# MILAN AREA SCHOOLS BOARD OF EDUCATION REGULAR MEETING WEDNESDAY, July 9, 2025 AGENDA

# I. Call to Order

# **II. Pledge of Allegiance**

## III. Communications / Community Engagement

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public meeting. There are two times for public participation during the meeting as indicated in the agenda. When addressing the Board, you will be asked to state your name. The Board determines the amount of time granted to individuals or groups to speak. Each person shall be allowed to speak for up to 3 minutes. Board members may question speakers, but are not obligated to answer questions or make statements or commitments in response to issues raised by the public. In general, such items will be referred to the superintendent for advisement, investigation, study, and/or recommendation or designated as future agenda items for Board consideration.

A. Public Comments

# **IV. Routine Matters for Approval**

- A. Minutes of the Regular Meeting of June 25, 2025
- B. Minutes of the Regular Meeting Closed Session of June 25, 2025
- C. Bills/Reimbursement of Expenses

## V. Board Organization

- A. Deposit and Banking Resolutions
- B. Delegation of Posting Responsibilities
- C. Appointment of Legal Counsel
- D. Appointment of MASB Delegates

# VI. Milan Area Schools Strategic Plan Business

- A. Finance / Operations
  - 1. School Loan Revolving Fund Annual Loan Activity Application Attachment A
  - 2. Technology Purchase of UPS Devices Attachment B
  - 3. Purchase of Milan Middle School Walk-In Cooler Attachment C
- B. Learning Environment / Culture
  - 1. Public Hearing on Policy 5207 Anti-Bullying Attachment D
  - 2. Thrun Policy Adoption Attachment E
- C. Personnel / Leadership
  - 1. Milan Middle School Principal Appointment
- D. Communications / Community Engagement
  - 1. Public Comments
  - 2. Assistant Superintendent Comments
  - 3. Superintendent Comments
  - 4. Board Member Comments
- VII. Other Old/New Business
  - A. Personnel Matters
    - 1. Closed Session Superintendent's Evaluation

# VIII. Adjournment

# MILAN AREA SCHOOLS BOARD OF EDUCATION REGULAR MEETING WEDNESDAY, July 9, 2025 RESOLUTIONS

## I. Call to Order

The regular meeting of the Milan Area Schools Board of Education was called to order in the District Office Boardroom located at 100 Big Red Drive, Milan MI, 48160, by President Cislo at \_\_\_\_\_\_ p.m. on July 9, 2025.

Board Members Present: Board Members Absent: Staff Present: Guests Present:

## **II. Pledge of Allegiance**

## III. Communications / Community Engagement

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public meeting. There are two times for public participation during the meeting as indicated in the agenda. When addressing the Board, you will be asked to state your name. The Board determines the amount of time granted to individuals or groups to speak. Each person shall be allowed to speak for up to 3 minutes. Board members may question speakers, but are not obligated to answer questions or make statements or commitments in response to issues raised by the public. In general, such items will be referred to the superintendent for advisement, investigation, study, and/or recommendation or designated as future agenda items for Board consideration.

A. Public Comments

## **IV. Routine Matters for Approval**

A. Minutes of the Regular Meeting of June 25, 2025

Motion by \_\_\_\_\_\_\_\_ supported by \_\_\_\_\_\_\_ to approve the minutes of the regular meeting of June 25, 2025.

Prior Cislo Burdette Faro Gutierrez Heikka Meray Carried

B. Minutes of the Regular Meeting Closed Session of June 25, 2025

Motion by \_\_\_\_\_\_\_ supported by \_\_\_\_\_\_\_ to approve the minutes of the regular meeting closed session of June 25, 2025.

Cislo Burdette Faro Gutierrez Heikka Meray Prior Carried

C. Bills/Reimbursement of Expenses

Burdette \_\_\_\_ Faro \_\_\_ Gutierrez \_\_\_ Heikka \_\_\_ Meray \_\_\_ Prior \_\_\_ Cislo \_\_\_\_ Carried \_\_\_\_

# **V. Board Organization**

- A. Deposit and Banking Resolutions
- **B.** Delegation of Posting Responsibilities
- C. Appointment of Legal Counsel
- D. Appointment of MASB Delegates

| Motion by | y supported by   | to adopt the following resolutions:                     |
|-----------|--|---|
| A         | . To name JP Morgan Chase/Chase Bank, Fift               | h Third Bank, US Bank, Michigan School District Liquid  |
|           | Asset Fund, Bank of NY Mellon, First Merc                | hants Bank, and MBIA Michigan Class as depositories     |
|           | for General Fund, Payroll, Debt Retirement,              | Trust and Agency, Food Service, Athletic, and Internal  |
|           | Accounts for district moneys for the 2025-20             | 026 fiscal year and that the following staff members'   |
|           | signatures be attached to the respective according       | unts as listed:   |
|           | • General Fund, Payroll & Invoice, Debt                  | Retirement, Food Service, Trust and Agency, Athletics - |
|           | Superintendent, Assistant Superintende                   | ent, and Finance Director                               |
|           | • Milan High School – Superintendent, A                  | Assistant Superintendent, and Finance Director          |
|           | <ul> <li>Milan Middle School – Superintendent</li> </ul> | , Assistant Superintendent, and Finance Director        |
|           | • Symons Elementary School – Superint                    | endent, Assistant Superintendent, and Finance Director  |
|           |  |   |

• Paddock Elementary School – Superintendent, Assistant Superintendent, and Finance Director Be it further moved that the superintendent or designee is authorized to transfer funds from savings to checking and checking to savings and is authorized to buy time savings certificates and invest district monies in accordance with state and/or federal law and Board Policy.

- B. To designate the Superintendent or designee to post notices of meetings.
- C. That the law firm of Thrun Law Firm, P.C., be retained as the district's legal counsel for the 2025-2026 fiscal year. Further moved that the Superintendent is authorized to extend the retainer relationship with Thrun Law Firm, P.C. for one year upon its anniversary date. Further moved that other legal counsel may be retained for specific purposes, as needed.

# D. To approve the appointments listed below:

• Voting Delegates to MASB

\_\_\_\_\_, \_\_\_\_\_. Alternate voting Delegates to MASB \_\_\_\_\_\_, \_\_\_\_\_.

Faro \_\_\_\_ Gutierrez \_\_\_\_ Heikka \_\_\_\_ Meray \_\_\_\_ Prior \_\_\_\_ Cislo \_\_\_\_ Burdette \_\_\_\_ Carried .

# **VI. Milan Area Schools Strategic Plan Business**

A. Finance / Operations

1. School Loan Revolving Fund - Annual Loan Activity Application - Attachment A

Motion by \_\_\_\_\_\_ to approve the Annual Loan Activity Application Resolution to repay the School Loan Revolving Fund as provided in Attachment A.

Gutierrez \_\_\_\_ Heikka \_\_\_\_ Meray \_\_\_\_ Prior \_\_\_\_ Cislo \_\_\_\_ Burdette \_\_\_\_ Faro \_\_\_\_ Carried \_\_\_\_.

2. Technology Purchase of UPS Devices - Attachment B

Motion by supported by to approve the Technology Purchase of UPS Devices as detailed in Attachment B.

Heikka Meray Prior Cislo Burdette Faro Gutierrez Carried .

3. Purchase of Milan Middle School Walk-In Cooler - Attachment C

Motion by \_\_\_\_\_\_ supported by \_\_\_\_\_\_ to approve the purchase of a walk-in cooler for Milan Middle School as detailed in Attachment C.

Meray Prior Cislo Burdette Faro Gutierrez Heikka

B. Learning Environment / Culture

1. Public Hearing on Policy 5207 Anti-Bullying - Attachment D

2. Thrun Policy Adoption - Attachment E

Motion by \_\_\_\_\_\_ supported by \_\_\_\_\_\_ to repeal and adopt Board policies as described in Attachment E.

Prior Cislo Burdette Faro Gutierrez Heikka Meray Carried

C. Personnel / Leadership 1. Milan Middle School Principal Appointment

Motion by \_\_\_\_\_\_ supported by \_\_\_\_\_\_ to approve David Middlin as the Milan Middle School Principal effective July 10, 2025.

Cislo Burdette Faro Gutierrez Heikka Meray Prior Carried

- D. Communications / Community Engagement
  - 1. Public Comments
  - 2. Assistant Superintendent Comments
  - 3. Superintendent Comments
  - 4. Board Member Comments

# VII. Other Old/New Business

A. Personnel Matters

1. Closed Session - Superintendent's Evaluation

Motion by \_\_\_\_\_\_\_\_\_ supported by \_\_\_\_\_\_\_\_ to enter into closed session pursuant to Section 8(1)(a) of the Michigan Open Meetings Act, and upon the request of the employee, for the purpose of conducting a periodic personnel evaluation.

Burdette \_\_\_\_ Faro \_\_\_ Gutierrez \_\_\_ Heikka \_\_\_ Meray \_\_\_ Prior \_\_\_ Cislo \_\_\_\_ Carried \_\_\_\_\_.

Time entered closed session \_\_\_\_\_.

Time returned to open session \_\_\_\_\_.

VIII. Adjournment - Time of Adjournment \_\_\_\_\_.

# MILAN AREA SCHOOLS BOARD OF EDUCATION REGULAR MEETING Wednesday June 25, 2025

The regular meeting of the Milan Area Schools Board of Education was called to order in the Milan Area Schools District Board Room located at 100 Big Red Drive, Milan MI, 48160, by President Cislo at 7:00 p.m. on June 25, 2025.

Board Members Present: Cislo, Faro, Gutierrez, Burdette, Meray, Prior, Heikka

Board Members Absent: None

Signed in Staff: Bryan Girbach, Ryan McMahon, Krista Hendrix, Sara Beckman, Margaret Durkee, Mary Hagley

Signed in Guests: Larry Biederman, Sean Meyer, Melissa Brown, Laylah Hagley, Ethan Hagley, Denise Williams, Karen Lambert

Pledge of Allegiance

Public Comment: None

Motion by Heikka supported by Burdette to approve the minutes of the budget hearing of June 4, 2025. All Ayes. Carried 7-0

Motion by Heikka supported by Prior to approve the minutes of the regular meeting of June 4, 2025. All Ayes. Carried 7-0

Motion by Faro supported by Gutierrez to approve the 2025-2026 Board Meeting Dates as detailed in Attachment A. All Ayes. Carried 7-0

The Board held a discussion regarding the 2025-2026 Big Red Chat Dates

Motion by Prior supported by Burdette to authorize borrowing up to \$2,100,000 against anticipated state aid for the 2025-2026 fiscal year as specified in the borrowing resolution included as Attachment B. All Ayes. Carried 7-0

Motion by Meray supported by Heikka to repeal and adopt Board policies as described in Attachment C. All Ayes. Carried 7-0

Motion by Faro supported by Heikka to approve Mary Hagley as a Kindergarten teacher, Jill Wodowski as a 5th Grade Teacher Consultant, Sara Vaughn as a 6th-7th Grade Resource Room Teacher, and Daniella Fay as a 7th Grade Science teacher effective for the 2025-2026 school year. All Ayes. Carried 7-0

Motion by Prior supported by Gutierrez to approve Sara Beckman as the Administrative Assistant to the Superintendent and Board effective July 1, 2025, and furthermore to approve the salary schedule included in Attachment D as an amendment to the Non-Affiliated Salary Schedules approved on November 11, 2024. All Ayes. Carried 7-0

Motion by Gutierrez supported by Meray to approve Dan Douglas as the Director of Buildings and Grounds effective immediately, and furthermore to approve the salary schedule included in Attachment E as an amendment to the Non-Affiliated Salary Schedules approved on November 11, 2024. Motion failed 4-3. (No Votes by Burdette, Prior, Heikka, Faro)

The District Communication Committee presented to the Board their Communication Plan as in Attachment F.

# Public Comment: None

Assistant Superintendent Comments were heard on the following topics:

- Literacy grant application update
- Potential upcoming curriculum purchase
- Development of the new district branding
- Thanks to Anne Foor for her support
- Thanks to Mr. Girbach for his years of service and compassionate leadership

Superintendent Comments were heard on the following topics:

- Smooth end to the school year
- Leadership transition progress
- Passing of Allison Davis's mother
- Farewell address, reflecting on 33 years of service, with thanks to family, colleagues, and community.

Board Member Comments were heard on the following topics:

- Prior thanked Mr. Girbach for his support and congratulated him on his retirement. She expressed gratitude to the communications committee and suggested more board involvement in community activities. She also mentioned upcoming sports fundraisers and wished everyone a good summer.
- Heikka raised a concern about the pool's humidity and blowers. She thanked the communications committee members for their hard work and dedication. She praised Mr. Girbach for his long-term commitment and for leading with his heart.
- Faro thanked the communications committee and congratulated Sara Beckman on her new role. He also offered specific thanks to Anne Foor for her professionalism and assistance. He expressed deep gratitude for Mr. Girbach, recalling how impressed he was with the district's positive atmosphere when first moving to the area and attributing his children's success to his leadership.
- Burdette thanked Mr. Girbach for his service and congratulated the newly hired teachers and Ms. Beckman. He also thanked the communication committee for their presentation and wished everyone a happy and safe summer.
- Gutierrez thanked the communications committee for their efforts and shared her delight in receiving thank-you cards from scholarship recipients. She congratulated Ms. Bookout on her new position, noted that contract talks with the MEA have begun, and asked about the release of the school calendar. She concluded by thanking Mr. Girbach for his outstanding leadership, particularly during the pandemic.
- Meray congratulated the new staff members and offered detailed thanks to the communications committee. She promoted the Milan Library's summer programs and called for the community to contact state lawmakers to demand finalizing of the overdue education budget, noting that the uncertainty harms school districts' ability to plan effectively. She ended with a heartfelt thanks to Mr. Girbach, noting he leads with his heart and that she is a better educator from having worked under his leadership.

• Cislo echoed concerns about the overdue state education budget, noting the difficulty of engaging in contract negotiations without an accurate budget. He also thanked the communications committee for their work and recommendations. He also shared thanks to Anne Foor for her years of service and support to the Board. He congratulated new staff and welcomed Sara Beckman to her position. He then thanked Mr. Girbach for his years of service, friendship, and mentorship. He shared a story about Mr. Girbach washing the high school softball team's uniforms during a state tournament as a perfect example of his character and willingness to do anything for the students.

Motion by Heikka supported by Burdette to enter into closed session pursuant to Section 8(1)(c) of the Michigan Open Meetings Act for Negotiation Strategies. All Ayes. Carried 7-0

Time entered closed session 8:47 p.m.

Time returned to open session 10:01p.m.

Time of Adjournment: 10:01p.m.

School Bond Qualification and Loan Program School Loan Revolving Fund Bureau of Bond Finance Michigan Department of Treasury 430 W. Allegan Lansing, MI 48922

ANNUAL LOAN/REPAYMENT ACTIVITY APPLICATION

For Participation in the School Bond Qualification and Loan Program

| Legal Name of School District                         | District Code No.       | County                            |
|---|-------------------------|-----------------------------------|
| Milan Area Schools                                    | 81-100                  | Washtenaw County                  |
| CI  | RTIFICATE               |                                   |
| I, the undersigned, Secretary of the Board of Educat  | tion, do certify hereby | that the following constitutes    |
| a true and complete copy of a resolution adopted by   | the Board of Education  | on of this School District, at a  |
| [regular or special] meeting held on the 9th day of   | of July                 | , 2025, and that said meeting     |
| was conducted and public notice of said meeting wa    | is given pursuant to an | d in full compliance with Act 267 |
| of the Public Acts of 1976 (Open Meetings Act).       |                         |                                   |
|   |                         |                                   |
| IN WITNESS WHEREOF, I have hereunto set r             | ny hand this <u>9th</u> | day ofJuly, 2025 .                |
| Sara Meray  |                         |                                   |
| (Type or Print Name of Secretary)                     | (Signa                  | ture of Secretary)                |
| Michelle Heikka                                       |                         |                                   |
| (Type or Print Name of Treasurer, Board of Education) | (Signature of           | Superintendent of Schools)        |
| RESO  | LUTION                  |                                   |
| A meeting was called to order by                      | , President             | t.                                |
| Present: Members                                      |                         |                                   |
| Absent: Members                                       | ······                  |                                   |
| The following preamble and resolution were off        | ered by Member          |                                   |
| and supported by Member                               |                         |                                   |
|   | WHEREAS:                |                                   |

1. Act 92 of the Public Acts of Michigan, 2005, enacted pursuant to Article IX, Section 16, of the Michigan Constitution of 1963, provides the procedure, terms and conditions for obtaining a loan from the Michigan School Loan Revolving Fund.

2. Pursuant to Executive Order No. 1993-19, the state activities related to bond qualification and state borrowing functions for the provision of loans by the State of Michigan to school districts were transferred from the Department of Education to the Department of Treasury. The State Treasurer is responsible for prescribing the forms and procedures regarding the application for loan from the School Loan Revolving Fund.

3. This district has taken all necessary actions to comply with all legal and procedural requirements for borrowing from the School Loan Revolving Fund.

# NOW, THEREFORE, LET IT BE RESOLVED THAT:

1. The district approves the estimated amount to be borrowed from or repaid to the School Bond Qualification and Loan Program and certifies the amount of qualified debt millage to be levied in accordance with the following:

| Qualified bond debt millage (Tax Year 2025)                           | 9.75 |                  |
|---|------|------------------|
| Combined beginning balance owed to the SBLF and/or SLRF 06/30/2025    |      | \$ 42,361,036.66 |
| Estimated amount to borrow from or repay to the SBLF and/or SLRF      |      | (1,919,315.00)   |
| Estimated accrued interest  |      | 2,022,086.08     |
| Estimated combined ending balance owed the SBLF and/or SLRF06/30/2026 |      | 42,436,807.74    |

2. The district agrees to levy the debt millage tax as indicated above in the current tax year and to levy the debt millage tax required by law on the taxable valuation of the district for each subsequent year until all loans are repaid in full to the State of Michigan.

3. The district agrees to take actions and to refrain from taking any actions as necessary to maintain the tax exempt status of tax exempt bonds or notes issued by the State or the Michigan Finance Authority for the purpose of financing loans to school districts.

4. The district agrees to file a draw request with the State Treasurer not less than 30 days prior to the time when disbursement proceeds will be necessary in order to pay maturing principal or interest or both and to provide any other pertinent facts which may be required to be included in the request.

5. The (title of authorized officer) <u>Superintendent or Designee</u> is authorized and directed to file with the Department of Treasury the Annual Loan/Repayment Activity Application and any draw request documents necessary for borrowing from the SLRF.

6. In the event that the district fails to perform any actions as identified in this application or required by law, the district will submit to the State Treasurer a board approved resolution which indicates the actions taken and procedures implemented to assure future compliance.

7. The district board members have read this application, approved all statements and representations contained herein as true to the best knowledge and belief of said board, and authorized the Secretary of the Board of Education to sign this application and submit same to the State Treasurer for his review and approval.

Ayes: Members

Nayes: Members



# **APC UPS Upgrade**

Contract # 018258

OMNIA Partners, (TDSynnex) #OMNIA-R200803 / Exp. 09/30/2025

Prepared for:

# **Milan Area Schools**

Gina M. Matley matleyg@milanareaschools.org Prepared by:

Sentinel Technologies, Inc

Rob Shingle 734-794-5713 rshingle@sentinel.com

# SENTINEL

# Appendix A

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This Appendix A is governed by the Master Services Agreement by and between Sentinel Technologies, Inc., (Contractor) with principal offices at 2550 Warrenville Road, Downers Grove, Illinois 60515, and Milan Area Schools with principal offices at 100 Big Red Dr Milan, MI 48160-1582.

### Network Closet UPS

| Product Description              | Qty | Price      | Ext. Price  |
|----------------------------------|-----|------------|-------------|
| UPS X 1500VA RACK TOWER LCD 120V | 23  | \$1,384.00 | \$31,832.00 |
| 3 Year Extended Warranty         | 23  | \$193.00   | \$4,439.00  |
|                                  |     | Subtotal:  | \$36,271.00 |

### Middle School MDF UPS

| Product Description   | Qty | Price      | Ext. Price |
|---|-----|------------|------------|
| APC SMART-UPS SRT 8KVA will require an Electrical Contractor for installation |     |            |            |
| APC SMART-UPS SRT 8KVA RM   | 1   | \$8,088.00 | \$8,088.00 |
| APC Smart-UPS SRT 192V 8  | 4   | \$1,509.00 | \$6,036.00 |
| 3 Year Extended Warranty  | 1   | \$1,755.00 | \$1,755.00 |

Subtotal: \$15,879.00

## EcoStruxure Management - 3 Year

| Product Description                               | Qty | Price    | Ext. Price |
|---|-----|----------|------------|
| EcoStruxure IT Expert 3 Year Digital Subscription | 25  | \$145.00 | \$3,625.00 |
|   |     |          |            |

### Subtotal: \$3,625.00

### **Professional Services**

| Product Description                 | Ext Price  |
|-------------------------------------|------------|
| Professional Services - Fixed Price | \$7,513.00 |
| Subtotal                            | \$7,513.00 |



## Shipping and Handling

| Product Description   | Qty | Price    | Ext. Price |
|-----------------------|-----|----------|------------|
| Shipping and Handling | 1   | \$660.00 | \$660.00   |

Subtotal: \$660.00

Statement of Work

# **Statement of Work**

# **Executive Summary**

Milan Area Schools, the district requested a revision to initial proposal to remove Sentinel Services for the physical installation of new UPS units and the removal of the old units.

Milan Area Schools is looking to replace all of their existing Uninterruptable Power Supply (UPS) through out the District. Sentinel & APC Manufactures rep have review each of the Data Closets and determined the appropriate UPS models for replacement. Several of the closets have UPS that have failed, all failed and unused devices are to be removed.

# **Solution Description**

Sentinel has prepared a quote for new APC UPS units with management cards, Sentinel and Milan staff will install (23) new APC SMX1500RM2UCNC units in the designated network closets through out the District.

The Middle School MDF will have a APC SRT8KRMXLT-5KTFS unit which has a hardwired input. The district will be responsible for procuring an electrical contractor.

Milan IT staff will mount the new UPS units, Milan Staff will remove all of the old UPS units and deliver them to a designated storage area in each of the buildings.

Sentinel will configure all of APC management cards, Sentinel will move work loads onto new UPS units.



# **Project Methodology**

# **Project Initiation**

Sentinel Project Management will coordinate a kick-off meeting to review and approve the Scope of Work provided to the Customer. Customer and Sentinel provided resources will be introduced and their relevant roles for the project discussed. Sentinel Project Management will then coordinate a design meeting between Sentinel Engineers and Customer in order to draft a blueprint of all proposed work which will be provided to the Customer. High level timelines for project milestones will also be identified and discussed.

# Design

Sentinel engineers will perform a high-level audit of the Customer's relevant infrastructure. The data collected from this audit will be used to generate a design for the implementation of the solution. Sentinel engineers will inform the Customer of any design requirements that will need to be completed by the Customer's IT staff prior to the start of the next phase (such as provisioning of storage space, acquisitions of licenses, and other essential design components not covered within this document). Upon acceptance of the work as detailed within the blueprint by the Customer, Sentinel engineers and project managers will then coordinate specific dates and times appropriate for accommodating the nature of the work involved (i.e. work which will require outages will be scheduled during appropriate maintenance windows).

# Implementation

During the Implementation phase, equipment will be unboxed, burned-in, configured and tested. Unless explicitly stated in this Scope of Work, the staging of equipment will occur at Customer's location. This ensures maximum efficiency and quality while minimizing the disruptions and impacts to the Customer's environment. After the equipment has been staged Sentinel engineers will proceed with the implementation of all items specified within this Scope of Work and further detailed in the Customer approved Design Document.

# **Cutover and Post Support**

Cutovers will be scheduled per the details in the scope below. Sentinel engineers will be dedicated to being available for the resolution of any problems or issues that arise during the post support portion of the project.



# **Project Completion**

Upon conclusion of all other phases of work Sentinel's engineers will provide the Customer with updated design documents for the project. Sentinel's project management team will then arrange for a meeting with the Customer to review the status of all project items. If no project items remain open Sentinel's project managers will request that the Customer sign off on the project, thus closing the project at that time.

# **Project Management**

Sentinel will provide a project manager committed to the success of the project. The project manager will be responsible for:

- Complete success of the project.
- Optimal coordination of all resources.
- Guiding the Customer on aspects of the project they are required to perform.
- Tracking and reporting of progress.
- Management of agreed to budget issues.
- Management of expected timelines for implementation.
- Changes to the project and communications of changes in writing using a Project Change Form.
- Post installation document gathering, assembly and presentation.
- Post installation project completion agreement and signature.

Project management will ensure complete project success. Communication is the cornerstone of project management and the project manager will be the central communication mechanism for all parties. This will assure all relevant parties are informed about decisions that may affect the success of their component of the solution.

# **Scope of Work**

# Design

Determine IP address and Alert notification

Work with Client to determine IP addresses, static or DHCP reservations, smtp relay etc..



# Implement

Configure Card, (UPS Mounting to be completed by Client)

Sentinel will configure the management cards in each of the UPS units. Milan IT Stall will mount the designated UPS unit in the closets.

Move work Loads to New UPS

Sentinel will unplug workloads from old UPS to new UPS.

Removal of Old UPS to be completed by Client

Milan Staff will remove all old & unused UPS units and move to designated storage are per building.

# **Cutover and Post Support**

Validate Alerting and Orientation for Client

Ensure alerts and notifications are received. Review with client alerts and notification

# **Out of Scope**

Sentinel is responsible to perform only the Services described in this Statement of Work Agreement. Any additional services discussed or implied that are not defined explicitly by this SOW will be considered out of scope. All services requested outside of this SOW as detailed above will require a "Change Order" before any services are performed. "Change Order" must be agreed upon by all parties and signed. Specific examples from this project may be listed below.

- DHCP reservations should be made by district IT staff.
- SMTP relay should made by the District IT staff.

# **Key Assumptions**

The successful execution of this project is contingent upon a set of key assumptions. These assumptions serve as reference points for the project's planning and execution. It is imperative that these assumptions are understood, acknowledged, and monitored throughout the project to ensure that the project proceeds as intended. Deviations from these assumptions may have an impact on project timelines, costs, and outcomes. The Key Assumptions are as follows:



- Sentinel assumes the standard mount hardware will be used, or reuse existing hardware kits.
- Sentinel assumes the workloads will be moved during the installation of the UPS units.
- The District will be responsible for the disposal of the UPS units.

# **Documentation and Knowledge Transfer**

Sentinel will include:

- Documentation of the setup including a revised Sentinel design doc as well as any available vendorcreated administrative and/or best practices guides.
- Knowledge transfer including basic functional overviews of products implemented, demonstrating the normal operations as installed in the Customer's environment.
  - Note that knowledge transfer and functional overviews are not a substitute for formal vendor product Customer Education courses available. Sentinel strongly encourages attendance at Customer Education classes to gain further insight into the product architecture and its integration.

Sentinel welcomes Customer to be involved in all aspects of the project life cycle to achieve the highest level of knowledge transfer during the project. While there is no way to guarantee the level of knowledge transfer that will occur, additional time can be added to the staging, installation or testing portions of the project to try and accomplish this need. This request should be scheduled with the Project Manager. If additional time is added for this request, it will be handled through Sentinel's Change Order process.

Customer's that seek to get the most out of the knowledge transfer have had a higher degree of success by combining the specific deployment knowledge transfer with formal course training. When the course work is done prior to the project knowledge transfer Sentinel has seen the highest degree of self support post installation. That knowledge transfer and functional overviews are not a substitute for formal vendor product Customer Education courses available. Sentinel strongly encourages attendance at Customer Education classes to gain further insight into the product architecture and its integration.

# **General Assumptions**

The following is a list of responsibilities and/or tasks that Sentinel assumes have been completed or reviewed by Customer to the execution of the above-mentioned project. If additional responsibilities are uncovered during the project, Sentinel will make sure that Customer is made aware of any issues promptly to determine resolution.



# **Product Lead Times**

Depending on the technologies quoted, orders may be direct or through distribution. Lead times should be expected to be 8 weeks but can exceed 8 weeks. Should expedited equipment requirements arise, there could be an additional charge to source through a warehousing distribution partner.

# **Travel Requirements and Cost**

Unless specified within the proposal, all travel expenses and time are not included. Travel time shall be invoiced at pre-negotiated rates and expenses plus per diem at actual costs.

# **3rd Party Integration**

Unless noted otherwise, Sentinel assumes no reliance on 3rd Party applications, connections or plug-ins to software deployments and updates as specified in this scope. If during Analysis and Planning any required 3rd Party integration is uncovered, additional hours may be incurred.

# Labor Union Requirements

Sentinel has NOT included any parameters for Union workers. Any requirement would require a subcontract arrangement to be determined up front and would increase the cost of deployment.

# **Managed Services**

The applicable devices outlined within the Pricing Summary will **NOT** be added to the existing NOC Monitoring and Managed Services contract upon the conclusion of the project.

# SENTINEL

# APC UPS Upgrade

Prepared by: Sentinel Technologies, Inc Rob Shingle 734-794-5713 rshingle@sentinel.com Prepared for:

Milan Area Schools 100 Big Red Dr Milan, MI 48160-1582 Gina M. Matley +17344395005 matleyg@milanareaschools.org

### Contract Information: Contract # 018258

Version: 6 Delivery Date: 06/11/2025 Expiration Date: 06/27/2025

# **Quote Summary**

| Description                     | Amount      |
|---------------------------------|-------------|
| Network Closet UPS              | \$36,271.00 |
| Middle School MDF UPS           | \$15,879.00 |
| EcoStruxure Management - 3 Year | \$3,625.00  |
| Professional Services           | \$7,513.00  |
| Shipping and Handling           | \$660.00    |
| Total:                          | \$63,948.00 |

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

# **Terms and Conditions**

By signing below, Customer agrees that the products and services being purchased through this contract are subject to the Sentinel Technologies Terms and Conditions, as applicable, located at <a href="https://sentinel.com/Terms-and-Conditions">https://sentinel.com/Terms-and-Conditions</a> unless expressly provided herein or otherwise addressed in a separate Agreement between the parties.

# **Invoice Terms**

Hardware: Upon Shipment (50% down if over \$100K) Labor: Upon Completion

# Payment Terms: Net 30



Sentinel Technologies, Inc

# Milan Area Schools

| Signature: | Ruth                    | Signature: |  |
|------------|-------------------------|------------|--|
| Name:      | Robert Lenartowicz      | Name:      |  |
| Title:     | Chief Operating Officer | Title:     |  |
| Date:      | 06/11/2025              | Date:      |  |
|            |                         | -          |  |

953 W. Beecher Street Adrian, Michigan 49221

(517) 263-5025 FAX (517) 263-1430

#### PLUMBING / HEATING / AIR CONDITIONING / INDUSTRIAL PIPING

Milan Middle School 920 North Street Milan, MI 48160

Reference: Walk In Cooler Installation

#### Scope of work:

- (Qty 1) Demo existing walk in cooler box & mechanicals
- (Qty 1) Install new walk in cooler box in new location
  - o 10' x 10' x 8'
- (Qty 1) Install new Bohn walk in cooler mechanical split system
   Standard low profile evaporator
  - Roof mounted condensing unit
- (Qty 1) Install new insulated line set
- (Qty 1) Install new cooler controls
- (Qty 1) Reuse existing electrical, modify if necessary
- (Qty 1) Start up and test unit operation

### Quoted Price: Fifty Six Thousand Five Hundred Thirty Two & (00/100) ------\$56,532.00

Exemptions and Clarifications:

- All work has been proposed during normal business hours of 7:30 am to 3:30pm Monday thru Friday. No
  overtime or holiday hours have been included.
- No previous work included in quoted price
- Price includes demo, disposal, and cleanup of existing unit
- Please allow 7-10 weeks for materials and scheduling

We thank you for the opportunity to offer this proposal and look forward to working with you on this project.

Respectfully, Andy Carver

Work Approved By

Purchase Order #









July 8, 2025

#### FORM 1: VENDOR EXPERIENCE AND REFERENCES

Name of Organization: Adrian Michanical Survices Andy larur Contact Information for Point Person:

In detail, answer the questions below. All value-added statements must be true and will be

used during the contract if the Proposal is selected.

Commercial Refrigeration

- 1. Describe your organization. Highlight your services HVAC Plumbing Industrial Piping
- 2. What differentiates you and the products you are proposing from the competitors in the market?

Ams currently takes care of all connersial refiguration Service Dmilan area schools.

3. Please provide at least 3 Michigan or Midwest school customers for references on similar projects. Madrison Schools - 2024 in Stall Adrian S

Adrian Schools- 2025

Dexter Schools- 2025 Install

Montoe Schools - 2025 Instell

4. What value-added services do you offer to your school customers?

Same day Service

5. What K12 school related committees/groups do you and/or your employees belong to or participate in?

LISD building trades board Annual gifting to multiple K-12 schools

#### FORM 2: PROJECT SCOPE AND TIMELINE

1. Please describe your plan to be able to deliver on the described project timeline and scope.

| TBD by       | Jud.  | Burgied / | pitche | A  | Stat | f.     |
|--------------|-------|-----------|--------|----|------|--------|
| I believe    | + 4.3 | work      | Can    | be | dow  | during |
| School hours | with  | out dist  | uption | to | norn | ra (   |
| Operation    |       |           |        |    |      |        |

2. How do you plan to address product supply, logistics, and manufacturing issues in order to deliver and install the equipment within the timeframe addressed in the RFP?

No issues with manufacturing / logistics from the suppliers I use. 8-10 week build time on cooler box 1-2 week lead time on mechanical split system

### FORM #3: BID TABULATION FORM

| School                                 | Item # | Qty  | Model | Descriptio | on | Ma     | anufacturer Spec | M   | anufacturer Submit | ted by Dealer | Cost       |      |
|--|--------|------|-------|------------|----|--------|------------------|-----|--------------------|---------------|------------|------|
| Milan MS                               | 1      | 1    |       | Attache    | d  | hn: f  | Submitt          | al  |                    |               | \$56,532   |      |
|  |        |      |       |            |    |        |                  |     |                    |               | 8          |      |
| TOTAL FOR ALL WORK<br>SAID ABOVE:      | \$     | 56,  | 532.  | 00         |    | Ŧ      |                  |     |                    |               |            |      |
| Company Name &<br>Address              | Ad     | riad | Ma    | chansed    | Su | ivices | 953              | Lu. | Beech              | 57, Å         | drian MI 4 | 1920 |
| PRINTED NAME OF<br>BIDDING REP & DATE: | 1      | fund | /     | Carver     |    | 7/81   | 25               |     |                    |               |            |      |

CONTRACT/PAYMENT TERMS PLEASE DETAIL DEALER REQUIRED PAYMENT TERMS IF DIFFERENT FROM THOSE LISTED IN RFP NET 10

#### FORM 4: ACKNOWLEDGEMENT

The undersigned hereby agrees that the Response to the RFP is a legal and binding offer and the undersigned, on behalf of its Firm, agrees to furnish and deliver the services in accordance with the terms, conditions and prices herein quoted. Firm Name: Adrian Mechanical Scruices

Signed by (no electronic):

Print Name: Andy

Carver

Title:

Date: 7/8/25

Address: 953 W. Beacher St, Adrian, MI 49221

Phone Number: 517-263-5025

E-mail: a. Carver @ adrian mechanical. com

#### FORM 5: NON-COLLUSION AFFIDAVIT

STATE OF Michigan Lenaver COUNTY

The undersigned offeror or agent, being duly sworn on oath, says that he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him, entered into any combination, collusion or agreement with any person relative to the price to be offered by any person nor to prevent any person from making an offer nor to induce anyone to refrain from making an offer and that this offer is made without reference to another offer.

rechanical Services Offeror (Firm)

Signature of Offeror or Agent

Subscribed and sworn to before me this \_\_\_\_\_\_ day of \_\_\_\_\_\_

My Commission Expires: 11/16/2027

HALEY J. ENTMAA Notary Public, Lenawee Co. MI My Comm. Expires 11/16/2027

Notary Public Hally Entrace County of Residence Lenaue

Source: IC 5-22-16-6

### FORM 6: CERTIFICATION REGARDING DEBAREMENT, SUSPENSION, INELIGIBILITY AND VOLUNTERY EXCLUSION LOWER TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 13 CFR Part 145. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages19160-19211). Copies of the regulations are available from local offices of the U.S. Small Business Administration.

#### (BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS BELOW)

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective primary participant shall attach an explanation to this proposal.

Business Name: Adrian Michanical Services

Date:

7/8/25

Name and Title of Authorized Representative

Signature of Authorized Representative

HALEY J. ENTMAA latan Public Lenawee Co. Mi

### INSTRUCTIONS FOR CERTIFICATION

By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations (13CFR Part 145).

The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to check the Non-Procurement List.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

### FORM 7: CERTIFICATION REQUIRED FOR GRANTS, SUBGRANTS, COOPERATIVE AGREEMENTS, AND CONTRARCTS EXCEEDING \$100,000 IN FEDERAL FUNDS

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "disclosure Form to Report Lobbying", in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all covered sub awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub recipients shall certify and disclose accordingly.

Business Name: Aprican Michanical Scruces

Date:

Carmer -Name and Title of Authorized Representative

Signature of Authorized Representative

### FORM 8: COMPLIANCE CERTIFICATION TO EPA REGULATIONS APPLICABLE TO GRANTS, SUBGRANTS, COOPERATIVE AGREEMENTS, AND CONTRACTS EXCEEDING \$100,000 IN FEDERAL FUNDS

I, AAY (arms) the Proposer, in connection the RFP for produce distribution, am in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act of 1970, as amended (42 U.S.C. 1857(h)), Section 508 of the Clean Water Act, as amended (33 U.S.C. 1368), Executive Order 117389 and Environmental Protection Agency Regulation, 40 CFR Part 15 as required under OMB Circular A-102, Attachment O, Paragraph 14(I) regarding reporting violations to the grantor agency and to the United States Environment Protection Agency Assistant Administrator for the Enforcement.

an. Ca COMPANY

ADDRESS

922 CITY, STATE, ZIP CODE

263-502 PHONE

SIGNATURE

DATE

PRINTED NAME OF ABOVE

HALEY J. ENTMAA Notary Public, Lenawee Co. MI My Comm. Expires 11/16/2027

TITLE

### FORM 9: FAMILIAL RELATIONSHIP DISCLOSURE FORM AFFIDAVIT OF BIDDER

| The undersigned, the owner or authorized officer   | of Abrian Michanical Services   |
|--|---|
| pursuant to the familial disclosure requirements p |   |
| represents and warrants, except as provided below  | v, that no familial relationships exist between the                             |
| owner(s) or any employee of Adrian M               | chanical Services (the Bidder)  |
| schools.   | School District or the Superintendent of Milan Area                             |
| List and describe any Familial Relationships:      |   |
|  |   |
|  |   |
|  |   |
| BIDDER:  |   |
|  |   |
|  |   |
| Ву:  |   |
| Its:   |   |
|  |   |
| STATE OF MICHIGAN                                  |   |
| COUNTY OF LENAWER                                  |   |
| ×  | -   |
| Subscribed and sworn to before me on the           | day of ) 111 2024, 2024   |
| by Agdrew Caner                                    |   |
|  |   |
|  |   |
|  |   |
| Lalup A Entrace (notary public)                    |   |
|  |   |
| Lenawee County, Michigan                           | HALEY I ENTMAA  |
| My Commission Expires: 11/10/2027                  | HALEY J. ENTMAA<br>Notary Public, Lenawee Co. MI<br>My Comm. Expires 11/16/2027 |
| Acting in County of Lenawee                        | <ul> <li>Control of Proceeding Linear Proceeding Control</li> </ul>             |

### FORM 10: SWORN AND NOTARIZED AFFIDAVIT OF COMPLIANCE IRAN ECONOMIC SANCTIONS ACT Michigan Public Act No. 517 of 2012

All bidders must submit the following certification statement in compliance with Public Act No. 517 of 2012 (the "Iran Economic Sanctions Act") and attach this form to the bid.

### The Milan Area Schools Board of Education shall not accept any bid that does not include this sworn and notarized certification of statement.

The undersigned, the owner or authorized officer of Arian McManico (Survices) (the Bidder), pursuant to the compliance certification requirement provided in the Hartland Consolidated Schools Request for Proposal, hereby certifies, represents and warrants that the Bidder (including its officers, directors and employees) is not an "Iran linked business" within the meaning of the Iran Economic Sanctions Act, and that in the event the Bidder is awarded a contract as a result of the aforementioned Request for Proposal, the Bidder will not become an "Iran linked business" at any time during the course of performing the work or any services under the contract.

The Bidder further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification is made, whichever is greater, the cost of the Hartland Consolidated Schools investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a Request for Proposal for three (3) years from the date it is determined that the person has submitted the false certification.

| BIDDER'S FIRM NAME: Adrian Mechanical Services |
|--|
| BY (SIGNATURE):                                |
| PRINTED NAME & TITLE: Andy Carver - owner      |
| DATE: 7/8/25                                   |

| STATE OF MICHIGAN   |                                   |   |
|---|-----------------------------------|---|
| Subscribe and sworn before me on this $\boxed{\neg   \&  }$ | 2025                              |   |
| Day of July   | _, 20 <u>25</u> , a Notary Public |   |
| In and for Lenaute  | County,                           |   |
| Harry Public D. Entra                                       |                                   | HALEY J. ENTMAA<br>Notary Public, Lenawee Co. MI<br>My Comm. Expires 11/16/2027 |
| My Commission expires 11/1012037                            |                                   |   |
|   |                                   |   |

21 | Page

MI





# Equipment List



| Project Name: | ADRIAN MECH/MILIAN      | Project Location: | US         |
|---------------|-------------------------|-------------------|------------|
|               | H.S. CLR 122"X190"X101" | Quote Expiration: | -          |
| Quote ID:     | R3593364                | Submitted On:     | 04/14/2025 |
| Submitted By: | ANDREW RILEY            |                   |            |

#### **Project Detail**

Prepared For Project Information
ADRIAN MECH/MILIAN H.S. CLR 122"X190"X101"
US

#### **Equipment Detail**

| Line<br>Item                             | Tag: | Material<br>Number | Description                       | QT<br>Y     |
|--|------|--------------------|-----------------------------------|-------------|
| 1000 -                                   |      | SPLITSYS           | Split System                      | 1           |
|  |      |                    | Based on No of Systems : 1        |             |
|  |      |                    | Room Temp : 35 °F                 |             |
|  |      |                    | Evap TD : 9.45                    |             |
|  |      |                    | Line Loss : 2                     |             |
|  |      |                    | Balanced Capacity : 9450.0 BTU/H  |             |
| 1. |      |                    | Run Time : 16.88 Hours            | 22 - C. 198 |
|  |      |                    | Refrigerant Type : R448A          |             |
| 1010 -                                   |      | BCH0010MCACZA0000  | CU BN SCRL 1.0HP 208-230/3/60 MED | 1           |
|  |      |                    | Ambient Temp : 95 °F              |             |
| Start Contraction                        |      |                    | Suction Temp : 23.55 °F           |             |
|  |      |                    | Voltage : 208-230/3/60            |             |
|  |      |                    | AWEF Value : 7.6                  |             |
| 1020 -                                   |      | BEL0095AS6AMAB0000 | UC B LP AIR 2F 115 1PH M STD S 1  | 1           |
|  |      |                    | Evap. Temp : 23.55 °F             |             |
| 2.23                                     |      |                    | Voltage : 115/1/60                |             |
| 1.1.1                                    |      |                    | Cooler AWEF > 32 : 9              |             |
|  |      |                    | Freezer AWEF <= 32 : N/A          |             |

#### Notes

\* Capacities shown are Application Capacities reflecting nominal operation at 10°F TD. For models within the scope of the DOE AWEF (Annual Walk-in Energy Factor) standard, the Net Capacity is determined by the AHRI 1250 test method. DOE will publish this compliance data at www.regulations.doe.gov

\* THIS EQUIPMENT LIST IS EXPRESSLY MADE CONDITIONAL ON BUYER'S ASSENT TO HEATCRAFT'S TERMS AND CONDITIONS OF SALE LOCATED AT www.heatcraftrod.com/support/warranty/ AND THE TERMS STATED HEREIN (COLLECTIVELY, THE "TERMS AND CONDITIONS OF SALE") (UNLESS THE PARTIES HAVE PREVIOUSLY ENTERED INTO AN INTEGRATED AGREEMENT).

# **Box Load Results**



| Project Name:  | ADRIAN MECH/MILIAN      | Project Location: | US              |
|----------------|-------------------------|-------------------|-----------------|
|                | H.S. CLR 122"X190"X101" | Item #:           | 1000            |
| Quote ID:      | R3593364                | Submitted On:     | 04/14/2025      |
| Submitted For: | -                       | Submitted From:   | Young Supply Co |
| Submitted By:  | ANDREW RILEY            | Tag:              | -               |
| Identity #:    | -                       |                   |                 |

#### Summary

| General Data                 |                | Total Load         | Total Load |       |  |
|------------------------------|----------------|--------------------|------------|-------|--|
| Room Type                    | General Cooler | Wall Load          | 2,985      | 30.0% |  |
| Room Location                | Outdoor        | Infiltration Load  | 4,071      | 41.0% |  |
| Room Temperature (deg. F)    | 35.0           | Product Load       | 758        | 8.0%  |  |
| Ambient Temperature (deg. F) | 85.0           | Miscellaneous Load | 1,248      | 13.0% |  |
| Room Shape                   | Rectangle      | Safety Load* (10%) | 906        | 9.0%  |  |
| Total Room Volume (cu.ft)    | 1,348          | Run-time (Hrs)     | 16.        | 0     |  |

#### Room Dimensions

|            | Wall #1 | Wall #2 | Wall #3 | Wall #4 |
|------------|---------|---------|---------|---------|
| Length(ft) | 10.17   | 15.75   | 10.17   | 15.75   |
| Height(ft) |         | 8.      | 42      |         |

#### Detail

Room Load Data

|  |  |  | J/F |
|--|--|--|-----|
|  |  |  |     |
|  |  |  |     |

|         | Temperature (deg. F) | Insulation   | Thickness (in) | K-Value | R-Value | Surface Area (sq. ft) |
|---------|----------------------|--------------|----------------|---------|---------|-----------------------|
| Wall #1 | 85.0                 | Polyurethane | 4.0            | 0.14    | 28.57   | 85.57                 |
| Wall #2 | 85.0                 | Polyurethane | 4.0            | 0.14    | 28.57   | 132.56                |
| Wall #3 | 85.0                 | Polyurethane | 4.0            | 0.14    | 28.57   | 85.57                 |
| Wall #4 | 85.0                 | Polyurethane | 4.0            | 0.14    | 28.57   | 132.56                |
| Ceiling | 105.0                | Polyurethane | 4.0            | 0.14    | 28.57   | 160.13                |
| Floor   | 60.0                 | Concrete     | 6.0            | 1.25    | 4.8     | 160.13                |

### Infiltration Load Data

Quantity Size or Type Entering Air Entering Air Opening Time Curtain Factor Door Load Temperature Humidity (%) (deg. F) Door #1 1 7ft Oinx3.0ft Oin 85.0 50.0 2.0 0.87 0.0 4071.0

### Product Load Data

|               | Quantity | Inventory | Max Load | Entering<br>Temperature (deg.<br>F) | Final Temperature<br>(deg. F) | Pulldown Time | Load Time |
|---------------|----------|-----------|----------|-------------------------------------|-------------------------------|---------------|-----------|
| liscellaneous | 1        | -         | 2695.44  | 40.0                                | 35.0                          | 24.0          | 24.0      |

#### Miscellaneous Load Data

|           | Quantity | Load | Load Units |
|-----------|----------|------|------------|
| Lighting  | 1.00     | 821  | BTU/H      |
| Personnel | 0.05     | 67   | BTU/H      |
| Forklifts | 0.00     | 0    | BTU/H      |
| Others    | 0.00     | 0    | WATTS      |
| Motors    | 1.00     | 360  | BTU/H      |

\* The TOTAL LOAD includes a contingency safety factor to cover the possibility of unforeseen high load conditions, excessive ambient temperatures, unexpected increases of business, or product packaging changes.

Calculated load is based on pulldown data as provided by user, it is the responsibility of the user to ensure appropriate product packaging and air flow conditions prevail to allow product pulldown temperature within this time period.

# BCH0010MCACZA0000 - SUBMITTAL

|    | 0 |   |  |
|----|---|---|--|
|    |   |   |  |
| In |   | 1 |  |
|    | U |   |  |

| Project Name:       | ADRIAN MECH/MILIAN<br>H.S. CLR 122"X190"X101" | Ľ |
|---------------------|---|---|
| Quote ID:           | R3593364                                      | H |
| Submitted For:      | -   | H |
| Submitted By:       | ANDREW RILEY                                  | F |
| Identity #:         | -   | H |
| System Description: | Split system                                  | L |
|                     |   |   |

| Project Location: | US         |
|-------------------|------------|
| Item #:           | 1010       |
| Submitted On:     | 04/14/2025 |
| Submitted From:   | -          |
| Tag:              | -          |
| System Tag:       | -          |
|                   |            |

Date:

| Genera | I Produc | t Information |  |
|--------|----------|---------------|--|
| Genera | I PIOUUG | amomaton      |  |

For Approval

| Product Family:        | HTS          | Compressor Brand:        | Copeland        |
|------------------------|--------------|--------------------------|-----------------|
| Application:           | Outdoor      | Compressor Type:         | Scroll          |
| Temperature Range:     | Medium Temp  | Compressor Hp:           | 1               |
| Voltage: (Volts/Ph/Hz) | 208-230/3/60 | Compressor Model:        | ZS09KAE-TF5-118 |
| Refrigerant Type:      | R448A        | Number of Compressor(s): | 1               |
| Piping:                | Standard     | Coil Type:               | Microchannel    |

# **Technical Information**

| rmance Data                 | State of the second                   |                                  |                  |            |
|-----------------------------|---------------------------------------|----------------------------------|------------------|------------|
| Ambient<br>Temperature (°F) | Saturated Suction<br>Temperature (°F) | Application Capacity*<br>(BTU/H) | Altitude<br>(ft) | AWEF Value |
| 95                          | 23.55                                 | 9450.0                           | 0                | 7.6        |

By:\_

| Ele | ecti | rical |    | ata |  |
|-----|------|-------|----|-----|--|
|     | .00  | IUU.  | Du |     |  |

For Record

| Compre | essor(s) | Fan      | Motor(s) | Motor(s) Electric Ratings |                 |                      |                         |     |      |                  |                           |
|--------|----------|----------|----------|---------------------------|-----------------|----------------------|-------------------------|-----|------|------------------|---------------------------|
| RLA    | LRA      | Quantity | Нp       | FLA                       | Defrost<br>Type | High or<br>Low Amps? | Number of<br>Contactors | MCA | MOPD | Evap.Fan<br>Amps | Defrost<br>Heater<br>Amps |
| 7.2    | 55       | 1        | 1/15     | 0.5                       | AIR DEFROST     | -                    | -                       | 15  | 15   | 5                | 15                        |

### Unit Specifications

| Connections (in.) |         | Receiver 90% Full (lbs) |            | Fan Blade(s)     | Sound Data | Approx. Net     |
|-------------------|---------|-------------------------|------------|------------------|------------|-----------------|
| Liquid Line       | Suction | Standard                | Over Sized | Diameter<br>(in) | (dB)       | Weight<br>(lbs) |
| 0.375             | 0.625   | 9                       | -          | 14               | 61         | 179             |

Dimensional Drawing(s)



# BCH0010MCACZA0000 - SUBMITTAL



| Project Name:       | ADRIAN MECH/MILIAN      | Project Location: | US         |
|---------------------|-------------------------|-------------------|------------|
|                     | H.S. CLR 122"X190"X101" | Item #:           | 1010       |
| Quote ID:           | R3593364                | Submitted On:     | 04/14/2025 |
| Submitted For:      | ÷                       | Submitted From:   |            |
| Submitted By:       | ANDREW RILEY            | Tag:              |            |
| Identity #:         | -                       |                   | -          |
| System Description: | Split system            | System Tag:       |            |

#### Standard Features

#### CABINET AND CONSTRUCTION

- MICROCHANNEL COIL TECHNOLOGY STANDARD ON ALL UNITS
- PAINTED STEEL CABINETS FOR SUPERIOR STRENGTH AND CORROSION PROTECTION
- HEAVY DUTY, STEEL, 1-1/2" TALL BASE

#### SERVICEABILITY

- SUCTION SERVICE VALVES FOR HERMETIC AND SCROLL COMPRESSORS LOCATED OUTSIDE THE CABINET FOR QUICK INSTALLATIONS.
- RECEIVER WITH FUSIBLE PLUG, LIQUID SHUTOFF VALVE AND CHARGING PORT IS
   STANDARD
- LARGE ELECTRICAL PANEL FOR EASE OF ACCESS
- PREFABRICATED WIRING HARNESSES FOR TIGHT CRIMP CONNECTIONS AND CONSISTENT LABELING
- UNIT STAYS ON IF THE HOOD IS REMOVED FOR SERVICING
- SIGHT GLASS IS EASILY VIEWABLE

#### QUALITY

- ALL UNITS ARE COMPLETELY LEAK TESTED IN A HELIUM ENVIRONMENT, BUMP TESTED AND ALLOWED TO CYCLE OFF ON THE HIGH AND LOW PRESSURE CONTROL. EACH UNIT HAS A COPY OF THE RUN DATA SHIPPED INSIDE THE ELECTRICAL PANEL
- ELECTRICAL CIRCUITS ARE COMPLETELY CHECKED FOR CONTINUITY
- PIPING IS LAID OUT TO MINIMIZE STRESS AND VIBRATION AND IS PRE-BENT TO ELIMINATE LEAKS
- ENCAPSULATED, AUTO-RESET, HIGH AND LOW PRESSURE CONTROLS TO ELIMINATE LEAKS (ADJUSTABLE LOW PRESSURE CONTROL STANDARD)

### Options

#### Mounted Options

- Preferred Package Code A0000
- Motor FIXED SPEED EC
- Receiver Options STANDARD
- Liquid Line Options FILTER DRIER AND SIGHT GLASS
- Discharge Line Options HEAD PRESSURE VALVE 150#
- Fused Disconnect NO FUSED DISCONNECT
- Crankcase Heater CRANKCASE HEATER
- Pre Charged NONE
- Hail Guard Factory Installed NONE

#### **Minimum Unit Clearances**

Walls or Obstructions for Multiple Units with Horizontal Air Flow **Horizontal Air Flow** AIR FLOW AIR FLOW \*W = W\* W\* AIR MIN. unit width FLOW MIN. W\* MIN. W\* MIN. mmm Notes

\* Capacities shown are Application Capacities reflecting nominal operation at 10°F TD. For models within the scope of the DOE AWEF (Annual Walk-in Energy Factor) standard, the Net Capacity is determined by the AHRI 1250 test method. DOE will publish this compliance data at www.regulations.doe.gov

\*Only refrigerants in compliance with New York state regulations can be used in the state of New York.

#### Brand Label - BOHN

- Coil Selection MICROCHANNEL COIL
- Defrost Timer Options NO TIMER
- Suction Line Options SUCTION TUBE ONLY
- Cabinet Selection Painted
- Pressure Options ADJUSTABLE LOW FIXED HIGH
- Phase Loss Monitor NONE
- Snow Legs NONE

# BEL0095AS6AMAB0000 -SUBMITTAL

US 1020 04/14/2025

-

Date:

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|----|---|--|--|
| I. |   |  |  |
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|    |   |  |  |

| Project Name:       | ADRIAN MECH/MILIAN      | Project Location: |   |
|---------------------|-------------------------|-------------------|---|
|                     | H.S. CLR 122"X190"X101" | Item #:           |   |
| Quote ID:           | R3593364                | Submitted On:     | - |
| Submitted For:      | · ·                     | Submitted From:   |   |
| Submitted By:       | ANDREW RILEY            | Tag:              |   |
| Identity #:         | -                       | System Tag:       |   |
| System Description: | Split system            | oystem rag.       |   |

| For Record For Approval B | y: |
|---------------------------|----|
|---------------------------|----|

# **General Product Information**

| Product Family:        | BEL      | Motor type      | 2 SPEED EC |
|------------------------|----------|-----------------|------------|
| Defrost Type:          | Air      | Number of Fans: | 2          |
| Voltage: (Volts/Ph/Hz) | 115/1/60 | Fan HorsePower  | 1/20       |
| Refrigerant Type:      | R448A    | Fins per Inch   | 6          |

## **Technical Information**

| Performa | nce Data                     |                |           |              |                |            |                  |               |     |
|----------|------------------------------|----------------|-----------|--------------|----------------|------------|------------------|---------------|-----|
| Capacity |                              | and the second | Air Flo   | w            |                | AWEF Value |                  |               |     |
| TD       | TD SST Application Capacity* |                | 054       | Fan Diameter | Air Throw (ft) |            | Altitude<br>(ft) | Avvicit Value |     |
| (°F)     | (°F)                         | (BTU/H)        | CFM (in.) | Standard     | w/Collar       | 1.4        | Cooler > 32      | Freezer <= 32 |     |
| 9.45     | 23.55                        | 10,000         | 1305      | 12           | 20             | -          | 0                | 9             | N/A |

#### Electrical Data

| Fan Mo | otor(s) | Defrost Heater(s) |      | Drain pan Heater(s) HG |      |
|--------|---------|-------------------|------|------------------------|------|
| Watts  | Amps    | Watts             | Amps | Watts                  | Amps |
| 110    | 1.8     | -                 | -    | -                      | -    |

#### Unit Specifications

| rox. Net       |                   |           | lions (in.) | Connect            |         |            |
|----------------|-------------------|-----------|-------------|--------------------|---------|------------|
| leight<br>Ibs) | Hot Gas Drain Pan | Side Port | Drain       | External Equalizer | Suction | Coil Inlet |
| 51             | -                 | -         | 3/4         | 1/4                | 5/8     | 1/2        |

#### Dimensional Drawing(s)



# BEL0095AS6AMAB0000 -SUBMITTAL

| Project Name:       | ADRIAN MECH/MILIAN      | Project Location: | US         |
|---------------------|-------------------------|-------------------|------------|
|                     | H.S. CLR 122"X190"X101" | Item #:           | 1020       |
| Quote ID:           | R3593364                | Submitted On:     | 04/14/2025 |
| Submitted For:      | -                       | Submitted From:   | -          |
| Submitted By:       | ANDREW RILEY            | Tag:              |            |
| Identity #:         | -                       |                   |            |
| System Description: | Split system            | System Tag:       |            |

#### **Standard Features**

#### EASE OF INSTALLATION SERVICE

- ALL ELECTRICAL COMPONENTS FACTORY WIRED TO TERMINAL BOARD AND IDENTIFIED, MAKING IT EASY TO FIELD WIRE THE UNIT
- CABINET DESIGN FEATURES HINGED, REMOVABLE FRONT ACCESS PANELS ON EACH SIDE FOR EASY ACCESS TO ELECTRICAL AND REFRIGERATION COMPONENTS
- LIQUID LINE SOLENOID WIRE HARNESS IS FACTORY-INSTALLED FOR QUICK INSTALLATION
- MOTORS PLUG INTO WIRING HARNESS FOR EASIER SERVICING
- HINGED, REMOVABLE DRAIN PAN FOR EASY AND SAFE ACCESS
- PRE-DRILLED HOLES ON THE BACK OF THE UNIT FOR ROOM THERMOSTAT
- QUICK REMOVAL FAN GUARD/MOTOR ASSEMBLY FOR EASY SERVICE OR REPLACEMENT OF AIR MOVER PARTS

#### RELIABLE DURABLE

- HEAVY GAUGE GRAINED ALUMINUM CABINET CLEANS EASILY AND LOOKS ATTRACTIVE
- MOLDED FAN GUARD AND ACCESS PANELS ARE MADE OF STRONG, DURABLE, AND . NSF AND UL SANITATION RATED PLASTIC MATERIAL
- SWEAT CONNECTIONS TO REDUCE POTENTIAL FOR LEAKS

### Options

- Brand Label BOHN
- DTFD Option None
- Fan Guard Molded Drain Pan Type - Stucco
- Defrost Control None
- Coil Mechanical Option Standard

#### **Minimum Unit Clearances**

PLAN VIEW 11/2 H 11/2H 11/2H Т NOTE: AIR FLOW 11/2H 3H 11/2H PLAN VIEW 1/2 H =Total Height T evaporator coil surface. **Two Evaporators One Evaporator** Notes

\* Capacities shown are Application Capacities reflecting nominal operation at 10°F TD. For models within the scope of the DOE AWEF (Annual Walk-in Energy Factor) standard, the Net Capacity is determined by the AHRI 1250 test method. DOE will publish this compliance data at www.regulations.doe.gov

#### PERFORMANCE

INTERNAL PANELS ARE ISOLATED FOR QUIET OPERATION

INTERNALLY ENHANCED TUBING AND FIN DESIGN FOR HIGHER EFFICIENCY EC MOTORS STANDARD ON ALL MODELS FOR IMPROVED UNIT EFFICIENCY

#### VERSATILE

Motor - 2 Speed EC

Fan Blade - Standard

Cabinet Type - Stucco

Controller Option - None

Fin Material - Aluminum

Valve Family - L

LARGE DIAMETER DRAIN HOLE (3/4 " ID) IS LOCATED TOWARDS THE BACK OF THE UNIT

COOLERS

MINIMAL HEIGHT OF THE LOW PROFILE SERIES MAKES IT IDEAL FOR LOW CEILING

## Series 5000: Students, Curriculum, and Academic Matters

### 5200 Student Conduct and Discipline

### 5207 Anti-Bullying Policy

All types of bullying, including cyberbullying, without regard to subject matter or motivating animus, are prohibited.

- A. Prohibited Conduct
  - Bullying, including cyberbullying, a student at school is prohibited. Bullying is any written, verbal, or physical act, or electronic communication that is intended to or that a reasonable person would know is likely to harm one or more students directly or indirectly by doing any of the following:
    - a. substantially interfering with a student's educational opportunities, benefits, or programs;
    - adversely affecting a student's ability to participate in or benefit from the District's educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;
    - c. having an actual and substantial detrimental effect on a student's physical or mental health; or
    - d. causing substantial disruption in, or substantial interference with, the District's orderly operations.
  - 2. Retaliation or false accusations against the target of bullying, anyone reporting bullying, a witness, or another person with reliable information about an act of bullying, are prohibited.
- B. Reporting an Incident

If a student, staff member, or other person suspects there has been a bullying incident, the person must promptly report the incident to the building principal or designee, or to the Responsible School Official(s), as defined below.

A report may be made in person, by telephone, or in writing (including electronic transmissions). If a bullying incident is reported to a staff member who is not the building principal, designee, or a Responsible School Official, the staff member must promptly report the incident to the building principal, designee, or a Responsible School Official.

To encourage reporting of suspected bullying or related activities, each building principal, after consulting the Responsible School Official(s), will create, publicize, and implement a system for anonymous reports. The system must emphasize that the District's ability to investigate anonymous reports may be limited.



Complaints that the building principal has bullied a student must be reported to the Superintendent. Complaints that the Superintendent has bullied a student must be reported to the Board President.

C. Investigation

All bullying complaints will be promptly investigated. The building principal or designee will conduct the investigation, unless the building principal or Superintendent is the subject of the investigation. If the building principal is the subject of the investigation, the Superintendent or designee will conduct the investigation. If the Superintendent is the subject of the investigation, the Board President will designate a neutral party to conduct the investigation.

A description of each reported incident, along with all investigation materials and conclusions reached, will be documented and retained.

D. Notice to Parent/Guardian

If the investigator determines that a bullying incident has occurred, the District will promptly notify the victim's and perpetrator's parent/guardian in writing.

E. Annual Reports

At least annually, the building principal or designee, or the Responsible School Official, must report all verified bullying incidents and the resulting consequences, including any disciplinary action or referrals, to the Board.

The District will annually report incidents of bullying to MDE in the form and manner prescribed by MDE.

F. Responsible School Official

The Superintendent is the "Responsible School Official" for this Policy and is responsible for ensuring that this Policy is properly implemented. This appointment does not reduce or eliminate the duties and responsibilities of the building principal or designee as described in this Policy.

G. Posting/Publication of Policy

The Superintendent or designee will ensure that this Policy is available on the District's website and incorporated into student handbooks and other relevant school publications.

The Superintendent or designee will submit this Policy to the MDE within 30 days after its adoption.

- H. Definitions
  - 1. "At school" means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether it is held on school premises. "At school" also includes any conduct



using a telecommunications access device or telecommunications service provider that occurs off school premises if the device or provider is owned by or under the control of the District.

- 2. "Telecommunications access device" means any of the following:
  - a. any instrument, device, card, plate, code, telephone number, account number, personal identification number, electronic serial number, mobile identification number, counterfeit number, or financial transaction device defined in MCL 750.157m (e.g., an electronic funds transfer card, a credit card, a debit card, a point-of-sale card, or any other instrument or means of access to a credit, deposit, or proprietary account) that alone or with another device can acquire, transmit, intercept, provide, receive, use, or otherwise facilitate the use, acquisition, interception, provision, reception, and transmission of any telecommunications service; or
  - b. any type of instrument, device, machine, equipment, technology, or software that facilitates telecommunications or which is capable of transmitting, acquiring, intercepting, decrypting, or receiving any telephonic, electronic, data, internet access, audio, video, microwave, or radio transmissions, signals, telecommunications, or services, including the acquisition, interception, transmission, retransmission, receipt, or decryption of all telecommunications, transmissions, signals, or services provided by or through any cable television, fiber optic, telephone, satellite. microwave, data transmission, radio, internet based or wireless distribution network, system, or facility, or any part, accessory, or component, including any computer circuit, security module, smart card, software, computer chip, pager, cellular telephone, personal communications device, transponder, receiver, modem, electronic mechanism or other component, accessory, or part of any other device that is capable of facilitating the interception, transmission, retransmission, decryption, acquisition, or reception of any telecommunications, transmissions, signals, or services.
- 3. "Telecommunications service provider" means any of the following:
  - a. a person or entity providing a telecommunications service, whether directly or indirectly as a reseller, including, but not limited to, a cellular, paging, or other wireless communications company or other person or entity which, for a fee, supplies the facility, cell site, mobile telephone switching office, or other equipment or telecommunications service;
  - b. a person or entity owning or operating any fiber optic, cable television, satellite, internet based, telephone, wireless, microwave, data transmission, or radio distribution system, network, or facility; or
  - c. a person or entity providing any telecommunications service directly or indirectly by or through any distribution systems, networks, or facilities.

Legal authority: MCL 380.1310b; MCL 750.157m, 750.219a



Date adopted: July 9, 2025 Date revised:



Milan Area Schools, Counties of Washtenaw and Monroe, State of Michigan (the "District")

A regular meeting of the Board of Education (the "Board") was held in the District Boardroom Located at 100 Big Red Drive, Milan, MI 48160, within the boundaries of the District, on the 9th day of July, 2025, at 7 o'clock in the p.m.

The meeting was called to order by Andrew Cislo, President.

Present: Members

Absent: Members

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

WHEREAS, on June 25, 2025, the Board repealed the Board's then-existing policies, bylaws, and administrative guidelines, and adopted the Thrun Law Firm Policy Manual ("Policy Manual"), except that the Board retained its Board policy [5517.01], concerning student bullying, pending a statutorily required public hearing on proposed Policy 5207 (Anti-Bullying) in the Policy Manual; and

WHEREAS, consistent with Revised School Code Section 1310b, MCL 380.1310b, the Board held a public hearing on July 9, 2025 concerning proposed Policy 5207 (Anti-Bullying), which would replace the Board's existing policies, bylaws, and administrative guidelines concerning student bullying; and

**WHEREAS**, the Board has carefully considered proposed Policy 5207 (Anti-Bullying), the Administration's recommendation, and information and comments provided during the public hearing.

## NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board accepts the Administration's recommendation to adopt Policy 5207 (Anti-Bullying).

2. Policy 5207 (Anti-Bullying) is hereby adopted and replaces all existing Board policies, bylaws, and administrative guidelines concerning student bullying.

3. The Board's adoption of Policy 5207 will take immediate effect.

4. The Administration shall promptly review District publications and forms that may reference the now-repealed student bullying policy and revise those publications and forms as necessary to align with the newly adopted Policy 5207 within 90 calendar days after this resolution.

5. 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 Milan Area Schools, County[ies] of Washtenaw and Monroe, State of Michigan, certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on July 9, 2025, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

