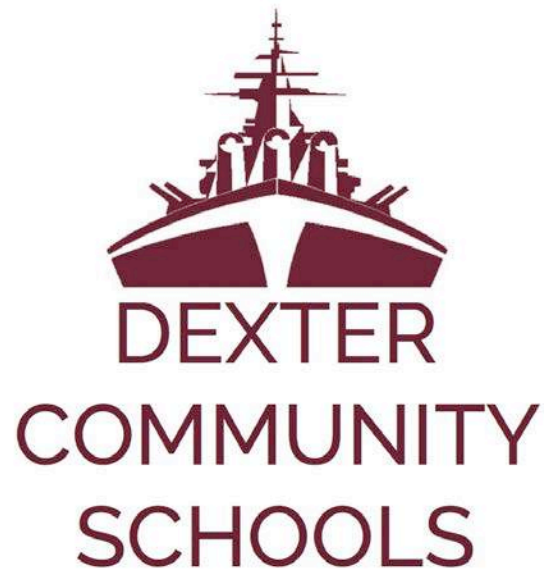


BOARD PACKET

December 11, 2017

7:00pm



Our Vision:

Champion Learning –

Develop, Educate, and Inspire!

BOARD MEETING AGENDA

- A. **ROLL CALL**
- B. **MEETING MINUTES** (11-13-2017, 11-28-17, Special Meeting 12-11-2017)
- C. **APPROVAL OF AGENDA**
- D. **SCHOOL PRESENTATIONS**
 - 1. Meet New Liaison Officer - Gerrod Visel
- E. **SUPERINTENDENT UPDATE**
- F. **STUDENT REPRESENTATIVES UPDATE**
- G. **PUBLIC PARTICIPATION:** *Persons who wish to address the Board may complete a Public Comment Card to be presented to the Board president at the beginning of the meeting. Each speaker is allotted a maximum of 5 minutes unless otherwise notified. Each speaker will be asked to announce his/her name and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting. For further details see our policy on Public Participation at Board Meetings.*
- H. **CONSENT ITEMS**
 - 1. Personnel – Request for Leave
 - 2. Personnel – New Hires
- I. **ACTION ITEMS**
 - 1. Gun-Free Zone Resolution
 - 2. Accept Rotary Gift – Tank the Therapy Dog
 - 3. Bid Package 3 – Masonry and Steel
- J. **DISCUSSION ITEMS**
- K. **PUBLIC PARTICIPATION:** *See Policy 0167.3*
- L. **BOARD COMMENTS**
- M. **INFORMATION ITEMS**
 - 1. Draft Finance Committee Minutes (11-8-2017)
 - 2. Facilities Committee Minutes (11-9-17)
 - 3. Draft Facilities Committee Minutes (11-28-17)
 - 4. Nice Job Notes – October, 2017
- N. **CLOSED SESSION**
 - 1. Material Exempt from Disclosure

CALENDAR

- ***Thursday, January 4 – 7:00pm**
Facilities (Copeland)
- ***Monday, January 8th – 7:00pm**
Board Meeting (Creekside)
- ***Monday, January 22nd – 7:00pm**
Board Meeting (Creekside)
- ***Thursday, February 8th – 7:00pm**
Facilities (Copeland)

**BOARD NOTES
DECEMBER 11, 2017**

A. ROLL CALL

B. MEETING MINUTES (11/13/2017, 11/27/17, special meeting 12/11/17)

C. APPROVAL OF AGENDA

1. Approval of Agenda. Board policy provides that the Superintendent of Schools shall prepare an agenda for all Board meetings as directed by the President of the Board of Education.

* An appropriate motion might be, "I move that the agenda be approved as presented/amended."

D. SCHOOL PRESENTATIONS

1. Meet New Liaison Officer. Corporal Jeremy Hilobuk will introduce the district's new school resource officer, Corporal Gerrod Visel.

E. SUPERINTENDENT UPDATE

F. STUDENT REPRESENTATIVES UPDATE

- G. PUBLIC PARTICIPATION:** *Persons who wish to address the Board may complete a Public Comment Card to be presented to the Board president at the beginning of the meeting. Each speaker is allotted a maximum of 5 minutes unless otherwise notified. Each speaker will be asked to announce his/her name and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting. For further details see our policy on Public Participation at Board Meetings.*

H. CONSENT ITEMS

1. Personnel – Request for Leave. Your packet includes a request for extension of leave from Creekside teacher Erin Knotts. She had been scheduled to return from leave January 30, 2018, but is requesting her leave be extended through June 13, 2018.

* An appropriate resolution might be, "I move that the Board approve/deny Erin Knotts' leave through June 13, 2018."

2. Personnel – New Hires. Your packet includes a resume and recommendation to hire Josh Friendly for the open math teaching position at the high school from DHS Principal Kit Moran. Your packet also includes a resume and recommendation to hire Eric Kirk as Director of Facilities from Executive Director of Human Resources Barb Santo.

* An appropriate motion might be, "I move that the Board of Education offer Josh Friendly a probationary teaching contract for the remainder of the 2017-18 school year, and I move that the Board of Education approve the contract for Eric Kirk (Facilities Director) and the Superintendent be authorized to sign the contract on behalf of the Board."

BOARD NOTES
DECEMBER 11, 2017

I. ACTION ITEMS

1. Gun-Free Resolution. The Washtenaw Intermediate School District Board of Education recently passed the following motion: "That the Board of Education, fulfilling our responsibility as School Board Trustees to provide for the safety of the students in our district, advocate for schools to be gun-free zones and therefore, oppose Senate Bills 584-586 and to convey to the Governor our opposition to the bills as presented and to support local decision-making on this topic." Superintendent Chris Timmis believes it is something that Dexter Community Schools would support.

* An appropriate motion might be, "I move that the Dexter Community Schools Board of Education, fulfilling our responsibility as School Board Trustees to provide for the safety of the students in our district, advocate for schools to be gun-free zones and therefore, oppose Senate Bills 584-586 and to convey to the Governor our opposition to the bills as presented and to support local decision-making on this topic."

2. Accept Rotary Gift. Your packet includes a Memorandum of Understanding between the Dexter Rotary Club and the Dexter Community Schools regarding the Dexter Rotary Club's donation of a service dog for Mill Creek.

* An appropriate motion might be, "I move that the Board of Education accept the gift of a service dog from the Dexter Rotary Club."

3. Bid Package 03 – Masonry and Steel. Your packet includes a recommendation letter and bid tabulation for Bid Package No. 3 - Masonry and Structural & Miscellaneous Steel. This item is presented for action tonight.

* An appropriate motion might be, "I move that the Board of Education award contracts and assign them to Granger Construction as shown in the attached recommendation letter dated December 7, 2017 for Bid Package No. 3 – Masonry and Structural & Miscellaneous Steel."

J. DISCUSSION ITEMS – none

K. PUBLIC PARTICIPATION: *See Policy 0167.3 for details.*

L. BOARD COMMENTS

M. INFORMATION ITEMS

1. Draft Finance Committee Minutes (11-8-2017)
2. Facilities Committee Minutes (11-9-17)
3. Draft Facilities Committee Minutes (11-28-17)
4. Nice Job Notes - October, 2017

N. CLOSED SESSION

1. Material Exempt from Disclosure

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION
MEETING MINUTES – NOVEMBER 13, 2017**

A. ROLL CALL

Members Present: Ron Darr, Dick Lundy, Rob Mitzel, Barbara Read, Julie Schumaker, Michael Wendorf, student representatives Erin Evans, Hollie Pastorino

Members Absent: Daryl Kipke

Administrative & Supervisory Staff: Jami Bronson, Brett Pedersen, Sharon Raschke, Barb Santo, Mollie Sharrar, Chris Timmis, Hope Vestergaard

D.E.A.: Jessica Baese

D.E.S.P.A.: none

Transportation: none

Press: Doug Marrin, We Love Dexter

Guests: Scott McLean, Cheri McLean, Laura Kelly, Lisa Walter, Kirsten Korff, Narda Black Denise Dutcher, Jane Webby, Steve Brouwer, Amy Thursam, Jennifer Kangas, Greg Brand, Marlo Rojeck, Jane Thompson, Tracie Varitek

The meeting was called to order at approximately 7:01pm by Board President Michael Wendorf.

B. MEETING MINUTES– 10/30/2017

Julie Schumaker made a motion to approve the meeting minutes from 10/30/2017. Barbara Read supported the motion. **Motion Carried (unanimous).**

C. APPROVAL OF AGENDA

Board policy provides that the Superintendent of Schools shall prepare an agenda for all meetings as directed by the President of the Board of Education.

There was a duplicate item on the agenda, *Summit Pilot Learning Update*, which was deleted from the School Presentations heading.

Rob Mitzel made a motion to approve the agenda as amended. Dick Lundy supported the motion. **Motion Carried (unanimous).**

D. SCHOOL PRESENTATIONS – none

E. SUPERINTENDENT UPDATE

1. Architect Bond Presentation. Dave Larson and Laura Casai from TMP Architecture presented the most recent conceptual drawings for the new elementary school and school renovations. Jerry Brand from Granger Construction shared current plans for new athletic field configurations.
2. Summit Learning Pilot Update. Superintendent Chris Timmis shared with the Board statistics from the first year of the personalized learning platform pilot program. He also detailed some of the variables that affect results with each grade, including self-selection, hybrid classrooms, and a large cohort of students who, with hindsight, were not placed in the appropriate mathematics course the prior year.
3. Peer-to-Peer Program at Mill Creek. Mill Creek Counselor Rob Grams, along with ten Mill Creek students, participated in a grant-funded program at the

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION
MEETING MINUTES – NOVEMBER 13, 2017**

University of Michigan Depression Center. Selected students learn tools and techniques to encourage their middle school student peers to talk about mental health issues and seek help as needed.

F. STUDENT REPRESENTATIVES UPDATE

1. Hollie Pastorino updated the Board on recent goings-on in the schools, including the upcoming high school dance marathon to benefit Mott and Beaumont children's hospitals.
2. Erin Evans shared recent events from various buildings, highlighting the recent collection of 4,500 pounds of food for Faith in Action collected during the recent Stuff the Bus event at Busch's.

G. PUBLIC PARTICIPATION

1. Dexter parent Scott McLean referred to Dexter Community Schools Board policy 5517.01 (anti-Bullying) and outlined alleged actions by Board Trustee Barbara Read towards girls cross country coach Cheri McLean which Mr. McLean believes are in violation of said policy. He called on Trustee Read to resign her seat, and said that he will be pursuing a recall petition if she does not.
2. Dexter parent Steve Brouwer spoke in support of girls cross country coach Cheri McLean, stating that she has been a good team leader with athletes of all abilities. He shared his disappointment with the actions of Trustee Read, and noted that other parents and athletes have also rebutted her criticisms of Coach McLean. Mr. Brouwer called on the Board to put an end to the situation.

H. CONSENT ITEMS

1. Receive Budget Report. Julie Schumaker made a motion that the Board of Education receive the October 2017 Budget Report. Ron Darr supported the motion. **Motion Carried (unanimous).**

I. ACTION ITEMS

1. 2017-18 November Budget Amendment. Rob Mitzel made a motion that the Board of Education adopt the 2017-18 Budget Amendment Resolutions for the General Fund, Community Service Fund, and the Food Services Fund. Julie Schumaker supported the motion. **Motion Carried (unanimous).**
2. DHS Physical Education Course Approval. Julie Schumaker made a motion that the Board of Education approve the addition of the Dexter High School Yoga and Personal Improvement and Wellness Center classes. Ron Darr supported the motion. **Motion Carried (unanimous).**
3. Literacy Cooperation Resolution. Dick Lundy made a motion that the Board of Education approve the attached Literacy Cooperation Resolution. Ron Darr supported the motion. **Motion Carried (unanimous).**
4. E4DS Donation. Julie Schumaker made a motion that the Board of Education accept a generous \$45,000 donation from E4DS. Barbara Read supported the motion. **Motion Carried (unanimous).**

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION
MEETING MINUTES – NOVEMBER 13, 2017**

5. Bid Package 2. Dick Lundy made a motion that that the Board of Education award contracts and assign them to Granger Construction in the amount of \$424,000 as shown in the attached recommendation letter dated November 11, 2017. Ron Darr supported the motion. **Motion Carried (unanimous).**

J. DISCUSSION ITEMS

1. Review Preliminary Floorplan for Collaborative Lab (Alternative Education). Jack Garland of Krull Construction shared with the Board preliminary schematics for the Design Build Project and answered questions about the developing plans.
2. Phase I Bid and Board Meeting Timelines. Granger Senior Project Manager Greg Brand shared with the Board the most current timelines for upcoming bid packages and deadlines for committee and Board action.

K. PUBLIC PARTICIPATION

1. Dexter parent Elizabeth Hashikawa shared concerns about the PLP program at Mill Creek. She asked that the District consider having a control group of students using a traditional teaching/learning approach to compare with the progress of the PLP groups. She also asked the Board to consider the needs of students with special visual needs such as dyslexia and migraine who may have difficulty looking at a computer screen for extended periods of time.

L. BOARD COMMENTS

1. Julie Schumaker pointed out that in order for there to be a control group with the PLP pilot at Mill Creek, the students would have to be randomly assigned to each group.

M. INFORMATION ITEMS

1. Facilities Committee Minutes 10/26/17

Dick Lundy made a motion that the Board move into closed session at approximately 9:16pm to discuss a possible property transaction. Julie Schumaker supported the motion. **A two-thirds roll call vote was taken and the Motion Carried (unanimous).**

N. CLOSED SESSION

1. The Board discussed a potential property transaction.

Rob Mitzel made a motion that the Board return to open session at approximately 10:01pm. Julie Schumaker supported the motion. **A two-thirds roll call vote was taken and the Motion Carried (unanimous).**

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION
MEETING MINUTES – NOVEMBER 13, 2017**

Dick Lundy made a motion that the Board of Education authorize the Superintendent or his designee to negotiate an agreement with the tenants of 2505 Baker Road. Rob Mitzel supported the motion. **Motion Carried (unanimous).**

Rob Mitzel made a motion to adjourn the meeting at approximately 10:02pm. Julie Schumaker supported the motion. **Motion Carried (unanimous).**

MINUTES/hlv

Ron Darr, Secretary
Board of Education

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION
SPECIAL MEETING MINUTES – NOVEMBER 27, 2017**

A. ROLL CALL

Members Present: Ron Darr, Daryl Kipke, Dick Lundy, Rob Mitzel, Barbara Read, Julie Schumaker, Michael Wendorf

Members Absent: Student representatives Erin Evans, Hollie Pastorino

Administrative & Supervisory Staff: Chris Timmis, Hope Vestergaard

Guests: John McGinnis, Joanne McGinnis

The meeting was called to order at approximately 5:03pm by Board President Michael Wendorf.

B. MEETING MINUTES – none

C. APPROVAL OF AGENDA

Board policy provides that the Superintendent of Schools shall prepare an agenda for all meetings as directed by the President of the Board of Education.

Julie Schumaker made a motion to amend the agenda to move the single closed session item to an action item. Dick Lundy supported the motion. **Motion Carried (unanimous).**

Julie Schumaker made a motion to approve the agenda as amended. Dick Lundy supported the motion. **Motion Carried (unanimous).**

D. SCHOOL PRESENTATIONS – none

E. SUPERINTENDENT UPDATE – none

F. STUDENT REPRESENTATIVES UPDATE – none

G. PUBLIC PARTICIPATION – none

H. CONSENT ITEMS – none

I. ACTION ITEMS

1. Authorize Superintendent to Engage a Legal Team to Investigate a Harassment Claim. At the November 13, 2017 Board of Education meeting, Scott McLean made an allegation that Board Trustee Barbara Read has been harassing Cross Country Coach Cheri McLean. Superintendent Chris Timmis asked the Board for authorization to engage Thrun Law to investigate the allegations.

Dick Lundy made a motion that the Board of Education authorize Thrun Law to independently investigate the claims of harassment by a Board member. Julie Schumaker supported the motion. **Motion Carried (unanimous).**

J. DISCUSSION ITEMS – none

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION
SPECIAL MEETING MINUTES – NOVEMBER 27, 2017**

K. PUBLIC PARTICIPATION

1. Dexter parent John McGinnis apologized to Trustee Barbara Read for failing to do what she had asked him to do one to one and a half years prior. Mr. McGinnis' daughter had a difficult experience as a member of the girls cross country team and he was not satisfied with Coach McLean's coaching. Mr. McGinnis said he declined to take up the fight at that time because he feared retaliation and did not want to negatively affect his daughter's college opportunities. Mr. McGinnis said he fully supports Trustee Read as a Board member.

L. BOARD COMMENTS

1. Rob Mitzel asked if the authorization to engage Thrun Law would include any and all necessary aspects of a harassment investigation. President Michael Wendorf responded that it would.
2. Barbara Read noted she has voluntarily turned over all her communications with Coach McLean. She said she believes she has fulfilled her duties as a board member and as a parent.
3. Daryl Kipke asked about the ground rules for the investigation: what is the Board's role? President Wendorf said the Board should follow the investigators' directions and should not discuss the investigation with others.
4. Superintendent Timmis shared with Board Members a confidential attorney-client privilege memo from Thrun Law regarding their recommendation to investigate the allegations and reminded the Board that the attorney-client privilege must not be violated.

M. INFORMATION ITEMS – none

N. CLOSED SESSION – none

Dick Lundy made a motion to adjourn the meeting at approximately 5:15pm. Rob Mitzel supported the motion. **Motion Carried (unanimous).**

MINUTES/hlv

Ron Darr, Secretary
Board of Education

November 27, 2017

To The Board of Education,

I am requesting an extended leave of absence beginning January 29 until June 13, 2018. This is an extension of my previous leave that began on August 28, 2017 and ends January 29, 2018.

If there is any additional information you need from me, please let me know.

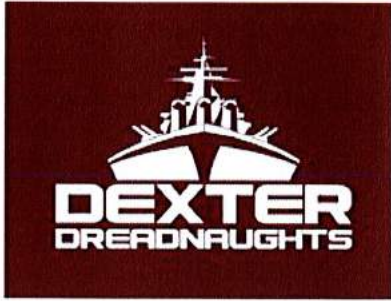
Thank you,

Erin Knotts

Knottse@dexterschools.org

Fifth Grade Teacher

Creekside Intermediate School



DEXTER HIGH SCHOOL

2200 N. PARKER RD.

Dexter, MI 48130

(734) 424-4240

email: moranw@dexterschools.org

email: wallsk@dexterschools.org

email: koenig@dexterschools.org

William Moran

Principal

Karen Walls

Assistant Principal

Ken Koenig

Assistant Principal

December 4, 2017

Dear Mr. Wendorf:

A committee of staff from Dexter High School interviewed several candidates for the 1.00 Math position. By unanimous consent the committee chose Mr. Josh Friendly as the new Math teacher. I have checked his references and support their decision. Mr. Friendly has been teaching in guest teacher status since September and looks forward to moving to full-time teacher status.

Professionally yours,

A handwritten signature in black ink, consisting of a stylized 'W' followed by a long horizontal line that ends in a small hook.

William C. Moran

Principal

Dexter High School

JOSHUA REYNOLDS FRIENDLY

2301 Blueberry Lane, Ann Arbor, MI 48103 (941) 840-3136 jrfriend@umich.edu

EDUCATION

University of Michigan, Ann Arbor, MI 2006

Master of Arts, Education

Secondary Teaching Certificate, Mathematics, English

University of Michigan, Ann Arbor, MI 1995

Bachelor of Arts, Honor Graduate, English

EXPERIENCE

12/06 – Present

Upper School Math Teacher, Greenhills School, MI

- Develop and implement curricula for Math courses including Analysis, Pre-Calculus, Calculus AB/BC, Statistics and Geometry.
- Differentiate lesson plans addressing a variety of learning styles and multiple intelligences.
- Maintain an online component of all math courses taught.
- Collaborate with department members regularly, including co-teaching classes.
- Implement various classroom strategies to motivate students.

9/16 – Present

11th Grade Team Leader (Class Principal), Greenhills School, MI

- Provide support to all students in the junior class in the domains of personal, social and intellectual growth.
- Coordinate class elections, trips and fundraisers.
- Collaborate with Division Head and all Upper School Team Leaders to provide consistent student programming.

3/96 – 8/06

Private Academic and Test Preparation Tutor, Ann Arbor MI

- Guided college and high school students in preparation for academic courses and standardized tests including Calculus AB/BC, Analysis, Geometry, Pre-Calculus, Statistics, GRE, GMAT and LSAT.
- Fashioned coursework to address the needs of the students.

6/96 – 8/04

Instructor, Site Director, Master Trainer, Princeton Review, MI

- Taught GRE, LSAT, GMAT, SAT and ACT prep courses.
- Trained new teachers for all SAT and ACT courses.

TRAININGS AND CONFERENCES

- AIMS conference, 2007 – present, biannually
- Governor's Conference on Sexual Assault Prevention, 2016
- Suicide prevention training, 2015
- National Council for Teachers of Mathematics conference, 2012

ACTIVITIES

- Math club sponsor, 2007 - present
- Standardized math tests coordinator, 2007 - present
- Math peer tutoring program director, 2007 - present
- Trip leader alternative spring break in Detroit, 2012 - present
- Evergreen literary magazine club sponsor, 2012 - 2014
- Assistant coach Girls Varsity Soccer, 2009 - 2013
- ISACS Visiting Team member, 2010

INTERESTS

Music Creative writing Racquet sports Ultimate frisbee



DEXTER COMMUNITY SCHOOLS

Barb Santo, Executive Director of Human Resources
7714 Ann Arbor Street, Dexter, Michigan 48130
(734) 424-4100 ext.1031 fax (734) 424-4108
santob@dexterschools.org

December 6, 2017

Dear Dr. Timmis and School Board,

Dexter Community Schools would like to recommend Eric Kirk for the Director of Facilities position. The district received 34 applications for the position and interviewed 15 candidates. Eric comes to us with a wealth of experience as a facility director.

Mr. Kirk previously worked as a facilities director and laboratory manager at University of Michigan-Dearborn College of Engineering and Computer Science. He has completed numerous certification courses including Hazardous Waste Generators, Spill Prevention, Construction Safety as well as the Facilities Management Professional Certification Program through the University of Michigan.

Mr. Kirk comes highly recommended and will be an exceptional addition to Dexter Community Schools.

Sincerely,

Barb Santo
Executive Director of Human Resources

Eric R. Kirk

erk@umich.edu

(517) 902-1185

EMPLOYMENT EXPERIENCE

Facilities Director/Laboratory Manager

May 2013-Current

University of Michigan-Dearborn College of Engineering and Computer Science

- Implement and manage an industrial safety program and professional safety culture within CECS.
- Work with 76 Faculty to ensure that all labs are operating under the appropriate guidelines and requirements of the University's Occupational Safety & Environmental Health (OESH) and other safety regulations from various governing bodies/organizations.
- Assist 76 Faculty by coordinating laboratory administration, including purchasing and maintenance of laboratory equipment and supplies.
- Collaborate with faculty and staff in preparation for laboratory use and research projects and works with the Environmental Health and Safety & Emergency Management (EHSEM) Department in commissioning and decommissioning laboratories.
- Work in close collaboration with the Office of Facilities Planning regarding a 9 million dollar construction and renovation projects to date, including design, planning and execution.
- Enforce, articulate and provide information to faculty and staff on the university's policies and procedures with regard to laboratory and facility use
- Create partnerships with campus peers to maintain compliance and ensure that appropriate safety regulations are met
- Coordination of K-12 outreach programs for metropolitan community
- Event management for CECS programs
- Lab Safety Training for 3,335 students, 72 faculty and 58 staff
- Facilitate all repair of all 5 CECS facilities
- Supervisor of Technician staff
- BIRT Team Coordinator
- Lead in development of 90 million dollar building construction project
- Currently managing 22 active construction projects

Senior Aerospace Engineering Technician

2006 to May 2013

University of Michigan

- Make sure that the FXB Building high-pressure compressors, and vacuum pumps on 5x7 wind tunnel are well maintained and functional.
- Design and build prototypes of experiments and set up equipment for 33 professors and 500 students.
- Teach Engineering 101 series classes for Aerospace undergraduate program.
- Contact Plant Department for all building maintenance issues including but not limited to electrical, plumbing, heating, and refrigeration.
- Supervised 9 work-study students.
- Worked with Union Employees on facility maintenance issues.
- Facility Manger for Aerospace Engineering Department.

Aerospace Engineering Technician

2002 to 2006

University of Michigan

- Make sure that the FXB Building high-pressure compressors, and vacuum pumps on 5x7 wind tunnel are well maintained and functional.
- Design and build prototypes of experiments and set up equipment for 20 professors and 200 students.
- Teach shop safety classes for Aerospace undergraduate program.
- Contact Plant Department for all building maintenance issues including but not limited to

electrical, plumbing, heating, and refrigeration.

Maintenance Mechanic II

1998 to 2002

University of Michigan

- Make sure that building is well maintained and all work requests are completed.
- Off-shift, on-call and weekend mechanic responsible for the following maintenance in six building housing 6,000 students.
 - ☐ **Plumbing:** Repairs and replacement of the following: Sloan valves, Simmons shower valves, flaring and sweating joints, running toilets, sinks, faucet stems on circulating pumps, and urinals.
 - ☐ **Heating:** Work with pneumatic controls on Honeywell and Johnson Controls, work with high-pressure steam, hot water heat repair, and rebuilding of radiators, work on circulating pumps, and check heat traps.
 - ☐ **Refrigeration:** Clean coils, evaporator and condensers.
 - ☐ **Electrical:** Replacement of fuse on HVAC units, receptacle replacement, light switch's and some minor wiring. I took classes on industrial electricity.
 - ☐ **HVAC:** Check belts, change filters, grease and lube exhaust and air supply.
 - ☐ **Welding:** Weld with arc and wire feed welders.

Custodian II

1994 to 1998

University of Michigan

- Make sure that student housing is kept clean.
- On call for any emergency situations.

EDUCATIONAL BACKGROUND

University of Michigan

- ☐ January 2016 RCRA Hazardous Waste Generators Certification
- ☐ January 2016 Spill Prevention and Countermeasure Plan Certification
- ☐ February 2016 Great Lakes Education Center 30 hour Construction Safety and Health Certification
- ☐ May 2016 Scaffold User Training
- ☐ May 2016 Aerial Lift Training
- ☐ May 2016 Lead and Asbestos Training
- ☐ May 2016 Forklift Operator License
- ☐ June 2016 Lab Safety Certification

University of Michigan

- ☐ November 2011 to Current Facilities Management Professional Certification Program
 - ☐ Level 1 Completed December 2011
 - ☐ Level 2 Completed March 2012
 - ☐ Level 3 Completed August 2012

University of Findlay

- ☐ April 2006 – April 2014 Environmental and Emergency Management Certification

Asbestos Flooring Competent Person Program

- ☐ Completed May- July 1997
- ☐ Completed November 2015

EWOC for the University of Michigan Maintenance Program

- ☐ October 1998 to January 1999 at South Quad on afternoon shift
- ☐ September 1998 to October 1998 at East Quad working the Sunday - Thursday shift

MEMORANDUM OF UNDERSTANDING

The parties to this Agreement are the Dexter Rotary Club (hereinafter "Dexter Rotary") and the Dexter Community Schools (hereinafter "Dexter Schools").

WHEREAS Dexter Rotary is a service club whose mission is in part to undertake community service projects, particularly projects which benefit the youth of the community; and

WHEREAS working therapy/facility dogs have proven to provide therapeutic and other benefits to students in the schools where such dogs are placed; and

WHEREAS the membership of Dexter Rotary has chosen to assist in providing such a therapy/facility dog to Dexter Schools, and Dexter Schools has agreed to accept and utilize such a dog; and

WHEREAS the parties wish to memorialize their mutual agreements with respect to the placement of a therapy/facility dog in the Dexter Schools;

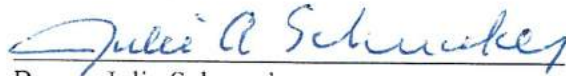
THEREFORE, it is agreed as follows;

1. Dexter Rotary shall facilitate the acquisition and training of a dog to be put into service at Mill Creek Middle School.
2. Dexter Schools will become the owner of the dog.
3. Dexter Rotary will incur any costs associated with acquiring, training and placing the dog at Mill Creek Middle School.
4. Any ongoing and future costs incurred during the life of the dog shall be paid for by Dexter Rotary. These costs include, but are not limited to, additional training, dog food, dog grooming, and all reasonably incurred veterinary care. It is the parties' express intention that no costs pertaining to the purchase, health, support, and maintenance of the therapy/facility dog will be incurred by Dexter Schools, but rather be solely incurred by Dexter Rotary.
5. Dexter Schools will be the sole owner of the dog and Dexter Rotary has no ownership interest whatsoever in the dog.
6. It is the parties' express intention that any and all liability pertaining to the dog will be the liability of Dexter Schools and the parties further intend that Dexter Rotary be free of all liability pertaining to the dog.
7. While "on duty" on Dexter School grounds, the therapy/facility dog may be appropriately attired in a jacket or vest bearing an emblem of the Dexter Rotary Club or Rotary International.

8. If the parties mutually agree, the therapy/facility dog may, on occasion, appear at locally held Dexter Rotary functions for the purpose of building and enhancing goodwill toward both Dexter Rotary and Dexter Schools.

Dexter Rotary Club

Date: December 1, 2017



By: Julie Schumaker

Title: President, Rotary Club of Dexter

Dexter Community Schools

Date: December _____, 2017

By: Chris Timmis

Title: Superintendent of Dexter Schools

Date: December 1, 2017



By: Jami Bronson

Title: Principal, Mill Creek Middle School

December 7, 2017

Dr. Chris Timmis
Superintendent of Schools
Dexter Community Schools
7714 Ann Arbor Road
Dexter, MI 48130

Re: Dexter Community Schools 2017 Bond Project
Contract Recommendations
Bid Category 01-04-01 Masonry
Bid Category 01-05-01 Structural & Misc. Steel

Dear Dr. Timmis:

Proposals for the masonry work at the new elementary school site were received on behalf of Dexter Community Schools (DCS). A tabulation of the bids received is attached for your reference.

We have reviewed the proposals, spoken with the bidders, and are recommending the lowest responsive bidder and best value to DCS.

Pending final review of financial and other qualification criteria, Granger recommends that DCS award the subcontracts as indicated below and assign them to Granger for management.

Work	Contractor	Base Bid	Recommended Alternates	Recommended Contract
Masonry	Schiffer Mason Contractor	\$2,327,000	None	\$2,327,000
Steel	Kirby Steel	\$1,393,000	None	\$1,393,000

We request that the Board of Education consider and take action on the contract recommendation above at the meeting scheduled for December 11, 2017. Please feel free to contact me if you have any questions or require additional information.

Sincerely,
GRANGER CONSTRUCTION COMPANY



Michael Nowosad
Project Manager

att: Bid Tabulation Forms

cc: S. Raschke, DCS
J. Brand, GCC
E. Geiser, TMP



HEADQUARTERS
6267 Aurelius Rd
Lansing, MI 48911-4230

517.393.1670 P
517.393.1382 F

WEST MICHIGAN
940 Monroe Ave NW, Ste 142
Grand Rapids, MI 49503

616.454.2900 P
616.454.9700 F

SOUTHEAST MICHIGAN
39475 13 Mile Rd, Ste 204
Novi, MI 48377

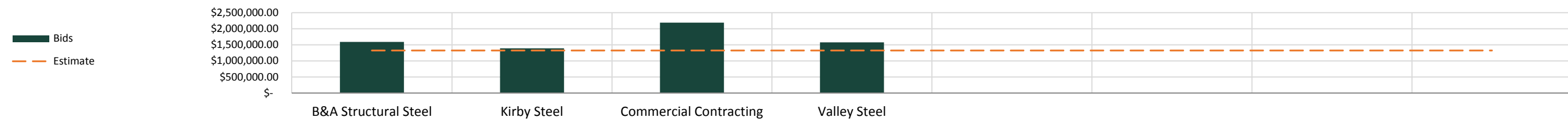
248.724.2950 P
248.489.5753 F

BID TABULATION

CATEGORY:	01-05-01 STEEL
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PROJECT NUMBER	1710-00	ESTIMATE	\$1,324,790
PROJECT DESCRIPTION	DEXTER COMMUNITY SCHOOLS	APPARENT LOW BID	\$ 1,393,000.00
BUILDING	NEW ELEMENTARY	APPARENT LOW BIDDER	Kirby Steel
DELIVERY METHOD	CM	VARIANCE FROM ESTIMATE	\$ 68,210.00
ARCHITECT	TMP ARCHITECTURE	VARIANCE FROM ESTIMATE (%)	5.15%
BP 03 DATE	11/28/2017		

Addendum No		Bidder	Base Bid	Iran Linked Business	Bid Bond	Alternate S-1 Classroom	Remarks
1	2						
X	X	B&A Structural Steel	\$ 1,590,000.00	X	X	-	
X	X	Kirby Steel	\$ 1,393,000.00	X	X	\$ 58,000.00	
X	X	Commercial Contracting	\$ 2,189,000.00	X		-	
X	X	Valley Steel	\$ 1,577,000.00	X	X	\$ 75,000.00	



ADDENDUMS ISSUED
ADD#1 Issued to clarify changes of masonry walls to driveway
GRANGER
ADVANCE THE ART OF BUILDING



DRAFT

**Dexter Community Schools
Finance Committee
Meeting Minutes
November 8, 2017**

Board Members

Present – Dick Lundy, Julie Schumaker, Michael Wendorf

Staff Committee Members

Present –John Heuser, Sharon Raschke, Chris Timmis

Others Present – None

Other Community Present – None

Meeting convened at 3:40 pm.

Approval of Minutes

A motion was made by Dick Lundy and supported by John Heuser to approve the finance committee meeting minutes of October 9, 2017. Approved.

Audience Participation

None.

Discussion Items

1. Sharon Raschke shared the results of the 2017 Bond sale from November 1.
2. 2017-18 Budget Amendment
The Committee reviewed and discussed the November budget revision. A motion was made by Dick Lundy and supported by Michael Wendorf to recommend the 2017-18 budget amendment. It will be presented to the Board on November 13.

Meeting adjourned at 4:55 pm.

Facilities Committee Meeting Minutes

Date: Thursday, November 9, 2017

Project: Dexter Community Schools – 2017 Bond

Location: 8100 Shield Road CM Office Bldg.

Time: 6:00-7:30 pm

Attendees: DCS: Chris Timmis, Sharon Raschke, Rob Mitzel via phone, Ron Darr, Dick Lundy, Patricia Machemer

GCC: Jerry Brand, Mike Nowosad, Andrea Andres

CC: Greg Brand

1. Review minutes from October 26, 2017 meeting
 - a. Motion by Lundy, support by Darr. Consensus support to approve previous meeting minutes.
2. Collaboration Lab Update – See attached
 - a. Jerry Brand presented an updated collaboration lab site plan and rendering
 - i. Granger will consider adding a 2' inactive leaf and 3' door to the vestibule area.
 - ii. The exhaust system and makeup air system will be evaluated to make sure there is sufficient ventilation.
3. Review Phase 1 bidding, facility Committee and Board meetings schedule
 - a. Jerry Brand presented an updated bid schedule for Phase I and II
 - i. The BP03 Facility Committee meeting was changed from 11/30 to 11/28.
 - ii. Committee requested schedule to be updated and re-issued at next meeting.
4. Architect building design update presentation planned for 11-13-17 Board Meeting
 - a. Jerry Brand presented Phase 1 project improvements prepared by TMP.
5. New Elementary ground-breaking ceremony: Monday 11-13-17 at 4:30 PM
6. New Elementary ceremony for students: Wednesday 11-22-17 at 10:00 AM
7. New Elementary Bid Package 2 concrete foundations bid results
 - a. Michael Nowosad presented the bid tabulation for BP02 Foundations.
 - b. Motion by Lundy, support by Darr. Consensus support by committee to recommend low bidder Gardner Corporation to Board for approval.
8. WCRC Roundabout projects update
 - a. Jerry Brand updated the committee on real estate matters and roundabout project.

- i. Jerry Brand presented updated roundabout plans showing the possible tie in to the Creekside property.
 - b. Motion by Darr, support by Mitzel. Consensus support by committee to take real-estate matter to the Board of Education in a closed session.
- 9. Design development athletics fields update
 - a. Jerry Brand presented updated design documents for the sports field projects.
 - b. Spring baseball practice starts March 5th. Construction will take this date into account.
- 10. Plus/Delta
 - a. The meeting had a lot of content to cover. As a result, it was a longer than average meeting.

Meeting concluded at 7:59 pm

DRAFT

Facilities Committee Meeting Minutes

Date: Tuesday, November 28, 2017
Project: Dexter Community Schools – 2017 Bond
Location: 8100 Shield Road CM Office Bldg.
Time: 6:00-7:30 pm

Attendees: DCS: Chris Timmis, Sharon Raschke, Rob Mitzel, Ron Darr, Dick Lundy, Patricia Machermer

GCC: Jerry Brand, Greg Brand, Mike Nowosad, Andrea Andres

1. Review minutes from November 9, 2017 meeting – action item
 - a. Motion by Lundy, support by Darr. Consensus support to approve previous meeting minutes.
2. New Elementary Bid Package 3 Masonry & Steel bid results – action item
 - a. Mike Nowosad presented bid tabulation for BP03 Masonry and Steel
 - b. Motion to approve by Lundy, support by Mitzel. Consensus support by committee to recommend low bidders Kirby Steel and Schiffer Masonry to Board for approval.
3. Collaboration Lab Update – Robotics
 - a. Greg Brand presented an update on the collaboration lab.
4. Review Athletics phasing plan
 - a. Greg Brand presented an updated sports field phasing plan.
 - i. Committee requested that another symbol be used to represent new fields on future phasing plans.
5. Review Phase 1 bidding, facility Committee and Board meetings schedule – update
 - a. Greg Brand presented the schedule that was previously updated and confirmed dates
6. Roundabout update
 - a. Jerry Brand presented a progress update
 - i. The Avery family will be relocating into 8100 Shield Rd allowing the fourth leg of the roundabout to be developed.
7. Change Management process
 - a. Jerry Brand presented on the Granger Change management process.
 - i. Contracts will be presented to the BOE on 12/11/2017
 - ii. A special Facilities Committee meeting will be scheduled before Christmas to review project budgets in advance of presenting them to the Board for approval.

- iii. Project budgets will be presented to the BOE on 1/4/2017
 - iv. The CM will manage contingency use within the Board approved budget. All change requests will be reviewed with the Superintendent or his designee. Changes over \$100,000 will be brought to the Facility Committee.
 - v. Proposed transfers of money from one project to another will be brought to the Facility Committee and Board of Education.
 - vi. The Committee requested a written document outlining the change management process.
8. Earthwork balancing
- a. Greg Brand presented an update on grading plans for the New School and sports field projects.
 - i. The Committee would like to investigate using fill at the High School field number 8 (as shown on the phasing plan), and adding fill and drainage to the field between Bates and Cornerstone.

Meeting concluded at 7:39 pm



Dexter Community Schools

Nice Job Notes

OCTOBER 2017

Vicki Allie
Julia Arbour
Nancy Baldus
Lisa Bauer
Ryan Bruder (3)
Kirsten Butler
Becky Cudini
Cheryl Darnton
Trevor Davidson
Melanie Dever
Kristie Doyle
Hallie Dunham
Jessica Elkin
Mary Elordi
Leanne Engle
Cortni Farley
Sara Fisk
Beth Fowler
Trina Gale (2)
Kelli Gatecliff
Stacey Girbach
Patrick Glynn
Sue Gowen
Rob Gram
Katie Hassan
Katie Heikkila (2)
Jeremy Hilobuk
Alice Hinterman
Chris Hoelscher
Gerry Holmes
Bill Ivan
Vicki Juback (2)
Sharon Kantola
Mollie Kemp (2)
Ashley Kerns
Cheryl Kessler
Beau Kimmey (2)
Cathy Koefoed-Smith
Cassy Kornick

Kurt Kosky
Mary Leech
Nicole Leonard (2)
Jessica Leonard (2)
Paige Lumpiesz (2)
Craig McCalla (2)
Sue McCarthy
Mike McHugh
Janet Mead (2)
Ingrid Mooney
Rick Munir (4)
Marianne Mutschler (2)
Anne Nakon (2)
Lori Needham
Meredith Nickerson
Kelly Ottaviani
Brett Pederson
Renee Petik
Ann Pregont
Carrie Ragnes (2)
Karen Rozema
Barb Santo
Laura Saulles
Jessica Savoni
Kaitlin Schmoekel
Brian Schuler
Steve Schuler
Dewey Scott
Katie See (2)
Brian Semple
Mollie Sharrar
Mary Jo Sinelli
David Sinopoli (3)
Deneen Smith
Al Snider
Michele Spaulding
Ryan Spencer
Mary Jo Spinelli
Hannah Stewart (2)

Lauren Straub
Chris Timmis
Karen Touchstone
Leigh Vaughn
Rod Whitlock
Josh Whittaker
Angie Williams
Colleen Winder
Crystal Zurek

OCT TOTAL = 109
RUNNING TOTAL =
35258