



East Lansing Board of Education

509 Burcham Drive, East Lansing, MI 48823

Regular (Organizational) Meeting
January 9, 2023 - 7:00 PM
Board Room
509 Burcham Drive
East Lansing, Michigan 48823



Agenda

I. Opening of Meeting

A. *Call to Order*

B. *Roll Call*

C. *Mission Statement: Nurturing Each Child, Educating All Students, Building World Citizens*

D. Ceremonial Oath of Office by Newly Elected Board Members

1. Terah Chambers
2. Kath Edsall
3. Amanda Cormier
4. Tali Faris-Hylen

E. *Approval of Agenda*

The Board of Education approves the agenda of the January 9, 2023 regular meeting, as presented.

F. Election of Officers

The Board of Education approves the nomination of the following officers.

1. Election of President
2. Election of Vice President
3. Election of Treasurer
4. Election of Secretary

G. Approval of Minutes

The Board of Education approves the minutes of the December 12, 2022 regular meeting and December 15, 2022 special meeting, as presented.

1. December 12, 2022 regular meeting 4
2. December 15, 2022 special meeting 12

II. Recognition

III. Student Representative Report

IV. Superintendent's Report

V. Consent Agenda

The Board of Education approves the consent agenda to include the following item:

A. Designation of Depositories

The Board of Education approves the following financial institutions in which District funds may be deposited.

1. Comerica Bank
2. Huntington National Bank
3. Michigan Liquid Asset Fund (MILAF)

VI. Public Comment

This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

VII. Action Items

A. 2023 Schedule of Board of Education Meetings 16

The Board of Education approves the schedule of Board of Education meetings for 2023, as presented.

B. Religious and Cultural Calendar 17

The Board of Education approves the 2023 - 2026 Religious and Cultural calendar, as presented.

C. 2023 Roofing Bid 19

The Board of Education award the 2023 roof renovation bid to Single Ply Solutions in the amount of \$654,900.

The Board of Education approve the roof construction management service fee to RS Consultants in the amount of \$30,550.

VIII. Committee Reports

- A. Academic and Technology Committee
- B. Facilities Committee
- C. Finance Committee
- D. Intergovernmental Relations
- E. Personnel Committee
- F. Policy Committee

IX. Announcements

X. Adjournment

Respectfully Submitted,

*Dori Leyko
Superintendent*

Regular Meeting
Monday, December 12, 2022 7:00 PM Eastern

Board Room
509 Burcham Drive
East Lansing, Michigan 48823

I. Opening of Meeting

I.A. Call to Order

The meeting was called to order at 7:00 p.m.

I.B. Roll Call

Dr. Terah Chambers:	Present
Dr. Kath Edsall:	Present
Ms. Monica Fink:	Present
Dr. Elizabeth Lyons:	Present
Mr. Chris Martin:	Present
Ms. Kate Powers:	Present
Ms. Debbie Walton:	Present
Student Representatives	
Gabriel Benavides	Present
Alexander Mielock	Absent
Ms. Dori Leyko	Present

Present: 9. Absent: 1.

I.C. Mission Statement: Nurturing Each Child, Educating All Students, Building World Citizens

I.D. Approval of Agenda

Motion: 22-23:043: The Board of Education approves the agenda of the December 12, 2022 regular meeting, as presented.

This motion, made by Ms. Debbie Walton and seconded by Dr. Elizabeth Lyons.

Motion 22-23/044: The Board of Education amends the agenda of the December 12, 2022, regular meeting to include Board Discussion as item VII.

This motion, made by Dr. Kath Edsall and seconded by Ms. Debbie Walton, Passed.

Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye,
Mr. Chris Martin: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye

Aye: 7, Nay: 0

I.E. Approval of Minutes

Motion 22-23/045: The Board of Education approves the minutes of the November 28, 2022 regular meeting, as presented.

This motion, made by Ms. Debbie Walton and seconded by Dr. Elizabeth Lyons, Passed.

Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Mr. Chris Martin: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye

Aye: 7, Nay: 0

II. Recognition

II.A. *Service of outgoing Board members Powers and Martin - Superintendent Leyko*

Mr. Martin:

- Elected 11/6/2018
- Elected Board positions
 - Secretary - 2021
 - Vice President - 2022
- Board Committee Assignments
 - 2019
 - Facilities
 - Intergovernmental
 - Policy
 - 2020
 - Academic and Technology
 - Finance
 - Policy
 - 2021
 - Academic and Technology (Chair)
 - Facilities (Chair)
 - Intergovernmental
 - 2022
 - Facilities (Chair)
 - Finance
 - Intergovernmental
 - Recognition

Ms. Powers:

- Elected 11/4/2014
- Reelected 11/6/2018
- Elected Board positions
 - President - Dec 2017, 2018 and 2022
 - Vice President – 2021

- Board Committee Assignments
 - 2015
 - Finance
 - Intergovernmental
 - Personnel
 - Board liaison: Marble Elementary and ELEF
 - 2016
 - Finance
 - Intergovernmental (Chair)
 - Personnel
 - 2017
 - Finance
 - Intergovernmental
 - Personnel
 - Bond Work Group
 - 2018
 - Finance
 - Intergovernmental
 - Personnel
 - Bond Work Group
 - 2019
 - Intergovernmental (Chair)
 - Finance
 - Personnel
 - 2020
 - Finance
 - Intergovernmental (Chair)
 - Personnel
 - 2021
 - Finance
 - Intergovernmental (Chair)
 - Personnel (Chair)
 - 2022
 - Finance
 - Personnel (Chair)

II.B. Additional Recognition

- Thank you from Mr. Pontoni to the Board for their support for Model UN. They competed at the Lansing Center and took more awards than any other school.
 - Second Honors: Jack McGuire, Mona Borhan, Edith Pendell, Anna Sarinopoulos, and Skyler Hamlin
 - Top Honors: Fletcher Wasnich, Iyla Blundell, and Mackenzie Smith
- Congratulations to the MMS Band and Orchestra on their successful concert.
- Anna Delgado was named to the MHSAA Dream Team for Cross Country.

III. Student Representative Report

Student Representative Benavides:

- Students are excited for the upcoming winter break.
- Spirit week at the high school.
- A reminder to please wipe hands to help prevent flu and colds.
- Winter sports have begun. Basketball's first home game is December 30.

IV. Superintendent's Report

Reminder - No School from December 17 - January 2

Winter Break is coming up - there will be no classes from Dec. 17 - Jan. 2. Staff and students return **TUESDAY, JANUARY 3, 2023.**

Holiday/Winter Break Giving Opportunity to Support ELPS Families

Thank you for supporting our families - we collected over \$4000 that will be distributed to ELPS families this week! Families in need of support should contact their building principal, social worker or counselor.

Snow Day Decisions and Communication

As we enter the "Snow Day Season," I'd like to share some information about how the decision of whether or not to cancel school is made and how a school closing will be communicated.

1. Many weather factors are considered when determining whether or not to cancel school:
 - Amount of snow (current and predicted)
 - Timing of snow
 - Temperature and wind chill (sustained wind chills of -20 degrees or lower will result in school closing or delay)
 - Road and sidewalk conditions (including conditions for busses and young drivers)
 - Other factors such as blowing and drifting, ice or freezing rain, visibility, power outages

I do a road check throughout the district beginning around 4:15 a.m. and communicate with other local superintendents and often the City of EL and/or ELPD.

2. When possible, we will make the call the night before in order to give families as much time as possible to prepare. If a decision to close schools is made the night before, it will be communicated no later than 10:00 p.m.

If the decision to close schools is made in the morning, we do our best to communicate by 5:30 a.m. (and no later than 6:00 a.m.).

3. If a decision is made to close school, the closing is communicated to staff and families via the following methods:
 - Robocall to staff and families (make sure your phone number is current in PowerSchool)
 - ELPS Facebook Page
 - ELPS Website - main page
 - Twitter - Follow me to hear it first! @ELPSSupt
 - Local news media: WILX, WLNS, Fox 47, WKAR, WFMK

4. Information about other events (practices, games, concerts, etc.) will be made later in the morning and communicated through coaches and advisors and/or the district website.

At-Home COVID Tests Available for Winter Break

Each building has at-home COVID-19 tests available - please contact your school office if you'd like to pick some up or have them sent home with your student. We recommend that your student is tested prior to returning to school after winter break.

Discussion followed

V. Presentations

V.A. 2022-23 *Teacher Grant Awards*, Julie Thomas-Beckett, ELEF President



V.B. *German American Partnership Program*, Adam Orange, Robert Filter and Alexander Arnold

Discussion followed.

VI. Public Comment: This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

- Hillary Henderson - Recognizing Board

VII. Board Discussion

- Goodbyes to Ms. Powers and Mr. Martin from Board members.

VIII. Action Items

VIII.A. **Revisions and Additions to Board Policies**

Motion 22-23/046: The Board of Education approves the revisions and additions to the following Board Policies, as presented.

VII.A.1. Policy 2401 Board Member Elections
Policy 2405 Board Officers
Policy 2406 Board Officers' Duties
Policy 2501 Meetings
Policy 2501A Electronic Board of Education Meetings
 2501A-F-1 Electronic Board Meeting Checklist
 2501A-F-2 Advance Notice of Remote Participation
 2501A-F-3 Electronic Board Meeting Notice
Policy 3105 Visitors and Volunteers
Policy 3106-F Booster Clubs, PTOs, and Other Support Groups
Policy 3118 Title IX Sexual Harassment
Policy 3301 Purchasing and Procurement
Policy 3301A Purchasing and Procurement with Federal Funds (new)
Policy 3302 Acquisition of Real Property
Policy 3303 Gifts and Donations
Policy 3303-F Gifts and Donations Form
Policy 3304 Use of District Property
Policy 3305 Sale or Lease of District Property
Policy 3306 Construction Bidding
Policy 3307 Construction Administration
Policy 3308 Distribution of Printed Material and Advertising in School
Policy 3409 Intentionally Left Blank (Face Mask Requirement)
Policy 4101 Non-Discrimination
Policy 4102 Anti-Harassment, Including Sexual Assault
Policy 4103 Whistleblowers' Protection
Policy 4105 Workplace Accommodations for Employees and Applicants with Disabilities
Policy 4108 Union Activity and Representation
Policy 4109 Break Time for Nursing Mothers to Express Milk
Policy 4111 Professional Development
Policy 4201 Employee Ethics and Standards
 4201-AG Employee Ethics and Standards - Time and Effort Reporting (new)
Policy 4202 Children's Protective Services (CPS) Reporting and Student Safety and Welfare
Policy 4205 Hiring and Background Checks
Policy 4210 Drug and Alcohol-Free Workplace; Tobacco Product Restrictions
Policy 4213 Anti-Nepotism
Policy 4217 Social Media
Policy 4226 Intentionally Left Blank (Temporary COVID-19 Vaccination, Testing and Face Covering)
Policy 4304 Employee Timekeeping Responsibilities
Policy 4306 Assignment and Transfer
Policy 4308 Reduction and Recall of Non-Exempt Staff
Policy 4309 Discipline and Termination
Policy 4401 Professional Staff - Definition
Policy 4403 Performance Evaluation
Policy 4405 Reduction in Force and Recall
Policy 4406 Professional Improvement Sabbaticals
Policy 4407 Professional Staff - Discipline
Policy 4503 Performance Evaluation

Policy 4504 Performance Based Compensation
Policy 4506 Administrators/Supervisors - Discipline
Policy 4601 Superintendent - General
Policy 4602 Hiring
Policy 5101 Student Expression
Policy 5305 Schools-of-Choice
Policy 5506 Field Trips
Policy 5710 Student Suicide Prevention
Policy 5711 Toilet Training

This motion, made by Dr. Kath Edsall and seconded by Ms. Debbie Walton, Passed.

Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye,
Mr. Chris Martin: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye

Aye: 7, Nay: 0

Discussion followed.

VIII.B. Employment Contract for Director of Operations and Maintenance

Motion 22-23/047: The Board of Education approves the hiring of Billy Hastings, Director of Operation and Maintenance, and the related employment contract, as presented.

This motion, made by Dr. Kath Edsall and seconded by Mr. Chris Martin, Passed.

Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye,
Mr. Chris Martin: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye

Aye: 7, Nay: 0

Discussion followed.

VIII. Committee Reports

VIII.A. Academic and Technology Committee

- Meeting on 12.14.22 at 11:00 am in the Board room.

VIII.B. Facilities Committee

- No report.

VIII.C. Finance Committee

- Meeting on 12.15.22 at 3:00 pm in the Board room.

VIII.D. Intergovernmental Relations

- No report.

VIII.E. Personnel Committee

- Met on 12.7.22 and had a robust discussion on new/revised practices for hiring and onboarding.
- Discussed Superintendent Evaluation - new Board members will need to attend training for Superintendent Evaluation.

VIII.F. Policy Committee

- Meeting on 12.14.22 at 4:00 pm in the Board room.

IX. Announcements

- Wilson Talent Center is having an open house this Wednesday, December 15 from 4:30 - 6:30 for students and families interested in learning more about their programming.
- Dr. Chambers took a moment to show appreciation to Dr. Edsall and other foster and adopted families.
- Mr. Martin and Ms. Powers said their departing words from their time serving on the Board of Education:
 - Mr. Martin - it was an honor to serve this district and to serve with each Board member. Things the Board accomplished during his time include:
 - Bonuses for all staff.
 - The Abortion Bill - East Lansing was an example on standing up and saying NO.
 - New elementary buildings, tennis courts, and football field.
 - A three-year teaching contract - a symbol of our values.
 - COVID-19 response.
 - Ms. Powers - Proud of a lot of things accomplished together.
 - As a Board, conversations and disagreements can be had, and not every vote has to be 7 - 0, but we still walk away and respect the decisions that are made.
 - New elementary buildings and updates.
 - People move into the district because they want their children to learn about what is important in our world; Building World Citizens.
 - It is an honor to sit at this table with all of the Board members.
 - Thank you to the families and community members for putting your trust in her twice.

X. Adjournment

The meeting adjourned at 8:23 pm.

President

Secretary

Disciplinary Hearing
Thursday, December 15, 2022 1:00 PM Eastern

Board Room
509 Burcham Drive
East Lansing, Michigan 48823

I. Opening of Meeting

I.A. Call to Order

Board President Kate Powers called the meeting to order at 1:11 pm.

I.B. Roll Call

Dr. Terah Chambers: Absent
Dr. Kath Edsall: Present
Ms. Monica Fink: Present
Dr. Elizabeth Lyons: Present
Mr. Chris Martin: Absent
Ms. Kate Powers: Present
Ms. Debbie Walton: Present
Ms. Dori Leyko Present

Present: 6, Absent: 2.

I.C. Approval of Agenda

Motion 22-23/048: The Board of Education approves the December 15, 2022 special meeting, as presented.

This motion, made by Dr. Kath Edsall and seconded by Ms. Debbie Walton, Passed.

Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye, Dr. Terah Chambers, Absent, Mr. Chris Martin, Absent.

Aye: 5, Nay: 0, Absent: 2

II. Appointment of Hearing Officer

Motion 22-23/049: The Board of Education moves to appoint attorney Lisa Swem as acting Hearing Officer for the discipline hearing.

This motion, made by Dr. Kath Edsall and seconded by Ms. Debbie Walton, Passed.

Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye, Dr. Terah Chambers, Absent, Mr. Chris Martin, Absent.

Aye: 5, Nay: 0, Absent: 2

III. Public Comment: This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

No Public Comment.

IV. Discipline Hearing for Student #1009455

IV.A. Closed Session

Motion: 22-23/050: The Board of Education meet in closed session pursuant to Section 8(b) of the Open Meetings Act.

This motion, made by Dr. Kath Edsall and seconded by Dr. Elizabeth Lyons, Passed.

Roll Call Vote

Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye, Dr. Terah Chambers, Absent, Mr. Chris Martin, Absent.

Aye: 5, Nay: 0, Absent: 2

IV.B. Comments from acting Hearing Officer Lisa Swem.

IV.C. Comments from the student's family and/or representative.

IV.D. Opportunity for Board members to ask questions.

IV.E. Administrative recommendation to the Board of Education.

V. Return to Open Meeting (if the meeting is closed)

The meeting returned to Open Session at 3:31 pm.

VI. Disciplinary Action

Motion: 22-23/051: The Board of Education approves the resolution of disciplinary action for Student #1009455 as prepared by legal counsel.

This motion, made by Dr. Kath Edsall and seconded by Dr. Elizabeth Lyons, Passed.

Roll Call Vote

Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye, Dr. Terah Chambers, Absent, Mr. Chris Martin, Absent.

Aye: 5, Nay: 0, Absent: 2

VII. Adjournment

The meeting adjourned at 3:35 pm.

President

Secretary



MEMORANDUM

TO: ELPS Board of Education & Dori Leyko, Superintendent
FROM: Richard Pugh, Director of Finance & Operations
SUBJECT: Consent Agenda Item – Designation of Depositories
DATE: January 4, 2023

Recommendation:

It is recommended that the Board of Education approve the following financial institutions in which District funds may be deposited:

- Comerica Bank
- Huntington National Bank
- Michigan Liquid Asset Fund (MILAF)

Background:

Per Board policy 3203 the Board shall annually designate financial institutions in which District funds will be deposited.

Comerica Bank:

- General Fund – Interest Checking
- Food Service Fund – Interest Checking
- Student/School Activity Fund – Interest Checking
- Custodial Fund – Interest Checking
- 2015 Debt Retirement Fund – Money Market
- 2017 Debt Retirement Fund – Money Market
- 2020 Debt Retirement Fund – Money Market
- 2019 Sinking Fund – Checking
- 2020 Capital Projects Fund – Interest Checking

Huntington National Bank:

- Debt service paying agent accounts

Michigan Liquid Asset Fund (MILAF):

- Bond proceeds – currently inactive



East Lansing Public Schools

**SCHOOL DISTRICT OF THE CITY OF EAST LANSING
INGHAM AND CLINTON COUNTIES, MICHIGAN**

509 Burcham Dr
East Lansing MI 48823
517.333.7424
Lower level of East Lansing High School
7:00 pm

**NOTICE OF REGULAR MEETINGS OF THE
EAST LANSING BOARD OF EDUCATION**

Please take notice that the regular meetings of the East Lansing Public Schools Board of Education will be held according to the following schedule.

January 2023 – January 2024

January 9, 2023 (organizational)	August 14, 2023
January 23, 2023	August 28, 2023
February 13, 2023	September 11, 2023
February 27, 2023	
March 13, 2023	October 9, 2023
	October 23, 2023
April 10, 2023	November 13, 2023
April 24, 2023	November 27, 2023
May 8, 2023	December 11, 2023
May 22, 2023	
June 12, 2023	January 8, 2024 (organizational)
June 26, 2023	
July 24, 2023	



East Lansing Public Schools Religious and Cultural Calendar

The East Lansing Public Schools are committed to honoring the rich cultural diversity of our students and community. The calendar, adopted by the Board of Education, is designed to show respect for the cultural diversity in our district. The dates below are holidays of major significance to different religious and cultural groups in our community. To the extent possible, administrators, teachers, coaches, and event planners will be respectful of these dates as schedules and events are planned within our school district. Examples include, but are not limited to, major exams, reviews for exams, tryouts for teams or plays, and major events such as prom, graduations, banquets, or student elections.

If you are desirous of having a date or celebration considered for inclusion by the Board of Education, please contact the Superintendent's Office (517-333-7424).

Holiday	Religion	2023-2024	2024-2025	2025-2026
Krishna Janmashtami	Hindu	September 6, 2023	August 26, 2024	August 16, 2025
Muharram	Muslim	July 19, 2023	July 8, 2024	June 27, 2025
Rosh Hashanah	Jewish	September 15 - 17, 2023	October 2 - 4, 2024	September 22 - 24, 2025
Yom Kippur	Jewish	September 24 - 25, 2023	October 11 - 12, 2024	October 1 - 2, 2025
Navaratri	Hindu	October 15 - 24, 2023	October 3 - 12, 2024	September 22 - October 2, 2025
Dussehra	Hindu	October 24, 2023	October 12, 2024	October 2, 2025
Diwali	Hindu	November 12, 2023	November 1, 2024	October 20, 2025
Bodhi Day	Buddist	December 8, 2023	January 18, 2024	January 7, 2025
Hanukkah	Jewish	December 7 - 15, 2023	December 25, 2024 - January 2, 2025	December 14 - 22, 2025
Christmas	Christian	December 25, 2023	December 25, 2024	December 25, 2025
Kwanzaa	African American	December 26, 2023 - January 1, 2024	December 26, 2024 - January 1, 2025	December 26, 2025 - January 1, 2026
Chinese New Year	Buddhist/East Asian	February 10, 2024	January 29, 2025	February 17, 2026
Ash Wednesday	Christian	February 14, 2024	March 5, 2025	February 18, 2026
*Magha Puja	Buddhist	February 4, 2024	February 13, 2025	March 4, 2026
Holi	Hindu	March 25, 2024	March 14, 2025	March 4, 2026
Good Friday	Christian	March 29, 2024	April 18, 2025	April 3, 2026
Passover	Jewish	April 22 - 30, 2024	April 12 - 20, 2025	April 1 - 9, 2026
Easter	Christian	March 31, 2024	April 20, 2025	April 5, 2026
Orthodox Easter	Christian	May 5, 2024	April 20, 2025	April 12, 2026
Ramadan	Muslim	March 10 - April 9, 2024	February 28 - March 30, 2025	February 17 - March 28, 2026
Eid al-Fitr	Muslim	April 9 - 10, 2024	March 30 - 31, 2025	March 19 - 20, 2026
Vesak	Buddhist	May 23, 2024	May 12, 2025	April 8, 2026
Eid al-Adha	Muslim	June 16 - 17, 2024	June 6 - 7, 2025	May 26-27, 2026

Jewish and Muslim holy days begin at sundown on the first day indicated.

***Observance of this day can vary based on region. Dates are based on the lunar calendar and should be checked every year.**



Explanatory Notes

Ash Wednesday – Begins Christian Lent; name derives from symbolic use of ashes to signify penitence.

Bodhi Day – The day many Buddhist traditions celebrate the enlightenment of the Buddha. This is a full day meant for remembrance and meditation.

Chinese New Year – East Asian holiday commemorating the lunar New Year.

Christmas – Christian holiday celebrating the birth of Jesus Christ.

Diwali – Festival of Lights – This holiday is typically celebrated by families sharing various traditional rituals in their homes. It extends over 5 days and celebrates the victory of good over evil.

Easter – Christian holiday celebrating the resurrection of Jesus Christ.

Eid-al-Adha, follows and marks the end of the Hajj pilgrimage to Mecca, also known as the Feast of Sacrifice, This festival commemorates Ibrahim's (Abraham) willingness to sacrifice his son to God.

Eid al-Fitr is the first day of Shawwal in the Islamic calendar. It marks the end of the month-long fast of Ramadan and the start of a feast that lasts up to three days in some countries.

Good Friday – Christian Holiday commemorating the day of Jesus' crucifixion.

Hanukkah – Jewish festival of lights, eight-day commemoration of the rededication of the Second Temple in 165 B.C.E. Jewish families celebrate this holiday every night for 8 consecutive nights.

Holi – Festival of Spring or Festival of Colors. This day is typically celebrated by families in India, Nepal, and other parts of Asia by partaking in various regional traditions.

Krishna Janmashtami – A two-day festival celebrating the birth of Lord Krishna.

Kwanzaa – Seven-day celebration of African-American values and traditions and their continued vitality. "Kwanzaa" in Kiswahili, means "first fruits of the harvest."

***Magha Puja**– Commemorates the date when the four disciples traveled to join the Buddha.

Muharram – Muslims observe the start of the Islamic New Year on the first day of **Muharram**, which is the first month in the Islamic calendar.

Navratri/Dussehra – The celebration and festival held in honor of the divine feminine. It occurs over 9 days and ends with Dussehra celebration on the tenth day.

Passover – Jewish Holiday - Seven day celebration marking the deliverance of the Jews from slavery in Egypt; "Seder" ceremonies emphasize concept of freedom. Jewish families usually have evening celebrations the first two nights of this holiday. Observant Jews follow a strict "Passover diet" during this time, abstaining from eating leavened breads. Please note that some Jews observe Passover for eight days.

Ramadan – The ninth month in the Islamic calendar; month of prayer, charitable giving, self-accountability, and strict fasting from all food and drink from sunup to sundown.

Rosh Hashanah – Jewish New Year beginning 10 days of penitence concluded on Yom Kippur. Jewish families observe the holiday starting in the evening before the first full day, and many Jewish children will miss school the first and second days of this holiday.

Vesak– There are a variety of cultural traditions celebrating Buddha's Birthday. Many Buddhist cultures celebrate the birth, Awakening, and death of the Buddha on Vesak.

Yom Kippur – The holiest day of the year; Jewish Day of Atonement; devoted to prayer, fasting and repentance. . This holiday is observed starting the evening before the first full day.

Hindu holidays were determined from <https://www.india.gov.in/calendar> with additional resources from <https://publicholidays.in/>

Adopted by the Board of Education _____ .

Jewish and Muslim holy days begin at sundown on the first day indicated.

***Observance of this day can vary based on region. Dates are based on the lunar calendar and should be checked every year.**



East Lansing
Public Schools

MEMORANDUM

TO: ELPS Board of Education, Dori Leyko, Superintendent

FROM: Richard Pugh, Director of Finance & Operations

SUBJECT: Action Item – 2023 Roofing Bid

DATE: January 4, 2023

Recommendations:

1. It is recommended the Board of Education award the 2023 roof renovation bid to Single Ply Solutions in the amount of \$654,900.
2. It is recommended the Board of Education approve roof construction management service fee to RS Consultants in the amount of \$30,550.

Background:

From the 12-12-2022 BOE packet:

The District recently issued a request for proposal related to a roofing project at the High School. The project includes approximately 52,000 square feet and is above the gym and pool areas at the High School. That section of roof is 18 years old and has had leaks and material blow off. The District received one bid from Single Ply Solutions in the amount of \$654,900. This is within the projected budget of \$620,000. Also, because we only received one bid I checked with Clark Construction if the bid of \$13 per square foot was reasonable. Per my contact at Clark Construction, the per square foot cost is reasonable and slightly below their current construction estimates.

Attached is a recommendation letter from the District's roofing consultant RS Consultants. They also provide a proposal for their construction management services in the amount of \$30,550. I will recommend approval of the bid and service fee at the first Board meeting in January. If approved, the project will be paid from the Sinking Fund.

November 30, 2022



Mr. Richard Pugh
East Lansing Public Schools
Director of Finance
501 Burcham
East Lansing, MI 48823

19115 12 Mile Rd
Battle Creek, MI 49014
(269) 966-7417
(269) 967-8558

RE: 2023 Roof Program
Bid Recommendations

Dear Mr. Pugh:

On Tuesday, November 29, 2022, RS Consultants was present for the Bid Opening conducted at the East Lansing Public Schools for the 2023 Roof Renovation Program.

The sole bidder for this project was Single Ply Solutions with a Base Bid of \$654,900. A total of five contractors were present for the Mandatory Pre-bid meeting, and one was turned away due to being approximately 25 minutes late. Our estimate for this project, presented in 2021, was approximately \$620,000.

Bid documents containing project information and Instruction to Bidders were sent to six contractors and four Michigan based plan rooms.

We have worked with Single Ply Solutions on several projects in the past, including this year with Haslett Public Schools. They have performed acceptable work in each of those cases. We therefore recommend that the project be awarded to Single Ply Solutions for the Base Bid amount of \$654,900.

CONSTRUCTION MANAGEMENT PROPOSAL

RS Consultants proposes to provide Construction Management and Quality Assurance services for this project on a part time basis, as we have in the past. We will attend any required meetings, including a pre-construction and punchlist reviews. We will review, approve, and prepare, if necessary, any Field Change Orders, bulletins and requests for payment. RS Consultants will submit daily observation reports and weekly summaries. We propose a cost of \$30,550 for Construction Management Services.

If you have any questions regarding this information, please feel free to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Strowbridge', written in a cursive style.

Daniel A. Strowbridge
RS Consultants