

MIDLAND BOARD OF EDUCATION

AGENDA

August 26, 2013

Mission: The Midland Public Schools, in partnership with our community, prepares students as knowledgeable, self-reliant, cooperative and ethical learners who are contributing citizens.

Regular (twice-monthly) meeting at the Midland Public Schools Administration Center, 600 E. Carpenter Street, Midland, Michigan at 7 p.m. with adjournment not later than 9:30 p.m., except by unanimous approval otherwise.

The Board of Education receives agenda material in advance of the meeting and has the opportunity to ask clarification questions of the staff. In order to expedite routine items of business and operations and maximize the opportunity for discussion topics, the Board will utilize a consent format for portions of the agenda as noted.

1. CALL TO ORDER: ROLL CALL

Board of Education: President Wasserman, Vice President Baker, Secretary Kaminski, Treasurer Brandstadt, Member Gorton, Member McFarland, Member VanderKelen

Central Staff: Superintendent: Mr. Sharrow, Assistant Superintendent: Mr. Verlinde, Associate Superintendents: Finance/Facilities/Operations: Ms. Cline, Curriculum/Instruction/Assessment: Mr. Cooper

2. CONSENT AGENDA

- 2.1 Approval of the Regular Meeting Minutes from July 15, 2013
2.2 The following staff members have announced their resignation effective as of the dates indicated:

Table with 3 columns: Name, Assignment Effective Date, and Date. Lists staff members like Tyler Angus, Martha M. Avina, Elizabeth Christensen, etc., and their resignation dates.

Heidi Lindner	Paraprofessional, Post-Secondary	August 12, 2013
Kelly Sue McKeage	Paraprofessional, Carpenter Street School	August 19, 2013
Laura J. Purcilly	Paraprofessional, Adams Elementary	August 14, 2013
Randy E. Schaedig	Administrator, Science and Music	August 21, 2013
Dana Simmons	Bus Driver, Transportation	August 30, 2013
Christa Starkey	School Psychologist, Special Services	June 13, 2013
Judy Williamson	Paraprofessional, Midland Public Schools	August 2, 2013

2.3 Ms. Amy Slabaugh is resigning her administrative position as Assistant Principal at H. H. Dow High School effective August 23, 2013 and requests to be reassigned as a teacher with Midland Public Schools for the 2013-14 school year. We recommend that the Board of Education approve this request since it is consistent with past practice as stipulated in the district’s contract with the MCEA.

2.4 The following persons are recommended for employment for the 2013-14 school year:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Megan E. Applegate	English/Theater Teacher (1.0), Midland High	August 26, 2013
Laura R. DeShais	Elementary Teacher (1.0), Plymouth Elem.	August 26, 2013
Jill E. Dillon	Speech Therapist (1.0), Special Services	August 26, 2013
Sarah L. Doughty	Elementary Teacher (1.0), Woodcrest Elem.	August 26, 2013
Melissa Hardcastle	Elementary Teacher (1.0), Plymouth Elem.	August 26, 2013
Anna C. Harrison	Elementary Teacher (1.0), Carpenter Elem.	August 26, 2013
Kayla J. Lanphierd	Elementary Teacher (1.0), Eastlawn Elem.	August 26, 2013
David R. Milne	German Teacher (1.0), Midland Public Schools	August 26, 2013
Katherine F. Morden	Special Education Teacher (1.0), Midland High	August 26, 2013
Michael A. Murphy	Elementary Teacher (1.0), Plymouth Elem.	August 26, 2013
Laura M. Wolanin	Special Education Teacher (1.0), Adams Elem. and Carpenter Elem.	August 26, 2013

2.5 Bids have been accepted and tabulation provided for wireless phone communication devices for maintenance, grounds and high school building managers. The administration recommends issuing a purchase order to the low bidder, Netech Corporation, of Wixom, Michigan, for the amount of \$6,774. Funding for this service is included in the facilities and maintenance budget.

2.6 Administration is requesting approval to deliver a purchase order to Trivalent of Grandville, MI for \$16,062.80 for 10 HP 6570b laptops to replace the 10 computers dedicated for the IB Art program at Midland High and H.H. Dow High. The old computers are HP 6715b computers and were purchased in the summer of 2007. The new machines will be equipped with upgraded hardware including a 128GB SSD, Intel Core i7 Processor, 1GB dedicated graphics card, and 16GB of RAM, to better meet the specific needs of the IB Art program. This pricing is bid by the Western States Contracting Alliance (WSCA) of which the State of Michigan is a member. Midland Public Schools is able to use the approved Hewlett-Packard WSCA agreement as a governmental entity of Michigan. These replacements are part of our standard computer refresh plan and their purchase was included in the 2013-2014 budget.

2.7 Bids have been accepted and tabulation provided for replacement of the fire riser, a component of the fire suppression (sprinkler) system at H. H. Dow High School. This project includes total removal of the old fire riser and replacement with all new valves and piping. The administration recommends issuing a purchase order to the low bidder, Dynamic Piping Company of Hemlock, Michigan, for the amount of \$7,580. Funds were included in the 2013-14 general fund maintenance budget to complete this project.

2.8 Approval of the payment of the school system's bills for the months of June 2013, as listed in the check register prepared by Ms. Laux, in the total amount of \$8,412,523 is recommended. The distribution of obligations, by fund, is as follows:

	<u>6/15/2013</u>	<u>6/30/2013</u>	<u>Totals</u>
General Fund / Athletics	\$ 1,324,116	\$ 2,123,189	\$ 3,447,305
Capital Projects	-	-	-
Sinking Fund	-	-	-
Middle School Science Lab Renovation	-	-	-
Technology Grant	-	-	-
School Services:			
School Stores	495	1,273	1,768
Food Service	217,709	322	218,031
Student Activities	<u>13,956</u>	<u>54,556</u>	<u>68,512</u>
Sub-totals	1,556,276	2,179,340	3,735,616
Federal Withholding			430,425
State Withholding/Sales Tax			144,304
Social Security/Medicare			639,763
Payroll Transfers			39,961
ACH Transfers			2,504,255
Connectcare Transfers			666,350
Consumers payments paid electronically			75,908
PESG payroll (contracted substitutes)			46,257
Purchase Card Transactions			<u>129,684</u>
Total June Distributions			<u>\$8,412,523</u>

Submitted herewith are the following financial reports:

2.8.b Listing of purchase orders and purchase card transactions exceeding three thousand dollars (\$3,000) for the month of June (prepared by Ms. Laux)

2.9 Approval is requested to authorize payment for the following legal bills:

FIRM	DATE	AMOUNT	PURPOSE
Thrun Law Firm P.C.	7/25/2013	\$10,351.76	Professional Fees
AMOUNT DUE		\$10,351.76	

3. **REQUESTS TO ADDRESS THE BOARD**

3.1 No hearings have been requested.

4. **BOARD OF EDUCATION MATTERS**

PRESENTATIONS TO THE BOARD

For Information:

4.1 Administrative Appointment..... Michael Sharrow

For Action:

4.2 Tax Resolution..... Linda Cline

On May 13, 2013, the Board established an estimated 2013-14 local tax rate of 5.6523 mills on homestead and qualifying agricultural property and 18.0 mills on non-homestead property. Following a long-established procedure, 50% of both the 5.6523 and 18.0 mill rates were levied by the City of Midland in the summer tax bill. An additional 6.0 mills were levied by the state on city and township property for the State Education Tax (SET).

When the Board approved the 2013-14 budget on June 24, 2013, the estimated millage rates were 18.0 mills for non-homestead property and 1.7084 mills for homestead and qualified agricultural property.

Based on the most recent information with respect to taxable values for 2012 and 2013 and the estimated blended student count for 2013-14, the estimated 2013 millage rates to support 2013-14 general fund expenditures are:

18.0 mills on non-homestead property

7.7914 mills on commercial personal property

1.7914 mills on principal residence, qualified agricultural, qualified forest, and industrial personal property. The 1.7914 mills were decreased by 0.0128 mill as an adjustment for 2012-13 principal residence, qualified agricultural, qualified forest, and industrial personal property taxes. The adjustment has been determined following a format provided by the Department of Treasury. The total represents a decrease of 0.1585 mill from the 2012-13 rate of 1.9499 mills.

The 2013-14 principal residence, qualified agricultural, qualified forest, and industrial personal property millage rate is subject to adjustment as more accurate information regarding enrollment and taxable value become available. As specified in Public Act 312 of 1993, if revenues exceed or fall short, the difference shall be made up in the school district's next (2013-14) regular tax levy. The process of adjustments to correct overpayments and underpayments will continue to occur on an annual basis.

It is requested that the Board take action on the recommended millage rate at tonight's meeting.

Enclosed is a tax resolution for the 2013-14 tax collection. When the Board determines the rates to be levied, the resolution should be read aloud by the secretary and a roll-call vote taken on the question of its adoption. The Board's president and secretary should be authorized to sign the tax certification resolution and the 2013 Tax Rate Request to the County Board of Commissioners.

4.3 Bids have been accepted and tabulation provided for a chiller compressor replacement at Central Middle School. This project includes removal and replacement of the old compressor serving the auditorium. The project is scheduled to be completed as soon as possible this fall because the unit is necessary for maintaining proper humidity levels in the auditorium. The administration recommends issuing a purchase order to the low bidder, Hayes Mechanical of Saginaw, Michigan, for the amount of \$5,081. Since this project was not included in the 2013-14 General Fund budget, approval is sought to use funds remaining in the Sinking Fund.

4.4 Approval of *EF Foundation for Foreign Study* Michael Sharrow

Recently, we had a request from *EF Foundation for Foreign Study* to place a foreign exchange student with MPS for the fall of 2013. After reviewing their documentation, they appear to meet the existing criteria of other reputable placement agencies, and we have been in contact with their representatives and their references. Administration recommends allowing *EF Foundation for Foreign Study* to place a student with MPS this fall.

5. **CURRICULUM and INSTRUCTION**

Study Committee Chair – Ms. Baker
Staff Resource Person – Mr. Cooper

For Information:

5.1 The following textbooks are being presented for the 28-day period of examination. These books are available for review at the office of Curriculum and Instruction.

This book will be used for IB Twentieth Century World Topics in grade 12:

Title: *History: A Very Short Introduction*
Author: John H. Arnold
Publisher: Oxford University Press
Copyright: 2000

This book will be used for Marketing .3 in grades 9-12:

Title: *The Traveler's Gift*
Author: Andy Andrews
Publisher: Thomas Nelson
Copyright: 2002

This book will be used for Sales Management A in grades 9-12:

Title: *Fish! A proven Way to Boost Morale and Improve Results*
Author: Stephen C. Lundin
Publisher: Hypersion Books
Copyright: 2001

6. **FINANCE**

Study Committee Chair – Ms. Brandstadt
Staff Resource Person – Ms. Cline

For Information:

6.1 The following gifts, which total \$9,190.77, have been received and processed:

	Donor	Purpose	Amount
1	Dow Chemical communityGives Fund at the Midland Area Community Foundation	Volleyball uniforms, equipment, training equipment, ball carts and tournament fees for the DHS Team	\$ 1,000.00
2-5	Dow Chemical communityGives Fund at the Midland Area Community Foundation	<ul style="list-style-type: none"> • Equipment for MHS JV & Varsity girls basketball teams • State required safety approved bats for practices and games for MHS Freshman and JV baseball teams 	\$ 4,000.00
6	Midland Violence Prevention Partnership at the Midland Area Community Foundation	Support for middle schools parent nights on topics of bullying, drugs and alcohol, cyber-safety, supporting students academically at home and more	\$ 2,000.00
7	Siebert Elementary Building Account	Two-day bullying prevention seminar with Dr. Marcia McEvoy for incoming kindergarten and new students at Siebert Elementary	\$ 2,190.77

An appropriate thanks to the donors is recommended.

7. **HUMAN RESOURCES**

Study Committee Chair – Ms. Baker
Staff Resource Person – Mr. Verlinde

For Information:

7.1 The following staff members have announced their retirement effective as of the dates indicated:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Carol A. Brown	Teacher, Jefferson Middle School	June 13, 2013
Carol A. Schreiber	Paraprofessional, Plymouth Elem.	July 1, 2013
Shirley J. Vincent-Rose	Teacher, Midland Public Schools	June 13, 2013

7.2 The Board and staff extend their deepest sympathy to the family of Mrs. June Bartlett Homeister, who passed away on July 20, 2013. Mrs. Homeister began her employment with Midland Public Schools in 1966 and moved to the position of school social worker in 1969. She retired after 19 years of service with Midland Public Schools in 1985.

8. **TECHNOLOGY**

Staff Resource Person – Mr. Verlinde

For Action:

8.1 Mobile computing, social media and cloud services have had a significant impact on our society over the last five years. These technologies are also becoming important staples for delivering a 21st Century education. We can use them to enhance learning, teach digital citizenship, encourage collaboration and improve efficiencies; they are here to stay and it is important we begin to support them.

The Midland Public Schools Acceptable Use Policy currently lacks verbiage pertaining to mobile computing, social media and cloud services. In order to support the use of these services, it is important that we define the necessary policies so all users have an understanding of the availability, expectations for proper use, support and personal responsibility. The Administration recommends approval of the revised Acceptable Use Policy to be implemented prior to the start of the next school year.

9. **CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION**

For Information:

9.1 FOIA request from Mackinac Center for Public Policy requesting Midland Public Schools' teacher evaluation instrument or model for academic year 2012-13.

10. **SCHEDULED ACTIVITIES**

For Information:

The following is a listing of scheduled meetings or activities of the Board of Education for 2013:

September 9, 2013	7 p.m.	Regular Meeting of the Board of Education
September 23, 2013	7 p.m.	Regular Meeting of the Board of Education
October 14, 2013	7 p.m.	Regular Meeting of the Board of Education
October 28, 2013	7 p.m.	Regular Meeting of the Board of Education
November 11, 2013	7 p.m.	Regular Meeting of the Board of Education
November 25, 2013	7 p.m.	Regular Meeting of the Board of Education
December 9, 2013	7 p.m.	Regular Meeting of the Board of Education

The following is a tentative listing of meetings or activities of the Board of Education for January-June 2014. Action will take place on these meeting dates at the organizational meeting on January 13, 2014.

January 13, 2014	4 p.m.	Organizational Mtg. of the Board of Education
January 27, 2014	7 p.m.	Regular Meeting of the Board of Education
February 10, 2014	7 p.m.	Regular Meeting of the Board of Education
February 24, 2014	7 p.m.	Regular Meeting of the Board of Education
March 10, 2014	7 p.m.	Regular Meeting of the Board of Education

March 24, 2014	7 p.m.	Regular Meeting of the Board of Education
April 14, 2014	7 p.m.	Regular Meeting of the Board of Education
April 28, 2014	3 p.m.	Budget Workshop of the Board of Education
May 12, 2014	7 p.m.	Regular Meeting of the Board of Education
May 27, 2014 (Tuesday)	7 p.m.	Regular Meeting of the Board of Education
June 9, 2014	7 p.m.	Regular Meeting of the Board of Education
June 23, 2014	7 p.m.	Regular Meeting of the Board of Education

11. STUDY-DISCUSSION SESSION

This portion of the agenda is utilized by the Board to introduce topics for future study, to discuss school district-related matters, to complete professional association business and to relate items of interest. No action is taken during this time. Occasionally closed sessions are scheduled to discuss confidential personnel, negotiations or property matters.

11.1 Hearing from Board Members

11.2 Announcements from Superintendent Sharrow

12. ADJOURNMENT