

**EAST CHINA SCHOOL DISTRICT  
SPECIAL BOARD OF EDUCATION MEETING**

**Innovation Center Conference Room  
Monday, June 17, 2024  
5:00 PM**

Jeanne Frank, President  
Pat Biebuyck, Vice-President  
Todd Distelrath, Secretary  
Karen Cedar, Treasurer

Michael Westrick, Trustee  
Jessica Becker, Trustee  
Ronald Miller, Trustee  
Suzanne Cybulla, Superintendent

**AGENDA**

1. **Call to Order/Moment of Silence/Pledge of Allegiance**
2. **Closed Session Recommended Action: That the Board of Education goes into Closed Session pursuant to sections 8(1)(c) and 8(1)(h) of the Open Meetings Act (Act 267 of 1976) Board discussion connected with the negotiation of a collective bargaining agreement and Board to consider material exempt from discussion or disclosure by state or federal statute.**
3. **Information/Discussion Items**
  - a. District Financial Reports, *Angie Gleason*
    - i. 2023-24 Final Budget R2
    - ii. 2024-25 Original Budget
    - iii. Supplemental Budget Information
  - b. Certification of Taxes, *Angie Gleason*

CERTIFICATION OF 2024 TAX RATE

Be it resolved that the following be the tax rates for the 2024 tax rolls for the East China School District, St. Clair County for the operation of the school and debt service:

SOURCE PURPOSE MILLAGE RATE  
Voted Operation 18.00 (non-homestead)  
Voted Debt Retirement 2.34
  - c. Food Service Contract, *Angie Gleason*
4. **Recognition of Persons Wishing to Address the Board**

This portion of the agenda is for citizens to address any questions or comments to the Board. The Board will listen, take comments and questions under advisement, and not respond at this time. The presiding officer will refer questions to the superintendent for research and response.
5. **Action Items**
  - a. Certification of Taxes
  - b. 2023-01 Appeal
6. **Adjournment**



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June 17, 2024

Contract for Food Service Management Services

East China School District’s current Food Service Management Company (FSMC) contract is in its final eligible year of renewal (SY 2023-2024). MDE required a rebid of the contract for School Year (SY) 2024-2025.

East China School District solicited proposals as required by MDE, to provide external, independent food service management services beginning July 1, 2024, through June 30, 2025. The required performance outcome is the management of the District’s food service operations that best meets the District and State requirements at a competitive cost.

Proposers were requested to submit a food service management pricing based on a one-year Cost Reimbursable Contract, four (4) one-year renewal options, a full-time manager, provide all staffing needs other than noon-aides, and a guaranteed no-loss.

On April 27, 2024, an advertisement for bid was published for food service management services beginning July 1, 2024, along with, individual RFP notices to the state-wide FSMC list provided by the MDE. One company attended the mandatory pre-bid meeting on May 9, 2024; (a) Chartwells. Only one (1) bid was received on May 29, 2024, from Compass Group USA, Inc. (Chartwells).

Compass Group USA, Inc. (Chartwells) submitted a bid with a flat Management Fee of \$.0640 per meal served, a one-year contract without advance payment, and four (4) optional renewals that must not exceed the Consumer Price Index for Urban Consumers – Food Away from Home annualized rate for December of the current school year or a flat percentage rate of 4%, whichever is less.

	Current SY23-24	Bid SY24-25
<i>Management Fee Per Meal (Breakfast and Lunch) and Meal Equivalent (A la Carte)</i>	0.0584	0.064
<i>Administrative Fee per Meal - Annual</i>	82,478	89,700
<i>Equivalent Factor</i>	4.71	4.625

RECOMMENDATION:

The administration is recommending that the East China Board of Education award a one-year contract (7/1/2024 — 6/30/2025), without advance payment, to maintain food service management services with Compass Group USA, Inc. (Chartwells).



East China School District, St. Clair County, Michigan.

The special meeting of the Board of Education of said school district was held on the 17th day of June, 2024 at 5:00 o'clock p.m.

The meeting was called to order by Jeanne Frank, President.

Present:

Absent:

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_.

WHEREAS, the Board of Education of the East China School District has been provided and reviewed information from Stauder, Barch and Associates regarding required millage rates for completion of the District's 2024 L-4029 Tax Rate Request Form so as to meet annual bond payments

NOW, THEREFORE, BE IT RESOLVED:

1. The following be the tax rates for the 2024 tax rolls for the East China School District, St. Clair County for the operation of the schools and debt service:

SOURCE	PURPOSE	MILLAGE RATE
Voted	Operation	18.00 (non-homestead)
Voted	Debt Retirement	2.34

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

Ayes:

Nays:

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the East China School District, St. Clair County, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at their special meeting held on June 17, 2024, the original of which resolution is a part of the Board's minutes and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

\_\_\_\_\_  
Secretary, Board of Education