

MIDLAND BOARD OF EDUCATION

AGENDA

June 9, 2014

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 monthly meetings are held 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 Brandstadt, Secretary Gorton, Treasurer Kaminski, Member Baker, Member McFarland, Member Singer

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 May 12, 2014.

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

Table with 3 columns: Name, Assignment, Effective Date. Rows include Maureen Johnson, Melissa Stone, and Erin Walker.

2.3 The following tenure teachers have requested a leave of absence for the 2014-15 school year:

Table with 2 columns: Name, Teacher. Rows include Christine Johnson, Meredith LeBaron, and Jennifer Suarez.

2.4 The following books were presented for the 28-day period of examination on May 12.

This book will be used for Health Care Technology 1:

Title: *Health Science Fundamental, 1st Edition*
Authors: Badasch & Chesebro
Publisher: Pearson
Copyright: 2011

This book will be used in Automotive Technology 1 & 2 and Car Care:

Title: *Modern Automotive Technology*
Author: James E. Duffy
Publisher: Goodheart Wilcox
Copyright: 2014

This book will be used in AP Advanced Chemistry H:

Title: *Chemistry – A Molecular Approach, AP Edition*
Author: Tro
Publisher: Pearson
Copyright: 2014

The administration recommends approval of these books. If approved, these purchases are contingent on the available funding as approved in the 2014-15 budget.

2.5 The school district's two-year service contract with CMI, A York Risk Services Company, (formerly Citizens Management Inc.), of Howell, Michigan, was renewed in June 2013.

An employer must have a contract with an excess insurance agency in order to provide self-insured coverage for workers' compensation claims. Last year the district approved a one-year contract with Safety National Casualty Corporation of St. Louis, MO for an annual premium of \$40,355.

In May 2014, CMI once again requested bids on our behalf for the renewal of the excess insurance coverage and Midwest Employers from Chesterfield, MO provided the lowest bid of \$40,023 (annual premium) and \$36,021 (minimum premium). Midwest has an A+ rating (Superior). The coverage they are providing has a \$400,000 specific retention as well as an \$820,100 aggregate retention (deductible).

The administration recommends approval of a one-year contract with Midwest Employers to provide excess workers' compensation coverage for the period July 1, 2014 through June 30, 2015.

2.6 Bids have been accepted, and a tabulation is provided for the Midland Community Stadium Concession Building Roof Replacement. This project includes total removal of the old roof and replacement with new E.P.D.M. membrane system. The project is scheduled to be completed during the summer of this year. The administration recommends issuing a purchase order to the low bidder, BriRoofing of Midland, Michigan, for the amount of \$13,590. This project is part of the Sinking Fund Projects; funding is available in the remaining Sinking Fund budget.

2.7 Bids were recently received from lamp vendors to provide fluorescent linear T-8 lamps for our district facilities. A bid tab is attached and the administration recommends that a purchase order be issued to the low bidder, Standard Electric Company of Saginaw, Michigan, for a cost of \$6,000 to provide these supplies to Midland Public Schools for the 2014-2015 school year.

2.8 Bids were recently accepted from pest management service providers for district Integrated Pest Management Services for the 2014-2015 school year. The administration recommends that a purchase order be issued to the only bidder, Orkin Pest Control, for a cost of \$7,998.34 to provide services for the 2014-2015 school year.

2.9 Bids have been accepted, and a tabulation is provided for district custodial supplies for the 2014-2015 school year. The administration recommends issuing a purchase order to the low bidder, for toilet tissue to Midland Paper, of Midland, MI. for the amount of \$9,993.50; a purchase order to the low bidder for Affex Hard Wound Towels to Midland Paper of Midland, MI and to the low bidder for Betco SS Gym Coat to XpedX, of Grand Rapids, MI. Funding is included in the Facilities and Maintenance budget.

2.10 Approval of the payment of the school system's bills for the month of April 2014, as listed in the check register prepared by Ms. Laux, in the total amount of \$6,560,711 is recommended. The distribution of obligations, by fund, is as follows:

	Through <u>4/15/2014</u>	Through <u>4/30/2014</u>	<u>Totals</u>
General Fund / Athletics	\$ 824,873	\$ 1,346,300	\$ 2,171,173
Capital Projects	-	-	-
Sinking Fund	-	-	-
Middle School Science Lab Renovation	-	-	-
Technology Grant	-	-	-
School Services:			
School Stores	2,604	2,527	5,131
Food Service	426	203,947	204,373
Student Activities	<u>14,774</u>	<u>74,963</u>	<u>89,737</u>
Sub-totals	842,677	1,627,737	2,470,414
Federal Withholding			349,980
State Withholding/Sales Tax			119,187
Social Security/Medicare			520,579
Payroll Transfers			38,791
ACH Transfers			2,256,762
Connectcare Transfers			486,558
Consumers payments paid electronically			118,762
PESG payroll (contracted substitutes)			85,557
Purchase Card Transactions			<u>114,121</u>
Total April Distributions			<u>\$6,560,711</u>

Submitted herewith are the following financial reports:

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

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

FIRM	DATE	AMOUNT	PURPOSE
Thrun Law Firm P.C.	5/29/2014	\$ 4,439.00	Professional Fees
Poznak Dyer Kanar Garchow, PLC	5/30/2014	\$ 253.75	Professional Fees
AMOUNT DUE		\$ 4,692.75	

3. **REQUESTS TO ADDRESS THE BOARD**

3.1 Ms. Lisa Arnold requests to address the Board with regard to the Great Lakes Bay Early College.

4. **BOARD OF EDUCATION MATTERS**

PRESENTATIONS TO THE BOARD

For Information:

- 4.1 Shining Stars.....Michael Sharrow
- 4.2 Dow High’s Education Excellence Award from MASB.....Michael Sharrow
- 4.3 Northeast Middle School Highlights Technology/iPad InitiativeJeff Jaster, Principal
Robin Bott and Debra Finn, Teachers; Northeast Students
- 4.4 Siebert Elementary 2013-14 Co-Taught Program Susan Johnson, Principal
Robert Paris, Director, Special Services
Lisa Lauer, Tammy SanMiguel, Crystal Bennett, Andy Zimmer and
Lisa Simonds, Siebert Teachers
- 4.5 Presentation of 2014-15 General Operating Budget..... Linda Cline
- 4.6 Public Hearing of 2014-15 General Operating Budget.....Gerald Wasserman

For Action:

- 4.7 Salary Adjustments for Employee Groups for 2014-15Michael Sharrow
- 4.8 Layoff/Reduction of Teaching Staff for 2014-15Michael Sharrow
- 4.9 Superintendent Contract RenewalGerald Wasserman
- 4.10 Construction Management Firm Selection:
Barton Malow Company..... Michael Sharrow/Linda Cline

5. **CURRICULUM and INSTRUCTION**

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

For Information:

5.1 Curriculum, Instruction, Assessment (CIA) Study Committee Minutes Lynn Baker

5.2 District / School Improvement Plans

In compliance with Public Act 335, the District School Improvement Committee reviewed and gave feedback on each of the Building School Improvement Plans and the District Improvement Plan. These plans describe the strategies that each building will implement to move toward 100% student proficiency. The law requires the Board to approve the District Plan and each of the Building Plans. These plans will be brought to the Board for action at the next meeting.

5.3 The following books 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 Math HL 2 / AP Calculus BC H:

Title: *Calculus, 10e (AP Edition)*
Authors: Larson, Edwards
Publisher: Brook/Cole Cengage
Copyright: 2014

This book will be used in Computer Programming 1A:

Title: *An Intro to Programming Using Visual Basic 2012, 9th edition*
Author: David Schneider
Publisher: Pearson
Copyright: 2014

This book will be used in Computer Programming 2A:

Title: *C++ Programming: From Problem Analysis to Program Design, 6th edition*
Author: D. S. Malik
Publisher: Cengage Learning
Copyright: 2013

This book will be used in Life Management 7:

Title: *Preparing for Life and Career (Textbook and Workbook)*
Authors: Libble and Gentzler
Publisher: Goodheart Wilcox
Copyright: 2013

6. **FINANCE**

Study Committee Chair – Dr. Kaminski
Staff Resource Person – Ms. Cline

For Information:

6.1 Finance, Facilities and Operations (FFO) Study Committee Minutes John Kaminski

6.2 The following gifts, which total \$21,790.30 have been received and processed:

1	Dow High	Dow Chemical Company Foundation	Youth in Government	\$ 2,500.00
2	Midland High	Midland High School Athletic Booster Club	Hockey uniforms	\$ 2,852.40
3	Midland High	Midland High School Athletic Booster Club	Ice machine	\$ 2,366.39
4	Midland High	Midland High School Athletic Booster Club	Cheerleading uniforms	\$ 4,272.50
5	Midland High	Midland High School Athletic Booster Club	Hockey ice time	\$ 2,000.00
7	Dow High	H. H. Dow High School Athletic Booster Club	Pom camp	\$ 375.00
8	Adams Elementary	National Energy Foundation	Think! Energy program	\$ 400.00
9	Jefferson Middle	Jefferson Parent Advisory Committee	Ice machine	\$ 296.65
10	Plymouth Elementary	National Energy Foundation	Think! Energy program	\$ 400.00
11	Midland High	Midland High School Athletic Booster Club	Sprinkler system	\$ 4,000.00
12	Plymouth Elementary	Midland Kiwanis Foundation	Classroom mini-grant	\$ 480.00
13	Chestnut Hill Elementary	Midland Kiwanis Foundation	Classroom mini-grant	\$ 535.02
14	Eastlawn Elementary	Midland Kiwanis Foundation	Classroom mini-grant	\$ 600.00
15	Dow High	H. H. Dow High School Athletic Booster Club	Wrist bands	\$ 712.34

For Action:

6.3 Acceptance of the following gifts totaling \$12,000 is recommended:

	Donor	Building	Area	Amount
6	Midland High	Midland High School Athletic Booster Club	2013-14 entry fees	\$12,000.00

An appropriate thanks to the donors is recommended.

7. **HUMAN RESOURCES**

Study Committee Chair – Mr. McFarland

Staff Resource Person – Mr. Verlinde

For Information:

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

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Catherine H. Yanacek	Manager, Science Resources Center	July 31, 2014

- 7.2 Under the terms of the current contract between the Board of Education of the Midland Public Schools and the Midland City Education Association, a contract lease has been granted to Ms. Viola Collin, President of the MCEA, for the 2014-15 school year, August 25, 2014, through June 11, 2015.

8. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION

For Information:

- 8.1 Letters from the Board of Education or the school system to:
 - Midland Area Community Foundation
 - Siebert Elementary PTO
 - H. H. Dow High School Athletic Booster Club
 - James and Tamera Fulkerson
 - Ms. Diane M. Fong, Pulse 3 Foundation

9. SCHEDULED ACTIVITIES

For Information:

- 9.1 The following is a listing of scheduled meetings or activities of the Board of Education for January-December 2014.

June 23, 2014	7 p.m.	Regular Meeting of the Board of Education
July 14, 2014	7 p.m.	Regular Meeting of the Board of Education
August 11, 2014	7 p.m.	Regular Meeting of the Board of Education
September 8, 2014	7 p.m.	Regular Meeting of the Board of Education
October 13, 2014	7 p.m.	Regular Meeting of the Board of Education
November 10, 2014	7 p.m.	Regular Meeting of the Board of Education
December 8, 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 Hearing from Board Members
- 10.2 Announcements from Superintendent Sharrow

11. ADJOURNMENT