

**CRESTWOOD SCHOOL DISTRICT**  
**May 11, 2020**  
**BUSINESS REPORT**

TO: Dr. Youssef Mosallam, Superintendent  
FROM: Ms. Penny Morgan, Director of Business Operations  
RE: Business Report

**A. ACTION ITEMS**

1. **Resolution for Local District Vote on Wayne RESA Budget**
2. **Appointment of Thrun Law Firm as Legal Counsel**
3. **Approval of Chromebook Purchase**
4. **Approval of Leveled Literacy Intervention (LLI) Kits Purchase**
5. **Approval of Window Safety Film Purchase**

**B. INFORMATIONAL ITEMS**

1. None

**A. ACTION ITEMS**

**1. Resolution for Local District Vote on Wayne RESA Budget**

Michigan law, under Section 380-624 of the Revised School Code requires each constituent school board of Wayne RESA to participate in Wayne RESA's budget development process.

Not later than June 1 of each year, each local school board must review the proposed budget, adopt a board resolution expressing its support for or disapproval of the proposed changes the constituent district board recommends on the budget. The Wayne RESA board is then obligated to consider the specific objections and proposed changes.

Attached is a copy of the preliminary 2020-2021 Wayne RESA budget for your review and a model resolution to be adopted by the board. Upon review of this document and seeing no objections to its content, I am recommending that the Board of Education adopt the attached resolution supporting Wayne RESA's 2020-2021 General Fund Operating budget.

**RECOMMENDED ACTION: That the Crestwood Board of Education approve the Wayne RESA General Fund Operating Budget for the 2020-2021 school year and that the Secretary of the Board submits a copy of this resolution to the Secretary of the Wayne RESA Board of Education. See Attachment 6.A.1.**

**2. Appointment of Thrun Law Firm as Legal Counsel**

Crestwood School District is asking to appoint Thrun Law Firm in a mediation case.

**Recommended Action: That the Crestwood Board of Education appoint Thrun Law Firm as legal counsel in a mediation case. See Attachment 6.A.2.**

**3. Approval of Chromebook Purchase**

Crestwood School District will be receiving approximately \$1.2 million from CARE Act funds. These dollars are to be utilized for activities in 12 specific areas as outlined in the support documentation attached. In light of the ever changing future of public education, the district would like to focus the majority of these funds to purchase Chromebooks, advancing the technology and creating a one to one environment for our students.

We are in the process of receiving a quote from CDW for 4,500 Chromebooks. The original quote received was for 1,000 Chromebooks for \$240,000. This quote is attached. We believe that with a larger quantity the price per unit would decrease. Grant funds will be utilized and this purchase will not have an impact on the general fund.

**Recommended Action: That the Crestwood Board of Education approve a purchase order with CDW to purchase Chromebooks not to exceed \$1,080,000 pending release of grant dollars. See Attachment 6.A.3.**

**4. Approval of Leveled Literacy Intervention (LLI) Kits Purchase**

Pending the Stay at Home Order restrictions, through the use of Title I funds, Crestwood School District will be implementing a summer school program. One focus of the program would be closing the achievement gaps in the area of Reading utilizing the LLI kits. These kits are supplementary literacy interventions for students struggling with reading and writing or are below grade level expectations in reading. The program is designed to meet students' individual needs, providing materials to work in small groups at different levels to effectively reach students assisting them in strengthening their reading skills.

The materials will be utilized as the main curriculum for the summer program, however once purchased the materials can be used throughout the school year to further supplement student learning. The program is a strongly recommended research based intervention that has seen enormous growth when utilized with fidelity.

The district would like to purchase 5 kits at each level. There are 7 leveled intervention kits that will assist students K-12. We are currently in the process of getting a quote, we had previously received a quote for 3 kits at each level at a cost of \$95,385.60, so we are anticipating the cost of the 7 kits to be approximately \$160,000.00

**Recommended Action: That the Crestwood Board of Education approve a purchase order with Heinemann to purchase 5 LLI Kits at each of the seven levels not to exceed \$160,000. See Attachment 6.A.4.**

**5. Approval of Window Safety Film Purchase**

The Crestwood School District was awarded a Michigan State Police grant at the beginning of this school year. The change in administration, the bond work and district needs have created the need to revise the grants scope. The grant has strict guidelines as what can be purchased. The window film will provide an extra layer of security at the buildings without additional cost to the general fund.

**Recommended Action: That the Crestwood Board of Education approve a purchase with SCS Image Group for window film in selected areas at all of the buildings not to exceed \$22,110 pending approval of the Michigan State Police Grant. See Attachment 6.A.5.**

**B. INFORMATIONAL ITEMS**

1. None