

Meeting Minutes

Board Finance and Operations Committee Meeting

Thursday, April 4, 2024 at 8:15 a.m.

Tompkins Boardman Administration Center

Conference Room C (2nd Floor)

412 Webster Street, Traverse City, MI 49686



Approved on May 2, 2024

PRESENT: Josey Ballenger, Holly Bird, Andrew Raymond
Tyson Burch, Kirsten Jones-Morgan, Sandy Low, Wes Souden, Christine Thomas-Hill, Paul Thwing,
and Dr. John VanWagoner II

1. The meeting was called to order at 8:15 a.m.

Chairperson Raymond welcomed everyone to the meeting.

2. PUBLIC COMMENT

Chairperson Raymond offered time for public comment and no request was made.

3. PROCEDURAL ITEMS

a. Prior Committee Meeting Minutes

The Committee was asked if they had any changes to the draft minutes from the February 29, 2024, Board Finance and Operations Committee (BFOC) meeting. No changes were recommended.

Approval for the February 29, 2024 minutes to remain as posted.

b. Bids, Services, and/or Purchases

i. Curriculum

1. AP Government

This purchase is a five year extension of the current AP Government curriculum resource materials.

Recommend purchase from Perfection Learning for a total amount not to exceed \$46,691; includes a 10% contingency; funded from ESSER funds and curriculum funds; place this on the next Board of Education meeting on the Consent Calendar.

2. AP World

This purchase is a six year extension of the current AP World curriculum resource materials.

Recommend purchase from McGraw Hill for a total amount not to exceed \$50,726; includes a 10% contingency; funded from ESSER Funds; place this on the next Board of Education meeting on the Consent Calendar.

3. Elementary Social Studies

The request follows a two-year adoption process of reviewing curricular resources and piloting different materials.

- **Recommend purchase for grades K-2 Scholastic Classroom Magazine from Scholastic for a total amount not to exceed \$80,147; includes a 10% contingency; funded from ESSER funds and curriculum funds; place this on Discussion at the next Board of Education meeting.**
- **Recommend purchase for grades 3-5 Scholastic News Magazine from Studies Weekly for a total amount not to exceed \$109,771.20; includes a 10%**

contingency; funded from ESSER funds and curriculum funds; place this on Discussion at the next Board of Education meeting.

ii. Capital Projects

1. Great Start Readiness Program (GSRP) - Long Lake Restroom Addition

This project is to construct a new classroom restroom and exterior door at Long Lake Elementary.

Recommend to award contract to Eckler Building Solutions for a total amount not to exceed \$74,580; includes a 10% contingency; funded from child care funds and GSRP funds; place this on the next Board of Education meeting on the Consent Calendar.

iii. Transportation

1. Facility Vehicle

This purchase is for a specialized vehicle for the licensed plumber.

Recommend to purchase from Lunghamer Ford in Owosso, Michigan for a total amount not to exceed \$43,292; includes a 10% contingency; funded from general fund; place this on the next Board of Education meeting on the Consent Calendar.

4. INFORMATIONAL ITEMS

a. Capital Projects Update

A presentation was shared with the Committee that provided information about the status of construction projects across the district. The full presentation is available on the district's website:

www.tcaps.net/about/departments/capital-projects-and-planning.

b. Finance

Dr. VanWagoner gave an overview of the current discussions at the State level regarding School Aid fund appropriations.

5. OTHER ITEMS

No other items were discussed.

6. ADJOURNMENT

The meeting adjourned at 9:09 a.m.

Respectfully Submitted By,

Julie Gorter

Julie Gorter

Committee Recording Secretary

Next Board Finance and Operations Committee Meeting

Thursday, May 2, 2024 at 8:15 a.m.

Tompkins Boardman Administration Building (Conference Room C)

412 Webster Street, Traverse City, MI 49686

Finance and Operations Committee Members:

Andrew Raymond (Chair), Josey Ballenger, Holly T. Bird,

Dr. John VanWagoner, Christine Thomas-Hill, Wes Souden, Sandy Low, and Paul Thwing