



**MAY 11, 2011 – DISTRICT LIBRARY
REGULAR MEETING, 7:00 PM**

MISSION

The mission of the Ann Arbor Public Schools, a world-class system of innovative teaching and learning, is to ensure each student realizes his or her aspirations while advancing the common good through a community dynamic distinguished by:

- Personalized learning that is curiosity driven, student directed, teacher inspired
- Challenging and provocative curriculum
- Individualized and group creative expression
- The nurturing of the human spirit
- Culturally congruent instruction
- Forging alliances with families and communities

We believe that...

- ...heritage shapes individual identity.
- ...all people have the right to learn without limits.
- ...a person's achievement can not be predetermined.
- ...we are strongest when working together.
- ...everyone can make a valuable contribution to society.
- ...environmental stewardship is our moral obligation.
- ...the dignity of each person deserves respect.
- ...racism is destructive.
- ...communication leads to understanding, understanding fosters relationships, and community is built on those relationships.
- ...we first create in ourselves what we seek to create in the world.
- ...all people deserve to live in a healthy, safe environment.
- ...diversity enriches a community.
- ...individual potential deserves fulfillment.
- ...all people have the innate desire for creative expression

STRATEGIC GOALS

- We will create a complete educational program featuring personalized learning that realizes student aspirations and meets international standards.
- We will develop and implement a personalized learning plan for each student.
- We will actualize the potential for excellence in all students through inspiration and support.
- We will ensure meaningful learning through effective teaching.
- We will implement a system to ensure continuous development of staff capacity.
- We will inform and engender trust and support from our constituents to accomplish our mission and objectives.
- We will create and maintain physical learning environments that enable us to fulfill our mission.
- We will ensure resources adequate to accomplish our mission and objectives.

2010/11 BOARD OF EDUCATION

Susan Baskett 330-0682 – baskett@aaps.k12.mi.us
 Simone Lightfoot 313-585-1052 – lightfos@aaps.k12.mi.us
 Deb Mexicotte 677-1587 – mexicott@aaps.k12.mi.us
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 Irene Patalan 668-6246 – patalan@aaps.k12.mi.us
 Christine Stead 734-717-2493 – steadc@aaps.k12.mi.us

OFFICERS

Deb Mexicotte, President
 Andy Thomas, Secretary

Susan Baskett, Vice President
 Irene Patalan, Treasurer

SUPERINTENDENT'S STAFF

Robert Allen	<i>Interim Superintendent</i>	994-2230	allenr@aaps.k12.mi.us
Lee Ann Dickinson-Kelley	<i>Interim Deputy Superintendent for Instruction</i>	994-2209	dickinso@aaps.k12.mi.us
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SCHEDULE FOR MEETINGS OF THE BOARD OF EDUCATION

JULY		12 ——— Regular Meeting
23	Board Retreat	26 Regular Meeting
AUGUST		FEBRUARY
18	Study Session/Regular Meeting	9 Study Session/Regular Meeting
SEPTEMBER		MARCH
15	Study Session/Regular Meeting	2 Regular Meeting
22	Study Session	9 ——— Study Session
29	Regular Meeting	16 Regular Meeting
		30 Regular Meeting
OCTOBER		APRIL
13	Regular Meeting	13 Regular Meeting
27	Regular Meeting	20 Regular Meeting
NOVEMBER		27 ——— Regular Meeting
3	Study Session	MAY
10	Regular Meeting	11 Regular Meeting
17	Regular Meeting	25 Regular Meeting
DECEMBER		JUNE
8	Study Session/Regular Meeting	8 Regular Meeting
15	Regular Meeting	29 Regular Meeting

JANUARY

The Ann Arbor Board of Education will provide necessary reasonable aids and services to individuals with disabilities who desire information regarding board meetings upon 72 hours notice. Individuals with disabilities requiring aids or services should contact the Ann Arbor Board of Education by writing or calling the following: Ann Arbor Board of Education, 2555 S. State Street, P.O. Box 1188, Ann Arbor, MI 48106 (734) 994-2232.

NON-DISCRIMINATION POLICY (2050): No person shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in any educational program or activity available in any school on the basis of race, color, sex, religion, creed, political belief, age, national origin, linguistic and language differences, sexual orientation, gender identity, gender expression, socioeconomic status, height, weight, marital or familial status, or disability.



MAY 11, 2011 – DISTRICT LIBRARY
REGULAR MEETING, 7:00 PM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

INTRODUCTION OF NON-VOTING MEMBER AT THE TABLE

APPROVAL OF AGENDA

STUDENT PERFORMANCE

Tappan Orchestra – Joe DeMarsh

CELEBRATION OF EXCELLENCE

Jennifer Kleber – Teacher Assistant at Carpenter Elementary School

Jason Treece – Teacher at Huron High School

GOLD STAR WINNERS – Mexicotte

SPECIAL PRESENTATION

A2Y Chamber E3 Award to Scarlett Middle School Portfolio Day – Carol Kamm, Sandy Janowiak

PUBLIC COMMENTARY

REPORTS

Associations – Youth Senate, BPSSG, AAPAC, PTOC, AAAA, AAEA

BOARD COMMITTEE REPORTS

Performance, Planning

SUPERINTENDENT'S REPORT

INFORMATION

School Wellness Initiatives – Aeschbach

WAY Program Update – Hunter, p. 1

Budget Update – Allen

Approved Minutes of the March 30, 2011 Regular Meeting, pp. 2-7

SPECIAL BRIEFING – requested for approval at this meeting

11-002 – Powerschool Upgrade – Allen/VanRiper, pp. 8-13

FIRST BRIEFING

1. NWEA Assessment – Dickinson-Kelley, pp. 14-17
2. 2011 Summer Projects – Trent, pp. 15-43
 - a. SF10-004 – Huron Ceiling, pp. 15-20
 - b. SF10-005 – Landscape Services, pp. 21-28
 - c. SF10-006 – Asphalt Paving Projects, pp. 29-32

- d. SF10-007 – Roofing projects, pp. 33-35
- e. SF10-008 – 2011 General Contractor, pp. 36-37
- f. SF10-009 – Scarlett and Clague Door and Frame replacement, pp. 38-39
- g. SF10-010 – ADA Improvements, pp. 40-43
- 3. WISD Budget – Nelson, pp. 44-61
- 4. Policy Update recommendations from Performance Committee – Nelson, pp. 62-83
 - a. 6000-Core Curriculum, pp. 63-65
 - b. 6140-Homework, pp. 66-71
 - c. 6190-Controversial Issues, pp. 72-77
 - d. 6500-Non-K12 Education, pp. 78-80
 - e. 7350-Volunteers, pp. 81-83

SECOND BRIEFING – scheduled for approval at this meeting

11-001 – SISS Assistive Technology Purchases – Brown, pp. 84-96

ACTION – CONSENT AGENDA – scheduled for approval at this meeting

11-001 – SISS Assistive Technology Purchases – Brown, pp. 84-96

11-002 – Powerschool Upgrade – Allen/VanRiper, pp. 8-13

Approve Draft Minutes of the April 20, 2011 Regular Meeting

ACTION – BOARD ITEMS

Public Hearing Notice for the 2011/12 Budget – Allen, pp. 97-100

ITEMS FOR AGENDA PLANNING, pp. 101-103

ITEMS FROM THE BOARD

ADJOURNMENT

THIS MEETING WILL BE BROADCAST LIVE ON CTN CH. 18

Replays: Thurs., 5/12 @ 1:30 PM, Sat., 5/14 @ 9:00 AM, Sun, 5/15 @ 2:00 PM




Ann Arbor Public Schools
2555 S. State St.
Ann Arbor, MI 48104

Joyce M. Hunter
Assistant Superintendent
for Secondary Schools
Phone (734) 994-2315
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MEMORANDUM

TO: Robert Allen, Interim Superintendent
LeeAnn Dickinson-Kelley, Interim Deputy Superintendent

FROM: Joyce M. Hunter 

DATE: May 6, 2011

RE: **WAY (Widening Advancement for Youth)**

The Widening Advancement for Youth is an alternative program for students that have dropped out of school or are in danger of dropping out of school. This is one of several county-wide programs that the Ann Arbor Public Schools is participating in to reach more of our students.

The update will include the following information:

- * An overview of the program
- * Current status
- * Plans for the 2011/2012 school year

If you need additional information please let me know.

JMH/aks

**CALL TO ORDER**

7:02 pm

PLEDGE OF ALLEGIANCE

Nelson

ROLL CALL

Present – Trustees Lightfoot, Mexicotte, Nelson, Patalan, Stead (arrived @ 7:40 pm), Thomas

Absent – Trustee Baskett

Administration – Comsa, Margolis, Dickinson-Kelley, Brown, Williams, Landefeld, Trent, Osinski (Recorder)

INTRODUCTION OF NON-VOTING MEMBER AT THE TABLE

President Mexicotte introduced Mr. Robert Allen, Interim Superintendent of Schools

WELCOME DR. PATRICIA GREEN

The board welcomed Dr. Green on her visit to Ann Arbor. She will begin her position as Superintendent to the Ann Arbor Public Schools July 1.

APPROVAL OF AGENDA

Approved by consent.

PUBLIC COMMENTARY

- Seth Goldstein spoke about schools scheduling event during 3-star religious holidays.
- Theresa Schneider spoke against the Haisley parking lot expansion
- Scott Sproat spoke against the Haisley parking lot expansion
- James Toy spoke about the effects of bullying and harassment

REPORTS

AAEA – Brit Satchwell reported on the state's financial situation and asked the board's help to engage their legislative representatives to move beyond merely coping with it.

BPSSG – Brian Johnson reported that the group is actively focusing on defining goals toward eradicating the achievement gap. Noted that parents play a crucial role in the development of children and will be providing workshops to assist in this area.

BOARD COMMITTEE REPORTS

Planning – Met March 24 and discussed Haisley parking lot expansion concerns. Received presentation on the UM/Scarlett-Mitchell partnership. Reviewed easment request and Pioneer performing arts bid. Next meeting will be held April 14 at 9:00 am.

Performance – Met on March 29. Received presentation on the UM/Scarlett-Mitchell partnership. Updated on school climate issues. Discussed bullying issues. Reviewed policy 7250-Use of Facilities. Next meeting will be held April 19 at 10:00 am.

SUPERINTENDENT'S REPORT

Mr. Allen read his report.

ANN ARBOR PUBLIC SCHOOLS**BOARD OF EDUCATION - Regular Meeting of March 30, 2011****DRAFT MINUTES**

- Last weekend, Community High School's Mock Trial Team won the Michigan High School Mock Trial Tournament state championship and will advance to the National Tournament in Phoenix, Arizona.
- Skyline 10th grade student Malaika Worsham was selected by GenerationOn as one of 10 Outstanding Youths, in the United States, for its first ever Inaugural National Youth Advisory Council. GenerationOn is a global service movement and a division of the Points of Light Institute. As part of the Council, these young service leaders will help to develop and execute GenerationOn's key initiatives, and serve as ambassadors for the power of all kids to make their mark on the world. Malaika and her mother spent a week in Washington D.C., for training and spent their last evening attending a gala tribute to former President George H. W. Bush, for his commitment to service and creating the Points of Light Institute. This was a remarkable event as five presidents were in attendance: George H. W. Bush, Jimmy Carter, George W Bush, Bill Clinton, and Barak Obama on remote video. We are proud to have Malaika representing Ann Arbor.
- Stuart Brabbs, a 7th grade student at Clague, competed in the Michigan Japanese Quiz Bowl at UM. He was a one man team competing against a team of 4 from Novi and won his division 11-3.
- A team of 25 Forsythe 6th graders finished first in Michigan out of 13 teams in the Knowledge Master Open competition held on March 23. Tappan, which was the state champion in the January competition, finished 4th. On the national level, Forsythe finished 5th out of 290 teams overall.
- A number of Pioneer students won medals in their events at the DECA State Conference. DECA is a marketing and business applications student organization.
 - 5 students were state champions
 - 12 students were state champion - alternates
 - 3 were Occupational Exam Winners
 - 19 were problem role play winners
- On March 18th, twenty-five Huron students participated in the Local Section Exam for the International Chemistry Olympiad. A total of 78 students participated.
 - Seniors John Han received first and Derek Wu received second place and will move on to the national competition.
 - Junior Mark Boyer tied for third place.
 - 19 of Huron's twenty-five participants placed in the top 14 positions
- On March 12th the Southeastern Michigan Science Fair was held at Washtenaw Community College.
 - Huron students received: 5 first place; 3 second place; 5 third place and a number of honorable mention awards.
- Pioneer juniors Kevin Zhang and Aoxue (oh-SHAY) Tang have each received the Ann Arbor Breakfast Club Outstanding Youth Award for 2011.
- Dicken students collected \$459 for the American Red Cross relief efforts in Japan by sponsoring a "Jammies for Japan" day.
- Abbot students raised \$1,884 for the Leukemia and Lymphoma Society!
- Slauson students raised a school-record-breaking total of \$3,531 in donations for the Leukemia & Lymphoma Society during the annual Pasta for Pennies drive!
- Huron High School's A Cappella and Bel Canto Choirs each earned a Superior rating at the March 17, District Choral Festival. The A'Cappella Choir received a rare perfect score from each of the judges.
- The State Solo and Ensemble band and orchestra festival was held last weekend:

- Pioneer students received 55 first division and 10 second division ratings in SOLO performance; and 64 first division and 13 second division ratings in ENSEMBLE performance.
 - Huron had 39 first division ratings and 4 second division ratings in SOLO and 12 first division ratings 3 second division ratings in ENSEMBLE.
 - 26 Huron Orchestra students received a First Division rating and 8 received a Second Division rating.
- Community High Jazz Combo "Maximum Will" was selected as the overall winner of the Western Michigan Jazz Invitationa festival,
 - On Saturday, March 19th, five-time Grammy winning electric bassist Victor Wooten taught a master class to over 140 jazz students from Community, Pioneer and Huron. Mr. Wooten is the bassist in Bela Fleck and the Flecktones, and has also recorded and /or performed with Bruce Hornsby, The Dave Matthews Band, Chick Corea, Branford Marsalis, Stanley Clarke, Marcus Miller, and Prince.
 - Congratulations to all our music students, and their teachers, who participated in Bands in Review this past weekend. The event was wonderful as usual. Thanks to all the music staff members who put in countless hours preparing the students and organizing this two-day event.
 - Many thanks to the Bryant staff who invited me to their volunteer recognition ceremony. It was a pleasure to be asked to participate and the staff did a great job of showing their excellent volunteers how much they are appreciated.
 - Next week is spring break and I want to wish everyone a peaceful and restful spring vacation.

INFORMATION*Energy & Sustainability Update*

Randy Trent presented information about the Environmental Awareness and Sustainability Education (EASE) project. The district has identified energy sources and monitoring usage in an effort to contain, conserve and educate. A website has been established with links to each school to show usage and conservation efforts.

FIRST BRIEFING*Easement Request*

Mr. Trent presented a request from Mr. & Mrs. Perry to grant an easement on Forsythe property for a drain line.

SECOND BRIEFING – scheduled for approval at this meeting*Schools of Choice Openings*

Landefeld explained that siblings of those students accepted in schools of choice last year will have priority for openings this year. Can enroll more students in August if we need to.

Applications will be accepted from April 15-May 15 and students will be selected through lottery.

Policy Updates

- 5110-Homeless Students, pp. 22-23
- 5160-Elementary Reclassification-Retention, pp. 24-29
- 5700-Local Wellness Policy, pp. 30-36

ACTION – CONSENT AGENDA – scheduled for approval at this meeting*Schools of Choice Openings*

Trustee Stead, supported by Trustee Patalan, moved the following:

RESOLUTION TO PARTICIPATE IN LIMITED SCHOOLS OF CHOICE

Whereas, the State School Aid Act has enacted a provision allowing local school districts to enroll nonresident students and count them in membership without having to obtain approval from the district of residence, and

Whereas, Section 105 permits local school districts to enroll students who reside in other local school districts within the same intermediate school district, and

Whereas, each school district can decide whether or not to participate in schools of choice, and

Whereas, the Ann Arbor Public Schools wishes to participate in schools of choice on a space-available basis to be determined annually.

THEREFORE BE IT RESOLVED THAT the Ann Arbor Public Schools will allow limited enrollment as presented, as part of the schools of choice provision – Section 105, for WISD residents (Chelsea, Dexter, Lincoln, Manchester, Milan, Saline, Whitmore Lake, Willow Run and Ypsilanti) not living within the Ann Arbor Public School District, for the 2011-2012 school year, and

FURTHER BE IT RESOLVED THAT the Ann Arbor Public Schools will comply with the procedures and timelines described in the legislation.

RESOLUTION DECLARED ADOPTED.

Ayes: Trustees Simone Lightfoot, Deb Mexicotte, Glenn Nelson, Irene Patalan, Christine Stead, Andy Thomas. Nays: None. Absent: Trustee Susan Baskett.

Approve Policy Update 5110-Homeless Students

Trustee Stead, supported by Trustee Patalan, moved to approve Policy 5110-Homeless Students as presented. On roll call vote, the motion carried 6-0, Trustee Baskett absent.

Approve Policy Update 5160-Elementary Reclassification-Retention

Trustee Stead, supported by Trustee Patalan, moved to approve Policy 5160-Elementary Reclassification-Retention as presented. On roll call vote, the motion carried 6-0, Trustee Baskett absent.

Approve Policy Update 5700-Local Wellness Policy

Trustee Stead, supported by Trustee Patalan, moved to approve Policy 5700-Local Wellness Policy as presented. On roll call vote, the motion carried 6-0, Trustee Baskett absent.

Approve Draft Minutes of the 3/16/11 Regular Meeting

Trustee Stead, supported by Trustee Patalan, moved to approve the minutes of the 3/16/11 Regular Meeting as presented. On roll call vote, the motion carried 6-0, Trustee Baskett absent.

~~Approve Draft Minutes of the 11/10/10 Exec Session (not reviewed)~~

~~Approve Draft Minutes of the 12/15/10 Exec Session (not reviewed)~~

Gift Offers

Trustee Stead, supported by Trustee Patalan, moved to accept the gift offers as presented. On roll call vote, the motion carried 6-0, Trustee Baskett absent.

ACTION – BOARD ITEMS

Trustee Patalan, supported by Trustee Thomas, moved to approve the following:

RESOLUTION OPPOSING SCHOOL AID FUND TRANSFER TO HIGHER EDUCATION

WHEREAS, well-educated students prepared for college and careers is the best investment Michigan can make in the pursuit of a strong economy and a better future for its residents; and

WHEREAS, Michigan's standards for high school graduation have never been higher, with all students completing the Michigan Merit Curriculum and Exam to prepare them for post-secondary education or training; and

WHEREAS, school funding has increased by less than 1 percent per year during the past decade, failing to keep up with increased costs, mandates and standards, prompting staff and budget reductions to maintain programming; and

WHEREAS, Michigan voters in 1994 approved Proposal A, a measure that eliminated the ability of school districts to seek operating funds from constituents and shifted that responsibility to the state through an increase in the sales tax; and

WHEREAS, the ballot language of Proposal A clearly indicated those revenues would be totally dedicated to public schools, as it was crafted to provide tax relief for property owners while maintaining adequate funding for K-12 education; and

WHEREAS, community colleges and institutions of higher education were not included in the ballot language of Proposal A, nor were they mentioned in voter communication stating the intent of the constitutional amendment; and

WHEREAS, community colleges and institutions of higher education are afforded the opportunity to increase tuition and fees to finance operations while school districts are prohibited from seeking additional operating funds to compensate for inadequate state funding; and

WHEREAS, the transfer of funds from the School Aid Fund to community colleges and institutions of higher education will debilitate the School Aid Fund and its ability to adequately fund public schools; now

THEREFORE BE IT RESOLVED, the Ann Arbor Public Schools Board of Education opposes the proposal to divert dollars from the School Aid Fund to support community colleges and institutions of higher education at the expense of public school districts and the children they serve.

RESOLUTION DECLARED ADOPTED.

Ayes: Trustees Simone Lightfoot, Deb Mexicotte, Glenn Nelson, Irene Patalan, Christine Stead, Andy Thomas. Nays: None. Absent: Trustee Susan Baskett.

ITEMS FOR AGENDA PLANNING**ITEMS FROM THE BOARD**

Thomas attended Bands in Review. Attended *Grease* production at Tappan. Participated in Huron's challenge day on Monday.

Stead attended the Robotics competition

Nelson attended Bands in Review. Wine, word and song – AA students presenting their poetry.

Patalan noted that despite all the good things going on school districts, teachers are feeling that they're being blamed for all the problems. Thanked the teachers.

ADJOURNMENT

9:19 pm

THIS MEETING WILL BE BROADCAST LIVE ON CTN CH. 18

Replays: Thurs., 3/31 @ 1:30 PM, Sat., 4/2 @ 9:00 AM, Sun, 4/3 @ 2:00 PM



Ann Arbor Public Schools

Information Technology

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MEMORANDUM

TO: Robert Allen, Interim Superintendent

FROM: John VanRiper, Director of Information Technology

RE: PowerSchool Upgrade

DATE: May 6, 2011

Scope of Work	Amount
Replacement of hardware/software for the required PowerSchool upgrade.	\$81,000

Executive Summary:

Since the purchase and implementation of PowerSchool several changes have been introduced into the original product. Some were anticipated by ITD during the initial implementation and the decision was made at that time not to go with the recommendations put forth by Apple Computer (PowerSchool was owned by Apple at that time). That decision has proven to be correct in that we have saved approximately \$70,000 in hardware and warranty costs due to subsequent changes in supported hardware. However, the one thing that could not be anticipated was the sale of PowerSchool to Pearson. Since that acquisition, Pearson has revamped and replaced the underlying operating system of PowerSchool moving it from a backend known as *4th Dimension* to *Oracle*. Since the original hardware specifications were predicated on the operating system present at that time with no indication that this would be changed, we are now in a position in which there is increased demand on the existing systems ability to reliably and consistently deliver services. We have gone from being in a position that exceeded technical specification and assured sustainability for at least the 5 year window considered standard, to a point in which the main database server needs to be reset on a daily basis when under heavy load – often more than once. In addition, there is some concern as to the integrity of preserved data as noted by the AAPS ITD staff and confirmed by Pearson technical representatives. We have instituted procedures to address this issue but they are, at best, band-aids and not the solution to the needs of such a “mission critical” system. Further discussion of these effects and their implications are presented in the attached email discussion between my staff and myself.

Further, we have known for some time that a new version of PowerSchool (v7.0) was on the horizon but no clear hardware specifications were available until a few months ago. At that time a conference call was initiated by ITD with representatives of Pearson’s deployment and engineering staff to obtain any information we could get – even if it was not in final form. The results of that discussion clearly indicated that the hardware requirements for implementation of

v7.0 were not compatible with the existing structure. A thorough review, with the assistance of Pearson representatives, was undertaken to determine the best course of action. The results of that review were presented to Interim Superintendent Robert Allen. The cost shown above represents the best recommendation of ITD, based on our findings, to insure a successful and sustainable implementation.

Factors determining the need for expense approval and the move to v7.0 of PowerSchool:

- Mandated by published technical requirements from Pearson.
- Establishes and maintains full Pearson product support.
- Addresses new Instructional mandates regarding elementary scheduling.
- Module changes/additions addressing identified District needs.
 - Health module
 - Translation module with 18 languages
 - Enhanced reporting modules
 - Dashboard modules
 - Administrative overview modules
 - Additional security controls
 - Teachers can send group emails to both parents and students from within PowerSchool

This is just a short list as there are many more real and potential benefits to be realized by moving to v7.0.

Respectfully submitted,

John VanRiper, Director of Information Technology

MOTION

Moved by _____, seconded by _____, that the Board of Education approves an upgrade to PowerSchool v7.0 in an amount not to exceed \$81,000, and additional maintenance costs of up to approximately \$10,000/year.

APPENDIX A: RELEVANT EMAIL DISCUSSIONS RELATING TO POWERSCHOOL Sent April 1, 2011

Hello all—(to Robert, LeeAnn and Monique)

I asked Julie Walstra to give me a brief review of existing systems and an overview of current status as it pertains to Powerschool. Her comments are below. By way of summary/interpretation I will add a few comments.

Since the implementation of Powerschool (effectively the 2008-2009 school year) it has served us well with regard to efficiency of operations and stability. However, over the course of time there have been changes made to the operating system by Pearson and, in tandem, an increased demand on the processing capacity of the system. We are now running up against the limit. We already knew that with the next level of changes coming from Pearson we had to upgrade but we are finding that to even maintain the level of confidence we have in the existing system - the upgrade is even more pressing. While, essentially, stable at the current time I am becoming increasingly concerned about data corruption or data loss (note below the Pearson suggestion regarding the integrity of our backups). The need to reset the servers has become almost a daily ritual (sometimes twice a day). I must emphasize the importance of moving as expeditiously as possible in this regard. My best recommendation is that we do whatever we can to have the needed equipment in our possession no later than the end of April (sooner is better). This would allow us to properly plan and implement the upgrade with minimal effect on operations. I have provided you with the cost analysis for this project under separate cover.

Thanks for listening,

John--

Sent April 1, 2011

Hi John-(from Julie)

Wanted to review the information I received from the Pearson tech rep researching the rash of PowerSchool server overloads we've been seeing for the last couple of weeks. The bottom line is that we have exceeded the ability of the database server to keep up with demand. The only workaround at this point is a hardware upgrade. There was low level data corruption associated with the recent spate of overloads and Pearson suggested we scrutinize our backups going forward to make sure they are completing properly. Pearson support was able to adjust RAM settings on the database server to give Oracle a bit more room to work. This will let us limp along a little longer but as the year goes on and the system is required to process more and more data, we risk ongoing system failures.

I reviewed the timeline of our system purchases with the rep and then pulled the system specs for the current version of PowerSchool. Pretty clear we are skating right up to the edge with our current system. The database server originally purchased for PowerSchool Premier 5/PowerTeacher with 4D Database was the recommended option at the time (meaning it exceeded minimum requirements). Since that original purchase, Pearson has changed the

database software from 4D to Oracle which, while very robust and far more powerful, requires more processing power. Our current server now meets only the minimum spec.

Pearson had already alerted us to the higher requirements for the PowerSchool 7 due out this summer and I know you, Ed and Jae are already drafting a proposal to upgrade the entire server array. We may need to expedite that purchase to get through the end of this year.

Julie

Sent April 21, 2011

Hi John-(from Julie)

Wanted to follow up on the PowerSchool server issues that we began having at the end of last month (original email below). As predicted, we are beginning to see new instances of 'out of memory' crashing of the PowerSchool array. Because PowerTeacher is the most memory intensive application and because we are at grade entry for Q3, load on the servers is at a very high level which leads to what we expect to be daily crashing for at least the next week or so. The unfortunate teachers logged in at the time of the crashes may experience corrupted entries, causing them to have to recreate assignments and re-enter the scores.

As we had discussed previously, the crashing and data corruption problems are going to escalate due to the 'agglomerative' nature of student records. Each teacher continues to add assignments and scores to their files so PowerSchool must generate and pump out progressively larger datasets as time passes. The larger the dataset, the heavier the load experienced by the server.

Given the recurrence of crashing this week, I am not very confident we can make it to the end of the current school year on the existing database server. Anything we can do to get a new database server in sooner than later? As far as I can tell, there is no technical reason the database server cannot be upgraded now and the app nodes upgraded later as part of the planned PowerSchool 7 update.

Julie

Appendix B: Hardware/Software/Support Needs

Powerschool 7 requires faster and more memory servers. Here is what we came up with related to servers

AAPS Recommendations	
Dedicated Database Server	
1x HP ProLiant DL380 G7 Server 2x Six-Core Intel Xeon Processors X5660 (2.80 GHz) 32 GB Memory 6x 600GB Hot Plug 2.5 SAS Hard Drives. 2x Gigabit Network Cards iLO 3 Management	
Hardware: \$9280.00	
3 Year Parts and On-site Labor HP Care Pack 5 Years, 4hr 24x7 Support \$1920.00	
Total: \$11200.00	
Application Servers	
4x HP ProLiant DL360 G7 Server 2x Quad-Core Intel Xeon E5640 (2.66 GHz) 16 GB Memory 3x 146GB Hot Plug SAS Hard Drive – 2x Gigabit Network Cards, iLO3 Management	
Hardware: \$4469 x 4 = \$17876.00	
3 Year Parts and On-site Labor HP Care Pack 5 Years, 4hr 24x7	
Support \$1548.00 x 4 = \$6192.00	
Total: \$24068.00	
Application/Reports Server	
1x HP ProLiant DL360 G7 Server 2x Quad-Core Intel Xeon E5640 (2.66 GHz) 16 GB Memory 3x 146GB Hot Plug SAS Hard Drive – 2x Gigabit Network Cards, iLO3 Management	
Hardware: \$4469.00	
3 Year Parts and On-site Labor HP Care Pack 5 Years, 4hr 24x7	
Support \$1548.00	
Total: \$6017.00	
Image Server	
1x HP ProLiant DL360 G7 Server 2x Quad-Core Intel Xeon E5640 (2.66 GHz) 16 GB Memory 3x 146GB Hot Plug SAS Hard Drive – 2x Gigabit Network Cards, iLO3 Management	
Hardware: \$4469.00	
3 Year Parts and On-site Labor HP Care Pack 5 Years, 4hr 24x7	
Support \$1548.00	
Total: \$6017.00	

Test Bed Server	
1x HP ProLiant DL360 G7 Server 2x Quad-Core Intel Xeon E5640 (2.66 GHz) 16 GB Memory 3x 146GB Hot Plug SAS Hard Drive – 2x Gigabit Network Cards, iLO3 Management	
Support \$1548.00	
Hardware: \$4469.00	
Total: \$6017.00	
Load Balancer - Pearson	
F5 BIG-IP SWCH LTM 1600 4x Gig BIP SVC STD LI-3 CAT HW29 \$2188.57	
Hardware: \$15259.99	
Total: \$17448.56	
Hardware Grand Total: \$70767.56	
Software	
1x Windows Server 2008 R2 Standard – License – 1 Server EDU DVD	
27.00	
8x Windows Server License – ICAL – EDU	
\$7.00 x 7 = \$56.00	
4x Windows Server 2008 – External Connector License – Unlimited External Users – EDU	
\$479.25 x 4 = \$1917.00	
Software Grand Total: \$2000.00	
Shipping and Handling Fee	
~\$500.00	35.00
PowerSchool Software	
Oracle and PowerSchool Premier – Annual Maintenance Fee	
Support	
Pearson On-Site Infrastructure Integration Services: (Fixed Fee) (Includes all travel cost) \$5800.00	
Power School Server Migration Fee \$1750.00	
Grand Total: \$84318.04 \$80852.56 April 7th 2011	



Ann Arbor Public Schools

Lee Ann Dickinson-Kelley

Interim Deputy Superintendent
Instructional Services
dickinso@aaps.k12.mi.us

MEMORANDUM

To: Board of Education Trustees
Robert Allen, Interim Superintendent

From: Lee Ann Dickinson-Kelley, Interim Deputy Superintendent for
Instructional Services

Date: May 5, 2011

Re: Recommendation Regarding Increasing Opportunities for Student
Growth Measures

Cc: Cynthia Ryan
Jane Landefeld

As you are aware, a committee comprised of central administrators from the Instructional Division, Human Resource Services and Research Services have worked diligently with input from AAEE leadership to develop a plan that will comply with the expectations outlined in Section 1249 of the School Code requiring all districts in the State of Michigan to demonstrate, no later than September, 1, 2011, the following components of accountability:

- Conduct annual teacher and principal evaluations that are timely and provide constructive feedback
- Embed in the evaluation process clear measures of student growth as a significant factor using national, state or local assessments
- Employ multiple measures when assessing growth over time
- Reflect the USDOE guidance that "student growth" means the change in achievement for an individual student between two or more points in time during an instructional year
- Use the data points to make informed decisions regarding continuing employment which must translate into satisfactory or unsatisfactory performance

Concurrently MDE is required to link student data with teachers of record beginning in 2010-11 (CEPI/MDE) and provide to districts and schools measures of student growth on state assessments in reading and mathematics for each teacher (regardless of subject taught). They are also required to provide districts with measures of student proficiency in writing, science, social studies, reading and mathematics for each teacher (regardless of subject taught). We expect this database will be complete and accessible in the Fall, 2011.

While this is a large undertaking by MDE, I believe it will increase accountability of all those employed in the service of teaching Michigan children. I would like to believe more attention will also be paid to eliminating the all too predictable achievement gap in our district and across the State of Michigan defined by ethnicity, language, economic circumstances, and special needs.

To comply with the expectations outlined in the School Code, our district was challenged to identify an assessment process (software program) that will be:

- Compatible with our current technology infrastructure
- Generate timely growth measures easily interpreted by all staff upon sufficient training
- Used to differentiate instruction and improve student achievement. In a climate of increasingly limited resources, identifying a cost effective process and assessment tool which did not compel the district to purchase additional computers at this time, was no small task.

Our district committee requested that these growth measures also offer state and national norms against which we could measure district progress.

We have continued to update members of the Planning and Performance Committees. We met with select instructional leaders in other surrounding districts. We met with a team of staff from the Oscoda Public Schools; met with the product representative from NWEA (Northwest Evaluation Association), and we completed additional research on the STAGES (Supportive Tool for Assessing Growth in Educational Systems) software program promoted by Oakland ISD.

At this point in time we recommend the following plan for the Ann Arbor Public Schools to be implemented incrementally beginning in the spring of 2011 and/or accelerated as resources permit:

Spring of 2011

- Minimally purchase NWEA assessment for grades K-2 plus all students at Mitchell-Scarlett Schools = \$62,856 annual cost (spreadsheet included with this proposal). A grant to the Education Foundation for \$47,762 has been submitted for consideration
- Strongly consider purchase of NWEA assessment for grades 3-5 in all schools which will generate math measures necessary to support 8th grade algebra implementation = \$49,491 annual cost
- While we will need a district wide "assessment calendar", all computers in the elementary computer labs can be dedicated to the NWEA assessment during an assessment week in September, January and June
- While no additional computers will need to be purchased to implement this plan in 2011-12, new "server" space is needed. The cost of purchasing new servers will be covered by the Child Accounting and Assessment budget and is estimated to be \$31,500

Additional middle school computers would need to be purchased if NWEA were extended to include grades 6-8 at this time. Middle school computer labs are used throughout the instructional day for elective class instruction and cannot be closed down for extended testing periods three times during the year.

NWEA can be used to provide pre/post assessments for summer school programming and/or to determine if summer intercessions as described in the Mitchell-Scarlett K-8 Partnership have a positive impact on achievement.

Spring of 2012

- Purchase NWEA assessment for grades 6-8 for all middle schools = \$51,610.50 annual cost
- Purchase and/or lease computers from Apple Inc. with payment over 3 years; develop a "refresh" plan for entire district (proposal included). Bid estimate is attached

Spring of 2013

- Pilot the STAGES software to be used in conjunction with full implementation of the Danielson Evaluation Model (Estimate: \$50,000)
- Continue to roll out new computers for K-8 implementation of NWEA

We will continue to work closely with WISD to secure a more favorable per pupil cost for NWEA implementation. We are making progress in this area. In order to purchase the software and begin planning for staff training, we recommend a decision is made by May, 2011, in order to move forward.

In closing, I want to thank all those who have invested a great deal of time researching information that led to the recommendation. I especially want to thank all the trustees who took a deep and personal interest in this process. If you have additional questions and/or concerns, please do not hesitate to contact me.

**NWEA Map Assessment
Projected Cost**

\$12.50 = 65% of Enrollment or 10,725 students (16,500 total)				
Grade	Enrollment	Rate	Total Cost	
K	1,265	\$12.50	\$15,812.50	
1	1,305	\$12.50	\$16,312.50	
2	1,251	\$12.50	\$15,637.50	
	3,821			\$47,762.50
3	1,231	\$12.50	\$15,387.50	
4	1,248	\$12.50	\$15,600.00	
5	1,187	\$12.50	\$14,837.50	
	3,666			\$45,825.00
6	1,181	\$12.50	\$14,762.50	
7	1,210	\$12.50	\$15,125.00	
8	1,173	\$12.50	\$14,662.50	
	3,564			\$44,550.00
	11,051			\$138,137.50
\$13.50 = 50% of Enrollment or 8,250 students (16,500 total)				
Grade	Enrollment	Rate	Total Cost	
K	1,265	\$13.50	\$17,077.50	
1	1,305	\$13.50	\$17,617.50	
2	1,251	\$13.50	\$16,888.50	
	3,821			\$51,583.50
3	1,231	\$13.50	\$16,618.50	
4	1,248	\$13.50	\$16,848.00	
5	1,187	\$13.50	\$16,024.50	
	3,666			\$49,491.00
6	1,181	\$13.50	\$15,943.50	
7	1,210	\$13.50	\$16,335.00	
8	1,173	\$13.50	\$15,835.50	
	3,564			\$51,610.50
	11,051			\$152,685.00

Mitchell Elementary				
Grade	Enrollment	Rate	Total Cost	
K	38	\$13.50	\$513.00	
1	42	\$13.50	\$567.00	
2	49	\$13.50	\$661.50	
	129			\$1,741.50

3	55	\$13.50	\$742.50	
4	42	\$13.50	\$567.00	
5	35	\$13.50	\$472.50	
	132			\$1,782.00

Scarlett Middle School

Grade	Enrollment	Rate	Total Cost	
6	199	\$13.50	\$2,686.50	
7	175	\$13.50	\$2,362.50	
8	200	\$13.50	\$2,700.00	
	574			\$7,749.00



Ann Arbor Public Schools
Physical Properties

MEMORANDUM

TO: Robert Allen, Interim Superintendent

FROM: Randy Trent, Executive Director of Physical Properties

DATE: May 6, 2011

RE: Contractor Recommendation
Huron High School BP H09
Corridor Ceiling Replacement
Annex # SF 10 - 004

The attached letter from Granger Construction recommends that the Ann Arbor Public Schools Board of Education award the following bids:

Scope of Work	Recommended Contractor	Award Amount
Corridor Ceiling Replacement	Heaney General Contracting	\$ 112,976
Total		\$ 112,976

The corridor ceiling replacement project at Huron High School will involve minor demolition, renovation and replacement of ceilings throughout the building.

After reviewing the documents I concur with Granger's recommendation.

MOTION

Moved by _____, seconded by _____, that the Board of Education approve to award to Heaney General Contracting of Ypsilanti Michigan a contract in the amount of \$112,976. If for any reason, the lowest qualified bidder is unable to perform, we will use the next qualified low bidder.



May 11, 2011

Mr. Randy Trent, Executive Director of Physical Properties
Ann Arbor Public Schools
2555 South State Street
Ann Arbor, Michigan 48104

RE: AAPS 2010 Sinking Fund Project - Huron High School
Bid Package No. H09 – 2011 Corridor Ceiling Replacement
Recommendation for Contract Award

Dear Mr. Trent:

Granger Construction Company is pleased to present award recommendations for the Huron High School Bid Package No. H09 - 2011 Corridor Ceiling Replacement. Bids were received on your behalf on Monday, May 2, 2011. All work will be performed per the contract documents developed by Granger Construction Company and Mitchell & Mouat Architects. The work primarily involves minor demolition, renovation, and replacement of corridor ceilings throughout the building.

We request approval to issue this contract on behalf of Ann Arbor Public Schools in order to begin construction in June of 2011. Granger Construction Company is recommending an award amount totaling \$112,976. The contractor and its individual award amount is indicated on Exhibit 1, and a copy of the bid tabulation showing all bids received (labeled Exhibit 2) is also attached for your reference.

The recommended bidder will comply with prevailing wage guidelines. Our post-bid interview and qualification review indicates that the contractor's bid proposal complies with the contract documents. This firm is qualified to perform the scope of work described in its bid category.

Please call me if you have any questions or require any additional information.

Sincerely,
GRANGER CONSTRUCTION COMPANY

Paul Roller, P.E.
Project Manager

Attachments: Exhibit 1 (1 Page)
Exhibit 2 (1 Page)

cc: Dick Mitchell, MMA
Jerry Brand, GCC

Ann Arbor Public Schools - 2010 Sinking Fund
Huron High School
Bid Package H09 - 2011 Renovations - Bid Summary



<u>Bid Category</u>	<u>Projected Bid Award</u>	<u>Bid Amount</u>	<u>Mandatory Alts.</u>	<u>Voluntary Alts.</u>	<u>Award Amount</u>
09-11 Acoustical Ceilings	Heaney General Contracting	\$ 66,669	\$ 46,307		\$ 112,976
Grand Total		\$ 66,669	\$ 46,307	\$ -	\$ 112,976

Total Construction Budget:

Total Available Construction Funds:	\$ 150,000
Actual Award Amount:	<u>\$ 112,976</u>
Net Construction Surplus:	\$ 37,024
Total Construction Contingency:	\$ 27,024



**Ann Arbor Public Schools
Huron High School 2009 Renovations
Bid Package H09
Bid Opening May 2, 2011**



Bid Category: 09-11 Acoustical Ceilings

**Estimate:
\$150,000**

BIDDER	HEADQUARTERS	ADDM	BID BOND	FAM. DISC.	BASE BID	VARIANCE	ALTERNATES			BASE BID W/ ALTERNATES	MBE	WBE	DBE	SMALL BUS.	EMR
		1					1	2	3						
Heaney General Contracting	Ypsilanti, MI	Y	Y	Y	\$ 66,669	\$ 83,331	\$ 33,369	\$ 4,069	\$ 8,869	\$ 112,976	N	Y	N	Y	0.96
Beal, Inc.	Ann Arbor, MI	Y	Y	Y	\$ 142,246	\$7,754	\$ 8,702	\$ 3,160	\$ 11,025	\$ 165,133	N	N	N	N	1.0
Acoustic Ceiling & Partition Co., Inc.	Ann Arbor, MI	Y	Y	Y	\$ 121,336	\$ 28,664	\$ 24,481	\$ 11,450	\$ 12,595	\$ 169,862	N	N	N	N	0.64

Mandatory Alternate No. 1 to upgrade the ceiling trim detail and Mandatory Alternate Nos. 2 and 3 to repair and paint the 4200 and 4300 ceiling areas are recommended.



May 11, 2011

Randall J. Trent, Executive Director of Physical Properties
Ann Arbor Public Schools
2555 South State Street
Ann Arbor, MI 48104

Re: AAPS 2010 Sinking Fund Project
Bid Package H09 – Huron High School Ceiling Replacement
HUB Bidder Solicitation

Dear Mr. Trent:

In keeping with the bidder solicitation policy Granger Construction has pursued since the beginning of our involvement with construction in the Ann Arbor Public Schools district, we have solicited HUB bidders for Bid Package H09 Ceiling Replacement bids that were received May 2, 2011 using the following methods:

- Conducted two contractor "Mixer" meetings (5/26/05 & 8/11/05) which were advertised with the Michigan Minority Business Development Council (MMBDC) offices. The focus of these meetings was to encourage HUB participation as prime contractors and also foster relationships between established contractors and HUB contractors.
- Conducted a meeting with the Washtenaw County Contractors' Association (12/1/05) to encourage local participation.
- Faxed and emailed H09 invitations to bid during preparation of the bid documents and follow-up calls (4/27/11) to encourage bidders to participate, see attached list.
- Sent notification to the State of Michigan, Building Trade Councils around the State, MMBDC offices, Minority Business Owners of Washtenaw County at the time that the bid documents were released.
- During the pre-bid meeting, encouragement of HUB business participation was discussed as indicated in the bid documents under Section 00200: Instructions to Bidders.

In all, six (6) HUB companies were invited to bid this work, one (1) of which submitted a bid. Please let me know if you need any further information regarding our efforts on this matter.

Sincerely,
GRANGER CONSTRUCTION COMPANY

Paul Roller, P. E.
Project Manager

Attachments: Huron H09 Bidder Solicitation HUB Report

**AAPS Huron H09 Ceiling Replacement
Supplemental Criteria – Contractor Evaluation**

Company	Area Business Representation			Workforce Residency			HUB Business Representation		
	AAPS District	Washtenaw County	SE Michigan	AAPS District	Washtenaw County	SE Michigan	MBE	WBE	DBE
Heaney General Contracting		75%	100%		33%	100%		75%	



Ann Arbor Public Schools
Physical Properties

MEMORANDUM

TO: Robert Allen, Interim Superintendent

FROM: Randy Trent, Executive Director of Physical Properties

DATE: May 6, 2011

RE: Contractor Recommendation
Landscape Services 2011
Annex # SF 10 - 005

The attached letter from Beckett & Raeder recommends that the Ann Arbor Public Schools Board of Education award a contract to Margolis Companies of Ypsilanti Michigan to create a garden area at 20 of our elementary buildings.

After reviewing the documents I concur with Beckett & Raeder's recommendation.

MOTION

Moved by _____, seconded by _____, that the Board of Education approve to award to Margolis Companies a contract in the amount of \$140,725. If for any reason, the lowest qualified bidder is unable to perform, we will use the next qualified low bidder.

B R i
Beckett&Raeder

*Landscape Architecture
Planning, Engineering &
Environmental Services*

May 4, 2011

Randy Trent
Ann Arbor Public Schools
2555 S. State Street
Ann Arbor, MI 48104

Project: Ann Arbor Public Schools, Landscape Services 2011

Dear Mr. Trent,

Please find attached Bid Summary for the referenced project. Three valid bids were received and included Bid Bonds and Unit Prices. All bids were signed. Bidders attended the mandatory Pre-Bid meeting on April 25, 2011.

Bids for the above referenced project were opened on May 2, 2011 at 2:00 P.M.
The results are as shown on the attached Bid Summary.

The low bidder for the project is Margolis Companies. The criteria for determining the award was the base bid price for Abbot School, the overall project unit pricing, and a review of the contractors capabilities. Margolis was low on the Abbot School pricing, low on the majority of unit prices and has an extensive history of quality projects.

The documents and scope of work were reviewed with Merrill Bumstead from Margolis Companies. He is comfortable with the bid, takes no exceptions to the bid, and has ensured our office that all projects will be completed within the defined schedule. We have reviewed their references and projects and believe they are adequately qualified to complete the project.

Accordingly, we hereby recommend that the contract for General Landscape Services be awarded Margolis Companies.

If you have any further questions, please contact our office.

Sincerely,



Carey Baker, LLA
Principal

Beckett & Raeder, Inc.
535 West William, Suite 101
Ann Arbor, MI 48103

734 663.2622 ph
734 663.6759 fx

www.bra2.com

Petoskey Office
616 Petoskey St., Suite 100
Petoskey, MI 49770

231.347.2523 ph
231.347.2524 fx

Traverse City Office
800 Cottageview, Suite 211B
Traverse City, MI 49684

231.933.8400 ph
231.944.1709 fx

Toledo Office
419.242.3428 ph

*i
initiative*

Project Unit Pricing								
Planting								
Red Maple 2 1/2" Cal.	EA	182.32	209	291.75				
Sugar Maple 2 1/2" Cal.	EA	236.72	264	315.25				
S. S. Crabapple 2 1/2" Cal.	EA	167	185	266.25				
Zumi Crabapple 2 1/2" Cal.	EA	167	185	266.25				
Serviceberry 8' Hgt.	EA	195	211	264.75				
Dawn Redwood 7' Hgt.	EA	252.45	206	298.5				
V. Witch Hazel 5' Hgt.	EA	114.32	131	142.25				
Skycole Honeylocust 2 1/2" Cal.	EA	203.15	238	299.5				
Royal Star Magolia 2 1/2" Cal.	EA	396.52	400	383.25				
Shingle Oak 2 1/2" Cal.	EA	345	289	292.75				
American Hornbeam 8' Multi.	EA	281.77	264	315.75				
River Birch 8 - 10' Multi.	EA	206.55	180	246.5				
Dense Yew 24"	EA	55.7	55	62.5				
A. W. Spiraea 24"	EA	25.92	20	35.25				
Miss Kim Lilac 24"	EA	39.1	28	39.75				
F. P. Hydrangea 24"	EA	30.17	27	37.75				
Oakleaf Hydrangea 24"	EA	36.12	33	41.25				
Mugho Pine 24"	EA	47.6	24	48				
Double Knock Out Rose 24"	EA	33.57	24	39.75				
Red Prince Weigela 24"	EA	31.02	28	38.25				
Summersweet Clethra 24"	EA	38.67	28	38.25				
C. Cherry Dogwood 30"	EA	178.5	27	47.75				
Red Osier Dogwood 24"	EA	26.75	24	35.75				
Dwarf Fothergilla 24"	EA	39.95	32	43.5				
Dwarf Sumac 24"	EA	34.42	24	40.25				
PJM Rhododendron 30"	EA	82.45	50	78.5				
Apollo Winterberry 24"	EA	51.85	40	55.25				
Sparkleberry Winterberry 24"	EA	51.85	28	55.25				
M. D. Viburnum 36"	EA	70.35	32	58.5				
H. L. Walking Stick 30"	EA	136.42	42	230				
Periwinkle 48/Flat	EA	1.15	1.5	1.53				
Sweet Woodruff 48/Flat	EA	1.45	1.5	1.93				
G. C. Pachysandra 48/Flat	EA	1.57	1.5	1.44				
Dwf. Pennisetum 24"	EA	16.98	11	20.5				
Purple Maiden Grass 24"	EA	16.98	11	20.5				
K. F. Reed Feather Grass 24"	EA	17.85	11	20.5				
Pennsylvania Sedge 1 Gal.	EA	17.85	15	17.5				
Fox Sedge 1 Gal.	EA	17.85	15	17.5				
Juncus effuses 1 Gal.	EA	17.85	15	28				
G. Black-Eyed Susan 2 Gal.	EA	13.6	11	19				

Blue Phlox 2 Gal.	EA	15.3	20	24	
P. Delight Bee Balm 2 Gal.	EA	13.6	11	24	
Cardinal Flower 2 Gal.	EA	14.45	12	24	
V. W. P. Coneflower 2 Gal.	EA	13.6	20	24	
Blue False Indigo 2 Gal.	EA	13.6	22	24	
G. Giant Onion 2 Gal.	EA	13.6	25	24	
Cesar's Brother Iris 2 Gal.	EA	16.98	11	19	
Paul's Glory Hosta 2 Gal.	EA	13.5	23	25.5	
Coral Bells 2 Gal.	EA	13.5	16	19	
S. D. 'Ora Daylily 2 Gal.	EA	13.5	10	19	
Rocket City Daylily 2 Gal.	EA	13.5	11	19	
Maidenhair Fern 2 Gal.	EA	12.75	22	19.5	
Interrupted Fern 2 Gal.	EA	12.75	25	19.5	
Boston Ivy 2 Gal.	EA	22.1	25	19.25	
Daffodil Dutch Master Bulb	EA	1.44	1.5	2	
Daffodil Birma Bulb	EA	1.44	1.5	2	
Seeding W/ Imported Topsoil	SY	4.3	3.5	6.91	
Seeding W/ Site Topsoil	SY	3.3	2.75	4.31	
Sodding W/ Imported Topsoil	SY	5.79	4.5	8.45	
Sodding W/ Site Topsoil	SY	4.79	3.75	5.85	
Deduct Maintenance Associated With Plant Material Unit Price	%	9	2	0	
Maintenance Watering With Truck	Per Trip	45.8	35	175	
Maintenance Weeding	HR	33	35	35	
Maintenance Pruning	HR	33	35	35	
Maintenance Dead Heading	HR	33	35	35	
Perennials	HR				
General Landscape Maintenance	HR	33	35	35	
Planting Soil Mix	CY	26.76	28	45	
Shredded Bark Mulch	CY	65.75	35	49	
D. P. Shredded Bark Mulch	CY	67.75	40	51	
Imported Topsoil For Lawns	CY	26.75	25	40	
Site Topsoil For Lawns	CY	16.75	25	25	
Weed Barrier	SY	2.57	1.5	2.7	
Tree Staking	EA	2.25	20	50	
Plywood Protection Boards	EA	30	50	15	
Tree Protection Fencing	LF	1.72	4	3.75	
Remove Soils	CY	37.98	25	15.8	
Remove Bark Mulch	CY	37.98	24	15.8	

Remove Bark Mulch and Salvage For Owner	CY	11.45	20	11
Strip Lawns	SY	0.12	2.5	1.53
Strip Topsoil	CY	37.98	25	15.8
Strip Topsoil and Salvage For Owner	CY	11.45	20	3.8
Remove 3 - 4" Tree	EA	145	200	100
Remove 4 - 8" Tree	EA	250	400	175
Remove 6' Shrub	EA	50	50	50
Remove 3' Shrub	EA	17.27	30	30
Remove Small Shrubs	EA	8	15	20
Remove Groundcovers	SY	8	2	1.53
Mark Up				
Percent Mark Up On Any Item Not Included Within Unit Prices	%	170	15	0
Labor Rates				
Supervisor	HR	53	55	40.75
Equipment Operator	HR	53		
Laborer	HR	43	38	27.75
Equipment Rates				
Dingo Compact Loader/ B. Hoe	HR	35	100	38
Skid Loader	HR	40	75	
Back Hoe Loader	HR	45	100	
Dump Truck	HR	40	70	40
277B/287B Skid Loader	HR			40
D-5C Dozer	HR			60
721 D Loader 3.5 YD	HR			75
54" Vibrating Roller	HR			48
Tractor With Tiller	HR			40
Pickup With Dump Trailer	HR			25
With Equipment Required For Davey Probably Has Lowest Hourly Rates See Attached Sheet For Margolis, All Rates Higher Than Davey or Top Grade Top Grade Defined Prices Equip. Only No Operator				
Exceptions				
Davey	Only Additional Insured Will Be With Contracted Party			
Margolis	Confirm	No Exceptions Taken		

Top Grade			Comments On Tree Pricing and Sizes Have Used Minimum Price					
			Top Grade Did Not Provide % For Maintenance Deduct					
			Top Grade Provided 0 As Mark Up On Non Unit Priced Items					
Confirmation								
			Confirm Unit Prices For Plants Are Complete Installed Prices					
			With Maintenance and Warranty.				Yes	
			Margolis Confirm Schedule - Yes With Multiple Crews					



Ann Arbor Public Schools
Physical Properties

MEMORANDUM

TO: Robert Allen, Interim Superintendent

FROM: Randy Trent, Executive Director of Physical Properties

DATE: May 6, 2011

RE: Contractor Recommendation
2011 Asphalt Paving
Annex # SF 10 - 006

On Thursday April 14, eight companies submitted bids on the RFP for the 2011 Asphalt Paving Projects. I have attached the bid tab with cells highlighted of the recommended bidders. I have interviewed Best Asphalt of Romulus Michigan, Cadillac Asphalt of Wixom, Michigan and Quality Asphalt of Howell, Michigan and recommend that the District proceed with these companies for the 10 asphalt paving projects.

This summer parking lots will be repaired at Abbot, Ann Arbor Open / Mack, Bryant, Burns Park, Community, Huron, Haisley, Lawton, Pioneer and Thurston. The funding for the projects will be the 2010 sinking fund.

Motion

Moved by _____, seconded by _____, that the Board of Education approves a contract for Best Asphalt in the amount of \$341,435; a contract for Cadillac Asphalt in the amount of \$332,199.80; and a contract for Quality Asphalt in the amount of \$9,600; to perform the necessary paving projects at Abbot, Ann Arbor Open / Mack, Bryant, Burns Park, Community, Huron, Haisley, Lawton, Pioneer and Thurston. If for any reason, the lowest qualified bidder is unable to perform, we will use the next qualified low bidder.

2011 Aasphalt Paving Projects

Ann Arbor Public Schools
Bid Opening April 14, 2011

BIDDER	Bid Bond	Familial Disclosure	Addendum 1	Abbott	Ann Arbor Open / Mack	Bryant	Burns Park	Community	Huron
1 ABC Paving	Y	Y		\$ 122,400	nb	nb	nb	nb	nb
2 Asphalt Specialtiy Inc	Y	Y	Y	\$ 101,700	\$ 21,690	\$ 28,350	\$ 21,710	\$ 19,375	\$ 78,410
3 Barrett Paving	Y	Y	Y	\$ 106,041	\$ 20,930	\$ 26,401	\$ 19,618	\$ 15,746	\$ 82,855
4 Best Asphalt	Y	Y	Y	\$ 91,250	\$ 16,850	\$ 23,650	\$ 18,890	\$ 17,000	\$ 69,350
5 Cadillac Asphalt	Y	Y	Y	\$ 127,618	\$ 35,322	\$ 45,622	\$ 37,482	\$ 20,380	\$ 94,907
6 Florence Cement	Y	Y	Y	\$ 97,160	nb	\$ 30,815	nb	nb	\$ 84,800
7 Quality Asphalt	Y	Y	Y	\$ 109,300	\$ 21,200	\$ 27,940	\$ 19,400	\$ 9,600	\$ 76,100
8 T & M Asphalt	Y	Y	Y	\$ 105,184	\$ 24,450	\$ 29,340	\$ 25,515	\$ 14,381	\$ 82,888

nb= No bid

ns = not submitted

2011 Asphalt Paving Projects

Ann Arbor Public Schools
Bid Opening April 14, 2011

BIDDER	Haisley*				Lawton	Pioneer	Thurston
	Concept A	Deduct	Concept B	Concept C			
1 ABC Paving	\$ 397,869.75	\$ 10,021.50	\$ 404,369.15		nb	\$ 61,000	nb
2 Asphalt Specialtiy Inc	\$ 361,741.27	\$ 10,720.00	\$ 358,810.45		\$ 43,250	\$ 55,110	\$ 28,650
3 Barrett Paving	\$ 355,147.08	\$ 9,137.99	\$ 332,019.18	\$ 377,752.14	\$ 50,152	\$ 59,006	\$ 28,922
4 Best Asphalt	\$ 333,862.05	\$ 6,904.25	\$ 336,001.40	\$ 339,989.85	\$ 40,995	\$ 49,445	\$ 25,980
5 Cadillac Asphalt	\$ 342,830.80	\$ 7,442.00	\$ 338,072.30	\$ 332,199.80	\$ 75,440	\$ 75,843	\$ 54,612
6 Florence Cement	\$ 399,769.98	\$ 7,765.00	\$ 400,946.12		nb	\$ 54,600	nb
7 Quality Asphalt	nb	nb	nb		\$ 46,500	\$ 56,250	\$ 27,415
8 T & M Asphalt	nb	nb	nb		\$ 46,736	\$ 55,276	\$ 31,604

* bid opened on Wednesday April 20, 2011

nb= No bid

ns = not submitted

2011 Aasphalt Paving Projects

Ann Arbor Public Schools
Bid Opening April 14, 2011

BIDDER	Thurston Alternate	MBE	WBE	DBE	SMALL BUS.
1 ABC Paving	nb	ns	ns	ns	ns
2 Asphalt Specialtiy Inc	\$ 34,350	ns	ns	ns	ns
3 Barrett Paving	\$ 56,674	ns	ns	ns	ns
4 Best Asphalt	\$ 31,005	ns	ns	ns	ns
5 Cadillac Asphalt	\$ 64,712	ns	ns	ns	ns
6 Florence Cement	nb	ns	ns	ns	ns
7 Quality Asphalt	\$ 35,780	ns	ns	ns	ns
8 T & M Asphalt	\$ 39,049	No	No	No	No

nb= No bid

ns = not submitted



Ann Arbor Public Schools
Physical Properties

MEMORANDUM

TO: Robert Allen, Interim Superintendent

FROM: Randy Trent, Executive Director of Physical Properties

DATE: May 6, 2011

RE: Vendor Recommendation
Roofing Replacement Repairs
Annex # SF 10 - 007

This summer Allen, Angell, Burns Park, Pittsfield, Stone and Tappan are schedule to receive necessary roof repairs. The funding for the projects will be the 2010 sinking fund.

On Monday January 17, 2011 an RFP was issued requesting guaranteed unit pricing for roofing materials. On February 11, 2011, the bid opening was held and the results are attached to this memo.

I would like to recommend Carlisle North Coast (NCCRS) of Southfield Michigan as the qualified vendor to provide all the materials at the guaranteed unit price.

On Monday May 2, four companies submitted bids on the RFP for the 2010 Roofing replacement. I have attached the bid tab with cells highlighted of the recommended bidders.

It is recommended that Ann Arbor Roofing of Whitmore Lake Michigan be awarded the contract for Pittsfield Elementary in the amount of \$239,998; CEI of Michigan of Howell Michigan be awarded Angell and Stone schools for a total of \$440,630 and Molnar Roofing of Riverview Michigan be awarded Allen, Burns Park and Tappan schools for a total of \$907,510.

MOTION

Moved by _____, seconded by _____, that the Board of Education approve to award to NCCRS the unit pricing for roofing materials as specified in the attached bid tab and Ann Arbor Roofing be awarded the contract for Pittsfield Elementary in the amount of \$239,998; CEI of Michigan be awarded Angell and Stone schools for a total of \$440,630 and Molnar Roofing be awarded Allen, Burns Park and Tappan schools for a total of \$907,510. If for any reason, the lowest qualified bidder is unable to perform, we will use the next qualified low bidder.

2011 Roofing Projects

Ann Arbor Public Schools
Bid Opening May 5, 2011

BIDDER	Bid Bond	Familial Disclosure	Addendum 1 & 2	Allen	Angell	Burns Park	Lawton****	Pittsfield	Stone	Tappan	MBE	WBE	DBE	SMALL BUS.
1 Ann Arbor Roofing	Y	Y	Y	\$ 771,985	\$ 303,600	\$ 204,300	\$ 669,300	\$239,998	\$ 408,500	\$ 569,490	ns	ns	ns	ns
2 CEI of Michigan	Y	Y	Y	\$ 497,260	\$ 141,740	\$ 163,990	\$ 625,970	\$258,000	\$ 298,890	\$ 510,900	no	no	no	yes
3 GA Largent	Y	Y	Y	nb	nb	nb	\$ 619,866	nb	nb	nb	ns	ns	ns	ns
4 Molnar Roofing	Y	Y	Y	\$ 434,320	\$ 207,395	\$ 134,035	\$ 653,235	\$241,519	\$ 313,076	\$ 339,155	ns	ns	ns	ns

ns= not submitted

nb = no bid

**** Project has been placed on hold as alternative methods are being reviewed.

BIDDER	.060 Non reinforced Fire Rated EPDM with FAT*				EPDM Bonding Adhesive	Flat Polyisocya nurate Insulation	Two Part Urethane Adhesive				5 year Warranty	MBE	WBE	DBE	SMALL BUS.
	10 x 100	16'6 x 100	20 x 100	25 x 100			Cartridge (set of 4)	Bag in Box	15 gallon canister	55 gallon canister					
1 Carlisle / North Coast	0.405	0.405	0.395	0.395	64.00	0.285	120.00	299.00	695.00	1,995.00	n/c				
2 MWA	0.4175	0.4175	0.4175	0.4175	64.95	0.2861	119.33	298.95	709.68	2,059.93	0.01				

ALTERNATE



Ann Arbor Public Schools
Physical Properties

MEMORANDUM

TO: Robert Allen, Interim Superintendent

FROM: Randy Trent, Executive Director of Physical Properties

DATE: May 6, 2011

RE: Contractor Recommendation
Annex # SF 10 - 008
2011 General Contractor

On April 19, 2011, the Physical Properties Department released a bid for General Contracting. The purpose of this RFP is to have a general contractor to perform services on multiple projects when needed.

On May 2, 2011 the bid opening was held and after reviewing the submitted bids, I am recommending that Heaney General Contracting of Ypsilanti Michigan be awarded the bid for General Contracting.

The term of the agreement is for one year with an annual renewal for up to five years. Pricing will be based on unit prices as submitted in the bid proposal. An estimated contract price for year based will be \$ 936,556.00. The amount is determined by estimating approximately \$750,000 in projects and \$186,556 in management and oversight.

MOTION

Moved by _____, seconded by _____, that the Board of Education approve to award to Heaney general Contracting a contract in the amount of \$936,556 for a period of one year with a five year renewal period, to perform general contracting services. If for any reason, the lowest qualified bidder is unable to perform, we will use the next qualified low bidder.

2011 General Contractor

Ann Arbor Public Schools
Bid Opening May 5, 2011

BIDDER	Bid Bond	Familial Disclosure	Hourly rate for 400 hours	Weekly rate for 10 weeks	Profit overhead % on \$500,00	Payment and performance bonds on \$200,000	Hourly Carpenter Rate	Self performance Material and mark-up	MBE	WBE	DBE	SMALL BUS.
1 Heaney General Contracting	X	X	\$ 71.69	\$ 2,069	6%	\$ 4,000	\$ 70	9%	No	Yes	No	
2 Irish Construction	X	X	\$ 92.00	\$ 4,400	14%	\$ 1,800	\$ 80	10%	No	No	No	
3 Great Lakes Environmental	X	X	\$ 60.00	\$ 3,000	8%	\$ 5,300	\$ 57	7..5	No	No	No	
4												



Ann Arbor Public Schools
Physical Properties

MEMORANDUM

TO: Robert Allen, Interim Superintendent

FROM: Randy Trent, Executive Director of Physical Properties

DATE: May 6, 2011

RE: Contractor Recommendation
Scarlett & Clague Exterior Door and Frame Replacement
Annex # SF 10 - 009

On Monday May 2, 2001 two companies submitted bids on the RFP for the Scarlett & Clague Exterior Door and Frame replacement project. I have attached the bid tab with cells highlighted of the recommended bidder. I have interviewed Heaney General Contracting of Ypsilanti Michigan and recommend that the District proceed with Heaney General Contracting for this project.

Motion

Moved by _____, seconded by _____, that the Board of Education approves a contract for Heaney General Contracting in the amount of \$222,238 to perform the replacement and installation of the exterior doors and frames at Scarlett and Clague. If for any reason, the lowest qualified bidder is unable to perform, we will use the next qualified low bidder.

2011 Scarlett Exterior Door and Frame Replacement

Ann Arbor Public Schools
Bid Opening May 5, 2011

BIDDER	Bid Bond	Familial Disclosure	Addendum 1 & 2	Scarlett	Alternate - Clague	MBE	WBE	DBE	SMALL BUS.
1 Heaney General Contracting	X	X	X	\$ 102,769	\$ 119,469	no	yes	no	
2 Great Lakes Environmental Services	X	X	X	\$ 113,519	\$ 123,044	no	no	no	
3 Irish Construction	Statement of No Bid								
4 Baseline	Statement of No Bid								



Ann Arbor Public Schools
Physical Properties

MEMORANDUM

TO: Robert Allen, Interim Superintendent

FROM: Randy Trent, Executive Director of Physical Properties

DATE: May 6, 2011

RE: Contractor Recommendation
Annex # SF 10 – 010
ADA Site Improvements 2011

The attached letter from Beckett & Raeder recommends that the Ann Arbor Public Schools Board of Education award the 2011 ADA Site improvements to Liparoto Contracting LLC of Rockwood Michigan in the amount of \$436,477.

ADA site improvement work will be done at Abbot, Angell, Bach Clague, Dicken, Eberwhite, Forsythe, King, Lakewood, Mitchell, Northside, Pattengil, Scarlett, Slauson, Logan, Stone and Tappan.

After reviewing the documents I concur with Beckett & Raeder's recommendation.

MOTION

Moved by _____, seconded by _____, that the Board of Education approve to award to Liparoto Contracting, LLC a contract in the amount of \$436,477. If for any reason, the lowest qualified bidder is unable to perform, we will use the next qualified low bidder.

B R i
Beckett&Raeder

*Landscape Architecture
Planning, Engineering &
Environmental Services*

April 29, 2011

Randy Trent
Ann Arbor Public Schools
2555 S. State Street
Ann Arbor, MI 48104

Project: Ann Arbor Public Schools, ADA Improvements 2011

Dear Mr. Trent,

Please find attached Bid Summary for the referenced project. All bidders acknowledged receiving Addendums Number 1 and included Bid Bonds and Unit Prices. All bids were signed. No exceptions were identified. All bidders attended the mandatory Pre-Bid meeting on April 1, 2011.

Bids for the above referenced project were opened on April 15, 2011 at 2:00 P.M.
The Results are as shown on the attached Bid Summary.

The " as read " low bidder for the project is Liparoto Contracting, LLC located in Rockwood, MI. with a low Base Bid of \$251,004 and Alternate Bids of \$53,645, \$51,038, and \$80,790 for Alternate No.'s 1, 2, & 3, respectively. Beckett and Raeder Inc. has interviewed the three low bidders, Liparoto Contracting, James Sauve Constracting, and Audia Construction. The documents and work scope were reviewed with Phillip Liparoto of Liparoto Contracting on April 26, 2011. He is comfortable with the bid and believes his company can perform the work within the required contract time period. Unit prices have been included and found to be acceptable. We have reviewed their reference contacts and work product and believe they are adequately qualified to complete the project.

Accordingly, we hereby recommend that the contract be awarded to Liparoto Contracting, LLC in the amount of \$436,477, including Base Bid work and Alternate No.'s 1, 2, and 3.

If you have any further questions, please contact our office.

Sincerely,



Jeremy House, PE
Project Engineer

Beckett & Raeder, Inc.
535 West William, Suite 101
Ann Arbor, MI 48103

734 **663.2622** ph
734 **663.6759** fx

www.br-a2.com

Petoskey Office
616 Petoskey St., Suite 100
Petoskey, MI 49770

231.347.2523 ph
231.347.2524 fx

Traverse City Office
800 Cottageview, Suite 211B
Traverse City, MI 49684

231.933.8400 ph
231.944.1709 fx

Toledo Office
419.242.3428 ph

			Audia	Heaney	GM & Sons	Sauve	Liparoto	
Base Bid Price			\$321,180	\$377,869	\$325,000	\$293,497	\$251,004	
	Difference from the lowest bidders		\$70,176	\$126,865	\$73,996	\$42,493	\$0	
Alternates								
	Alternate #1 - Logan Elementary		\$61,840	\$72,869	\$77,000	\$67,648	\$53,645	
	Alternate #2 - Stone High School		\$60,100	\$92,569	\$87,125	\$68,557	\$51,038	
	Alternate #3 - Tappan Middle School		\$73,400	\$141,869	\$148,500	\$70,427	\$80,790	
Alternates								
	Base Bid + Alternate #1		\$383,020	\$450,738	\$402,000	\$361,145	\$304,649	
	Base Bid + Alternates #1 and #2		\$443,120	\$543,307	\$489,125	\$429,702	\$355,687	
	Base Bid + Alternate #1, #2, and #3		\$516,520	\$685,176	\$637,625	\$500,129	\$436,477	
Bid Breakdown								
	Abbot Elementary		\$41,300	\$23,000	\$32,000	\$25,744	\$23,016	
	Angell Elementary		\$3,880	\$6,000	\$5,000	\$3,937	\$2,210	
	Bach Elementary		\$14,000	\$13,000	\$13,000	\$9,015	\$7,544	
	Clague Middle School		\$27,125	\$30,000	\$20,000	\$15,462	\$19,784	
	Dicken Elementary		\$19,900	\$23,000	\$15,000	\$11,625	\$7,640	
	Eberwhite Elementary		\$26,550	\$34,000	\$27,000	\$40,906	\$20,736	
	Forsythe Middle School		\$30,580	\$38,000	\$28,000	\$42,486	\$29,819	
	King Elementary		\$45,340	\$50,000	\$41,000	\$38,668	\$37,808	
	Lakewood Elementary		\$5,675	\$8,000	\$6,000	\$4,499	\$4,287	
	Mitchell Elementary		\$8,945	\$14,000	\$10,000	\$6,499	\$7,650	
	Northside Elementary		\$27,300	\$37,000	\$31,000	\$27,420	\$21,883	
	Pattengill Elementary		\$27,515	\$42,000	\$45,000	\$31,512	\$29,552	
	Scarlett Middle School		\$26,480	\$34,000	\$21,000	\$20,077	\$20,110	
	Slauson Middle School		\$16,590	\$25,000	\$21,000	\$15,647	\$14,389	
Attachments								
	Affidavit of Noncollusion		YES	NO	YES	YES	YES	
	Bid Bond		YES	YES	YES	YES	YES	
	Exceptions		NONE	NONE	NONE	NONE	NONE	
	Received Alternate No. 1		YES	YES	YES	YES	YES	

		<u>U N I T</u>		<u>P R I C E S</u>				
<u>I T E M</u>		<u>UNITS</u>	<u>Audia</u>	<u>Heaney</u>	<u>GM & Sons</u>	<u>Sauve</u>	<u>Liparoto</u>	<u>BIDDERS AVERAGE</u>
1	Remove and Dispose of Pavement	sf	\$2.00	\$2.80	\$1.50	\$1.85	\$1.25	\$1.88
2	Excavation of Subsoil and Disposal	cy	\$20.00	\$10.85	\$30.00	\$18.00	\$7.00	\$17.17
3	Import MDOT Class II Sand and Compact	cy	\$25.00	\$17.00	\$30.00	\$12.00	\$22.00	\$21.20
4	Import MDOT 21AA Limestone and Compact	cy	\$30.00	\$33.00	\$35.00	\$18.00	\$24.00	\$28.00
5	5" Concrete Sidewalk	sf	\$4.25	\$4.50	\$5.00	\$3.00	\$4.00	\$4.15
6	HMA Pavement (2"/2"/8")	sf	\$4.60	\$5.50	\$6.00	\$3.50	\$3.50	\$4.62
7	HMA Pavement (3"/8")	sf	\$2.50	\$5.40	\$6.00	\$3.00	\$3.20	\$4.02
8	Handrail	lf	\$30.00	\$80.00	\$70.00	\$53.00	\$40.00	\$54.60
9	Guardrail	lf	\$40.00	\$150.00	\$150.00	\$143.00	\$75.00	\$111.60
10	Curb & Gutter	lf	\$25.00	\$25.00	\$35.00	\$18.00	\$18.00	\$24.20
11	Detectable Warning	ea	\$450.00	\$180.00	\$150.00	\$256.00	\$150.00	\$237.20

WISD Programs and Budgets Review

including

Local School District Services
2011-12

presented
March 2011



Our Goal

- ☐ Explain the mandated budget review process.
- ☐ Spell out your role in this process.
- ☐ Give you the information you need to carry out your role.
- ☐ Support you in your efforts.



Mandated Budget Review (new)

Section 624 of the Revised School Code, as amended, requires an ISD Board to have its proposed General Fund budget reviewed by its constituent districts each year.



ISD Board

By May 1 of each year:

The intermediate school board shall submit its proposed General Fund budget for the next school fiscal year to the board of each constituent district for review.



Local Board

By June 1 of each year:

- ☐ The local board will review the proposed ISD budget.
- ☐ Adopt a resolution expressing its support for or disapproval of the proposed ISD budget.
- ☐ Submit any specific budget objections and/or proposed changes to the ISD board.



ISD Board

If an intermediate school board receives any specific objections or proposed changes, the intermediate school board shall consider the proposed budget changes.



Role of WASB Director

- ☐ **Now**
 - Serve as an ambassador.
 - Learn about ISD budget process.
 - Ask clarifying questions.
- ☐ **After May 1 (with superintendent)**
 - Present information to your board.
 - Ask for help, if needed.
 - Answer questions from your board.
 - Submit resolution to WISD by June 1.
- ☐ **Throughout the year**
 - Remain involved, stay informed.



What is an ISD?

- ☐ Regional education service agency
- ☐ Created by legislature in 1962
- ☐ Designed to be an intermediary between the Michigan Department of Education and local schools
- ☐ Composed of innovative professionals who focus on teaching and learning
- ☐ An organization that leads through service



Role of WISD

- ☐ Operates cooperative programs/delivers services for students in Ann Arbor, Chelsea, Dexter, Lincoln, Manchester, Milan, Saline, Whitmore Lake, Willow Run and Ypsilanti
- ☐ Secures educational resources and shares them equitably
- ☐ Builds local capacity to improve student achievement
- ☐ Provides services to assure that each child learns



Proposed 2011-2012
County Teaching and Learning Initiatives Funded and/or Facilitated by WISD - *PROJECTS*
Local District Involvement

Sustainable/Embedded Initiatives	Description	2011-2012 Proposed
Adolescent Literacy	Funding supports substitute for monthly Reading Apprenticeship Trainers monthly meetings, materials and training spends	\$25,000
Mathematics Improvement	Funding supports training costs for the Studying Math Learning E-12 county-wide professional development, facilitators' planning and coordinating building level meetings	\$25,000
Instructional Competencies	Funding supports local district sustainability, ICAT tools, new member training, co-facilitator training	\$20,000
Curriculum Writing Project	Funding supports spends for steering committee members' work to produce 3-day training for local districts along with materials, training costs, substitute and planning costs for trainers and teachers	\$30,000
Emerging Issues-Challenges and Opportunities	Description	2011-12 Proposed
Addressing Common Core and Common Expectations/ Formative Assessment	Funding will support the establishment of local district core and cross content teams to develop and utilize the results of common assessments aligned to the newly developed common core expectations and achievement cut scores	\$125,000
Capacity Building Deepening Content Knowledge	Funding will support teacher and district leader ongoing, professional learning around sound assessment practices and data analyses to make informed programmatic, instructional and professional development decisions	\$35,000
Data Director Implementation	Funding will support the ongoing training, technical support for roll-out of Data Director during the 2011-2012 school year	\$49,000
Leadership and Design	Funding will support participating local districts curriculum leaders to study and plan for the 2012-2013 structure/goals of county-wide Leadership and Design Teams	\$25,000
High School Exit Survey	Funding supports contract with Data Sun for printing, scanning and creation of data set for Senior Exit Survey given to all county graduating seniors	\$12,000
		\$346,000

WISD Services to Local Schools

Communication, Follow-up, Survey, Business Services Support, Nursing Services
 Power School, MEAP, Support Services for
 Administration Assistance, Data Director, Home Education Project
 Pupil Accounting School
 & Audits, School District
 Instructional, Professional Development &
 Early College Alliance, Bus Driver Training, Workroom
 Science & Math Teams, Distance Learning
 School Improvement, & Teleconferencing for Students
 Educational Coordination, Assisted Living Services
 Grants Assistance, Secondary Options, with Disabilities in
 Transportation, Consolidation, Early Childhood
 Development, Internet, Connectivity, Child Find Program
 Support Services, Property Transfer, Moodle Hosting
 Leadership & Design, Requests, Regional Educational
 School Exit Survey, Early Childhood Education & Training Center
 Literacy Support, Assistive Technology, Information
 Reporting, Programs/Coordination



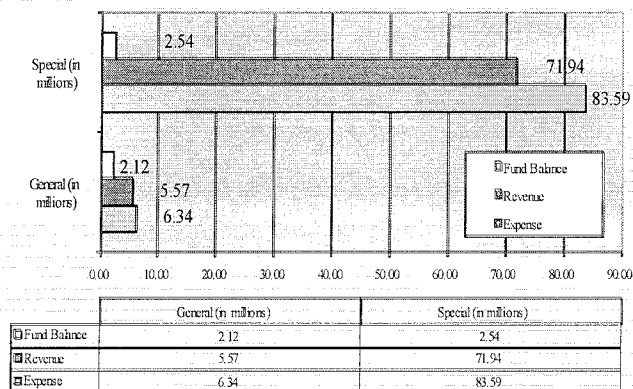
WISD Budget Development

Who is involved?

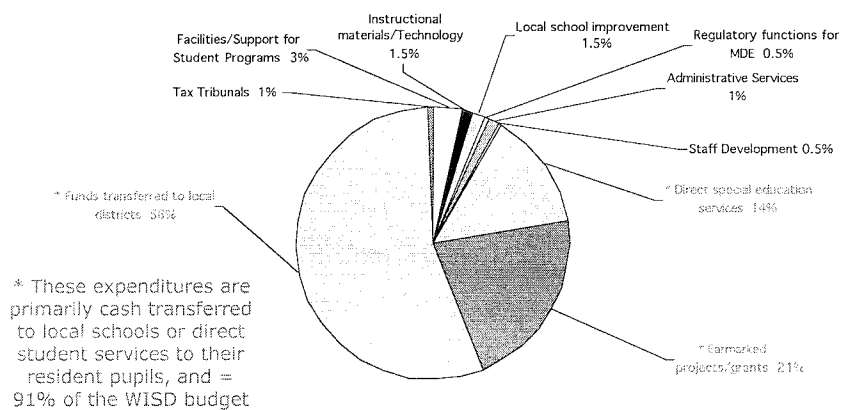
- ☐ Washtenaw County Superintendents
- ☐ Local and ISD Special Education Directors, Curriculum Directors, Business Officials
- ☐ Staff and Program Administrators
- ☐ Local and WISD Boards of Education
- ☐ Parents and Community Stakeholders



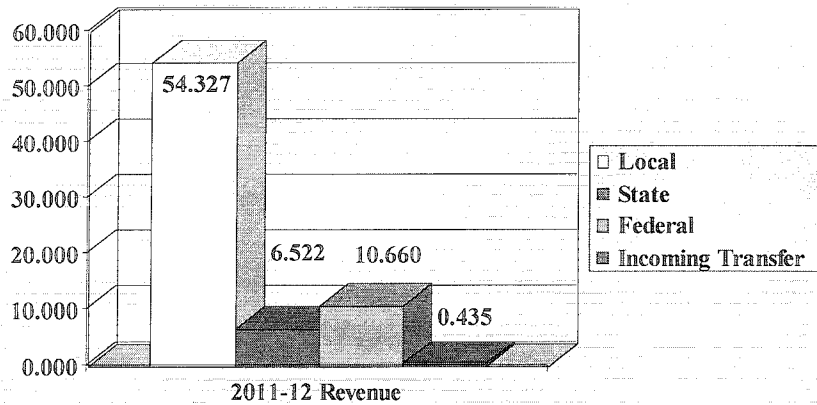
2011-12 WISD Budget



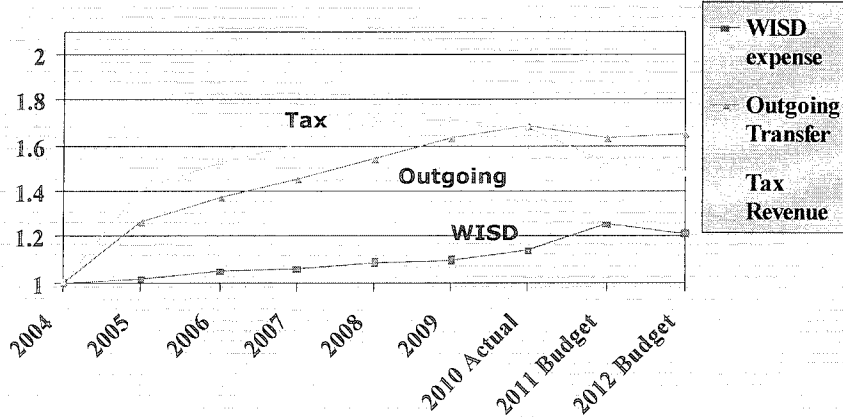
WISD Expenditures 2011-12



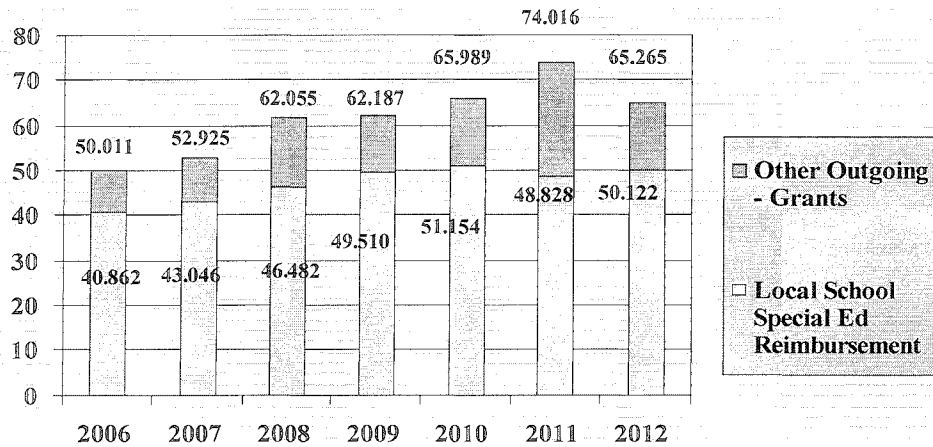
Special Education Fund Revenue Sources (in Millions)



Revenue & Expense Trends (Special Education % Increase Comparison) (Excludes Transfers to MDCH – Maxey Ed Prog and ARRA)



Outgoing Transfer Special Education (in Millions)



Special Education Fund Changes

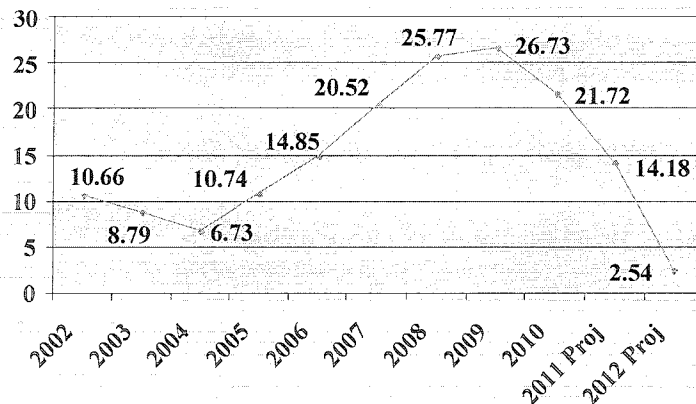
- Decrease in property taxes of 6.0%
- ARRA grant funds budgeted at \$0 for 2011-12
- Act 18 reimbursement decreased from 77% to the 73% level

Special Ed Fund Changes (continued)

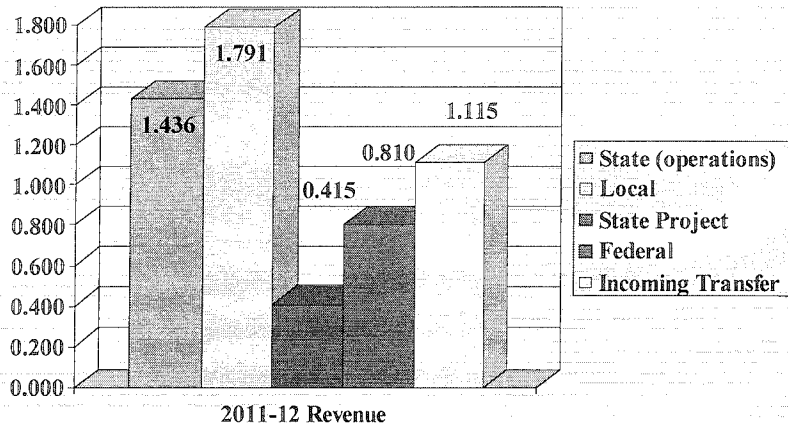
- ☐ Assumed vacancies filled
- ☐ Assumed step increases only
- ☐ Increased retirement rate
- ☐ Modified health insurance plan
- ☐ Moved 3 staff members to billable positions



Fund Balance-Special Education (in Millions)



General Fund Revenue Sources (in Millions)



General Fund Revenue Changes

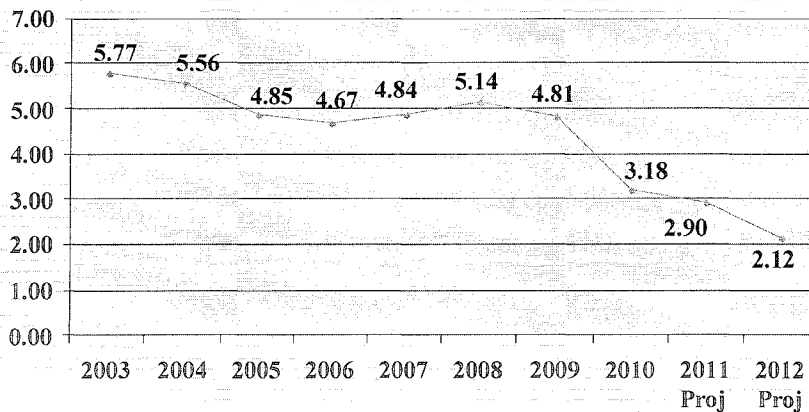
- ☐ Decrease in property taxes of 6.0%
- ☐ 5% reduction in Section 81 funding
- ☐ No State Maintenance of Effort Funding in 2011-12
- ☐ Assumed no carryover of grant funds
- ☐ Decrease in Federal grant funding primarily related to the New Tech High Schools statewide
- ☐ Move Early College Alliance and WAY Washtenaw to Cooperative Activities Fund
- ☐ Reduction in Success by 6 outside funding

General Fund Expenditure Changes

- ☐ Move Early College Alliance and WAY Washtenaw to Cooperative Activities Fund
- ☐ Increase in retirement costs
- ☐ Decrease in federal grant funded outgoing transfer expenditures for the New Tech High Schools
- ☐ Reduction in outside funding of Success by 6



Fund Balance General Education (in Millions)



Next Steps

- ☐ Sample Resolutions
- ☐ Presentations to local school boards
- ☐ For additional information, call 994-8100

■ Brian Marcel ext. 1402

■ Rick Leyshock ext. 1301

■ Gerri Allen ext. 1321

■ www.wash.k12.mi.us



Thank you.



Proposed 2011-2012
County Teaching and Learning Initiatives Funded and/or Facilitated by WISD - *PROJECTS*
Local District Involvement

Sustainable/Embedded Initiatives	Description	2011-2012 Proposed
Adolescent Literacy	Funding supports substitutes for monthly Reading Apprenticeship Trainers monthly meetings, materials and training stipends.	\$25,000
Mathematics Improvement	Funding supports training costs for the Studying Math Learning K-12 county-wide professional development; facilitators' planning and coordinating building level meetings.	\$25,000
Instructional Consultation	Funding supports local district sustainability, ICAT tools, new member training, co-facilitator training	\$20,000
Curriculum/Writing Project	Funding supports stipends for steering committee members' work to produce 3-day training for local districts along with materials, training costs, substitute and planning costs for trainers and teachers.	\$30,000
Emerging Issues/Challenges and Opportunities	Description	2011-12 Proposed
Addressing Common Core and Common Expectations/ Formative Assessments	Funding will support the establishment of local district core and cross content teams to develop and utilize the results of common assessments aligned to the newly developed common core expectations and achievement cut scores	\$125,000
Capacity Building/Deepening Content Knowledge	Funding will support teacher and district leader ongoing professional learning around sound assessment practices and data analyses to make informed programmatic, instructional and professional development decisions	\$35,000
Data Director Implementation	Funding will support the ongoing training, technical support for roll-out of Data Director during the 2011-2012 school year	\$49,000
Leadership and Design	Funding will support participating local districts curriculum leaders to study and plan for the 2012-2013 structure/goals of county-wide Leadership and Design Teams	\$25,000
High School Exit Survey	Funding supports contract with Data Stat for printing, scanning and creation of data set for Senior Exit Survey given to all county graduating seniors	\$12,000
		\$346,000

Support for Budget**ISD BUDGET RESOLUTION**

_____, Michigan (the "District")/

A meeting of the board of education of the district was held in the _____ in the District, on the _____ day of _____, 2011, at _____ o'clock in the _____.

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:

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school district board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The board of education has received and reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.
2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2011.
3. All resolutions insofar as they conflict with 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 _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2011, the original of which resolution is a part of the Board's minutes, and further certifies that the notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

co

Disapproval of Budget**ISD BUDGET RESOLUTION**

_____, Michigan (the "District")/

A meeting of the board of education of the district was held in the _____ in the District, on the _____ day of _____, 2011, at _____ o'clock in the _____.

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:

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school district board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The board of education has received and reviewed the proposed intermediate school district budget and has determined that it disapproves of certain portions of the proposed intermediate school district budget with objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.
2. The superintendent is hereby directed to submit a certified copy of this resolution to the intermediate school board and/or to the intermediate school district superintendent with the specific objections and proposed changes that this board has to the budget no later than June 1, 2011.
3. 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 _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2011, the original of which resolution is a part of the Board's minutes, and further certifies that the notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

CO

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Ann Arbor Public Schools

2555 South State Street
Ann Arbor, MI 48104

Board of Education

Phone: (734) 994-2232
Fax: (734) 994-2414

MEMORANDUM

TO: Board of Education Trustees

FROM: Glenn Nelson, Chair-Performance Committee

DATE: May 6, 2011

SUBJECT: Policy Updates

The Performance Committee reviewed the attached policies at its May 3, 2011 meeting and recommend them for first briefing at the May 11, 2011 board meeting. There are minor revisions in the regulations for Policies 6000-Core Curriculum, 6140-Homework, 6190-Controversial Issues, and 6500-Non-K12 Education, which were expiring as part of our sunset provisions. Policy 7350-Volunteers was requested for review to clarify that background checks be required of volunteers if they will be alone with students as part of the district-approved activity. Background checks are not required for those volunteers supervised by AAPS staff.

Core Curriculum		Policy 6000
Created: June 18, 2003	Last Reviewed: May 3, 2011	Next Review: July 1, 2012
Adopted: June 30, 2008	Revised:	Expires: June 30, 2013

The district shall provide a core K-12 curriculum consistent with the recommended model core academic curriculum content standards of the State Board of Education. The Superintendent and instructional staff shall work diligently to ensure that all students achieve the state core learning objectives at each stage of schooling.

The district shall additionally provide as district core curriculum basic instruction in the fine and performing arts.

The district shall provide advanced opportunities for students in all content areas of the district core curriculum.

NO CHANGES RECOMMENDED IN POLICY. SEE REGULATION FOR CHANGES.

<i>Administrative Regulation</i>				
Core Curriculum				6000.R.01
<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
7/1/2005	7/1/2005	1/18/2011 5/3/2011	1/18/2011 5/3/2011	Instruction

1 Purpose

1.1 To provide a core K-12 curriculum consistent with the recommended model core academic curriculum content stands of the State of Michigan Board of Education

1.2 To provide equity of access for all students to high-quality instruction aligned with federal and State of Michigan standards and appropriate to the needs of the learner

2 Organizational Units Affected

2.1 All staff

3 Definitions

3.1 Extended opportunities: the curriculum will be adapted to learners according to their instructional needs

4 Background Information

4.1 The Superintendent and instructional staff shall ensure that all students achieve the State of Michigan core learning objectives at each stage of schooling.

4.2 The district shall, as part of the district core curriculum, provide basic instruction in the fine and performing arts.

4.3 The district shall provide extended opportunities for students in all content areas of the district core curriculum.

4.4 Reference: State of Michigan and federal Curriculum and Instruction Standards; student achievement data; district graduation requirements; professional development standards; relevant academic research

5 Procedures

5.1 Instructional Services shall ensure consistent implementation of the core curriculum.

5.1.1 Teachers shall be given adequate opportunities to become familiar with the curriculum through professional growth and development activities.

5.1.2 Principals shall be knowledgeable about the curriculum through professional growth and development activities.

5.1.3 Principals shall monitor new **ALL** teachers for curriculum implementation.

6 Work Instructions, Templates, & Samples

6.1 Benchmarks and examples of student work

6.2 Pacing guides

6.3 Rubrics of implementation levels

6.4 State of Michigan Standards and Benchmarks

6.5 Comprehensive information is available on the State of Michigan web site:
<http://www.michigan.gov/mde>

7 Training & Feedback

7.1 Instructional Services shall monitor the implementation of the curriculum through:

7.1.1 scheduled walk-throughs of classes

7.1.2 evaluation of student work

7.1.3 opportunities for continuous professional development

<i>Administrative Regulation</i>				
Core Curriculum				6000.R.01
<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
7/1/2005	7/1/2005	1/18/2011 5/3/2011	1/18/2011 5/3/2011	Instruction

8 Implementation, Compliance & Assessment

8.1 Instructional Services shall conduct monitoring of curriculum implementation at the district level.

8.2 Instructional Services shall collect assessment data and examples of student work to monitor and evaluate effectiveness of curriculum implementation.

Homework		Policy 6140
Created: October 11, 2006	Last Reviewed: May 3, 2011	Next Review: July 1, 2011
Adopted: June 30, 2010	Revised: May 6, 2010	Expires: June 30, 2012

Homework is one of the activities that reinforces learning and stimulates independence, responsibility and educational achievement.

Appropriate homework assignments can provide practice to strengthen skills that already have been taught in class and to enhance learning. Homework should not be a substitute for classroom instruction, nor used for disciplinary purposes. Teachers shall differentiate homework assignments to meet the individual needs of students. Teachers should take into consideration students' access to educational and technological resources¹ when making and grading homework assignments.

The Superintendent will ensure that responsible staff assign homework in accordance with this policy.

1 Ref. Policy 6130 Equity in Achievement and Access

NO CHANGES RECOMMENDED. SEE REGULATIONS FOR CHANGES.

*Administrative Regulation***Homework (K-5)**

6140.R.01

<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
3/31/2010	3/31/2010	5/3/2011	5/3/2011	Office of Elementary Education

1 Purpose

1.1 To provide guidelines for implementation of the district homework policy by elementary schools.

2 Organizational Units Affected

- 2.1 Principals
- 2.2 Teachers
- 2.3 Parents
- 2.4 Students

3 Definitions

3.1 Homework: the expectation that students will use time outside the classroom in assigned activities to practice, reinforce, or apply newly-acquired skills and knowledge and to learn necessary skills of independent study.

4 Background Information

4.1 Homework can provide additional practice, increasing the amount of time students are actively engaged in learning and extending time on task.

4.2 Homework can be useful to teachers for monitoring student progress and diagnosing student learning problems.

4.3 Homework can be an effective way to increase student personal responsibility and individual accountability.

4.4 Homework can lead to increased communication between parents and the schools and encourage parent awareness of student learning.

4.5 Homework can contribute to understanding by students and parents that the school holds high expectations for students.

4.6 Homework can make learning more relevant when connected to "real life" experiences and student's background experience.

5 Procedures

5.1 Instructional Services shall ensure consistent implementation of the homework policy.

5.2 Principals shall develop building-level homework policies that include time guidelines for all grades and reflect the flexibility necessary to meet student needs.

5.2.1 Principals shall communicate building-level homework policies to parents each year.

5.2.2 Principals shall monitor implementation of building-level homework policies to ensure that the purpose, time guidelines, nature of assignments and expectations for students and parents regarding homework are consistent with AAPS and building-level policies.

5.2.3 Principals shall ensure that building policies provide options for support during the school day to complete homework assignments.

5.2.4 Principals shall ensure that building policies include support for students with special needs, including use of assistive technology, translation for second language learners, and access to computers and technology required for homework completion.

5.3 Teachers shall provide homework in accordance with building-level policy and guidelines

5.3.1 Teachers shall clearly communicate homework assignments, purposes, directions, and options to students and families.

5.3.2 Teachers shall monitor and provide feedback to students on completed homework.

5.3.3 Teachers shall ensure that homework accommodations are made to meet individual student needs and circumstances.

<i>Administrative Regulation</i>				
Homework (K-5)				6140.R.01
<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
3/31/2010	3/31/2010	5/3/2011	5/3/2011	Office of Elementary Education

5.4 All building-level homework policies shall contain the following elements:

5.4.1 Time - daily guidelines listed are not meant to be minimum or maximum quotas.

Times are in addition to the expectation that all elementary students will read or be read to at home each day.

5.4.1.1 Kindergarten - occasional, at the discretion of the teacher and consistent with readiness of students.

5.4.1.2 First grade - 10 minutes, 1-3 days per week

5.4.1.3 Second grade - 20 minutes, 2-4 days per week

5.4.1.4 Third grade - 30 minutes, 3-4 days per week

5.4.1.5 Fourth grade - 40 minutes, 3-5 days per week

5.4.1.6 Fifth grade - 50 minutes, 4-5 days per week

5.4.2 Purpose:

5.4.2.1 Homework must be clearly linked to classroom instruction and is assigned only to practice skills previously presented in the classroom.

5.4.2.2 Homework must be developmentally appropriate.

5.4.3 Nature of homework assignments:

The type of homework will vary by age and readiness of student. Following are examples of the range of homework that may be assigned at various grade levels:

5.4.3.1 Skills practice and reinforcement, vocabulary development, memorizing math facts, problem solving, reading comprehension activities.

5.4.3.2 Completion of unfinished class work.

5.4.3.3 Collecting items/data, background reading, gathering information from family discussions or activities, application of learned concepts

5.4.3.4 Research papers, science fair projects, student initiatives, curricular extension activities.

5.4.3.5 Writing, editing, revising

5.4.3.6 Service learning

5.4.4 should reflect the following as a minimum:

5.4.4.1 Teachers shall ensure that homework is only assigned as practice or reinforcement of skills/concepts following classroom instruction.

5.4.4.2 Teachers shall not require students to complete assignments or projects using materials or resources that cannot be supplied by the school.

5.4.4.3 Teachers shall differentiate the quantity and content of homework to reflect individual students' needs and interests.

5.4.4.4 Students should seek assistance from teachers to be sure homework assignments are understood.

5.4.4.5 Students should complete all assigned homework within the time expected.

5.4.4.6 Students should put forth best efforts and be neat, accurate, and thorough in completing homework.

5.4.4.7 Families should provide an appropriate time and location for students to complete homework.

5.4.4.8 Families should assist children as needed and monitor that homework is completed.

5.4.4.9 Families should communicate with the classroom teacher if children are having difficulty or working longer than the expected time on homework assignments.

6 Work Instructions, Templates, & Samples

6.1 Close-up #1 Homework, School Improvement Research Series, published by the Northwest Regional Educational Laboratory, authored by Jocelyn A. Butler, provides a summary of research, suggests

*Administrative Regulation***Homework (K-5)**

6140.R.01

<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
3/31/2010	3/31/2010	5/3/2011	5/3/2011	Office of Elementary Education

actions for effectiveness, examples of district policies, references studies and reports.

6.2 Increasing Student Engagement and Motivation: From Time-on-Task to Homework, Brewster, C. and J. Fager. Northwestern Regional Educational Laboratory, 2000.

7 Training & Feedback

7.1 Instructional Services shall monitor the implementation of homework practices through:

7.1.1 Periodic review of building policies

7.1.2 Feedback from families on district customer service surveys.

8 Implementation, Compliance & Assessment

8.1 Instructional Services shall ensure that each building principal develops a homework policy consistent with BOE policy and guidelines, and communicates it to families appropriately each year.

*Administrative Regulation***Homework - Middle Schools**

6140.R.02

<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
3/31/2010	3/31/2010	5/3/2011		Office of Secondary Education

1 Purpose

- 1.1 To provide guidelines for implementation of the district homework policy by middle schools.

2 Organizational Units Affected

- 2.1 Principals
2.2 Teachers
2.3 Parents
2.4 Students

3 Definitions

- 3.1 Any assignment for study or preparation to be completed outside of class, specifically at home. Homework contributes toward building responsibility, self-discipline, and lifelong learning habits.

4 Background Information

- 4.1 As with all schools, but specifically with homework, the interaction among the teacher-student-parent is essential for successful completion of tasks. Yet, the final responsibility for completing the homework rests with the students.
- 4.2 Homework assignments include:
- 4.2.1 Practice exercises to follow classroom instruction
 - 4.2.2 Preview assignments to prepare for subsequent lessons
 - 4.2.3 Extension assignment to transfer new skills or concepts to new situation
 - 4.2.4 Creative activities to integrate many skills toward the production of a product.

5 Procedures

- 5.1 Guidelines for Teachers:
- 5.1.1 Assignment(s) have a purpose:
 - 5.1.1.1 To reinforce concepts introduced in class,
 - 5.1.1.2 To establish study habits,
 - 5.1.1.3 To participate in research activities,
 - 5.1.1.4 To enrich the instructional topic,
 - 5.1.1.5 To supplement and complement daily classroom activity,
 - 5.1.1.6 To help students to become more self-reliant.
 - 5.1.2 Time is provided in class to clarify the homework assignment
 - 5.1.3 Credit is given for homework and is part of the nine (9) week grade and general should count from 10% - 30% of the grade.
 - 5.1.4 Long-term assignments have established checkpoints.
 - 5.1.5 Generally, total homework should be approximately equal to 10 minutes times their grade level on a weeknight - 6th grade should expect about 60 minutes total time to complete homework, while 8th grade should expect about 80 minutes, assuming the individual has completed daily assignments to date.
 - 5.1.6 Homework assignments and expectations recognize individual student differences, abilities, achievement levels and needs.
 - 5.1.7 Homework is not restricted to written assignments. Students should study and/or review notes and text daily.
- 5.2 Guidelines for Parents:
- 5.2.1 Set a regular, uninterrupted study time each day
 - 5.2.2 Establish a quiet, well-lit study area
 - 5.2.3 Monitor student's organization and daily list of assignments

<i>Administrative Regulation</i>				
Homework - Middle Schools				6140.R.02
<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
3/31/2010	3/31/2010	5/3/2011		Office of Secondary Education

- 5.2.4 Facilitate homework completion rather than help with homework content.
- 5.2.5 Be supportive when the student gets frustrated with difficult assignments.
- 5.2.6 Contact teacher to stay well-informed about the student's learning process.
- 5.3 Guidelines for Students:
 - 5.3.1 Write down assignments
 - 5.3.2 Be sure all assignments are clear; don't be afraid to ask questions if necessary
 - 5.3.3 Set aside a regular time for studying.
 - 5.3.4 Find a quiet, well-lit study area
 - 5.3.5 Work on homework independently whenever possible so that it reflects student's ability.
 - 5.3.6 Produce quality work.
 - 5.3.7 Make sure assignments are done according to the given instructions and completed on time.

6 Work Instructions, Templates, & Samples

7 Training & Feedback

8 Implementation, Compliance & Assessment

Controversial Issues		Policy 6190
Created: June 18, 2003	Last Reviewed: May 3, 2011	Next Review: July 1, 2011
Adopted: June 30, 2008	Revised:	Expires: June 30, 2012

The Superintendent and instructional leadership shall ensure that the use of any controversial topics or materials in the instructional program is:

- * Age-appropriate;
- * Contributes substantively to student understanding in a manner that could not be achieved using other topics;
- * Approached with adequate planning and preparation;
- * Presented in an appropriately balanced and objective manner; and
- * Respectful of students and community members of different viewpoints.

**NO CHANGES RECOMMENDED. SEE REGULATION FOR CHANGES.
COMMITTEE REVIEWING FOR POTENTIAL REVISIONS.**

*Administrative Regulation***Controversial Issues**

6190.R.01

<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
7/1/2005	7/1/2005	1/11/2011 5/3/2011	1/11/2011 5/3/2011	Instruction

1 Purpose

1.1 To provide guidance for the use of controversial topics or materials in the instructional program

2 Organizational Units Affected

- 2.1 Board of Education
- 2.2 Central administrative staff
- 2.3 Instructional Services
- 2.4 Principals
- 2.5 Students
- 2.6 Teachers

3 Definitions

3.1 Reproductive Health Committee: comprised of representatives from Ann Arbor Public Schools staff, parents and the community

4 Background Information

4.1 It is expected that as controversial issues arise in the instructional program, they will be presented in a spirit of open-minded inquiry.

4.1.1 Teachers have an obligation to preserve an attitude of impartiality coupled with intellectual honesty.

4.2 Cross Reference: Board of Education Policy 6000 Core Curriculum; Board of Education Policy 6100 and Regulation 6100.R.01 Curriculum Development

4.3 Library Bill of Rights

4.4 Sex Education is governed by Michigan Public Acts 165 and 166; Current Revised School Code (PA 451 of 1976); and State School Aid Act (PA 94 of 1979), Provisions Regarding the Teaching of HIV/AIDS, Sex Education, Health Education, and Physical Education in Michigan Schools

5 Procedures

5.1 Principals will work with the instructional staff to monitor plans and materials used in the teaching of controversial topics using the five criteria listed in BOE Policy 6190.

5.1.1 age-appropriate

5.1.2 contributes substantively to student understanding in a manner that could not be achieved using other topics

5.1.3 approached with adequate planning and preparation

5.1.4 presented in an appropriately balanced and objective manner

5.1.5 respectful of students and community members of different viewpoints

5.2 Principals will consult with Instructional Services to seek clarification as questions arise.

5.3 Instructional Services will facilitate schools' efforts to inform parents/guardians when the instructional program uses controversial topics or materials.

5.3.1 If possible, parents/guardians will have the option of reviewing materials prior to instruction.

5.4 Information on new curriculum materials adopted by the district or purchased by the building shall be available for public review.

5.4.1 New subject/course materials will be available for parent review during Curriculum Night/Capsule Night programs.

5.4.2 Parents/guardians will be able to review all materials their students use in the instructional program.

Administrative Regulation

Controversial Issues

6190.R.01

<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
7/1/2005	7/1/2005	1/11/2011 5/3/2011	1/11/2011 5/3/2011	Instruction

5.5 School libraries will maintain a list of new books and materials selected for their collections.

5.5.1 Library media specialists will use the selection criteria and objectives as outlined in *Guidelines for Curriculum Materials Centers* by the American Library Association.

5.5.1.1 The Board of Education is legally responsible for the selection of library materials.

5.5.1.2 Final authority for the selection of specific library materials is delegated to the principal of the local school.

5.5.2 Parents/guardians and other stakeholders can submit the *Citizen Request for Reevaluation of Materials* form if they wish to express concern about specific materials used in the library or classroom instructional program.

5.6 Any teacher who discusses sex education must be trained by the Public Health Department and follow all codes outlined in this regulation and other pertinent regulations.

5.6.1 Content to be included in Sex Education curriculum must be approved by the Reproductive Health Committee.

6 Work Instructions, Templates, & Samples

6.1 Guidelines for Curriculum Materials Centers
(<http://www.ala.org/ala/acrl/acrlstandards/guidelinescurriculum.htm>)

6.2 Library Bill of Rights
(<http://www.ala.org/ala/oif/statementspols/statementsif/librarybillrights.htm>)

6.3 Citizen Request for Reevaluation of Materials (Form 6190.R.01A)

6.4 Samples of letters to inform parents/guardians about new materials and/or controversial materials and topics

6.5 Surveys to seek feedback from school community when controversial topics or materials are used in the instructional program

6.6 Comprehensive information is available at the State of Michigan web site:
www.michigan.gov/mde

7 Training & Feedback

7.1 Instructional Services will provide training for principals, curriculum leaders, department chairs, and teaching staff regarding the use of controversial topics or materials in the instructional program.

7.1.1 The appropriate building administrator will review the five criteria with staff in the fall of each year.

7.2 Schools will provide opportunities for feedback from staff, students, parents/guardians, and interested stakeholders when new materials are adopted by the district or purchased at the building level.

7.2.1 Principals are responsible for reviewing and following up any concerns expressed by members of the school community.

8 Implementation, Compliance & Assessment

8.1 Instructional Services and building principals will monitor the application of the five criteria, and the effectiveness of communication with parents/guardians when teachers use controversial topics or materials in the instructional program.

8.1.1 All staff members are responsible for communicating in writing with their supervisors and parents/guardians at least two weeks in advance when controversial topics or materials are used in the instructional program.

8.1.2 Principals and instructional staff will review and respond to concerns expressed by students and their parents/guardians.

8.1.2.1 If the issue is not resolved, the complainant may use *Procedures for the Reconsideration of Instructional Materials*. (Revised May 2001)

<i>Administrative Regulation</i>				
Controversial Issues				6190.R.01
<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
7/1/2005	7/1/2005	1/11/2011 5/3/2011	1/11/2011 5/3/2011	Instruction

8.2 All teachers and curriculum for sex education must follow the guidelines as presented in the Michigan Public Acts 165 and 166 and the Current Revised School Code (PA 451 of 1976) and State School Aid Act (PA 94 of 1979), Provisions Regarding the Teaching of HIV/AIDS, Sex Education, Health Education, and Physical Education in Michigan Schools.

Citizen Request for Reevaluation of Materials

Initiated by: _____
 PLEASE PRINT (Last) (First)

Telephone: () _____ Address: _____
 (Street) (Apt#)

 (City) (State) (Zip)

REPRESENTING:

Self: _____ Organization or Group: _____
 (Name)

School _____ Date of Request _____

MATERIAL QUESTIONED:

BOOK: Author _____ Title _____
 Copyright Date _____

INSTRUCTIONAL MATERIAL: Kind of material _____
 (DVD, VIDEO, CD)

Title _____ Date of Publication _____

Please respond to the following questions. If sufficient space is not provided, please use an additional sheet of paper.

1. Have you seen or read this material in its entirety?

2. To what do you object? Please site specific passages, pages, timing number, etc.

3. What do you believe is the main idea of this material?

4. What do you feel might result from the use of this material?

5. What reviews of this material have you read? Please attach a copy of them.

6. For what other age group might this be suitable?

7. What action do you suggest the school district take on this material?

8. In its place, what material do you recommend that would provide adequate information on the subject?

(Signature)

(Date)

Non-K12 Education**Policy 6500**

Created: June 18, 2003
 Adopted: June 30, 2008

Last Reviewed: May 3, 2011
 Revised:

Next Review: July 1, 2012
 Expires: June 30, 2013

The Superintendent shall provide pre-school opportunities for students judged to be most at risk of subsequent academic difficulty. The Superintendent may provide pre-school opportunities to other students with an established fee system or outside funding.

The Superintendent shall provide adult language acquisition curriculum designed for non-English speaking parents or guardians of Ann Arbor Public School students, using outside funding or a fee system based on ability to pay.

The Superintendent may provide other adult education programs with an established fee system or outside funding.

NO CHANGES RECOMMENDED. SEE REGULATIONS FOR CHANGES.

*Administrative Regulation***Non-K12 Education**

6500.R.01

<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
7/1/2005	7/1/2005	5/3/2011	5/3/2011	Instruction

1 Purpose

1.1 To provide guidelines for establishing pre-school opportunities for students judged to be most at-risk

1.2 To provide guidelines for establishing pre-school opportunities to other students and provide other adult education programs using an established fee system or outside funding

1.3 To provide guidelines for establishing an adult language acquisition curriculum for the district's non-English speaking parents/guardians using an established fee system or outside funding

2 Organizational Units Affected

2.1 Central Administrative staff

2.2 GED Program

2.3 Instructional Services

2.4 Pre-School and Adult Education principals, staff

2.5 Grant Department / Finance Department

3 Definitions

3.1 GED: General Development

3.2 GED Test Instruction: instruction designed to prepare student to pass the General Development test of high school equivalency. There are five parts:

3.2.1 literature

3.2.2 mathematics

3.2.3 social studies

3.2.4 science

3.2.5 writing

3.3 IDEA: Individuals with Disabilities Education Act

4 Background Information

4.1 For Pre-School: The Michigan Department of Education Four Year Old School Readiness Program Implementation Manual (**Great Start Readiness Program-GSRP**), Head Start Performance Standards; Revised Michigan Rules and Regulations for Special Education; and IDEA (see 6.6)

4.2 For Adult Education: The Michigan Department of Career Development maintains guidelines for Adult Education. (see 6.6)

5 Procedures

5.1 All non-K-12 programs must comply with State of Michigan and federal requirements.

5.1.1 The administrator for Preschool and Adult Education shall coordinate and oversee the identification of students, program/staffing compliance, and assessment.

5.1.2 The administrator for Preschool and Adult Education shall identify funding sources for non-K-12 programs.

5.2 The administrator for Preschool and Adult Education shall provide program information to the public in a variety of ways, including, but not limited to, newspapers, district web site, cable television, and direct mail.

6 Work Instructions, Templates, & Samples

6.1 Application Forms/packets

6.2 Informational brochures (pre-school)

6.3 Preschool registration materials, questionnaires, surveys, interview templates

6.4 Testing/Screening Protocol

<i>Administrative Regulation</i>				
Non-K12 Education				6500.R.01
<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
7/1/2005	7/1/2005	5/3/2011	5/3/2011	Instruction

6.5 Comprehensive information is available on the State of Michigan web site:

<http://www.michigan.gov/mde>

6.6 Comprehensive information is available on the State of Michigan web site:

<http://www.michigan.gov/mdcd>

7 Training & Feedback

7.1 Professional development opportunities shall be provided by the Office of Professional Development and Growth for all staff in non-K-12 programs to meet State and federal requirements.

7.2 Program administrators and staff shall be responsible for seeking feedback from families of pre-school students and from adults who participate in the non-K-12 programs.

8 Implementation, Compliance & Assessment

8.1 Oversight of all non-K-12 programs is the responsibility of the program supervisors and Instructional Services.

8.1.1 Programs must comply with requirements specified by:

8.1.1.1 Michigan Department of Education

8.1.1.2 Michigan Department of Career Development

8.1.1.3 Applicable laws and statutes

8.1.1.4 Federal Government Head Start Regulations

Volunteers**Policy 7350**

Created: June 11, 2003
 Adopted: May 28, 2008

Last Reviewed: May 3, 2011
 Revised:

Next Review: July 1, 2012
 Expires: June 30, 2013

The Superintendent, building administrators and the district volunteer coordinator shall encourage appropriate volunteer work in support of the district's mission and goals.

All volunteers who are expected to have more than incidental contact with children shall undergo a criminal history and reference check prior to serving as a volunteer; the cost to be borne by the district.

The Superintendent, building administrators and the district volunteer coordinator shall ensure that all volunteers have appropriate experience for their volunteer placement, that they receive all necessary training and information, and that they are placed under the direct supervision of a district employee.

School volunteers shall abide by all of the policies and regulations of the district. A volunteer's service may be discontinued at any time at the discretion of the Superintendent, building administrator or the district volunteer coordinator.

NO CHANGES RECOMMENDED. SEE REGULATION FOR CHANGES.

*Administrative Regulation***Volunteers - Background Checks**

7350.R.01

<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
7/1/2005	7/1/2005	5/6/2010 5/3/2011	5/6/2010 5/3/2011	Human Resource/Legal Services

1 Purpose

1.1 To ensure the continued safety of AAPS students by requiring criminal history and unprofessional conduct/reference checks of volunteers (those volunteers with more than incidental contact with students) as required of district employees

2 Organizational Units Affected

- 2.1 Ann Arbor Public School Administration
- 2.2 Human Resource/Legal Services staff
- 2.4 Teachers
- 2.5 Students

3 Definitions

- 3.1 AAPS: Ann Arbor Public Schools
- 3.2 ICHAT: Internet Criminal History Access Tool that allows the search of public records contained in the Michigan Criminal History Record maintained by the Michigan State Police, Criminal Justice Information Center.
- 3.3 HR/Legal Services: Human Resource/Legal Services
- 3.4 Incidental contact: activities directly supervised by staff when volunteering/assisting students (i.e. classroom volunteers, office assistance, school newsletter editor, yearbook coordinator, most PTO officers)
- 3.5 Regular contact: activities involving unsupervised contact with students (i.e. coaches, overnight field trip volunteers, reading tutors, noon hour volunteers, PTO event coordinators - any volunteer who would be alone with a student **as part of the activity at any time** is considered having "regular" contact.)
- 3.7 Unsupervised volunteer: any volunteer, as described in 3.5, who is not under the **direct supervision** on an AAPS employee when working with students
- 3.8 Volunteer: any university or community volunteer or parent who works with students

4 Background Information

4.1 AAPS administration shall perform background checks on volunteers having regular (unsupervised) contact with students, in support of Board of Education policies 4050, 4100, 4500 and 7350.

5 Procedures

- 5.1 AAPS administration shall perform background checks on all potential volunteers having regular (unsupervised) contact with students, in support of Board of Education Policies 4050, 4100 and 4500.
- 5.2 Building and/or departmental administration shall complete a Background Check Authorization form prior to allowing volunteer to begin service.
- 5.3 Volunteers will be sent for background check via Livescan Fingerprinting.
 - 5.3.1 Previous fingerprinting results can be used if scan occurred within 12 months of application.
- 5.4 Once results are received and are favorable, volunteer may begin work with students.

6 Work Instructions, Templates, & Samples

- 6.1 Volunteer Background Check procedures checklist
- 6.2 Volunteer Background Check Authorization Form

7 Training & Feedback

*Administrative Regulation***Volunteers - Background Checks**

7350.R.01

<i>Issue Date</i>	<i>Effective Date</i>	<i>Reviewed</i>	<i>Revised</i>	<i>Approved By</i>
7/1/2005	7/1/2005	5/6/2010 5/3/2011	5/6/2010 5/3/2011	Human Resource/Legal Services

7.1 A Volunteer Background Check procedures checklist will be distributed to all principals and supervisors by Human Resource Services HR/Legal Services.

7.2 Human Resource Services HR/Legal Services will provide training in background check procedures, as needed, to principals and supervisors.

7.3 Volunteers shall be instructed to familiarize themselves with district policies and regulations, as well as building procedures.

8 Implementation, Compliance & Assessment

8.1 HR/Legal Services Office shall maintain a confidential file containing documentation described herein for a period of two years, after which time a new background check will be performed.



Ann Arbor Public Schools

Balas Administration Building
2555 S. State Street
Ann Arbor, MI 48104-6713

Student Intervention & Support Services

Elaine T. Brown, Ph.D.
Assistant Superintendent
Phone: 734.994.2318
Fax: 734.994.1826

MEMORANDUM

To: Robert Allen, Interim Superintendent

From: Elaine Brown, PhD., Assistant Superintendent, SISS

Subject: Second Briefing of Assistive Technology Purchases

Date: May 5, 2011

Attached for second briefing at the May 11 board meeting are recommendations to purchase assistive technology for use with our special education students. The purchases were presented to the board for first briefing on April 20 for a total cost of \$179,127 to be funded through ARRA. The estimated maintenance costs of \$10,000 per year will be allocated as an allowable expense from the district's IDEA grant. Since the April 20th meeting, we have learned that a less costly option for the requested interactive whiteboard is available through Smart Ed Services. After comparing the two products, I recommend the purchase of the SMART Board as it will more adequately meet our needs at a lower cost. Attached is a comparison of the previously requested Promethean Board and SMART Board, along with product quotes.

Therefore, I recommend the following assistive technology purchases for the board's review:

Kurzweil Software & Programs	\$54,678	
Tap-it® Mobility Technology	\$86,180	
SMART Board	<u>\$38,138</u>	(vs. Promethian Board @ \$38,269)
TOTAL PURCHASES	\$178,996	

Please let me know if you have any questions.

MOTION

Moved by _____, supported by _____, to approve the purchase of assistive technology as presented in the supporting documentation in the total amount of \$178,996 to be funded through the ARRA grant. In addition, the board approves an annual maintenance of assistive technology in an amount estimated at \$10,000 per year to be funded through IDEA.

SmartBoard and Promethean Board Comparison

Smart Board	Promethean Board
<ul style="list-style-type: none"> ◦ Students can use the pens that are provided on the pen tray, or they can use their finger as a cursor to write on the board. This is beneficial if tips break off of the pens, or if pens gets misplaced. ◦ Smart Notebook software interfaces with both Tap It and SmartBoard interactive systems. As a result, only Smart Notebook software would need to be supported by the district's ITD. ◦ Professional development for Tap It and SmartBoard can be a collaborative process since both access the same operating software. ◦ Teachers can easily transition between using Tap It and SmartBoard systems using Notebook software. 	<ul style="list-style-type: none"> ◦ Students cannot use a finger to access the board. The pens that are provided must be used. ◦ Promethean uses ActivInspire software, which is different from the Tap It system. ◦ Using the Promethean Board and Tap It in special education classrooms requires training on both ActivInspire software and Smart Board Notebook software. ◦ Additional time would be required to transition teachers from one system to the other.

Proposal Q133252
 Date 04/29/2011
 Master No. 45550
 Page 1 of 1



Ship To:
 Ann Arbor Public School District
 Mr. Jeff Flynn
 2555 S. State St.
 Ann Arbor, MI 48104-6175

National Headquarters:
 1821 E. 40th Street
 Cleveland, OH 44103
 800.251.4077 Main
 216.432.0044 Fax
 orders@teachsmart.org

Thank you for the opportunity to provide you with this proposal, which is valid through 6/30/2011.

Payment terms are NET 10 DAYS

Expert installation is available with your order

Quantity	Item Number	Description	Unit Price	Ext Price
5	SMA SB680I4	SMART Board 680 with UF65 projector Starter Grant #SG-30052277	2,600.00	13,000.00
7	SMA SB680I4	SMART Board 680 with UF65 projector	3,086.00	21,602.00
12	^KIT G (I-SERIES, NA)	Professional Installation - Components & Labor Notice: - The end-user must provide 110V AC power at the projector. - All price quotations for installed components are estimates based upon recognized industry standards for size and layout of an appropriately designed integrated classroom. Prices are contingent upon the results of a physical site-survey of the installation environment which will be completed immediately following an award notification and/or a Purchase Order.	416.00	4,992.00
Pricing and special programs are subject to change. Acceptance of this offer is expressly limited to the terms and conditions incorporated herein by reference and found on our website at http://teachsmart.org . For a hard copy of the terms and conditions, please call 800.251.4077.			Subtotal	39,594.00
			Freight	0.00
			Sales Tax	0.00
			Total	\$39,594.00

The installation rate quoted above is contingent upon a minimum of 9 hours availability to the rooms being installed per day.

Special pricing for this proposal has been approved by Mr. Gregory Peck, President and CEO.



Ann Arbor Public Schools

Student Intervention & Support Services

Balas Administration Building
2555 S. State Street
Ann Arbor, MI 48104-6713

Elaine T. Brown, Ph.D.
Assistant Superintendent
Phone: 734.994.2318
Fax: 734.994.1826

To: Robert Allen, Interim Superintendent

From: Elaine Brown, Ph.D., Assistant Superintendent, SISS & B

Subject: Assistive Technology Purchase-Kurzweil Technology

Date: March 8, 2011

Student Intervention and Support Services is seeking approval to purchase Kurzweil software and programs. This technology will provide access to the general education curriculum for special education students. The software program provides a vast amount of tools to assist students in reading and writing through a web interface. It will also be accessible to students for use in their homes.

Student Intervention and Support Services will purchase one hundred twenty-six (126) licenses. This will include sixteen (16) teacher licenses and one hundred ten (110) student licenses. This is an upgrade of thirty-three (33) licenses, which are currently in use on the district network. All computers in the district have the Kurzweil file on them. There is currently a server that supports the Kurzweil program for the district.

The total cost of this purchase is **\$54,678.00**. Kurzweil was chosen because it is an excellent software program and it is cost effective to upgrade an existing software program that is already supported by the technology that is currently in the district. This company is a sole provider of this product. SISS has no plans to purchase any additional service agreements or upgrades until it becomes necessary which is usually not for four years or more from the original purchase.

March 11, 2011

David Bradburn
Vice President, Sales
Cambium Learning Technologies

RE: Sole Source Status

To Whom It May Concern,

This letter is to confirm that Kurzweil/IntelliTools, Inc., a subsidiary of Cambium Learning, Inc., designed, developed and is the exclusive owner of the Kurzweil and IntelliKeys products.

Kurzweil/IntelliTools, Inc. is the sole-source provider in Michigan of these products to K-12 schools and districts that issue bids, or request proposals or quotations to purchase either product not “bundled” (as defined below).

Certain other organizations are permitted to sell some of our IntelliTools products on a “bundled” basis (in conjunction with other products and services provided by the other organization), or as advertised when unbundled. These organizations are not permitted to respond to bids, quotes, or proposals from K-12 schools and districts.

Your local product Sales Representative Tim Gardner can provide a price quotation for the quantity of product that you are interested in purchasing.

Please contact your local sales representative with any questions.

Sincerely,

Local Sales Representative:

David Bradburn
Vice President, Sales
david.bradburn@cambiumtech.com

Tim Gardner
(440) 708-4303
tim.gardner@cambiumtech.com

STUDENT INTERVENTION AND SUPPORT SERVICES
PURCHASE ORDER REQUEST FORM

Date: 1/21/11

Ship to: Jeff Flynn
2555 South State Street
Ann Arbor, MI 48104

Requested By: Jeff Flynn
Building: Balas
Email Address: flynnj@aaps.k12.mi.us

Vendor: Cambium Learning Technologies
Address: 24 Prime Parkway, 3rd Flr
City, State, Zip: Natick, MA 01760
Telephone/Fax: 800-894-5374 x682/781-276-0649 (fax)

Quantity	Description	Catalog/Item #	Price of Each	Total
80	Kurzweil LearnStation –MAC Version 4	XCJ163387	\$440.00	\$35,200.00

Subtotal \$ \$35,200.00

This form must be completed in full or it will be returned to you.

-Include vendor's complete address.

-Do not abbreviate vendor's names or items being requested.

-Clearly explain your rationale for requesting the items.

*Add 10% shipping and handling unless otherwise noted in catalog.

Shipping & Handling

*(10% of total) \$0.00

Grand Total \$35,200.00

FOR SISS USE: APPROVED

NOT APPROVED

SUPERVISOR'S INITIAL

STUDENT INTERVENTION AND SUPPORT SERVICES
PURCHASE ORDER REQUEST FORM

Date: 1/21/11

Ship to: Jeff Flynn
2555 South State Street
Ann Arbor, MI 48104

Requested By: Jeff Flynn
Building: Balas
Email Address: flynnj@aaps.k12.mi.us

Vendor: Cambium Learning Technologies
Address: 24 Prime Parkway, 3rd Flr
City, State, Zip: Natick, MA 01760
Telephone/Fax: 800-894-5374 x682/781-276-0649 (fax)

Quantity	Description	Catalog/Item #	Price of Each	Total
30	Kurzweil 3000 LearnStation Network MAC Upgrade to v.4	184170	\$66.00	\$1,980.00
2	Kurzweil 3000 Pro B&W Network MAC Upgrade to v.4		\$239.00	\$478.00
1	Kurzweil 3000 Pro Color Network MAC Upgrade to v.4	181155	\$330.00	\$330.00
5	Kurzweil 3000 Pro Color Network MAC New v.4	XCJ163379	\$1,325.00	\$6,625.00

Subtotal \$ \$9,413.00

This form must be completed in full or it will be returned to you.

-Include vendor's complete address.

-Do not abbreviate vendor names or items being requested.

-Clearly explain your rationale for requesting the items.

*Add 10% shipping and handling unless otherwise noted in catalog.

Shipping & Handling
*(10% of total) \$0.00

Grand Total \$9,413

FOR SISS USE: APPROVED	NOT APPROVED	SUPERVISOR'S INITIAL
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STUDENT INTERVENTION AND SUPPORT SERVICES
PURCHASE ORDER REQUEST FORM

Date: 1/21/11

Ship to: Jeff Flynn
2555 South State Street
Ann Arbor, MI 48104

Requested By: Jeff Flynn
Building: Balas
Email Address: flynnj@aaps.k12.mi.us

Vendor: Cambium Learning Technologies
Address: 24 Prime Parkway, 3rd Flr
City, State, Zip: Natick, MA 01760
Telephone/Fax: 800-894-5374 x682/781-276-0649 (fax)

Quantity	Description	Catalog/Item #	Price of Each	Total
1	Kurzweil 3000 Pro Color Web-Enabled MAC New v4.5		\$1,650.00	\$1,650.00
2	Conversion of Pro B & W Network MAC 4.5 to Pro Color 4.5		\$450.00	\$930.00
1	Kurzweil 3000 Windows Version 12 Web-Enabled Installed DVD		\$10.00	\$10.00
5	Professional Color – MAC Version 4.5	XCJ163361	\$1,495.00	\$7,475.00

Subtotal \$ \$10,065.00

This form must be completed in full or it will be returned to you.

-Include vendor's complete address.

-Do not abbreviate vendor names or items being requested.

-Clearly explain your rationale for requesting the items.

*Add 10% shipping and handling unless otherwise noted in catalog.

Shipping & Handling
*(10% of total) \$0.00

Grand Total \$10,065.00

FOR SISS USE: APPROVED

NOT APPROVED

SUPERVISOR'S INITIAL



Ann Arbor Public Schools

Student Intervention & Support Services

Balas Administration Building
2555 S. State Street
Ann Arbor, MI 48104-6713

Elaine T. Brown, Ph.D.
Assistant Superintendent
Phone: 734.994.2318
Fax: 734.994.1826

To: Robert Allen, Interim Superintendent

From: Elaine Brown, Ph.D., Assistant Superintendent, SISS *EB*

Subject: Assistive Technology Purchase -Tap-it Mobility

Date: March 8, 2011

Student Intervention and Support Services is seeking approval to purchase Tap-it Mobility technology. This technology will provide students with unique physical needs, visual impairments, hearing impairments, and developmental delays access to the general education curriculum and information. It will increase the engagement and interaction of these students with the teacher and other students.

Student Intervention and Support Services will purchase ten **(10)** of the Tap-It Mobility products. The total cost for this purchase is **\$86,180.00.**



May 25, 2010

To Whom It May Concern:

Please be advised that Cleveland Corporate Services, Inc. and its education sales division, SmartEd Services (CCS), is the sole source supplier in North America of the product known as TAP-it™.

To the best of CCS's knowledge, no product in the world has the capabilities and the features of the TAP-it™, which is covered by a three-year warranty on parts and labor and includes SMART Notebook™ software.

The unique nature of TAP-it™, including the interactive touch-sensitive technology that gives it the ability to discriminate between an intended touch and an unintended touch, is demonstrated in the brochure attached hereto and incorporated herein by reference as Exhibit A.

Should you have any questions or concerns, please feel free to contact me.

Very truly yours,

A handwritten signature in dark ink, appearing to read "Gregory Peck", is written over a faint, larger version of the same signature.

Gregory Peck
President

1821 E. 40th STREET • CLEVELAND, OHIO 44103
216.432.2400 • 800.251.4077 • FAX 216.432.0044
www.clevelandcorporate.com

Quote Q129456
Date 01/13/2011
Master No. 39575
Page 1 of 1



Ship To:

Ann Arbor Public School District
 Mr. Jeff Flyn
 2555 S. State St.
 Ann Arbor, MI 48104-6175

National Headquarters:
 1821 E. 40th Street
 Cleveland, OH 44103
 800.251.4077 Main
 216.432.0044 Fax
orders@teachsmart.org

Thank you for the opportunity to provide you with this quote, which is valid through 3/31/2011.

Payment terms are NET 10 DAYS

Quantity	Item Number	Description	Unit Price	Ext Price
10	^SES TAP-IT S05-M	<p>TAP-IT Mobility - Touch Accessible Platform for Interactive Technologies - Mobile</p> <p>Special pricing for this proposal has been approved by Mr. Gregory Peck, President and CEO.</p> <p>Standard pricing for this unit is \$8,995.00 + 575.00/ea. for shipping. The price on this quote is contingent upon the purchase of all 10 TAP-it units.</p> <p>Note: If you are in need of a lift gate or inside delivery of this product, you will incur extra freight charges.</p>	8,618.00	86,180.00
			Subtotal	86,180.00
			Freight	0.00
			Sales Tax	0.00
			Total	\$86,180.00

Pricing and special programs are subject to change.

Acceptance of this offer is expressly limited to the terms and conditions incorporated herein by reference and found on our website at <http://teachsmart.org>. For a hard copy of the terms and conditions, please call 800.251.4077.

Special pricing for this proposal has been approved by Mr. Gregory Peck, President and CEO.



Introducing TAP•it, the first ADA compliant interactive learning station designed to provide accessibility to all students. This technology recognizes the difference between an arm resting upon the screen and a finger or assistive device intentionally "tapping" an image. Providing an optimal interface for teaching students with special education needs at their own pace, TAP•it reinforces skills that can be transferred to other computer-based learning applications utilizing the Internet, educational software or communication devices.

Revolutionize learning with TAP•it™ intended touch technology

TAP•it is the first ADA compliant interactive learning station designed to provide accessibility to all students. This technology recognizes the difference between an arm resting upon the screen and a finger or assistive device intentionally "tapping" an image. Providing an optimal interface for teaching students with special education needs at their own pace, TAP•it reinforces skills that can be transferred to other computer-based learning applications utilizing the Internet, educational software or communication devices.

Accessible to students with significant physical or learning disabilities

TAP•it is within reach for students using wheelchairs, walkers or other mobility devices, providing full access to the screen with easy adjustments that adapt to individualized needs. Worries about navigation are eliminated as users can maneuver up to the workstation and have full reach capabilities.

Motorized adjustments provide easy accommodations

Raise the TAP•it screen anywhere to a height of 66" or lower it to within 17" from the floor with the touch of a button. The 42" interactive, touch-sensitive LCD panel can be tilted from 0 - 90 degrees. This flexibility makes TAP•it infinitely more accessible to physically challenged students and their instructors than stationary, wall-mounted boards.

TAP•it has been independently tested for safety and durability

Resistant to dust, grit, grime or other contaminants, the commercial grade NEC® LCD panel is made of shatter-resistant safety glass. Repurposed exclusively for TAP•it, this low-glare screen technology is used by the military and resists marks and scratches. The field-tested platform is counter-balanced, so even if a student leans his full body weight against it, TAP•it will not tip.

Easily move TAP•it where you need it

Mobility is essential for educators who may use TAP•it in multiple environments, from the classroom to therapy settings. Roll TAP•it to the desired location; commercial grade locking casters keep the workstation stable.

800.251.4077 • www.teachsmart.org



Physical Accessibility – Students can operate the screen using a finger, assistive device, or reach stick. Larger icons help them select the correct target to make their choices. The work area is designed to ensure that the majority of students are able to reach the entire surface.

Interactive Large Icons – Students can use the interface to press the large virtual icons. This helps to accommodate their lack of precision and accuracy in directing the mouse pointer.

Adjustable Interface – TAP® works with any software on your computer allowing teachers, students and parents to resize text and graphics, adjust brightness or contrast controls, and enlarge images or change background colors within seconds. The low-glare, matte finish display is shadow-free, providing optimal viewing for low-vision users.

Hearing Impaired – Finger-touch input keeps hands free of pen tools that interfere with signing. Interactive media keeps students engaged. They can read from the board and sign at the same time, increasing opportunities for communication between teachers and students.

Developmental Delays – TAP® offers ongoing visual reinforcement to complement lessons and improve functional capabilities. While their eye movement increases, students with ASD, ADD, etc., can track content with greater ease. The physical interaction and visual stimulus offers an additional sensory channel to help process information.

Applications – Any software, switch or website you currently use works with TAP®. Use Boardmaker®, Starfall® or News2you® for read out loud Speech/Language activities. Occupational therapists can practice cause and effect, eye tracking, and extended reach capabilities with gaming software and websites. Zoomtext® is a favorite among teachers who work with the visually challenged. Every teacher has a preference, and if you use it on your computer, you can use it on TAP®.

Warranty – TAP® is protected by a three-year parts and labor warranty.

SmartEd
SERVICES



National Headquarters
1821 E. 40th St.
Cleveland, OH 44103

Notebook™
collaborative learning software

SMART Notebook™ Software
Included with Every TAP®™

SMART Notebook™ collaborative learning software sets the standard for creating, delivering and managing interactive lessons within a single application. This award-winning software includes a rich set of lesson creation and delivery features and connects you to a full ecosystem of content, tools and support. With SMART Notebook software, all of your education resources are right at your fingertips, making it easy to bring your lesson materials together and teach with interactive content.

Using Learning Tools

Powerful and easy-to-use, SMART Notebook software is at the core of creating and delivering interactive lessons that engage students. This collaborative learning software features an intuitive interface that makes it easy to design lessons that you can use again and again.

SMART Notebook software features a multitude of interactive tools and a comprehensive library of learning resources to help you energize lessons and bring learning to life. When you combine SMART Notebook software with TAP®, lessons become hands-on, interactive experiences.

Use TAP® with the following SMART products:

- SMART Response LE™ interactive assessment system ideal for early education students and learners with special needs
- SMART Slate™ connects wirelessly to TAP® from up to 32' away increasing mobility and accessibility
- SMART™ Document Camera instantly displays real-time images of any static or moving object onto TAP® for your entire class to see

Available TAP® Accessory List

- Laptop computer shelf
- CPU computer shelf
- NEC® speakers
- Tool Factory® Educational Software



TAP®™

ANN ARBOR PUBLIC SCHOOLS
Business Services Division

MEMORANDUM

TO: Robert Allen, Interim Superintendent

FROM: Nancy Hoover, Finance Director/Interim CFO *mh*

DATE: May 6, 2011

SUBJECT: ***Resolution for Hearing Regarding the FY 2011/12 Annual Budget***

Attached is a resolution and notice calling for a public hearing regarding the approval and adoption of the FY 2011/12 budget, General Appropriations Act and proposed property tax millage rate for the Public Schools of the City of Ann Arbor. Pursuant to current legislation, a public hearing shall be held before adoption of a budget. Notice of the public hearing on the proposed budget must be given by publication at least six days before the hearing.

In order to comply with current legislation, I have prepared the following legally required budget timeline for approval of the 2011/12 budget:

- Briefing and Approval on Budget Resolution and notice calling for a Public Hearing May 11, 2011
- Publish notice for a Public Hearing May 19, 2011
(at least 6 days prior to the date of hearing)
- First Briefing and Public Hearing on Proposed Budget May 25, 2011
(Compliance w/Truth in Budgeting Act)
- First Briefing of Millage Resolution May 25, 2011
- Second Briefing and Approval of the General Appropriation Act June 8, 2011
(FY 2011/12 Budget) and Second Briefing and Adoption of Millage Resolution

js

Attachments

NOTICE OF PUBLIC HEARING

PUBLIC SCHOOLS OF THE CITY OF ANN ARBOR
COUNTY OF WASHTENAW, MICHIGAN

ON THE ADOPTION OF THE BUDGET FOR FISCAL YEAR 2011/12

TO ALL INTERESTED PERSONS IN THE PUBLIC SCHOOLS OF THE CITY OF ANN ARBOR:

PLEASE TAKE NOTICE that the Board of Education of the Public Schools of the City of Ann Arbor, County of Washtenaw, Michigan, will hold a public hearing on Wednesday, the 25th day of May, 2011, at 7:00 p.m., at the Ann Arbor Public Library, 343 S. Fifth Ave., Ann Arbor, Michigan, to consider the approval and adoption of the operating budget of the Public Schools of the City of Ann Arbor for the Fiscal Year 2011/12.

Copies of the proposed budget are on file with the Secretary of the Board of Education at the offices of the Public Schools of the City of Ann Arbor, 2555 S. State Street, Ann Arbor, Michigan for inspection during regular business hours. At the public hearing, all citizens, taxpayers, and property owners in the Public Schools of the City of Ann Arbor shall be afforded an opportunity to be heard in regard to the approval of the proposed budget.

The property tax millage rate proposed to be levied to support the proposed budget will be the subject of this hearing.

This notice is given by order of the Board of Education of the Public Schools of the City of Ann Arbor, County of Washtenaw, Michigan.

Secretary, Board of Education
Public Schools of the City of Ann Arbor
County of Washtenaw, Michigan

BOARD OF EDUCATION OF THE
PUBLIC SCHOOLS OF THE CITY OF ANN ARBOR
RESOLUTION FOR FY 2011/12

RESOLUTION CALLING FOR PUBLIC HEARING REGARDING
ANNUAL BUDGET OF THE PUBLIC SCHOOLS OF THE CITY OF ANN ARBOR

Minutes of a regular Meeting of the Board of Education of the Public Schools of the City of Ann Arbor, County of Washtenaw, Michigan (the "School District"), held in the Ann Arbor District Library, 343 S. Fifth Ave., Ann Arbor on the 25th day of May, 2011 at 7:00 p.m., prevailing Eastern Time.

PRESENT: Trustee _____

ABSENT: Trustee _____

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

WHEREAS, it is necessary of the Board of Education of the School District to adopt a budget for fiscal year 2011/12 to support the School District's millage levy; and

WHEREAS, pursuant to Act 2, Public Acts of 1968, as amended, before adoption of a budget, a public hearing shall be held as required by Act No. 43 of the Public Acts of the Second Extra Session of 1963, as amended ("Act 43"); and

WHEREAS, pursuant to Act 43, notice of public hearing on the proposed budget of the School District must be given by publication in a newspaper of general circulation in the School District at least 6 days prior to the date of such hearing; and

WHEREAS, notice of such hearing must include the time and place of such hearing and must state the place where a copy of the budget is available for inspection;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. A public hearing on the proposed budget for fiscal year 2011/12 shall be held on Wednesday, May 25, 2011 at 7:00 o'clock p.m. at the Board of Education Meeting of the School District, at which time and place all persons who desire to be heard shall be given opportunity to speak on the proposed budget and the property tax millage rate proposed to be levied to support the proposed budget.

2. Notice of the hearing shall be published in the Ann Arbor.com, a newspaper of general circulation in the School District at least once, not less than six (6) days prior to the hearing. The notice shall be published as a display advertisement prominent in size.

3. The notice of hearing shall be in substantially the form attached to this resolution and shall include the following statement in 11-point bold type: **“The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.”**

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

AYES: Trustee: _____

NAYS: Trustee: _____

RESOLUTION DECLARED ADOPTED.

Secretary, Board of Education
Public Schools of the City of Ann Arbor
County of Washtenaw, Michigan

2010/11 AGENDA PLANNER

May 10, 2011	Performance Committee – Balas Supt. Conf Rm., 10:15 AM
May 11, 2011	REGULAR MEETING – DOWNTOWN LIBRARY, 7:00 PM
May 25, 2011	<p>REGULAR MEETING – DOWNTOWN LIBRARY, 7:00 PM</p> <p>Student Performance – Skyline Blues Choir – CieChanski</p> <p>CELEBRATION OF EXCELLENCE AWARDS</p> <p>Information:</p> <p>First Briefing:</p> <p>2011/12 Budget</p> <p>3rd Quarter Financials</p> <p>Strategic Plan Update</p> <p>PUBLIC HEARING OF THE 2011/12 BUDGET</p> <p>Second Briefing:</p> <p>WISD Budget</p> <p>Bid Awards</p> <p>NWEA Assessment</p> <p>Policy Updates</p> <p>Board Action:</p>
May 31, 2011 (Tuesday)	Community High School Graduation, 7PM – Hill Auditorium
June 1, 2011 (Wednesday)	Huron High School Graduation, 6:00 PM – EMU Convocation Center
June 2, 2011 (Thursday)	Planning Committee, 9:00 am-Balas Supt Conf Rm
June 2, 2011 (Thursday)	Pioneer High School Graduation, Time TBD – EMU Convocation Center
June 6, 2011 (Monday)	Stone High School Graduation, 7:00 PM – WCC
June 7, 2011 (Tuesday)	Performance Committee, 9:00 am-Balas Supt. Conf Rm

2010/11 AGENDA PLANNER

June 8, 2011	REGULAR MEETING – DOWNTOWN LIBRARY, 7:00 PM Student Performance: Logan Elementary Choir – Misty Noble Information: First Briefing: Second Briefing: 2011/12 Budget Strategic Plan Update Board Action: Policy Update
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June 15, 2011	STUDY SESSION – Student Achievement, 5:30 PM - Balas
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June 29, 2011	REGULAR MEETING – DOWNTOWN LIBRARY, 7:00 PM Information: First Briefing: Second Briefing: Board Action: Policy Update
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July 13, 2011	REGULAR MEETING – DOWNTOWN LIBRARY, 7:00 PM Information: First Briefing: 4 th Quarter Financials Second Briefing: Board Action:
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2010/11 AGENDA PLANNER

August 10, 2011**REGULAR MEETING – DOWNTOWN LIBRARY, 7:00 PM****Information:****First Briefing:****Second Briefing:****Board Action:**

August 24, 2011**REGULAR MEETING – DOWNTOWN LIBRARY, 7:00 PM****Information:****First Briefing:****Second Briefing:****Board Action:**

2011

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2010

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July

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August

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September

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