BOARD OF EDUCATION
MINUTES – November 11, 2013

The regular meeting of the Board of Education of the Midland Public Schools, Midland, Michigan, was held at the Midland Public Schools Administration Center, 600 E. Carpenter Street, Midland, Michigan, on Monday, November 11, 2013, beginning at 7:00 p.m. in accordance with the requirements of the Revised School Code, MCL 380.1 et.seq., effective July 1, 1996, and the policies established in How Midland Schools Work.

1. CALL TO ORDER: ROLL CALL

Board members present: President Wasserman,
Vice President Baker,
Secretary Kaminski,
Treasurer Brandstadt,
Member Gorton,
Member McFarland

Board members absent: Member Singer

Central staff present: Superintendent Sharrow,
Associate Superintendent Cline,
Associate Superintendent Cooper

Central staff absent: Assistant Superintendent Verlinde

Visitors present: 19 staff, citizens and guests

McFarland/Brandstadt moved that the following Consent Agenda items be approved.

2. CONSENT AGENDA

2.1 Approval of the Regular Meeting Minutes from October 28, 2013.

2.2 The following staff members have announced their resignation effective as of the dates indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective Date</th>
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</thead>
<tbody>
<tr>
<td>Sarah G. Fortin</td>
<td>Paraprofessional, Carpenter Street</td>
<td>October 30, 2013</td>
</tr>
<tr>
<td>Willie A. Irvin, Jr.</td>
<td>Paraprofessional, Northeast Middle</td>
<td>November 4, 2013</td>
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</table>

2.3 Approval of Lynn Baker and Pam Singer’s travel expenses incurred October 24-27 when they attended the annual MASB Conference held in Lansing. This requested reimbursement is in line with How Midland Schools Works (HMSW) policy in Chapter II. B. 7. b. which states, “Board members shall be reimbursed for actual and necessary expenses incurred in discharging their official duties and in performing functions authorized by the Board.” The requested reimbursement amounts are within the allowable limits as stated in HMSW.
2.4 Approval is requested to authorize payment for the following legal bill:

<table>
<thead>
<tr>
<th>FIRM</th>
<th>DATE</th>
<th>AMOUNT</th>
<th>PURPOSE</th>
</tr>
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<tbody>
<tr>
<td>Thrun Law Firm P.C.</td>
<td>10/31/2013</td>
<td>10,324.30</td>
<td>Professional Fees</td>
</tr>
<tr>
<td>AMOUNT DUE</td>
<td></td>
<td>$10,324.30</td>
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Motion carried unanimously.

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 Mr. Bob Fox, Computer Science Teacher at Midland High and two of his students involved in the Code Michigan project presented information about their award winning “miLEG1” project to Board of Education members. This exciting project was recognized by the State of Michigan for their development of a mobile app to assist people to understand different aspects of Michigan State Government. This team of talented young computer programmers was the only team of high school students entered in this impressive contest. The group won two out of four awards: Best-Civic Engagement Award and Crowd Favorite Award for a total cash award of $7,500.

4.2 Dr. Linda Lipsitt, Adams Elementary Principal; Mrs. Bridget Hockemeyer, Plymouth Elementary Principal; Ms. Ellen Flegenheimer-Riggle and Ms. Robin Harshman-Rogers, IB-Primary Years Programme Coordinators, presented reflections about the initial implementation of IB-Primary Years Programme (PYP) in our four elementary buildings—Adams, Chestnut Hill, Plymouth, Woodcrest. The team described the monthly professional development journey to becoming IB-PYP world schools. The remaining three MPS elementary schools, Carpenter, Eastlawn, Siebert, have worked on their “Learner Profiles” and will begin their initial implementation of IB-PYP with the 2014-15 school year.

4.3 Mr. Sharrow presented information about the 2013 Distinguished Service Awards Recipients:

- Mrs. Lynn Haiducek, Paraprofessional, Woodcrest Elementary School
- Mrs. Lori Kennemer, Lead Administrative Assistant, Midland High School
- Mr. Craig Northrup, Building Manager, Northeast Middle School
- Mr. Gary Siebert, Workstation Specialist, Administration Center

Congratulations to these very deserving Midland Public Schools’ support staff personnel for being nominated and chosen the 2013 Distinguished Service Award recipients.
For Action:

Brandstadt/Gorton moved that the following item be approved.

4.4 The Michigan Court of Appeals on October 21, 1985 issued a major decision interpreting the 1982 summer tax collection statute. In its ruling upholding the constitutionality of the law, the Appellate Court stated that, despite prior practices, school districts must adopt an annual resolution for summer tax collection. An ongoing request is not sufficient. The Court of Appeals held that an annual formal action by the Board is required prior to January 1 of each year for which the Board intends to collect taxes in the summer.

The Midland Public Schools collects summer taxes only on property in the City of Midland. All school taxes in the townships are levied in December.

The resolution to collect summer taxes on property in the City of Midland is included in the Agenda. It should be read publicly and, if approved, a copy of the resolution should be provided to the city.

Secretary John Kaminski read aloud the Summer Tax Resolution prior to the Board of Education voting.

WHEREAS, Act 333, Public Acts of Michigan, 1982, provides that a school district may determine by resolution to impose a summer property tax levy, of one-half or all its annual school property taxes, including debt service; and

WHEREAS, this Board of Education adopted such a resolution on November 24, 1986, providing for a summer property tax levy of one-half of school property taxes, including debt service, upon property located within the City of Midland, and providing for such levy in 1987 and continuing from year to year thereafter; and

WHEREAS, for each year such resolution applies, the school district must request, before January 1, that the City of Midland agree to collect the summer tax levy in the following year of either the total or one-half of school property taxes, including debt service, on property within the City of Midland; and

WHEREAS, said Act 333 provides for certain procedural steps to be taken by this Board of Education in connection with imposition of a summer property tax levy and also provides for the manner in which such summer property tax levy shall be collected.

NOW, THEREFORE BE IT RESOLVED THAT:

1. This Board of Education, pursuant to 1982 P.A. 333, hereby imposes a summer property tax levy of one-half of school property taxes, including debt service, upon property located within the school district, within the City of Midland, for the year 2014 and continuing from year to year as authorized by statute.

2. The Secretary of this Board of Education is authorized and directed to forward a copy of this resolution to the governing body of the City of Midland, together with this Board of Education's request that they agree to collect the summer tax levy for the ensuing year in the amount as specified in this resolution. A copy of this resolution and the request to collect the summer tax levy shall be sent so that they are received by the City of Midland before January 1, 2014.
Ayes: Wasserman, Baker, Kaminski, Brandstadt, Gorton, McFarland

Absent: Singer

Nays:

Resolution declared adopted.

Dated: November 11, 2013  /s/ John Kaminski

John Kaminski, Secretary

Kaminski/Baker moved that the following item be approved.

4.5 Administration requested approval for the Midland Community Center, on behalf of the Midland Public Schools, to add middle school competitive cheerleading as a Michigan High School Athletic Association sport at Northeast and Jefferson Middle Schools for the winter season. If approved, Northeast will field both a seventh grade team and an eighth grade team. Jefferson will have a combined team of seventh and eighth grade girls for this school year. It is expected this addition will offer opportunities for 45 additional middle school athletes during the winter season.

Motion carried unanimously.

5. **CURRICULUM and INSTRUCTION**

For Information:

5.1 The “Curriculum, Instruction, Assessment (CIA) Study Committee Report” was read aloud by Mrs. Lynn Baker (chair). The meeting was held on October 28, 2013. Members present were L. Baker (chair), R. Cooper, Y. Gorton, M. Sharrow and G. Verlinde. Others in attendance: M. Bahr, A. Burks, J. Searles, C. Weihl.

Longview Early Childhood Center
Michelle Bahr, Director of Special Education for the Midland County ESA, presented an overview of the new Longview Early Childhood Center. Located in the former Longview Elementary building, the Early Childhood Center is home to the following agencies and programs: Early On, Great Start Collaborative, Parent Coalition & Central Resources Center, Imagination Library, Kinder Kare of Midland, Mid-Michigan Community Action Agency, Quality Preschool Partnership, Head Start, Great Start Readiness Program, Early Childhood Special Education classrooms and preschool inclusion, and Early Intervention Services. After the overview, committee members took a tour of the building and the various programs.

Full-Day Kindergarten
Kindergarten teachers Amy Burks and Christina Weihl provided updates on the second year of district-wide full-day kindergarten at MPS. They discussed benefits, challenges, and changes with the addition of full-day kindergarten.
**Major Change Proposals**

Three major change proposals were presented to the committee by Bob Cooper. Two of the proposals (Spanish 1 and Computer Technology 1 & 2) deal with a change in point levels due to increased rigor in the course work. The third proposal, Contemporary Business & Contemporary Business and Technology, deals with a name change, grade level change, and changing to a blended learning form of instruction. These three major change proposals are being presented at the November 11 Board of Education meeting for the 28-day examination period.

**Next Meeting: November 25, 2013**

5.2 The Major Change Proposals were presented for consideration. The cost of each proposal includes all anticipated expenses such as curriculum development, staff development, and staff or student materials. Expenses for the total implementation are described in the Major Change Proposal which is available in the office of the associate superintendent or from the proposer. Three proposals were submitted. Board action is anticipated December 9, 2013. If these proposals are accepted, the changes will be incorporated into the student enrollment procedures for the 2014-15 school year. Upon approval, the implementation of these changes will be dependent upon the budget.

<table>
<thead>
<tr>
<th>#</th>
<th>NAME</th>
<th>DESCRIPTION</th>
<th>COST</th>
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<tbody>
<tr>
<td>1</td>
<td>World Language (L. Bensinger)</td>
<td>Spanish 1.2 Course #: WL1200 Grades: 7-12 Point Level: .2 <strong>Point Level Change</strong> from .2 to .3 to reflect the increased rigor following the implementation of the Survey of Spanish courses.</td>
<td>$0</td>
</tr>
<tr>
<td>2</td>
<td>CTE (P. Miller-Nelson)</td>
<td>Contemporary Business and Contemporary Business &amp; Technology Course #: BU5310 &amp; BU5320 Grade: 12 Point Level: .3 <strong>Alteration</strong> to provide course in an online blended learning, as well as a name change to Advanced Business 1 &amp; 2, and a grade level change from 12th grade only to 11th and 12th grades.</td>
<td>$2,760</td>
</tr>
<tr>
<td>3</td>
<td>CTE (P. Miller-Nelson)</td>
<td>Computer Technology 1 &amp; 2 Course #: BU3210 &amp; BU3220 Grades: 9-12 Point Level: .2 <strong>Addition</strong> of a .3 option to provide extended opportunities for students to meet the higher level criteria.</td>
<td>$1,380</td>
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<td></td>
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<td><strong>Total</strong> $4,140</td>
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6. **FINANCE**

**Study Committee Chair – Ms. Brandstadt**

**Staff Resource Person – Ms. Cline**

**For Information:**

6.1 The “Finance, Facilities and Operations (FFO) Study Committee Report” was read aloud by Ms. Angela Brandstadt (chair). The meeting was held on November 5, 2013. Members present were: A. Brandstadt (chair), G. Wasserman, J. Kaminski, M. Sharrow, L. Cline, C. Laux. Others in Attendance: M. Moeggenberg, Manager of Buildings.
In preparation for long-term planning the group began the meeting with an in-depth tour of the building. Eastlawn was chosen for the first tour because it is one of the oldest buildings still in operation. Carpenter is 20 years older but underwent significant restoration a little more than a decade ago. Eastlawn, built in 1947 and nearing 70 years of age, is a better representative of a building that has received ongoing care and maintenance but is still in need of costly repairs and improvements. Next month, the group will tour one of our newest buildings, Dow High School. Since it is only 20 years newer than Eastlawn, it is approaching the half century mark and is also showing its age.

Following the tour, Mr. Sharrow and Mrs. Cline discussed the need to engage an architect to conduct a thorough analysis of all of our facilities and help prepare a long-term capital budget. Administration will prepare a request for proposal (RFP) in the near future.

Mrs. Laux presented the September financial reports. She stated that the cash low point for the year of $3.9 million occurred on September 20. Biweekly payroll costs are $2.4 million. It was a good reminder that fund balance is not the same as cash on hand. Despite a current fund balance of millions of dollars, MPS may need to prepare for borrowing in 2014-15 if current spending patterns continue.

The maintenance department has identified two projects of an urgent nature that require spending from the sinking fund. The first is replacement of roof on the restrooms at the Community Stadium. Despite multiple repairs it continues to leak and is causing damage within the building. Estimated cost is nearly $9,000. The second is replacement of tubes in one of the boilers at Woodcrest Elementary. Seven tubes were replaced earlier this fall, and there is concern that if the remaining 41 tubes are not replaced the boiler could fail. Estimated cost is nearly $6,000. Mrs. Cline will work with the department to bring a recommendation to the Board of Education to approve both of these projects.

Mrs. Cline reported that in order to reduce costs and avoid costly boiler repairs the Science Center is being relocated into space at Central.

Next meeting: Tuesday, December 3 at 4 p.m. at H. H. Dow High School. In addition to touring the building, there will be a presentation from representatives of the high school athletic booster clubs who hope to follow the lead of Tuning Up and Looking Sharp by creating a joint project fund at the Midland Area Community Foundation that can be used for improvements to the high school athletic facilities.

6.2 The following gifts, which total $2,081.55 have been received and processed:

<table>
<thead>
<tr>
<th>Donor</th>
<th>Purpose</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Midland Area Community Foundation</td>
<td>Support for H. H. Dow High's Camp Outlook</td>
</tr>
<tr>
<td>2</td>
<td>H. H. Dow High Music Parents</td>
<td>H. H. Dow High Choir Class Trip to Detroit Opera House</td>
</tr>
<tr>
<td>3</td>
<td>Midland Area Community Foundation</td>
<td>Support for Week of Non-Violence Activities for Midland High and Eastlawn Elementary</td>
</tr>
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</table>
The following item donation has occurred.

<table>
<thead>
<tr>
<th>Donor</th>
<th>Gift donated</th>
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<tbody>
<tr>
<td>McKay Press</td>
<td>Web Core Paper Rolls for projects at various MPS schools</td>
</tr>
</tbody>
</table>

An appropriate thanks to the donors was recommended.

7. **HUMAN RESOURCES**

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

**For Information:**

7.1 The following staff member announced her retirement effective as of the date indicated:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chris L. Witowski</td>
<td>Office Professional, Midland High</td>
<td>February 28, 2014</td>
</tr>
</tbody>
</table>

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

**For Information:**

8.1 Letters from the Board of Education or the school system to:

- Plymouth Elementary PTO
- Jefferson Parent Advisory Committee
- Siebert Elementary PTO
- Midland Area Community Foundation
- H. H. Dow High School Athletic Booster Club
- Mr. Ken Bodner
- Ms. Sue Bakke
- Ms. Deborah Kaiser

9. **SCHEDULED ACTIVITIES**

**For Information:**

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

- November 25, 2013 7 p.m. Regular Meeting of the Board of Education
- December 2, 2013 6 p.m. Special Meeting for Strategic Planning
- December 4, 2013 6 p.m. Special Meeting for Strategic Planning
- 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

10. 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.

10.1 Board members appointed to the Officer Nominating Committee: Mr. Wasserman, Ms. Baker and Ms. Brandstadt.

10.2 Board Members expressed their …

- heartfelt thanks to all veterans on this Veteran’s Day who so honorably serve our country ensuring our freedom. We want to especially thank and recognize our former students and families and those from our community who serve or have served in the United States Armed Forces. It is always nice to hear Mrs. Kastl and Mrs. Greif recognize graduating seniors who have chosen to go into the military upon graduation.

- appreciation for the Bullycide Project recently held at the Midland Center for the Arts for area eighth and ninth grade students. This incredibly powerful program was extremely well received by students and staff.

- best wishes to MHS football and DHS volleyball as they continue on in post-season competition.

- best wishes to the Dow High drama club as they present Noises Off! this coming Thursday-Saturday.

- enthusiasm for conferences at middle school and elementary schools this week and hope they are well attended as teachers and parents communicate for the welfare of students.

- interest in the Count Me In! program held at Adams today and throughout the district elementary schools this fall. This wonderful program teaches students about many different disabilities through simulated experiences.

- congratulations to Mr. Fox and the three students involved in the “miLEGI” project in the recent State-wide Code Michigan competition—truly an amazing accomplishment.

- enthusiasm about the very impressive IB-Primary Years Programme presentation we heard about this evening. It is nice to see this exciting program off to such a great start.

- interest in the new notification system—SchoolMessenger Service—parents can choose to “opt-in” to if they wish to receive vital, timely MPS text messages.

- congratulations to this year’s Distinguished Service Award recipients. Great to see the recognition for these exemplary support staff members.

- appreciation to this evening’s gift donors. We truly appreciate your support.
• kudos to Dow High girls swim team for earning their 8th Saginaw Valley League championship this past weekend. Best wishes as they compete in the upcoming State meet in a couple of weeks.
• salute to the Music Boosters for coming together with the Midland Area Community Foundation to support our music MPS programs. Excited to see the collaboration continuing with our athletic parents.
• interest to hear the President of the ARC of Michigan who was a recent key-note speaker at the Midland Rotary meeting. It was thrilling to have him salute Midland and Midland Public Schools as we support our citizens/students with disabilities.

10.3 Announcements from Superintendent Sharrow
• Our first edition of our district newsletter, Our Schools, is completed and has been sent to Midland Daily News for printing. It will be delivered and inserted in the Sunday, November 17, edition of MDN. Our Schools will also be posted on our website, email blasted and linked on Twitter. Our Schools will be produced four times a year.
• The 2013-14 school year budget that was adopted last June called for the district to use over 30% of its fund equity to balance the budget. The 2013-14 budget was built on an enrollment number that we did not reach. With this knowledge, it is necessary that we review our operations and staff. We will make as many reductions as possible during this budget cycle without causing major disruptions. Over the last number of weeks the district has been able to reduce costs by combining job assignments instead of filling vacant positions. These types of changes are difficult but necessary for the overall health of the organization.
• The SchoolMessenger System e-mail feature was used this morning to get the word out about the closure of Dow High due to a power outage. It was a vital tool for MPS this morning as the interruption in electricity also impacted the district’s entire technology system.
• Watch for more information about the Enhancement Millage Renewal which will be on the ballot on February 25, 2014.
• Mr. Cooper and I visited Mr. Craig McDonald of the Alden B. Dow Home and Studio. The partnership that the district has developed with Mr. McDonald and his staff is very special. Not only does this foundation host the IB Theory of Knowledge class from both high schools every week, they also host the IB Art projects and they have developed a 7th grade writing assignment. They are very interested in developing some potential projects with our IB-PYP schools.

11. **ADJOURNMENT**

The meeting was adjourned at 8:36 p.m.

President: _________________________ Secretary: _________________________

Gerald Wasserman John Kaminski

Approved by the Board on:

C. Young 25-November-2013