

**LIVONIA PUBLIC SCHOOLS  
BOARD OF EDUCATION**

**Committee of the Whole  
April 19, 2021 - 6:30 PM  
Board Room  
15125 Farmington Road  
Livonia, Michigan 48154**

**AGENDA**

**I. AUDIENCE COMMUNICATIONS**

**II. COMMITTEE OF THE WHOLE**

**Burton, Chair; Acosta, Bonifield; Bradford; Centers; Jarvis; Johnson**

- A. Parent Advisory Committee (PAC) Representatives 2**  
**J. Taiariol**

**III. CURRICULUM COMMITTEE**

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**T. O'Brien**

- B. Livonia Virtual Planning for 2021-2022 4**  
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- C. Adult Education Grant Purchase 9**  
**D. Willenborg**

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**Centers, Chair; Bradford; Johnson**

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**P. Francis / A. Smith**

**V. POLICY COMMITTEE**

**Johnson, Chair; Bonifield; Jarvis**

- A. Policy Revisions - Professional Personnel 29**

**\* GBC - Selection and Recruitment**

**\* GBF - Teacher Placement**

**\* GBG - Staff Reductions and Recalls**

**\* GBIA - Teacher Evaluations**

**VI. FINANCE COMMITTEE**

**Bonifield, Chair; Acosta; Jarvis**

**VII. PERSONNEL COMMITTEE**

**Bradford, Chair; Centers; Johnson**

**VIII. LEGISLATIVE COMMITTEE**

**Jarvis, Chair; Acosta; Centers**



# Livonia Public Schools

***Jennifer Taiariol, Ph.D.***

***Student Services Department***

Date: April 14, 2021  
To: Andrea Oquist, Superintendent  
From: Jennifer Taiariol, Director of Student Services  
Subject: Wayne County Parent Advisory Committee Representative Nominations

Each intermediate school district in Michigan is required to appoint a Parent Advisory Committee (PAC), composed of representatives from each of its constituent districts. The representatives "shall consist only of parents of students with disabilities with at least 1 parent from each constituent local school district and public school academy". In Wayne County, each local school district is encouraged to appoint one or two PAC representatives to a three-year term. Wayne County Parent Advisory Committee (WCPAC) members often serve as an information source for other parents in their community. Each monthly business meeting of the WCPAC includes a parent training segment on issues identified by the members.

Our current PAC representatives, Kara Clarke and Eileen Brandt are once again being nominated to serve in the capacity of Livonia Public Schools' representatives to Wayne County RESA. Kara is serving in the role of Chairperson for the PAC and was Vice Chairperson for the previous two years. Eileen has been a representative for over 18 years. She has served on the Executive Board for many years as Chairperson, as well as on many different subcommittees. Both Kara and Eileen have represented Livonia Public Schools with pride and professionalism.

I am prepared to present this topic at the Committee of the Whole meeting on April 19, 2021.



# Livonia Public Schools

*Academic Services*

Date: April 14, 2021

To: Andrea Oquist, Superintendent

From: Theresa O'Brien, Chief Academic Officer

**Subject: Elementary Integrated Modules Presentation**

I am requesting that Jennifer Cory, Elementary Curriculum Coordinator, and I be placed on the Curriculum Committee agenda for the April 19, 2021 Board of Education Committee of the Whole meeting. We would like the opportunity to update the Board on the Elementary Integrated Modules we have been developing for our kindergarten through fourth grades. Mrs. Cory and I will share a first-grade unit as an example of how we integrate science and ELA standards in addition to the GELN Early Literacy Essentials.

Thank you for your consideration of this request. I look forward to sharing with you the updates we made this year.



# Livonia Public Schools

## *Elementary & District Programs*

Date: April 9, 2021

To: Andrea Oquist, Superintendent

From: William Green, Director of Elementary Programs & District Services

Re: Livonia Virtual Elementary Planning Update for the 2021-2022 school year

The purpose of this memo is to update the Livonia Public Schools' Board of Education on planning for Livonia Virtual (LV) for the upcoming school year at the elementary level. Plans will be reviewed with the Board of Education during the April 19, 2021 Committee of the Whole (COW) meeting. As reviewed at the COW meeting on March 15, 2021, our recommendation would be to offer Livonia Virtual for the 2021-2022 school year where the educational experience for our LV students can closely reflect our in-person LPS educational experience. The primary reasons to offer LV for the upcoming school year are:

- To acknowledge the ongoing pandemic may present a need to provide a flexible learning option for a portion of our community
- To analyze the effectiveness and sustainability of developing a long-term Livonia Virtual option. In other words, to determine if this would be an educational selection option moving forward past next school year

Below are general highlights of our plans moving forward. I will be presenting a slideshow at the COW meeting to review various key documents in our planning.

### **2020-2021 LIVONIA VIRTUAL NOTES**

- 28% of elementary students are currently enrolled in Livonia Virtual. Based on feedback from LV staff and other qualitative analysis, a large percentage of families in LV chose this option due to the COVID-19 Pandemic.
- 67 teachers are currently teaching Livonia Virtual students, which does not include Webster ACAT and Center Based classrooms.

### **2021-2022 LIVONIA VIRTUAL PLANNING**

- During the months of February, March and April teams have been planning for the design of Livonia Virtual 2021-22. We have developed a timeline moving forward to prepare for Livonia Virtual 21-22 at the elementary level. We have a playbook from this year to build upon, which has been helpful in our planning meetings.
- April 20-April 25: Formalize and communicate the LV Plan for 2021-22 to the LPS Community after the presentation to the Board of Education on April 19.
- Additional planning will take place during the upcoming months to finalize additional topics.

## **LIVONIA VIRTUAL ELECTION PROCESS**

- April 26-May 7: Election Process for Livonia Virtual window.
- It is assumed all elementary students will be enrolled for in-person instruction for 21-22 unless the Livonia Virtual application is completed for the 2021-2022 school year.
- Election for Livonia Virtual for the 2021-2022 school year doesn't guarantee a spot in Livonia Virtual.
  - Ratios will be developed for the number of enrollments at each grade level. After completion of the election window, if necessary, a lottery will take place to order the slots for Livonia Virtual openings with the remaining slots being placed on an ordered waitlist.
  - All waitlisted students will be enrolled for in-person instruction for the 2021-2022 school year.
- There will be a window in the summer of 2021 for families to make a change to their election process and allow new registrations to make an LV selection.

## **MAGNET PROGRAMS**

- Like our secondary LV programming, our magnet programs would not be an option moving forward for the 2021-2022 school year. ACAT at Webster and Niji-Iro programs were designed for in-person experiences and the remote world can not properly address the unique learning environment in both programs.

## **LV TRANSFER PROCESS**

- Opportunities to transfer into and out of Livonia Virtual would not be available once the school year begins. This is a yearlong commitment. Research does not support movement between schools and programs except in rare cases that are handled on a case by case basis.

## **LIVONIA VIRTUAL PLANNING GROUPS**

### **Parent and Student Compact**

- The purpose of the Compact group is to develop guiding principles of the LV experience so that during the election window families understand the requirements, expectations, and characteristics of a successful Livonia Virtual experience.

### **2021-22 Schedule**

- The purpose of the schedule planning group is to collect feedback from LV staff, families, and where applicable students to assist in development of a reasonable live (synchronous) and asynchronous remote learning schedule.

### **2021-22 Specials**

- The purpose of the Specials area planning group is to analyze how to deliver special area (Art, Music, Physical Education, Library Media) classes to LV students.

## **Communications**

- The purpose of the communications planning group is to advertise and communicate our LV options for the 2021-2022 school year. This includes but is not limited to a FAQ document, an LV website for families, and communications from the district and school level regarding all things LV for 2021-2022 school years.

Again, we look forward to offering Livonia Virtual for the 2021-2022 school year to address the needs for some families to make this election due to the ongoing Pandemic. It must be restated that additional analysis of the effectiveness and long-term sustainability of Livonia Virtual will be studied during the 2021-2022 school year to determine its long-term viability in a post COVID world.

I look forward to providing regular and on-going updates to the Board of Education on our preparation and planning of Livonia Virtual for the 2021-2022 school year.

WG



# Livonia Public Schools

## *Secondary Programs & District Service*

Date: April 14, 2021  
To: Andrea Oquist, Superintendent  
From: Daniel R. Willenborg, Director of Secondary Programs  
RE: LV Planning 2021-2022 - Secondary

During the Study Session on April 5, 2021, we reviewed with the Board Livonia Virtual plans for the 2021-22 school year. We would like to continue this discussion during the Committee of the Whole meeting on April 19, 2021.

Attached is a summary of the current number of secondary students who have opted for In-Person or Livonia Virtual instruction for 2021-22.

dw  
c: Board of Education

School	In-Person	Livonia Virtual	Total
Churchill	992	125	1117
Franklin	1270	107	1377
Stevenson	1515	69	1584
Emerson	624	64	688
Frost	555	53	608
Holmes	639	31	670
Not Sure	7	4	11
<b>Total Respondents</b>	<b>5602</b>	<b>453</b>	<b>6055</b>
<b>% of Respondents</b>	<b>92.5%</b>	<b>7.5%</b>	<b>100.0%</b>
<b>% of responses for students in grades 6-11 as of 4/19/21</b>			<b>97.8%</b>



## Livonia Public Schools

### Secondary Programs & District Services

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Date: April 14, 2021

To: Andrea Oquist, Superintendent

From: Daniel R. Willenborg, Director

Re: Adult Education Grant Purchase

I am requesting that 'Adult Education Grant Purchase' be added to the agenda of the Committee of the Whole BOE meeting on April 19, 2021. A brief notification of this purchase was provided at the BOE Study Session on April 12, 2021.

A reallocation of unclaimed Adult Education funding was offered to school districts by the State of Michigan. Karen Ling, Supervisor of Shared Time and Adult Education, made application on behalf of LPS for those additional funds and was awarded \$174,000. After thorough analysis with our IT Department the decision was made to focus those funds on the upgrade of technology hardware and other instructional resources to benefit the students and staff of the LPS Adult Education Program.

Highlights of the purchase include Surface Pro and Surface Go personal devices, as well as Interactive Promethean Whiteboards, and Virtual Reality glasses. A detailed quote is provided as an attachment.

The funding for this purchase is not from the LPS General Fund. Funding is provided through the State School Act; Section 107 Grant of 2021-21. These products were reviewed through REMC pricing and CDW-G was the selected provider. The CDW-G quote total is \$157,164.00.

Attachments

# QUOTE CONFIRMATION



**DEAR TYLER DUNCAN,**

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LZNF269	3/16/2021	ADLTEDUUPG2021	1271134	\$157,164.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<u>Promethean Fixed-Height Mobile Stand for ActivPanel Interactive Display</u> Mfg. Part#: AP-FSM Contract E&I CNR01439 Catalog (CNR01439)	5	6233156	\$409.00	\$2,045.00
<u>PROMETHEAN ACTIVPANEL TITANIUM 75\</u> " Mfg. Part# AP7E-B75-NA-1 Contract: E&I CNR01439 Catalog (CNR01439)	5	6435042	\$2,540.00	\$12,700.00
<u>PROMETHEAN 7YR OS EXT SUP ACTIVPANEL</u> Mfg. Part#: APM7YROSS Electronic distribution - NO MEDIA Contract: E&I CNR01439 Catalog (CNR01439)	5	5563197	\$0.00	\$0.00
<u>NEW ITEM</u> Mfg Part#. NEW-ITEM Promethean Cart Assembly and Install Contract: MARKET	5	NEW-ITEM	\$402.49	\$2,012.45
<u>NEW ITEM</u> Mfg. Part#: NEW-ITEM HP 800 Desktop Mini G8 - Placeholder until custom part# is created. Contract: MARKET	5	NEW-ITEM	\$690.00	\$3,450.00
<u>HP LCD Monitor Quick Release Bracket 2</u> Mfg. Part#. 6KD15AT UNSPSC 43211612 Contract E&I CNR01439 Catalog (CNR01439)	5	5568161	\$29.84	\$149.20
<u>HP ESP Only HP e-Care Pack Next Business Day Hardware Support</u> Mfg. Part#: U7899E UNSPSC 81111812 Electronic distribution - NO MEDIA Contract E&I CNR01439 Catalog (CNR01439)	5	585482	\$89.00	\$445.00
<u>Logitech Brio 4K Pro Webcam</u> Mfg. Part# 960-001105 UNSPSC: 45121520 Contract E&I CNR01439 Catalog (CNR01439)	5	4473675	\$175.00	\$875.00


QUOTE DETAILS (CONT.)				
<u>APC Back-UPS 550VA 8-Outlet Battery Back-Up and Surge Protector</u>	5	1524034	\$66.70	\$333.50
Mfg. Part#: BE550G UNSPSC: 26111701 Contract E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Surface Pro 7+ - 12.3" - Core i5 1135G7 - 8 GB RAM - 256 GB SSD</u>	21	6390579	\$1,214.11	\$25,496.31
Mfg. Part#: 1NA-00016 Contract E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Surface Pro Type Cover (M1725) - keyboard - with trackpad, accele</u>	21	4634736	\$95.00	\$1,995.00
Mfg. Part#: FMN-00001 UNSPSC 43211706 Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Complete Extended Service Agreement for Surface Pro 3YR</u>	21	3072615	\$174.15	\$3,657.15
Mfg. Part# A9W-00005 UNSPSC. 81112307 Electronic distribution - NO MEDIA Contract E&I CNR01439 Catalog (CNR01439)				
<u>Kensington BlackBelt 2nd Degree Rugged Case for Surface Pro 7, 6, 5, &amp; 4 -</u>	21	5797312	\$50.00	\$1,050.00
Mfg. Part#: K97950WW Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Surface Pen M1776 - stylus - Bluetooth 4.0 - platinum</u>	21	4637708	\$69.00	\$1,449.00
Mfg. Part#. EYV-00009 UNSPSC: 43211709 Contract E&I CNR01439 Catalog (CNR01439)				
<u>HoverCam Solo Spark II Document Camera</u>	5	6283281	\$310.00	\$1,550.00
Mfg. Part# HCSS-II Contract E&I CNR01439 Catalog (CNR01439)				
<u>HP Business Top Load notebook carrying case</u>	15	4937371	\$32.67	\$490.05
Mfg. Part# 2SC66UT UNSPSC 53121706 Contract: E&I CNR01439 Catalog (CNR01439)				
<u>BRETFORD CUBE CART 16 USB-C</u>	1	6470821	\$1,174.99	\$1,174.99
Mfg. Part# TVC16USBC-CK Contract E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Surface Go 2 - 10.5" - Pentium Gold 4425Y - 8 GB RAM - 128 GB SSD</u>	108	6072213	\$476.00	\$51,408.00
Mfg. Part# 1GF-00001 Contract. E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Complete for business - extended service agreement - 3 years</u>	108	5178635	\$120.00	\$12,960.00
Mfg. Part# F9W-00123 UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Surface Go Type Cover - keyboard - with trackpad, accelerometer -</u>	108	6072220	\$68.00	\$7,344.00
Mfg. Part# KCN-00023 Contract: E&I CNR01439 Catalog (CNR01439)				

QUOTE DETAILS (CONT.)				
<u>Kensington BlackBelt Rugged Case for Surface Go - protective case for table</u>	108	5191995	\$37.00	\$3,996.00
Mfg. Part#. K97651WW UNSPSC: 53121705 Contract E&I CNR01439 Catalog (CNR01439)				
<u>Bretford 36x CUBE Pre Wired USB-C Charging Cart</u>	3	6204801	\$1,620.00	\$4,860.00
Mfg. Part# TVC36USBC-LIV Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Surface Book 3 - 15" - Core i7 1065G7 - 32 GB RAM - 512 GB SSD -</u>	2	6072149	\$2,399.46	\$4,798.92
Mfg. Part# SMP-00001 Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Complete for business - extended service agreement - 3 years</u>	2	3862760	\$285.00	\$570.00
Mfg. Part# F9W-00083 UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract E&I CNR01439 Catalog (CNR01439)				
<u>HTC VIVE Cosmos Virtual Reality</u>	2	5746906	\$699.00	\$1,398.00
Mfg. Part# 99HARL000-00 UNSPSC: 52161559 Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Surface Dock 2 - docking station - Surface Connect - 2 x USB-C -</u>	7	6080326	\$206.00	\$1,442.00
Mfg. Part# 1GK-00001 Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Surface Wireless Mouse - Gray</u>	15	4418264	\$45.38	\$680.70
Mfg. Part# 3YR-00001 UNSPSC: 43211708 Contract E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft Surface Keyboard - keyboard - QWERTY - US - gray</u>	15	4418255	\$81.69	\$1,225.35
Mfg. Part# 3YJ-00022 UNSPSC 43211706 Contract: E&I CNR01439 Catalog (CNR01439)				
<u>Dell C3422WE - LED monitor - curved - 34.14" - with 3-year Basic Advanced E</u>	5	6447849	\$910.00	\$4,550.00
Mfg. Part# DELL-C3422WE Contract E&I CNR01439 Catalog (CNR01439)				
<u>Microsoft - power adapter - 127 Watt</u>	6	6072228	\$86.73	\$520.38
Mfg. Part# USY-00001 Contract E&I CNR01439 Catalog (CNR01439)				
<u>NEW ITEM</u>	108	NEW-ITEM	\$23.50	\$2,538.00
Mfg. Part#: NEW-ITEM Device Services Charge which include CDWG Autopilot Registration Allcovered White Glove Deployment Services Allcovered White Glove Delivery Services Contract: MARKET				

<b>PURCHASER BILLING INFO</b>	<b>SUBTOTAL</b>	\$157,164.00
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<b>Billing Address:</b> LIVONIA PUBLIC SCHOOLS ACCTS PAYABLE 15125 FARMINGTON RD LIVONIA, MI 48154-5474 <b>Phone:</b> (734) 523-9164 <b>Payment Terms:</b> NET 30-VERBAL	<b>SHIPPING</b>	\$0.00
	<b>SALES TAX</b>	\$0.00
	<b>GRAND TOTAL</b>	<b>\$157,164.00</b>
<b>DELIVER TO</b>  <b>Shipping Address:</b> LIVONIA PUBLIC SCHOOLS TYLER DUNCAN 15125 FARMINGTON RD LIVONIA, MI 48154-5474 <b>Shipping Method:</b> CEVA Deferred, 3-5 Days	<b>Please remit payments to:</b>  CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION

	Jesse Hafterson		(866) 809-9887		jesshaf@cdwg.com
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LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
<b>\$157,164.00</b>	<b>\$4,171.13/Month</b>	<b>\$157,164.00</b>	<b>\$4,829.65/Month</b>

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
For more information, contact a CDW account manager

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# Requested Hardware



## Staff Technology

Recommended Devices:

- Surface Pro 7+
- Digital Pen
- Case



## Teaching Technology

Recommended Devices:

- Surface Pro 7+
- Digital Pen
- Case



## Interactive Whiteboards

Recommended Devices:

- Promethean Whiteboard
- HP Compute
- Mobile Cart



## Student Devices

Recommended Devices:

- Surface Go 2
- Type Cover
- Case



## Virtual Reality

Recommended Devices:

- HTC Vive Cosmos
- Job Simulator



To: Andrea Oquist, Superintendent

From: Phillip Francis, Director of Operations

Date: April 14, 2021

Re: Recommendation for Roofing Consultant – Franklin High School/Stevenson High School/Grant Elementary School/Garfield Community School

I would like to request adding an agenda item to the Monday, April 19, 2021 Committee of the Whole meeting to discuss re-engaging Roofing Technology Associates (RTA) for the design work and construction administration services on the proposed roofing replacement at Franklin High School (partial replacement), Stevenson High School (partial replacement), Grant Elementary, and Garfield Community School through the sinking fund.

The attached recommendation letter from the District's owner's representative, Plante Moran CRESA, gives detail of the agreement between the District and RTA. To summarize, the District has been satisfied with the design and consultation work provided by RTA thus far since we began the roofing projects in 2018. LPS has requested a formal proposal from RTA to re-engage them for the upcoming roofing projects beyond 2021. Their proposal keeps their fee consistent with their current rate (2.8% of project budget) and totals \$171,680.00 for the design work and project management.

Please let me know if there are any questions. Thank you.

Attachments

PF/ko



**LIVONIA PUBLIC SCHOOLS  
AWARD RECOMMENDATIONS  
April 12, 2021**

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1. Plante Moran Cresa Award Recommendation Letter
  2. Roofing Technology Associates, LTD (RTA) Proposal Letter
  3. Stevenson High School Roof Condition Map
  4. Franklin High School Roof Condition Map
  5. Garfield Elementary School Roof Condition Map
  6. Grant Elementary School Roof Condition Map



April 12, 2021

Mr. Phillip Francis  
Director of Operations  
Livonia Public Schools  
15125 Farmington Road  
Livonia, MI 48154

RE: Contract Amendment Recommendation for Roofing Design & Construction Administration Services  
Sinking Fund Roofing Replacement Projects  
2022 Projects – Stevenson High School (partial), Franklin High School (partial), Garfield Elementary School, Grant Elementary School

Dear Mr. Francis:

This letter transmits an update from Plante Moran CRESA (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of a Roofing Designer & Construction Administration Services Firm for the Projects listed above. This update represents the mutual efforts of PMC and LPS administration and staff (Sinking Fund Team) to present a framework in order to identify, evaluate and recommend a Firm for these Projects.

In 2017, LPS awarded a contract to Roofing Technology Associates, LTD (RTA) to conduct a district-wide roofing assessment of the existing roofs. The completed report indicated that numerous buildings needed near-term repair and/or replacement. Based upon the results and utilizing RTA's weighted Roofing Condition Index (RCI) of the various facilities, the Sinking Fund Team created an initial priority list of facilities requiring roofing work that continues to be monitored by the Sinking Fund Team.

In 2018, the board approved the contract award to RTA for roofing design and construction administration services with subsequent contract amendments for roof replacement projects as follows:

- 2018: Holmes Middle School, Transportation, Warehouse (partial), Franklin High School (partial)
- 2019: Johnson Upper Elementary School
- 2020: Career Technical Center, Emerson Middle School, Rosedale Elementary School
- 2021: Riley Upper Elementary School, Randolph Elementary School, Hayes Elementary School, Frost Middle School

The Sinking Fund Team has identified Stevenson High School (partial), Franklin High School (partial), Garfield Elementary School and Grant Elementary School as the next facilities to have roof replacement work completed. In general, the scope involves complete removal of the existing roofing system in the identified areas and installation of a new roofing system including any required sheet metal.

The Sinking Fund Team has been satisfied with the work completed by RTA to date and requested a formal proposal from them to incorporate this additional scope of work. In response to this request, RTA provided the attached proposal dated March 23, 2021 to extend their services. Their proposed fee (which is approximately 2.8% of the budget of \$6,131,744.00) remains competitive and consistent with the percentage used to award their original contract.

The Sinking Fund Team has reviewed their proposals and budgets and recommends the Board of Education retain RTA for the above referenced Work in the lump sum amount of \$171,680.00. The cost for this work will be detailed in a Purchase Order(s) issued by the District and in a contract amendment to their current contract, pending final review and approval of terms by district legal counsel.

The Sinking Fund Team is available at the Board's convenience to answer any questions regarding this process and/or the recommendation. Please direct all questions through me via email at [brian.weber@plantemoran.com](mailto:brian.weber@plantemoran.com).

Sincerely,

PLANTE MORAN CRESA



Brian Weber  
Senior Consultant

Enclosures:     Roofing Technology Associates, LTD Proposal dated March 23, 2021  
                      Roof Condition Map of Stevenson High School  
                      Roof Condition Map of Franklin High School  
                      Roof Condition Map of Garfield Elementary School  
                      Roof Condition Map of Grant Elementary School



## ROOFING TECHNOLOGY ASSOCIATES, LTD.

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38031 SCHOOLCRAFT  
LIVONIA, MICHIGAN 48150-1065  
(734) 591-4444 • FAX (734) 591-1660 • E-MAIL: rta@rtaltd.com  
Web site www.rtaltd.com

March 23, 2021

Mr. Brian Weber  
Plante Moran CRESA  
26300 Northwestern Hwy., Suite 120  
Southfield MI 48076  
[Brian.weber@plantemoran.com](mailto:Brian.weber@plantemoran.com)

RE: ROOF REMEDIATION SPECIFICATIONS, BIDDING ASSISTANCE AND QUALITY CONTROL MONITORING SERVICES

Livonia Public Schools

- Stevenson High School
  - Franklin High School
  - Garfield Elementary School
  - Grant Elementary School
- Livonia, Michigan

Dear Mr. Weber:

In accordance with your request, we are pleased to submit this proposal to provide **additional** roof consulting services for the above-referenced school. We have prepared this proposal based upon our conversations with you, our past involvement with these facilities and our past experience on similar projects. The purpose of this correspondence is to outline our proposed scope of services and provide you with a fee for our services. We trust that you will find this proposal acceptable and will retain our firm to perform the required roof consulting services.

As requested, we will provide roof consulting services in accordance with the scope of work outlined herein for the above referenced four schools. The buildings have approximately 383,000 square feet of roofing.

The subject facilities are school facilities which are generally one and/or two stories in height. The existing roofs are generally low-sloped and are covered with a PVC or EPDM roofing system.

### **PHASE I - PLANS AND TECHNICAL SPECIFICATIONS/BID ASSISTANCE**

Remedial roofing specifications will be prepared based upon pertinent information gathered during site visits to determine specific existing conditions. The technical documents will include plans, specifications and details necessary to clearly define the scope of the remedial roof work. The items of work will include:



- Review of any available construction plans and details and compiling any other available information regarding the details of existing construction.
- Visit the project sites to examine and evaluate the roof areas designated for remedial roof work. Perform test cuts on the existing roof systems at walls and curbs to determine the existing details of construction. Repair test cut samples immediately after our visual examination.
- Development of the most feasible and economical solutions to the current conditions based upon the project parameters.
- Preparation of technical specifications, including roof plans and details for the required remedial work. The technical specifications will establish the types and quality of the materials to be used and the manner in which the materials are to be applied. Included is the design of new fascia panels.
- Incorporation of the technical specifications with other standard requirements and bidding documents to provide a complete bid package. Such additional information will include insurance requirements, general conditions of construction and bid proposal forms. It is understood that RTA will prepare and provide such additional information and will assemble the complete bid packages. Assist with the advertising of the project as necessary.
- Assistance will be provided in the invitation of qualified roofing contractors to bid the required work as may be required.
- Attendance at a pre-bid meeting at the project sites with the contractors bidding the project to answer questions they may have regarding the project specifications. Issue Addendums as may be required.
- Respond to requests for information from the bidding roofing contractors during the bidding period.
- Evaluation of the submitted bids will be provided to assist in the selection of the roofing contractor(s) to perform the work. A recommendation relative to our evaluation of the bids will be submitted.

## **PHASE II - ROOFING QUALITY CONTROL MONITORING SERVICES**

Construction quality control monitoring services are provided to ensure that the requirements of the contract documents are being met. The ongoing determination of contract compliance is based upon daily construction monitoring, which includes verification that the specified materials are used, proper quantities of materials are provided, and that the order and method of installation of such materials is in accordance with acceptable standard industry installation procedures. The goal of construction monitoring is to ensure that a quality roofing system is attained.



During the roof renovation work, we propose to provide an experienced roofing field representative to provide quality control monitoring and any required testing services in order to develop opinions as to whether the work essentially complies with project requirements and sound roofing practices.

In general, a variety of construction quality control monitoring services will be provided on your project. Specifically, our services will include the following items of work:

- Attendance at a pre-construction conference by our representatives. Specific items relating to materials storage, application procedures, work schedule and quality control requirements will be reviewed. The roof areas will be reviewed with parties involved in the project to clarify project performance requirements.
- Part-time on-site observation of in-progress roofing operations will be provided as needed. Contact will be made with your representative to review job progress.
- Preparation of Field Reports which will provide a summary of each day's activities, areas worked, test locations and results, notes regarding materials and processes that are found to not be in compliance with the contract documents and project requirements, and any other pertinent information.
- Preparation of punch lists and follow-up on any incomplete or incorrectly installed materials after substantial completion of the reroofing work on each area. A final inspection report will be issued when all roofing and related sheet metal work is complete.
- We will provide an on-site review of the roof installations and document our findings. This will be accomplished at one year and two years following completion of the project roof replacement and remedial work.
- Review Roofing Contractor's submittals and shop drawings.

## **GENERAL**

One of our Registered Roof Consultants, (RRCs), will serve as Project Manager for this project. Other staff members will be assigned once the project schedule is formalized.

We will commence our services after receiving your written authorization to proceed. The technical specifications will be available for bidding by the selected roofing contractors by October 2021, providing weather conditions allow for the timely completion of our field work.

## **PROFESSIONAL FEES**

Professional fees for the work and personnel required to complete the above outlined roof consulting services will be established and billed on a lump sum basis.



The fees for the services of the project roof areas as outlined herein, will be:

**PHASE I AND PHASE II:**

<b>Stevenson High School</b>	<b>\$ 62,330</b>
<b>Franklin High School</b>	<b>\$ 74,120</b>
<b>Garfield Elementary School</b>	<b>\$ 9,220</b>
<b>Grant Elementary School</b>	<b><u>\$ 26,010</u></b>
<b>TOTAL</b>	<b><u>\$171,680</u></b>

The fixed fee is approximately 2.8% of the preliminary budget of (\$6,131,000) for roofing. If the actual bid costs are 10% over or under the preliminary budget, the fee will be reevaluated accordingly.

Any necessary additional charges for services and personnel required to complete the project, such as specially requested meetings or other assistance, will be in accordance with our Fee and Rate Schedule. If it appears that additional work is necessary for this project, we will contact you or your office with reference to any needed modifications. No additional work will be performed unless authorized by you.

We appreciate this opportunity to submit our proposal for your consideration and look forward to working with you on this project. Following your review of this proposal, please do not hesitate to call us should you have any questions regarding this submittal.

Please indicate your acceptance of this proposal by having the appropriate person submit to us written authorization to perform the above outlined roof consulting service. Thank you for the opportunity to submit this proposal.

Sincerely,

ROOFING TECHNOLOGY ASSOCIATES, LTD.

Michael C. Bode, RRC  
President

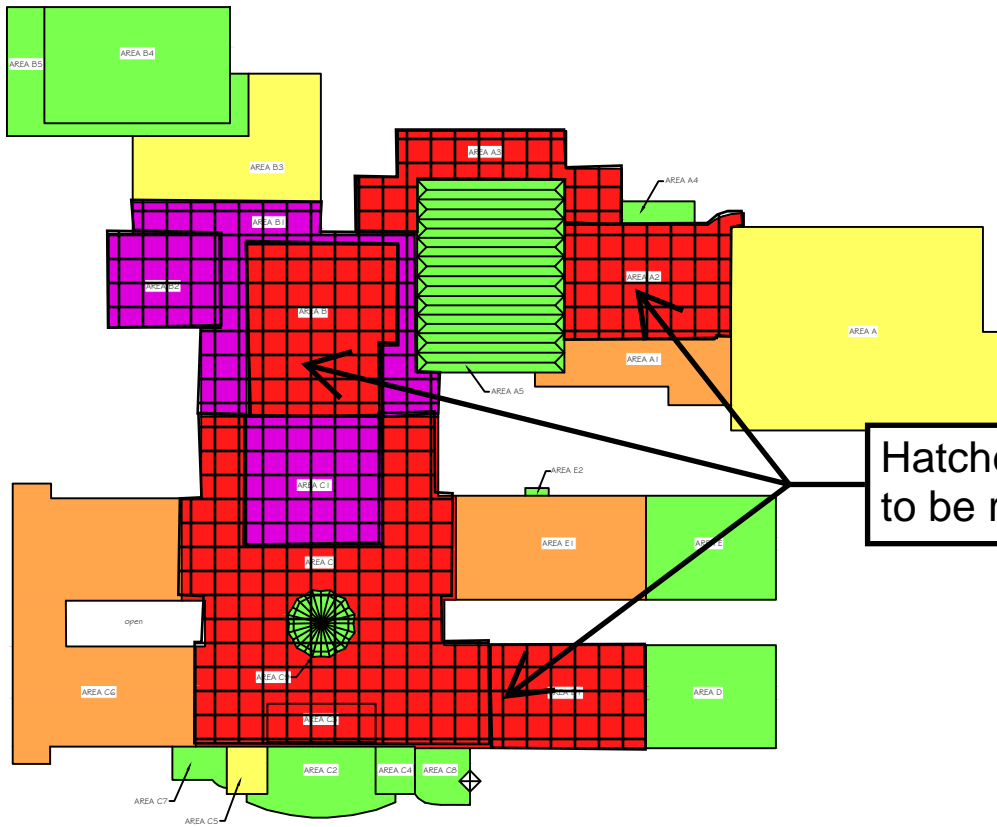
MCB/lab

Attachments



## LIVONIA SCHOOL DISTRICT FACILITY LIST

	<u>Size of Selected Roofs</u>	<u>Estimated Price per s.f.</u>	<u>Budget</u>
Stevenson High School (partial)	139,140	\$16	\$2,226,240
Franklin High School (partial)	165,450	\$16	\$2,647,200
Garfield Elementary School (partial)	20,581	\$16	\$ 329,296
Grant Elementary School (all)	<u>58,063</u>	\$16	<u>\$ 929,008</u>
<b>TOTAL</b>	<b>383,234 S.F.</b>		<b>\$6,131,744</b>



NOTE: condition status for each area was updated in '21 based on 2017 information, but not verified in-field.

**GENERAL NOTES:**

1. All areas and dimensions shown are approximate and based upon rough field measurements taken by representatives of Roofing Technology Associates, Ltd.
2. This drawing should not be used for bidding or estimating purposes. Contractors are responsible for their own field measurements, quantities and verification of conditions shown.

2017 SURVEY DATA

CONDITION		SERVICEABLE LIFE	RCI
failed		0 - 1 years	0 - 30
very poor		1 - 3 years	31 - 45
poor		3 - 6 years	46 - 55
fair		6 - 10 years	56 - 65
fair to good		10 - 15 years	66 - 75
good		15+ years	76 - 100

## ROOF AREA PLAN

not to scale

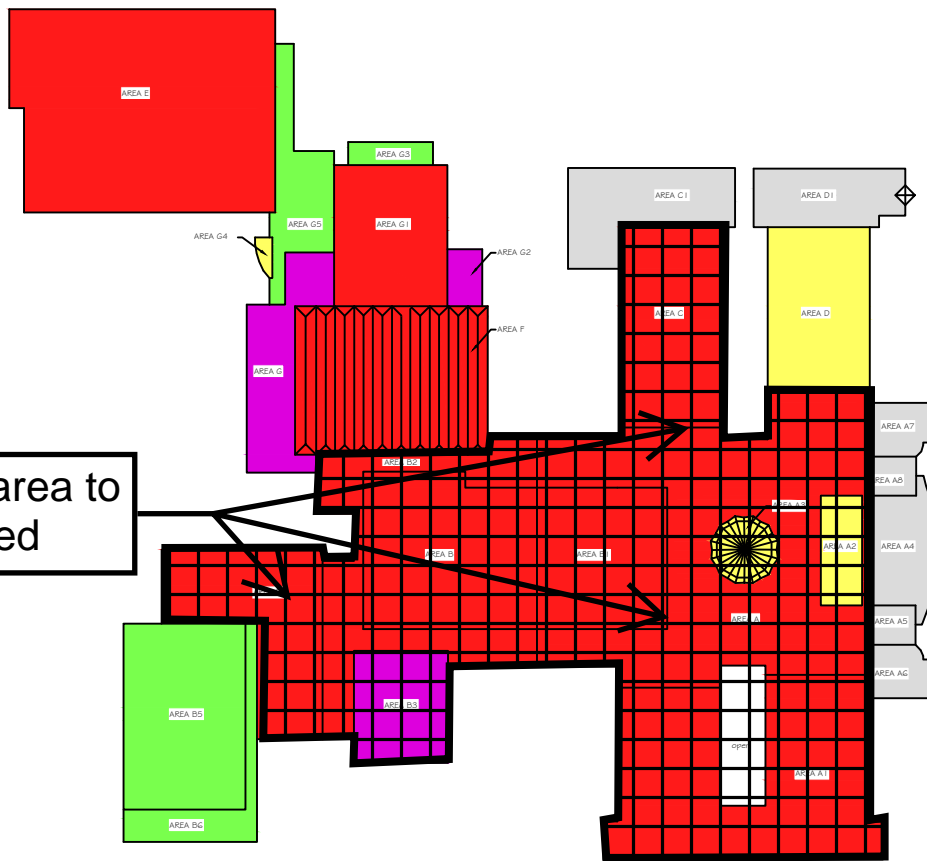
NOTE: components shown are new unless noted as existing



**ROOFING TECHNOLOGY ASSOCIATES, LTD.**  
 38031 SCHOOLCRAFT ROAD  
 LIVONIA, MICHIGAN 48150-1065  
 (734) 591-4444

LIVONIA PUBLIC SCHOOLS  
 STEVENSON HIGH SCHOOL  
 33500 6 MILE RD  
 LIVONIA, MICHIGAN

<b>Project No:</b> 17-043	<b>Drawn By:</b> JDS	<b>Detail No:</b>  22
<b>Date:</b> 24 JUNE, 2017	<b>Checked By:</b> MCB	



Hatched area to be replaced

NOTE: condition status for each area was updated in '21 based on 2017 information, but not verified in-field.

**GENERAL NOTES:**

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2. This drawing should not be used for bidding or estimating purposes. Contractors are responsible for their own field measurements, quantities and verification of conditions shown.

**2017 SURVEY DATA**

CONDITION		SERVICEABLE LIFE	RCI
failed		0 - 1 years	0 - 30
very poor		1 - 3 years	31 - 45
poor		3 - 6 years	46 - 55
fair		6 - 10 years	56 - 65
fair to good		10 - 15 years	66 - 75
good		15+ years	76 - 100
replaced		2018: JD Candler	100

**ROOF AREA PLAN**  
not to scale



**ROOFING TECHNOLOGY ASSOCIATES, LTD.**  
38031 SCHOOLCRAFT ROAD  
LIVONIA, MICHIGAN 48150-1065  
(734) 591-4444

LIVONIA PUBLIC SCHOOLS  
FRANKLIN HIGH SCHOOL  
31000 JOY RD  
LIVONIA, MICHIGAN

**Project No:** 19-046

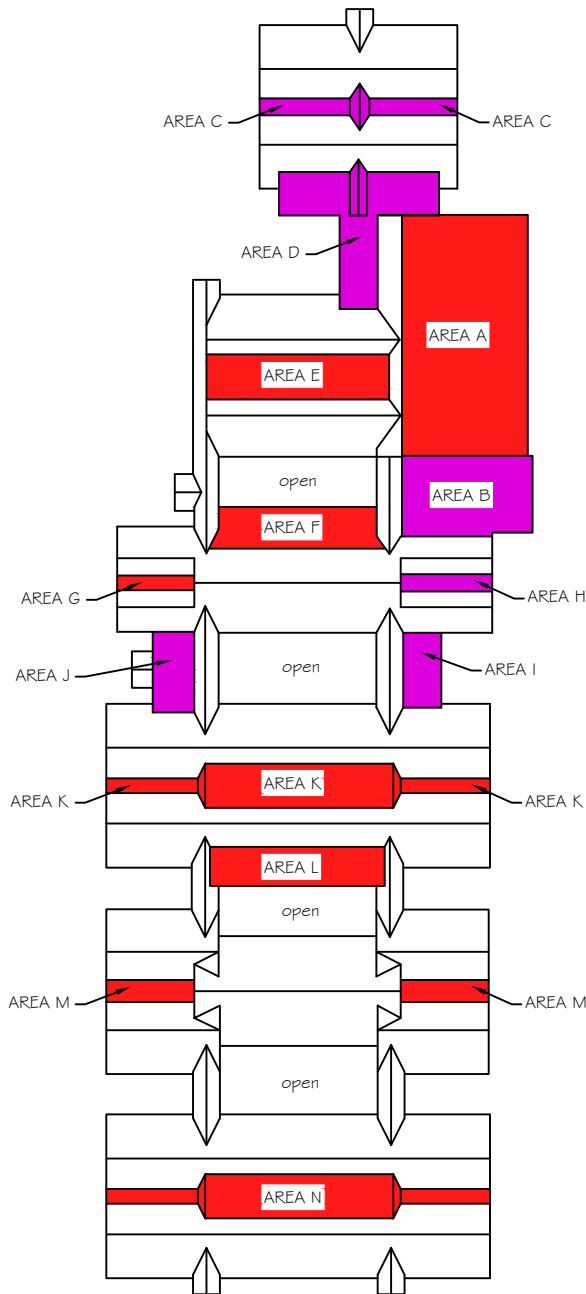
**Drawn By:** JDS

**Detail No:**

**Date:** 25 JUNE, 2017

**Checked By:** MCB

21



2017 SURVEY DATA

CONDITION		SERVICEABLE LIFE	RCI
failed		0 - 1 years	0 - 30
very poor		1 - 3 years	31 - 45
poor		3 - 6 years	46 - 55
fair		6 - 10 years	56 - 65
fair to good		10 - 15 years	66 - 75
good		15+ years	76 - 100

GENERAL NOTES:

1. All areas and dimensions shown are approximate and based upon rough field measurements taken by representatives of Roofing Technology Associates, Ltd.
2. This drawing should not be used for bidding or estimating purposes. Contractors are responsible for their own field measurements, quantities and verification of conditions shown.

NOTE: condition status for each area was updated in '21 based on 2017 information, but not verified in-field.

## ROOF AREA PLAN

not to scale

NOTE: components shown are new unless noted as existing



**ROOFING TECHNOLOGY ASSOCIATES, LTD.**

38031 SCHOOLCRAFT ROAD  
LIVONIA, MICHIGAN 48150-1065  
(734) 591-4444

LIVONIA PUBLIC SCHOOLS  
GARFIELD ELEMENTARY SCHOOL  
10218 ARTHUR ST  
LIVONIA, MICHIGAN

**Project No:** 17-043

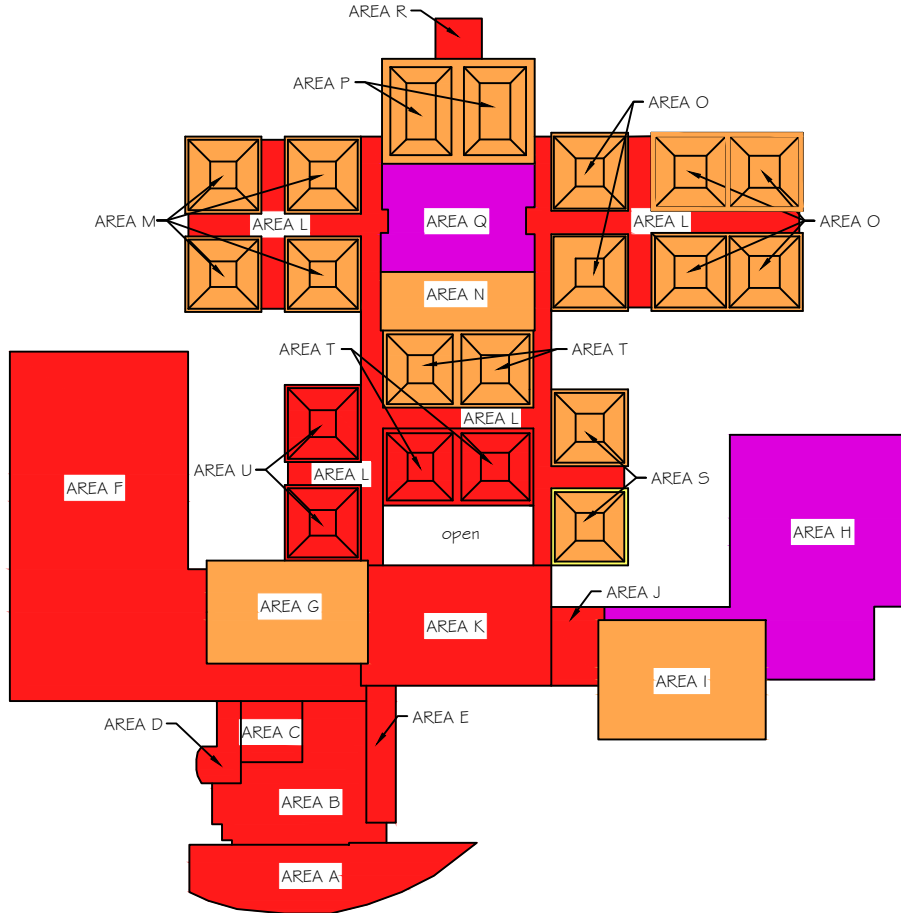
**Drawn By:** JDS

**Detail No:**

**Date:** 26 JUNE, 2017

**Checked By:** MCB

5



NOTE: condition status for each area was updated in '21 based on 2017 information, but not verified in-field.

**GENERAL NOTES:**

1. All areas and dimensions shown are approximate and based upon rough field measurements taken by representatives of Roofing Technology Associates, Ltd.
2. This drawing should not be used for bidding or estimating purposes. Contractors are responsible for their own field measurements, quantities and verification of conditions shown.

2017 SURVEY DATA

CONDITION		SERVICEABLE LIFE	RCI
failed	purple	0 - 1 years	0 - 30
very poor	red	1 - 3 years	31 - 45
poor	orange	3 - 6 years	46 - 55
fair	yellow	6 - 10 years	56 - 65
fair to good	green	10 - 15 years	66 - 75
good	blue	15+ years	76 - 100

## ROOF AREA PLAN

not to scale

NOTE: components shown are new unless noted as existing



**ROOFING TECHNOLOGY ASSOCIATES, LTD.**  
 38031 SCHOOLCRAFT ROAD  
 LIVONIA, MICHIGAN 48150-1065  
 (734) 591-4444

LIVONIA PUBLIC SCHOOLS  
 GRANT ELEMENTARY SCHOOL  
 9300 HUBBARD ST  
 LIVONIA, MICHIGAN

<b>Project No:</b> 17-043	<b>Drawn By:</b> JDS	<b>Detail No:</b>  6
<b>Date:</b> 27 JUNE, 2017	<b>Checked By:</b> MCB	



# Livonia Public Schools

## *Operations*

Date: April 14, 2021

To: Andrea Oquist, Superintendent

From: Phillip Francis, Director of Operations  
Alison Smith, Director of Finance

Re: Central Office Furniture Purchase

We are requesting the Central Office furniture purchase be placed on the agenda for the April 19, 2021 Committee of the Whole meeting. This is a planned purchase of furniture as part of the Central Office Administration Building renovation occurring this summer.

We are recommending the purchase of office furniture (workstations, desks, chairs, etc.) from Interior Environments (I.E.) using cooperative purchasing pricing from OMNIA Partners Public Sector. I.E. is currently finalizing the full quote. We will bring copies to the Board of Education meeting on April 19. Funds for this purchase will be from the Capital Improvements Fund.

Please contact one of us if you have questions. Thank you.

PF/ko

c: Board of Education



# Livonia Public Schools

## *Human Resources*

Date: April 14, 2021  
To: Andrea Oquist  
Superintendent  
From: Anthony Abbate, Director of Personnel & District Services  
Re: Policy Revisions

Drafts of several revised policies were presented to the Board at the April 12, 2021, Study Session:

- **GBC – Selection and Recruitment**
- **GBF – Teacher Placement**
- **GBG – Staff Reductions and Recalls**
- **GBIA – Teacher Evaluations**

The Board reviewed the policies and administrative procedures, and requested additional revisions only to Board Policy GBC.

Please includes these Board Policy draft revisions on the agenda of the April 19, 2021, Committee of the Whole Meeting for further discussion.

Thank you!

# BOARD POLICY

GBC

## PROFESSIONAL PERSONNEL SELECTION AND RECRUITMENT

JULY 21, 2014

The Board of Education desires candidates who have outstanding ~~personal and professional~~ **personal/professional** qualities, ~~who and will promote the very highest teaching success in our community~~ **perform at the very highest level for our students.**

**Teachers** and other ~~specialists~~ **professional staff** must be qualified for full state approval in the area of their specialty. Only teachers who have a valid teaching certificate **or authorization** will be considered for positions in the Livonia Public Schools School District.

All teaching candidates recommended to the Board of Education for positions with the school district ~~must be~~ **will have been** personally interviewed. ~~Promising candidates may be given the benefit of interviews by more than one staff member.~~ The superintendent or designee is, ~~however,~~ authorized to make a commitment for the school district subject to the approval of the Board of Education after a complete review of the qualifications and other pertinent data.

~~Whenever possible, teaching candidates are encouraged to visit the school district prior to final selection by our staff. whenever possible.~~

LEGAL REF.: MCL 380.1233b, MCL 380.1237

# BOARD POLICY

GBF

## PERSONNEL TEACHER PLACEMENT

APRIL 15, 2013

The Board of Education acknowledges that having teachers assigned in their area of certification and endorsement is highly valued. ~~All elementary and secondary teachers and special education teachers must be 'highly qualified' according to the Elementary and Secondary Education Act (ESEA) in all of the core academic subjects where the teacher is assigned to teach.~~ **All elementary, secondary, and special education teachers must be certified or authorized to teach the grade levels and subject areas to which they are assigned.** The decisions regarding teacher placement will be at the sole discretion of the Superintendent or his/her designee.

~~The Administration is charged with the development of Administrative Procedures consistent with this Policy and applicable law.—~~

~~This Policy, and the Administrative Procedures developed under this Policy, shall take effect upon the expiration of the applicable collective bargaining agreement currently in effect or on the date that a successor collective bargaining agreement takes effect, whichever is sooner.~~

LEGAL REF.: [MCL 380.1233](#), [MCL 380.1233b](#), [MCL 380.1237](#), [MCL 423.215](#)

# ADMINISTRATIVE PROCEDURES

GBF

## PERSONNEL TEACHER PLACEMENT

April 15, 2013

Reviewed 4/2021

The School District respects and values individual staff opinion regarding their placement. Staff members may request placement preference for District consideration by May 1. The School District will make an effort to notify staff of their placement in a prompt manner.

# BOARD POLICY

GBG

## PERSONNEL STAFF REDUCTIONS AND RECALLS

APRIL 15, 2013

~~It is the policy of this Board that all personnel decisions shall be based on retaining effective teachers in situations involving a staffing or program reduction or any other personnel decision resulting in the elimination of a position, when conducting a recall from a staffing or program reduction, or any other personnel determination resulting in the elimination of a position, or hiring after a staffing or program reduction or any other personnel determination resulting in the elimination of a position.~~

All personnel decisions shall be based on retaining effective teachers in situations involving a staffing/program reduction or any other personnel decision resulting in the elimination of a position. This policy shall also apply when conducting a recall after or hiring for a staffing/program reduction or any other personnel decision resulting in the elimination of a position.

~~The Administration is charged with the development of Administrative Procedures consistent with this Policy and applicable law.~~

~~This Policy, and the Administrative Procedures developed under this Policy, shall take effect upon the expiration of the applicable collective bargaining agreement currently in effect or on the date that a successor collective bargaining agreement takes effect, whichever is sooner.~~

LEGAL REF.: MCL 380.1248, MCL 380.1249, MCL 423.215

# ADMINISTRATIVE PROCEDURES

GBG

## PERSONNEL STAFF REDUCTIONS AND RECALLS

April 15, 2013

Reviewed 4/2021

Length of service or tenure status may only be considered by the administration when all other factors, as listed below, are considered equal amongst the potentially affected teachers.

The effectiveness of teachers shall be measured in accordance with the District's performance evaluation system developed under Section 1249 of the School Code, and the personnel decisions shall be based on the following factors:

- A. Individual performance shall be the majority factor in making the decision, and shall consist of but is not limited to all of the following:
  1. Evidence of student growth, which shall be the predominant factor in assessing an employee's individual performance.
  2. The teacher's demonstrated pedagogical skills, including at least a special determination concerning the teacher's knowledge of his or her subject area and the ability to impart that knowledge through planning, delivering rigorous content, checking for and building higher-level understanding, differentiating, and managing a classroom; and consistent preparation to maximize instructional time.
  3. The teacher's management of the classroom, manner and efficacy of disciplining students, rapport with parents/guardians and other teachers, and ability to withstand the strain of teaching.
  4. The teacher's attendance and disciplinary record, if any.
- B. Significant, relevant accomplishments and contributions. This factor shall be based on whether the individual contributes to the overall performance of the school by making clear, significant, relevant contributions above the normal expectations for an individual in his or her peer group and having demonstrated a record of exceptional performance.
- C. Relevant special training. This factor shall be based on completion of relevant training other than the professional development or continuing education that is required by the employer or by state law, and integration of that training into instruction in a meaningful way.

A teacher who has been rated as "ineffective" under the performance evaluation system shall not be given any preference that would result in the teacher being retained over a teacher who is evaluated as "minimally effective," "effective" or "highly effective" under the performance evaluation system.

# BOARD POLICY

GBIA

## PERSONNEL TEACHER EVALUATIONS

April 15, 2013

The Board of Education delegates to the Superintendent, **or his/her designee**, the function of adopting and implementing ~~the state~~ **an** evaluation tool for teachers ~~or with the involvement of teachers, establishing and implementing a performance evaluation system~~ that is consistent with the requirements of the law.

~~The Administration is charged with the development of Administrative Procedures consistent with this Policy and applicable law.—~~

~~This Policy, and the Administrative Procedures developed under this Policy, shall take effect upon the expiration of the applicable collective bargaining agreement currently in effect, or on the date that a successor collective bargaining agreement takes effect, whichever is sooner.~~

LEGAL REF.: MCL 380.1249, MCL 423.215

# ADMINISTRATIVE PROCEDURES

GBIA

## PERSONNEL TEACHER EVALUATIONS

April 15, 2013

- A. The performance evaluation system will include at least an annual year-end evaluation.
1. The annual year-end performance evaluation will be based **in part** on student growth and assessment data. ~~For the 2013-2014 school year, at least 25% of the performance evaluation will be based on student growth and assessment data; for the 2014-2015 school year, at least 40% of the performance evaluation will be based on student growth and assessment data; and for the 2015-2016 school year and beyond, at least 50% of the performance evaluation will be based on student growth and assessment data. All student growth and assessment data shall be measured using the student growth assessment tool enacted by the legislature under MCL 380.1249(6).~~ **The percentage of the annual year-end evaluation based on the student growth and assessment data will be equal to the percentage established by law.** If student growth and assessment data is available for a teacher for at least three school years, the annual year-end evaluation shall be based on student growth and assessment data for the most recent three-consecutive-school-year period. If not, the annual year-end evaluation shall be based on all student growth and assessment data that is available for the teacher.
  2. The annual year-end performance evaluation shall include specific performance goals. Specific performance goals will assist in improving effectiveness for the next school year and are developed by the school administrator or his or her designee conducting the evaluation, in consultation with the teacher, and any recommended training identified by the school administrator or designee, in consultation with the teacher, that would assist the teacher in meeting the goals. For a first year probationary teacher or a teacher who received a rating of ineffective or minimally effective on his or her most recent annual year-end evaluation, the school administrator or designee shall develop, in consultation with the teacher, an individualized development plan that includes these goals and training and is designed to assist the teacher to improve his or her effectiveness.
- B. The performance evaluation system will include a mid-year progress report for a teacher who is in the first year of the probationary period, or who received a rating of minimally effective or ineffective in his or her most recent annual year-end evaluation. The mid-year progress report shall be used as a supplemental tool to

gauge a teacher's improvement from the preceding school year and to assist a teacher to improve.

The mid-year progress report shall: ~~Shall be based at least in part on student achievement;~~

1. **Be based at least in part on student achievement;**
  2. ~~Shall~~ **Be** aligned with the teacher's individualized development plan under subdivision A.2. above;
  3. ~~Shall~~ **Include** specific performance goals for the remainder of the school year that are developed by the school administrator conducting the annual year-end evaluation or his/her designee and any recommended training identified by the school administrator or designee that would assist the teacher in meeting these goals;
  4. ~~Shall~~ **Include** a written improvement plan developed by the school administrator or designee, in consultation with the teacher, that includes these goals and training and is designed to assist the teacher to improve his or her rating; and
  5. ~~Shall~~ **Be developed** in addition to an annual year-end evaluation.
- C. The performance evaluation system will include classroom observations. All of the following apply to these classroom observations:
1. The manner in which a classroom observation is conducted shall be consistent with the **selected** state evaluation tool. ~~for teachers.~~
  2. A classroom observation shall include a review of the teacher's lesson plan and the state curriculum standard being used in the lesson and a review of pupil engagement in the lesson.
  3. A classroom observation does not have to be for an entire class period.
  4. Unless a teacher has received a rating of effective or highly effective on his or her two most recent annual year-end evaluations, there shall be multiple classroom observations of the teacher each school year.
- D. The performance evaluation system may allow an exemption of student growth data for a particular pupil for a school year upon the recommendation of the school administrator conducting the annual year-end evaluation or his or her designee and approval of the school district superintendent or his or her designee.
- E. The performance evaluation system shall assign an effectiveness rating to each teacher of ~~(1)~~ highly effective, ~~(2)~~ effective, ~~(3)~~ minimally effective, **and or** ~~(4)~~ ineffective. ~~based on his or her score on the annual year-end evaluation.~~
- F. The performance evaluation system shall provide that if a teacher is rated as ineffective on three consecutive annual year-end evaluations, the teacher will be dismissed from his or her employment.
- G. The performance evaluation system shall provide that if a teacher is rated as highly effective on three consecutive annual year-end evaluations, the school district may

choose to conduct a year-end evaluation biennially instead of annually. However, if a teacher is not rated as highly effective on one of these biennial year-end evaluations, the teacher shall again be provided with annual year-end evaluations.

- H. The performance evaluation system shall permit a teacher who is not in a probationary period and is rated as ineffective on the annual year-end evaluation, to request a review of the evaluation and the rating by the school district superintendent. The request for a review must be submitted in writing within 20 days after the teacher is informed of the rating. Upon receipt of the request, the school district superintendent or designee shall review the evaluation and rating and may make any modifications as appropriate based on his or her review. However, a review as described in this paragraph may only occur twice in a three school year period.