



THE SCHOOL DISTRICT OF THE CITY OF HIGHLAND PARK
12360 Woodward Avenue Highland
Park, Michigan
48203-3322

President Cheryl Sanford

SCHOOL DISTRICT OF THE CITY OF HIGHLAND PARK

Vice President Famika Roberts

BOARD OF EDUCATION

Secretary Yolanda Harrison

RESOLUTION AUTHORIZING ADDITIONAL SINKING FUND APPROPRIATION FOR THE COMPLETION OF THE BARBER PREP ACADEMY ELEVATOR MODERNIZATION PROJECT

Treasurer Cassandra Walker

Resolution No. _____
Date: 9/9/26, 2026

Trustee Doris Harris

WHEREAS,

Trustee Linda Wheeler

The Board of Education of the School District of the City of Highland Park ("District") is committed to maintaining safe, accessible, functional, and adequately maintained facilities for students, staff, and the school community; and

Trustee Janet Spight-White

WHEREAS,

saiah Pettway, Chief Educational
Officer

Barber Preparatory Academy ("Barber Prep") requires the completion of an elevator modernization capital improvement project to ensure the continued safe, reliable, and accessible operation of the facility; and

Joseph Urban, Esq., Board
Attorney

WHEREAS,

The Board of Education previously approved an appropriation of **One Hundred Fifty Thousand Dollars (\$150,000.00)** from the District's Sinking Fund for the Barber Prep Academy elevator modernization project; and

WHEREAS,

Approximately **Forty-Five Thousand Dollars (\$45,000.00)** of the previously approved appropriation has already been expended toward the elevator modernization project; and

WHEREAS,

Following the expenditure of approximately \$45,000.00, approximately **One Hundred Five Thousand Dollars (\$105,000.00)** remains available from the original \$150,000.00 appropriation for the completion of the project, subject to final District accounting; and

WHEREAS,

The District has received a revised quotation and/or updated project cost estimate indicating that an additional **Twenty-Five Thousand Dollars (\$25,000.00)** is required to complete the elevator modernization project; and

WHEREAS,

The Board of Education recognizes that the total anticipated cost to complete the project is **One Hundred Seventy-Five Thousand Dollars (\$175,000.00)**, consisting of approximately **\$45,000.00** already expended, **\$105,000.00** remaining from the original appropriation, and an additional **\$25,000.00** required due to the increased project cost; and

WHEREAS,

The Board of Education desires to authorize the additional \$25,000.00 Sinking Fund appropriation and empower the Chief Executive Officer ("CEO") to administer the available project funds and oversee the project through completion; and

NOW, THEREFORE, BE IT RESOLVED,

1. ADDITIONAL SINKING FUND APPROPRIATION

The Board of Education hereby approves and appropriates an additional **Twenty-Five Thousand Dollars (\$25,000.00)** from the District's Sinking Fund for the completion of the Barber Prep Academy elevator modernization capital improvement project.

2. TOTAL PROJECT COST

The Board recognizes and authorizes a total project cost of **One Hundred Seventy-Five Thousand Dollars (\$175,000.00)**, comprised as follows:

Project Funding	Amount
Previously approved Sinking Fund appropriation	\$150,000
Amount already expended	\$45,000
Remaining from original appropriation	\$105,000

Additional appropriation for increased project cost \$25,000
Total project cost \$175,000

The approximately \$45,000 already expended is included as part of the total project cost and shall not be construed as an additional appropriation.

3. USE OF REMAINING PRIOR APPROPRIATION

The Board authorizes the continued use of the approximately **\$105,000.00 remaining from the original \$150,000.00 appropriation** for eligible expenses associated with completing the elevator modernization project.

4. CEO AUTHORITY

The Board hereby authorizes and empowers the **Chief Executive Officer of the School District of the City of Highland Park**, or the CEO's authorized designee, to approve and administer the use of the approximately \$105,000.00 remaining from the original appropriation and the additional \$25,000.00 appropriation for eligible expenses necessary to complete the project.

The CEO is specifically authorized to:

- Approve invoices and payment applications;
- Approve project-related expenditures;
- Coordinate with contractors, vendors, engineers, architects, consultants, and other project partners;
- Approve materials, equipment, labor, and services necessary for completion;
- Approve reasonable project adjustments and change orders within the authorized project budget;
- Execute documents necessary to facilitate completion of the project, consistent with District policy and applicable law; and
- Take all other administrative actions reasonably necessary to bring the elevator modernization project to completion.

5. PROJECT OVERSIGHT

The CEO shall maintain overall administrative, operational, and fiscal oversight of the elevator modernization project through its completion.

The CEO shall ensure that project expenditures are properly documented and that all funds are used for authorized project purposes.

The CEO shall also oversee final inspections, required approvals, contractor completion requirements, project closeout, and resolution of any outstanding project matters.

6. FISCAL ACCOUNTABILITY

All expenditures shall be properly documented and accounted for in accordance with District financial procedures, applicable Sinking Fund requirements, Board policies, and applicable law.

The CEO shall monitor project expenditures to ensure that the total project cost does not exceed **\$175,000.00** without further authorization from the Board of Education.

7. CLARIFICATION OF PRIOR APPROPRIATION

Nothing in this Resolution shall rescind, replace, or invalidate the Board's prior authorization of **\$150,000.00** for the Barber Prep Academy elevator modernization project.

Rather, this Resolution:

1. Recognizes approximately **\$45,000.00** already expended on the project;
2. Recognizes approximately **\$105,000.00** remaining from the original **\$150,000.00** appropriation;
3. Appropriates an additional **\$25,000.00** from the District's Sinking Fund to address the increased cost required for completion; and
4. Establishes a **total project cost and funding authorization of \$175,000.00.**

8. COMPLETION OF PROJECT

The Board directs the CEO to proceed with the administration and oversight of the Barber Prep Academy elevator modernization project and to take all reasonable and necessary actions to facilitate completion of the project in a timely, fiscally responsible, and legally compliant manner.

9. EFFECTIVE DATE

This Resolution shall take effect immediately upon approval by the Board of Education.

BE IT FURTHER RESOLVED,

That all actions taken by the CEO, District administration, and authorized representatives consistent with the intent and purposes of this Resolution are hereby authorized, ratified, confirmed, and approved.

BOARD OF EDUCATION

SCHOOL DISTRICT OF THE CITY OF HIGHLAND PARK

Motion by: Doris Harris

Supported by: Yolanda Harris

AYES: Cheryl Sanford, Farika Roberts, Cassandra Walker, Yolanda
Doris Harris, Linda Wheeler, Janet Spight-White Harrison

NAYS: 0

ABSENT: 0

ABSTAIN: 0

RESOLUTION ADOPTED: YES / NO

Board President

Cheryl Sanford

Date: 9/9/26

Board Secretary

Yolanda Harrison

Date: 9/9/26

Signature:

Yolanda Harrison (Sep 10, 2026 15:36:06 EDT)

Email: harrisony@hipark.org

09102026_RESOLUTION AUTHORIZING ADDITIONAL SINKING FUND APPROPRI

Final Audit Report

2026-09-10

Created:	2026-09-10
By:	Camille Wright (wrightc@hipark.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8h1kf-_Yg4vZKm3sJA5CISZI6nxNBzyE

"09102026_RESOLUTION AUTHORIZING ADDITIONAL SINKI NG FUND APPROPRI" History



Document created by Camille Wright (wrightc@hipark.org)

2026-09-10 - 7:10:47 PM GMT



Document emailed to Yolanda Harrison (harrisony@hipark.org) for signature

2026-09-10 - 7:10:52 PM GMT



Email viewed by Yolanda Harrison (harrisony@hipark.org)

2026-09-10 - 7:35:19 PM GMT



Document e-signed by Yolanda Harrison (harrisony@hipark.org)

Signature Date: 2026-09-10 - 7:36:06 PM GMT - Time Source: server - Signature Appearance Selected: MOBILE_DRAW



Agreement completed.

2026-09-10 - 7:36:06 PM GMT