



Dr. Kelly M. Coffin
Superintendent

Terri A. Weems
President

Donald Walker, Jr.

Vice President

Cheryl B. Blau

Secretary

Claudia T. Heinrich

Treasurer

Thomas J. Hull

Trustee

Ronald J. Recinto

Trustee

Angie F. Smith

Trustee

**REGULAR MEETING
OF THE BOARD OF EDUCATION**

Maxfield Education Center

32789 W. Ten Mile Rd.

Farmington, MI 48336

Tuesday, January 21, 2025

6:00 PM

AGENDA

- I. **CALL TO ORDER**
 - A. Roll Call
 - B. Pledge of Allegiance
- II. **RECOGNITIONS**
 - A. Board of Education
- III. **REPORT FROM STUDENT ROUND TABLE**
- IV. **ITEMS FROM THE PRESIDENT**
 - A. Approval of the Agenda
 - B. Announcements
- V. **PUBLIC COMMENTS**
- VI. **ITEMS FROM THE SECRETARY**
 - A. Correspondence
- VII. **LEGISLATIVE UPDATE**
- VIII. **DISTRICT UPDATES**
 - A. Superintendent's District Update
 - B. 2020 Bond - Quarterly Dashboard Report
- IX. **REPORTS FROM BOARD COMMITTEES**
 - A. Communications/Community Engagement Committee
 - B. Policy/Board Governance Committee
 - C. Finance/Facilities Committee
- X. **DISCUSSION ITEMS**
 - A. Bid Pack #14 - Athletics
 - B. Vehicle Purchase Recommendation
 - C. Review of Revised General Appropriations Resolution (2024/2025 First Budget Amendment)
 - D. Miller Johnson Policy Updates - Nov2024 Memo - First Reading
- XI. **PUBLIC COMMENTS**

- XII. **ACTION ITEMS**
 - A. Vehicle Purchase Recommendation
- XIII. **ITEMS FROM THE TREASURER**
 - A. Expenditures
- XIV. **CONSENT AGENDA**
 - A. Approval of Minutes
 1. January 7, 2025 Regular Meeting
 2. January 9, 2025 Communications/Community Engagement Committee
 3. January 11, 2025 Board Retreat
 4. January 13, 2025 Policy/Board Governance Committee
 5. January 16, 2025 Finance/Facilities Committee
 - B. Personnel Items
- XV. **REPORTS FROM BOARD REPRESENTATIVES**
- XVI. **ADJOURNMENT**

**PUBLIC COMMENTS are intended to provide individuals an opportunity to address the Board of Education. In the interest of fairness, the Board requests each speaker to limit his or her comments to three (3) minutes.*

ANY PERSON with a disability who needs accommodation for participation in this meeting should contact the Superintendent's office at 248-489-3338 at least three (3) business days in advance of the meeting to request assistance.

ALL MEETINGS, with the exception of closed sessions, are open to the public. Regular Board of Education meetings and most pre-meetings of the Board of Education are [live-streamed on the District's YouTube Channel](#).

The official minutes of the Board of Education are stored and available for inspection in the Lewis Schulman Administration Building of the Farmington Public School District.

January 21, 2025

Regular Meeting of the Board of Education

II. RECOGNITIONS

A. RECOGNITION: BOARD OF EDUCATION

Presenter: Kelly Coffin, Superintendent

January 21, 2025

Regular Meeting of the Board of Education

VI. ITEMS FROM THE SECRETARY

The Board has received communications regarding:

- Office of Head Start notifications
- Board President
- Superintendent Search
- FPS Hiring Decisions
- Thank you to Board of Education
- Academic Plan
- FPS IB News and Views January 2025
- Achieving the American Dream
- Fighting at Farmington High School
- Storytellers Program at STEAM
- Hall Monitors at Farmington High School

The Board acknowledges communications and responds when appropriate. A list of correspondent(s) can be found in the Board packet, accessible on the Farmington Public Schools' website.

January 21, 2025

Regular Meeting of the Board of Education

VI. ITEMS FROM THE SECRETARY

A. Correspondence

12.23.24	Head Start	Fiscal Year 2024 Improper Payment Study
12.28.24	L. Smith	Re: You are the problem Terri Weems! Please resign!
12.29.24	D. Silverstein	Clarification Regarding Superintendent Searches in Michigan
12.30.24	N. McCauley	Re: The Farmington Board of Education Perpetuates Institutional Racism in its Hiring Decisions
12.30.24	R. Hughes	Final Appeal to the Common Decency of the Farmington Board of Education
1.3.25	T. Weems	RESPONSE to N. McCauley
1.3.25	T. Weems	RESPONSE to D. Silverstein
1.3.25	T. Weems	RESPONSE to R. Hughes
1.3.25	T. Weems	RESPONSE to L. Smith
1.4.25	D. Silverstein	RESPONSE to T. Weems
1.4.25	L. Smith	RESPONSE to T. Weems
1.7.25	Head Start	Welcome to HeadStart.gov!
1.7.25	T. Weems	RESPONSE to D. Silverstein
1.7.25	S. Black	Thank you
1.8.25	T. Weems	RESPONSE to S. Black
1.8.25	Head Start	Writing Correspondence in HSES Just Got Easier
1.8.25	S. Black	RESPONSE to T. Weems
1.8.25	T. Russell	FPS IB News and Views January 2025
1.8.25	B. Lubaway	Achieving the American Dream
1.16.25	E. Pahnke	Fighting at FHS
1.16.25	K. Coffin	RESPONSE to E. Pahnke
1.16.25	S. Brannon	Storytellers Program at STEAM

1.16.25	M. Axe	Hall monitors at FHS
1.16.25	K. Coffin	RESPONSE to M. Axe
1.16.25	A. Robinson	RESPONSE to E. Pahnke
1.17.25	K. Knight	Item shared with you: "Board of Education.mp4
1.17.25	A. Robinson	RESPONSE to E. Axe
1.17.25	S. Brannon	Re: Storytellers Program at STEAM

January 21, 2025

Regular Meeting of the Board of Education

VIII. DISTRICT UPDATES

A. Superintendent's District Update

Presenter: Kelly Coffin, Superintendent

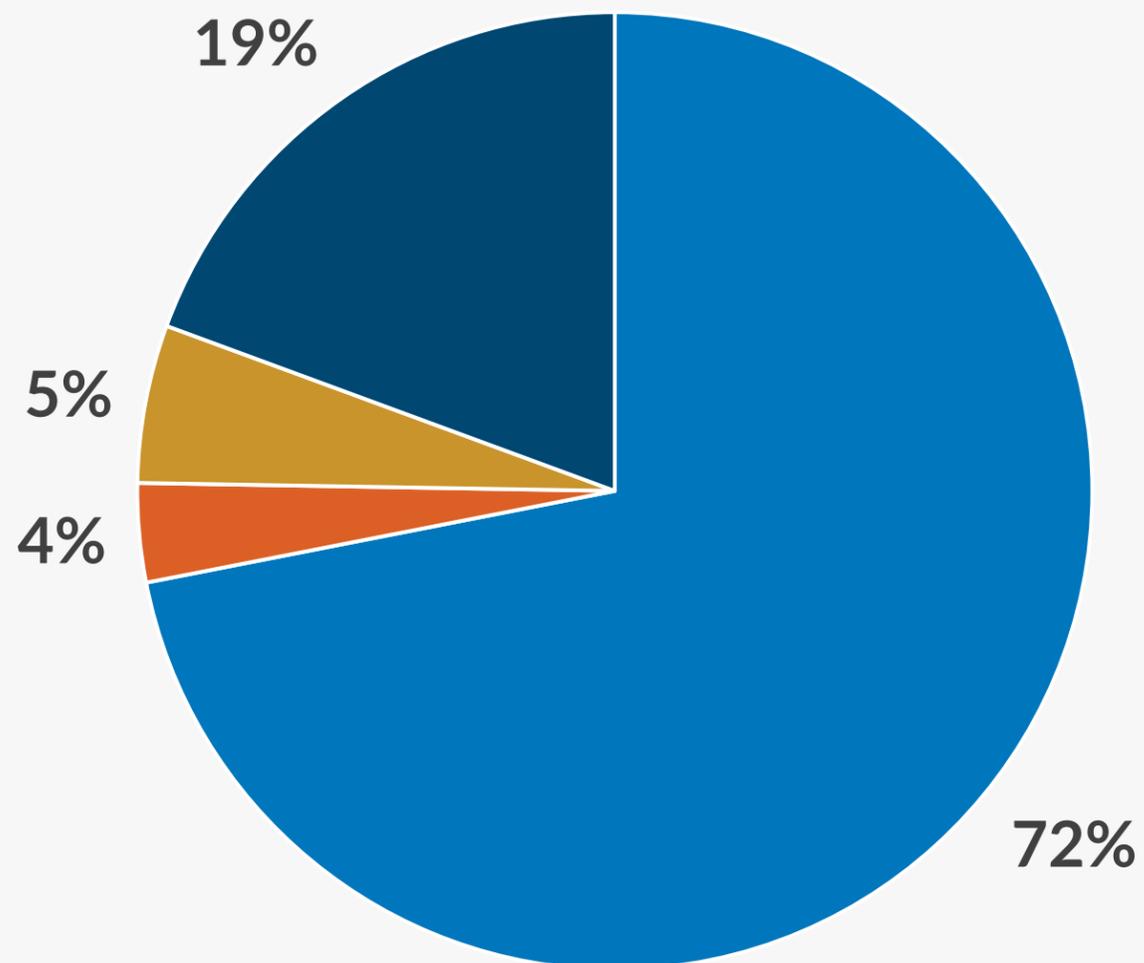
B. 2020 Bond - Quarterly Dashboard Report

Presenter: Scott Smith, Senior Vice President, Plante Moran Realpoint



2020 Bond Allocation

■ Construction/District-Wide ■ FF&E ■ Buses ■ Technology/Security





Funding & Expenditures Summary (as of January 8, 2025)

\$ 98,000,000	2020 Bond Program
\$ 5,368,216	2018 Bond Proceed Allocation
\$ 129,583	Insurance Refund Check
\$ 2,900,000	2020 Bond Projected Net Earned Interest
\$106,397,799	Total Funding
\$106,397,799	Total Funding
\$ 89,046,648	Commitments / Contracts to Date
\$ 17,351,151	Budget Remaining
\$ 83,815,404	Actual Costs Spent to Date (as of 1/8/25)



Farmington Public Schools | January 2025 Dashboard Report

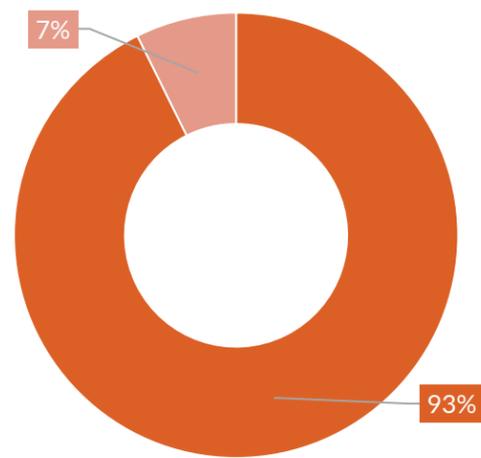
Cost to Complete Through 1.8.2025

FUNDING ALLOCATION:	Budget	Commitments / Projected Commitments	Actuals Approved	Actual Cost To Complete	Forecasted Commitments	Reserve / Owner Contingency	Estimate At Completion	Forecasted Over/(Under)
Construction/District-Wide	\$76,896,192	\$71,263,494	\$67,395,991	\$3,867,503	\$3,479,391	\$2,153,307	\$76,896,192	\$0
FF&E	\$3,915,000	\$3,614,535	\$3,547,654	\$66,880	\$300,465	\$0	\$3,915,000	\$0
Buses	\$5,500,000	\$2,886,862	\$2,886,862	\$0	\$2,613,138	\$0	\$5,500,000	\$0
Technology/Security	\$20,086,607	\$11,281,757	\$9,984,897	\$1,296,860	\$8,804,850	\$0	\$20,086,607	\$0
OVERALL TOTALS:	\$106,397,799	\$89,046,648	\$83,815,404	\$5,231,243	\$15,197,844	\$2,153,307	\$106,397,799	\$0

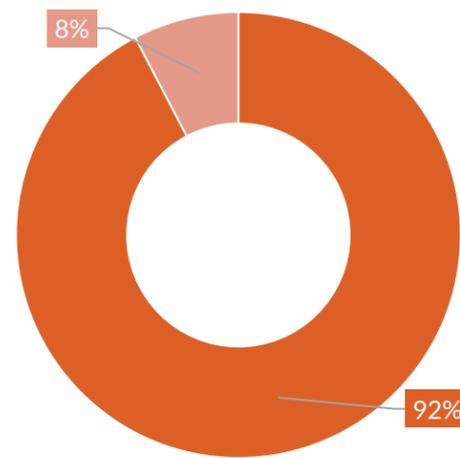
All Owner costs are included through December 31, 2024. The budget of \$106,397,799 consists of \$98,000,000 from the 2020 Bond, \$5,368,216 from the 2018 Bond, \$129,582.50 from Insurance Refund Check, and \$2,900,000 in projected net earned interest from the 2020 Bond.

Committed Cost by Category Through 1.8.2025

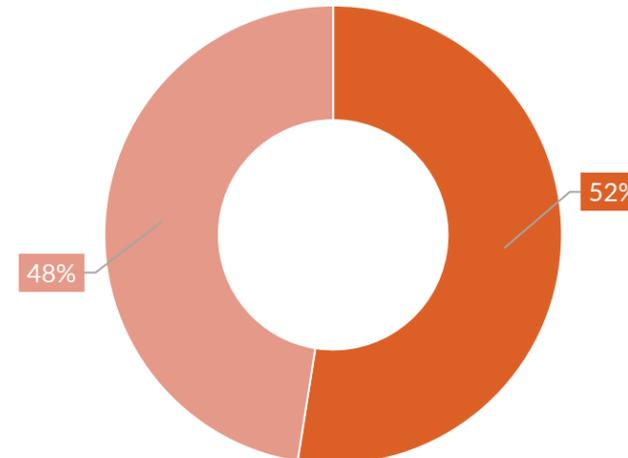
Construction/District-Wide



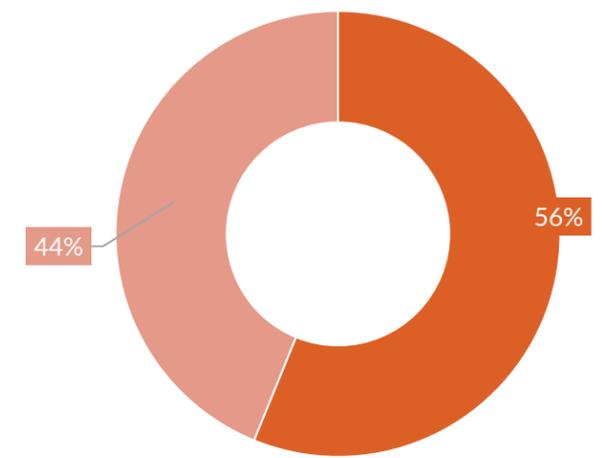
FF&E



Buses

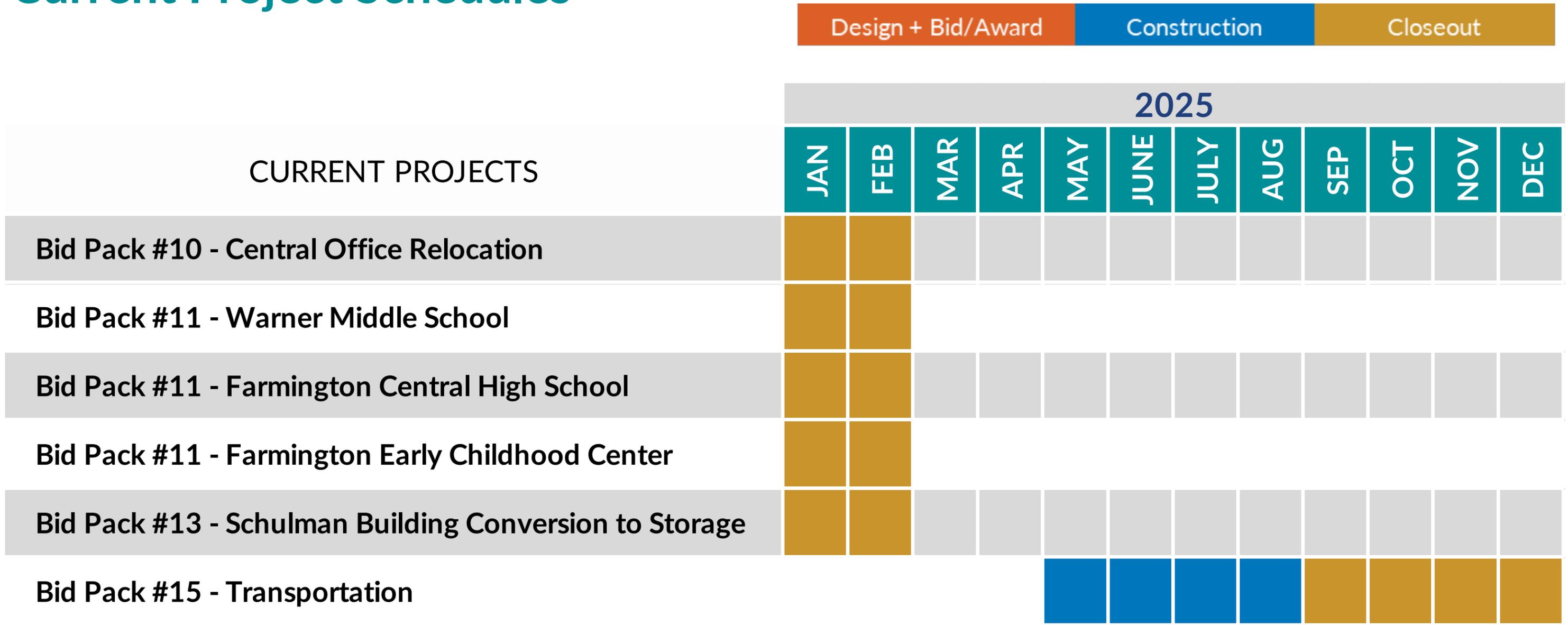


Technology/Security





Current Project Schedules





Schulman Building Conversion to Storage



Front Entrance



East Elevation



Enlarged Opening at Front Entrance



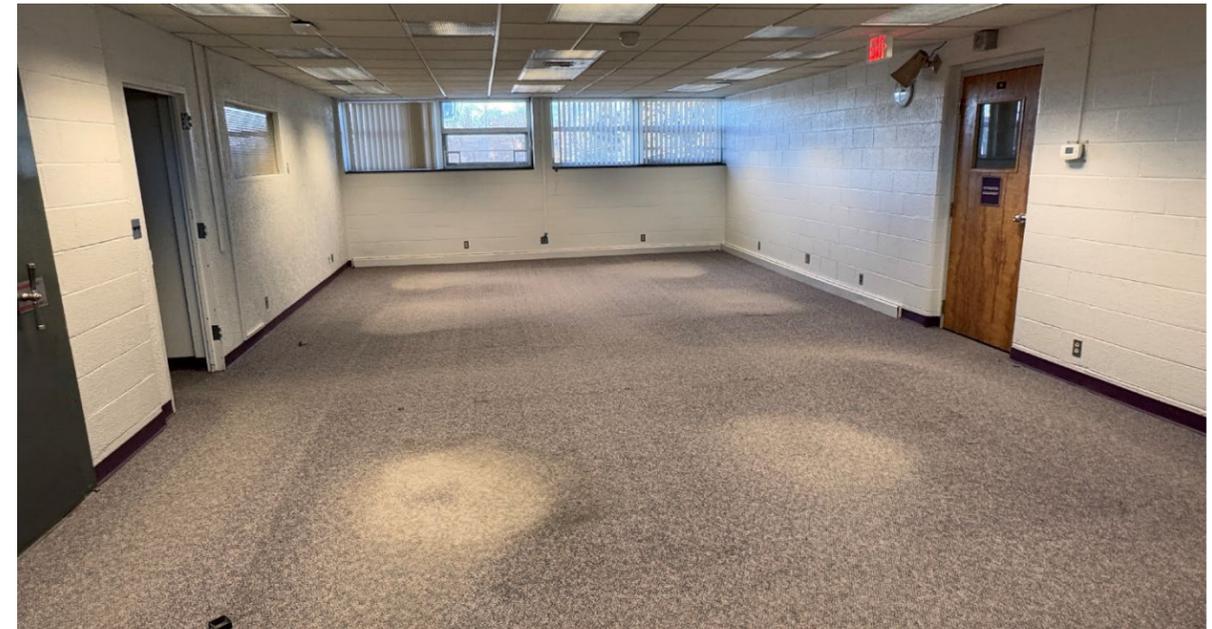
New Overhead Door



Schulman Building Conversion to Storage



Main Level Lobby



Main Level Storage



Main Level Storage



Main Level Storage



Schulman Building Conversion to Storage



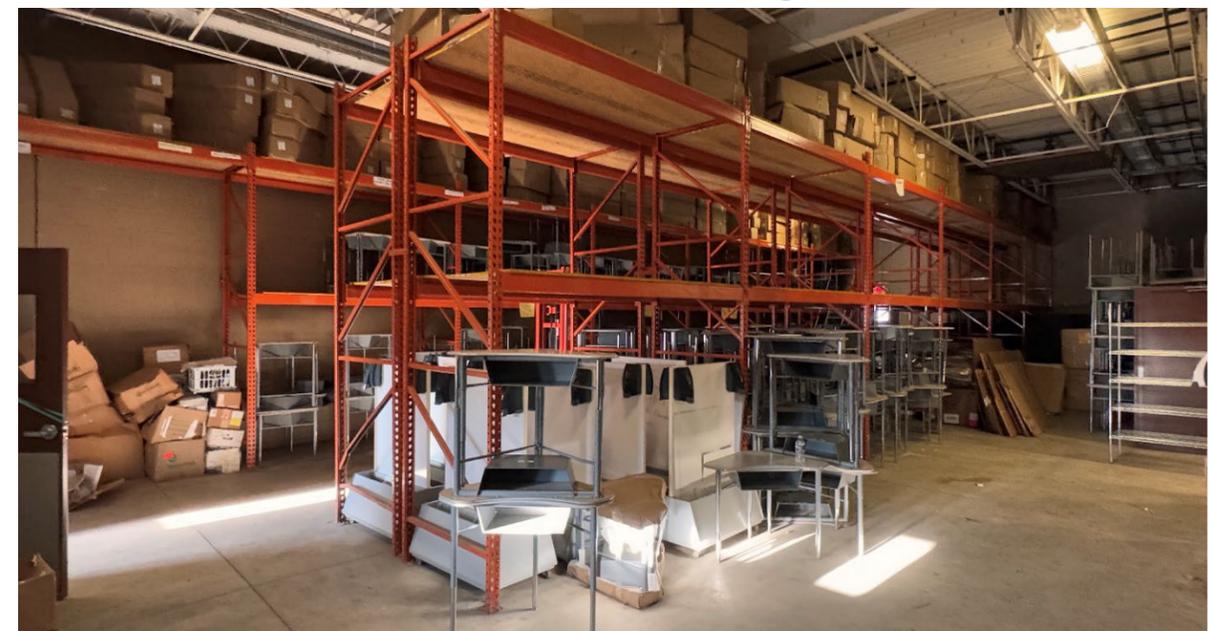
Lower Level Storage



Lower Level Storage



Lower Level Storage



Lower Level High Bay Storage



Upcoming Bond Projects

- **Bid Package #14 - High School Scoreboards & Stadium Lighting Improvements + Middle Schools Scoreboards (Excluding Scoreboard Material)**

- »Replacement of existing scoreboards at FHS & NFHS main football fields and a new sound system.
- »New scoreboards will be added at the auxiliary turf fields at FHS & NFHS.
- »Replacement of existing scoreboards at baseball and softball fields at FHS & NFHS
- »Replacement of the existing stadium lighting at both main football fields and adding stadium lighting at the auxiliary turf fields at FHS & NFHS.
- »Replacement of existing scoreboards at East MS, Power MS & Warner MS
- »Construction timeline is Summer 2025. Baseball and Softball will be considered for earlier replacement, if possible

- **Visions Unlimited West Parking Lot Replacement**

- »Replacement of existing west parking lot and west entrance sidewalk.
- »Project is currently in design with plans to bid Spring 2025.
- »Anticipated construction timeline is Summer 2025.

January 21, 2025

Regular Meeting of the Board of Education

X. DISCUSSION ITEMS

A. Bid Pack #14 - Athletics

Presenters: Jon Barth, Director, Facilities Management and Transportation;
Aaron Phillips, McCarthy & Smith, Inc.; Scott Smith, Plante Moran Realpoint

B. Vehicle Purchase Recommendation

Presenters: Jon Barth, Director, Facilities Management and Transportation;
Luke Cadeau, Assistant Director, Facilities Management

C. Review of Revised General Appropriations Resolution (2024/2025 First Budget Amendment)

Presenter: Jennifer Kaminski, Assistant Superintendent, Business Services

D. Miller Johnson Policy Updates - Nov2024 Memo - First Reading

Presenter: David Turner, Chair, Policy/Board Governance Committee

January 21, 2025

Mr. Jon Barth, Director of Facilities Management & Transportation
Farmington Public Schools
32500 Shiawassee St.
Farmington, MI 48336

RE: 2020 Bond - Contract Award Recommendation for Construction Bids
Bid Pack #14 – Athletics: Various Sites

Dear Mr. Barth:

This letter transmits an update from Plante Moran Realpoint (PMR) as it relates to the assignment to assist and advise Farmington Public Schools (FPS) in its selection of a Prime Contractor for the 2020 Bond Project listed above. This update represents the mutual efforts of PMR, Wakely Associates, Peter Basso & Associates, McCarthy & Smith and FPS administration and staff (Project Team) to present a framework in order to identify, evaluate and recommend a Prime Contractor for this Project.

The Project Team has diligently worked to continuously validate the project scope sheets for the Project listed above, reviewed proposed drawings and performance specifications, met with district personnel, and aligned the release and bid due dates to ensure good bid coverage for the District.

In late 2024, a scope of work was finalized and FPS approved the procurement of scoreboards directly. This included scoreboards at FHS (stadium field, aux field, baseball, and softball), NFHS (stadium field, aux field, baseball, and softball), and the football fields at East MS, Power MS, and Warner MS. The scope of this Bid Package includes the installation of these scoreboards plus replacement of the existing stadium lighting at FHS and NFHS as well as new lighting at the auxiliary turf fields at FHS and NFHS.

On December 11, 2024, an advertisement for bids was posted to the required State of Michigan website. In addition, the advertisement was posted to the District's website as well as a local newspaper. Construction Documents and Specifications were formally issued and made available to interested bidders via web-based portals.

Relative to Bid Pack #14 – Athletics: Various Sites, five (5) bid proposals were received and publicly opened on January 9, 2025. During the next week, the bid proposals were reviewed to determine the scope, schedule, budget, and other financial implications. Interviews were held with the three apparent low bids including the recommended bidder and were attended by various members of the Project Team.

Upon completion of the interviews, and after subsequent clarifications and discussions, the Project Team is recommending the firms listed in McCarthy & Smith's Award Recommendation Letter for Bid Pack #14 – Athletics: Various Sites for contract award.

The recommendation includes the acceptance of the following bid alternates:

Alternate #1: Theatrical Lighting Package at FHS/NFHS Stadium Fields	\$ 82,000.00
<u>Alternate #2: Alt. Foundation & Steel at FHS/NFHS Stadium Scoreboards</u>	<u>\$ 44,000.00</u>
TOTAL	\$126,000.00

Including Hard Construction of \$2,025,317.03 and Construction Contingency (10%) of \$202,532.00, this Project award recommendation equals \$2,227,849.03.

For the Prime Contractor, the cost for the Work will be detailed in AIA Contract A132 – 2019 Standard Form of Agreement between Owner and Contractor, as modified pending final review and approval of terms by district legal counsel.

The recommendation for this Project is within the overall 2020 bond budget and below the current budget for this project. The costs for this bid package will be funded from the 2020 Bond.

The work is being coordinated with FPS and is planned to start in June 2025 and be complete prior to the start of the 2025-2026 school year. The Project Team will work together to coordinate if any work can be completed in advance of the summer.

The Project Team is available at the Board's convenience to answer any questions regarding bidding, the proposals, interview process, or the recommendation of the Project Team.

Sincerely,

PLANTE MORAN REALPOINT



Scott Smith, LEED AP
Senior Vice President



Paul R. Wills, AIA, LEED AP
Partner

Copy: Jennifer Kaminski – Farmington Public Schools
File

Enclosures:

- McCarthy & Smith, Inc. - Bid Pack #14 – Athletics: Various Sites dated January 21, 2025



BID PACK #14: ATHLETICS - VARIOUS SITES - COST SUMMARY

Building	Hard Construction		
	Budget	Actual *	Variance
Farmington High School	\$ 1,092,084	\$ 964,187	\$ 127,897
North Farmington High School	\$ 1,131,684	\$ 964,187	\$ 167,497
Middle Schools (East, Power & Warner)	\$ -	\$ 96,943	\$ (96,943)
Totals	\$ 2,223,767	\$ 2,025,317	\$ 198,450

Building	Construction Contingency (10%)		
	Budget	Actual	Variance
All Schools	\$ 222,377	\$ 202,532	\$ 19,845
Totals	\$ 222,377	\$ 202,532	\$ 19,845

Building	Total Project Costs		
	Budget	Actual	Variance
All Schools	\$ 2,446,144	\$ 2,227,849	\$ 218,295
Totals	\$ 2,446,144	\$ 2,227,849	\$ 218,295

* Allocation of Actual Hard Construction costs between buildings are approximated at this time based on available bid information.

The analysis above does not include the cost of the scoreboard and sound system materials which were previously approved as a not to exceed amount in 2024 and procured directly by FPS. The actual cost of the scoreboards and sound systems was \$451,833. The budgets for FHS and NFHS above were reduced based on the actual cost of the scoreboards (50/50 split).

Overall Hard Construction Budget Analysis Including FPS Purchased Items

\$2,675,600.00 Original Budget

\$451,833.00 Scoreboard & Sound System PO's

\$2,025,317.00 BP #14 Award

\$2,477,150.00 Subtotal - Awards

\$198,450.00 Savings to Budget



January 21, 2025

Mr. Jon Barth
Director of Facilities Management and Transportation
Farmington Public Schools
32500 Shiawassee Street
Farmington, Michigan 48336

RE: 2020 Bond Issue
Bid Package #14 Athletics: Various Sites

SUBJ: Contract Award Recommendation

Mr. Barth,

On Thursday, January 9, 2025, at 10:00 AM, sealed bids were received and publicly opened for the work pertaining to the above referenced project. In attendance at the bid opening were representatives from Farmington Public Schools, Plante Moran Realpoint, Wakely Associates, McCarthy & Smith, Inc., and interested Bidders. Bids were opened, recorded, and tabulated.

The project team has conducted a post bid interview with the following low, qualified Bidder, for the bid division of work. During the post bid interview, the project team reviewed the Contractor's qualifications, scope of work, project schedule, manpower requirements, and specified materials. Based upon the project team's review of the proposals and bidders, we propose the following company to Farmington Public Schools for contract award:

Bid Division 143: Electrical

MHM Construction, LLC

Janine Rinna
74016 Tietz St.
Armada, MI 48005

Base Bid	\$	1,877,317.03
PLM Bond	\$	22,000.00
Alternate #1 Theatrical Lighting "Show Package" at HS's	\$	82,000.00
Alternate #2 Alternate Scoreboard Foundations at HS's	\$	44,000.00
Total	\$	2,025,317.03

TOTAL AWARD RECOMMENDATION AMOUNT: \$2,025,317.03

The Bid Summary and Bid Tabulation are included in this package.

I trust the above recommendations meet the approval of the Administration and the Board of Education. McCarthy & Smith, Inc. representatives will attend the January 21, 2025 and February 11, 2025, Board of Education meetings to address any concerns.

Please contact me with any questions.



Sincerely,

Aaron A. Phillips

Aaron A. Phillips
Project Director
McCarthy & Smith, Inc.

CC: Paul Wills, Plante Moran Realpoint
Scott Smith, Plante Moran Realpoint
Brian Smilnak, Wakely Associates
Bill McCarthy, McCarthy & Smith, Inc.



Bid Award Summary

Bid Division / Description		Apparent Low Bidder	BASE BID			ALTERNATES		SUMMARY ITEMS			
			BASE BID	PLM Bond	Total Base Bid	ALT. #1 Light Show Package at FHS & NFHS	ALT. #2. Alternate Scoreboard Foundations at FHS&NFHS	Total Award Recommendation	Number of Bidders	Low	High
143	Electrical	MHM Construction, LLC *	\$ 1,877,317.03	\$ 22,000.00	\$ 1,899,317.03	\$ 82,000.00	\$ 44,000.00	\$ 2,025,317.03	5	\$ 1,528,495.00	\$ 2,724,718.00
TOTALS			\$ 1,877,317.03	\$ 22,000.00	\$ 1,899,317.03	\$ 82,000.00	\$ 44,000.00	\$ 2,025,317.03	5	\$ 1,528,495.00	\$ 2,724,718.00

* 2nd low bid. Low Bidder had an estimating error and withdrew their bid.

Budget Summary		
Base Bid + PLM Bond		\$1,899,317.03
ALTERNATES	Cost	Accepted
ALT. 1 Theatrical Light Show Option	\$82,000.00	\$82,000.00
ALT. 2 Alternate Scoreboard Foundations	\$44,000.00	\$44,000.00
ACCEPTED ALTERNATES TOTAL		\$126,000.00
Total Award Recommendation With Accepted Alternates		\$2,025,317.03

Job #1285-24: Farmington Public Schools BP#14 - Athletics Package at Various Sites

Prepared by McCarthy & Smith, Inc. - 24317 Indoplex Circle, Farmington Hills, MI 48335, United States of America

Bid Package Lead: Mary Beth Dorsch (mdorsch@mccarthysmith.com)

Project Location: Farmington, MI, United States of America

BD 143: Electrical

Generated January 9, 2025

Leveled Bid

Base Bid

LINE ITEMS

Lump Sum Bid for Electrical

Cost for Performance and Labor & Material Payment Bonds, to be added to the Base Bid

ALTERNATES

Alternate 1 - Theatrical Light Show Package at Farmington High School and North Farmington High School

Alternate 2 - Alternate Scoreboard Foundation at High Schools

INCLUSIONS

FOLLOWING DOCUMENTS MUST BE UPLOADED WITH BID

Bidder has uploaded the Bid Security in the amount of five (5%) percent (Bid Bond or Certified Check)

Bidder has signed and uploaded the Familial Disclosure Affidavit Form

Bidder has signed and uploaded the Iran Linked Business Affidavit Form

Bidder has signed and uploaded the Criminal Background Check Affidavit Form

Leveled Bid Total

Airport Lighting Employee Owned LLC

Submitted by KATHY GLISSON

\$1,611,763

\$1,546,763

Original Proposal, January 8, 2025

Unit	Unit Cost	Total Cost
		\$1,546,763

\$1,528,495

\$18,268

\$65,000

\$65,000

98000

YES

YES

YES

YES

1611763

MHM Construction LLC

Submitted by Janine Rinna

\$1,981,317

\$1,899,317

Original Proposal, January 8, 2025

Unit	Unit Cost	Total Cost
		\$1,899,317

\$1,877,317

\$22,000

\$82,000

\$82,000

44000

YES

YES

YES

YES

1981317.03

Innovated Energy Controls

Submitted by Todd Underhill

\$2,021,927

\$1,948,427

Original Proposal, January 9, 2025

Unit	Unit Cost	Total Cost
		\$1,948,427

\$1,929,000

\$19,427

\$73,500

\$73,500

44500

YES

YES

YES

YES

2021927

O'DONNELL ELECTRIC, LLC

Submitted by Jim O'Donnell

\$2,581,015

\$2,490,120

Revision #1, January 9, 2025

Unit	Unit Cost	Total Cost
		\$2,490,120

\$2,476,950

\$13,170

\$90,895

\$90,895

4200

YES

YES

YES

YES

2581015

J. Ranck Electric, Inc.

Submitted by Adam Ranck

\$2,818,222

\$2,751,752

Original Proposal, January 9, 2025

Unit	Unit Cost	Total Cost
		\$2,751,752

\$2,724,718

\$27,034

\$66,470

\$66,470

51780

YES

YES

YES

YES

2818222

Facilities Management - Vehicle Replacement Recommendation - January 2025

Previously, Facilities Management requested that a schedule for District maintenance vehicles be created to replace vehicles that have become unsafe to operate due to rust and normal wear and tear. Last year the Board graciously approved the purchase of a utility truck to replace the oldest vehicle in our fleet, but two additional vehicles are currently needed to replace another 2006 utility truck and a 2006 dump truck. Acquiring these new trucks will improve departmental efficiency, significantly reduce vehicle repair costs, prevent potential disruptions caused by vehicle breakdowns, and ensure safety during routine maintenance tasks such as responding to work orders, deliveries, plowing snow and salting.

Facilities Management will be purchasing these vehicles through current MiDeal contracts. MiDeal is a State of Michigan purchasing program in which contracts have been awarded for the year. School districts and local entities have the opportunity to purchase at contract pricing. More information can be found [here](#).

With regard to our current fleet, our mechanic has assessed both the “road-worthiness,” frame and mechanical condition of the oldest trucks in our fleet and provided the following photos, evaluation and estimates to consider,

Truck #21 - Ford F-350, purchased in 2006

Concerns:

- Both rocker panels are rusted
- Both driver and passenger door rusted
- Cab roof is rusted with holes
- Significant underbody rust

Repair estimate: \$15,000-\$20,000

Recommend: Replace in 24/25 - Cost: \$62,000



Dump Truck, purchased in 2006

Concerns:

- Body rusting
- Transmission issues

Repair estimate: \$20,000-\$25,000

Recommend: Replace in 25/26 - Cost: \$105,000



Replacement Vehicle Recommendation



First, Facilities is recommending the purchase of a 2024 Chevrolet Silverado 3500HD 4x4 with a utility box. Once approved, delivery is expected in 8 weeks or less. \$61,851 is MiDeal purchase pricing through the State of Michigan with funding from the District's general fund. This truck will replace a 2006 utility truck as shown above.

Facilities is also recommending the purchase of a Ford F550 dump truck with a plow, salter and electric dump. Although we previously discussed with the Board a need for a box truck, we only use our box truck four times per year, which does not justify purchasing a new vehicle. In contrast, a new dump/salt truck would be far more beneficial for our operations. Our current dump/salt truck (2008), has required significant repairs over the years, including bodywork and addressing rust issues. Two weeks ago the dump truck stopped going into reverse while salting. Repairs were made but this is yet another expense on a vehicle with ongoing issues. Our dump/salt truck would remain as a backup but its age and condition indicates that we need a reliable dump/salt truck to support our District..



MiDeal Pricing:

Chevrolet Silverado 3500HD 4x4 Utility Truck

Todd Wenzel Chevrolet: \$61,851

Ford F550 Plow/Dump Truck

Gorno Ford: \$99,972

Total purchase price of \$161,823. This is a general fund expenditure,

Respectfully Submitted,
Jon Barth, Director of Facilities Management and Transportation

1st Budget Amendment and Future Considerations

January 21, 2025

What has happened since July 1, 2024?

- ▶ No Foundation Allowance increase - original budget included \$200 per pupil
- ▶ Additional Special Education funding due to higher classroom and transportation costs in 2023-24
- ▶ Enrollment did not increase as much as projected
- ▶ New MPERS Categorical revenue, 147a(4), which “reduces the retirement rate by 5.75%”

Effect on FPS revenues for 2024-25

- ▶ **Local Revenue**

- ▶ Tuition revenue decrease of \$537,000

- ▶ **State Revenues**

- ▶ Decrease in State Aid Revenue - \$2.5 million
- ▶ Decrease in MPSERS UAAL Revenue - \$4.2 million
- ▶ Increase in MPSERS 147A offset - \$4.7 million
- ▶ Increase in Special Ed Revenue - \$700,000
- ▶ Increase in Great Start Readiness Prog - \$800,000
- ▶ Net decrease in Other State Grants- \$500,000

Effect on FPS revenues for 2024-25

▶ Federal Revenue

- ▶ Overall decrease in federal grant funds on a net basis - \$1.0 million
- ▶ Decrease in Title Funds - \$700,000
- ▶ Decrease in ESSER - \$200,000
- ▶ Decrease in IDEA Flowthrough - \$100,000

▶ Interdistrict Revenue

- ▶ Increase in PA-18 funding from Oakland Schools - \$400,000

▶ Transfers & Other Transactions

- ▶ Increase in indirect cost transfer from the Nutrition Services Fund - \$103,000

Expenditure Changes for 2024-25

- ▶ Revised Salary and Benefit numbers based on actual staffing in place
- ▶ Significant reduction in Retirement Expense
- ▶ Increase in insurance expense
- ▶ Decrease in Federal Grant Expenditures of approximately \$1.0 million
- ▶ Increase in State Grant Expenditures of approximately \$300,000 - Increase for Great Start Readiness Program and Decrease for Other State Grants

Expenditure Changes for 2024-25

- ▶ Increased staffing for additional special education classrooms and student support services
- ▶ Increase in instructional materials for textbook adoptions
- ▶ Increase in Intergovernmental payments due to higher tuition costs from special education students attending center programs in other districts
- ▶ All other lines reviewed and adjusted based upon current known factors

General Fund Amended Budget for 2024-25

Revenues	\$177,800,000
Expenditures	<u>\$176,700,000</u>
Rev > Exp	\$1,100,000

Other Funds Amended for 2024-25

- ▶ Special Revenue Fund -Nutrition Services Program
- ▶ Capital Projects Funds -
Building & Site 2020
- ▶ Internal Service Fund - Benefit Stabilization

Future Unknowns

- ▶ State Funding
 - ▶ Foundation Allowance increase?
 - ▶ Social Emotional Learning (SEL) funds?
 - ▶ Safety/Security funds?
 - ▶ Restricted or Unrestricted funds?
- ▶ Enrollment Projections
- ▶ Federal and State Economies
 - ▶ January 10th Revenue Estimating Conference

Next Steps and Future Considerations

- ▶ Continued evaluation of instructional priorities
- ▶ Continued work in Equity and Innovation
- ▶ Strategic Planning Committees
- ▶ Develop budget parameters and assumptions for 2025-26
- ▶ Forecasts for 2026-27 and 2027-28
- ▶ Governor's Budget - February

The background features abstract, overlapping geometric shapes in various shades of purple and blue, primarily concentrated on the right side of the frame. The shapes include triangles and polygons, some with thin white outlines, creating a layered, modern aesthetic. The central area is a plain white space where the text is located.

Questions?

**FARMINGTON PUBLIC SCHOOLS
MEMORANDUM**

TO: Board of Education

FROM: Jennifer F. Kaminski, Assistant Superintendent for Business Services

SUBJECT: 2024/25 1st Budget Amendment

DATE: January 21, 2024

Please find attached the 2024/25 first budget amendment. The General, Special Revenue - Nutrition Services Program, Capital Projects (Building and Site – 2020 and the Internal Service (Benefit Stabilization) Funds have been revised to reflect the impact of last year’s audit, contractual pay rates, staffing levels, student counts, and other known and revised budget factors. The Debt Service Fund, Special Revenue – Student Activities and Capital Projects (Building & Site -2023) have not changed and are not included.

Overall total General Fund revenues are estimated to decrease by approximately \$1.7 million. The majority of our funding is derived from the per pupil foundation allocation from the State, however there are other revenue changes that contribute to the net decrease in revenue.

This net decrease includes:

Local Revenue:

- ✓ A decrease of \$537,000 in early childhood tuition revenue as more funding is now received from the State with the Free Pre-K for all programs implemented this year.
- ✓ An increase in miscellaneous revenue and other local grants of approximately \$25,000

State Revenue:

- ✓ A decrease in the State’s portion of the Unfunded Actuarial Accrued Liability (UAAL or section 147c – currently estimated at 10.58%) in the amount of \$4.2 million. This categorical is a flow through. This means that Farmington receives payment through the monthly School Aid status report and then Farmington is subsequently billed by MPSERS for the same amount. The District is required to charge the respective percentages on all wages through the payroll process, however, the revenue and subsequent remittance to MPSERS is based upon last year’s overall payroll cost.
- ✓ A decrease in the foundation allowance revenue of approximately \$2.5 million as the final budget did not include a foundation allowance increase for public schools.
- ✓ An increase in MPSERS Offset revenues of \$268,000.
- ✓ An increase in MPSERS 147a(4) revenues of approximately \$4.7 million. This revenue effectively reduces the UAAL rate by 5.75% however the rate and expenditures remain the same in the current year. The 5.75% expense (as well as this additional revenue) will be eliminated beginning on 10/1/25 which is in the District’s 2025-26 fiscal year.
- ✓ An increase in Great Start Readiness Program grant revenue (Free Pre-K for all children) of \$800,000.

- ✓ An increase in special education funds of \$707,000 due to full funding of the foundation allowance for special education students.
- ✓ A decrease in other state categorical payments and state grants, on a net basis, of \$495,000.

Interdistrict Revenue:

- ✓ An increase of \$403,000 in PA-18 funding for one-time funds allocated from Oakland Schools.

Federal Revenue:

- ✓ A decrease in federal grant funds of \$1.0 million based upon updated grants and known information. Expenditures are always budgeted to equal revenues and therefore have no effect on the fund balance.

Transfers and Other Transactions:

- ✓ An increase in transfers & other transactions of \$103,000 for indirect costs from the Nutrition Services Fund.

Total expenditures are budgeted to decrease by approximately \$6.9 million due to a number of factors.

Expenditure revised estimates include:

- ✓ The revised salary and benefit numbers based on actual staffing in place and current contractual obligations.
- ✓ A decrease in retirement costs due to a reduction in 147c UAAL revenue (\$4.2 million) received in the current year, which decreased expenditures.
- ✓ Federal grant expenditures (federal) are \$1.0 million lower than originally budgeted. Grants are budgeted as the awards are received. This decrease will have no effect on fund balance as expenditures are always budgeted to equal revenues. The majority of these dollars are budgeted in the Added Needs, Pupil Services and Instructional Staff Services functional categories.
- ✓ State grant expenditures are \$305,000 higher than originally budgeted to reflect the increase in Great Start Readiness Program grant revenue of \$800,000 and a decrease in other state grants of approximately \$495,000. Similar to federal grants, restricted state grant funds are budgeted for expenditures to equal revenues and therefore have no effect on fund balance.
- ✓ Increased staffing for additional special education classrooms and student support services.
- ✓ An increase for instructional materials for current year textbook adoptions.
- ✓ An increase in Athletics costs to reflect capital needs at the high school tennis courts as well as the baseball and softball fields
- ✓ An increase in maintenance and operations expenditures to reflect the replacement of three maintenance vehicles

- ✓ An increase in intergovernmental payments due to more special education students attending county center programs in other districts.
- ✓ All other lines have been reviewed and adjusted based upon revised expenditure levels for current known factors.

The attached spreadsheet shows from a functional level (which is the presentation required by the State of Michigan) the specific differences between the revenue and expenditures from the original budget to the amended budget.

Every expenditure line on the attached statement for the General Fund shows activity. Several functions are highlighted to explain a few of the larger changes.

- Instruction, Added Needs and Pupil Services reflects current staffing in place as well as adjustments to align to current grant funding and shows a net decrease mainly due to an increase in special education classrooms and special education supports and a significant decrease in retirement expense.
- Instructional Staff Services reflect the current staffing in place as well as adjustments to align to current grant funding.
- School Administration decreased to reflect current staffing in place.
- Athletics increased to reflect capital needs at the high school tennis courts as well as the baseball and softball fields and current known staffing in place.
- Other Support Services decreased to reflect current staffing in place and adjustments to align to current grant funding.
- Community Services has decreased to reflect current staffing in place as well as adjustments to align to current grant funding. The tuition paid early childhood program is budgeted for in this function. With the significant decline in tuition paid programs due to the switch to Great Start Readiness Program State funds, the costs are now budgeted for in the Instruction function.
- Intergovernmental payments have increased based upon revised estimates of tuition to send our students to center programs within Oakland County.

The net result in the General Fund is an increase in estimated fund balance of approximately \$1.1 million versus the originally budgeted decrease of approximately \$4.1 million, bringing the fund balance to 22.9% of expenditures. This is due to the decrease in revenue of approximately \$1.7 million and a decrease in expenditures of approximately \$6.9 million.

The revised budget for the Special Revenue Fund - Nutrition Services Program reflects an adjustment for revised costs in staffing and retirement similar to the general fund. Federal revenue was increased to reflect current funding and an increase in student participation for both breakfast and lunch. State revenue was increased slightly to reflect current funding for all students to have free breakfast and lunch during the school year. Local revenue remains approximately the same as meals are paid through state funds in the current year and local revenue is collected only for a-la-carte items or second meals. Expenditures increased by approximately \$649,000 to reflect higher food costs, current contractual obligations for staff in place, the purchase of two new refrigerated food delivery trucks as well as additional capital projects occurring in the current year.

The revised budget for the Capital Projects Fund – Building & Site – 2020 reflects e-rate funds received for certain technology projects paid for with bond dollars as well as estimated expenditures for remaining bond projects.

The Internal Service (Benefit Stabilization) Fund has been revised to reflect the current estimate of the benefit costs based upon the plans selected by employees. The revenue budgeted for in this fund is made up of charges to the General Fund and Nutrition Services Fund for the district's net benefit cost, employees' 20-30% cost sharing contributions, cobra payments for former employees or their dependents and prescription rebates received from Blue Cross and Blue Care Network. The expenditure budget has been revised to reflect current claims costs presented for payment and premiums paid. We will review and revise this estimate for the second amendment if needed.

Thanks go to Kim Pincheck and Karla Swanson for their work on this amendment. If you have any questions, please feel free to contact me.

**FARMINGTON PUBLIC SCHOOLS
PROPOSED BUDGET CHANGES
2024-25 GENERAL FUND BUDGET
REVISION DATED FEBRUARY 11, 2025**

Line	JUNE ADOPTED BUDGET	FEBRUARY REVISED BUDGET	CHANGE INCREASE/ (DECREASE)	% INCREASE/ (DECREASE)
1 REVENUE				
2				
3 Local	\$ 52,087,070	\$ 51,584,638	\$ (502,432)	-0.96%
4 Interdistrict	13,070,879	13,474,275	403,396	3.09%
5 State	107,050,737	106,330,240	(720,497)	-0.67%
6 Federal	7,054,921	6,046,826	(1,008,095)	-14.29%
7 Transfers & Other Transactions	270,787	373,335	102,548	37.87%
8				
9 TOTAL REVENUE	<u>179,534,394</u>	<u>177,809,314</u>	<u>(1,725,080)</u>	<u>-0.96%</u>
10 EXPENDITURES				
11				
12 Instruction	76,326,140	72,818,487	(3,507,653)	-4.60%
13 Added Needs	30,818,315	30,281,651	(536,664)	-1.74%
14 Adult Education	277,891	261,466	(16,425)	-5.91%
15 Pupil Services	20,758,594	20,256,518	(502,076)	-2.42%
16 Instructional Staff Services	12,180,187	10,703,918	(1,476,269)	-12.12%
17 General Administration	1,312,930	1,269,820	(43,110)	-3.28%
18 School Administration	8,001,733	7,661,481	(340,252)	-4.25%
19 Business	1,675,802	1,626,868	(48,934)	-2.92%
20 Maintenance & Operations	13,200,200	13,442,783	242,583	1.84%
21 Transportation	7,753,615	7,472,993	(280,622)	-3.62%
22 Central Services	5,043,869	4,945,639	(98,230)	-1.95%
23 Athletics *	2,113,137	2,530,368	417,231	19.74%
24 Other Support Services	381,859	273,972	(107,887)	-28.25%
24 Community Services	2,102,464	1,390,609	(711,855)	-33.86%
25 Intergovernmental Payments	805,894	871,452	65,558	8.13%
26 Transfers & Other Transactions	900,000	900,000	-	0.00%
27 TOTAL EXPENDITURES	<u>183,652,630</u>	<u>176,708,025</u>	<u>(6,944,605)</u>	<u>-3.78%</u>
28 EXCESS REVENUE OVER EXPENDITURES	<u>\$ (4,118,236)</u>	<u>\$ 1,101,289</u>	<u>\$ 5,219,525</u>	

* Athletics expenditures total \$2,820,368 as a portion of the budget is contained in other functions.

**FARMINGTON PUBLIC SCHOOLS
2024-25 SPECIAL REVENUE (NUTRITION SERVICES) FUND BUDGET
REVISION DATED FEBRUARY 11, 2025**

Line	JUNE ADOPTED BUDGET	FEBRUARY REVISED BUDGET	CHANGE INCREASE/ (DECREASE)	% INCREASE/ (DECREASE)
1 REVENUE				
2				
3 Local	\$ 442,298	\$ 447,348	\$ 5,050	1.14%
4 State	2,638,447	2,738,536	100,089	3.79%
5 Federal	2,340,107	3,107,047	766,940	32.77%
6 Transfers & Other Transactions	80,751	80,751	-	0.00%
7				
8 TOTAL REVENUE	5,501,603	6,373,682	872,079	15.85%
9				
10 EXPENDITURES				
11				
12 Nutrition Services	5,671,130	6,320,100	648,970	11.44%
13				
14 TOTAL EXPENDITURES	5,671,130	6,320,100	648,970	11.44%
15				
16 EXCESS EXPENDITURES OVER REVENUE	\$ (169,527)	\$ 53,582	\$ 223,109	

**FARMINGTON PUBLIC SCHOOLS
PROPOSED BUDGET CHANGES
2024-25 CAPITAL PROJECTS (BUILDING & SITE - 2020) FUND
REVISION DATED FEBRUARY 11, 2025**

Line	JUNE ADOPTED BUDGET	FEBRUARY REVISED BUDGET	CHANGE INCREASE/ (DECREASE)	% INCREASE/ (DECREASE)
1 REVENUE				
2				
3 Local	\$ 200,000	\$ 2,206,292	\$ 2,006,292	1003.15%
4 Transfers & Other Transactions	-	-	-	-
5				
6 TOTAL REVENUE	<u>200,000</u>	<u>2,206,292</u>	<u>2,006,292</u>	<u>1003.15%</u>
7				
8 EXPENDITURES				
9				
10 Capital Projects Expenditures	1,874,422	12,723,456	10,849,034	578.79%
11 Transfers & Other Transactions	-	-	-	-
12				
13 TOTAL EXPENDITURES	<u>1,874,422</u>	<u>12,723,456</u>	<u>10,849,034</u>	<u>578.79%</u>
14				
15 EXCESS REVENUE OVER EXPENDITURES	\$ (1,674,422)	\$ (10,517,164)	\$ (8,842,742)	

**FARMINGTON PUBLIC SCHOOLS
PROPOSED BUDGET CHANGES
2024-25 INTERNAL SERVICE (BENEFIT STABILIZATION) FUND BUDGET
REVISION DATED FEBRUARY 11, 2025**

Line	JUNE ADOPTED BUDGET	FEBRUARY REVISED BUDGET	CHANGE INCREASE/ (DECREASE)	% INCREASE/ (DECREASE)
1 REVENUE				
2				
3 Local	\$ 20,044,258	\$ 19,670,516	\$ (373,742)	-1.86%
4 Transfers & Other Transactions	-	-	-	-
5				
6 TOTAL REVENUE	<u>20,044,258</u>	<u>19,670,516</u>	<u>(373,742)</u>	<u>-1.86%</u>
7				
8 EXPENDITURES				
9				
10 Benefit Stabilization	<u>20,044,258</u>	<u>19,458,029</u>	<u>(586,229)</u>	<u>-2.92%</u>
11				
12 TOTAL EXPENDITURES	<u>20,044,258</u>	<u>19,458,029</u>	<u>(586,229)</u>	<u>-2.92%</u>
13				
14 EXCESS REVENUE OVER EXPENDITURES	\$ -	\$ 212,487	\$ 212,487	

REVISED GENERAL APPROPRIATIONS RESOLUTION
FISCAL YEAR 2025
February 11, 2025

Farmington, Michigan

A regularly scheduled meeting of the Board of Education of the Farmington Public School District was held at the Maxfield Education Center in the Farmington Public School District on the 11th day of February, 2024, at 6:00 p.m.

The meeting was called to order by Mrs. Terri Weems, President.

Present:

Absent:

The following resolution was offered by Member _____ and supported by Member _____.

BE IT RESOLVED, that this resolution shall be the revised general appropriations of the Farmington Public School District for the fiscal year 2024-25. A resolution to provide for the disposition of all income received by the Farmington Public School District.

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations for the General Fund of the Farmington Public School District for fiscal year 2024-25 is as follows:

REVENUE:

Local	\$	51,584,638
Interdistrict		13,474,275
State		106,330,240
Federal		6,046,826
Transfers & Other Transactions		373,335
Total Revenue	\$	177,809,314
Fund Balance, July 1, 2024	\$	39,336,734
Funds Available to Appropriate	\$	217,146,048

BE IT FURTHER RESOLVED, that \$176,708,025 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES:

Instruction	\$ 72,818,487
Added Needs	30,281,651
Adult & Continuing Education	261,466
Pupil Services	20,256,518
Instructional Staff Services	10,703,918
General Administration	1,269,820
School Administration	7,661,481
Business	1,626,868
Maintenance & Operations	13,442,783
Transportation	7,472,993
Central Services	4,945,639
Athletics	2,530,368
Other Pupil Services	273,972
Community Services	1,390,609
Intergovernmental Payments	871,452
Transfers & Other Transactions	900,000
 Total Expenditures	 \$ 176,708,025

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations for the Special Revenue Fund-Nutrition Services Program of the Farmington Public School District for fiscal year 2024-25 is as follows:

REVENUE:

Local	\$ 447,348
State.....	\$ 2,738,536
Federal	3,107,047
Transfers & Other Transactions	80,751
Total Revenue	\$ 6,373,682
Fund Balance, July 1, 2024	\$ 2,264,011
 Funds Available to Appropriate	 \$ 8,637,693

BE IT FURTHER RESOLVED, that \$6,320,100 of the total available to appropriate in the Special Revenue Fund-Nutrition Services Program is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES:

Nutrition Services	\$ 6,320,100
 Total Expenditures	 \$ 6,320,100

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the Capital Projects (Building & Site - 2020) Fund of the Farmington Public School District for the fiscal year 2024-25:

REVENUE:

Local	\$	2,206,292
Transfers & Other Transactions		0
Total Revenue	\$	2,206,292
Fund Balance, July 1, 2024	\$	10,517,164
Funds Available to Appropriate	\$	12,723,456

BE IT FURTHER RESOLVED, that \$12,723,456 of the total available to appropriate in the Capital Projects (Building & Site - 2020) Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES:

Capital Projects	\$	12,723,456
Total Expenditures	\$	12,723,456

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the Internal Service (Benefit Stabilization) Fund of the Farmington Public School District for the fiscal year 2024-25:

REVENUE:

Local	\$	19,670,516
Transfers & Other Transactions		0
Total Revenue	\$	19,670,516
Net Position, July 1, 2024	\$	1,165,471
Funds Available to Appropriate	\$	20,835,987

BE IT FURTHER RESOLVED, that \$19,458,029 of the total available to appropriate in the Internal Service (Benefit Stabilization) Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES:

Benefit Stabilization	\$	19,458,029
Total Expenditures	\$	19,458,029

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the Farmington Public 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 by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent of Schools 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.

Ayes:

Nays:

Resolution declared adopted.

Dr. David N. Turner, Secretary, Board of Education

GENERAL FUND EXPLANATION OF BUDGET CATEGORIES

REVENUE

Local Revenue includes the receipts from the twice-a-year tax collections, interest and other miscellaneous local sources of income.

Interdistrict Revenue includes the monies received from Oakland Intermediate School District for Medicaid fee for service dollars and PA18 funds.

State Revenue includes the receipts from the state based upon the enrollment of eligible students in the district in addition to funds for special education, vocational education, transportation, bilingual, adult education and gifted programs

Federal Revenue includes the funds received as a pass-through from the intermediate district and the state directly attributable to supplemental instructional programs.

Transfers & Other Transactions includes monies coming into the general fund from other funds of the school district and sales of district equipment or property.

EXPENDITURES

Instruction Expenditures include the direct classroom costs of the elementary, middle and high school programs, and the driver education and summer school programs. These expenditures include teacher and paraprofessional salaries, benefits, classroom supplies, textbooks and equipment.

Added Needs Expenditures includes the direct classroom costs of primarily the special education, compensatory education (i.e. Headstart, Bilingual Services), and vocational education.

Adult & Continuing Education includes costs associated with the operation of the adult high school completion program.

Pupil Services Expenditures includes the costs associated with providing direct services to students in support of the basic classroom offerings. These services include high school and middle school counselors, occupational and physical therapists, nurses, psychologists, speech and audio therapists, social workers, teacher consultants and playground supervisors.

Instructional Staff Expenditures include costs associated with staff development and curriculum coordinators, media (library) audiovisual services and supervision of staff.

General Administration includes costs incurred by the Board of Education in the area of the mandated annual audit, legal fees, election costs, stipends paid to the Board, and salaries, benefits and supplies for executive administration.

School Administration includes the salaries, benefits and supply costs for the building principals, assistant principals and school clerical staff.

Business includes the direct costs associated with the operation of the business office (purchasing, accounting, accounts payable, payroll, budgeting, investments and financial reporting), district-wide mail costs, and warehouse operations. This function also includes the repayment of taxes for tax tribunal decisions.

Maintenance & Operations includes the costs associated with all custodians, maintenance personnel, supervisors, contracted services, supplies and materials, property and liability insurance, and all utilities.

Transportation includes the drivers, mechanics, paraprofessionals, and supervisory costs related to transporting students to and from school, field trips and other school-related events.

Central Services includes the costs of information technology, pupil accounting, school/community relations, and personnel services.

Community Services includes those costs associated with the operation of the Community Service Program (including preschool) and services to the Farmington Youth Assistance Program.

Athletics includes those activities concerned with financing the interscholastic athletic programs that are under the supervision of the school

Intergovernmental Payments includes payments to other school districts for which our students attend their educational programs.

Transfers & Other Transactions includes monies transferred to other funds (Capital Projects and Nutrition Services).

MILLER JOHNSON

School Policy Services

TO: MJ Policy Service Clients

FROM: MJ School Policy Services

DATE: November 14, 2024

RE: Policy Manual and Administrative Regulations Update – November 2024

Thank you for choosing MJ School Policy Services for your school policy needs. This memo contains recommended updates/modifications to all MJ School Policy Services policy manuals and administrative regulations manuals. Proposed revisions are presented by section, with a specific update number for ease of reference, along with a narrative providing the basis for the contemplated modification.

PLEASE NOTE: All updates are numbered individually (i.e., Update 18.01). Additions to the language in policy or AR are shown in red. Deletions are shown in blue. Areas highlighted in yellow require additional information from you, to complete the update.

As each district policy manual and administrative regulations manual is unique and modified consistent with school district priority and prerogative, recommended modifications may already be contained in your completed manuals. If you have any questions regarding the suggested revisions outlined herein and how they may/may not fit with your existing manuals, please contact us at Policy@MillerJohnson.com.

If you are behind on policy updates and need support getting your manuals into compliance, PLEASE reach out to our office for support.

POLICY UPDATES

INTRODUCTION – 0000 Series

There are no recommended updates for this section.

BYLAWS – 1000 Series

There are no recommended updates for this section.

STUDENTS – 2000 Series

There are no recommended updates for this section.

CURRICULUM AND INSTRUCTION – 3000 Series

Update 18.01 (Policy 3001 – Curriculum Development)

In the interest of becoming ever-more compliant with Title I and other federal funding requirements, these revisions comply with the legislative requirement that the School District provide “written assurance of equivalence.”

The Board directs the Superintendent to develop, implement, and provide ongoing evaluation of the School District’s core academic curriculum. The curriculum will:

- Be consistent with the Board’s policy on Student Learning and Achievement;
- Meet or exceed all requirements of the State of Michigan for instructional programs; and,
- Be standards based and founded upon legally-compliant, research-based grade level learning and achievement standards that lead to the awarding of a School District diploma.

The School District’s curriculum will also include legally-compliant, research-based learning and achievement standards for students who participate in career and technical education programs, as well as address the needs and provide legally-compliant opportunities for students with disabilities and students who are considered gifted.

The Superintendent will appoint well qualified administrators, ~~and~~ teachers, and auxiliary staff to maintain equivalence and assist the Superintendent in implementing and improving the School District’s curriculum. Appointed staff will also assist the Superintendent in, ~~as well as otherwise~~ improving student learning and achievement, and ensure equivalence among schools as required by law with regard to the provision of curriculum materials and instructional. Any changes to the

MILLER JOHNSON

School Policy Services

School District's core academic curriculum must be approved by the Board, to the extent required by [Michigan law](#).

PERSONNEL – 4000 Series

Update 18.02 (Policy 4003 – Conditions of Employment)

The six-year litigation saga relative to the Earned Sick Time Act is finally over. In order to comply with the terms of the re-instated Earned Sick Time Act, the Policy relative to sick leave requires revision.

Paid Medical Leave**Earned Sick Time** The School District will provide ~~paid medical leave~~**earned sick time** (**PML-EST**) to eligible employees pursuant to Michigan law. The Superintendent will determine whether **PML-EST** will accrue over the course of each benefit year or will be provided at the beginning of each benefit year and will promulgate administrative regulations concerning the use of **PML-EST**. Payment and use of accrued or provided **PML-EST** will be coordinated with all types of paid leave available to an eligible employee pursuant to collective bargaining agreements, individual contracts, or other School District policies and administrative regulations. This policy and any implementing administrative regulations will be automatically rescinded, without further action by the Board or the Superintendent, if paid medical leave is mandated by federal law.

Update 18.03 (Policy 4004 – Evaluations, Discipline and Discharge, Resignations)

The requirement that school districts maintain a policy of performance-based compensation was removed from the Revised School Code effective July 1, 2024. Thus, we recommend the removal of this section because it is no longer required by law.

Performance Evaluations All teachers and administrators can improve their performance and should strive for excellence in order to provide the best possible education for the students of the School District. To that end, the School District will use a rigorous, transparent, and fair evaluation system for all teachers and administrators. This system will comply with Michigan law and include annual year-end evaluations for all teachers and administrators, unless otherwise permitted by Michigan law. The Superintendent will provide inter-rater reliability training for all evaluators as required by law.

The evaluation system is intended to be used to improve the performance of all teachers and administrators and encourage professional growth. The system will be used, at a minimum, to inform decisions on the effectiveness and development of teachers, and to grant tenure or full certification, and to remove ineffective tenured and untenured teachers. The Superintendent will develop and implement any legally-compliant administrative regulations necessary to put this policy into effect with the involvement of teachers and school administrators. The regulations will use legally-compliant criteria to deem teachers and administrators unevaluated.

The Superintendent is authorized to promulgate regulations based on changes of the law governing evaluations.

MILLER JOHNSON

School Policy Services

The evaluation of the Superintendent shall be conducted in a manner consistent with state law and/or his/her employment contract. In accordance with state law, Board members must receive training in the evaluation framework for the Superintendent. Board members are expected to complete such training before participating in an annual performance evaluation of the Superintendent. If such training is not obtained in advance of participation, the Board member(s) shall be recused from the evaluation of the Superintendent.

~~**Performance Based Compensation** The Superintendent will develop for Board review and approval a legally compliant system of performance based compensation.~~

Ineffective Teachers Teachers will receive ratings as prescribed by law. Any teacher rated less than effective on a year-end evaluation will be placed on an individualized development plan (IDP). That teacher will be evaluated mid-year during the next school year, in addition to receiving a year-end evaluation. If the teacher continues to be found less than effective for three consecutive years, the School District will act to discharge the teacher, either through termination (if probationary) or the filing of tenure charges (if tenured), unless special circumstances are found to exist.

Discipline and Discharge This discipline and discharge policy applies to all School District employees. Furthermore, the employment of a probationary employee, including a probationary teacher, may be terminated at any time, for any reason that is not in violation of state or federal law. Where this policy conflicts with an individual contract of employment or an enforceable provision of a collective bargaining agreement, the applicable contract or agreement will supersede this policy.

The Board believes in maintaining a work environment that allows employees to be successful in providing an education to students of the School District. In return, employees are required to meet the highest standards of personal integrity, professionalism, and performance. Employees whose conduct or performance is inconsistent with the School District's expectations are subject to corrective and/or disciplinary action.

Discipline, for purposes of this policy, includes verbal and written warnings, verbal and written reprimands, suspensions, and dismissals/discharges. Discipline does not include verbal or written directives, verbal counseling aimed at correcting behavior or conduct, placement upon a voluntary or involuntary paid leave of absence, and performance evaluations. Such actions are not subject to this policy.

Disciplinary actions are taken at the discretion of the School District, and may arise for any reason that is not arbitrary or capricious. Except as otherwise expressly provided by law, individual employment contracts or an enforceable provision of a collective bargaining agreement, all disciplinary decisions of the School District are final and not subject to any grievance or arbitration procedure.

Resignations The Superintendent is authorized to accept resignations on behalf of the Board. A resignation must be in writing and is effective upon acceptance by the Superintendent.

MILLER JOHNSON

School Policy Services

BUSINESS – 5000 Series

Update 18.04 (Policy 5008 – Meal Charge / Food Services)

As the State School Aid Act continues to provide for free school meals, and the requirements associated with same are ever changing – albeit in subtle and nuanced ways – revisions to the relevant policy is needed as noted below.

The School District ~~has established this meal charge policy and food services policy to address the provision of food services for School District students, including: students who are eligible for reduced-price or full-price meal benefits and/or students who have insufficient funds to pay for school meals. This policy also addresses bad debt incurred due to the School District's inability to collect unpaid meal charges from its parents and students~~will participate in the National School Lunch Program.

The Superintendent will develop and implement administrative regulations ~~regarding meal charge and food service procedures to provide consistent direction concerning students who do not have funds in their account or in hand to cover the cost of their meal at the time of service, and procedures for students entitled to reduced-price or full-price meal benefits~~to comply with Section 30d of the State School Aid Act. These regulations, and this policy, will be provided to all households in writing at the start of each school year, to households transferring to the School District during the school year, and to all School District staff and independent contractors and companies responsible for implementation.

FACILITIES AND OPERATIONS – 6000 Series

There are no recommended updates for this section.

SCHOOL AND COMMUNITY RELATIONS – 7000 Series

There are no recommended updates for this section.

GENERAL POLICIES – 8000 Series

There are no recommended updates for this section.

January 21, 2025

Regular Meeting of the Board of Education

XII. ACTION ITEMS

A. VEHICLE PURCHASE RECOMMENDATION

Presenter: Jon Barth, Director, Facilities Management and Transportation

This item was presented in detail at the January 16, 2025 Finance/Facilities Committee meeting and earlier this evening.

MOTION: I move that the Board of Education approve the purchase of a 2024 Chevrolet Silverado 3500HD 4x4 with a utility box and a Ford F550 dump truck with a plow, salter and electric dump, as presented and outlined in the December 13, 2024, memo in the amount of \$161,823.00, utilizing MiDEAL pricing; funding to come from the District's general fund.

ROLL CALL VOTE

Facilities Management - Vehicle Replacement Recommendation - January 2025

Previously, Facilities Management requested that a schedule for District maintenance vehicles be created to replace vehicles that have become unsafe to operate due to rust and normal wear and tear. Last year the Board graciously approved the purchase of a utility truck to replace the oldest vehicle in our fleet, but two additional vehicles are currently needed to replace another 2006 utility truck and a 2006 dump truck. Acquiring these new trucks will improve departmental efficiency, significantly reduce vehicle repair costs, prevent potential disruptions caused by vehicle breakdowns, and ensure safety during routine maintenance tasks such as responding to work orders, deliveries, plowing snow and salting.

Facilities Management will be purchasing these vehicles through current MiDeal contracts. MiDeal is a State of Michigan purchasing program in which contracts have been awarded for the year. School districts and local entities have the opportunity to purchase at contract pricing. More information can be found [here](#).

With regard to our current fleet, our mechanic has assessed both the “road-worthiness,” frame and mechanical condition of the oldest trucks in our fleet and provided the following photos, evaluation and estimates to consider,

Truck #21 - Ford F-350, purchased in 2006

Concerns:

- Both rocker panels are rusted
- Both driver and passenger door rusted
- Cab roof is rusted with holes
- Significant underbody rust

Repair estimate: \$15,000-\$20,000

Recommend: Replace in 24/25 - Cost: \$62,000



Dump Truck, purchased in 2006

Concerns:

- Body rusting
- Transmission issues

Repair estimate: \$20,000-\$25,000

Recommend: Replace in 25/26 - Cost: \$105,000



Replacement Vehicle Recommendation



First, Facilities is recommending the purchase of a 2024 Chevrolet Silverado 3500HD 4x4 with a utility box. Once approved, delivery is expected in 8 weeks or less. \$61,851 is MiDeal purchase pricing through the State of Michigan with funding from the District's general fund. This truck will replace a 2006 utility truck as shown above.

Facilities is also recommending the purchase of a Ford F550 dump truck with a plow, salter and electric dump. Although we previously discussed with the Board a need for a box truck, we only use our box truck four times per year, which does not justify purchasing a new vehicle. In contrast, a new dump/salt truck would be far more beneficial for our operations. Our current dump/salt truck (2008), has required significant repairs over the years, including bodywork and addressing rust issues. Two weeks ago the dump truck stopped going into reverse while salting. Repairs were made but this is yet another expense on a vehicle with ongoing issues. Our dump/salt truck would remain as a backup but its age and condition indicates that we need a reliable dump/salt truck to support our District..



MiDeal Pricing:

Chevrolet Silverado 3500HD 4x4 Utility Truck

Todd Wenzel Chevrolet: \$61,851

Ford F550 Plow/Dump Truck

Gorno Ford: \$99,972

Total purchase price of \$161,823. This is a general fund expenditure,

Respectfully Submitted,
Jon Barth, Director of Facilities Management and Transportation

January 21, 2025

Regular Meeting of the Board of Education

XIII. ITEMS FROM THE TREASURER

A. EXPENDITURES.

MOTION: I move that the Board of Education approve the expenditures as outlined in the expenditure printout dated January 21, 2025, as follows:

General Fund	\$15,749,355
General Fund - Athletics	\$193,739
Debt Fund	-
Capital Projects – Technology and Other Projects	-
Capital Projects – 2020 Bond Fund	\$1,293,344
Capital Projects – 2023 Bond Fund	-
Nutrition Services Fund	\$517,985
Benefit Stabilization Fund	\$2,065,986
TOTAL	\$19,820,409

January 21, 2025

Regular Meeting of the Board of Education

XIV. CONSENT AGENDA. I move that the Board of Education approve the January 21, 2025, Consent Agenda, as follows:

A. Approval of Minutes

1. January 7, 2025 Regular Meeting
2. January 9, 2025 Communications/Community Engagement Committee
3. January 11, 2025 Board Retreat
4. January 13, 2025 Policy/Board Governance Committee
5. January 16, 2025 Finance/Facilities Committee

B. Personnel Items

**REGULAR MEETING
OF THE FARMINGTON BOARD OF EDUCATION
Maxfield Education Center
32789 W. Ten Mile
Farmington, Michigan
January 7, 2025**

1. President Weems called the meeting to order at 6:00 p.m.

ROLL CALL:

Present:

Terri A. Weems, President
David N. Turner, Secretary
Claudia T. Heinrich, Treasurer
Cheryl B. Blau, Trustee
Thomas J. Hull, Trustee
Angie F. Smith, Trustee

Absent:

Donald Walker, Jr., Vice President

Also Present: Kelly Coffin, Superintendent; Jennifer Kaminski and Brad Paddock, Assistant Superintendents; Lydia Moore, Executive Director; Jon Barth, Diane Bauman, Margaret Hendrickson, Kelly Kaminski, and Greg Smith, Directors; Executive Assistant, Colleen Scripture; staff and community members.

2. **PLEDGE OF ALLEGIANCE.** FSA Student, Shaun Black, led the pledge.
3. **OATH OF OFFICE.** Judge Marla Parker, 47th District Court, made comments and administered the oath of office to newly elected, re-elected, and appointed School Board members, Thomas J. Hull, Claudia T. Heinrich, and David N. Turner, respectively.
4. **RECOGNITIONS.**
DISTRICT TEACHERS OF THE YEAR: Assistant Superintendent of Talent Development, Brad Paddock, outlined the selection process, detailed the order of the night's proceedings, and introduced the District Teachers of the Year.
- Early Childhood - Lara Ligerakis - Farmington Early Childhood Center
 - Elementary - Laura Orłowski, Beechview Elementary School
 - Middle - Susan Kim, Power Middle School
 - High - Joseph Lazzarino, Farmington High School

These staff members were recognized and congratulated by the Board, staff, and community members.

5. **RECESSED:** 6:25 p.m. | **RESUMED:** 6:34 p.m.

6. **APPROVAL OF THE AGENDA.** It was moved by Heinrich and supported by Turner to approve the agenda for the regular Board of Education meeting on Tuesday, January 7, 2025, as presented.

VOICE VOTE: **Ayes:** Heinrich, Smith, Weems, Blau, Turner, Hull
Nays: None

MOTION UNANIMOUSLY APPROVED.

7. **ANNOUNCEMENTS.** President Weems spoke on the following topics: well wishes to the community; welcome to newly elected, re-elected, and appointed Board trustees; Board consistency; School Board Appreciation Month; Vice President Walker's absence; Board Of Education Committee and Representative/Liaison Appointments; IB Graduation in December 2024.

8. **PUBLIC COMMENTS.** Public comments were shared. No action was taken.

9. **CORRESPONDENCE.** Secretary Turner provided a report on correspondence received during this period. Correspondence is acknowledged and responded to when appropriate. A list of correspondents and topics is available in the Board packet on the Farmington Public Schools website.

10. **LEGISLATIVE UPDATE.** Trustee Blau spoke on the following topics: HB 5549 - requires school districts to have behavioral threat assessment and management teams in each school building; HB 6058 - makes changes to Public Act 152 by raising the hard cap for insurance costs as well as requiring any district using the 80/20 option to make that the minimum amount covered; and the 103rd Legislature regular session convenes January 8, 2025.

11. **SUPERINTENDENT'S DISTRICT UPDATE.**

Presenter: Kelly Coffin, Superintendent

Dr. Coffin spoke on the following topics: community well wishes; and School Board Appreciation Month.

12. **PROJECT SEARCH.**

Presenter: Lydia Moore, Executive Director, Special Education Services

Project SEARCH is a partnership between Corwell Health, the City of Farmington Hills and Farmington Public Schools to provide students with significant intellectual disabilities with the skills needed to be employable at competitive rates. Dr. Moore detailed the history of the program, the one school-year model, and the fidelity components of the model. Information was provided on Project SEARCH outcomes in Michigan related to rates of employment and hourly wages/hours per week. This opportunity will be offered in addition to the programs already in place, such as Visions Unlimited coursework and PREP. Dr. Moore explained program

alignment with FPS goals and anchors. Funding is provided through the State Aid Act.

Board members made comments and questions were answered.

13. FAAPN UPDATE.

Presenter: Santoria Shepherd, President

Ms. Shepherd stated the mission of FAAPN, a community-driven, district-supported organization for all Farmington/Farmington Hill School district students, whose goal is to foster student success and parent engagement. Key initiatives and future offerings were outlined: Saturday free tutoring, SAT/ACT workshops, parent general meetings and workshops, and collaboration with FPS Parent IDEA.

Board members made comments and questions were answered.

14. REPORTS FROM BOARD COMMITTEES.

Communications and Community Engagement Committee. Chair Blau reminded the community of the upcoming Community Dialogue on February 4, 2025 at 6:30 p.m. The topic will be STEAM opportunities in the District.

Joint Meeting with the Cities. President Weems made the Board and community aware of the upcoming joint meeting with the cities to be held on January 27, 2025 at 6:00 p.m. A planning session was held to draft the agenda. The Board and District are looking forward to a positive partnership and collaborative relationship with the cities. Discussion will include the development of action plans pertaining to safety, local business internship opportunities for students, and student achievement.

15. DISCUSSION ITEMS. None.

16. PUBLIC COMMENTS. Public comments were shared. No action was taken.

17. AP PRE-CALCULUS: NEW COURSE RECOMMENDATION.

Presenters: Margaret Hendrickson, Director, Curriculum, Instruction and Assessment; Colleen Stamm, K-12 District Math/Science Coordinator

This item was presented in detail at the December 17, 2024 Board of Education regular meeting.

MOTION: It was moved by Heinrich and supported by Turner that the Board of Education approve the proposed AP Pre-Calculus Course, as presented and discussed at the December 17, 2024 Board of Education regular meeting.

Board discussion occurred.

ROLL CALL VOTE:

Ayes: Heinrich, Smith, Weems, Blau, Turner, Hull
Nays: None

MOTION PASSED 6-0.

- 18. CONSENT AGENDA.** It was moved by Smith and supported by Heinrich that the Board of Education approve the January 7, 2025 Consent Agenda, as follows:

A. Approval of Minutes

1. December 17, 2024 Special Meeting
2. December 17, 2024 Closed Session
3. December 17, 2024 Regular Meeting

VOICE VOTE:

Ayes: Heinrich, Smith, Weems, Blau, Turner, Hull
Nays: None

MOTION UNANIMOUSLY APPROVED.

- 22. REPORTS FROM BOARD REPRESENTATIVES.** None.

- 23. ADJOURNMENT.** The Board of Education January 7, 2025, regular meeting was adjourned at 7:38 p.m.

David N. Turner
Board Secretary
Farmington Board of Education

**BOARD RETREAT
OF THE BOARD OF EDUCATION
Farmington Co-Work
32729 Grand River Avenue
Farmington, MI 48336
Saturday, January 11, 2025**

President Weems called the meeting to order at 9:18 a.m.

ROLL CALL:

Present:

Terri A. Weems, President
Claudia T. Heinrich, Treasurer
David N. Turner, Secretary
Cheryl B. Blau, Trustee
Thomas J. Hull, Trustee

Absent:

Donald Walker, Jr. Vice President
Angie F. Smith, Trustee

Also Present:

Kelly M. Coffin, Superintendent

1. **APPROVAL OF THE AGENDA.** It was moved by Heinrich and supported by Hull to approve the January 11, 2025, Board Retreat agenda, as presented.

VOICE VOTE:

Ayes:

Hull, Heinrich, Weems, Blau, Turner

Nays:

None

MOTION UNANIMOUSLY APPROVED.

2. **PUBLIC COMMENTS.** No public comments were shared.
3. **ICE BREAKER/TEAM BUILDING.**

Board members reflected on their history and shared their rationale for service on the Board.

4. **STUDENT DATA.**

Dr. Coffin shared formative data that is currently gathered by the District.

5. **DEI DASHBOARD FEEDBACK.**

The Board reviewed a draft DEI Dashboard and provided feedback to be shared with Mr. Smith.

6. **JOINT CITIES/FPS AGENDA.**

The Board discussed the agenda for the upcoming joint cities meeting and areas for potential collaboration and coordination; including, but not limited to, safety, academic achievement, and connecting with businesses.

7. PROACTIVE DISTRICT COMMUNICATION.

The Board discussed recent correspondence from community members and organizations and agreed to reach out as appropriate.

- 8. ADJOURNMENT.** The Board of Education’s January 11, 2025 Board Retreat was adjourned at 2:55 p.m.

David N. Turner
Board Secretary
Farmington Board of Education

DRAFT