



Informational Agenda

A. CALL TO ORDER

B. MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

C. RECOGNITION

1. Boys Soccer

2. Oath of Office – Jarrod Folsom, Barbara Helms and Christie Ramsey

Board President Nick Reichenbach will administer the ceremonial oath of office to Jarrod Folsom, Barbara Helms and Christie Ramsey.

3. Board Recognition

D. APPROVAL OF AGENDA

E. ELECTION OF BOARD OFFICERS

F. BOARD ORGANIZATION

1. Board Member Compensation

2. Adoption of regular meeting dates

3. Designation of person to Post Public Notices of Meetings

4. Delegation of Election Duties

5. Committee & Liaison Appointments

G. CONSENT AGENDA

To save time during the meeting, we are using a consent agenda. Items on the consent agenda include those that are routine in nature or have been previously discussed by the Board of Education. Trustees may request to have any item removed for a separate discussion and vote.

**Board of Education Agenda
Regular Meeting #6
January 6, 2023**

1. **Approval of Minutes.** Minutes of December 12, 2022, Regular Meeting and December 26, 2022, Special Meeting..
2. **Presentation of Bills.** Following is a summary of bills for this meeting. As always, board trustees are welcome to contact the Assistant Superintendent of Finance with any questions or concerns, or to request additional information.

Payroll	3,744,922.17
Insurance & Retirement	3,102,787.18
Utilities	78,878.73
Ferris State	36,702.00
Kent ISD-Itinerants	290,708.64
Balance of Total General Fund	141,339.57
Sinking Fund Reg Cks	0.00
2019 Bond Reg Cks	79,763.61
2019 Bond ACH Cks	1,869,155.56
2019 Bond Credit Card	35,877.20
General Fund Credit Card	444,507.08
TOTAL DISBURSEMENTS	\$9,824,641.74

H. REPORTS

1. Student Representative

RHS student representative Olivia Bommarito will report to the Board of Education on current and upcoming events at Rockford High School.

2. Collaborative Team Reports

The Board of Education will receive information about important events occurring in our schools in the form of monthly collaborative team reports. This month’s reports will be given by administrators as follows:

<u>Representing</u>	<u>Principal</u>
Elementary.....	Matt Zokoe (Cannonsburg Elementary Principal)
Secondary.....	Tom Hosford (RHS Principal)

3. Security Report

Director of Security, Scott Beckman will be giving a presentation regarding School Safety.

4. Financial Update/Review of new monies awarded to the District

Assistant Superintendent of Finance Mike Cuneo will present information to the Board of Education regarding new monies awarded to Rockford Public Schools.

I. NEW BUSINESS

1. NRMS Add/Remodel – Scope and Bid Review

Assistant Superintendent of Curriculum Mike Ramm will be presenting scope and bid review information for the NRMS Addition/Remodel.

**Board of Education Agenda
Regular Meeting #6
January 6, 2023**

2. Audit Adoption/Presentation

Assistant Superintendent of Finance Mike Cuneo and Adriane Schrauben from Hungerford Nichols will give an update on Audit results for the year ending June 30, 2022.

3. Chromebook Purchase

Assistant Superintendent of Finance Mike Cuneo will present a recommendation for the purchase of necessary Chrome Books.

J. OLD BUSINESS

NONE

K. RECOGNITION OF VISITORS AND HEARING OF PEOPLE PRESENT

This is a business meeting of the Board of Education held in public. Comments are welcome from the audience during "Recognition of Visitors and Hearing of People Present," however, they are comments only and speakers are limited to three minutes. The audience is asked to refrain from making comments or asking questions at any other time during the meeting. If you have a specific concern, please feel free to speak with a Board trustee or the Superintendent of Schools after the meeting or call the Superintendent's Office at 616-863-6557.

L. ADJOURNMENT



Rockford Public Schools

Quality Community – Quality Schools
Together Building a Tradition of Excellence

CONSTITUTIONAL OATH OF OFFICE

The oath of office must be administered prior to start of trustee's term (Article XI, Section 1, of the State Constitution MCL 168.310(1) and filed with the Rockford Public Schools Board of Education

I, _____, do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the office of Member of the Board of Education of Rockford Public Schools, Kent County, Michigan, according to the best of my ability.

Common Procedures for each Officer Election

- Recognize Board members and note the name(s) placed in nomination
- An individual may nominate themselves
- No second is required
- There is no limit on the number of nominations for one office
- Voting will occur for one at a time in the order in which names were nominated. The first name to receive 4 votes is elected to the office.

<p>(Temporary Chair): "Nominations are in order for the office of President." Motion was made by _____, supported by _____, nominating _____ for the office of President.</p> <p>(Temporary Chair): "Are there are further nominations?" If 'No', then state: "There being no further nominations, I declare nominations closed".</p> <p>(VOTE) in order of nominated candidates, call for a vote. The first nominee receiving a majority (4 votes of 7) is declared President.</p> <p>(Symbolically, the temporary chair gets up and hands the newly elected President the gavel)</p>	<p>President</p>
<p>(President): "Nominations are in order for the office of Vice President." Motion was made by _____, supported by _____, nominating _____ for the office of Vice President.</p> <p>(President): "Are there are further nominations?" If 'No', then state: "There being no further nominations, I declare nominations closed".</p>	<p>Vice President</p>

BOARD OF EDUCATION ORGANIZATIONAL MEETING

Election of Officers - Script

(VOTE) in order of nominated candidates, call for a vote. The first nominee receiving a majority (4 votes of 7) is declared **Vice President**.

Common Procedures for each Officer Election

- Recognize Board members and note the name(s) placed in nomination
- An individual may nominate themselves
- No second is required
- There is no limit on the number of nominations for one office
- Voting will occur for one at a time in the order in which names were nominated. The first name to receive 4 votes is elected to the office.

<p>(2023 President): "Nominations are in order for the office of President." Motion was made by _____, supported by _____, nominating _____ for the office of Secretary.</p> <p>(2023 President): "Are there are further nominations?" If 'No', then state: "There being no further nominations, I declare nominations closed".</p> <p>(VOTE) in order of nominated candidates, call for a vote. The first nominee receiving a majority (4 votes of 7) is declared Secretary.</p>	<p align="center">Secretary</p>
<p>(2023 President): "Nominations are in order for the office of Treasurer." Motion was made by _____, supported by _____, nominating _____ for the office of Treasurer.</p> <p>(2023 President): "Are there are further nominations?" If 'No', then state: "There being no further nominations, I declare nominations closed".</p>	<p align="center">Treasurer</p>

BOARD OF EDUCATION ORGANIZATIONAL MEETING

Election of Officers - Script

(VOTE) in order of nominated candidates, call for a vote. The first nominee receiving a majority (4 votes of 7) is declared **Treasurer**.

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****Time & Location*** On January 9, 2023, the Rockford Public Schools Board of Education took action to hold its regular meetings on the second Monday monthly at 5:30 p.m. Meetings are held in the Administration Boardroom, located at 350 N. Main Street in Rockford unless otherwise posted at the Administration Office and noted on the agenda which is posted on the district website by the Friday prior to the meeting.

Accommodations Any person with a disability who needs accommodation for participation in these meetings should contact the Superintendent's Office at 616-863-6320 at least five days in advance of the meeting.

Meeting Minutes Board of Education meeting minutes are available on the district website at <http://www.rockfordschools.org/our-district/boardmeetings/> following Board approval. For minutes not stored on the district website, please contact the Administration Office at 616-863-6320.

2023 Meeting Schedule

January 9, 2023
February 13, 2023
March 13, 2023
April 17, 2023
May 8, 2023
June 12, 2023
June 26, 2023
July 10, 2023
August 14, 2023
September 11, 2023
October 9, 2023
November 13, 2023
December 11, 2023



Date | time Monday – December 12, 2022 | 5:30 p.m.

Location Administration Boardroom

Meeting called to order with a moment of silence and the Pledge of Allegiance by President Reichenbach

In Attendance

Board of Education: Tricia Anderson, Bobbi Jo Blanton, Kelley Freridge, Jake Himmelspach, Andrea Jacobson, Nick Reichenbach

Regrets: Tim Lewis

Student representative: Olivia Bommarito

Administration: Dr. Steve Matthews, Mike Ramm, Mike Cuneo, Korie Wilson-Crawford, Mindy Duba, Lisa Jacobs, Erin Wenger.

Adoption of Agenda

Motion was made by Jake Himmelspach, supported by Andrea Jacobson, approving the agenda as presented. Motion carried unanimously.

Recognition

MS Students - Video

Rockford High School Band

Ceremonial Oath administered by Nick Reichenbach

Consent Agenda

Motion was made by Bobbi Jo Blanton, supported by Tricia Anderson, approving the following consent agenda items. Motion carried unanimously.

- Minutes of November 14, 2022, Regular Meeting and November 30, 2022, Special Meeting
 - Payment of bills in the amount of \$11,195,458.24.
 - Winter Coaching Recommendations
-

Reports

Student Representative Report

RHS student representative Olivia Bommarito shared about the High School sports teams (Boys basketball, girls basketball, and hockey) and their winning achievements. This last week of school is spirit week.

Collaborative Team Reports

Mindy McGinn (Lakes Elementary Principal) gave a team report for the Elementary level, and Kelly Amshey (Principal of RFC) gave a team report for the Secondary Level.

Organizational Board Report

Trustee Reichenbach shared how the organizational chart works for committee assignments. He will reach out to each board member about which committee they are interested in. He described what each committee group does. Discussed changes to a few policies, which will go into effect in January.

Old Business

None

New Business

School Resource Officer

Mr. Scott Beckman introduced our SRO's and the new RPS SRO Officer, Deputy Rosser. Deputy Rosser will begin on January 1, 2023, at East Rockford Middle School

Food Services

Superintendent of Finance, Mike Cuneo presented regarding the breakfast program that is currently offered at MDR Elementary. Recommends continuing with the program as needed.

Copier Release Refresh

Superintendent of Finance Mike Cuneo discussed the copier leases for each building and their usage. Recommended continuing the leases we have with current companies. Motion to approve by Kelly Freridge with support from Andrea Jacobson. Motion carried unanimously.

Administrative Resignation

Superintendent of Human Resources, Korie Wilson-Crawford, updated the board of Education regarding the resignation of Nicole Peterson. Motion to approve by Jake Himmelpach with support from Bobbi Jo Blanton. Motion carried unanimously.

Certified Staff Recommendations

Assistant Superintendent of Human Resources Korie Wilson-Crawford recommended two new certified staff hires. Motion to approve by Kelly Freridge with support by Jake Himmelpach Motion carried unanimously.

Superintendent Evaluation

Trustee Reichenbach thanked the Administration team for the hiring process for RPS and the Superintendent search. Thanked Korie Wilson-Crawford for her leadership as Interim Superintendent.

Easily measurable plan to follow for Dr. Matthews and his evaluation. RPS has always been highly effective, and Dr. Matthews continues to keep that rating.

Recognition of Board Members

Dr. Mathews recognized the service of board members Bobbi Jo Blanton, Time Lewis, and Andrea Jacobson.

Recognition of Visitors & Hearing of People Present

The following individuals addressed the Board of Education.

Mary Fountain

Adjournment

President Reichenbach adjourned the meeting at 6:40 p.m.

Recording Secretary

Secretary, Board of Education



Date | time Monday – December 26, 2022 | 9:00 a.m.

Location Administration Boardroom

In Attendance

Board of Education: Tricia Anderson, Kelley Freridge, Jake Himmelspach, Andrea Jacobson, Nick Reichenbach.

Regrets: Bobbi Jo Blanton, Timothy Lewis

Administration: Mike Cuneo, Steve Matthews, Jodi Nester

Adoption of Agenda

Motion was made by Andrea with support from Jake. Motion passed unanimously.

New Business

Tax Resolution

Assistant Superintendent of Finance, Mike Cuneo presented a tax resolution to the Board of Education for approval. Motion to approve Andrea with support by Kelley. Motion passed unanimously by roll call vote.

Interim Board Secretary

Due to the election results, the Board of Education is in need of an Interim Secretary until one can be elected at the January 9, 2023 meeting. Nomination to appoint Jake Himmelspach was made by President Reichenbach with support by Kelley Freridge. Motion passed unanimously.

Recognition of Visitors & Hearing of People Present

There were no visitors to address the Board of Education.

Adjournment

President Reichenbach adjourned the meeting at 9:04 a.m.

Recording Secretary

Secretary, Board of Education



Rockford Public Schools

Safety and Security Overview



Safety and Security Overview - Operations

Staffing/Personnel

Physical Barriers

Electronic Surveillance/Monitoring

Confidential Reporting

District and Community Supports



Safety and Security Overview - Operations

Staffing

- Director of Security
- Administrative Assistant
- Three School Resource Officers
 - RHS/RFC
 - ERMS
 - NRMS
- Eight Full-time Security Officers
- One Part-time Security Officer
 - Support for large events and coverage.



Safety and Security Overview - Operations

Physical Barriers

- Secure Vestibules at each of our buildings
- Access Control System
- Window film for added security/window structural support
- Locked solid core doors (Protocols)

Monitoring and Surveillance

- Security Cameras
 - Expansion
- Raptor Visitor Management System (volunteer/visitor background checks)
- Access Control Alert System



Safety and Security Overview - Operations

Training

Security Staff Back to School Training at the KISD.

Staff training to begin the year.

Micro training at meetings.

Reviews (Bulletins)



Safety and Security Overview - Operations

Confidential Reporting Platforms

- OK2Say
 - State of Michigan
 - MSP Oversight
 - School Reporting/Contact
- Silent Observer
 - National Program
 - Regional Site
 - All Crimes



Safety and Security Overview - Operations

Safety and Security involves so much more. In order to be as successful as we can, as a district, we take a holistic approach to support and intervention where needed.

Special Services

- Mental Health Liaisons
- School Psychologists
- School Counselors
 - Counseling Dogs
 - Peer Listeners
- School Social Workers
- School Nurses

There is expertise in our district to address the social emotional needs of students, families and staff.



Safety and Security Overview - Operations

Staff and Students

Staff and students are an important part of the safety and security of the Rockford Public School Community. Healthy, professional interactions and relationships support a culture and climate with a level of trust that allows people the ability to report concerns immediately so that they can be addressed in the appropriate way.

See something, hear something, say something so we can do something.



Safety and Security Overview - Operations

Family and Community Support

We look to our families and community members to bring information forward to the appropriate person(s) or entities so that interventions can take place prior to anything happening.

*See something, hear something, say something so we can **do** something.*

By immediately reporting it through any one of the options identified, it allows us to put into action a response that addresses the concern and the opportunity to put supports in place.



Safety and Security Overview - Operations

Professional and Community Relationships

- Kent ISD Security Directors
- Kent County Chiefs of Police (local, county, state and federal representation)
- ATAC Membership through the US Attorney's Office
- State of Michigan OK2Say
- Other West Michigan School Districts
- Numerous professional and personal relationships to help support the safety and security of our school community.





Memorandum

To: Dr. Steven Matthews, Superintendent of Schools
From: Michael A. Cuneo, Assistant Superintendent of Finance
Date: January 4, 2023
Subject: North Rockford Middle School-Expansion/Improvements-Project & Bid Review

Inclusive of the 2019 Bond Issue scope is the expansion/improvements of North Rockford Middle School. Myself, Mike Ramm and representatives from GMB and OAK will be presenting to the Board of Education on January 9, 2023 the design scope and bids. The design scope was reviewed at the Building and Site Committee meeting on October 14, 2022,

The recommendation is to authorize OAK to issue letters of intent in the amount of \$16,225,947 to be paid out of 2019 bond proceeds as presented.

MAC

Attachments



DESIGN PLAYBOOK



Sep 15, 2022



TIMELINE

DESIGN PROCESS





DESIGN GUIDELINES

Design Guidelines

- **Resize classrooms to create a more standardized size throughout the school. This resulted in:**
 - A new classroom addition wing
 - 8 new classrooms
 - 4 classrooms to be demo'd and rebuilt
 - Renovation of 18 classrooms
 - All classrooms about 850 sf
- **3,000 sf addition for an Orchestra Room**
 - Designed to match East Middle School
- **Additions to look coherent with existing building**
- **Add AC to all classrooms**

Existing

Photos of Existing School

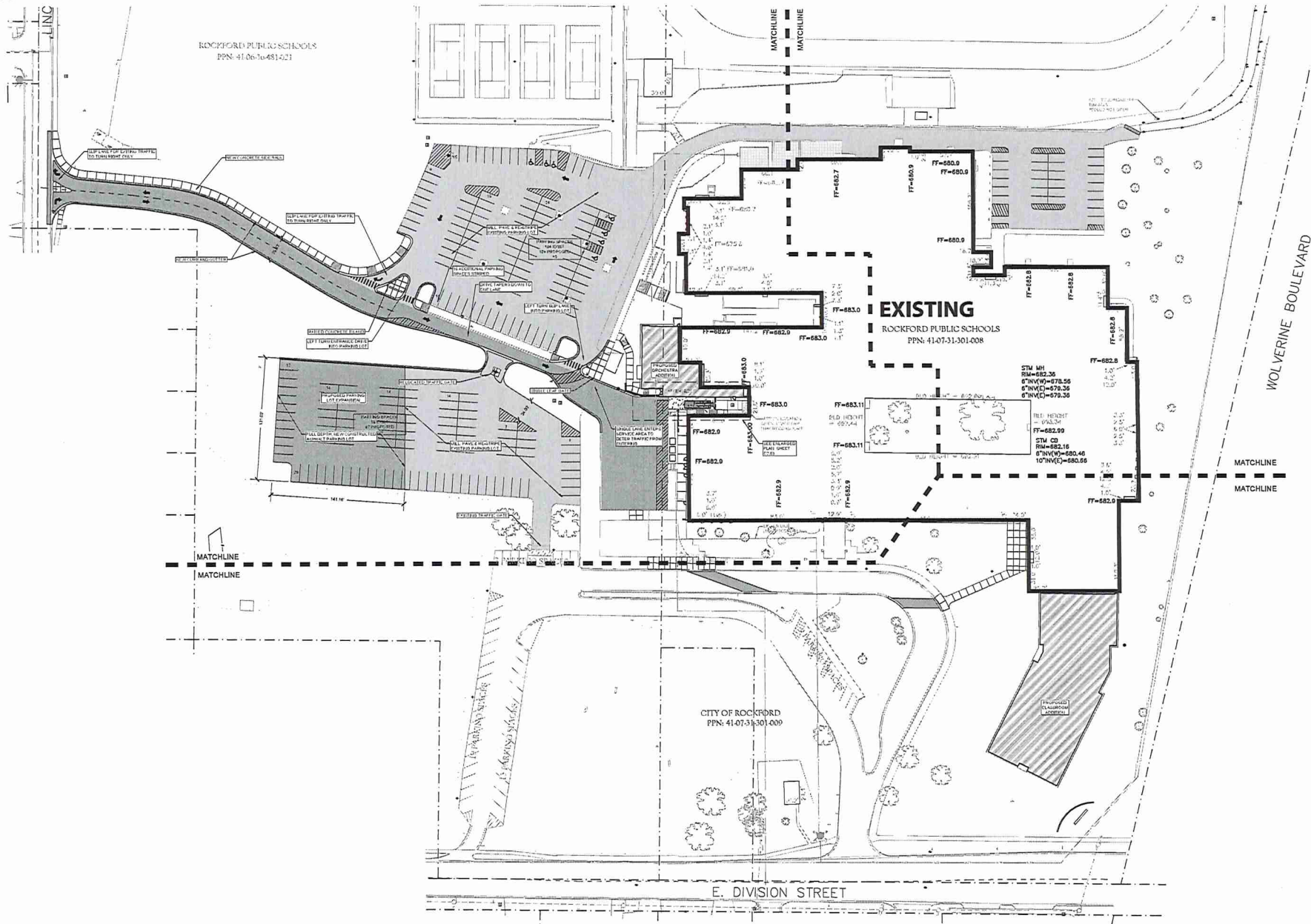




**DESIGN
DEVELOPMENT**

Site Plan

Site

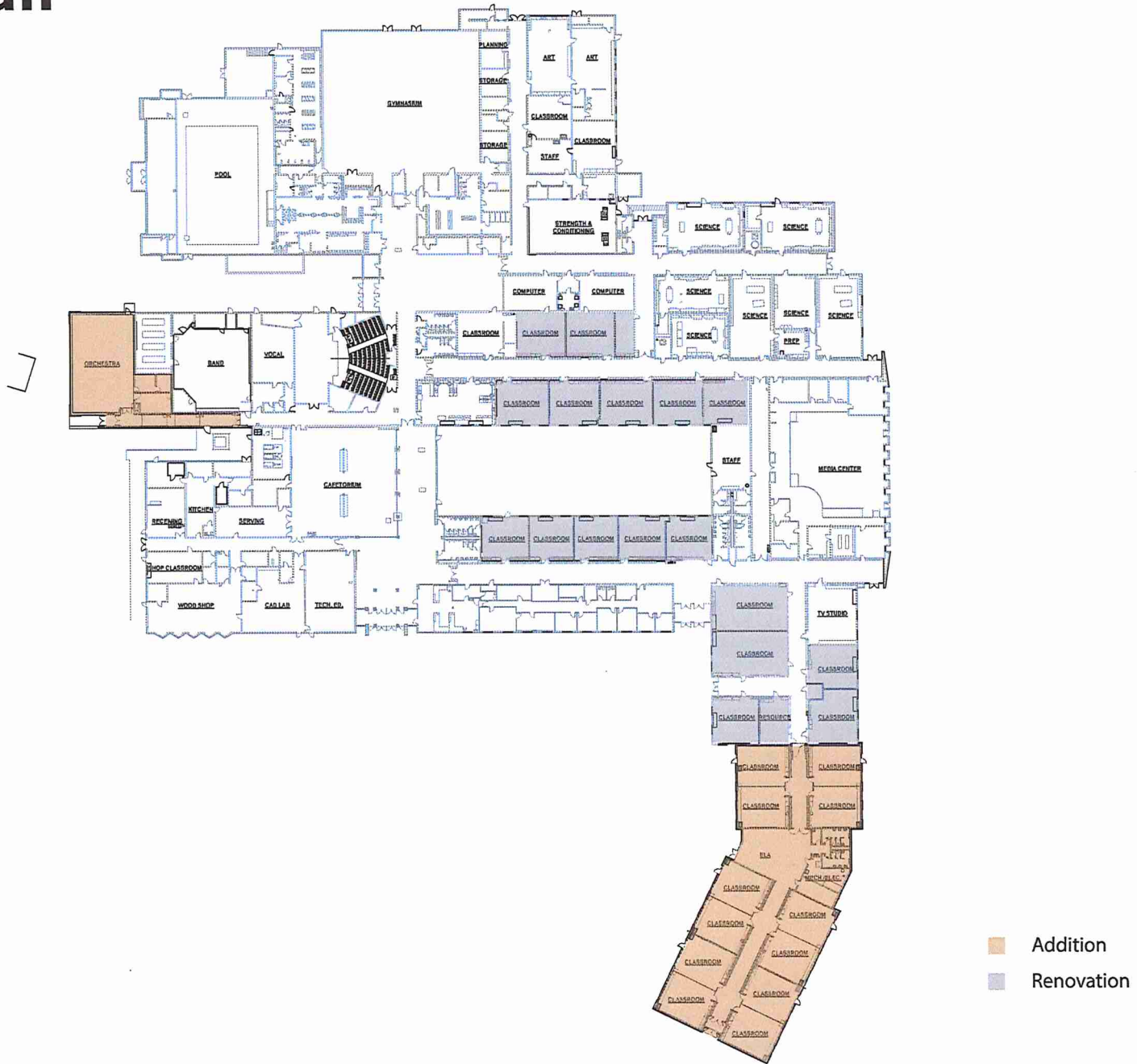


OVERALL SITE PLAN
SCALE 1/8" = 1'-0"



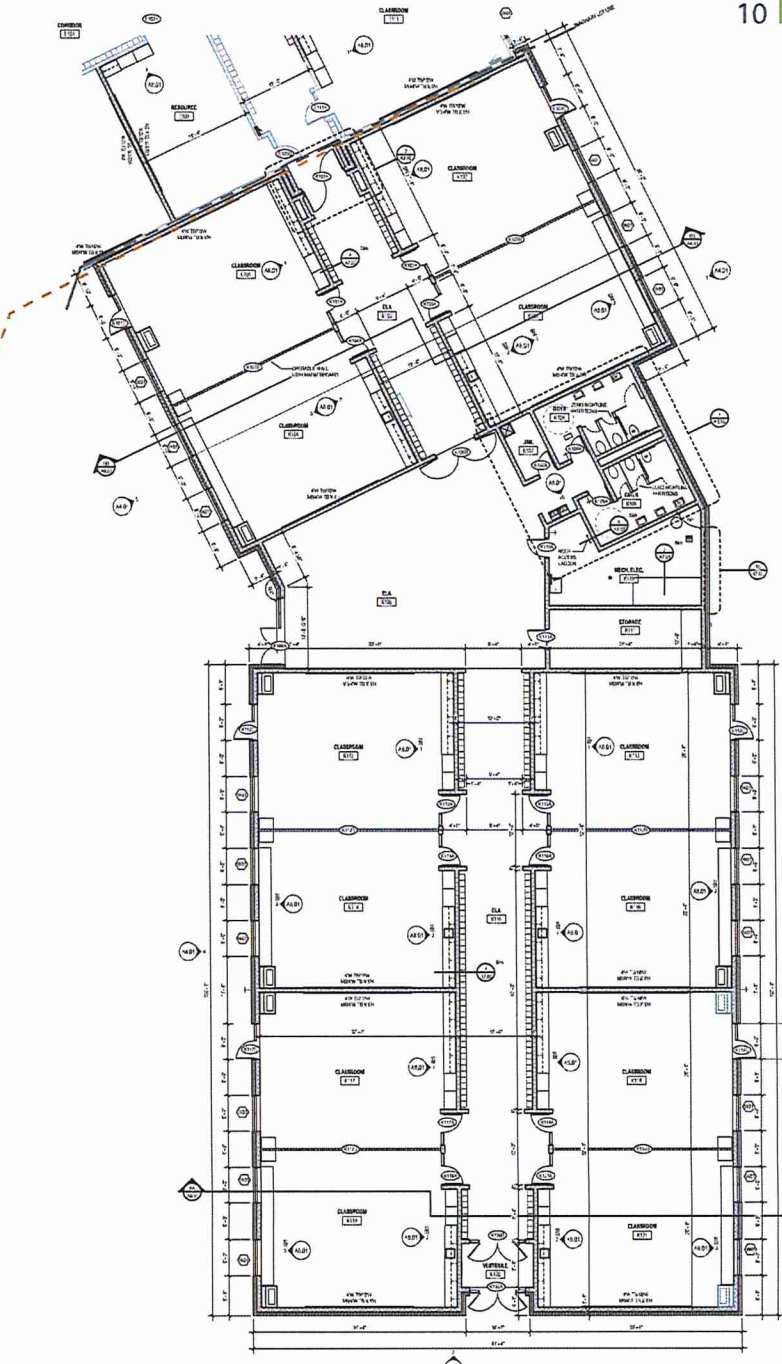
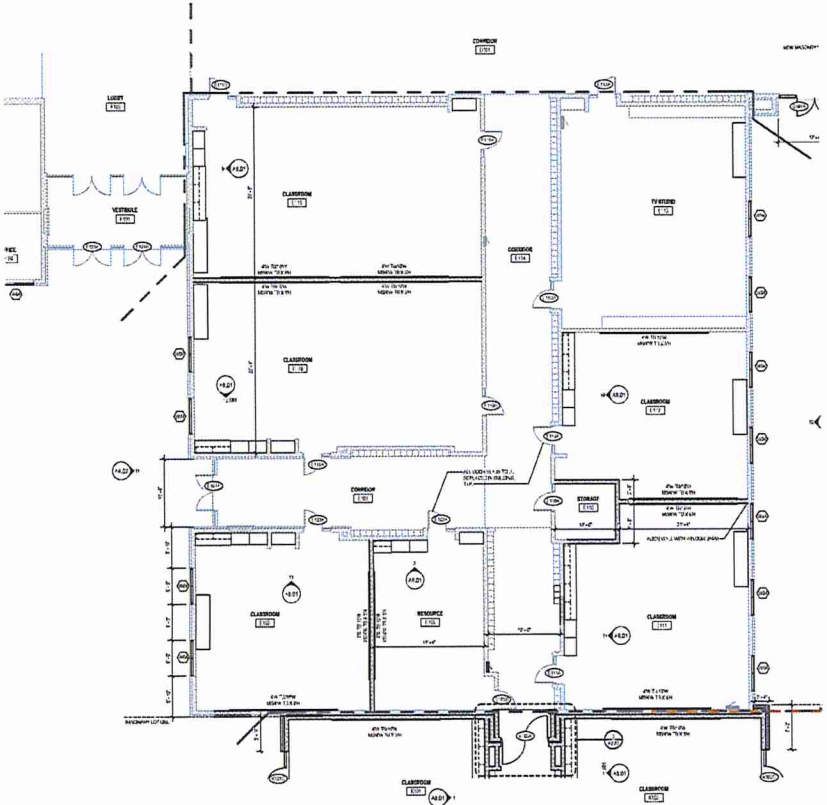
Floor Plan

Overall Floor Plan



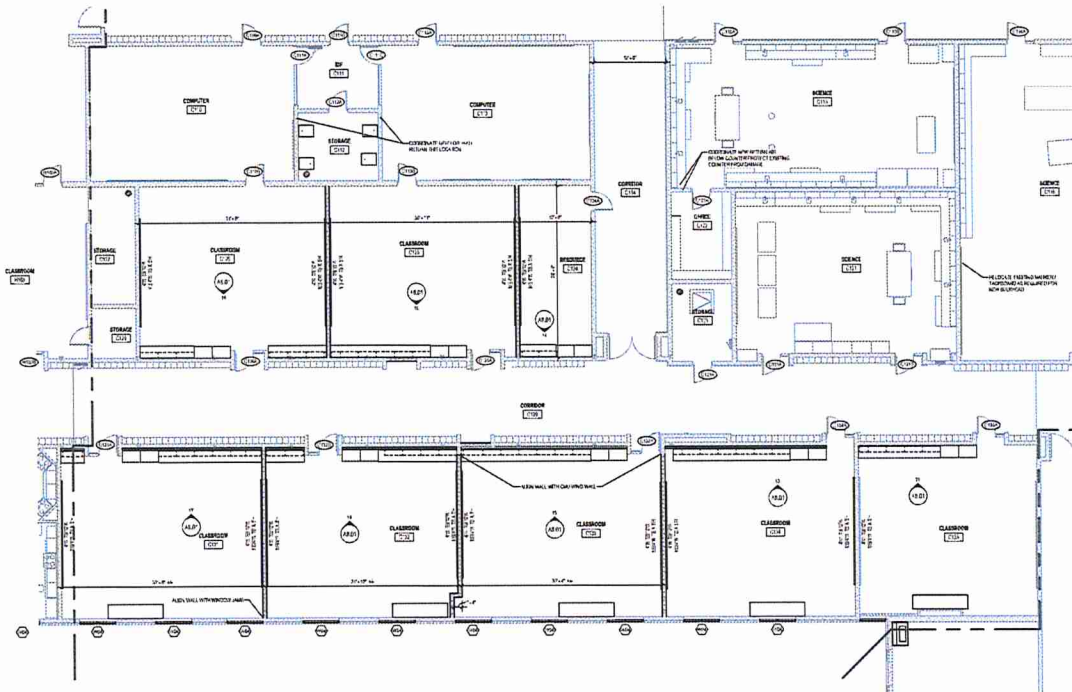
Floor Plan

Classroom Renovation and Addition

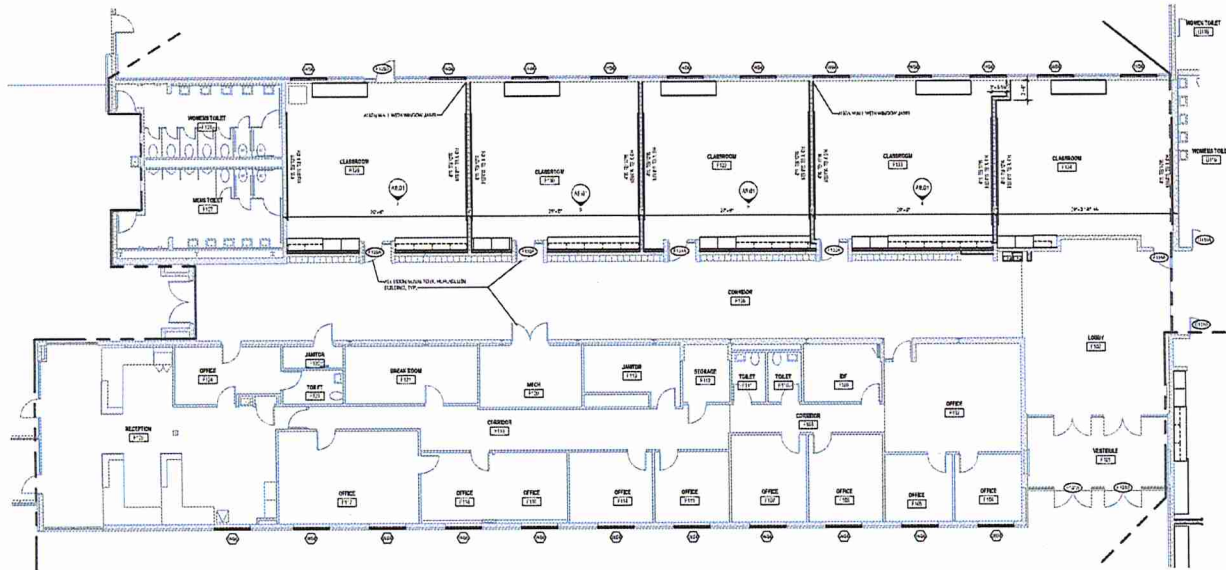


Floor Plan

Classroom Renovations

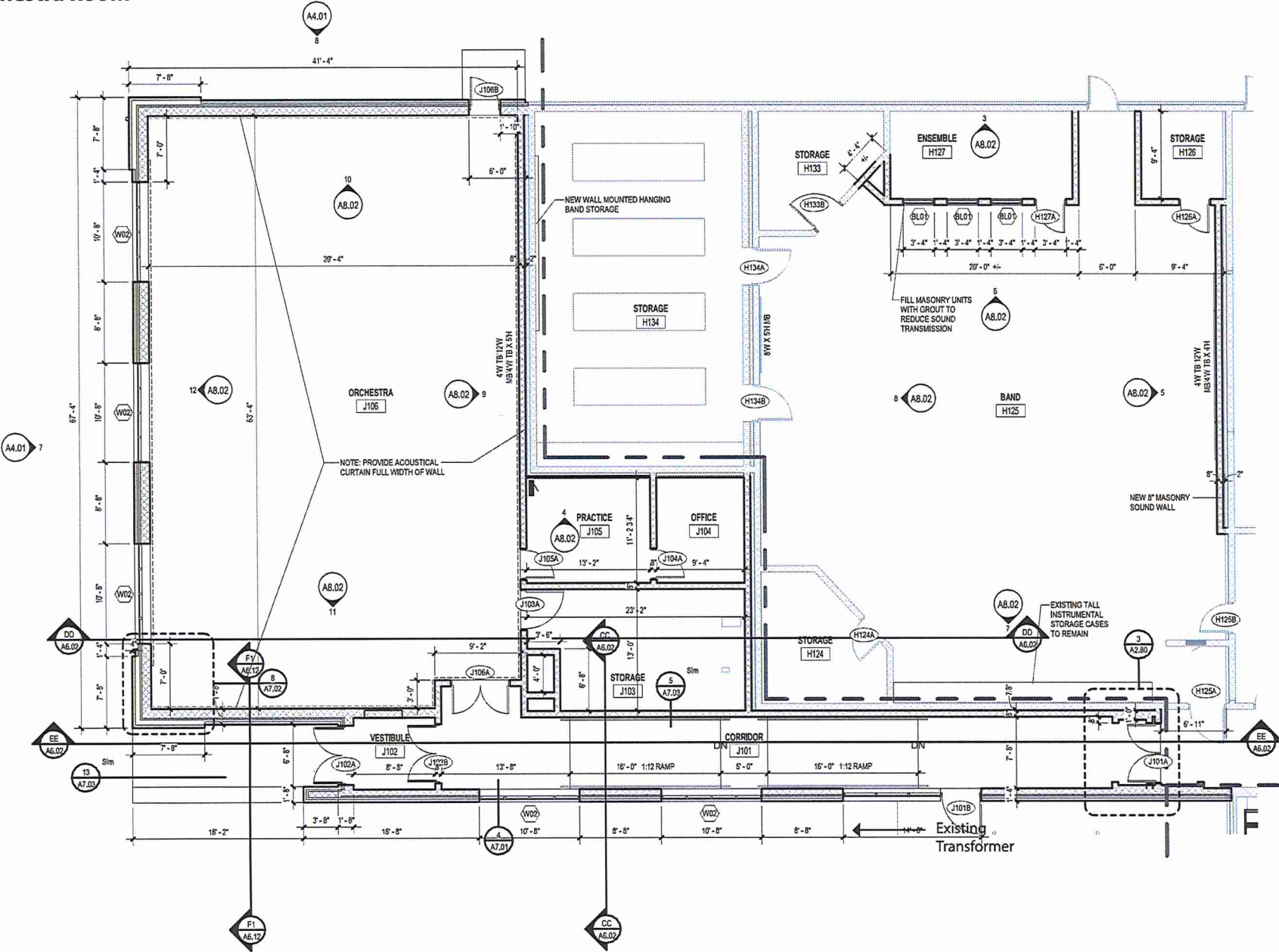


Courtyard



Floor Plans

Orchestra Room



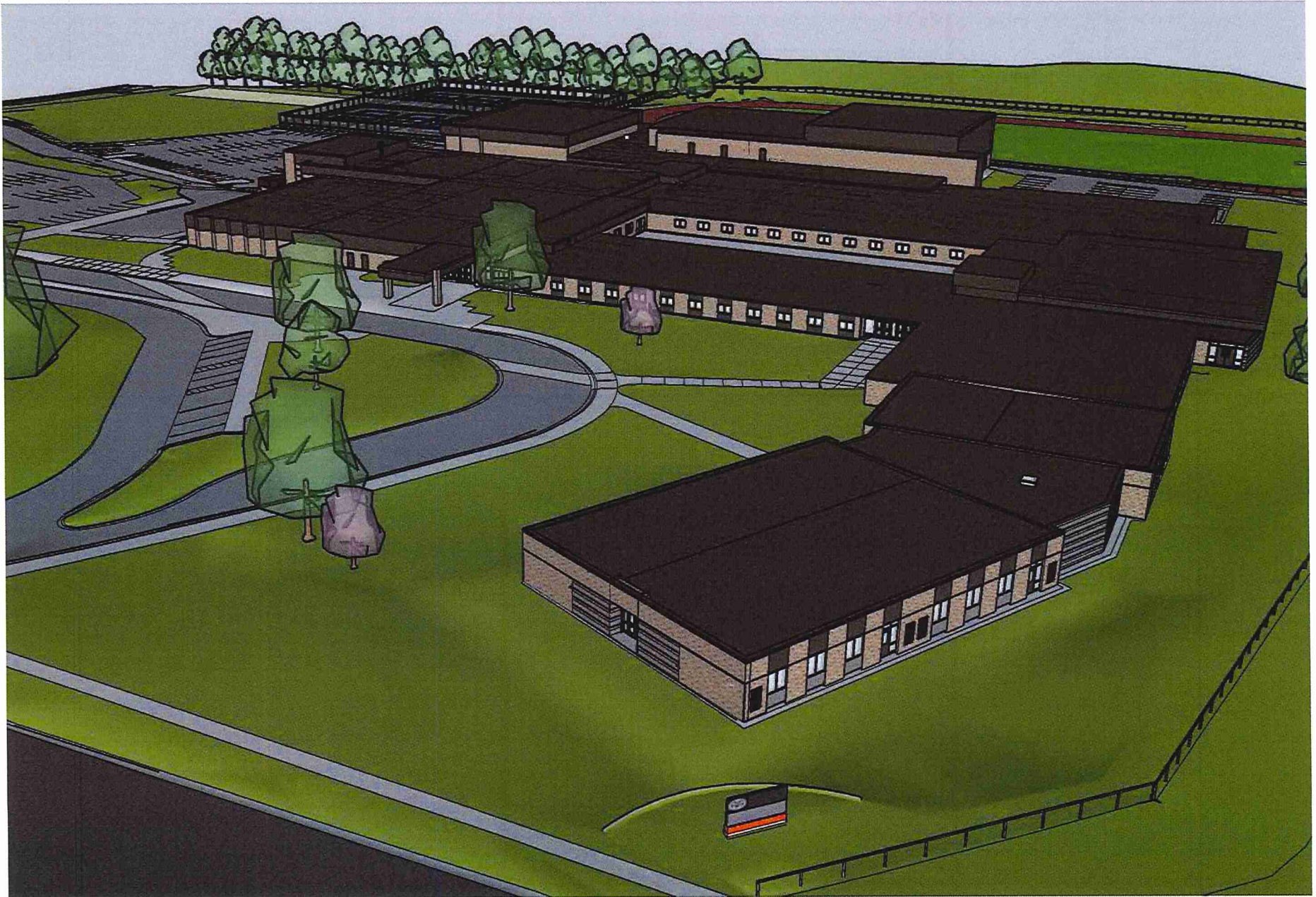
Classroom Addition



Classroom Addition



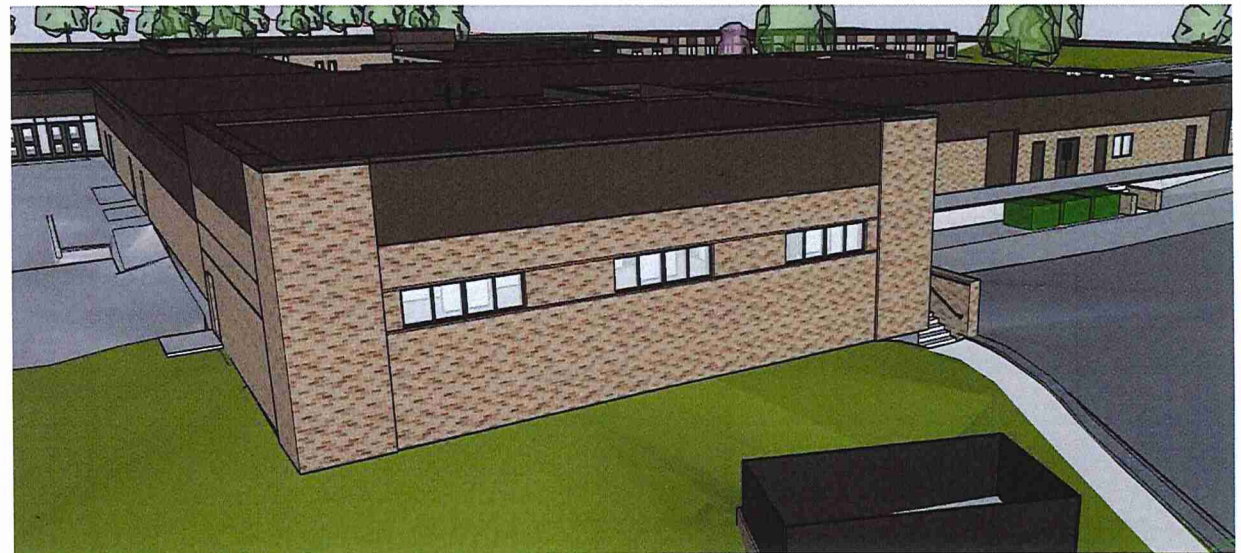
Classroom Addition



Orchestra Addition

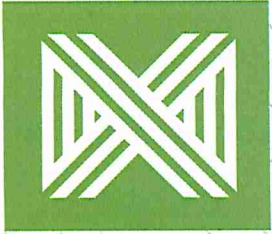


Orchestra Addition





THANK YOU



GMB



Rockford Public Schools

Quality Community – Quality Schools
Together Building a Tradition of Excellence

ROCKFORD PUBLIC SCHOOLS

North Rockford Middle School Additions and Renovations

Award Summary & Bid Tab Results

January 9th, 2023

OWNER:	Rockford Public Schools 350 N. Main St. Rockford, MI 49341
ARCHITECT:	GMB Architecture & Engineering 85 East Eighth Street Suite 200 Holland, MI 49423
CONSTRUCTION MANAGER:	Owen-Ames-Kimball Co. 300 Ionia, NW Grand Rapids, MI 49503



Rockford Public Schools
North Rockford Middle School Additions and Renovations
Bid Summary Sheet
Construction Manager: Owen-Ames-Kimball Co.

	BID CATEGORY	CONTRACTOR	Base Bid	Adjustments	Notes	Alternate G-1 Kitchen Upgrades - Walk-In Freezer / Cooler	Alternate C-1 - Staff Parking Lot Full Depth Reconstruction	Alternate C-2 - Main Entrance Full Depth Reconstruction	Alternate C-3 - Full Depth Reclamation of Staff Parking & North Lot	TOTAL
1	Earthwork	Fischer Idema Excavating	624,400				87,800	168,900	17,300	898,400
2	Asphalt Paving	Lite Loads	123,320						196,575	319,895
3	Athletic Track Surfacing	StarTrac Enterprise	220,000							220,000
4	Landscaping	Twin Lakes Nursery	32,520	3,755	A					36,275
5	Fencing	Fence Consultants of W. Michigan	44,726							44,726
6	Concrete	Cannon Concrete	624,325			5,000				629,325
7	Masonry	Burggrave Masonry	1,192,608							1,192,608
8	Metals	Custom Steel	477,500							477,500
9	General Trades	Vander Kodde Construction	751,930			1,500				753,430
10	Casework	Flairwood Industries	218,500							218,500
11	Metal Wall Panels	Versatile Roofing	140,000							140,000
12	Roofing	J Stevens Construction	389,900			8,200				398,100
13	Joint Sealants	Slager Restoration and Sealants	18,175							18,175
14	Doors, Frames, and Hardware	SA Morman	261,500							261,500
15	Aluminum, Glass, and Glazing	Lakeshore Glass	771,430							771,430
16	Lath, Plaster, Drywall, Acoustical (LPDA)	Schepers Brothers	480,112							480,112
18	Ceramic Tiling	River City Flooring	2,240							2,240
19	Painting	Halligan Painting Inc.	62,400							62,400
20	Signage	Valley City Sign	66,861							66,861
21	Window Treatments	Triangle Window Fashions	24,691							24,691
22	Lockers	Rayhaven Group	34,819							34,819
23	Food Service Equipment	Merchandise Equipment				47,783				47,783
24	DDC Controls	ControlNET	562,300							562,300
25	Mechanical/Plumbing	Alternative Mechanical	3,445,623	10,500	A					3,456,123
26	Commissioning	Functional Consulting Services	15,240			180				15,420
27	Electrical	Circuit Electric	1,022,900			3,400				1,026,300
28	Communications	Hillard Electric	98,785	13,260	A					112,045
29	Tennis Court Surfacing	Racquet Sports Inc.	72,640							72,640
	Temporary Access Road and Site Logistics	Owen-Ames-Kimball Co.	175,000							175,000
	Consumers Energy Power Phasing Allowance	Consumers	70,000							70,000
	Gas Utility Service Relocation/Phasing Allowance	DTE	50,000							50,000
	Fiber Optic Service Allowance	TurnKey	35,700							35,700
	General Conditions	Owen-Ames-Kimball Co.	1,530,000			2,543	3,380	6,503	8,234	1,530,000
	CM Fee	Owen-Ames-Kimball Co.	526,984	1,059						548,704
	Billing Subtotal		14,167,129	28,574		68,606	91,180	175,403	222,109	14,753,002
	Building Contingency @ 10%		1,416,530	2,752		6,606	8,780	16,890	21,388	1,472,945
	TOTAL		15,583,659	31,326		75,213	99,960	192,293	243,497	16,225,947
	Estimate									16,787,271

over / (under)

(581,324)

Notes:

- A: Voluntary Alternate: Erosion Control Blanket at Seeding
- A: Voluntary Alternate: Extended Warranty on Daiken Unit Vents
- A: Voluntary Alternate - AVV Equipment Reinstall



Rockford Public Schools
 North Rockford Middle School Additions and Renovations
 Motion Recommendation
 Construction Manager: Owen-Ames-Kimball Co.

RECOMMENDED MOTION

I move that Owen-Ames-Kimball Co. be authorized to issue Letters of Intent, in the amount indicated, to contractors and suppliers listed below, pending confirmation that all requirements of the Contract Documents have been met. Furthermore, that upon receipt by Owen-Ames-Kimball Co. of the appropriate documentation, contracts be awarded to these contractors and suppliers by Rockford Public Schools.

1	Earthwork	Fischer Idema Excavating	898,400
2	Asphalt Paving	Lite Loads	319,895
3	Athletic Track Surfacing	StarTrac Enterprise	220,000
4	Landscaping	Twin Lakes Nursery	36,275
5	Fencing	Fence Consultants of W. Michigan	44,726
6	Concrete	Cannon Concrete	629,325
7	Masonry	Burggrabe Masonry	1,192,608
8	Metals	Custom Steel	477,500
9	General Trades	Vander Kodde Construction	753,430
10	Casework	Flairwood Industries	218,500
11	Metal Wall Panels	Versaille Roofing	140,000
12	Metal Wall Panels	J Stevens Construction	398,100
13	Joint Sealants	Slager Restoration and Sealants	18,175
14	Doors, Frames, and Hardware	SA Morman	261,500
15	Aluminum, Glass, and Glazing	Lakeshore Glass	771,430
16	Lath, Plaster, Drywall, Acoustical (LPDA)	Schepers Brothers	480,112
18	Ceramic Tiling	River City Flooring	2,240
19	Painting	Halligan Painting Inc.	62,400
20	Signage	Valley City Sign	66,861
21	Window Treatments	Triangle Window Fashions	24,691
22	Lockers	Rayhaven Group	34,819
23	Food Service Equipment	Merchandise Equipment	47,783
24	DDC Controls	ControlNET	562,300
25	Mechanical/Plumbing	Alternative Mechanical	3,456,123
26	Commissioning	Functional Consulting Services	15,420
27	Electrical	Circuit Electric	1,026,300
28	Communications	Hillard Electric	112,045
29	Tennis Court Surfacing	Racquet Sports Inc.	72,640
	Temporary Access Road and Site Logistics	Owen-Ames-Kimball Co.	175,000
	Consumers Energy Power Phasing Allowance	Consumers Energy	70,000
	Gas Utility Meter Allowance	DTE	50,000
	Fiber Optic Relocation Allowance	TurnKey	35,700
	General Conditions	Owen-Ames-Kimball Co.	1,530,000
	Contingency/Fees	OAK/GMB	2,021,649
	TOTAL		16,225,947

Rockford Public Schools
 North Rockford Middle School Additions & Remodeling
 Owen-Ames-Kimball Co. - Construction Manager
 December 8th, 2022 @ 2:00pm



Bid Category No. 04 - Landscaping

Contractor	Bid Bond	Addendum	Base Bid	Notes
Twin Lakes Nursery Inc. (Grand Rapids, MI)	Y	1 2 3 4 5	\$32,520	
Horrocks Nursery Farms (Ionia, MI)	Y	1 2 3 4 5	\$35,000	
Landscape Design Services (Holland, MI)	Y	1 2 3 4 5	\$35,840	
DJ's Landscape Management (Grand Rapids, MI)	Y	1 2 3 4 5	\$44,975	

Rockford Public Schools
 North Rockford Middle School Additions & Remodeling
 Owen-Ames-Kimball Co. - Construction Manager
 December 8th, 2022 @ 2:00pm



Bid Category No. 11 - Metal Wall Panels

Contractor	Bid Bond	Addendum	Base Bid	Notes
Versatile Roofing Systems (Grant, MI)	Y	1 2 3 4 5	\$140,000	
Wolverine Enclosures, Inc. (Allegan, MI)	Y	1 2 3 4 5	\$147,600	
Accuform Industries, Inc. (Grand Rapids, MI)	Y	1 2 3 4 5	\$172,462	
Reliable Sheet Metal (Byron Center, MI)	Y	1 2 3 4 5	\$190,000	
Metal Tech Building Specialists, Inc. (Grand Rapids, MI)	Y	1 2 3 4 5	\$244,150	

Rockford Public Schools
 North Rockford Middle School Additions & Remodeling
 Owen-Ames-Kimball Co. - Construction Manager
 December 8th, 2022 @ 2:00pm



Bid Category No. 12 - Roofing					
Contractor	Bid Bond	Addendum	Base Bid	Alt #G-1	Notes
				Kitchen Improvements	
J Stevens Construction (Muskegon, MI)	Y	1 2 3 4 5	\$389,900	\$8,200	
Versatile Roofing Systems (Grant, MI)	Y	1 2 3 4 5	\$422,000	\$5,500	
Great Lake Systems (Jenison, MI)	Y	1 2 3 4 5	\$436,312		
C & I Building Maintenance, Inc. (Sparta, MI)	Y	1 2 3 4 5	\$467,080	\$1,750	
Modern Roofing, Inc. (Dorr, MI)	Y	1 2 3 4 5	\$515,000	\$3,125	
Hoekstra Roofing Company (Kalamazoo, MI)	Y	1 2 3 4 5	\$789,466		

Rockford Public Schools
 North Rockford Middle School Additions & Remodeling
 Owen-Ames-Kimball Co. - Construction Manager
 December 8th, 2022 @ 2:00pm



Bid Category No. 13 - Joint Sealants

Contractor	Bid Bond	Addendum	Base Bid	Notes
Slager Restoration & Sealants (Vandalia, MI)	Y	1 2 3 4 5	\$18,175	
CJ's Coatings/Sealants Inc. (Hudsonville, MI)	Y	1 2 3 4 5	\$20,714	
Premier Caulking, Inc. (Grand Rapids, MI)	Y	1 2 3 4 5	\$28,000	

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Bid Category No. 14 - Doors, Frames, and Hardware

Contractor	Bid Bond	Addendum	Base Bid	Notes
SA Morman & Co. (Grand Rapids, MI)	Y	1 2 3 4 5	\$261,500	
Automatic Equipment Sale & Service (Comstock Park, MI)	Y	1 2 3 4 5	\$293,900	

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Bid Category No. 16 - Lath, Plaster, Drywall, Acoustical (LPDA)

Contractor	Bid Bond	Addendum	Base Bid	Notes
Schepers Brothers (Grand Rapids, MI)	Y	1 2 3 4 5	\$480,112	
Ritsema Associates (Grandville, MI)	Y	1 2 3 4 5	\$498,750	
Phoenix Interiors, LLC (Grand Rapids, MI)	Y	1 2 3 4 5	\$506,000	

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Bid Category No. 19 - Painting

Contractor	Bid Bond	Addendum	Base Bid	Alt #G-1	Notes
				Kitchen Improvements	
Halligan Painting Inc. (Grand Rapids, MI)	Y	1 2 3 4 5	\$62,400		
Vork Brothers (Zeeland, MI)	Y	1 2 3 4 5	\$72,000		
H & H Painting Co. (Kalamazoo, MI)	Y	1 2 3 4 5	\$92,354		
Dave Cole Decorators Inc. (Grand Rapids, MI)	Y	1 2 3 4 5	\$160,000	\$2,000	

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Bid Category No. 20 - Signage

Contractor	Bid Bond	Addendum	Base Bid	Notes
Valley City Sign (Comstock Park, MI)	Y	1 2 3 4 5	\$66,861	
Universal Sign, Inc. (Grand Rapids, MI)	Y	1 2 3 4 5	\$74,410	
Praise Companies, Inc. (Grandville, MI)	Y	1 2 3 4 5	\$105,045	

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Bid Category No. 21 - Window Treatment

Contractor	Bid Bond	Addendum	Base Bid	Notes
Triangle Window Fashions (Wyoming, MI)	Y	1 2 3 4 5	\$24,691	
MSC Blinds & Shades, Inc. (Grandville, MI)	Y	1 2 3 4 5	\$29,800	

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Bid Category No. 25 - Mechanical/Plumbing

Contractor	Bid Bond	Addendum	Base Bid	Alt #G-1	Notes
				Kitchen Improvements	
Alterative Mechanical, LLC (Kentwood, MI)	Y	1 2 3 4 5	\$3,445,623		
Advantage Mechanical Refridgeration, Inc. (Comstock Park, MI)	Y	1 2 3 4 5	\$3,795,000		
Northwest Kent Mechanical Co. (Cedar Springs, MI)	Y	1 2 3 4 5	\$3,885,200	\$2,500	
DHE Plumbing & Mechanical (Grandville, MI)	Y	1 2 3 4 5	\$3,974,000		
Rite-Way Plumbing and Heating, Inc. (Grand Rapids, MI)	Y	1 2 3 4 5	\$4,199,000		
Pleune Service Company (Grand Rapids, MI)	Y	1 2 3 4 5	\$4,279,000		

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Bid Category No. 27 - Electrical					
Contractor	Bid Bond	Addendum	Base Bid	Alt #G-1	Notes
				Kitchen Improvements	
Circuit Electric Inc. (Byron Center, MI)	Y	1 2 3 4 5	\$1,022,900	\$3,400	
Parkway Electric & Communications LLC (Holland, MI)	Y	1 2 3 4 5	\$1,092,000	\$2,687	
Buist Electric (Byron Center, MI)	Y	1 2 3 4 5	\$1,220,900	\$1,800	
Hillard Electric (Cedar Springs, MI)	Y	1 2 3 4 5	\$1,374,740	\$2,650	

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 December 8th, 2022 @ 2:00pm



Bid Category No. 28 - Communications

Contractor	Bid Bond	Addendum	Base Bid	Notes
Hillard Electric Inc.	Y	1 2 3 4 5	\$98,785	
Parkway Electric & Communications, LLC (Holland, MI)	Y	1 2 3 4 5	\$132,840	
ElectroMedia Inc. (Spring Lake, MI)	Y	1 2 3 4 5	\$138,855	



Rockford Public Schools

Quality Community – Quality Schools
Together Building a Tradition of Excellence

Audit Report to the Board of Education
For year-ending June 30, 2022



FY22 - Year in Review



- Business office efforts
 - Busier than ever due to impact of additional federal funding and related guidance
 - Position changes
 - Dedication to audit preparedness, responsive to requests and questions.
- Education Stabilization Fund – continued spending
- GASB 87 implementation, accounting for leases
- Ongoing construction at District:
 - \$7.2M remaining in construction-in-progress (CIP) at 6/30/22.
 - Open Construction Funds for projects

Independent Auditor's Report

(pg. 1)



- New wording
- Unmodified opinion (highest opinion possible)
- GASB 87, related to treatment of leases, implemented during the year

Managements Discussion & Analysis



District-wide Financial Statements

- Long-term view of the District (pension/OBEP, outstanding bonds, capital assets)
- Statement of Net Position (pgs. 7 & 15), Statement of Activities (pgs. 8 & 16)

Governmental Fund Statements

- Short-term focus – provides information on how basic services (e.g. regular/special education) financed in short-term and what remains for future spending
- Balance Sheet (pg.. 17), Statement of Revenues, Expenditures and Changes in Fund Balances (pg.. 19)

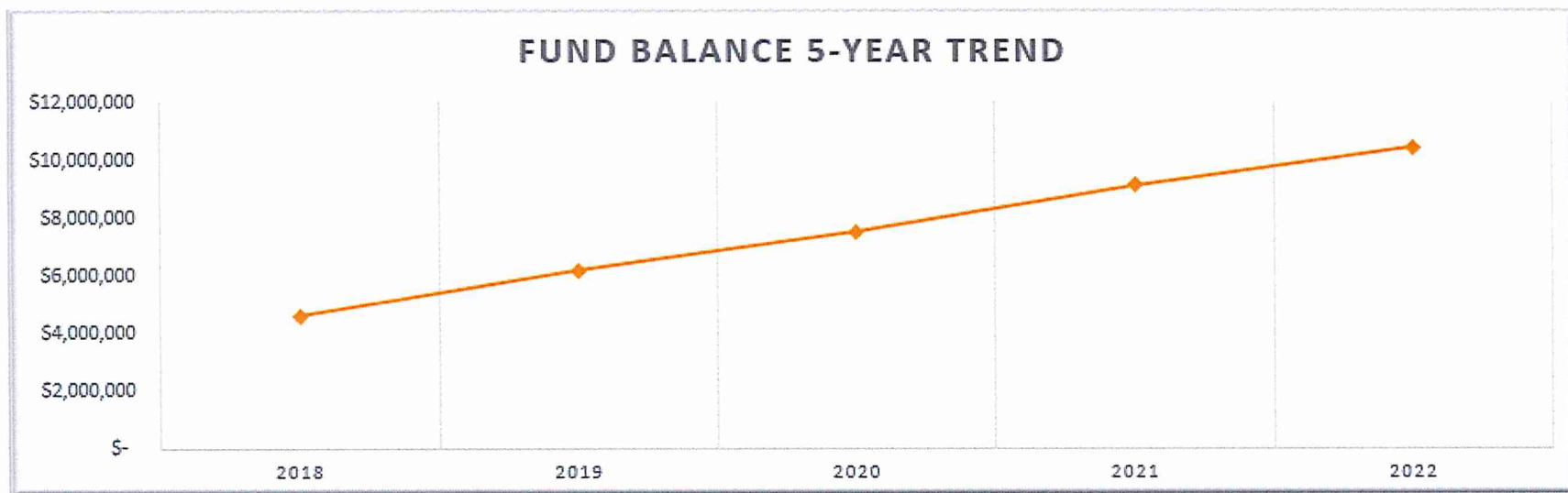
What's the difference?? See reconciliations on pgs. 18, 20

Governmental Fund Financials



- Major funds – separate columns
 - General fund – primary operating fund
 - 2019 Construction Capital Projects Fund – uses bond proceeds to finance construction projects through the District
- Nonmajor Funds – consolidated into one column
 - Includes special revenue funds (3), debt service funds (4), and (2) capital project funds See supplementary information (starting pg.. 82)
 - Budget-to-actual included for all special revenue funds

General Fund – Fund Balance



- The District's General Fund balance increased by \$1,306,723 to \$10,389,253 at June 30, 2022.
- The General Fund balance now represents 10.29% of the District's 2022-23 budgeted expenditures.

General Fund - Budget



	Budgeted Amounts		Actual	Variance With Final Budget
	Original	Final		
Revenues				
Local sources	\$ 10,093,465	\$ 11,248,112	\$ 12,339,121	\$ 1,091,009
State sources	68,970,587	73,494,840	75,077,789	1,582,949
Federal sources	6,798,500	5,973,489	3,982,069	(1,991,420)
Interdistrict sources	6,554,237	6,658,355	7,003,753	345,398
Total Revenues	92,416,789	97,374,796	98,402,732	1,027,936
Expenditures				
Instruction:				
Basic programs	48,306,610	49,322,633	49,995,167	(672,534)
Added needs	7,966,250	8,001,594	7,787,689	213,905
Adult education	250,384	463,243	267,761	195,482
Supporting services:				
Pupil services	4,645,169	4,977,885	5,531,458	(553,573)
Instructional staff services	3,161,557	3,686,803	4,730,316	(1,043,513)
General administrative services	748,977	692,288	813,281	(120,993)
School administrative services	5,259,498	5,529,378	5,376,170	153,208
Business services	1,443,412	1,609,628	1,761,492	(151,864)
Operation and maintenance services	9,051,275	9,083,473	8,750,446	333,027
Pupil transportation services	4,149,409	4,293,316	4,422,496	(129,180)
Central services	2,697,715	2,908,355	2,542,308	366,047
Other supporting services	1,561,690	1,462,115	1,845,446	(383,331)
Community services:	2,905,761	4,351,871	3,271,479	1,080,392
Debt service:				
Principal repayment	100,000	108,000	-	108,000
Interest and fiscal charges	13,642	13,642	-	13,642
Total Expenditures	92,261,349	96,504,224	97,095,509	(591,285)
Excess (Deficiency) of Revenues Over Expenditures	155,440	870,572	1,307,223	(436,651)
Other Financing Uses				
Transfers out	-	-	(500)	500
Net Change in Fund Balances	155,440	870,572	1,306,723	436,151
Fund Balances, Beginning of Year	9,082,530	9,082,530	9,082,530	-
Fund Balances, End of Year	\$ 9,237,970	\$ 9,953,102	\$ 10,389,253	\$ 436,151

.61% variance

Represents 10.29% of 2022-23 budgeted expenditures

Notes to the Financial Statements



It's all important of course, but key in on the following:

- *Note B – Cash and Investments*
 - Cash equivalents/MILAF Investments
- *Note C – Property taxes and abatements*
- *Note E – Capital Assets*
 - Significant activity in FY22 due to ongoing construction
- *Note F – Long-term Obligations*
 - \$4.340M in refunding bonds issued
- *Note G/H – Pension and OPEB Plans*
 - All you could possibly want to know about determination of liabilities

Federal Compliance Audit

(Single Audit)



Two Independent Auditor's Reports:

1) Internal Control over Financial Reporting (GAS)

- ****UNMODIFIED**** opinion
- Risk based audit – not all programs audited, dependency on controls over financial reporting.

2) Compliance for Each Major Program and on Internal Control over Compliance (Uniform Guidance)

- ****UNMODIFIED**** opinion
- Schedule of Expenditures of Federal Awards (SEFA) – “In-relation to” opinion.

SEFA Summary



	<u>FY22</u>	<u>FY21</u>
TOTAL Federal Expenditures	\$6,459,712	\$7,398,188
"Type A" Programs (>\$750,000)	Education Stabilization Fund Special Education Cluster Child Nutrition Cluster	Coronavirus Relief Fund Special Education Cluster Child Nutrition Cluster
Major programs audited:	Education Stabilization Fund Special Education Cluster	Coronavirus Relief Fund Education Stabilization Fund
% of total expenditures tested:	36%	45%
Audit Finding Reported?	NO	NO
Low Risk Auditee?	YES	YES

Letter to Governance

(SAS 114)



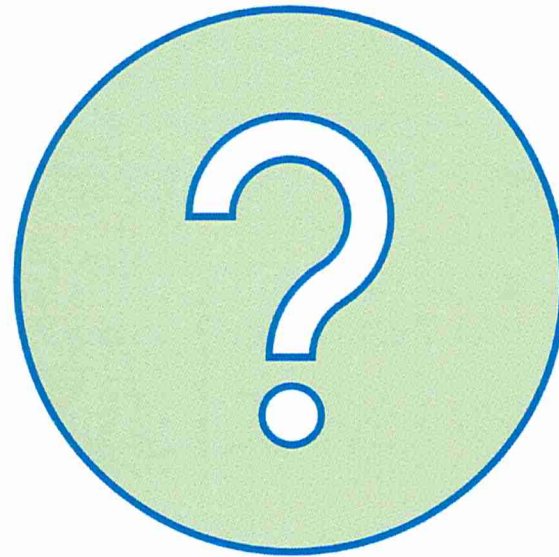
- No issues with management
 - Prepared, responsive, and very easy to work with!
- No Large adjusting journal entries needed by auditor
- Other matters – excess fund balance in Food Service
 - Result of increased reimbursement rates during pandemic.
 - Majority of Districts in State have excess fund balance – spend down plan in place.
 - Included in SAS 114 letters at request of MDE, for monitoring purposes.

On the Horizon



- GASB 96 – Subscription-Based Information Technology Arrangements
 - Similar to GASB 87 lease implementation
 - Work with IT Director and start gathering agreements
- Continue to spend down ESSER funding
 - Remember Maintenance of Effort and Earmarking Requirements for ESSER III
- Monitoring spend down plan for Food Service Fund
- Bonded construction fund audit
 - Gather and track competitive bidding documentation for current bond
 - Treasury Bulletin 7 – helpful resource

Questions





Memorandum

To: Dr. Steven Matthews, Superintendent of Schools
From: Michael A. Cuneo, Assistant Superintendent of Finance
Date: January 4, 2023
Subject: M-Step Chrome Book Purchase

The State of Michigan requires that device used for the purpose of M-Step testing must be provided by the district. The purchase of 250 Chrome Books will satisfy this requirement by replacing older models and those devices that are not cost effective to repair.

The recommendation is to purchase the devices through CDW-G for the amount of \$70,987.50 utilizing funds from the 2019 bond proceeds. CDW-G is utilizing the State of Michigan purchase consortium, MiDEAL, for pricing.

MAC

Attachments



Thank you for choosing CDW. We have received your quote.

Hardware Software Services IT Solutions Brands Research Hub

Review and Complete Purchase

BONNIE RYFIAK,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NCRF329	11/30/2022	DELL 3100	10695488	\$70,987.50

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Dell Chromebook 3100 - 11.6" - Celeron N4020 - 4 GB RAM - 32 GB eMMC Mfg. Part#: P72FM Contract: Michigan Master Computing-MiDEAL (071B6600110)	250	6653143	\$253.95	\$63,487.50
Google Chrome Education Upgrade Mfg. Part#: CROS-SW-DIS-EDU-NEW Electronic distribution - NO MEDIA Contract: Michigan Master Computing-MiDEAL (071B6600110)	250	5988499	\$30.00	\$7,500.00

SUBTOTAL	\$70,987.50
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$70,987.50

PURCHASER BILLING INFO	DELIVER TO
Billing Address: ROCKFORD PUBLICS SCHOOLS ACCOUNTS PAYABLE 350 N MAIN ST ROCKFORD, MI 49341-1092 Phone: (616) 304-5166 Payment Terms: Master Card	Shipping Address: ROCKFORD HIGH SCHOOL BONNIE RYFIAK 4500 KROES ST NE ROCKFORD, MI 49341-9641 Shipping Method: UPS Ground (1- 2 day)
	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



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