



Board of Education, Regular Meeting
 Monday, April 28, 2025
 7:00PM Regular Meeting
 Administrative Offices Building/Board Room
 125 S. Church Street
 Brighton, MI 48116

I. Call to Order		
II. Roll Call		
III. Pledge of Allegiance		
IV. Approval of Agenda		
V. Superintendent Report A. Shining Stars B. Facility Investments		
VI. Call to the public		
VII. For Action		
A. Meeting minutes of April 14, 2025	Report 25-38	Page 3
B. Human Resources Report	Report 25-39	Page 8
C. Hawkins playground equipment.	Report 25-40	Page 9
D. SMS/BHS Trip Request to Quebec, Canada	Report 25-41	Page 21
VIII. For Future Action		
A. Resolution to Designate District’s LESA Election Rep . .	Report 25-42	Page 43
B. Spencer playground equipment, PTO.	Report 25-43	Page 44
C. BECC Carpet.	Report 25-44	Page 52
D. Maltby Grade Level Principal.	Report 25-45	Page 71
E. Student Handbooks	Report 25-46	Page 72
X. Board Committee Chair Reports/Community Recognition		
XI. Next Meeting, Monday, May 12, 2025 at 7PM		
XII. Adjournment		

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

Shining Stars

Brighton High School

The following auto shop students are receiving “Shining Star” recognition:

Eric House

Joe Mertes

Evan Penner

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

Report #25-38

For Action

Subject:

Board of Education Meeting Minutes

Recommendation:

That the Board of Education approve the regular meeting minutes as presented.

Rationale:

Facts/Statistics:

Per Board policy meeting minutes require board approval.

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

Motion

Moved by:

Supported by:

To approve the meeting minutes of April 14, 2025 as presented.

Voice Vote:

Ayes

Nays



Board of Education

Regular Meeting
Administrative Offices Building/Board Room
125 S. Church Street, Brighton, Michigan 48116
Monday, April 14, 2025
7:00PM meeting

Minutes

I. Call to Order

President Myers called the meeting to order at 7:02 PM.

II. Roll Call

Members present: Roger Myers, President, Jennifer Marks, Vice President, Dr. Angela Krebs, Secretary, Ken Stahl, Treasurer, Alicia Urbain, Trustee and Katie Tierney, Trustee. Also present: Dr. Matthew Outlaw, Superintendent of Schools, Dr. Liz Mosher, Assistant Superintendent of Curriculum, Jacob Anastasoff, Assistant Superintendent of Human Resources, Dave Jones, Assistant Superintendent of Finance, Starr Acromite, Recording Secretary, staff, press and visitors. 1 absent - Andy Storm, Trustee.

III. Pledge of Allegiance

Spencer Elementary students led the board in the pledge of allegiance and the National Anthem.

IV. Approval of Agenda

Motion: To approve the agenda as presented.
Moved by: Stahl
Supported by: Krebs
Voice vote: 6 ayes, 1 absent – Andy Storm.
Motion carried.

V. Superintendent Report

- A. School Showcase – Spencer Elementary Principal, music teacher and students performed a song and dance routine.
- B. Brighton High School Musical Theater – Violet H, student, performed a song from the upcoming musical, *Anastasia*.

April 14, 2025

- C. Shining Stars – The following winter Athletes received “Shining Star” recognition; Boy’s Swim & Dive, Hockey, Bowling, Girl’s Gymnastics, Competitive Cheer and Pom & Dance, Boys & Girls ski and wrestling.
- D. Capital Master Plan Funding – Karlee Stoddard from Baker Tilley presented two potential funding options for capital projects in the district via a power point presentation.

President Myers provided instruction for public participation.

VI. **Call to the Public**

Public comments were received by the board.

VII. **For Action**

- A. Motion: To approve the March 10, 2025 meeting minutes as presented.
Moved by: Stahl
Supported by: Urbain
Voice vote: 6 ayes, 1 absent – Andy Storm.
Motion carried.

- B. Motion: To approve the revised Human Resources Report as presented.
Moved by: Urbain
Supported by: Tierney
Voice vote: 6 ayes, 1 absent – Andy Storm.
Motion carried.
An updated report was added at place:

<u>RETIREMENTS / RESIGNATIONS / TERMINATIONS</u>					
<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>REASON</u>	<u>EFFECTIVE</u>
Joan Ancona	BECC	Instructional Coach	Retirement	Retirement	6/30/25
Scott Brenner	Maltby Intermediate Schools	Lead Principal	Retirement	Retirement	6/30/25
Daniel D'Arcy	Hawkins Elementary School	P.E. Teacher	Retirement	Retirement	6/30/25
Teresa Eby	Brighton High School	Social Studies Teacher	Retirement	Retirement	6/30/25
Cadie Godfrey	Brighton High School	School Nurse	Resignation	Career Change	4/18/25
Barry Goode	Brighton High School	Counselor	Retirement	Retirement	6/30/25
Stacy Kiefer	Maltby Intermediate Schools	Grade 6 Teacher	Retirement	Retirement	6/30/25
Kaitlyn Laird	Hilton Elementary School	Grade 2 Teacher	Resignation	Personal	6/30/25
Brian Walker	Hilton Elementary School	Art Teacher	Retirement	Retirement	6/30/25

- C. Motion: To approve the funding to Midstates Recreation for the hybrid purchase and installation of new playground equipment at the Hawkins Elementary School as presented.
~~Moved by: Krebs~~
~~Supported by: Marks~~
Dr. Krebs withdrew her motion following board discussion and additional information will be provided as requested. This item will be placed on the April 28 agenda for board consideration.

- D. Motion: To approve PO 4229 Acceptable Use of Generative Artificial Intelligence as presented.
Moved by: Urbain
Supported by: Stahl
Voice vote: 6 ayes, 1 absent – Andy Storm.
Motion carried.

- E. Motion: To approve Brothers & Bricks, LLC not to exceed \$114,721.00 for contractor services of restoring the lower level interior wall at the Maltby Intermediate School as presented.
Moved by: Stahl
Supported by: Tierney
Voice vote: 6 ayes, 1 absent – Andy Storm.
Motion carried.

- F. Motion: To approve the Corrigan Construction change order in the amount of \$335,707 to perform the contractor services of renovating the first floor bathrooms at the BECC building.
Moved by: Stahl
Supported by: Krebs
Voice vote: 6 ayes, 1 absent – Andy Storm.
Motion carried.

- G. Motion: To approve the part-time Communication Specialist Director as presented.
Moved by: Stahl
Supported by: Urbain
Voice vote: 6 ayes, 1 absent – Andy Storm.
Motion carried.

VIII. **For Future Action**

- A. Staffing – Administration requested direction from the Board regarding a potential Navy JROTC program for Brighton High School. The Livingston County Board of Commissioners had earmarked \$150,000 of Federal ARPA funding to help support the launch of the program. BAS made an attempt to

April 14, 2025

launch the program for the 2024-25 school year, but only three students expressed an interest. After this, BAS was given more time to recruit students with the hope of initiating the program for the 2025-26 school year. Again, only three students signed up. These student enrollment numbers fail to meet the standards set by the Brighton Board of Education in their 2023 Board resolution. The Board has directed the administration to engage with the county regarding the return of the \$150,000 of ARPA funds.

- B. SMS/BHS Trip Request to Quebec, Canada – This item was presented for board review and will be placed on the April 28 for board consideration.
- C. Spencer PTO playground equipment will be coming for board consideration.

IX. Board Committee Chair Reports/Community Recognition

Board members provided updates and reports from the Academic, Policy, Finance, and Ad Hoc Student Nutrition Committees. They also recognized other noteworthy events scheduled throughout the district.

X. Next Meeting, Monday, April 28, 2025 at 7PM.

XI. Closed Session

Motion: To enter closes session for the purpose of approving closed minutes of January 27, February 10 and March 10, 2025.

Moved by: Stahl

Supported by: Krebs

Roll call vote: 6 ayes, 1 absent – Andy Storm.

Board entered closed session at 9:33 p.m.

Board entered open session at 9:34 p.m.

XII. Adjournment

President Myers adjourned the meeting at 9:35 p.m.

Respectfully submitted,

Dr. Angela Krebs, Secretary



Human Resource Report (April 28, 2025)

Human Resources presents for your consideration the following human resources changes including resignations, new hires, and changes in tenure status

<u>RETIREMENTS / RESIGNATIONS / TERMINATIONS</u>					
<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>REASON</u>	<u>EFFECTIVE</u>
Emily McCann	Brighton High School	History/SS Teacher	Resignation	Personal	6/30/25

<u>TRANSITIONS / NEW HIRES</u>					
<i>* Pending completion of district hiring process and successful completion of criminal history screening process</i>					
<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>EFFECTIVE</u>	
Capps, Jennifer	Shared Time Services	Journalism/Speech	Layoff	3/19/2025	
De la Parte Aguilar, Rosa Blanca	Shared Time Services	Spanish	Layoff	3/28/2025	

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

Report #25-40

For Action

Subject:

Purchase and installation of new playground equipment at the Hawkins Elementary School.

Recommendation:

It is the recommendation that BAS accept one of the quotations of from Midstates Recreation. The district will partner with the Hawkins Elementary School PTO to pay for the new playground equipment with the Hawkins PTO contributing no less than \$30,000.

Rationale:

BAS will need to retain the services of a qualified contractor for the purchase and installation of new playground equipment at the Hawkins Elementary School. Midstates Recreation is a member of the Sourcewell Purchasing Consortium, therefore the district is receiving pricing that is a result of competitive bidding.

Facts/Statistics:

This expenditure will be covered by General Funds.

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

Motion

Moved by:

Supported by:

To approve funding to Midstates Recreation for the purchase and installation of new playground equipment at the Hawkins Elementary School.

Voice Vote:

- Ayes
- Nays



1279 Hazelton-Etna Road SW
 Pataskala, OH 43062
 614-855-3790
 www.midstatesrecreation.com

QUOTATION

Sold To	Brighton Area Schools 125 S Church Street Brighton, MI, 48116 United States	Ship To	Hawkins Elementary 8900 Lee Rd Brighton, MI, 48116 United States
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Date	Quote #	Terms	Rep	Project	Ship Contact
2025-02-12	QTN-17435 Valid Until 04-10-2025	Net 10	Brion Kilpela	2022 10 Hawkins Prek-K Playground - Mi Brighton Area Schools	

Item Code	Description	Qty	Rate	Amount
Notes	100% Poured In Place (rubber) Option	1.0 Unit	\$ 0.00	\$ 0.00
Drawing #	Drawing #22-3800C Structure	1.0 Unit	\$ 38,899.00	\$ 38,899.00
ZZUN7140	STATIONARY BUTTONS (12in)	5.0 Unit	\$ 621.00	\$ 3,105.00
ZZUN7146	STATIONARY BUTTONS (18in)	5.0 Unit	\$ 625.00	\$ 3,125.00
Notes	Ground Level Panels	1.0 Unit	\$ 0.00	\$ 0.00
ZZCH0356	3.50in x 88in STEEL POST w/CAP	3.0 Unit	\$ 256.00	\$ 768.00
ZZCH4350	TIC-TAC-TOE ACTIVITY WALL	1.0 Unit	\$ 2,056.00	\$ 2,056.00
ZZCH4589	BELL PANEL(GROUND LEVEL)	1.0 Unit	\$ 1,883.00	\$ 1,883.00
ZZXX0193	UNITY ROCKR	1.0 Unit	\$ 8,756.00	\$ 8,756.00
ZZXX0818	8ft SINGLE POST SWING ASSEMBLY	1.0 Unit	\$ 1,695.00	\$ 1,695.00
ZZXX0819	8ft SINGLE POST SWING ADD-A-BAY	1.0 Unit	\$ 1,165.00	\$ 1,165.00
ZZXX0260	BELT SEAT W/SILVER SHIELD CHAIN FOR 8ft TOP RAIL	3.0 Unit	\$ 176.00	\$ 528.00
ZZXX0892	Accessible Swing Seat - 8' top rail	1.0 Unit	\$ 1,591.00	\$ 1,591.00
ZZXX0810	14FT SHADE HYPAR	1.0 Unit	\$ 4,284.00	\$ 4,284.00
Freight	Shipping Charges are estimated and are subject to actual shipping charges incurred at time of shipment.	1.0 Unit	\$ 3,800.00	\$ 3,800.00
Installation Charges	Installation Charges: Take delivery of equipment, excavate the play area to a depth of 12" and haul off site, installation of play equipment and sign, provide 35'x5' concrete walk way to play area , clean up haul spoils and packaging off site. Provide restoration top soil, seed and mulch for areas disturbed by construction.	1.0 Unit	\$ 38,050.00	\$ 38,050.00
Concrete	Provide 12" wide x8" concrete curb around perimeters. Apprx 236LF	1.0 Unit	\$ 9,260.00	\$ 9,260.00



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QUOTATION

Item Code	Description	Qty	Rate	Amount
Poured In Place	Poured In Place Provide & Install Compacted Sub-Base for 3026sf of Compacted Sub-Base at 4 inch depth not to exceed 60 tons. Provide & Install 3026 sf of Standard color Perma Play (50% Color / 50% Black) Perma Play: 2.75 in (6 ft Critical Fall Height) - 1694 Sq ft Perma Play: 3.5 in (8 ft Critical Fall Height) - 1332 Sq ft	1.0 Each	\$ 76,752.00	\$ 76,752.00
Sourcewell Customer Discount - Member ID #	Sourcewell Customer Discount - Member ID #	1.0 Unit	\$ -8,143.00	\$ -8,143.00

Subtotal	\$ 187,574.00
Michigan Sales Tax	\$ 0.00
Total	\$ 187,574.00

Acceptance of Proposal

(Please be sure you have read, signed, and initialed and understand the terms and conditions) The items, prices, and conditions listed herein are satisfactory and are hereby accepted.

Signature (Approval) _____

Printed Name _____

Title _____

Date _____

TERMS AND CONDITIONS

QUOTE CONDITIONS AND ACCEPTANCE:

This quote is only valid for 30 days.

*** _____ (Pls Initial) It is the Buyer's responsibility to verify quantities and description of items quoted. Once your order has been placed, any changes including additions, deletions, or color changes, could result in price increases, additional fees and could cause delays.

EXCLUSIONS : Unless specified, this quote excludes all of the following but not limited to:

Required Permits/Inspections, Background Checks, Davis Bacon, Prevailing Wage or Certified Payroll Performance/Payment Bonds



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QUOTATION

Site Restoration

Site work, saw cutting/core drilling, and landscaping.

Removal of existing equipment

Unloading; Receiving of inventory or equipment; Storage of equipment.

Equipment assembly and/or installation

Safety surfacing; Borders or drainage requirements

Landscaping Repairs DUE to poor access or in climatic weather

FREIGHT AND DELIVERY: (if applicable)

Shipping is FOB Origin (means the buyer accepts the title of the goods at the shipment point and assumes all risk once the seller ships the product). All equipment will arrive unassembled.

*** _____ (Pls Initial) Buyer is responsible to meet and provide adequate personnel/equipment to unload truck

A Check List, detailing all items shipped, will be included with the shipment. Unless taking delivery is specifically included in quote.

Buyer is responsible for ensuring the Sales Order Breakdown and Item Numbers on all boxes and pieces match the Check List.

*** _____ (Pls Initial) Shortages or damages must be noted on the driver's delivery receipt. Shortages or damages not noted become the buyers financial responsibility.

Please notify Midstates Recreation immediately of any damages.

Shortages and Concealed Damage must be reported to Midstates Recreation within 10 days of delivery.

A reconsignment fee will be charged for any changes made to delivery address after order has been placed.

TAXES:

All orders are subject to applicable sales tax unless a tax exemption form is on file at the time the order is placed.

PAYMENT TERMS:

An approved Credit Application is required for new customers or customers that haven't been active in the last 18 months. Terms are check with order, or 50% down payment with approved credit (terms do vary based on references). Balance of product & freight will be invoiced upon shipment, due Net 10 days. 100 % prepayment required on Replacement Parts. A 3% charge will be added to all credit card orders over \$ 3,000.

For all non-taxpayer-funded entities: A 1.5% monthly service charge will be assessed on all balances over 30 days.

RESTOCKING: Items canceled, returned or refused will be subject to a minimum 25% restocking fee. All return freight charges are the responsibility of the Buyer.

MAINTENANCE/WARRANTY:

Manufacturer's standard product warranties apply and cover equipment replacement and freight costs only; labor is not included.

Midstates Recreation offers no additional warranties.

Maintenance of the equipment and safety surfacing is the responsibility of the customer.

Any unauthorized alterations or modifications to the equipment (including layout) will void your warranty.

INSTALLATION: (if applicable)

Spoils are to remain onsite.

Permits/inspections are the owner's responsibility and associated costs.



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QUOTATION

Customer must locate all underground private utilities before your scheduled installation a third-party private utility service can be provided at an additional cost if necessary. Additional charges may apply if obstruction(s) are encountered beneath the surface. Not responsible for damaged/broken parts on existing playground equipment. Not responsible for crossing sidewalks.

Acceptance of Terms & Conditions

Acceptance of this proposal, made by an authorized agent of your company, indicates agreement to the above terms and conditions.

Customer Signature Updated:	Printed Name and Title	Date



1279 Hazelton-Etna Road SW
 Pataskala, OH 43062
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QUOTATION

Sold To
 Brighton Area Schools
 125 S Church Street
 Brighton, MI, 48116
 United States

Ship To
 Hawkins Elementary
 8900 Lee Rd
 Brighton, MI, 48116
 United States

Date	Quote #	Terms	Rep	Project	Ship Contact
2025-02-12	QTN-17436 Valid Until 04-10-2025	Net 10	Brion Kilpela	2022 10 Hawkins Prek-K Playground - Mi Brighton Area Schools	

Item Code	Description	Qty	Rate	Amount
Notes	Hybrid EWF & Rubber Option	1.0 Unit	\$ 0.00	\$ 0.00
Drawing #	Drawing #22-3800C Structure	1.0 Unit	\$ 38,899.00	\$ 38,899.00
ZZUN7140	STATIONARY BUTTONS (12in)	5.0 Unit	\$ 621.00	\$ 3,105.00
ZZUN7146	STATIONARY BUTTONS (18in)	5.0 Unit	\$ 625.00	\$ 3,125.00
Notes	Ground Level Panels	1.0 Unit	\$ 0.00	\$ 0.00
ZZCH0356	3.50in x 88in STEEL POST w/CAP	3.0 Unit	\$ 256.00	\$ 768.00
ZZCH4350	TIC-TAC-TOE ACTIVITY WALL	1.0 Unit	\$ 2,056.00	\$ 2,056.00
ZZCH4589	BELL PANEL(GROUND LEVEL)	1.0 Unit	\$ 1,883.00	\$ 1,883.00
ZZXX0193	UNITY ROCKR	1.0 Unit	\$ 8,756.00	\$ 8,756.00
ZZXX0818	8ft SINGLE POST SWING ASSEMBLY	1.0 Unit	\$ 1,695.00	\$ 1,695.00
ZZXX0819	8ft SINGLE POST SWING ADD-A-BAY	1.0 Unit	\$ 1,165.00	\$ 1,165.00
ZZXX0260	BELT SEAT W/SILVER SHIELD CHAIN FOR 8ft TOP RAIL	3.0 Unit	\$ 176.00	\$ 528.00
ZZXX0892	Accessible Swing Seat - 8' top rail	1.0 Unit	\$ 1,591.00	\$ 1,591.00
ZZXX0810	14FT SHADE HYPAR	1.0 Unit	\$ 4,284.00	\$ 4,284.00
Freight	Shipping Charges are estimated and are subject to actual shipping charges incurred at time of shipment.	1.0 Unit	\$ 3,800.00	\$ 3,800.00
Installation Charges	Installation Charges: Take delivery of equipment, excavate the play area to a depth of 12" and haul off site, installation of play equipment and sign, provide 35'x5' concrete walk way to play area , clean up haul spoils and packaging off site. Provide restoration top soil, seed and mulch for areas disturbed by construction.	1.0 Unit	\$ 38,050.00	\$ 38,050.00



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QUOTATION

Item Code	Description	Qty	Rate	Amount
Poured In Place	Poured In Place Provide & Install Compacted Sub-Base for 1536sf of Compacted Sub-Base at 4 inch depth not to exceed 30 tons 1,536 Provide & Install 1536 sf of Standard color Perma Play (50% Color / 50% Black) Perma Play: 2.75 in (6 ft Critical Fall Height) - 1079 Sq ft Perma Play: 3.5 in (8 ft Critical Fall Height) - 300 Sq ft Turn Down - 157 Sq ft Perma Play	1.0 Each	\$ 41,390.00	\$ 41,390.00
Wood Fiber	(cy) Playground Engineered Wood Fiber Safety Surfacing - ASTM Compliant supplied and installed.	80.0 Each	\$ 43.00	\$ 3,440.00
Sourcewell Customer Discount - Member ID #	Sourcewell Customer Discount - Member ID #	1.0 Unit	\$ -8,143.00	\$ -8,143.00
Subtotal				\$ 146,392.00
Michigan Sales Tax				\$ 0.00
Total				\$ 146,392.00

Acceptance of Proposal

(Please be sure you have read, signed, and initialed and understand the terms and conditions) The items, prices, and conditions listed herein are satisfactory and are hereby accepted.

Signature (Approval) _____

Printed Name _____

Title _____

Date _____

TERMS AND CONDITIONS

QUOTE CONDITIONS AND ACCEPTANCE:

This quote is only valid for 30 days.

*** (Pls Initial) It is the Buyer's responsibility to verify quantities and description of items quoted. Once your order has been placed, any changes including additions, deletions, or color changes, could result in price increases, additional fees and could cause delays.

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QUOTATION

Performance/Payment Bonds
Site Restoration
Site work, saw cutting/core drilling, and landscaping.
Removal of existing equipment
Unloading; Receiving of inventory or equipment; Storage of equipment.
Equipment assembly and/or installation
Safety surfacing; Borders or drainage requirements
Landscaping Repairs DUE to poor access or in climatic weather

FREIGHT AND DELIVERY: (if applicable)

Shipping is FOB Origin (means the buyer accepts the title of the goods at the shipment point and assumes all risk once the seller ships the product). All equipment will arrive unassembled.

*** (Pls Initial) Buyer is responsible to meet and provide adequate personnel/equipment to unload truck
A Check List, detailing all items shipped, will be included with the shipment. Unless taking delivery is specifically included in quote.

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*** (Pls Initial) Shortages or damages must be noted on the driver's delivery receipt. Shortages or damages not noted become the buyers financial responsibility.

Please notify Midstates Recreation immediately of any damages.

Shortages and Concealed Damage must be reported to Midstates Recreation within 10 days of delivery.

A reconsignment fee will be charged for any changes made to delivery address after order has been placed.

TAXES:

All orders are subject to applicable sales tax unless a tax exemption form is on file at the time the order is placed.

PAYMENT TERMS:

An approved Credit Application is required for new customers or customers that haven't been active in the last 18 months. Terms are check with order, or 50% down payment with approved credit (terms do vary based on references). Balance of product & freight will be invoiced upon shipment, due Net 10 days. 100 % prepayment required on Replacement Parts. A 3% charge will be added to all credit card orders over \$ 3,000.

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INSTALLATION: (if applicable)

Spoils are to remain onsite.

Permits/inspections are the owner's responsibility and associated costs.



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QUOTATION

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Acceptance of Terms & Conditions

Acceptance of this proposal, made by an authorized agent of your company, indicates agreement to the above terms and conditions.

Customer Signature	Printed Name and Title	Date
Updated:		



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QUOTATION

Sold To
 Brighton Area Schools
 125 S Church Street
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Ship To
 Hawkins Elementary
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Date	Quote #	Terms	Rep	Project	Ship Contact
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Item Code	Description	Qty	Rate	Amount
Notes	100% EWF (woodchip) Option	1.0 Unit	\$ 0.00	\$ 0.00
Drawing #	Drawing #22-3800C Structure	1.0 Unit	\$ 38,899.00	\$ 38,899.00
ZZUN7140	STATIONARY BUTTONS (12in)	5.0 Unit	\$ 621.00	\$ 3,105.00
ZZUN7146	STATIONARY BUTTONS (18in)	5.0 Unit	\$ 625.00	\$ 3,125.00
Notes	Ground Level Panels	1.0 Unit	\$ 0.00	\$ 0.00
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Wood Fiber	(cy) Playground Engineered Wood Fiber Safety Surfacing - ASTM Compliant	156.0 Each	\$ 43.00	\$ 6,708.00



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QUOTATION

Item Code	Description	Qty	Rate	Amount
Sourcewell Customer Discount - Member ID #	Sourcewell Customer Discount - Member ID #	1.0 Unit	\$ -8,143.00	\$ -8,143.00
Subtotal				\$ 109,520.00
Michigan Sales Tax				\$ 0.00
Total				\$ 109,520.00

Acceptance of Proposal

(Please be sure you have read, signed, and initialed and understand the terms and conditions) The items, prices, and conditions listed herein are satisfactory and are hereby accepted.

Signature (Approval) _____

Printed Name _____

Title _____

Date _____

TERMS AND CONDITIONS

QUOTE CONDITIONS AND ACCEPTANCE:

This quote is only valid for 30 days.

*** (Pls Initial) It is the Buyer's responsibility to verify quantities and description of items quoted. Once your order has been placed, any changes including additions, deletions, or color changes, could result in price increases, additional fees and could cause delays.

EXCLUSIONS : Unless specified, this quote excludes all of the following but not limited to:

- Required Permits/Inspections, Background Checks, Davis Bacon, Prevailing Wage or Certified Payroll
- Performance/Payment Bonds
- Site Restoration
- Site work, saw cutting/core drilling, and landscaping.
- Removal of existing equipment
- Unloading; Receiving of inventory or equipment; Storage of equipment.
- Equipment assembly and/or installation
- Safety surfacing; Borders or drainage requirements
- Landscaping Repairs DUE to poor access or in climatic weather

FREIGHT AND DELIVERY: (if applicable)

Shipping is FOB Origin (means the buyer accepts the title of the goods at the shipment point and assumes all risk once the seller ships the product). All equipment will arrive unassembled.

*** (Pls Initial) Buyer is responsible to meet and provide adequate personnel/equipment to unload truck



1279 Hazelton-Etna Road SW
Pataskala, OH 43062
614-855-3790
www.midstatesrecreation.com

QUOTATION

A Check List, detailing all items shipped, will be included with the shipment. Unless taking delivery is specifically included in quote.

Buyer is responsible for ensuring the Sales Order Breakdown and Item Numbers on all boxes and pieces match the Check List.

*** (Pls Initial) Shortages or damages must be noted on the driver's delivery receipt. Shortages or damages not noted become the buyers financial responsibility.

Please notify Midstates Recreation immediately of any damages.

Shortages and Concealed Damage must be reported to Midstates Recreation within 10 days of delivery.

A reconignment fee will be charged for any changes made to delivery address after order has been placed.

TAXES:

All orders are subject to applicable sales tax unless a tax exemption form is on file at the time the order is placed.

PAYMENT TERMS:

An approved Credit Application is required for new customers or customers that haven't been active in the last 18 months. Terms are check with order, or 50% down payment with approved credit (terms do vary based on references). Balance of product & freight will be invoiced upon shipment, due Net 10 days. 100 % prepayment required on Replacement Parts. A 3% charge will be added to all credit card orders over \$ 3,000.

For all non-taxpayer-funded entities: A 1.5% monthly service charge will be assessed on all balances over 30 days.

RESTOCKING: Items canceled, returned or refused will be subject to a minimum 25% restocking fee. All return freight charges are the responsibility of the Buyer.

MAINTENANCE/WARRANTY:

Manufacturer's standard product warranties apply and cover equipment replacement and freight costs only; labor is not included.

Midstates Recreation offers no additional warranties.

Maintenance of the equipment and safety surfacing is the responsibility of the customer.

Any unauthorized alterations or modifications to the equipment (including layout) will void your warranty.

INSTALLATION: (if applicable)

Spoils are to remain onsite.

Permits/inspections are the owner's responsibility and associated costs.

Customer must locate all underground private utilities before your scheduled installation a third-party private utility service can be provided at an additional cost if necessary. Additional charges may apply if obstruction(s) are encountered beneath the surface. Not responsible for damaged/broken parts on existing playground equipment. Not responsible for crossing sidewalks.

Acceptance of Terms & Conditions

Acceptance of this proposal, made by an authorized agent of your company, indicates agreement to the above terms and conditions.

Customer Signature Updated:	Printed Name and Title	Date

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

Report#25-41

For Action

Subject:

SMS/BHS Trip Request to Quebec, Canada

Recommendation:

It is recommended that the Board approve the World Language trip to Quebec, Canada in June of 2026 proposed by French teacher, Jean Marie Moffa.

Rationale:

The six day trip will include traveling and exploring of Quebec, including Montreal and Quebec City both French Speaking location. Students will further their understanding of the French-Canadian culture, history, and experience. Students who have successfully completed 2 years of French will be invited for the opportunity. Itinerary included with detailed information on travel.

Facts/Statistics:

Destination: Quebec, Canada

Date: June 15-20, 2026

The cost of the optional self-funded trip is \$2560

Student-to-Adult Ratio: 7:1

3 quotes obtained

District Goal Addressed:

Communication

Fiscal Integrity

Student Achievement

Motion:

Moved by:

Supported by:

To approve the SMS/BHS Trip Request to Quebec, Ontario as presented.

Voice Vote:

Ayes

Nays

Student Trip Proposal Information Form

To be used for all overnight trips, trips exceeding 100 Miles and overseas travel (including travel outside of the continental United States and Canada) in accordance with Board Bylaws and Policies 2340- Field Trips.

Name of Trip: *Québec 2026*

Proposed Departure Date: *15 June 2026* **Return Date:** *20 June 2026*

Proposing Staff Member: *Jean Marie Moffa* **Position:** *Teacher, SMS*

PURPOSE OF TRIP

- 1. What is the major place(s) to be visited or event(s) to be attended?**

Montréal, Québec City, and the regions surrounding

- 2. How is the proposed visit or event related to the educational program of the district?**

This proposed visit would be available to students who have completed a minimum of French II and the 9th grade, by the departure date. The tour introduces students to French Canadian culture and history, which is an important part of our North American heritage and the francophone world. We will visit Montréal, the second largest French-speaking city in the world, and Québec, the most fully French-speaking city on the continent.

- 3. In what ways will the students benefit?**

Students will experience the Québécois history, culture and language. They will deepen their understanding of the French-Canadian experience and of the transformations in the French language itself that have resulted in the French that is spoken in Canada. This sort of educational travel is a life-changing trip for most students.

- 4. How will the travel be evaluated to determine the extent to which these benefits were realized?**

The benefits are difficult to evaluate empirically. Students normally return from such a trip with a greater interest in world language study and with a greater interest in peoples from other cultures. Teachers return freshly inspired, with lots of stories to share with their students. The trip ignites a passion not just for language, but for history, art, lifelong learning, global citizenship, and more.

STUDENTS AND STAFF

1. Which students, in terms of grade, class, or organization will be attending?

Students who have successfully completed the 9th grade, and 1-5 years of French, and who have demonstrated positive behavior patterns in school, will be considered for the trip. Students with chronic tardy problems, who have been suspended from school, or who have caused problems in French class will not be considered for the trip. A maximum of one busload of students will be accepted, with approximately 35 students and 5 teachers. A minimum of 12 students and 1 teacher will be accepted.

2. Which staff member(s) will be in charge?

Jean Marie Moffa will be in charge.

3. How many additional staff members will be attending?

Matt Dufon will assist. Depending upon the size of the group, Missy Setty and/or other BAS staff members may assist.

4. How many chaperones, in addition to staff members, will be attending?

N/A

SCHOOL TIME

1. Has the trip been planned to minimize absence from school?

Yes. We will work during summer vacation to make this trip possible.

2. How many school days will be missed?

None

3. Has the trip been planned to minimize disruptions of religious and national holidays?

Yes

ITINERARY

1. What is the destination?

Québec (see attached itinerary)

2. What will be the mode(s) of transportation?

Air transportation will be to and from Montréal and Québec City. Bus in Québec. Students will be responsible for arranging their own transportation to and from Detroit-Wayne Metropolitan Airport (DTW).

3. What will be the accommodations and food plans?

Hotels tentatively set for Best Western Ville Marie Montréal and Comfort Inn & Suites Saint-Nicolas à Lévis (or equivalent); 5 breakfasts in hotels, 1 lunch at a scenic location, (other days allowing students freedom to choose) and 4 dinners in quaint local restaurants, as well as 1 dinner in a Cabane à Sucre.

4. What, if any, enroute or supplementary activities are planned?

None. The trip is filled with enriching activities.

5. What arrangements have been made for dealing with emergency situations?

See attached documents re: optional cancellation insurance policies available from Prométour. Medical emergencies are facilitated by way of the power of attorney and medical insurance/information forms (attached)

FINANCES

1. What is the estimated total cost per student?

The trip's final cost is contingent upon the number of students traveling (this is consistent with all travel companies for North American trips). Current pricing for the trip ranges in price from \$2560-\$3435, and depends upon the number of students traveling. This does not include 4 lunches or \$42 in tips for the guide and bus driver.

Please see attached chart of the breakdown of the bids from the three companies consulted, as well as copies of their brochure proposals.

All companies were competitively priced, and all companies have a sliding scale that lowers with an increase of travelers. We selected Prométour because of the engaging and diverse hands-on activities, and because they are based in Montréal, offering us immediate and knowledgeable on-the-ground support.

2. What is the source of funds?

This trip is funded by students and their families.

3. What arrangements are available to ensure all students who are eligible can participate regardless of financial circumstances?

We will discuss fundraising if there is interest. We have selected a solid company whose price was accessible to families. Additionally, making a more affordable trip possible for our students by having them stay on this continent was one of the reasons we chose to travel to Québec.

COMMUNICATION

1. What will be the communication to families prior to the trip, during the trip, and after the trip?

There will be student and parent meetings. We will have a Google classroom set up for the trip. During the trip, students may call home. A phone fan-out will be drawn up prior to departure in order to communicate with all parents, should the need arise. Chaperones will call parents from Canada if there is a discipline or medical issue. We will also gather as a group after the trip, should there be interest.

HEALTH AND SAFETY

1. What safeguards have been taken to ensure the health and safety of all participants? We require students and their parents to complete an Emergency Treatment Release Form and a Health History Form. (See attached.)

DISTRICT AND SCHOOL POLICIES

All school district and student handbook rules and regulations will be in effect. *(We have students and parents sign a Code of Conduct form, stating as much, prior to departure.)*


All permission forms must include signatures by parents and participants admitting that each is aware of the rules and will abide by and support these rules. Trip disclaimer forms must be on files in the school office before students can participate.



Signature of Proposing Staff Member

3/21/25

Date



Signature of Building Principal

4/12/25

Date

Signature of Central Office Designee

Date

Selected

Prométour

EDUCATIONAL TOURS



Explore French Canada 🇫🇷 ☐

Brighton High School

June 15th - 20th, 2026

6 Days

Sher Afghan
✉ sher@prometour.com

DAY 1: Travel to French Canada

Monday 15-Jun-2026



Board your flight from Detroit and fly to Canada.

Your **Québécois Prométour Tour Director** will meet you at the arrivals section of the **Montreal airport** and will remain with your group for the duration of your visit.

Board your private **motor coach** and head out to your first activity.

Take in the view of Montreal from the **Kondiaronk Belvedere Lookout on Mount Royal**, named after a great First Nation's Chief who contributed to the signing of the Peace Treaty in 1701.

Have time to explore **Quartier Le Plateau-Mont Royal**, a neighbourhood characterized by brightly coloured houses, cafés, book shops, and a laissez-faire attitude. **(non-guided)**

Enjoy dinner in a quaint local restaurant with your group and Prometour Tour Director.

Overnight accommodation in **downtown Montreal**.
Example: Best Western Ville Marie Montreal (or similar)

DAY 2: Montréal

Tuesday 16-Jun-2026

Enjoy breakfast at the hotel with your group.

Head to **Café Graffiti**, a place for Montreal youth to come together to find support, socialize, and develop their creativity. Have a short presentation on different Graffiti techniques, then use your creativity to **design your own take-home souvenir hat!**

At **Musée Pointe à Callière**, partake in the **Archeo du Futur digging workshop**. Step in the shoes of an archaeologist and learn how to use tools of the trade to unearth and identify objects through the scientific investigation methods of archaeology based on research, analysis, and hypotheses.

Have lunch on your own.

Enjoy a **guided walking tour of Old Montreal** and discover the picturesque charm of the **Old Port**.

Have time to explore **Place Jacques-Cartier** and **St-Paul Street** in **Vieux-Montreal**.
(non guided)

Take a ride on the **Montreal Ferris Wheel** for a bird's eye view of the city.

Enjoy dinner in a quaint local restaurant with your group and Prometour Tour Director.

Experience **AURA Notre Dame**. It's where light, orchestral music and grandiose architecture combine to create a unique multimedia spectacle, presented on one of the most amazing canvases imaginable: Notre-Dame Basilica. *(subject to schedule and ticket availability)*

Overnight accommodation in **downtown Montreal**.
Example: *Best Western Ville Marie Montreal (or similar)*



DAY 3: Circus Workshop & Continue to Québec City

Wed 17-Jun-2026



Enjoy breakfast at the hotel with your group.

Partake in a 2-hour **Circus Workshop** at **Academie de Cirque de Montreal**. Under the supervision of qualified instructors, try a variety of circus equipment & activities such as trapeze, trampoline and juggling

Board your **motor coach** and continue on to **Quebec City**.

Stretch your legs while discovering this charming, 400 year old fortified city on a **guided walking tour**. Walk along St-Louis and St-Jean Streets, see the breathtaking Chateau Frontenac, and admire the magnificent architecture and views.

Wander through the enchanting **Quartier Petit Champlain**, the oldest shopping district in North America. Today, it showcases the talents of local artisans, and is the location of the Escalier Casse-Cou and Wall of History.

Enjoy dinner in a quaint local restaurant with your group and Prometour Tour Director.

Traverse the mighty **St. Lawrence River** on a **ferry** to enjoy a sailor's view of the Plains of Abraham and Chateau Frontenac.

Overnight accommodation in the **region of Quebec City**.
Example: *Comfort Inn & Suites Saint-Nicolas à Lévis (or similar)*

DAY 4: Beaupré Coast

Thursday 18-Jun-2026



Enjoy breakfast at the hotel with your group.

At **Parc de la Chute Montmorency** enjoy a ride on the **funicular** (*one way*), then have time for photos, to walk over the suspended bridge, and take the 487 steps for a different view of the falls which are higher than those of Niagara Falls. *(access to the steps is seasonal)*

See the fabulous display of nature that the glaciers left at the spectacular **Canyon Sainte-Anne** by crossing 3 suspended bridges and numerous steps where you can descend 55 metres into the canyon.

Enjoy a **BBQ Burger lunch** on the terrace at Canyon Sainte-Anne.

Enter the **Ste-Anne de Beaupré Basilica**. This impressive house of worship is one of the five national shrines of Canada. **(non guided)**

Visit the **Copper Museum**, watch a demonstration of "Repoussé" work and then live the experience of an artisan by working on your own decorative copper piece that you can bring home.

Enjoy dinner in a quaint local restaurant with your group and Prometour Tour Director.

Overnight accommodation in the **region of Quebec City**.
Example: *Comfort Inn & Suites Saint-Nicolas à Lévis (or similar)*

DAY 5: Québec City

Friday 19-Jun-2026



Enjoy breakfast at the hotel with your group.

The First Nations Community plays an important role in Quebec's history and still thrives today. Learn about Huron-Wendat history and customs at the "**Onhoua Chetek8e**" **Huron Village**, followed by a fur workshop and Huron games. **(guided)**

Have lunch on your own.

At the **Plains of Abraham Museum** partake in **The Soldiers of the Martello Tower** interactive workshop to

OPTIONAL ADDITIONAL COVERAGE covering group travel dates

Prométour is pleased to provide the Student Essentials plan from Travelex Insurance Services for all participants. Information for this included coverage can be found in the Student Essentials product flier [here](#).

For your convenience, we offer a travel insurance plan for additional benefits through Travelex Insurance Services. You will have the option to purchase this coverage. For more information and rates, refer to the Student Group Plus flyer [here](#).

Travel Insurance is underwritten by Zurich American Insurance Company, (NAIC #16535). Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison. Please visit travelexinsurance.com/company/fraud-warning to view the state specific fraud warnings or call 844.825.1716.

This trip is quoted as a student tour, prices are subject to increase if number of adults exceeds 30% of group size.

PRICE INCLUDES:

Student Group Essentials Plan covering group dates of travel

Refer to complete policy for all insurance details.

Roundtrip airfare*

Detroit - Montréal

Montréal - Detroit

-direct flights not guaranteed

Ground transportation while in destination

Private bus transportation

Accommodation

5 nights multiple occupancy in quality hotels

3-star standard, 3 & 4 per room, single beds not guaranteed

Group leader & chaperones in twin accommodation according to gender

Meals

5 Breakfasts / 1 Lunch / 5 Dinners

Group menu with 1 non-alcoholic beverage + vegetarian option

Activities & Sightseeing

All aforementioned visits, activities, tours and admissions

Tour Guides

Service of a dynamic, bilingual Prometour Tour Director

Local city/activity guides as indicated in the program

Chaperones

1:7 complimentary trip ratio (twin accommodation according to gender)

Other

Applicable service fees, taxes and FICAV contribution

PRICE DOES NOT INCLUDE:

Airline baggage charges according to their policies

Departure tax depending on destination & airline

Transportation to/from Detroit Airport

Meals that are not indicated in the daily program

Student Group Plus Plan

- *Cancellation*

- *Cancel For Any Reason (CFAR)*

Night Hall Monitors

Money for sub-costs, stipends or incidentals

Tips

It's customary to tip as a token of appreciation, ultimately tips are at the discretion of the group.

These tipping suggestions are based on industry standards:

Prometour Tour Director \$4 per day, per person

Motor Coach Drivers \$3 per day, per person

Personal spending money

Any applicable processing fees (\$45)

Costs associated with travel documents, visas, medical testing, vaccinations, or other as required by your destination(s) or home country

Costs associated with changes to itinerary due to unforeseen circumstances including but not limited to: pandemics, epidemics, natural disasters, or other.

learn about the daily life of a soldier in the 1812 Battle of Quebec.

Enjoy some leisure time in **Quebec City**. Visit the souvenir shops in the **Quartier Petit Champlain** or along **rue St Jean**, and maybe stroll along the **Terrasse Dufferin** to snap a photo with the iconic **Château Frontenac**.

With quiz sheet in hand and your own digital/phone camera, set off in teams on a **Photos Rally Game** through Vieux Quebec, there's a prize for the winning team.

Experience the Quebecois tradition of sugaring off at a **Cabane à Sucre**. Tour the sugar shack to learn how tree sap becomes syrup (aka liquid gold), enjoy a lumberjack meal, listen to folk songs, learn traditional dances, and have maple taffy on snow!

Overnight accommodation in the **region of Quebec City**.
Example: Comfort Inn & Suites Saint-Nicolas à Lévis (or similar)

DAY 6: Return Home

Saturday 20-Jun-2026



Enjoy breakfast at the hotel with your group.

Transfer to Montréal Airport

Say a fond *Au Revoir* to your Quebecois **Prometour Tour Director**.

Board your flight from Montreal and fly back to Detroit

PRICE PER PERSON SHEET

This is a privately operated tour - you will not be combined with another group

Student Price Per Participant

30 to 32 participants : 2 560 USD

27 to 29 participants : 2 580 USD

24 to 26 participants : 2 720 USD

21 to 23 participants : 2 750 USD

18 to 20 participants : 2 900 USD

15 to 17 participants : 3 200 USD

12 to 14 participants : 3 435 USD

SUPPLEMENTS

Adult Activity Supplement \$15 per day, per person

Twin Room Supplement \$60 per night, per person

Single Room Supplement \$120 per night, per person

For 12 to 17 paying participants:

Student Plus Insurance Plan Supplement \$195 per person

Adult Plus Insurance Plan Supplement \$255 per person

For 18 to 32 paying participants:

Student Plus Insurance Plan Supplement \$164 per person

Adult Plus Insurance Plan Supplement \$214 per person

PAYMENT SCHEDULE

Based on Travel Dates

To Be Determined

Please check with your credit card company and/or financial institution for any extra application fees.

NOTES

* AIRLINE FUEL SURCHARGE (already included in these prices): Airlines have the legal right to impose fuel surcharges to tickets even after bookings have been made. Departure taxes and airline fuel surcharges at time of this quote = \$155

* Flights can only be researched and booked within 11-months prior to return date, and confirmed once first deposits are received.

* Flight times are subject to airline-imposed schedule changes outside of Prométour's control. Direct flights are not guaranteed.

Prométour reserves the right to alter your itinerary before or during your tour for reasons including but not limited to: severe weather conditions, government restrictions, holidays, special events, or other unforeseen circumstances. When a scheduled activity or tourist site is not possible, we will make every effort to minimize inconvenience by adjusting the itinerary or replacing the item with a similar item of equal standard and value.

New Green Initiative!

Prométour's target is to be a 100% carbon neutral company. Complimentary CO2 offsetting is now included on all tours including bus or air transportation.

EXCHANGE RATE: Prométour has quoted this package at an exchange of 1 CAD = 0.80 USD

Useful Information

→ TERMS & CONDITIONS

These prices are valid until: 13-Mar-2025

339 rue Saint-Paul East, Montreal, Quebec, H2Y 1H3, Canada

www.prometour.com

✉ info@prometour.com

☎ USA: 1-800-304-9446 / CAN: 1-800-657-7754



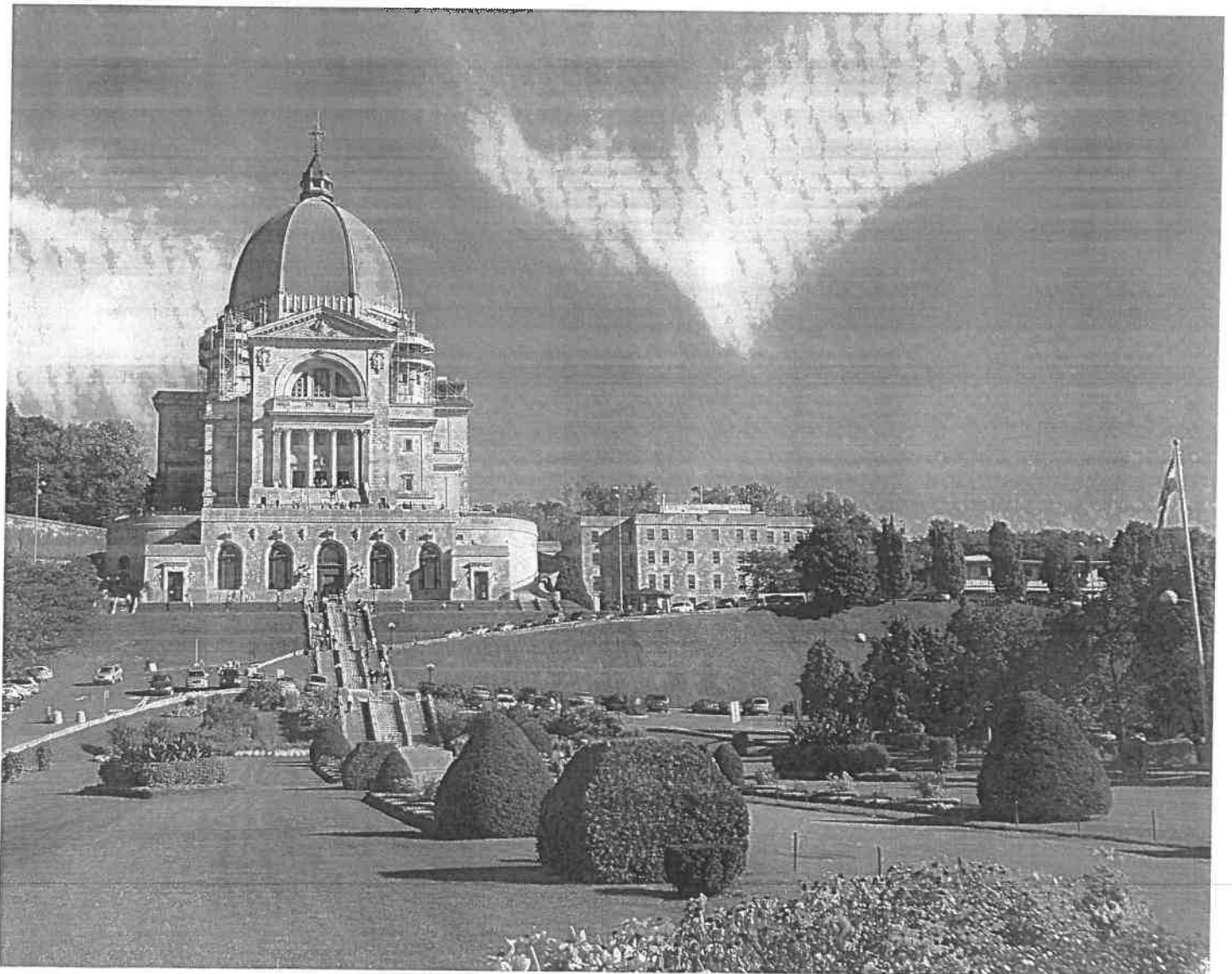


Explore America

- Not selected -

BONJOUR, QUÉBEC

6 days | Montréal | Québec City



Your itinerary

Day 1

Welcome to Montréal!

Journey to la belle province and experience French culture firsthand. Upon arrival, meet your EF Tour Director who will accompany you throughout your stay.

Tour Director-led Sightseeing of Beaver Lake and the Mount Royal Lookout

Explore the highest point of Montréal with your Tour Director. This is a great opportunity to photograph the sprawling cityscape of Montréal.

Self-Guided Visit of St. Joseph's Oratory

Visit St. Joseph's Oratory, the largest sanctuary dedicated to Saint Joseph; patron saint of labourers.

Explore Montréal's Underground Mall

In your free time, witness Canadian ingenuity in the form of Montréal's underground mall. Based on a 500-year-old model designed by Leonardo da Vinci, the Underground City boasts miles of underground corridors connecting shops, restaurants, offices, and hotels, and provides a convenient haven from cold weather during the winter.

Dinner in Montréal

Enjoy a group dinner at one of Montréal's popular restaurants.

Hotel in Montréal area

Arrive and check into your hotel.

Overnight in Montreal area

Day 2

Breakfast in Montréal

Enjoy breakfast at your hotel or a nearby restaurant.

Fur Trade Workshop at Lachine National Historic Site of Canada

From the early days of New France, the fur trade played an important role in the colony's economy. Fur was in fashion in Europe and clothing was decorated with pieces of fur and people wore beaver hats. To compensate for the increasing shortage of fur-bearing animals in Europe, the French turned to New France!

Visit Notre-Dame Basilica in Old Montréal

When it was founded in 1642, the village, then known as Ville-Marie, had its first wooden chapel inside the palisade at Pointe-à-Callière, today the site of Montréal's major archaeological museum. The Notre-Dame Basilica possesses some of the finest Gothic Revival architecture in North America, where it was the first full example of this major style. Come and take in the splendor of one of the most significant parts of the Catholic heritage in Montréal.

Visit Pointe-à-Callière: Museum of Archaeology and History

Walk through the history of Montréal at this museum built on the very site on which the colony was first established, Pointe-à-Callière, where the St. Pierre River merges with the St. Lawrence. Marvel at ancient ruins from the original city, view artifacts in burial grounds within the subterranean complex and explore the exhibits of the former Custom House.

Old Montréal Dinner Experience

Experience culture, dining & ambiance in an authentic Old Montréal setting.

Overnight in Montreal area

Day 3

Breakfast in Montréal

Enjoy breakfast at your hotel or a nearby restaurant.

Guided Sightseeing of Montréal

With a licensed local step-on guide, discover the cultural and historical highlights of Montréal. Ascend Mont Royal to the expansive green park at its summit, designed by American landscape architect Frederick Law Olmsted, mastermind of New York City's Central Park. The 98-foot cross at its peak commemorates the 1643 climb by de Maisonneuve, founder of Montréal. Take in Jacques Cartier square, a car-free zone during summer and an entrance to the city's Old Port. See also the British-influenced quads and buildings of McGill University, founded in 1821. Then visit the Basilica of Notre-Dame de-Montréal, a magnificent example of French-Canadian architecture that once hosted national separatist rallies and is the largest church in Canada.

Transfer to Québec City

Montmorency Falls Sightseeing & Suspension Bridge

Pass through the picturesque terrain surrounding Québec City to towering Montmorency Falls, which cascades from a height of 82 meters (30 meters higher than Niagara Falls) where the Montmorency and St. Lawrence rivers meet.

Visit the Sainte-Anne-de-Beaupré Basilica

Continue on to Sainte-Anne-de-Beaupré and visit the town's majestic double-spired basilica, which has been rebuilt on this spot many times. Although the present basilica was consecrated in 1976, worshippers here have credited the shrine with miraculous cures since it was first built in 1658, and 17th-century sailors believed that St. Anne protected them from shipwrecks.

Visit a Traditional Huron-Wendat Village

Learn about the Huron Wendat culture by visiting a traditional village. You will see how this culture lived, learn about games they played, food they ate, and what life was like.

Dinner in Québec City

Enjoy a group dinner at one of Québec City's original and delicious restaurants.

Hotel in Québec City area

Arrive and check into your hotel.

Overnight in Quebec City area

Day 4

Breakfast in Québec City

Enjoy a group breakfast at your hotel or a nearby restaurant.

Guided Sightseeing of Québec City

A licensed local guide leads today's exploration of historic Québec City. View the regal baroque-style Château Frontenac; here, President Roosevelt met with Churchill and other leaders of the Allied Nations during World War II. Continue into the Basse Ville to the well-preserved Place Royale, site of Samuel de Champlain's original French colony. Cross the Plains of Abraham, where General James Wolfe's British army defeated the Marquis de Montcalm's troops in 1759, thereby ending French rule in Québec. Then, stop at the Citadel. Perched above the St. Lawrence River, this magnificent fortress is still used by Canadian troops. Near the Citadel you'll see Porte St-Louis, a wide medieval gate in the city walls constructed in the late 1800s.

St-Louis Forts and Chateau

The Chateau St. Louis in Quebec City was the official residence of the French Governor of New France and later the British Governor of Quebec, the Governor-General of British North America, and the Lieutenant-Governor of Lower Canada. The site was designated a National Historic Site of Canada in 2002

Workshop at the Plains of Abraham

Steeped in Canadian history, the Plains of Abraham was the site of a battle that shaped Canada's destiny. In 1759, British General Wolfe defeated French troops under the command of General Montcalm. Though the British defeated the French, both Generals were mortally wounded during the battle. Go over the strategies, load rifles and guns, become an expert in artillery, treat your wounded fellows who fell on the battlefield.

Workshop at La Citadelle

Dinner and Sugar Shack Experience

Join a festive visit to the Sugar Shack, where you'll dine in the hearty manner of early French-Canadian loggers. Set deep in the pine forests of rural Canada, the Sugar Shack offers a memorable evening of traditional feasting, songs, games and dancing.

Overnight in Quebec City area

Day 5

Breakfast in Québec City

Enjoy a group breakfast at your hotel or a nearby restaurant.

Visit Canyon Ste-Anne Falls and Suspension Bridges

At Canyon Ste-Anne you will get to experience the thrill of crossing a 60-metre bridge above the canyon. There are also 3 suspension bridges to offer the best views of the 74-metre waterfall and many other scenic panoramas.

Atelier Paré Legends & Wood Carving Workshop

Stop at Atelier Paré, a woodcarvers' gallery where local artisans create scenes from French-Canadian folk stories. Here, you can watch the woodcarvers at work as they shape their endearing masterpieces, and learn about the generations-old Canadian art form of carving.

Visit the Albert Gilles Copper Art Museum

Find out what it takes to be "malleable" and "ductile" and learn about one of Canada's most valuable minerals during your visit to a copper museum. See exhibits that illustrate how copper ore becomes copper art and visit a gallery showcasing some of the oldest copper artwork in the area. You will also have the opportunity to create your own art by engraving a copper piece to take home.

Scavenger Hunt

Go on a fact-finding adventure with the rest of your group. What better way to discover the Québec City than to navigate your way through the historic streets of Upper Town!

Dinner in Québec City

Enjoy a group dinner at one of Québec City's original and delicious restaurants.

Overnight in Quebec City area

Day 6

Breakfast in Québec City

Enjoy a group breakfast at your hotel or a nearby restaurant.

Return to Montréal

Depart for home!

Your tour director assists with your return home.

TOUR PRICE QUOTE

BONJOUR, QUÉBEC

PREPARED FOR
Jean Marie Moffa

PREPARED ON
February 6, 2025

YOUR TOUR NUMBER
2866840BK

YOUR TOUR WEBSITE
efexploreamerica.com/2866840BK

Your travel details

TOUR LENGTH

6 days

DEPARTING FROM

Detroit

REQUESTED TRAVEL DATES

Monday, June 15, 2026 - Saturday, June 20, 2026

YOUR DEPARTURE DATE RANGE

Includes 5 days of departure date flexibility

ALL-INCLUSIVE PRICE

Based on a private tour with 20 - 24 paying travelers
Price valid for travelers enrolled by April 30, 2025

	Student \$3,049	Adult \$3,499
NUMBER OF PAYING TRAVELERS	PRICE PER STUDENT	PRICE PER ADULT
35+	\$2,544	\$2,994
30 - 34	\$2,654	\$3,104
25 - 29	\$2,809	\$3,259
20 - 24	\$3,049	\$3,499

Protect your travelers with the Travel Protection Plus Plan for \$309.
Ask your Tour Consultant for details.

For every 10 paying travelers, 1 chaperone travels FREE

Your experience includes

AIRFARE AND TRANSPORTATION

HOTEL ACCOMMODATIONS

OVERNIGHT SECURITY

MEALS AS SPECIFIED

ALL GRATUITIES

GUIDED TOURS AND ACTIVITIES

FULL-TIME TOUR DIRECTOR

Your Tour Director stays with your group 24/7, providing local insight and knowledge, while handling every on-tour detail.

TRAINING AND SUPPORT

We prepare new Group Leaders on a free Training Tour, and provide personal support every step of the way.

TRAVELER RESOURCES

We offer travelers flexible payment options as well as a dedicated support team to manage finances and answer tour questions.

24-HOUR EMERGENCY SUPPORT

Travelers and their families can count on EF's dedicated emergency service team while on tour.

EXPERT TOUR PLANNING

Your dedicated EF team provides expertise every step of the way—from recruiting and enrolling travelers to planning and managing your tour.

ILLNESS AND ACCIDENT COVERAGE

Rest easier knowing your travelers are covered on tour with EF's comprehensive coverage plan.

\$50 MILLION LIABILITY POLICY

Group Leaders and schools are protected while on tour.

Adult supplement required for age 20 and older at the time of travel. Change and cancellation fees of up to the total price will apply. Applicable airline baggage fees are not included and can be found at www.EFExploreAmerica.com/Baggage. All prices subject to verification by an EA tour consultant. To view EA's Booking Conditions, visit EFExploreAmerica.com/BC.

Breakfast excluded on day of arrival; dinner excluded on day of departure (Unless otherwise noted)

- Not selected -

← EXPLORICA →[®]

by WorldStrides

Montréal & Québec 2026

Group Information

Departing From:

Detroit

Departing:

June 15, 2026

Returning:

June 20, 2026

 **RESERVE YOUR TOUR NOW!**

Tour Itinerary

Day 1 Hello Montréal

Meet your tour director

Montréal tour director-led sightseeing

Old Montréal, McGill University, Place Ville Marie, Bell Center, Mont Royal

Notre-Dame Basilica visit

Dinner

Day 2 Montreal--Québec

Breakfast

Montréal Museum of Archaeology: Pointe-à-Callière guided visit

Travel to Québec City

Village des Hurons guided visit

Québec city walk

Dufferin Terrace, Old Québec & Château Frontenac

Dinner

Day 3 Québec

Breakfast

Québec tour director-led sightseeing

l'Escalier casse-cou (breakneck steps), Notre-Dame-des-Victoires, Rue Saint-Jean

Forts-et-Châteaux-Saint-Louis National Historic Site guided visit

Tour Director led Plains of Abraham battlefield re-enactment

Dinner and traditional entertainment at a sugar shack

Day 4 Québec

Breakfast

Canyon Sainte-Anne

Atelier Paré - Woodcarver

Copper Museum visit

Upper Town Scavenger Hunt

Dinner

Day 5 Québec--Montréal

Breakfast

Beaupré Coast panoramic tour

Basilica of Sainte-Anne-de-Beaupré tour

Montmorency Falls visit

Village des Hurons guided visit

Travel to Montréal along the St. Lawrence River

Mont Royal and Beaver Lake visit

Saint Joseph's Oratory of Mount Royal

Dinner

Day 6 Flight home from Montreal

Breakfast

Fur Trade at Lachine National Historic Site guided tour

Underground City visit

Travel home

**BEST PRICE
guaranteed**

Total Fee:* \$2,726.00

Tour Quote Breakdown

The following fees apply to your full-paying participants:

Tour Fee* \$2,806.00

On-Tour Tipping \$20.00
** 2026earlybird \$ -100.00

Total Fee* \$2,726.00

OR 12 monthly payments \$223.0
of 0
After initial payment of \$50.00

* Last day for this Tour Fee is Mar 27, 2025.

** Only valid with voucher code 2026earlybird

Additional Adult Fees

The following additional fees apply only to full-paying participants 23 and older and are not included in the total price listed above.

Adult Supplement \$45.00
Twin Room Upgrade \$225.00

Additional Adult Fee \$270.00

Following days have hotel level "Upgrade"

Day 1 - 5

The following days have upgraded dinners:

Day 1 - 2, 4 - 5

Private Group Fees:

Your Tour is a Private Group Tour

As a Private Group, the cost of your tour will be based on the final group size. The Private Group amount in bold below has been included in the total cost of the trip quoted above and this is based on your estimated group size per bus. If the final group size is smaller or larger than estimated, the Private Group amount will be updated on each participant's account the day after the final enrollment deadline.

10-14 Travelers \$307

15-19 Travelers \$108

20-24 Travelers \$0

25-29 Travelers -\$69

30-34 Travelers -\$116

35-39 Travelers -\$150

40+ Travelers -\$167

Tour Fee Includes:

- Round-trip transportation
- 5 overnight stays in hotels with private bathrooms
- Breakfast daily (except arrival day)
- Dinner daily (except departure day)
- Full-time services of a professional Tour Director
- Guided sightseeing tours and city walks as per itinerary
- Visits to select attractions as per itinerary
- Overnight security chaperone
- Tour Diary™
- Note: Tour cost does not include airline-imposed baggage fees, or fees for any required passport or visa. Optional excursions, optional pre-paid Tour Director and multi-day bus driver tipping, among other individual and group customizations will be listed as separate line items in the total trip cost, if included.

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

Report #25-42

For Future Action

Subject:

Resolution to Designate District's LESA Election Representative

Recommendation:

Rationale:

The following candidates [REDACTED] filed for the open seats on the LESA Board. LESA has provided the Resolution to Designate the District's representative and alternate [REDACTED] to the LESA electoral body.
BAS Board Trustee BAS Board Trustee

Facts/Statistics:

Three open seats – two full six year terms and one partial term that ends June 30, 2027.
This year's deadline to file is May 5, 2025
The election will be held on June 2.

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

Motion

Moved by:
Supported by:

To adopt the Resolution Designating the District's LESA Election Representatives as presented.

Voice Vote:

___ Ayes
___ Nays

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

Report #25-43

For Future Action

Subject:

Spencer PTO Donation of a new playground at the Spencer Elementary School
Pre-K & Kindergarten play area

Recommendation:

To accept the donation of a new playground from the Spencer PTO per the
completed Gifts and Donation Form. This donation has a value of \$60,665.00.

Rationale:

The new playground would provide additional equipment for the younger students at
Spencer Elementary School

Facts/Statistics:

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

Motion

Moved by:

Supported by:

Voice Vote:

- Ayes
- Nays

Series 3000: Operations, Finance, and Property

3300 Facilities, Real, and Personal Property

3303-F Gifts and Donations Form

The Board of Education recognizes and appreciates the generosity and support it receives from individuals, companies, parent/guardian support groups, the community, and other donors ("Donors").

The District is a tax-exempt organization that may receive charitable contributions under Internal Revenue Service (IRS) Code Section 170(c)(1). The District is not a tax-exempt organization under Section 501(c)(3). For additional information on deductions related to a donation ("Donation") or charitable contribution, Donors are encouraged to consult with a tax professional. Donations to the District shall be treated as public funds to be used for a public and educational purpose in accordance with state and federal law.

Donor Information

Name of Donor: Spencer Elementary PTO

Contact Person: Tiffanie Winnie

Address: 10639 Spencer Rd, Brighton, MI 48114

Phone: 810-625-3983 Email: spencerroadpto@gmail.com

If the Donor is an internal support group operating within the District as described under Policy 3106, please provide the following information, if applicable:

Describe student group or club, activity, or event:

Spencer Elementary PTO, a 501(3)(c)

Donation Information

School building associated with Donation: Spencer Elementary
Insert "district-wide" if not associated with a particular school building.

Please indicate type of Donation and complete the appropriate section that follows.

- Cash Donation
- Real Property
- Personal Property (e.g., equipment, supplies)
- Other (e.g., services, capital projects, or other construction):

Cash or Monetary Donation:

Amount of Donation: \$ 60,665⁰⁰

Do not attach checks to this Form. The District will provide notification of acceptance or, if unable to accept, notification of the reason for non-acceptance.

Personal Property:

Description of Personal Property: _____

Estimated fair market value: * \$ _____

Real Property and Capital Projects:

Description of Real Property: Playground Addition
(PreK K Play Area)

Estimated fair market value: * \$ 60,665⁰⁰

Pursuant to Policy 3303, donations of real property require approval by the Board of Education. The Superintendent or designee will contact Donors desiring to gift real property or complete capital projects for additional documentation as identified in Policy 3303.

Other:

Description: _____

3303-F Gifts and Donations Form

* For specific information related to valuation, see IRS Publication 561, *Determining the Value of Donated Property*.

Donation Purpose

Is the gift or donation for a specific purpose? Yes No

If yes, please describe the specific purpose (e.g., the District building, event or student club) as well as any other related details:

Fully funding Spencer Playground Addition

Is the Donation for the purchase of a gift or an award for recognition (e.g., volunteer services, student achievement, staff appreciation)? Yes No

If yes, please describe the purpose:

Do any other terms, conditions, or restrictions apply to the Donation? Yes No

If yes, please describe:

By signing this form, I understand and agree that:

The information provided is complete and accurate to the best of my knowledge and belief. I acknowledge that I have read and understand Board Policy 3303, Gifts and Donations, and understand that accepted Donations become public funds of the District unless a specific exception applies under law. Donor acknowledges that the District shall not be accountable to replace Donations that are lost, destroyed, or become obsolete. I further represent that I am an authorized representative of the Donor.

Signature: Tiffanie L Winnie Date: 4/11/25

Printed Name: Tiffanie L Winnie

Title or Position (if Donor is other than an individual): PTO President, Spencer

For Internal Use	
<input type="checkbox"/> Accepted <input type="checkbox"/> Not Accepted	Date: _____
Signature of Superintendent or Designee: _____	
<input type="checkbox"/> Donor Contacted by: _____	staff member name
Date: _____	
If approved by Board, date of Board meeting: _____	

3303-F Gifts and Donations Form

[Optional: Provide a link to PDF version of Form on District letterhead]



1279 Hazelton-Etna Road SW
 Pataskala, OH 43062
 614-855-3790
 www.midstatesrecreation.com

QUOTATION

Sold To	Brighton Area Schools 125 S Church Street Brighton, MI, 48116 United States	Ship To	Spencer Elementary 10639 Spencer Rd Brighton, MI, 48114 United States
----------------	--	----------------	--

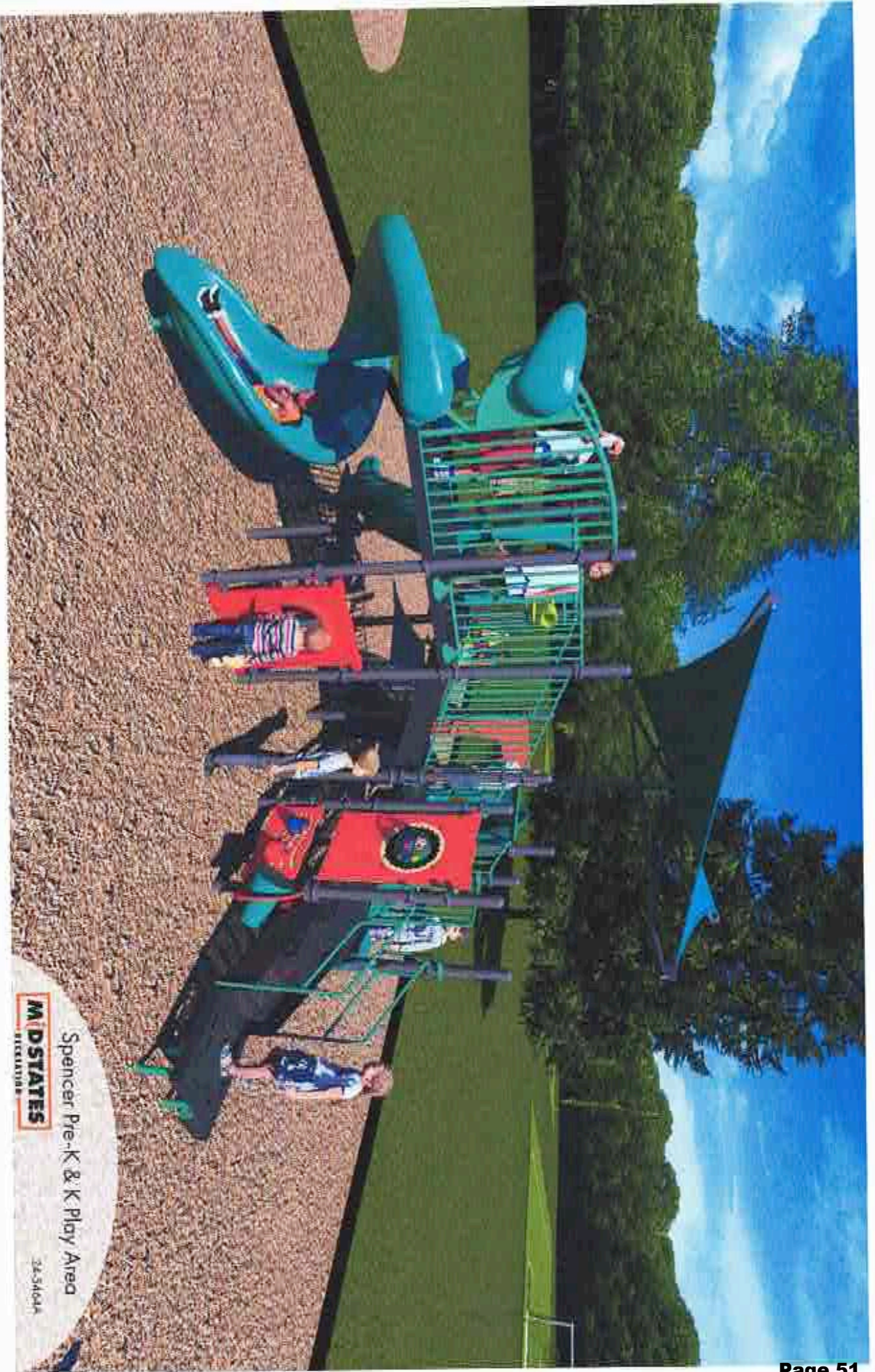
Date	Quote #	Terms	Rep	Project	Ship Contact
2025-04-09	QTN-16060-1 Valid Until 06-09-2025	Net 10	Brion Kilpela	2024 06 Spencer Pre-K&K Play Area - MI Brighton Area Schools	

Item Code	Description	Qty	Rate	Amount
Notes	Phase 1 Only	1.0 Unit	\$ 0.00	\$ 0.00
350-2164	350-2164	1.0 Unit	\$ 38,899.00	\$ 38,899.00
Installation Charges	Installation Charges: Take delivery install structure. Haul spoils off site and dispose of packaging materials.	1.0 Unit	\$ 13,150.00	\$ 13,150.00
APS-Border 12"	12" Playground Border with Spike	38.0 Unit	\$ 40.00	\$ 1,520.00
Installation Charges	Minor excavation/grading of area to achieve proper slopes, and restoration	1.0 Unit	\$ 2,150.00	\$ 2,150.00
Installation Charges	Install border timbers.	38.0 Unit	\$ 22.00	\$ 836.00
Installation Charges	Installation Charges install concrete ramp down into area for ADA access.	1.0 Unit	\$ 1,200.00	\$ 1,200.00
Wood Fiber	(cy) Playground Engineered Wood Fiber Safety Surfacing - ASTM Compliant supplied and installed	75.0 Each	\$ 44.00	\$ 3,300.00
Freight	Shipping Charges are estimated and are subject to actual shipping charges incurred at time of shipment.	1.0 Unit	\$ 3,500.00	\$ 3,500.00
Customer Discount	Customer Discounts on all equipment	1.0 Unit	\$ -3,890.00	\$ -3,890.00

Subtotal	\$ 60,665.00
Michigan Sales Tax	\$ 0.00
Total	\$ 60,665.00

Acceptance of Proposal

(Please be sure you have read, signed, and initialed and understand the terms and conditions) The items, prices, and conditions listed herein are satisfactory and are hereby accepted.



Spencer Pre-K & K Play Area
M D STATES
RECREATION
26-54044

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

Report #25-44

For Future Action

Subject:

BECC Carpeting Removal and Installation

Recommendation:

The district has published a Request for Proposal for the removal and installation of carpeting at the BECC Building first floor.

Rationale:

The carpeting on the first floor of the BECC Building is worn and needs replacement. The new carpet will be consistent with the current style being installed throughout the district

Facts/Statistics:

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

Motion

Moved by:

Supported by:

Voice Vote:

Ayes

Nays

**BRIGHTON AREA SCHOOLS
CONTRACTOR SERVICES**

REQUEST FOR PROPOSALS (“RFP”)

BECC Building Carpeting

April 16, 2025

Brighton Area Schools
REQUEST FOR PROPOSALS FOR
CONTRACTOR SERVICES
PART 1 – GENERAL INSTRUCTIONS

A. Instructions

Qualified firms are invited to submit proposals to Brighton Area Schools (the “District”) for the BECC Building First Floor Carpeting Materials and Labor (the “Project”). The Project will take place at the location(s) below: 125 S. Church Street, Brighton, Michigan 48116.

The Project consists of removal and installation of approximately 17,500 square feet and minimally must contain all of the following:

- Shaw Carpet 5T297 Sturcture, 94530 Steel Grey
- Shaw Carpet 5T353 Correspond, 52530 Equal
- Install 550 square feet of Noraflooring (Product Supplied by Owner)
- 3 Stair Sets with Rubber Nosing
- Base will be Black

For the purpose of this RFP, the terms “proposal” and “bid” shall be treated as one and the same.

The District reserves the right to reject any or all proposals and to make any award that it considers to be in the best interest of the District.

B. Proposal Submission

To be considered by the District, seven (7) copies of the complete proposal must be received no later than 12:00p.m., May 7, 2025. Proposals should be addressed to:

Brighton Area Schools
c/o David Jones
125 S. Church Street
Brighton, Michigan 48116
Telephone: (810) 299-4031

The lower left corner of the submittal envelope should be marked: PROPOSAL FOR CONTRACTOR SERVICES.

Pursuant to Michigan law, MCL 380.1267, proposals must include security (cashier’s check or bond) in an amount not less than 1/20 (5%) of the amount of the bid conditioned to secure the District from loss or damage by reason of the withdrawal of the bid or by the failure of the bidder to enter a contract for performance, if the bid is accepted by the District’s Board of Education. Any firm(s) not awarded will be refunded this security if submitted in the form of a cashier’s check.

Submitted proposals become the property of the District and will not be returned.

C. Late Proposals

Any proposal received by the District after the time specified above will not be considered. The party submitting a proposal shall bear full and total responsibility for ensuring timely receipt of that proposal.

D. Withdrawal of Proposals

Proposals may be withdrawn by written notice received at any time prior to the submission deadline. Proposals may be withdrawn in person, provided that the firm's representative signs a receipt for the proposal prior to the submission deadline.

E. Questions Concerning this RFP

Inquiries may be made to David Jones, Assistant Superintendent for Finance, at the address and telephone number above. Information about the District is available during business hours (8:00 a.m. to 4:30 p.m.).

F. Economy of Preparation

Proposals should be prepared simply, providing a concise description of the firm's ability to meet the requirements of this RFP. Please limit your proposal to the information requested in Part 3 - Proposal Details and Part 4 - Proposal Summary. Part 4 - Proposal Summary, must be signed by the person responsible for the decision as to services and costs being offered.

G. Site Visit

Bidders are required to attend a project review walkthrough April 25, 2025 at 10:00am at the BECC Building, 125 S. Church Street, Brighton, Michigan 48116 to personally inspect the site before bid submission to become familiar with the space. Bidders should arrive at the main entry for formal check-in. The District will not accept proposals from bidders who failure to inspect the facility.

H. Prime Responsibilities

The firm selected will be required to assume responsibility for all services offered in the proposal, regardless of who actually provides such services and whether the selected firm utilizes separate consultants. The selected firm shall be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract.

A general scope of services is described below in this Part 1 under Section M.

I. Proposal Preparation Costs

All costs incurred for proposal preparation presentation, or contract negotiation are the responsibility of the firm. The District will not be responsible for, and will not pay, the cost for any information solicited or received.

J. Acceptance of Proposal Contents

The contents of the proposal of the selected firm will become contractual obligations when a contract is issued, except with regard to particular contents that are rejected by the District. Failure of the successful firm to abide by such obligations will result in cancellation of the award.

K. Proposed Project Schedule

The bid is expected to be awarded after the May 12th, 2025 board meeting. The Project is expected to commence around May 13th, 2025 with completion by July 25, 2025. The District and all bidders recognize that this schedule is subject to change.

L. Collusive Bidding and Relationship Disclosure

The Proposer certifies that their Proposal is made without any previous understanding, agreement or connection with any person, firm, or company making a Proposal for the same project and is in all respects fair and without outside control, collusion, fraud, or other illegal action.

The Proposer shall submit a Familial Relationship Disclosure in substantially the form attached hereto as Attachment "B".

The Proposer shall submit an Iran Economic Sanctions Act Certification in substantially the form attached hereto as Attachment "C".

M. Scope of Services

It is assumed that any proposal submitted will include, but shall not necessarily be limited to, the performance of all of the activities listed below. The District will consider alternate proposals; however, the proposal must clearly indicate any activities that have been deleted and/or added from the requested scope of services.

1. Construction Phase Services

- a. Prepare for and commence construction, construction draw, and occupancy schedules.
- b. Propose change order requests, subject to District approvals.
- c. Review shop drawings and expedite the review process.
- d. Review payment and cost control procedures, including the following:
 - i. Subcontractors' Schedule of Values, if applicable
 - ii. Subcontractors' Payment Application and Certification, if applicable

- iii. Subcontractors' Sworn Statements and Waivers of Lien, if applicable
 - iv. Purchase Order and disbursement Summaries
 - v. Change Order Listings
 - vi. Budget Cost Summary Reports
 - e. Participate in progress meetings and provide progress reports of same.
 - i. As needed, meet with the District's Project Representative to discuss any activities which may affect operations.
 - ii. Weekly meeting with District representative and trade contractors.
 - iii. Monthly meetings for planning, coordination, and payments with District administrators which will include status reports on the Project, budget, change orders, and allowances for reimbursable expenses.
 - f. Prepare as-built drawings and record and review operating and maintenance manuals, warranties, guarantees, and Project directories.
 - g. Ensure that all construction is completed as specified by the construction documents and meets all codes and regulations of agencies having jurisdiction.
 - h. Provide review and coordinate Project commissioning.
 - i. Prepare and complete punch lists, coordinate final inspections, and recommend District acceptance and occupancy.

2. Post-construction Phase Services

- a. Assist in conducting training sessions for appropriate employees regarding the operation and maintenance of technical equipment. Videotape a training session for the District's future use.
- b. Provide staff readily available during three-month adjustment period as staff and students become accustomed to new surroundings.
- c. Provide follow-up for the duration of the longest warranty period covered by the Project.

N. Insurance Coverage

Before beginning work, the selected firm will be required to provide a copy of insurance certificates for the following insurance types and amounts:

- 1. Professional liability covering negligent acts, errors and omissions in the performance of professional services, with policy limits of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate.
- 2. Commercial General Liability with policy limits of not less than \$1,000,000 for each occurrence and \$1,000,000 in the aggregate providing coverage for claims including damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person; personal injury; damages because of injury to or destruction of tangible property; bodily injury or property damage arising out of

completed operations; and contractual liability applicable to the Contractor's obligations.

3. Comprehensive Automobile Liability, which includes coverage for any auto, hired autos, and non-owned autos with a combined single limit of \$2,000,000.

Any subcontractor of the Contractor shall provide insurance coverages at least equal to that provided by the Contractor, and those subcontractors shall provide insurance certificates for general and professional liability coverages.

O. Payment of Fees

The District will make payments to the Contractor in accordance with the awarded bid. Payments may be subject to 10% retainage. Professional fees and reimbursable expenses shall be itemized on the same invoice so that the District may issue one monthly check to the Contractor. The specific day of the month on which invoices are to be received and checks released will be determined during contract negotiations with the selected firm.

P. Indemnification

If the acts or omissions of the Contractor or its employees, agents or officers cause injury to District person or property, the Contractor shall defend, indemnify and save harmless the District, its agents, officials, and employees against all claims, judgments, losses, damages, demands, and payments of any kind to persons or property to the extent occasioned from any claim or demand arising therefrom, to the extent allowed by law.

Brighton Area Schools

**REQUEST FOR PROPOSAL FOR
CONTRACTOR SERVICES
PART 2 – PROPOSAL REVIEW AND SELECTION PROCESS**

A. Time Frame for Contractor Selection

It is the intent of the District to select a Contractor according to the following schedule:

April 16, 2025	RFP is released.
April 25, 2025, 10:00 a.m.	Mandatory Walkthrough with Owner.
May 7, 2025, Noon.	Proposals are due.
May 7, 2025, 12:15 p.m.	Proposal opening – BAS Board Room.
May 8, 2025 10:00 a.m.	Optional Bidder interviews with the Board of Education.
May 12, 2025	Board of Education selects a Contractor and authorizes the Superintendent to finalize a contract.
May 13, 2025	Contractor can begin work.
July 25, 2025	Work Must be Completed

The District may modify or eliminate any of the above schedule in its sole discretion.

B. Review and Selection Process

The District reserves the right to reject any or all proposals that are determined not to be in the best interests of the District. The District will not necessarily select the lowest cost proposal.

C. Contractor Interviews

It is possible that the District will invite firms to participate in interviews with the Board of Education (and/or, if applicable, any Selection Committee) and to answer any questions that may exist about their proposal.

D. Evaluation Criteria

The District will evaluate proposals considering all of the information provided in response to this RFP, including but not necessarily limited to the following:

Adherence to RFP: To merit evaluation, submittals must conform, in both content and presentation, to the parameters established in this request.

Relevant Experience: Relevant experience of the firm with construction and renovation of K-12 public school facilities, particularly those of comparable size and complexity.

Qualifications: Qualifications and experience of the key staff to be assigned to these projects.

Timeliness: Ability of the firm to complete work tasks specified in this RFP in a timely fashion.

Responsiveness: The ability to meet quickly with District officials, contractors, etc. when necessary.

Team Compatibility: The ability of the firm to work with students, District employees, parents, community members, and governmental officials based on references and interviews.

Fee Proposal: The total fees for Contractor services.

E. Awarding of the Contract

All proposals received shall be subject to evaluation by Administration for the purpose of recommending a firm or firms with whom a contract will be signed. Authorization for execution of a contract will be approved by the District's Board of Education after it has had an opportunity to review the recommendations of the Administration.

The form of Contract shall be based on the modified version of AIA Document A101-2017 Edition, as modified. The bidder shall be deemed to agree with the attached document in its entirety, except and to the extent the bidder specifically objects in writing to any provision therein and attaches the objection(s) as a separate document to its response to this RFP, along with a proposed alternative.

Notwithstanding anything herein to the contrary, the District shall have the ability, in its sole discretion, to negotiate any term of the Contract. The award of a Contract shall be contingent upon the successful negotiation of same.

Brighton Area Schools

**REQUEST FOR PROPOSAL FOR
CONTRACTOR SERVICES
PART 3 – PROPOSAL DETAILS**

NAME OF FIRM: _____ YEAR ESTABLISHED: _____

ADDRESS: _____
(Street) (City/State) (Zip Code)

TELEPHONE NUMBER: _____ FAX NUMBER: _____
(Area Code) (Area Code)

A. BUSINESS ORGANIZATION

1. Individual ___ Partnership ___ Corporation ___ Other

2. Years firm has provided K-12 Contractor Services: _____

3. List Principals and officers of the firm:

4. List the various professional and support staff positions and number of personnel in each position in your firm.

<u>Professional Staff</u>	<u>Number</u>	<u>Support Staff</u>	<u>Number</u>
---------------------------	---------------	----------------------	---------------

5. Provide a brief history of your firm's experience with public school construction, if any.

6. List subcontractors or consultants outside your firm you propose using to provide services not available in your firm.

<u>Firm Name</u>	<u>Location City/State</u>	<u>Specialty</u>	<u>Number of Times Affiliated With You</u>
------------------	--------------------------------	------------------	--

- 1.
- 2.
- 3.
- 4.

7. What is your firm's present workload?

Number of Projects \$ Value

Number of projects in pre-construction phase:

Number of projects in construction phase:

Provide a list of all scheduled construction projects and unscheduled construction projects currently being handled by your firm, including an indication of percentage of completion for each project.

8. What is your General Liability Insurance coverage:

- a. Total amount of protection provided.
- b. Amount of deductible, if any.
- c. Name, address, phone #, and contact person of Insurance Company.
- d. Are the costs of this coverage included in your Fee Proposal? If not, what is that additional cost?

9. Have you had mediation, litigation, arbitration or a claim filed against or settled with your firm by an educational client or have you filed or settled the same against an educational client? If yes, explain each in detail.

10. Have you had mediation, litigation, arbitration or a claim filed against or settled with your company by any client outside of the educational market or have you filed the same against any other client? If yes, explain each in detail.

11. Has your firm ever been terminated, for cause or for convenience, prior to completion of a project or has your firm ever terminated a contractor contract, for cause or for convenience, prior to completion of a project? If yes, explain each in detail.

B. APPROACH TO CONTRACTOR SERVICES

1. Describe in detail, the process you will follow to commence construction for the Project.

2. List what you consider to be the best new school/school renovation project you have built:

Project Name:
School District:
Contact:
Phone Number
Total Cost
Square Footage
of Change Orders
Date Completed
Project Architect

Cost per Square Foot
Cost of Change Orders

Why do you consider this school to be your firm's best work?

3. List the top five exceptional educational features of new school construction/school building renovations built by your firm.

4. Describe the method(s) of budget/cost control, quality control, and time schedule adherence you will use for the Project.

5. List the steps in your standard change order procedure, your criteria used to determine whether Additional Service fees will be charged and for change orders, and your fee schedule for change orders.

6. Explain your philosophy regarding change orders and identify on both a dollar and percentage basis the volume of change orders on each of your last five (5) K-12 new construction/addition-renovation construction projects. For these projects, indicate the proportion of those changes that were owner-initiated and the identity of the owner.

7. Describe how your firm stays up-to-date on construction code and regulatory requirements applicable to school construction.

8. Some of the construction work may occur while school is in session. Describe how your firm will minimize any interruptions to our day-to-day operations.

9. List the five (5) most recent school construction projects for which your firm has acted as Contractor, including a general description of the project and contact information for your primary contact with the school district.

- a. Project Name:
School District:
Contact:
Phone Number
Total Cost
Square Footage
of Change Orders
Date Completed
Project Architect
Cost per Square Foot
Cost of Change Orders
Why do you consider this school to be your firm's best work?

b. Project Name:
 School District:
 Contact:
 Phone Number
 Total Cost
 Square Footage Cost per Square Foot
 # of Change Orders Cost of Change Orders
 Date Completed
 Project Architect
 Why do you consider this school to be your firm's best work?

c. Project Name:
 School District:
 Contact:
 Phone Number
 Total Cost
 Square Footage Cost per Square Foot
 # of Change Orders Cost of Change Orders
 Date Completed
 Project Architect
 Why do you consider this school to be your firm's best work?

d. Project Name:
 School District:
 Contact:
 Phone Number
 Total Cost
 Square Footage Cost per Square Foot
 # of Change Orders Cost of Change Orders
 Date Completed
 Project Architect
 Why do you consider this school to be your firm's best work?

e. Project Name:
 School District:
 Contact:
 Phone Number
 Total Cost
 Square Footage Cost per Square Foot
 # of Change Orders Cost of Change Orders
 Date Completed
 Project Architect
 Why do you consider this school to be your firm's best work?

C. Anticipated Project Schedule

The District desires that construction for the Project begin around May 13, 2025 and that Substantial Completion be achieved by not later than July 25, 2025. Please identify any concerns or reservations your firm may have with these general parameters and describe any negative impacts on the Project foreseen as a result of such parameters.

D. Cost Proposal

The cost proposal shall be stated as a lump sum as set forth below. If you believe any other information or clarification may be helpful to the District in determining your cost for services, please include that information in your proposal.

Brighton Area Schools

**REQUEST FOR PROPOSAL FOR
CONTRACTOR SERVICES
PART 4 – PROPOSAL SUMMARY**

All materials necessary to complete the Project shall be the responsibility of the Contractor.

Single Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Bidding and Contract Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as issued by the Owner, hereby agrees to furnish all material, labor, equipment, and services as described in the above documents, without exception, including all scheduled allowances and permits, if any, necessary to complete the Project, to the sum of:

\$ _____

This proposal has been prepared to provide the District with all the information requested in Part 3 - Proposal Details of the RFP regarding Contractor services. The undersigned certifies that the proposal contained herein meets or exceeds the scope of services as outlined in this RFP, and that any items that have been deleted from and/or added to the requested scope of services (including, but not limited to, the proposed contract language) are clearly noted as follows or separately attached:

Signed this ____ day of _____, 2025.

Firm Name: _____

Address: _____

Phone Number: _____ Fax Number: _____

By: _____
Signature and Title

ATTACHMENT "A"

TBD or

AIA Document _____ Standard Form of Agreement Between Owner and _____

3. I have authority to bind the aforementioned contractor with the representations contained herein, and I am fully aware that the school district will rely on my representations in evaluating bids for contractor services.

4. I declare the above information to be true to the best of my knowledge, information and belief. I could completely and accurately testify regarding the information contained in this affidavit if requested to do so.

(signature of affiant)

Dated: _____

Subscribed and sworn before me in _____ County,
Michigan, on the ___ day of _____, 202_

(signature)

(printed)

Notary public, State of Michigan, County of _____

My Commission expires on _____

Acting in the County of _____

ATTACHMENT "C"

IRAN ECONOMIC SANCTIONS ACT CERTIFICATION

I am the _____ (title) _____ of _____ (bidder) _____, or I am bidding in my individual capacity ("Bidder"), with authority to submit a binding bid for the provision of contractor services to Brighton Area Schools. I have personal knowledge of the matters described in this Certification, and I am familiar with the Iran Economic Sanctions Act, MCL 129.311, et seq. ("Act"). I am fully aware that the school district will rely on my representations in evaluating bids.

I certify that Bidder is not an Iran-linked business, as that term is defined in the Act. I understand that submission of a false certification may result in contract termination, ineligibility to bid for three (3) years, and a civil penalty of \$250,000 or twice the bid amount, whichever is greater, plus related investigation and legal costs.

(signature)

(printed)

(date)

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

Report #25-45

For Future Action

Subject:

Maltby Grade Level Principal

Recommendation:

Rationale:

Facts/Statistics:

This item will be presented to the Board on the May 12 agenda.

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

Motion

Moved by:

Supported by:

Voice Vote:

Ayes

Nays

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

Report #25-46

For Future Action

Subject:

Student Handbooks

Recommendation:

Rationale:

Facts/Statistics:

This item will be presented to the Board on the May 12 agenda.

District Goal Addressed:

- Communication
- Fiscal Integrity
- Student Achievement

Motion

Moved by:

Supported by:

Voice Vote:

Ayes

Nays

BRIGHTON AREA SCHOOLS
Board of Education
April 28, 2025

For Information

Finance:

1. Bills for payment of April 11 – 17, 2025.

Check Register
Run Date: 04/11/2025

Brighton Public Schools

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
REGULAR CHECKS								
032204	04/11/25	06550	BEST PLUMBING SPECIALTIES INC	42078 C	11-261-5994-000-000-0000	SHOWER VALVE	2,747.52	
				42082 C	11-261-5994-000-000-0000	SHOWER VALVE	858.60	3,606.12
032205	04/11/25	13829	BIRMINGHAM WOMEN'S LACROSS		11-293-7410-000-032-0000	LAX GAME REGISTER	250.00	250.00
032206	04/11/25	06932	BLUE LAKES CHARTERS & TOURS		21-391-4910-000-000-0000	5/8 CASINO TRIP	266.00	
					21-391-4910-000-000-0000	7/10 CASINO TRIP	279.00	
					21-391-4910-000-000-0000	9/11 CASINO TRIP	266.00	
					21-391-4910-000-000-0000	11/6 CASINO TRIP	279.00	1,090.00
032207	04/11/25	13124	BULLSEYE PEST SOLUTIONS	42116 C	11-261-4125-000-000-0000	HRNG PEST CONTROL	300.00	300.00
032208	04/11/25	09670	CITY OF BRIGHTON		11-261-3830-000-000-0000	BECC WATER 2/1-3/31	270.45	
					11-261-3830-031-000-0000	CONCESS WATER 2/1-3/	173.52	
					11-261-3830-031-000-0000	BHS WATER 2/1-3/31	7,291.28	
					11-261-3830-031-000-0000	620 7TH WATER 2/1-3/	4,705.16	
					11-261-3830-041-000-0000	BRIDGE WATER 2/1-3/3	811.35	
					11-261-3831-000-000-0000	TRNS WATER 2/1-3/31	1,484.93	
				42105 C	11-293-3191-000-005-0000	3/18 GAME	166.66	
				42105 C	11-293-3191-000-015-0000	FEB GAMES SECURITY	583.31	
					21-261-3830-002-000-0000	CE WATER 2/1-3/31	1,758.58	17,245.24
032209	04/11/25	09964	CLARK HILL P.L.C.		11-231-3170-000-000-0000	LEGAL SERV 504S	357.50	357.50
032210	04/11/25	10808	CONTI CORP	42081 C	11-261-4910-000-000-0000	DOOR SECURITY REPAIR	367.50	367.50
032211	04/11/25	08366	CR SUCCESS LEARNING LLC	41636 C	11-221-5990-000-000-2820	READING WORKBOOKS	13,854.10	13,854.10
032212	04/11/25	11871	DTE ENERGY		11-261-5520-001-000-0000	STREETLITE MARCH	353.36	
					11-261-5520-121-000-0000	IPF ELECT 3/4-4/1	4,327.23	
					11-261-5521-000-000-0000	POLEBARN ELECT 3/5-4	33.94	4,714.53
032213	04/11/25	15100	E2I DESIGN LLC	42098 C	21-296-7920-031-100-0000	ELITE CORE DEVICE	253.17	253.17
032214	04/11/25	17685	ELECTROCOMM-MICHIGAN		11-271-8221-000-000-0000	APR MOBILE RADIO	642.85	642.85
032215	04/11/25	20235	FIVE STAR SIGNS INC	42084 C	11-261-5992-000-000-0000	ROOM SIGNS	325.50	325.50
032216	04/11/25	13520	FORTIS GROUP LLC	42090 C	11-293-3191-000-028-0000	HOCKEY OFFICERS	390.00	390.00
032217	04/11/25	27112	HARTLAND SEPTIC	42077 C	11-261-4122-000-000-0000	SCRN PUMPING	1,359.99	1,359.99
032218	04/11/25	29735	HORNUNG ELEMENTARY PTO		11-111-5110-005-000-0000	LUNCHEON REIMBURSEME	180.49	180.49
032219	04/11/25	31642	IDN-HARDWARE SALES INC	42083 C	11-261-5992-000-000-0000	KEY BLANKS	403.00	403.00
032220	04/11/25	13747	JACOB WILLIAMS		21-321-3110-000-007-0000	IPF SUPERVISOR	116.25	116.25
032221	04/11/25	13824	KARL BRUNSMAN	42112 C	11-293-3190-000-033-0000	ASSIGNING FEES	500.00	500.00
032222	04/11/25	34795	KEIDER PAINTING CO	42043 C	11-261-6410-000-000-0000	BECC DOOR PAINTING	9,600.00	9,600.00
032223	04/11/25	34815	KELLER WELL DRILLING INC	42115 C	11-261-4122-000-000-0000	INSTALL X DRIVE	350.00	350.00
032224	04/11/25	34925	KIDS READ NOW, INC	41686 C	11-119-5990-121-000-2900	SUMMER RENEWAL	17,432.50	17,432.50
032225	04/11/25	35680	MICHAEL KNABUSCH	42106 C	11-293-3190-000-005-0000	ASSIGNER FEE	300.00	
				42106 C	11-293-3190-000-015-0000	ASSIGNER FEE	200.00	
				42106 C	11-293-3190-021-015-0000	ASSIGNER FEE	100.00	600.00
032226	04/11/25	13056	LEONARDS FOUNTAIN SPECIALTIE	42086 C	11-261-5991-000-000-0000	BULK CO2	100.00	
				42088 C	11-261-5991-000-000-0000	BULK CO2	100.00	200.00

Check Register

Brighton Public Schools

Run Date: 04/11/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
032227	04/11/25	13818	MCGUIRE SPRING CORPORATION	42076 C	11-261-5992-000-000-0000	SUPPLIES	345.00	345.00
032228	04/11/25	43640	MI INTERSCHOOL HORSEMANSHIP	42089 C	11-293-7410-000-024-0000	TEAM INVOICE	856.00	856.00
032229	04/11/25	13777	MIDWEST CONTRACTING CO LLC		11-113-6410-031-000-0000	SCIENCE ROOMS	61,893.98	61,893.98
032230	04/11/25	46200	MITCHELL REPAIR INFORMATION C	42107 C	11-127-5110-031-550-3440	APRIL BILLING	112.42	112.42
032231	04/11/25	49200	NEFF COMPANY	42108 C	21-296-7920-031-000-0000	GOLD BARS	840.42	840.42
032232	04/11/25	13091	RESCOM DOOR	42111 C	11-261-4110-000-000-0000	DOOR SPRING REPAIR	2,100.00	2,100.00
032233	04/11/25	13630	SCHENA ROOFING AND SHEET MET	42118 C 42117 C	11-261-4110-000-000-0000 11-261-4110-000-000-0000	ROOF LEAK REPAIR ROOF DEBRIS REPAIR	619.00 637.95	 1,256.95
032234	04/11/25	13100	DIANE STEEH		21-391-4913-000-000-0000	SENIOR YOGA	847.00	847.00
032235	04/11/25	13823	TYLER GRANT	42101 C	21-296-7920-021-100-0000	BAND CLINIC	780.00	780.00
032236	04/11/25	34862	WESTERN CAPITAL RESOURCES	42103 C 42099 C 42100 C 42104 C	11-293-4290-000-000-0000 21-296-5991-000-010-0000 21-296-5991-000-028-0000 21-296-5991-000-028-0000	GAME RENTAL GAME HOURS LOCKER RENTAL PRACTICE RENTAL	9,375.00 800.00 1,000.00 11,283.75	 22,458.75
032237	04/11/25	MSC15	JUDITH MCEACHERN		20-181-4200-000-000-0000	JUDITH MCEACHERN	25.00	25.00
032238	04/11/25	MSC55	ALICIA MOBLEY		21-296-5991-000-024-0000	ALICIA MOBLEY	550.00	550.00
032239	04/11/25	MSC55	HOLLIE HEIKKINEN		20-179-0000-000-012-0000	HOLLIE HEIKKINEN	445.00	445.00
032240	04/11/25	MSC55	KEN GRYBEL		21-321-7410-000-026-0000	KEN GRYBEL	1,500.00	1,500.00
032241	04/11/25	MSC55	NBSA		21-321-7410-000-012-0000	NBSA	550.00	550.00

Sub Total: \$168,699.26

ACH CHECKS

A09049	04/11/25	13748	ABIGAIL KISSEL		21-321-3110-000-007-0000	IPF SUPERVISOR	108.75	108.75
A09050	04/11/25	38520	ACADEMIC ENRICHMENT LLC		21-137-3110-000-000-0000	SPY ACADEMY	2,070.00	2,070.00
A09051	04/11/25	00930	ADVANCED WATER	42079 C	11-261-4122-000-000-0000	DIAPHRAM REP	250.00	250.00
A09052	04/11/25	05235	BSN SPORTS INC	42096 C 42093 C 42092 C 42095 C 42096 C 42094 C 42091 C	11-293-5990-000-027-0000 21-296-5991-000-004-0000 21-296-5991-000-004-0000 21-296-5991-000-017-0000 21-296-5991-000-027-0000 21-296-5991-000-027-0000 21-296-5991-000-032-0000	JERSEYS/SHORTS SHOULDER PADS COMPRESSION TOPS CUSTOM TOPS JERSEYS/SHORTS JACKETS BASEBALL GEAR	1,000.00 6,158.30 356.40 1,555.10 2,673.00 1,543.30 5,716.20	 19,002.30
A09053	04/11/25	10069	CLEAR RATE COMMUNICATIONS IN		11-261-3410-001-000-0000 11-261-3410-004-000-0000 11-261-3410-005-000-0000 11-261-3410-006-000-0000 11-261-3410-021-000-0000 11-261-3410-031-000-0000 11-261-3410-121-000-0000 11-261-3411-000-000-0000 11-261-3412-000-000-0000	HAWK PHONES APR SPEN PHONES APR HRNG PHONES APR HILT PHONES APR SCRN PHONES APR BHS PHONES APR MALT PHONES APR TRNS PHONES APR BECC PHONES APR	211.69 211.69 203.75 211.69 293.71 926.13 296.36 44.96 164.06	

Check Register
Run Date: 04/11/2025

Brighton Public Schools

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					21-261-3410-002-000-0000	MILL PHONES APR	211.69	2,775.73
A09054	04/11/25	11808	D M BURR SECURITY		11-261-3150-000-000-0000	BANKCOURIER 4/4	102.80	102.80
A09055	04/11/25	23350	GETAWAY TOURS INC	42121 C	21-296-7920-031-032-0000	4/17 TRIP BUS	5,735.00	5,735.00
A09056	04/11/25	28800	HOBART SERVICE		21-297-4120-000-000-0000	REP HAWK WASHER	402.00	402.00
A09057	04/11/25	01273	IMPERIAL DADE		11-261-5990-000-000-0000	OPERATION SUP	5,016.58	
					11-261-5990-000-000-0000	OPERATION SUP	130.82	5,147.40
A09058	04/11/25	34315	JOHN'S SANITATION	42120 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42119 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	420.00	525.00
A09059	04/11/25	61925	JOHNSON CONTROLS FIRE PROTE	42114 C	11-261-4129-000-000-0000	HILTON REPAIRS	1,413.25	1,413.25
A09060	04/11/25	34867	KENSINGTON VALLEY VARSITY	42097 C	21-296-5991-000-012-0000	JERSEY TEES	391.24	391.24
A09061	04/11/25	37127	LINDHOUT ASSOCIATES		11-113-6410-031-000-0000	SCIENCE LABS	609.41	
					11-261-6410-200-000-0000	BECC PLANS	4,462.50	
					11-271-8221-000-000-0000	TRNS PLANS	145.50	5,217.41
A09062	04/11/25	37640	LIVINGSTON COUNTY MECHANICA	42109 C	11-261-4123-000-000-0000	HVAC 3/31-4/5	1,980.00	1,980.00
A09063	04/11/25	37665	LIVINGSTON CTY TREASURER		10-111-0000-000-000-6000	PROPERTY TAX ADJUST	269.37	
					30-111-1000-000-015-6000	PROP TAX ADJUST 2015	0.02	
					30-111-1000-000-019-6000	PROPERTY TAX ADJUST	10.80	
					30-111-1000-000-500-6000	PROP TAX ADJUST 2012	2.35	
					30-111-1000-000-600-6000	PROP TAX ADJUST 2013	1.07	283.61
A09064	04/11/25	13399	MARCO TECHNOLOGIES	42075 C	11-284-4120-000-000-0000	DISTRICT PRINTERS	7,360.00	7,360.00
A09065	04/11/25	39190	MCGRAW-HILL EDUCATION INC	41259 C	11-111-5210-001-000-0000	ACHIEVE 3000	6,858.69	
				41259 C	11-111-5210-005-000-0000	ACHIEVE 3000	6,858.70	
				40863 P	11-111-5210-006-000-0000	EVERYDAY MATH	1,274.40	14,991.79
A09066	04/11/25	44930	MICHIGAN VIRTUAL		11-111-3220-000-006-0000	SHAREDSERV CONF	2,518.00	
				42050 C	11-112-3710-000-035-0000	VIRTUAL TUIT	1,260.00	
				42050 C	11-113-3710-000-006-0000	VIRTUAL TUIT	74,060.00	
				42050 C	11-113-3710-031-000-0000	VIRTUAL TUIT	130,525.00	
				42050 C	11-132-3710-041-000-0000	VIRTUAL TUIT	25,360.00	233,723.00
A09067	04/11/25	54936	PRESIDIO HOLDINGS INC	42074 C	11-111-4120-001-000-0000	AV REPAIRS	510.00	
				42102 C	11-111-4120-004-000-0000	AV TECH REPAIRS	1,530.00	2,040.00
A09068	04/11/25	59742	DUKE SERVICES LLC		11-261-4122-000-000-0000	PLUM 3/31-4/6	2,760.00	2,760.00
A09069	04/11/25	61701	THE SIGN GUYS	42080 C	11-261-5992-000-000-0000	BHS SIGNS	328.10	328.10
A09070	04/11/25	13110	SPECIALTY MACHINE SERV	41831 C	11-127-5110-031-562-3440	ROUTER BIT COLLECTIO	2,738.72	2,738.72
A09071	04/11/25	75928	TOWN CENTER INC		21-297-4120-000-000-0000	REP HILT FRIDGE	1,956.90	1,956.90
A09072	04/11/25	76028	ARMOREX	42113 C	11-261-5992-000-000-0000	MAINT SUP	106.79	106.79
A09073	04/11/25	13028	JAMES WESLEY		21-137-3110-000-000-0000	PHOTO 101	168.00	168.00
A09074	04/11/25	13423	WOODEN BRIDGE		21-137-3110-000-000-0000	STAND UP COMEDY	90.00	90.00
Sub Total:							\$311,667.79	
Register Total:							\$480,367.05	

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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Posting By Fund

Fund Name	Amount
CAFETERIA FUND	\$2,358.90
DEBT FUND 2019	\$10.80
GENERAL FUND	\$429,377.76
SPEC REV - STUDENT ACTIVITY	\$40,080.88
DEBT FUND 2013 REF	\$1.07
COMMUNITY EDUCATION	\$8,535.27
DEBT FUND 2012 REFUND	\$2.35
DEBT FUND 2015	\$0.02
Total:	\$480,367.05

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(480,367.05)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	50,989.29
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	429,377.76
22-402-0000-000-297-0000	A/P CONTROL - FS	C	D	2,358.90
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	40,080.88
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	8,535.27
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(40,080.88)
22-411-0000-000-297-0000	FOOD SERVICE I/F	C	N	(2,358.90)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(8,535.27)
32-402-0000-000-000-0000	A/P CONTROL - DEBT	D	D	10.80
32-402-0000-000-015-0000	A/P CONTROL ACCT 2015	T	D	0.02
32-402-0000-000-500-0000	AP CONTROL	P	D	2.35
32-402-0000-000-601-0000	AP CONTROL	L	D	1.07
32-411-0000-000-015-0000	2015 DEBT I/F	T	N	(0.02)
32-411-0000-000-019-0000	2019 DEBT I/F	D	N	(10.80)
32-411-0000-000-500-0000	2012 REF DEBT I/F	P	N	(2.35)
32-411-0000-000-601-0000	2013 REF DEBT I/F	L	N	(1.07)

Check Register
Run Date: 04/14/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
REGULAR CHECKS								
032242	04/14/25	76885	U S POSTMASTER		12-192-1000-000-000-0000	BROCHURE REFILL	7,500.00	7,500.00
Sub Total:							\$7,500.00	
Register Total:							\$7,500.00	

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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Posting By Fund

Fund Name	Amount
GENERAL FUND	\$7,500.00
Total:	\$7,500.00

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(7,500.00)
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	7,500.00

Check Register
 Run Date: 04/17/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
REGULAR CHECKS								
032243	04/17/25	13714	AAA NORTH AMERICAN		12-451-0500-000-000-0000	GARNISH W/H 04/18/25	226.76	226.76
032244	04/17/25	01630	AMERICAN AWARDS &	42135 C	21-296-7920-031-000-0000	VALEDICTORIAN DISC	20.00	20.00
032245	04/17/25	13382	ARBOR VACUUM & SMALL APPLIAN	42156 C	11-261-5992-000-000-0000	VACUUM PARTS	59.96	59.96
032246	04/17/25	00393	AT&T		11-261-3412-000-000-0000	INTERNET MARCH	600.00	600.00
032247	04/17/25	06188	BEHIND YOUR DESIGN	42128 C	11-232-3190-000-000-0000	MARKETING APRIL	2,000.00	2,000.00
032248	04/17/25	06550	BEST PLUMBING SPECIALTIES INC	42166 C	11-261-5994-000-000-0000	GASKETS/CARTRIDGES	1,246.26	1,246.26
032249	04/17/25	06932	BLUE LAKES CHARTERS & TOURS		11-293-4920-000-000-0000	2/26 SMS BBALL	1,050.00	
					11-293-4920-000-000-0000	2/26 SMS TRIP	800.00	
					11-293-4920-000-000-0000	2/27 FC KC	800.00	
					11-293-4920-000-000-0000	2/27 SMS SWIM	1,050.00	
					11-293-4920-000-000-0000	2/28 VAR CHEER	940.00	
					11-293-4920-000-000-0000	2/5 WRESTLING	1,050.00	
					11-293-4920-000-000-0000	2/7 CHEER	800.00	
					11-293-4920-000-000-0000	2/10 SCR N TRIP	800.00	
					11-293-4920-000-000-0000	2/11 BBALL	1,075.00	
					11-293-4920-000-000-0000	2/12 SCR N TRIP	800.00	
					11-293-4920-000-000-0000	2/13 SWIM	800.00	
					11-293-4920-000-000-0000	2/14 BBALL	1,075.00	
					11-293-4920-000-000-0000	2/14 WRESTLING	1,190.00	
					11-293-4920-000-000-0000	2/25 BBALL	1,075.00	
					11-293-4920-000-000-0000	2/3 SCR N TRIP	800.00	
					11-293-4920-000-000-0000	2/7 BBALL	1,075.00	15,180.00
032250	04/17/25	09099	JAMES CHAPMAN	42133 C	21-296-7920-031-041-0000	BOYS VBALL OFFICIAL	52.00	52.00
032251	04/17/25	09670	CITY OF BRIGHTON	42130 C	11-266-3190-031-000-2491	BHS SRO	8,451.30	8,451.30
032252	04/17/25	10808	CONTI CORP	42157 C	11-261-4910-000-000-0000	DOOR REPAIRS	577.50	577.50
032253	04/17/25	13658	CORRIGAN CONSTRUCTION LLC		11-261-6220-041-000-4410	SEC 11T CONST	93,306.61	
					11-261-6410-200-000-0000	CAPITAL OUTLAY-BECC	110,616.13	
					11-261-6410-200-000-0000	CAPITAL OUTLAY-BECC	50,242.03	254,164.77
032254	04/17/25	11060	CORRIGAN OIL COMPANY	42152 C	11-261-5992-000-000-0000	PROPANE	738.13	738.13
032255	04/17/25	13830	DELOITTE SERVICES LP	42126 C	11-226-3220-000-000-0000	PRINCIPAL PROGRAM	1,500.00	1,500.00
032256	04/17/25	13828	DENNIS TROSHAK	42134 C	21-296-7920-031-041-0000	BOYS VBALL OFFICIAL	52.00	52.00
032257	04/17/25	13599	DIGITAL AGE TECHNOLOGIES INC	42163 C	11-132-4120-041-000-0000	PA SYSTEM REPAIRS	1,000.00	1,000.00
032258	04/17/25	11871	DTE ENERGY		11-261-5520-005-000-0000	HRNG ELECT 3/11-4/8	1,124.92	
					11-261-5520-031-000-0000	BHS ELECT 3/11-4/8	8,058.26	
					11-261-5520-121-000-0000	MALT ELECT 3/11-4/8	3,374.76	12,557.94
032259	04/17/25	13308	ENERCO CORPORATION	42155 C	11-261-4122-000-000-0000	SERVICE CALL	150.00	150.00
032260	04/17/25	18374	EDI FINANCE INC	42127 C	11-127-5110-031-550-3440	LIFT PULLY'S	469.33	469.33
032261	04/17/25	13020	FORESITE DESIGN		11-261-4124-000-000-0000	IPF IRRIGATION	1,560.00	1,560.00
032262	04/17/25	58050	GFL ENVIRONMENTAL RECYCLING	42139 C	21-296-7920-031-005-0000	OIL FILTER SERVICE	93.71	93.71
032263	04/17/25	27112	HARTLAND SEPTIC	42164 C	11-261-4122-000-000-0000	SCR N PUMPING	6,887.44	6,887.44

Check Register
 Run Date: 04/17/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
032264	04/17/25	31215	HURON VALLEY SCHOOLS	42124 P	11-271-8220-000-000-0000	MARCH BUS SERVICE	3,114.50	3,114.50
032265	04/17/25	13567	SEAN LAROSA		11-118-3190-002-000-3430	CONSULTING	2,450.00	
					11-118-3190-002-000-3430	CONSULTING	2,250.00	4,700.00
032266	04/17/25	13832	LIVINGSTON CO EMS	42149 C	11-127-5110-031-580-3440	BLS PROVIDER CARDS	670.00	670.00
032267	04/17/25	37663	LIVINGSTON CTY SHERIFF	42132 C	11-266-3190-021-000-2491	MARCH SRO	7,500.00	7,500.00
032268	04/17/25	41272	MARY KATE MELVILLE	42162 C	21-296-7920-031-750-0000	SHIRTS/SHORTS	1,340.40	1,340.40
032269	04/17/25	43640	MI INTERSCHOOL HORSEMANSHIP	42151 C	11-293-7410-000-024-0000	RIDER DUES	105.00	105.00
032270	04/17/25	13263	PREMIER SECURITY SOLUTIONS	42129 C	11-266-3190-001-000-2491	MAR SECURITY	3,696.00	
				42129 C	11-266-3190-004-000-2491	MAR SECURITY	3,531.00	
				42129 C	11-266-3190-005-000-2491	MAR SECURITY	3,687.75	
				42129 C	11-266-3190-006-000-2491	MAR SECURITY	3,696.00	
				42129 C	11-266-3190-031-000-2491	MAR SECURITY	3,630.00	
				42129 C	11-266-3190-041-000-2491	MAR SECURITY	3,316.50	21,557.25
032271	04/17/25	13630	SCENA ROOFING AND SHEET MET	42136 C	11-261-4110-000-000-0000	ROOF REPAIRS	1,162.50	1,162.50
032272	04/17/25	60115	STEVEN H SCHULTE	42168 C	11-113-4120-031-021-0000	REPAIR PIANO	400.00	
				42146 C	21-296-7920-021-200-0000	REPAIR PIANO	300.00	700.00
032273	04/17/25	63575	SOUTH LYON COMMUNITY SCHOO	41744 P	11-271-8220-000-000-0000	MARCH 2025 BUS SERVI	1,545.84	1,545.84
032274	04/17/25	66424	STENGER & STENGER PC		12-451-0500-000-000-0000	GARNISH W/H 04/18/25	190.81	190.81
032275	04/17/25	75640	THE VAIL CORPORATION		61-296-5990-031-006-0000	2/12-4/3 STATEMENT	32,810.00	32,810.00
032276	04/17/25	84544	WATER TECH	42153 C	11-261-4126-000-000-0000	WATER TESTING	92.00	92.00
032277	04/17/25	86100	WELTMAN, WEINBERG & REIS		12-451-0500-000-000-0000	GARNISH W/H 04/18/25	254.12	254.12
032278	04/17/25	13833	WENDY MARSH	42154 C	21-296-5991-000-035-0000	FRESHMAN FBALL TEES	183.50	183.50
032279	04/17/25	88670	THE WINMATT GROUP	42131 C	11-231-3190-000-000-0000	APRIL LOBBYING	800.00	800.00
032280	04/17/25	MSC55	KEVIN MANNING		21-321-7410-000-015-0000	KEVIN MANNING	80.00	80.00
032281	04/17/25	MSC60	JEFF VONBUSKIRK	42122 C	21-296-7920-031-100-0000	JEFF VONBUSKIRK	556.21	556.21
032282	04/17/25	MSC60	NICOLE CHOUINARD	42141 C	11-113-5990-031-000-3490	NICOLE CHOUINARD	209.98	209.98

Sub Total: \$385,159.21

ACH CHECKS

A09075	04/17/25	01812	AMERICAN DATA SECURITY	42145 C	11-111-5110-004-000-0000	SHREDDING	44.50	
				42145 C	11-241-4120-031-000-0000	SHREDDING	44.50	
				42145 C	11-252-4910-000-000-0000	SHREDDING	44.50	133.50
A09076	04/17/25	05235	BSN SPORTS INC	42142 C	21-296-5991-000-004-0000	JERSEYS	131.30	131.30
A09077	04/17/25	11808	D M BURR SECURITY		11-261-3150-000-000-0000	BANKCOURIER 4/11	102.80	102.80
A09078	04/17/25	13650	DIRECT ENERGY BUSINESS LLC		11-261-5520-000-000-0000	BECC ELECT 4/14	528.11	
					11-261-5520-001-000-0000	HAWK ELECT 4/14	2,135.02	
					11-261-5520-004-000-0000	SPEN ELECT 4/14	2,104.16	
					11-261-5520-005-000-0000	HRNG ELECT 4/14	1,553.95	
					11-261-5520-006-000-0000	HILT ELECT 4/14	2,646.22	
					11-261-5520-021-000-0000	MALT ELECT 4/14	5,473.58	
					11-261-5520-031-000-0000	BHS ELECT 4/14	24,161.56	

Check Register
 Run Date: 04/17/2025

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
					11-261-5520-041-000-0000	BRIDGE ELECT 4/14	1,584.34	
					11-261-5520-121-000-0000	MALT ELECT 4/14	4,661.86	
					11-261-5521-000-000-0000	TRNS ELECT 4/14	593.77	
					21-261-5520-002-000-0000	MILLER ELECT 4/14	1,663.27	47,105.84
A09079	04/17/25	27670	HERFF JONES INC	42167 C	21-296-7920-031-875-0000	STUDENT COUNCIL	415.60	415.60
A09080	04/17/25	29735	HORNUNG ELEMENTARY PTO	42147 C	11-111-5110-005-000-0000	4TH GRD TRIP SPLIT	310.00	310.00
A09081	04/17/25	01273	IMPERIAL DADE		11-261-5990-000-000-0000	OPERATION SUP	191.36	
					11-261-5990-000-000-0000	OPERATION SUP	396.20	587.56
A09082	04/17/25	34315	JOHN'S SANITATION	42159 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42161 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42160 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	105.00	
				42158 C	11-261-4220-000-000-0000	PORTAJOHNS RENTAL	210.00	525.00
A09083	04/17/25	37640	LIVINGSTON COUNTY MECHANICA	42137 C	11-261-4123-000-000-0000	HVAC 4/7-4/11	2,160.00	2,160.00
A09084	04/17/25	43530	MI EDUCATORS FINANCIAL		12-451-0805-000-000-0000	MAY GTL LIFE INS	152.05	152.05
A09085	04/17/25	45710	MILLCRAFT PAPER COMPANY	42144 C	11-127-5110-031-562-3440	WHITE GLOSSY	173.58	
				42143 C	11-282-5990-000-000-0000	WHITE GLOSSY	394.52	568.10
A09086	04/17/25	13685	RHINO SPORTS CONST LLC		41-456-6220-031-000-0000	SCRN TURF DEPOSIT	276,949.35	276,949.35
A09087	04/17/25	59742	DUKE SERVICES LLC	42150 C	11-261-4122-000-000-0000	PLUM 4/7-4/11	2,400.00	2,400.00
A09088	04/17/25	61495	SHAR PRODUCTS COMPANY		11-112-4120-021-000-0000	INSTR REPAIRS	420.00	420.00
A09089	04/17/25	49235	TRANE US INC	42165 C	11-261-5996-000-000-0000	HVAC MOTOR	2,501.84	2,501.84
Sub Total:							\$334,462.94	
Register Total:							\$719,622.15	

CheckNo	CkDate	Vendor	Name	PO #	Account	Description	Amount	CheckAmt
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Posting By Fund

Fund Name	Amount
CAPITAL PROJECT FUNDS	\$276,949.35
GENERAL FUND	\$404,974.81
SPEC REV - STUDENT ACTIVITY	\$3,144.72
COMMUNITY EDUCATION	\$1,743.27
STUDENT ACTIVITIES	\$32,810.00
Total:	\$719,622.15

Posting To Detail Control Accounts

Account	Description	Fund	Account Class	Acct. Charge
12-101-1000-000-000-0000	GENERAL FUND CHECKING	G	O	(719,622.15)
12-131-0000-000-000-0000	INTERFUND REC AP	G	K	314,647.34
12-402-0000-000-000-0000	A/P CONTROL - GF	G	D	404,974.81
22-402-0000-000-299-0000	A/P CONTROL STUDENT ACT	K	D	3,144.72
22-402-0000-000-300-0000	A/P CONTROL - CE	M	D	1,743.27
22-411-0000-000-000-0000	STUD ACTIVIT I/F	K	N	(3,144.72)
22-411-0000-000-300-0000	COMM ED I/F	M	N	(1,743.27)
42-402-0000-000-000-0000	AP BOND	A	D	276,949.35
42-411-0000-000-000-0000	CAP PROJ I/F	A	N	(276,949.35)
62-402-0000-000-000-0000	A/P CONTROL - AGENCY	S	D	32,810.00
62-411-0000-000-000-0000	STUDENT ACT I/F	S	N	(32,810.00)