



East Lansing Board of Education
 509 Burcham Drive, East Lansing, MI 48823

Items of Information
 October 14, 2024 - 7:00 PM
 Board Room
 509 Burcham Drive
 East Lansing, Michigan 48823



Agenda

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 - 3. ELHS EOP
 - 4. Robert L. Green EOP
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 - 6. Red Cedar EOP
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Respectfully Submitted,

Dori Leyko
Superintendent



East Lansing
Public Schools

MEMORANDUM

TO: ELPS Board of Education, Dori Leyko, Superintendent

FROM: Richard Pugh, Director of Finance & Operations

SUBJECT: Informational Item – 2025 Summer Tax Levy Resolution

DATE: October 8, 2024

Background:

The Board of Education originally adopted a 100% summer tax levy resolution on April 14, 1997 (see Board Policy #3290). As required by the Revised School Code the Board of Education must annually adopt a resolution prior to January 1 to continue the summer tax levy. Attached is the resolution for consideration. Having a 100% summer tax levy is desirable because it enables the District to collect a large portion of its property tax revenue early in the school year. With the early collection of property tax revenue the District is able to earn more interest (when rates are favorable) through investments and also lessens the likelihood of having to borrow early in the school year because of cash flow shortages.

Board action anticipated on October 28, 2024.

Annual Summer Tax Resolution - School District of the City of East Lansing (the “District”)

A regular meeting of the Board of Education (Board) of the District was held in the Board Room at 509 Burcham Drive, East Lansing, Michigan on the 28th day of October, 2024, at 7:00 o'clock in the p.m.

The meeting was called to order by _____, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect 100% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Pursuant to the Revised School Code, MCL 380.1 et seq., the Board invokes for 2025 its previously adopted ongoing resolution imposing a summer tax levy of 100% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by this Board and requests each city and/or township in which this District is located to collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which this District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2025 in the amount as specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies on or before December 31, 2024.

3. Pursuant to and in accordance with Revised School Code Section 1613(1), the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under Revised School Code Sections 1611 or 1612.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of School District of the City of East Lansing hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the “Open Meetings Act” (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education



East Lansing
Public Schools

MEMORANDUM

TO: ELPS Board of Education, Dori Leyko, Superintendent

FROM: Richard Pugh, Director of Finance & Operations

SUBJECT: Informational Item – Architect and Construction Management Services

DATE: October 8, 2024

Background:

With the assistance of Thrun Law Firm administration is close to finalizing the AIA contracts with Kingscott and Clark Construction for professional services related to the bond project. Attached are the respective fee proposals. Both fee proposals, excluding estimated reimbursable expenses, are below the estimates included in the Preliminary Qualification Application. Below is a summary of fee proposals compared to the PQ App:

	Est. fee per PQ App.	Fee per Proposal	Difference	Est. Reimbursables
Kingscott	\$1,453,553	\$1,372,378	(\$81,175)	\$63,340
Clark Construction	\$2,016,461	\$1,916,496	(\$99,965)	\$186,096

The Finance Committee reviewed the fee proposal on October 7, 2024. I anticipate AIA contract language to be finalized soon with Board action anticipated on October 28, 2024.



September 10, 2024

Mr. Richard Pugh
East Lansing Public Schools
501 Burcham Dr.
East Lansing, MI 48823

Re: East Lansing Public Schools – 2023 Bond Program
Proposal for Construction Management Services

Dear Mr. Pugh,

Clark Construction Company appreciates the opportunity to provide our proposal for Construction Management Services for East Lansing Public Schools 2023 Bond Program. The staffing plan which is enclosed in this proposal outlines the work each year with all work completed in 2026. This proposal is based on \$19,026,071 in construction costs which includes contingency

Our proposed cost for CM Services is as follows.

- Fee (2.75% x \$19,026,071) \$ 523,217.00
- Staffing (Staffing Plan Enclosed) \$ 1,393,279.00
- Reimbursable Expense (Breakdown Below) \$ 186,096.00

- Total CM Services \$ 2,102,592.00

- Fee shall be based on actual total construction cost and will be adjusted up or down based on final total construction cost.

Reimbursable Expense

- Telephone \$ 8,400.00
- Mileage \$ 35,000.00
- General Liability Insurance \$142,696.00

- Total Reimbursable Expense \$ 186,096.00

Also enclosed is Clark Construction Company's requests for contract modifications to the AIA 132

We would consider it an honor to continue to serve East Lansing Public Schools as Construction Manager for the 2023 Bond Program.

Sincerely,

CLARK CONSTRUCTION


Dave Warner
Senior Project Manager
517.202.0420 Dwarner@clarkcc.com

WE BUILD ON A FOUNDATION OF TRUST
LANSING | AUBURN HILLS | ALPENA

 **CLARKCC.COM**

Clark Construction Company request the following Contract modifications.

A132

Article 8.5.3.5 – request that we are an additional **named** insured, simply request the addition of the word “named “ as written it states additional insured.



Date: August 14, 2024

2024 Bond

	New Administration Building	High School Addition/Renovation	Middle School Renovations	Total	Notes
Cost of Work					
New Construction	\$ 4,467,622.00	\$ 7,095,809.00	\$ -	\$ 11,563,431.00	
Remodeling	\$ -	\$ 1,950,563.00	\$ 1,581,927.00	\$ 3,532,490.00	
Construction Contingency	\$ 494,806.00	\$ 1,007,682.00	\$ 164,011.00	\$ 1,666,499.00	
Instruct Tech	\$ -	\$ -	\$ -	\$ -	
Loose Furniture/Equipment	\$ 243,955.00	\$ 302,605.00	\$ 74,353.00	\$ 620,913.00	
Sitework	\$ 924,545.00	\$ 1,280,927.00	\$ 58,180.00	\$ 2,263,652.00	
CM Fees and Cost	\$ 598,715.00	\$ 1,219,293.00	\$ 198,453.00	\$ 2,016,461.00	
CM Fee and Cost Variable *	\$ (163,285.75)	\$ (332,534.12)	\$ (54,123.49)	\$ (549,943.36)	
Total Cost of Work	\$ 6,566,357.25	\$ 12,524,344.88	\$ 2,022,800.51	\$ 21,113,502.64	
A/E Fee (6.5%)	\$ 426,813.00	\$ 814,083.00	\$ 131,482.00	\$ 1,372,378.00	
A/E Reimb (.3%)	\$ 19,699.00	\$ 37,573.00	\$ 6,068.00	\$ 63,340.00	
		Kingscott Total A/E Fees plus Reimbursables Total =		\$ 1,435,718.00	

For Reference:
 AE Fee and Cost - 2024 Bond
 App. = \$1,453,553

A/E Services	New Administration Building	High School Addition/Renovation	Middle School Renovations
Schematic Design (15%)	\$ 64,021.95	\$ 122,112.45	\$ 19,722.30
Design Development (20%)	\$ 85,362.60	\$ 162,816.60	\$ 26,296.40
Construction Documents (40%)	\$ 170,725.20	\$ 325,633.20	\$ 52,592.80
Bidding (5%)	\$ 21,340.65	\$ 40,704.15	\$ 6,574.10
Construction Admin (20%)	\$ 85,362.60	\$ 162,816.60	\$ 26,296.40
	\$ 426,813.00	\$ 814,083.00	\$ 131,482.00

Notes:

*Not applying A/E fee to full amount of CM fee/cost



East Lansing
Public Schools

MEMORANDUM

TO: ELPS Board of Education, Dori Leyko, Superintendent

FROM: Matt Morales, Director of Health and Safety

SUBJECT: Items of Information Item – Emergency Operations Plan

DATE: October 1, 2024

Background:

The attached Emergency Operations Plan (EOP) is confidential and exempt from FOIA (it should not be shared with the public). We will have a closed session to review the EOP and answer questions from the Board of Education.

The Office of Health and Safety collaborated with ELPD (Scot Sexton) to update the district EOP. The district updated the most recent EOP from a previous version approved in May 2021.



Academic and Technology Committee Agenda

BOARD OF EDUCATION ROOM

October 7, 2024

12:00 pm

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Meeting Minutes – September 16, 2024
- V. Public Comment
- VI. Welcome back students!
- VII. Items for Discussion
 - a. Curriculum updates
 - b. Technology updates
- VIII. Announcements
- IX. Adjournment



ELPS BOARD OF EDUCATION
Policy Committee Agenda
October 7, 2024
10:30 am
ELPS Board Room

1. Roll call
2. Approval of the Agenda
3. Approval of the minutes – September 16, 2024
4. Public Comment
5. Agenda Items
 - a. Review Thrun Policy updates
6. Announcements
7. Adjourn

Minutes of the Policy Committee of the
East Lansing Board of Education
East Lansing High School – Board Meeting
509 Burcham Drive, East Lansing, MI
October 7, 2024
10:30am-12:00pm

Opening of Meeting

Terah Chambers called the meeting to order at 10:36am.

Roll Call

Present: Terah Chambers, Kath Edsall, Dori Leyko, Klaudia Burton, Rulesha Glover-Payne, Gary Holbrook

Absent: none

Approval of Agenda

Kath Edsall offered the motion to approve the agenda. Gary Holbrook seconded. Unanimously approved.

Approval of Minutes

Kath Edsall offered the motion to approve the agenda. Gary Holbrook seconded. Unanimously approved.

Public Comment – 3 minutes

None.

Meeting Topics/Action Items

- Continue Review of Thrun Policy updates – Series 5000
 - Began review with 5503 (where we left off last meeting)
 - Policy 5710 – Referred to Mental Health Coordinator for additional perspective; will revisit later
 - Policy 5714 – Referred to Mental Health Coordinator for additional perspective; will revisit later
 - Revisited Previous Policies
 - 5106 – Clarified language and will refer to full board for consideration
- Other business
 - Discussed policy on use of facilities after school hours.

Announcements

Next meeting Nov 4 at 10:30am.

Adjournment

The meeting adjourned at 11:53am.

Sex Education Advisory Board Meeting

HUB – East Lansing High School

September 19th, 2024, 6:30 PM

DRAFT

- 1) **Call to Order.** The meeting was called to order by Danny Hearit at 6:36 PM
- 2) **Membership Roll Call.** Members present: Megan Maas, Melissa Fore, Anne Scott, Karessa Wheeler, Myah Valla, Danny Hearit, Heather Marlow, Diane Tuinstra, Bridget Burns-King, Jonathan Gold. No guests.
 - a. Welcome New SEAB Members and New Co-Chair
- 3) **Approval/Modifications to the Previous Meeting Minutes**

A motion to approve the previous meeting minutes without any changes was made by Karessa Wheeler and seconded by Heather Marlow. Motion passed unanimously.
- 4) **Approval/Additions to the Agenda**

A motion to approve the agenda without any changes was made by Bridget Burns-King and seconded by Melissa Fore. Motion passed unanimously.
- 5) **Public Comment:**
 - a. Mellisa Fore:
 - i. The health/sex ed class in East Lansing High School is too easy to opt out of. They must have written notice, often opted out for other academic classes (AP classes).
 - ii. Could talk to the counselors about the importance of this class or other ways. Often not taken when students do a personalized curriculum.
 - iii. Need more baseline data on who is opting out and why. This year there are digital opt-out forms, and the new form includes a comment box for parents/caregivers to provide reasons why they are opting-out. Glenn Mitcham could help with this.
 - iv. Excel class at the high school could be an opportunity to have guest speakers from sex ed spaces.
- 6) **Guest Speaker:**
 - a. None.
- 7) **Presentations/Committee Reports**
 - a. Sex Ed Director Report:
 - i. New SEAB Member Resource Folder Review
 1. Overview of SEAB Mission and Purpose
 - a. No new members present, skipped.
 2. Overview of Sex Education and HIV Law for MI
 - a. Updated from last year.
 - ii. Middle School/High School Curriculum Review Plan
 1. The SEAB identified Rights, Respect, and Responsibility (3Rs) as a potential curriculum to replace 7th -12th Grade Sex Education materials.
 2. In accordance with district curriculum review procedure, two additional curricula were identified that also meet Michigan "A-K" Sex Education

requirements, inclusive and comprehensive material criteria, as indicated by the Eaton RESA sex education curricula review guide.

- a. 3Rs
 - i. free
 - ii. not evidence based (evidence informed)
 - b. Health Smart
 - i. most costly
 - ii. evidence based
 - c. Positive Prevention Plus
 - i. already used for special education sex-ed curriculum
 - ii. evidence based
 - iii. affordable
3. Volunteers from the SEAN is needed to join the curricula review sub-committee: Melissa Fore

8) Unfinished Business

- a. Recap of 2023-2024 SEAB Accomplishments
 - i. This information was obtained from previous meeting minutes.

9) New Business

- a. Reset of 2024-2025 SEAB Goals
 - i. MiPHY Data Analysis - To make adjustments and recommendations to the curriculum.
 - ii. Parent Survey – Improve/expansion of the current survey that hasn't been sent out in a few years
 - iii. Student Youth Advisory Council -
 - iv. Guest Speakers - Guest speaker or addition to the curriculum
 1. High school porn education guest speaker or addition to the curriculum – Megan Maas
 2. Lansing Women's Center
 - v. Community education and other community education events.
 1. PopPorn – Megan Maas
 2. Pronouns – Danny Hearit
 - vi. Improving the opt-out of sex-ed data – Add more info to the opt-out form/add the one we created last year.
 - vii. Sexual Violence prevention
 1. Consult Lansing Women's Center (toxic masculinity)
 2. Joint meeting with health wellness coordinator
 3. K-3 content – Book approval
- b. Reset SEAB Subcommittees for 2024-2025 year
 - i. New/continued 2024-25cSubcommittees
 1. Sexual Violence Prevention: Melissa Fore, Chad O'Neil, BBK
 2. Student Surveys and Outreach Kelly Maier
 3. Guest Speakers: Anne Scott, Danny Hearit, Kelly Maier, Karessa Wheeler
 4. Parent Resources: Anne Scott, Jonathan Gold, Megan Maas, Danny Hearit
- c. c. Elect New SEAB Secretary
 - i. Karessa Wheeler volunteered! Thank you!

10) Announcements

- a. Next meeting, Thursday, October 17th, 2024

11) Adjournment

Motion to adjourn was made by Melissa Fore and seconded by Chad O'Neil. Meeting adjourned at 8:02 PM.



FACILITIES COMMITTEE MEETING

BOARD OF EDUCATION ROOM

September 27, 2024

2:00 pm

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Meeting Minutes – July 11, 2024
- V. Public Comment
- VI. Agenda Items for Discussion
 1. Facilities Update
 - a. Tennis shed
 - b. Bond updates
 - c. Locker switch-up at MMS
 2. Athletic/Event Updates (Nikki)
 - a. Fall sports updates
 - b. Updates on 2025 events
 - c. Future projects
 - i. Pool timing system
 - ii. Video boards and bulk heads (separates swimming area from diving area) needs replacement/fix – Updates?
 - iii. Other future projects
- VII. Announcements
- VIII. Adjournment

Facilities Committee Meeting

September 27, 2pm

- I. Call to Order - 2:04 PM
- II. Roll Call
 - Billy Hastings
 - Elizabeth Lyons
 - Chris Martin
 - Tali Faris-Hylen
- III. Approval of Agenda
 - Martin made motion
 - Lyons 2nd
- IV. Approval of Meeting Minutes, July 11
 - Lyons made motion
 - Martin 2nd
- V. Public Comment
- VI. Agenda Items:
 1. Facilities Updates
 - tennis shed
 - bond updates?
 - locker switch-up at MMS

Tennis shed was a bit behind schedule but happy with how it's turning out. Resurfaced runway for long jump
Now tennis shed is up
Need wiring in it
Add-ons to make it stronger

Bond

Meeting September 26.

Looked at siding and outdoor materials.

Soil samples and surveying is done

Now it's just final design

Tower property to be torn down early winter

Nothing salvageable now at property. Junk needs to be hauled out.

Team is ready to take this on whenever this happens.

Put a lot of new infrastructure in at computer labs in MMS (outlets, plugs)

All maintenance completed by start of school

Locker switch up at MMS. Flow of kids going through hallways was hindered by placement. Maintenance department built bases to move the lockers. Team so grateful!

2. Athletic/Event Updates (Nikki)

-Fall sports updates

-updates on 2025 events

-Future projects:

-Pool timing system, video boards and bulk heads (separates swimming area from diving area) need replacement/fix. Any updates?

-any other future projects?

Nikki absent due to home football game but provided these updates prior to meeting:

- Post season hosting – we are hosting the following MHSAA tournaments this fall
 - Volleyball Regionals November 12 & 14
 - Soccer semifinals!! October 30 on the turf!
- Billy has done a great job getting our tennis shed ready for our kids! They will move into that space later today!

Meeting adjourned at 225 pm



FINANCE COMMITTEE

509 Burcham Drive, East Lansing, MI 48823

Members: Kath Edsall (Chair), Gary Holbrook, and Estrella Torrez

Agenda

October 7, 2024 – 1:00 p.m.

ELHS Board Room

1. Opening of Meeting
 - a. Call to Order
 - b. Roll Call
 - c. Approval of Agenda
 - d. Approval of Minutes: June 3, 2024
2. Public Comment
3. Items of Discussion
 - a. PA 152 Resolution - 80/20 vs Hard Cap
 - b. October 2 Headcount
 - c. Architect and CM Proposals
 - d. Bond Issue 2nd Series and Bond Refunding
4. Adjournment



FINANCE COMMITTEE

509 Burcham Drive, East Lansing, MI 48823

Members: Kath Edsall (Chair), Gary Holbrook, and Estrella Torrez

Minutes – June 3, 2024

1. Opening of Meeting
 - a. Finance Committee member, Kath Edsall called the meeting to order at 1:02 p.m.
 - b. Roll Call
 1. Members Present: Kath Edsall, Gary Holbrook and Estrella Torrez
 2. Excused Absences: none
 3. Nonmembers present: Dori Leyko (Superintendent) and Rich Pugh (Director of Finance & Operations)
 - c. Approval of Agenda
 - Moved by Estrella Torrez and supported by Gary Holbrook that the agenda for the Finance Committee meeting of June 3, 2024 be approved as presented. The motion carried 3-0.
 - d. Approval of Minutes
 - Moved by Estrella Torrez and supported by Kath Edsall that the minutes of the May 7, 2024 Finance Committee meeting be approved as presented. The motion carried 3-0.
2. Public Comment
 - a. None.
3. Discussion
 - a. Reviewed the 2024-25 Original Budget.
 - b. Reviewed the 2024 Tax Rates (L-4029).
 - c. Discussed the continuation of the suspension of pay-to-participate fees for 2024-25.
4. Adjournment
 - a. Kath Edsall declared the meeting adjourned at 2:02 p.m.