount for staff associated with MCVA (General Education Teachers, Success Coaches, Special Education Teacher Consultant).
  - 2. Muskegon Area ISD agrees to meet the following Teacher Assurances of Qualifications when hiring staff:
    - a) Knowledge of current state standards for pupils in courses/grades assigned to the teacher
    - b) Implementing an instructional delivery model based on frequent use of formative assessments, best practices in content-area strategies, positive behavior interventions & supports, and a multi-tiered system of support to determine individual progress and interventions necessary for pupils in courses/grades assigned to the teacher

- c) Ability to use data from diagnostic tools to determine the necessary additional supports and interventions needed by individual pupils in courses/grades assigned to the teacher
- d) Strong communication skills in working alongside parents and families as learning partners
- e) Sufficient knowledge of scientifically based instructional strategies for virtual learning.
- f) Possession of a valid Michigan Teaching certificate.
- g) Appropriate instructional technology practices for virtual learning.
- h) The Virtual Classroom Teacher will support all students assigned from across the county partner schools and be available to support all assigned student's IEPs, 504s, and other educational plans enacted by the student's home district or MCVA.

B. Program administrator

- 1. Muskegon Area ISD will provide an administrator for MCVA

**XII. Cost Reimbursement**

A. Member districts agree to share the costs of the following items for MCVA:

- 1. Teaching staff
- 2. Success Coaches
- 3. Special Education Teacher Consultant
- 4. Curriculum and Instructional Materials
- 5. Learning Management System (LMS)
- 6. Student Devices (\$50/semester a student is enrolled)

B. Billing will be based on a per student fee calculated on the above costs. Districts will only be billed for the number of days a student is enrolled in the program. Member districts will be invoiced by MAISD at the end of each semester. The cost per pupil to attend will be:

- 1. \$5,900 per year for a full-time student
- 2. \$550 per course for a part-time student
- 3. The costs outlined above will be revised annually in proportion to changes in the student foundation allowance. Any future changes will be outlined in future MOU agreements.

**XIII. Technology Support**

- A. MAISD will be responsible for student devices.
- B. Member districts will be responsible for student connectivity needs such as hotspots.
- C. MAISD will manage technology support.
- D. A dedicated phone number and email address will be provided for help desk support for students, parents and staff in MCVA.



**XIV. Miscellaneous.**

- A. The Teacher of Record will assign grades or other marks to Eligible Students participating in a MCVA course.
- B. MCVA staff will work collaboratively with local districts and the county truancy coordinator to address truancy issues for students enrolled in the program.
- C. An Eligible Student may not participate in the MCVA during a time the Eligible Student is suspended or expelled from the member district.
- D. Students must adhere to the local district code of conduct as well as that of the MCVA.
- E. Nothing in this agreement changes or modifies a member district's ability to establish graduation requirements, including for Eligible Students participating in the MCVA. Each member district retains sole discretion to determine whether an Eligible Student participating in the MCVA has satisfied the member district's graduation requirements. Only the member district may issue a diploma to an Eligible Student participating in the MCVA.
- F. Students participating in MCVA must complete the academic semester with MCVA. Students may choose to return to in-person instruction at their school district, with parent/guardian and school district approval, at the start of the next academic semester.

**XV. Nondiscrimination**

- A. The parties will not discriminate against a student or any other person who may receive a benefit or service under this agreement based on race, color, religion, sex, national origin, disability, or any other characteristic for which discrimination is prohibited by law, except that the parties reserve the right to make placement and programming decisions based on a student's age and individual needs as authorized and required by state and federal law.
- B. The parties will not exclude from participation in or deny benefits of employment to any person in connection with the execution of this agreement based on race, color, religion, sex, national origin, pregnancy, age, disability, height, weight, marital status, veteran status, genetic information, or any other characteristic for which employment discrimination is prohibited by law.

**XVI. Term.**

This agreement is in effect for August 1, 2023 - June 30, 2024, and may be renewed annually by the member districts.

**XVII. Dispute Resolution**

The parties will meet in good faith to resolve any disputes related to this agreement. If a meeting does not resolve the dispute to the parties' satisfaction, the parties will participate in facilitated mediation with a mutually agreed upon mediator.

**XVIII. Termination.**

A member district agrees to follow this MOU for the length of the 2023-2024 school year.

Consent to the terms and conditions of the MCVA member districts is witnessed by the authorized signatures below:

_____ Fruitport Community Schools Superintendent or Designee	_____ Date
_____ Holton Public Schools Superintendent or Designee	_____ Date
_____ Mona Shores Public Schools Superintendent or Designee	_____ Date
_____ Montague Area Public Schools Superintendent or Designee	_____ Date
_____ MHPSAS Superintendent or Designee	_____ Date
_____ Muskegon Public Schools Superintendent or Designee	_____ Date
_____ North Muskegon Public Schools Superintendent or Designee	_____ Date
_____ Oakridge Public Schools Superintendent or Designee	_____ Date

---

Reeths-Puffer Schools Superintendent or Designee

---

Date

---

Three Oaks Public School Academy Superintendent or  
Designee

---

Date

---

Whitehall District Schools Superintendent or Designee

---

Date

Facilitated by Muskegon Area ISD

---

Muskegon Area ISD Superintendent or Designee

---

Date

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachment #: XIII-3

From: Jason Kennedy

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

Secure Actions for Educators (SAFE) Proposal – Secure Education Consultants

**Background Information:**

Secure Education Consultants (SEC) has conducted its safety and risk assessment of the District's facilities. Our Site Assessment Final Report contains specific findings and recommendations for improving the safety and security environment within each of our schools. If we become a SEC SAFE client, SEC consultants will guide our District in prioritizing and implementing the recommendations in a systematic and effective way, and will partner with the District and law enforcement officials to develop a holistic approach to school safety focused on prevention, preparedness, physical safety, and ongoing consulting needs. The SAFE program will provide implementation and ongoing consulting, targeted social media monitoring, incident management consultation, coordination of the District Safety Team, and up to two (2) staff trainings annually selected from the following: De-Escalation Training, Critical Incident Response Training (with or without scenarios), Behavioral Threat Assessment Training, Tabletop Exercise Training, Investigation Training for Administrators, and Security Personnel Training. The District Safety and Crisis Teams have recommended approval of the SAFE Program through SEC.

**Financial Impact:**

The cost of the entire program and ongoing consultation is \$25,200, and will be covered by the Section 97 School Safety Grant that was received by the District.

**Recommended Action:**

To approve the contract with Secure Education Consultants for implementation of the SAFE Program, as discussed.

**Action Taken:**

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



WE'RE HERE TO KEEP YOU SAFE

# SEC Secure Actions for Education

## SAFE Services

Our school security experts have developed comprehensive safety and security services and training for schools that are customized for the unique needs of your school district. Secure Actions for Education (SAFE) encompasses a holistic approach to school safety focused on prevention, preparedness, physical safety, and ongoing consulting needs.



**SEC**  
SECURE EDUCATION  
— CONSULTANTS —

# Consulting Services

SEC has highly trained and experienced consultants who can assist you with whatever needs you have around safety and security. Whether you need help with individual projects or you want a consultant to help with all areas of safety and security, we've got you covered.

**Below are some examples of how we can help:**

## **Site Assessment Implementation:**

SEC can provide a level of expertise and guidance to help implement the security recommendations to ensure your schools have a layered approach to safety and security. Your consultant will assist with the following:

- Establish priorities and timelines with the district's core safety team
- Build an implementation plan, identify responsible parties, and establish action steps
- Launch ongoing meetings with key stakeholders identified in the plan
- Debrief and review action step progress with the core safety team and provide updates to the Board of Education
- Assist with development of RFPs.

## **School Safety and Security Consultation:**

Schools can never predict when they will need support and guidance around a multitude of school safety and security issues. Unfortunately, the need for expert guidance has never been greater. SEC can provide assistance in whatever areas you need help. Some examples include:

- Review Emergency Operations Plans
- Develop emergency response plans
- Provide guidance on district training (AED, Stop the Bleed, CPR, etc.)
- Ensure alignment between district practices and board policy
- Assistance with procurement of grant funding
- Ensure staff awareness around school safety legislation
- Review and provide guidance regarding your behavioral threat assessment model
- Provide ongoing support to your behavioral threat assessment team
- Other district identified needs

SEC provides a multitude of other services that are critical to a comprehensive approach to school safety and security.

### **Incident Management and Crisis Communication**



Having access to your personal SEC consultant will provide another level of critical support which will be necessary when incidents occur. Your consultant will be able to provide guidance regarding incident response and assist the district with any questions that may arise.

Communication with the school community is an important element as schools work through any incident. SEC can help develop communications for any incident that might arise.

### **District Safety Team**



District safety teams are an integral part of a comprehensive school safety program. If your school district has already established a district safety team, SEC will participate on the team to provide guidance and consultation as needed. If your school district has not established a district safety team, your SEC consultant will assist with the development and leadership of that team.

It is critical to maintain ongoing communication between schools and first responders so everyone knows what to expect in the event an emergency should arise.

### **Targeted Social Media Monitoring**



SEC can provide targeted social media monitoring services to enhance your overall security program and to aid in the prevention of violence. In situations where a concerning behavior arises, having access to an individual's social media activity can expand the intelligence picture.

Targeted Social Media Monitoring is a critical element to ensure your threat assessment teams are able to operate with a high level of confidence knowing they have as much information as possible. Where necessitated, it can also provide an opportunity for intervention.

Sample reports are available for review.

Our school security experts have developed several trainings for schools to ensure your staff are informed and prepared for any situation that might arise.

### De-escalation Training

SEC has designed a training course specifically to address a need that has become increasingly prevalent during in recent times, the ability to reduce the intensity of a conflict or potentially violent situation. The session provides instruction on how to recognize verbal and nonverbal warning signs of increasing aggression; how to build a rapport; how to manage your emotional reactivity; how to communicate effectively, and more, so that you can handle intense situations with the priority of keeping everyone involved safe. The session is 60 to 90 minutes in duration.

### Critical Incident Response Training & Scenarios

SEC has established a multi-hazard training program to better prepare those charged with leading the response to respond effectively during emergencies. Training provided by SEC includes discussions of the four main response options during emergencies - evacuation, shelter-in-place, lockout, and lockdown. It includes an interactive discussion on common physiological responses that occur during emergencies, as well as strategies to combat the potentially debilitating impact of those responses. This session is two (2) hours in duration and covers a broad range of targeted violence hazards including a violent intruder, bomb threats/suspicious packages, and insider violence.

This training can also be conducted to include two (2) live simulated lockdown scenarios where participants are guided through response options as they implement what they have learned in this session. Participants are given immediate feedback on their successes and recommendations for enhanced coordination, communication, and proficiency in incident response. This session is three (3) hours in duration.

### Behavioral Threat Assessment Training

In Behavioral Threat Assessment Training, your SEC consultant will discuss the need for schools to adopt and implement a comprehensive behavioral threat assessment process -- from the threat assessment tool to identifying the appropriate response to students in crisis. The session includes identification of the appropriate response process, how to identify team members, documentation of support for students in crisis, and integrating threat assessment into the broader framework of school safety and security. This session is two (2) hours in duration.



## Investigation Training for Administrators

Your SEC consultant will present the essential elements of a thorough incident investigation, detailing the process from beginning to end. Content includes questioning techniques, preservation of evidence, involvement of law enforcement, and basic student rights. Participants will gain the basic skills necessary to conduct an effective incident investigation in a school setting. This training is specifically designed for school administrators, both experienced and novice. The session is two (2) hours in duration and includes scenarios.

## Security Personnel Training

This training session is designed for all school security personnel including School Resource Officers. This training content includes best practices for building rapport with students, the importance of communication and relationships with staff, and the roles and responsibilities of school security personnel. Your consultant will discuss district policies and administrative procedures relating to school security personnel. He or she will also present best practices of student incident investigations with regard to FERPA (Family Educational Rights and Privacy Act) and provide guidance on search and seizure. This session is two (2) hours in duration.

## Crisis Communication Training

In today's 24/7 multi-media environment, the ability to communicate effectively, coherently, and immediately during a crisis is absolutely critical to preserving stakeholder trust and confidence your organization has built. An organization can compound its problems if it neglects to provide essential information and demonstrate command and control from the very moment the unexpected happens. We believe that how well an organization prepares its crisis communication strategy directly impacts how well it can navigate a crisis. For this purpose, SEC's crisis communication training provides best practices and effective tactics so your team can provide accurate and timely information to those who need it, effectively meet your responsibilities and obligations, while protecting your reputational assets

## Tabletop Training

Tabletop training is a discussion-based session simulating a critical incident event led by a senior consultant at your location. The exercise is played out, around a table, with participants responding to the leader's prompts amid the narrative of a critical scenario. Different from a scenario-based training session, tabletop training aims to clarify roles, responsibilities, and resources during an emergency. The leader uses guidelines drawn directly from your emergency plan to reinforce familiarity with related procedures. You can expect discussion-based emergency response training at a controlled pace, exploratory exercises meant to draw solutions, clear up uncertainties, and identify points for improvement, exercise of the decision-making process, coordination with local first responders and an after-action report.

# OUR TEAM



**Jason Russell**  
Founder & President  
jason.russell@secureed.com



**Marc Connolly**  
Executive Vice President  
marc.connolly@secureed.com



**David Pass, Ed.D.**  
Vice President of  
Professional Services  
david.pass@secureed.com

# CONTACT US



[www.secureed.com](http://www.secureed.com)



(616) 528-4071



[david.pass@secureed.com](mailto:david.pass@secureed.com)

## REFERENCES

### Birmingham Public Schools

Dr. Embekka Roberson  
Superintendent  
248-203-3004  
eroberson@birmingham.k12.mi.us

### Fraser Public Schools

Carrie Wozniak  
586-439-7005  
Carrie.wozniak@fraserk12.org

### Forest Hills Public Schools

Julie Davis  
Assistant Superintendent  
616-493-8804  
jdavis@fhps.net

### Ionia Public Schools

Ben Gurk  
Superintendent  
616-527-9280  
bgurk@ioniaschools.org

### Rochester Public Schools

Dana Taylor  
Deputy Superintendent  
248-726-3108  
dtaylor@rochester.k12.mi.us



# PROPOSAL FOR SERVICES

Secure Education Consultants

4527 Cascade Road SE

Grand Rapids, MI 49546

[secured.com](http://secured.com)

616.528.4071

[info@secured.com](mailto:info@secured.com)

---

**December 9, 2022**

# FRUITPORT COMMUNITY SCHOOLS

3255 E. PONTALUNA ROAD  
FRUITPORT, MI 49415

JASON:

On behalf of everyone at SEC, I would like to thank you for the opportunity to provide this written service proposal. As you know, SEC's sole mission is to help create the safest and most secure educational environments possible by implementing a prevention-focused and multi-layered approach. We look forward to a longstanding partnership with you to achieve your goals in safety.

SINCERELY,

JASON RUSSELL  
FOUNDER/PRESIDENT  
SECURE EDUCATION CONSULTANTS, LLC

---

# SAFE PROGRAM

---

## WHAT TO DO NEXT AFTER YOUR SITE ASSESSMENT?

### SEC *Secure Actions for Education* Program

Our school security experts have developed a comprehensive safety and security program for schools that is customized for the unique needs of your school district. **Secure Actions for Education (SAFE)** encompasses a holistic approach to school safety focused on prevention, preparedness, physical safety, and ongoing consulting needs.

SEC will provide your district the support needed with a prevention-focused safety and security program. Our array of services is intended to give your organization an actionable, layered security posture.

As an SEC **SAFE Program** client, you will be assigned one of our highly trained consultants to ensure your specific needs are met. Enclosed you will find details about each of the services included in the **SAFE Program**.



# SERVICES

---

**With the SAFE Program, you will receive all of these services. These are also available to be purchased separately.**

## **IMPLEMENTATION AND ONGOING CONSULTING**

Your Site Assessment Final Report contains specific findings and recommendations for improving the safety and security environment within your unique school(s). We will guide you in prioritizing and implementing those recommendations in a systematic and effective way.

Site Assessment Implementation includes establishing priorities and timelines, building an implementation plan, identifying responsible parties, establishing action steps, meeting with stakeholders, debriefing and reviewing progress, and core safety team planning session for the subsequent year. SEC will meet with the Board of Education two times per year to discuss progress and provide a safety/security update (at the request of the district) and monthly meetings with district administrators and/or the district safety team.

*\*Meetings can be 1-on-1 or group sessions. All meetings are conducted via Zoom or Teams. A limited number of on-site meetings are available upon request.*

Ongoing Consultation is provided based on your needs. Your needs may include consultation regarding your Emergency Operations Plan, guidance on internal training related to policies and procedures, guidance related to legislative changes and requirements, help with procuring grant funding for school safety and security needs, assistance with prioritizing your district's unique needs, and ongoing consultation regarding your threat assessment process and team. *\*Phone consultations are unlimited. The monthly meetings described above may be used for ongoing consultation at the district's request. Additional Zoom/Teams/on-site meetings can be added for an additional fee.*

## **TARGETED SOCIAL MEDIA MONITORING**

SEC provides *targeted social media monitoring services* to enhance your overall security program and to aid in the prevention of violence. In situations where a concerning behavior arises, having access to an individual's social media activity can expand the intelligence picture. It allows your threat assessment team to operate with a high level of confidence knowing they have as much information as possible. Where necessitated, it can also provide an opportunity for intervention. This service includes findings analysis and consultant guidance as needed.

---

## **INCIDENT MANAGEMENT CONSULTATION**

SEC will provide around-the-clock critical support when an incident occurs. Critical incident response is multi-faceted and necessitates quick and effective decision-making. SEC will make sure your response is appropriate and proportionate to the incident so that day-to-day operations can be returned to as quickly as possible and negative impact is minimized. Our goal is to protect your students, your staff, and, ultimately, to ensure your school or district's recovery. Specific guidance is provided in relation to: security-related incidents, issues, or concerns, post-incident review, and threat-related issues or concerns. *\*Phone consultations are unlimited. The monthly meetings described above may be used for incident management consultation at the district's request. Additional Zoom/Teams/on-site meetings can be added for an additional fee.*

## **DISTRICT SAFETY TEAM**

The District Safety Team is an integral part of a comprehensive school safety program. SEC will participate with your district safety team to provide guidance and consultation as needed. SEC can help you develop a district safety team if you do not already have a team in place. This service includes, but is not limited to, a review of your Emergency Operations Plan, discussing safety and security updates, evaluating ongoing needs and training opportunities, evaluating success and challenges associated with emergency preparedness drills, and discussing relevant current events and their impact on safety protocols.

## **eSEC ONLINE MEMBERSHIP**

SEC's membership site includes comprehensive Critical Incident Response training via an online learning platform. You'll find self-paced video lessons, best practices for emergency scenarios and the fundamentals of school safety and security, all the concepts taught in the live training with one of our consultants. This allows your staff on-demand access year-round to help keep concepts fresh and allows for new employees to learn these critical fundamentals of safety and security immediately upon joining the team.

---

# TRAINING

---

**With the SAFE Program, you will receive two of these trainings. These are also available to be purchased separately.**

## **DE-ESCALATION TRAINING**

SEC has designed a training course specifically to address a need that has become increasingly prevalent during in recent times, the ability to reduce the intensity of a conflict or potentially violent situation. The session provides instruction on how to recognize verbal and nonverbal warning signs of increasing aggression; how to build a rapport; how to manage your emotional reactivity; how to communicate effectively, and more, so that you can handle intense situations with the priority of keeping everyone involved safe. The session is 60 to 90 minutes in duration.

## **CRITICAL INCIDENT RESPONSE TRAINING**

SEC has established a multi-hazard training program to better prepare those charged with leading the response to respond effectively during emergencies. Training provided by SEC includes discussions of the four main response options during emergencies - evacuation, shelter-in-place, lockout, and lockdown. It includes an interactive discussion on common physiological responses that occur during emergencies, as well as strategies to combat the potentially debilitating impact of those responses. This session is two (2) hours in duration and covers a broad range of targeted violence hazards including a violent intruder, bomb threats/suspicious packages, and insider violence.

## **CRITICAL INCIDENT RESPONSE TRAINING WITH SCENARIOS**

This version of our multi-hazard training program includes two (2) live simulated lockdown scenarios. Participants are guided through response options as they implement what they have learned in this session. Participants are given immediate feedback on their successes and recommendations for enhanced coordination, communication, and proficiency in incident response. This session is three (3) hours in duration.

## **BEHAVIORAL THREAT ASSESSMENT TRAINING**

In Behavioral Threat Assessment Training, your SEC consultant will discuss the need for schools to adopt and implement a comprehensive behavioral threat assessment process -- from the threat assessment tool to identifying the appropriate response to students in crisis. The session includes identification of the appropriate response process, how to identify team members, documentation of support for students in crisis, and integrating threat assessment into the broader framework of school safety and security. This session is two (2) hours in duration.

---



## **TABLETOP TRAINING**

Tabletop training is a discussion-based session simulating a critical incident event led by a senior consultant at your location. The exercise is played out, around a table, with participants responding to the leader's prompts amid the narrative of a critical scenario. Different from a scenario-based training session, tabletop training aims to clarify roles, responsibilities, and resources during an emergency. The leader uses guidelines drawn directly from your emergency plan to reinforce familiarity with related procedures. You can expect discussion-based emergency response training at a controlled pace, exploratory exercises meant to draw solutions, clear up uncertainties, and identify points for improvement, exercise of the decision-making process, coordination with local first responders and an after-action report.

## **INVESTIGATION TRAINING FOR ADMINISTRATORS**

Your SEC consultant will present the essential elements of a thorough an incident investigation, detailing the process from beginning to end. Content includes questioning techniques, preservation of evidence, involvement of law enforcement, and basic student rights. Participants will gain the basic skills necessary to conduct an effective incident investigation in a school setting. This training is specifically designed for school administrators, both experienced and novice. The session is two (2) hours in duration and includes scenarios.

## **SECURITY PERSONNEL TRAINING**

This training session is designed for all school security personnel including School Resource Officers. This training content includes best practices for building rapport with students, the importance of communication and relationships with staff, and the roles and responsibilities of school security personnel. Your consultant will discuss district policies and administrative procedures relating to school security personnel. He or she will also present best practices of student incident investigations with regard to FERPA (Family Educational Rights and Privacy Act) and provide guidance on search and seizure. This session is two (2) hours in duration.

---

# STATEMENT OF WORK

---

This Services Agreement ("Agreement") is entered into effective as of the date of acceptance ("Effective Date"), between Secure Education Consultants, LLC, a Michigan limited liability company, ("SEC"), and FRUITPORT COMMUNITY SCHOOLS with offices located at 3255 E PONTALUNA ROAD, FRUITPORT, MI 49415 ("Client").

This Agreement sets forth the terms and conditions under which Client will purchase from SEC, and under which SEC will provide to Client, certain services as agreed by the parties in a written **Statement of Work** (see following pages).

---

# SAFE PROGRAM

Choose **SAFE Program** and receive all listed Services and two listed Trainings by marking the corresponding boxes. By choosing the **SAFE Program**, all services and trainings are discounted.

SAFE Program Services	
Implementation & Ongoing Consulting	All Included
Targeted Social Media Monitoring	
Incident Management Consultation	
District Safety Team	
eSEC Online Membership*	
TRAINING (Select Two)	
De-Escalation Training	✓
Critical Incident Response Training	
Critical Incident Response Training with Scenarios	
Behavioral Threat Assessment Training	
Tabletop Training	
Investigation Training for Administrators	
Security Personnel Training	

<b>SAFE Program</b> Monthly Cost (12 Installments)	\$2,100.00
<b>SAFE Program</b> Annual Cost	\$25,200.00

**SAFE Program Total Cost and Payment Schedule:** The total cost for the services described in this proposal will be invoiced  monthly  annually. These services will commence on \_\_\_\_\_ and will continue for one year. The total amount is due within 30 days from date of invoice.

**SAFE Program Reimbursable Allowance:** SEC will fulfill the services outlined in the Statement of Work inclusive of any required travel. Should the school district request additional meetings or services that fall beyond the services described above, SEC may request reimbursement for reasonable costs that may be incurred. Any such reimbursements will be communicated with the district prior to fulfilling any additional services. \*SEC will provide receipts for any reimbursable costs.

**Timeline for Services:** Upon receipt of signed agreement, SEC will contact client to begin scheduling services.

# INDIVIDUAL SERVICE OPTIONS

Please check the services below.

SERVICE (price per year)	✓	PRICING
Implementation & Ongoing Consulting		\$12,000
Targeted Social Media Monitoring		\$7,500
Incident Management Consultation		\$2,000
District Safety Team		\$2,500
eSEC Online Membership*		\$4,500
TRAINING (price per session)	✓	
De-Escalation Training		\$1,500
Critical Incident Response Training		\$1,500
Critical Incident Response Training with Scenarios		\$2,000
Behavioral Threat Assessment Training		\$1,500
Tabletop Training		\$2,000
Investigation Training for Administrators		\$1,500
Security Personnel Training		\$1,500

Total Cost	
------------	--

\*If Implementation & Consultation is purchased as a stand-alone service, eSEC is included at no charge.

**Individual Services Payment Schedule:** Services are invoiced annually upon signing. These services will commence on \_\_\_\_\_ and will continue for one year.

**Individual Training Payment Schedule:** Training sessions are invoiced 50% upon signing and 50% upon delivery.

**Individual Services Reimbursable Allowance:** Travel expenses are invoiced as incurred. Receipts are provided. SEC makes every effort to minimize travel related costs.

# TERMS AND CONDITIONS

---

## 1. SCOPE OF SERVICES.

1.1 Services. SEC agrees to provide to Client, and Client agrees to pay for, the services and deliverables as described on separately executed statements of work ("SOW"), as may from time to time be entered into between Client and SEC.

1.2 Statement of Work. Each SOW shall specifically describe the services to be performed by SEC, the deliverables, the performance schedule, the applicable pricing, the payment terms, and other material terms and conditions.

1.3 Conflicting Terms. Each SOW shall be incorporated into, made a part of, and governed by the terms and conditions of this Agreement. If there is a conflict between this Agreement and any SOW, the terms of this Agreement shall control, unless the SOW specifically amends this Agreement by reference to this Section and the Section(s) to be amended.

## 2. TERM.

2.1 This Agreement. This Agreement shall remain in effect until terminated as provided in this Agreement.

2.2 SOWs. Each SOW shall remain in effect until the earliest to occur of the following events: (a) the SOW is terminated as provided in this Agreement or (b) the SOW has been completed or has expired on the SOW's own terms (unless the parties have agreed, in writing, to extend the term of such SOW).

## 3. PRICE AND PAYMENT.

3.1 Pricing. The services provided by SEC shall be at the pricing stated in the applicable SOW.

3.1.1 Fixed Fee. If an SOW lists a price for a particular service or deliverable and such price is specified without qualification, the amount quoted shall be deemed a fixed fee. SEC shall provide such service or deliverable for the fixed fee.

3.1.2 Time and Material. Payment for a service or deliverable to be provided on a time-and-material basis shall be determined in accordance with the hourly rates set forth

in the applicable SOW multiplied by the hours that SEC has worked on such service or deliverable.

3.1.3 Not-to-Exceed Fee. If the SOW lists a price for a particular service or deliverable on a not to exceed basis, the service or deliverable shall be provided on a time-and-material basis (plus reimbursable expenses and applicable taxes) for not more than the specified maximum aggregate amount. Client shall not be liable for any additional charges if SEC's actual costs and reimbursable expenses for such service or deliverable exceed the not to-exceed fee.

3.1.4 Subscription Fee. If an SOW provides a monthly, annual, or other periodic subscription fee for a service or deliverable, then the service or deliverable shall be provided at such fee for the time period denoted in the SOW.

3.2 Reimbursable Expenses. In addition to the fees and other costs specified in the SOW, Client shall reimburse SEC for reasonable out of pocket expenses incurred by SEC in connection with the performance of services hereunder, including the expenses of travel (e.g., hotel accommodations, meals, ground transportation, telephone charges, internet research, faxing services, tips, and incidentals) and reasonable third-party costs, subject to any limitations or exceptions specified in the SOW.

3.3 Invoices and Payment. Unless otherwise provided in the SOW, SEC shall submit periodic invoices for fees and expenses to the address set forth in the SOW. The amount of any sales, excise, or other taxes, if any, applicable to the services or expenses shall be added to the amount of the invoice and shall be paid by Client as and with the other amounts owed to SEC. Each invoice shall (a) include a description of services performed; and (b) specify expenses for which reimbursement is sought. Upon receipt of SEC's invoice, Client shall have fifteen (15) days to review and dispute in good faith any such fees or expenses. In the event that Client does not dispute a fee or expense within such fifteen-day period, the amount shall be deemed approved. For undisputed amounts on any invoice, Client shall pay or reimburse SEC within thirty (30) days of Client's receipt of SEC's invoice for such amounts. Any payment or reimbursement not paid by Client when due shall accrue interest at the lesser rate of one and one-half percent (1.5%) per month or the greatest amount allowed by applicable law. Client shall reimburse SEC for all of SEC's costs of collecting any amount owed to SEC by Client under this Agreement, including collection costs, reasonable attorneys'

fees, and court or arbitration costs. This Section shall control all matters related to SEC invoices and any conflicting or additional terms in a purchase order or other document delivered by Client to SEC shall have no force or effect.

4. **INTELLECTUAL PROPERTY.** SEC retains all patent, copyright, and other intellectual property rights in the methodologies, methods of analysis, ideas, concepts, know-how, models, tools, techniques, skills, knowledge and experience (collectively, "SEC's IP") owned or possessed by SEC before the commencement of, or acquired by SEC during or after, the performance of the services or deliverables (including any reused or reusable materials, final deliverables, and work-in-process). Any and all services or deliverables conceived or developed by SEC for Client, solely or jointly with others (including Client employees) arising out of or in connection with any SOW ("Work Product") shall be the sole and exclusive property of SEC. SEC hereby grants to Client an irrevocable, non-exclusive, non-transferable, royalty-free license to use SEC's IP and Work Product for Client's internal and personal use solely in connection with and to the extent contemplated by this Agreement or the applicable SOW. Client shall not use, or disclose to any third party, SEC's advice or Work Product for any purpose not expressly contemplated by the applicable SOW, and SEC shall have no liability with respect to, modifications made by Client to SEC's Work Product. Client shall have no right to sell, copy, reproduce, make derivative works from, or alter any of SEC's IP or any Work Product. At the request and sole expense of SEC, Client shall reasonably assist SEC in the establishment, preservation and enforcement of any and all of SEC's rights in any Work Product, including but not limited to making, executing, and delivering all reasonable and necessary application papers, assignments, and instruments, and performing, or causing to be performed, such other reasonably and necessary lawful acts related to such Work Product. SEC represents and warrants to Client that SEC has the right to grant the license to the Work Product as provided in this Section and that use of the Work Product by Client in accordance with this Section shall not infringe the intellectual property rights of any third parties, but SEC makes no other representations and warranties about SEC's IP or the Work Product.

5. **CONFIDENTIALITY.** Client shall forever hold in Client's strictest confidence, and not use or disclose to any other party, any intellectual property; know-how; trade secrets; vendor or customer lists or identities; details of any vendor, client, or consultant contract; pricing policies; operational methods; business and financial information; marketing plans or strategies; product or service development techniques or plans; acquisition or succession plans; and any technical information, ideas, discoveries, designs, processes, procedures, formulas, or trade secrets of

SEC, whether or not in written or tangible form, and whether or not registered (collectively, the "Confidential Information"). Notwithstanding the foregoing, (i) Client may disclose Confidential Information to the limited extent mandated by court order; and (ii) Confidential Information shall not include information that is publicly available or received by Client from a third party with no obligation of confidentiality. Upon termination of any SOW, Client shall deliver to the SEC all materials in Client's possession that contain Confidential Information, without retaining any copies, reproductions, or summaries of any such materials. This Section shall supplement, and not abrogate or reduce, any additional protections of SEC's information available under law (such as patent or trade secret protections).

6. **ADDITIONAL COVENANTS, REPRESENTATIONS, AND WARRANTIES.**

6.1 **Execution.** Each party represents and warrants to the other party (both upon the execution of this Agreement and upon each execution of a SOW under this Agreement) that the party has the full power and legal right and authority to execute, deliver and perform under this Agreement.

6.2 **Client Materials.** Client represents, warrants, and covenants to SEC that with respect to any data, materials, and information provided by Client to SEC for use in the performance of SEC's services, that such data, information, and materials are accurate and suitable for SEC's reliance and that SEC's use of such data, materials, and information in performance of SEC's services shall not violate any law or infringe the intellectual property rights, privacy rights, or other legal rights of any third party. Client agrees that Client shall not in the course of SEC's services disclose to SEC any personally identifiable information or other information that may be subject to legal restrictions or obligations with respect to the information's handling or use.

6.3 **Workmanlike Fashion.** SEC agrees to provide the services and deliverables under this Agreement and an SOW in accordance with reasonable standards of workmanship and care for the greater Grand Rapids, Michigan, metropolitan area, but SEC makes no other representations or warranties about the services or deliverables. Without limiting the foregoing, SEC makes no representation about the quality, completeness, or truthfulness of data or responses provided by third party sources or by Client and SEC disclaims, and Client waives, any warranties of merchantability or use for a particular purpose with respect to any services or deliverables. Client acknowledges that the services to be performed by SEC are general services, are not covered by any professional or occupational license or code, and do not guarantee or ensure specific timeliness, suitability, or applicability to any particular purpose or

situation. SEC makes no representations or warranties as to the feasibility, completeness, accuracy, or efficacy of any recommendations, findings, or advice, whether oral or written. Client may choose to adopt or disregard SEC's recommendations, findings, advice, or proposals at Client's own discretion and at Client's own risk. Client's exclusive remedy for any services or deliverables by SEC that Client determines to not be performed in accordance with the standards under this Section will be to notify SEC of any breach within five (5) days after the services are rendered or deliverables are delivered, and SEC will, at SEC's sole option and election, either (i) re-perform the services or re-deliver the deliverables so that the same conforms to the standards under this Section or (ii) refund the fees and expenses paid by Client for the non-conforming services or deliverables. Client is solely responsible for the results the Client obtains in executing Client's plan or in adopting SEC's recommendations or deliverables. Without limiting any of the foregoing, Client specifically acknowledges and agrees that (i) SEC has relied on Client's representations, specifications, and instructions with respect to performing the services and producing the deliverables; (ii) any recommendations, findings, advice, deliverables, or proposals as provided by SEC are by their nature subject to unforeseen and unforeseeable events and differing interpretations; and (iii) that no analysis, preparedness, recovery, or services are capable of addressing all possible scenarios and circumstances. Client shall be solely responsible for the accuracy, completeness, and propriety of information concerning Client's organization, products, competitor's products, and services that Client furnishes to SEC in connection with the performance of this Agreement or any SOW.

6.4 Location of Services. Client agrees that all services performed pursuant to this Agreement shall be performed at such location as best determined suitable by SEC within in the United States of America.

## 7. INDEMNIFICATION AND INSURANCE.

7.1 Indemnification. SEC agrees to indemnify, defend, and hold harmless Client and Client's officers, employees, board members, and agents (collectively, "Indemnified Parties"), from all claims, liability, damages, losses, governmental fines, and penalties, including reasonable attorneys' fees and actual court and arbitration costs, arising from (i) SEC's breach of this Agreement or any other warranty, representation, covenant, or provision in this Agreement; (ii) negligent, grossly negligent, or willful acts or omissions of SEC; or (iii) SEC's violation of law. The provisions of this subsection shall survive termination of this Agreement. The parties acknowledge that Client is legally prohibited from providing indemnification to SEC."

7.2 Insurance. During the term of this Agreement and through and until all applicable statutes of limitations have expired, each party shall, at such party's cost, maintain in effect standard insurance of the following types and in the following amounts: (a) Workers' Compensation at statutory limits; (b) Commercial General Liability (including umbrella coverage) at Two Million Dollars (\$2,000,000.00) per occurrence; (c) Comprehensive Automobile Liability (including umbrella coverage) at Two Million Dollars (\$2,000,000.00) per occurrence. Each party shall within ten (10) days following the request of the other party, furnish to such party insurance certificates and copies of applicable policies (with any sensitive information reasonably redacted) confirming the party's insurance coverage as set forth above; A party's failure to comply with this Section shall not act as a waiver of the party's continuing obligation to maintain insurance coverage in the types and amounts specified in this Section. A party's acquisition of insurance coverage shall not satisfy or limit the party's indemnity obligations under this Agreement.

7.3 Limitation on Liability. NOTWITHSTANDING ANYTHING TO THE CONTRARY IN THIS AGREEMENT, SEC'S AGGREGATE LIABILITY FOR ANY AND ALL CLAIMS OF ANY KIND WHATSOEVER WITH RESPECT TO THIS AGREEMENT (INCLUDING INDEMNIFICATION CLAIMS) OR ANY SERVICES AND DELIVERABLES PROVIDED BY SEC UNDER THIS AGREEMENT, REGARDLESS OF THE LEGAL THEORY (WHETHER CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE), SHALL NOT BE GREATER THAN THE AGGREGATE FEES PAID TO SEC UNDER THIS AGREEMENT DURING THE SIX (6) MONTHS PRIOR TO THE ACCRUAL OF SUCH CLAIM(S); PROVIDED, HOWEVER, THAT SUCH LIMITATION SHALL NOT APPLY TO DAMAGES OR CLAIMS RESULTING FROM SEC'S WILLFUL, FRAUDULENT, OR INTENTIONAL ACTS. UNDER NO CIRCUMSTANCES WILL SEC BE LIABLE TO CLIENT FOR ANY LOSS OF PROFITS, ANY SPECIAL, INDIRECT, INCIDENTAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES OF ANY KIND OR NATURE, INCLUDING, BUT NOT LIMITED TO, LOSS OF DATA, BUSINESS INTERRUPTION, LOSS OF USE, LOSS OF REVENUE, OR LOSS OF GOODWILL, EVEN IF SEC IS NOTIFIED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL SEC HAVE ANY LIABILITY FOR THE PERFORMANCE OR NON-PERFORMANCE OF ANY THIRD PARTY OR THIRD-PARTY PRODUCTS.

## 8. TERMINATION.

8.1 By Either Party. Either party shall have the right to terminate this Agreement or any SOW, without liability to the other party, upon written notice upon the occurrence of either of the following events:

8.1.1 Default. If the other party defaults in the performance of any of the party's material obligations under this Agreement or any SOW and such default continues for a period of ten (10) business days after receipt of written notice specifying the nature of the breach; provided, however, that if the default cannot reasonably be cured within such ten business day period, then the period for curing the default may be extended by an additional period of not more than five (5) business days, so long as the defaulting party is diligently pursuing cure of the default during such additional period.

8.1.2 Ceases Doing Business, Etc. If the other party ceases conducting business in the normal course, fails to pay the party's debts as they become due, admits insolvency, makes an assignment for the benefit of creditors, or becomes the subject of any judicial or administrative proceedings in bankruptcy, receivership, or reorganization. In the event of termination under this subsection, the terminating party shall remain entitled to a claim for any unpaid or uninvoiced fees and expenses under this Agreement pursuant to any SOWs then in effect.

8.2 Effect of Termination. Termination of this Agreement automatically terminates all SOWs entered pursuant to this Agreement. If Client is entitled to terminate any single SOW in accordance with the preceding Section, SEC may also any other, or all other, SOWs then in effect with Client in the same manner.

## 9. GENERAL TERMS AND CONDITIONS.

9.1 Independent Contractor. The parties acknowledge that each party is an independent contractor and not an agent or employee of the other and nothing contained in this Agreement is intended to be, or is to be construed as, a joint venture or partnership relationship between the parties. Without limiting the foregoing, a party shall have no authority to enter into any contract (verbal or written) on behalf of the other party, and a party shall not hold the party out as an authorized agent of the other party.

9.2 Delays. Neither party shall be liable to the other party for any delay or failure to perform the party's obligations if such delay or failure arises from any cause beyond the reasonable control of that party, provided that time is of the essence with respect to any payment obligation of Client under this Agreement without regard to any other circumstances.

9.3 Notices. All notices given pursuant to this Agreement or any SOW shall be in writing and addressed to the respective parties at the addresses set forth in the opening paragraph of this Agreement (or to such other

address as a party may designate in writing in accordance with this Section), and delivered by (a) first class or priority United States Postal Service mail, postage prepaid, or (b) nationally recognized overnight courier service, fees prepaid. Such notices shall be deemed delivered and effective two (2) days after being postmarked by the United States Postal Service for first-class or priority mail delivery, postage prepaid, or one (1) day after submission to a nationally recognized overnight courier service, fees prepaid.

9.4 Third Party and End User Agreements. Client acknowledges that certain subscription or other services under an SOW may be provided by a third-party service. Client acknowledges that in such instance, SEC shall not be responsible in any way for the content, functionality, or suitability of any such third-party content or services and Client shall look solely to the third party with respect to such services or content. Client agrees to sign such end-user agreements or licenses as may be required by a third party and Client shall look solely to the third party for responsibility for such service or content, except in the event that SEC collects payment for such service or content, SEC agrees to remit payment to the third party to enable Client continued access to the service or content subject to the terms and conditions of the end-user agreements or licenses.

9.5 Amendment. No provision of this Agreement may be modified or amended except by a written document signed by the parties.

9.6 Assignment. Neither party may assign, delegate, or subcontract this Agreement or any of the party's rights or obligations under this Agreement or any SOW, directly or indirectly, without the prior written consent of the other party, which consent shall not be unreasonably withheld; provided, however, SEC may freely subcontract the Services in whole or in part.

9.7 Waiver. No provision of this Agreement or any SOW shall be deemed waived, and no breach excused, unless such waiver or excuse is in writing and signed by the party claimed to have waived or excused. The failure of any party at any time to require performance of any provision in this Agreement shall not constitute a continuing waiver and shall not affect the right of the party to, at a later time, enforce that or any other provision. No consent, waiver, or excuse by any party of any condition, or of any breach of any term contained in this Agreement, in any one or more instances, whether express or implied, shall be deemed to be a further or continuing consent, waiver, or excuse of that or any other condition or breach.

9.8 Binding Effect. This Agreement and all SOWs shall be binding upon and inure to the benefit of SEC and Client and



their respective legal representatives, successors, and authorized assigns.

9.9 Counterparts and Signatures. This Agreement and any SOW may be executed simultaneously in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement. The parties agree that a party's signature on this Agreement or any SOW that is exchanged by portable document format (PDF), electronic document software, or facsimile shall have the effect of original signature of the party for all purposes.

9.10 Severability and Interpretation. If any provision of this Agreement or any SOW shall be prohibited or unenforceable by any applicable law, the parties intend that such provision shall be ineffective only to the limited extent and for the limited duration necessary to avoid the prohibition of unenforceability, without invalidating any of the remaining provisions, and that all remaining provisions of the Agreement or SOW shall remain in full force and effect to the greatest extent permissible by law, as amended to the limited extent necessary to avoid the prohibited or unenforceable provision. This Agreement has been negotiated between the parties, and the parties intend that any uncertainty or ambiguity in any provision of this Agreement shall not be interpreted in favor of or against a party as a result of a party being a "drafting party," but intend that such provision shall be interpreted according to the application of rules of interpretation of contracts generally. As used in this Agreement, the terms "include(s)" and "including" shall be read to mean "including without limitation."

9.11 Remedies. The rights and remedies provided in this Agreement shall be cumulative and in addition to any other remedies available at law and in equity. The losing party (as determined by a court or arbitrator) with respect to any claims decided in any action, proceeding, or dispute arising in connection with this Agreement shall pay all reasonable attorneys' fees and court costs and fees of the other party.

9.12 Governing Law and Language. This Agreement and every SOW shall be governed by and interpreted according to the laws of the State of Michigan, without regard to conflicts of law principles. Any dispute regarding this Agreement or any SOW shall be filed in a state or federal court of competent jurisdiction serving Kent County, Michigan, and the parties hereby stipulate and agree to jurisdiction and venue in such courts. ALL ACTIONS,

REGARDLESS OF FORM, ARISING OUT OF OR RELATED TO THIS AGREEMENT MUST BE BROUGHT AGAINST CONTRACTOR WITHIN THE APPLICABLE STATUTORY PERIOD, BUT IN NO EVENT MORE THAN ONE (1) YEAR AFTER THE DATE OF THE FINAL INVOICE ISSUED WITH RESPECT TO THE SERVICES PERFORMED.

9.13 Survival of Certain Obligations. After expiration or termination of this Agreement, those provisions that specifically provide for survival beyond expiration or termination, and all provisions that by their nature are intended to survive expiration or termination (including without limitation those provisions regarding warranty, limitations of liability, confidentiality, and protection of proprietary rights and trade secrets), shall survive expiration or termination of this Agreement.

9.14 Entire Agreement. This Agreement (including all exhibits, SOWs, and other documents expressly incorporated by reference) constitutes the entire agreement between the SEC and Client with respect to the subject matter of this Agreement and supersedes all earlier agreements and understandings, oral and written, between the parties; provided, however, that nothing in this Agreement or any SOW shall terminate, amend, or modify any previously executed confidentiality agreement(s) between SEC and Client.

9.15 Publicity. Client shall not use SEC's name, trademarks, logos, or other identifying information in any publicly disseminated materials, including without limitation press releases, websites, social media sites, or advertisements, without SEC's prior written consent. Client grants SEC a license to use Client's name, trademarks, and logos to identify Client as a past or present client of SEC in Client's marketing materials and publications, including websites, social media sites, and advertisements.

9.16 Counsel. Each party acknowledges that (a) the party has reviewed or had the opportunity to review with the party's legal counsel each provision of this Agreement; (b) the party has read this Agreement carefully, understands the Agreement's contents, and freely and voluntarily signs this Agreement; and (c) other than as expressly contained in this Agreement, the party has not relied on any representations, warranties, or promises (whether written or oral, express or implied) of the other party to this Agreement (or the other party's agents or representatives) in determining whether to enter into this Agreement.

---

# ACCEPTANCE

---

The parties have entered into this Agreement AND Statement of Work effective as of the date signed.

SEC:

*Client:*

**Secure Education Consultants, LLC**  
a Michigan limited liability company

**FRUITPORT (MI) COMMUNITY SCHOOLS**

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

---

# REFERENCES

---

Birmingham Public Schools

Dr. Embekka Roberson

Superintendent

248.203.3004

[eroberson@birmingham.k12.mi.us](mailto:eroberson@birmingham.k12.mi.us)

Fraser Public Schools

Carrie Wozniak

Superintendent

586.439.7005

[carrie.wozniak@fraserk12.org](mailto:carrie.wozniak@fraserk12.org)

Forest Hills Public Schools

Julie Davis

Assistant Superintendent

616.493.8804

[jdavis@fhps.net](mailto:jdavis@fhps.net)

Ionia Public Schools

Ben Gurk

Superintendent

616.527.9280

[bgurk@ioniaschools.org](mailto:bgurk@ioniaschools.org)

Rochester Public Schools

Dana Taylor

Deputy Superintendent

248.726.3108

[dtaylor@rochester.k12.mi.us](mailto:dtaylor@rochester.k12.mi.us)

---

# JASON RUSSELL

---



Jason Russell is Founder and President of Secure Education Consultants. As president of SEC, Jason leads a team of former federal law enforcement agents, police officials, and military specialists, in delivering White House-level threat assessment and protection to schools and businesses.

In this role, Jason is responsible for overseeing all company operations, product development, and quality assurance. Jason has grown this business to serve hundreds of clients across the nation and beyond.

Jason served with the United States Secret Service as a Special Agent. During his tenure, Jason was involved in protective and investigative assignments as well as protecting the President and Vice President along with all living former Presidents. In addition to protection assignments, Jason served as the Secret Service Lead Instructor at the International Law Enforcement Academy, a Physical Fitness Coordinator, and on the Internet Crimes Against Children Task Force.

Jason began his law enforcement career with the Lansing Police Department (LPD). While with the LPD, Jason was recognized with a lifesaving award from Mothers Against Drunk Driving. Jason has worked on the US Marshals Fugitive Task Force, and various multi-jurisdictional enforcement initiatives.

Jason is a frequent keynote and content speaker at conferences on the topics of emergency preparedness, active shooter response, and safety and security process. Jason additionally has taught criminal investigation and security courses as an adjunct professor.

Born in Kalamazoo, Michigan, Jason holds a Bachelor's Degree in Criminal Justice from Western Michigan University and his Master's Degree in Criminal Justice and Security Management from Michigan State University.

---

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachment #: XIII-4

From: Jason Kennedy

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

Overnight Trip Request: High School Cross Country State Championship Meet

**Background Information:**

The boys and girls' cross country teams will be competing in the MHSAA State Championship Cross Country Meet held at the Michigan International Speedway in Brooklyn, MI on November 4, 2023. The team will leave on Friday, November 3, 2023 and stay the night at the Quality Inn and Suites in Coldwater, MI before competing in the state championship meet on Saturday, November 4, 2023.

**Financial Impact:**

None to the District. Costs will be covered through proceeds raised by the team at the Fruitport Cross Country Invitational, and students will bring a small amount of money to cover the cost of meals.

**Recommended Action:**

To approve the cross country teams' request for an overnight trip to participate in the MHSAA state championship cross country meet on November 3-4, 2023 at the Michigan International Speedway in Brooklyn, MI, as discussed.

**Action Taken:**

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

**State meet Trip Itinerary- (subject to change as needed.)**

Friday

12 noon- get out of school

1:00 leave for Coldwater, MI from the middle school

3:00 arrive at Hotel

4:00 run at Coldwater high school

6:00 Dinner at Cottage inn Pizza

9:00 Movie at Coldwater Cinema

11:00 in rooms

Saturday

8:00 am Breakfast at Hotel

10:00 leave for MIS

11:00 arrive at MIS and run the course

1:30 Boys Race

2:50 Girls Race

4:00 Awards

4:30 head home

7:00-8:00pm arrive at home

Cost: \$ 40 per person- money will go toward food and gas.

Extras-

Food- 40.00- please get checks and cash to me before we go.

Entrance into MIS- 11.00- cash only

Movie- 20.00

-We will be taking 2 vans.

Athletes Name \_\_\_\_\_

The following are guidelines you must follow if you want to come along with us to the State Meet.

1. **Remember this trip is for the Qualifiers. We are going to have a good time, but we are going to support them. We will put them first in everything we do. We will make this trip very special for them.**
2. This is a school function, therefore, all school rules apply. This means the coach is in charge and what he says goes. This also goes for any coaches and parents who are on the trip with us.
3. You will need to bring money for your own food, about 40.00
4. You must bring and wear your uniform and Jacket on Saturday. You will warm up and jog the course just like any other runner competing. The cost to get in will be \$11.00. bring cash for this.
5. You will be in your assigned room and remain in your room after coach tells you to go to bed. Going outside your room after the curfew hour will result in this trip never happening again for those who violate this rule.
6. Girls will remain in their room and boys will remain in theirs. If you want to hang out, you will do so in the Hotel commons area by the pool. Once again, failure to follow this rule will result in this trip never happening again for those who can't follow the rules.
7. You will not go off anywhere without coaches permission. You must always travel in pairs.
8. At the state meet you will remain on the infield of the track, unless with a coach.
9. We will be staying at:  
**Quality Inn & Suites**  
1000 Orleans Bld  
Coldwater, MI 49036
10. You can also reach us on my **cell phone: 231-638-7205**

**I have read and understand the rules of this Trip. I give my son/daughter permission to go on this trip using school transportation.**

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**BOARD ACTION REQUEST FORM**

**Meeting Date:** February 20, 2023

To: Board of Education

Attachment #: XIII-5

From: Jason Kennedy

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

Overnight Trip Request: High School Cross Country Team Building and Running Camp

**Background Information:**

During the week of August 7-11, 2023, the team and coaching staff will stay overnight at our local state park. They get to know one another better as a team, and they discuss and learn about team rules, expectations, experiences, goals, and dreams in the team's nightly fireside chats. The team participates in a number of fun conditioning runs, which helps the team prepare for a successful season. Students also learn a lot about personal responsibility, with all of this being designed to have fun and come together as a team. Camping and the team building and running camp has been a tradition for cross country teams at Fruitport since 1997, and it is the most fun that the team has all year with kids sharing how they look forward to it each year. Students stay in tents on camp sites at P.J. Hoffmaster State Park with the cost being covered through proceeds of various cross country events that raise money for events such as these. Coach Randy Johnson has made this request on behalf of the cross country teams.

**Financial Impact:**

None to the District. Costs will be covered through proceeds raised by the team. The Fruitport Athletic Foundation also will assist with costs.

**Recommended Action:**

To approve the cross country teams' request for an overnight trip to participate in their team building and running camp at P.J. Hoffmaster State Park / Muskegon State Park on August 7-11, 2023, as discussed.

**Action Taken:**

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



### School rules and information:

1. You must have a parent permission form and physical on final forms.
2. Follow all campground rules below.
3. No-one is allowed to swim during a yellow or red flag unless the coach is present.
4. You must communicate with the coach at all times where you are going if you leave the campsite.
5. No boys are allowed in the girls tents and no girls are allowed in the boys tents.
6. All group gatherings are either at the picnic table or the campfire. This means no hanging out in your tents.
7. No practical jokes are allowed unless approved by the coach.

### Hofmaster rules and information:

1. An annual permit is 26.00. A daily permit is 7.00. You will need one of these to get into the campground.
2. Two vehicles are permitted per site. Vehicles must be registered at the campground office and have the pass displayed in their window.
3. Quiet hours are from 11 pm. until 8 am.
4. All visitors must vacate the campground between the hours of 10pm and 8 am.
5. Campfires must be in the fire-ring. Never leave a campfire unattended.
6. The possession of Ash firewood is illegal on state lands.
7. No more than 6 persons or 1 family on one site.
8. Bicycles are allowed only on paved roadways and gravel paths. No bikes on hiking trails or in and around restroom buildings.
9. Runners and hikers must stay on designated paths. Off trail exploring is not allowed.

# Running Camp 2023 Schedule

## **Monday, August 7**

8:30 am- Morning Run at the Middle school  
2:30 Meet at Hoffmaster campsite- Second entrance on left.- names, sites and plates.  
2:30 unpack and set up camp  
3:30 go over camp rules-  
4:30 Shopping for this weeks food  
6:00 supper provided by \_Lees\_\_\_\_\_.  
7:00 afternoon activity- capture the flag. No boundaries like in everybody's it.  
10:00 Fireside Chat- What to eat before you run.  
11:00 snack

## **Tuesday, August 8**

8:00 Breakfast -  
10:00 Morning Run- adventure run  
12:00 Lunch  
1:00 Hit the beach.  
3:00 Afternoon run- Baha 1200  
6:00 Supper provided by \_Sweets\_\_\_\_\_.  
7:00 Afternoon Activity- ultimate Frisbee.  
10:00- Fireside Chat- Mental Toughness.

## **Wednesday, August 9**

8:00 Breakfast  
10:00 Morning Run- Aqua Relays/ goofy relays/ team tag.  
12:00 Lunch  
1:00 Beach  
3:00 Afternoon run- 3 hour run relay.  
6:00 Supper provided by \_McMullins\_\_\_\_\_.  
7:00 7:00 Afternoon Activity-  
10:00 Fireside Chat- Training Videos.  
11:00 Hit the hay.

## **Thursday- Aug 10**

8:00 Breakfast  
10:00 Morning Run-  
12:00 Lunch  
1:00 Beach  
3:00 Afternoon run- dune buddy relays.  
6:00 Supper provided by \_Koehlers\_\_\_\_\_.  
7:00 7:00 Afternoon Activity- Battle of the Sexes Scavenger Hunt.  
10:00 Fireside Chat- Muffin Story, running on the roads, morning runs, Tail of 2 Aarons  
10:30 moonlight madness run.  
11:00 Hit the hay.

**Friday- Aug 11**

8:00 Pack up your Tent

9:00 Pack up camp

10:00 Morning Run- long run.

12:00 Breakfast muffins

**Saturday- Aug 12**

**Monday- Aug. 14**

8:30 am Practice.

**Contact Numbers:**

Coach Johnson's Cell: 231-638-7205

Coach Johnson's Wife (Lisa) 231-638-7208

Hoffmaster State Park 231-497-3711

Campsite numbers: Hoffmaster group campsite