

Minutes of Regular Meeting

November 16, 2015

The Board of Education Midland Public Schools

A Regular Meeting of the Board of Education of Midland Public Schools was held Monday, November 16, 2015, beginning at 7:00 PM in the Midland Public Schools Administration Center, 600 E. Carpenter Street, Midland, Michigan.

1. **Board Members Present:** Vice President Brandstadt, Secretary Baker, Treasurer Singer, Member Frazee, Member Gorton, Member McFarland

Board Member Absent: President Wasserman

Central Staff Present: Superintendent Sharrow, Associate Superintendent Cooper, Associate Superintendent Brutyn

61 audience members were present for this meeting.

2. **CONSENT AGENDA**

Singer/Frazee moved for approval of consent agenda items

2. 1. Approval of the Meeting Minutes from the October 19, 2015 Regular Meeting.
2. 2. The following staff members announced their resignation effective as of these dates:
 - ◇ Shaun W. Aldrich, Paraprofessional, H. H. Dow High, October 27, 2015
 - ◇ Nicole J. Colman, Teacher, Eastlawn Elementary, November 27, 2015
 - ◇ Gayle Kohtz, Paraprofessional, Jefferson Middle, November 6, 2015
 - ◇ Emily Sweeney, Paraprofessional, H. H. Dow High, November 10, 2015
 - ◇ Denise Wiggins, Bus Driver, Transportation, October 11, 2015
2. 3. Bids were accepted and a tabulation provided for the Bid Package 15-104 Demolition of Central Middle School. Administration recommended issuing these purchase orders:
 - ◇ Structure Demolition to low bidder, E. T. Mackenzie, Grand Ledge, MI, \$899,486.
 - ◇ Electrical to low bidder: Countyline Electric, Sanford, MI, \$169,000.This work is part of the Bond Projects utilizing Series 1 Bonds.
2. 4. Approval of the payment of school system's bills for the month of October 2015, as listed in the check registers prepared by Ms. Laux, in the total amount of \$9,323,805 was recommended. The distribution of obligations by fund, was included in the documentation.
2. 5. Legal Invoices for Payment
Approval was requested to authorize payment for the following invoices:
 - ◇ Thrun, \$288.00, October 29, 2015, Professional Legal Fees
 - ◇ Steven D. Lowe, P.C., \$1,282.50, November 2, 2015, Professional Legal FeesMotion carried unanimously.

3. **BOARD OF EDUCATION MATTERS--PRESENTATIONS TO THE BOARD FOR INFORMATION**

3. 1. Carpenter students and staff members (Principal Jeff Lauer; Teachers Barbara Jacques, Chelsea Sauve, Emily Scharnott, Jennifer Servoss, Rebecca Stern) shared information about the IB Primary Years Programme at Carpenter Street School as well as Carpenter Leaders: Action From

the Heart. This topic is a collaboration between their Student Council Leadership Program and their Everyday Heroes, which was developed during their Summer PBL program.

3. 2. Mr. Sharrow recognized the two November Shining Star employees. These staff members were recognized for doing an outstanding job and going above and beyond to make Midland Public Schools a better place for students.
 - ◇ Laura Wolanin, Behavior Resource Room Teacher at Carpenter Street School
 - ◇ Mary Chilton, State Testing and Assessment Specialist at the Administration Center

4. **BOARD OF EDUCATION MATTERS--PRESENTATIONS TO THE BOARD FOR ACTION**

4. 1. Singer/McFarland moved for approval of the following item.

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.

A copy of the signed Resolution to collect summer taxes on property in the City of Midland has been provided to the City and a copy is attached to the original of these meeting minutes.
Motion passed unanimously.

5. **REQUESTS TO ADDRESS THE BOARD:** No hearings were requested.

6. **ADMINISTRATIVE SERVICES**

Study Committee Chair: Scott McFarland; Staff Resource Person: Mr. Sharrow

6. 1. Administrative Services Study Committee Minutes from October 19, 2015
The "Administrative Services Study Committee Report" was read aloud by Mr. Patrick Frazee. The meeting was held on October 19, 2015 at the MPS Administration Center. Those present: P. Frazee, Y. Gorton, P. Singer (for S. McFarland, Chair), M. Sharrow; C. Young (guest)

NEOLA Policy Updates: At the November 16, 2015 Board of Education meeting, Mr. Sharrow will bring for action to the Board of Education policy changes to a number of Midland Public Schools' policies as recommended by NEOLA in our fall 2015 updates. NEOLA retains law firms to provide legal reviews of published materials and consults on policy updates in the spring and fall each year. Therefore, the legal accuracy and compliance of proposed revisions can be unequivocally guaranteed.

Mr. Sharrow discussed the proposed policy changes with the Administrative Services Committee members as follows:

- *Policies related to Weapons (PO 1217, 3217, 5772, 7217, 8400)*
- *Policies related at Field Trips (PO 2340, 2340C)*

The policies that will be presented for updates at the November 16 Board meeting will be included in the documentation for Board members to review before the meeting.

6. 2. Gorton/Singer moved for approval of the following item:
Due to changes in Federal and State law, government regulations and school practices, Administration sought board approval for revisions to the following Board policies: 0140, 0170, 1130, 1217, 1630.01, 3110, 3217, 3430.01, 4110, 4217, 4430.01, 5517.02, 5772, 5830, 6110, 6111, 6146, 6320, 6550, 6850, 7217, 8321, 8400, 8500, 9211.
Motion passed unanimously.

7. CURRICULUM, INSTRUCTION AND ASSESSMENT

Study Committee Chair: Lynn Baker; Staff Resource Person: Mr. Brutyn

7. 1. The “Curriculum, Instruction and Assessment Study Committee Report” was read aloud by Mrs. Lynn Baker. The meeting was held on October 19, 2015 at Midland High School. Those present: Lynn Baker (chair), Patrick Frazee, Pamela Singer, Mike Sharrow, Brian Brutyn; Scott Cochran and Jeff Jaster (guests)

CTE Updates & Welding Program Tour: *Scott Cochran presented general information on the status of MPS Career and Technical Education programs. After general discussion, specific information was provided on the Welding Program. Course enrollments in welding have expanded to six sections for the 2015-2016 school year. The informational session was followed by a tour of the welding facilities. The tour was led by instructor Corey Pawlak and student Cody Heckman.*

Music Program Tour and Update: *Following the tour of the welding facilities, the group visited the Orchestra, Band, and Choir rooms. The tour was followed up with a question and answer session facilitated by Mr. Cochran. Updates on enrollment numbers, elementary scheduling, and plans for staff feedback on the new auditorium design were discussed.*

8. FINANCE, FACILITIES AND OPERATIONS

Study Committee Chair: Pam Singer; Staff Resource Person: Mr. Cooper

8. 1. The Finance, Facilities and Operations (FFO) Study Committee Report was read aloud by Mrs. Pam Singer. This meeting was held on November 9, 2015. Members present were P. Singer (chair), G. Wasserman, P. Frazee (for A. Brandstadt), M. Sharrow, R. Cooper; and guests D. Dombrow (Barton Malow), D. Jerome (French Associates)

Finance/Operations: *Mr. Cooper reviewed the following three items to be acted on at the November 16 Board of Education meeting:*

- 1) *The summer tax collection request to the city to collect half the school’s annual tax levy including debt service during the summer tax collection.*
- 2) *The purchase of the district’s property and casualty Insurance from leuter Insurance Group for a total cost of \$238,098. A savings of \$24,302 from last year.*
- 3) *An amendment to the cafeteria plan to allow for HSA contributions.*

Bond Update: *Mr. Jerome from French Associates reviewed the current plans with the latest alterations for the STEM Elementary school. Mr. Dombrow from Barton Malow reviewed current bond projects and the award recommendation for the building demolition work at Central Middle School. Cost estimates for the STEM Elementary were discussed.*

8. 2. For Information: Gifts totaling \$9,591.61

- ◇ \$ 750.00 for Siebert media center books by Siebert School PTO
- ◇ \$ 500.00 for JCC Thanksgiving dinner/baskets by Midland Kiwanis Foundation
- ◇ \$ 100.00 for JCC Thanksgiving dinner/baskets by Noon Exchange Club of Midland
- ◇ \$ 1,000.00 for accompanists and supplies from Dow High Music Booster Club
- ◇ \$ 940.00 for art supplies from Woodcrest administrative checking account
- ◇ \$ 2,000.00 for Dow High girls' swim team from The Ludington Family Foundation
- ◇ \$ 244.61 for DHS non-violence week from Midland Area Community Foundation

From American Chemical Society:

- ◇ \$ 500.00 for Midland High chemistry activities (McMath) (Midland Chapter)
- ◇ \$ 500.00 for Midland High chemistry activities (Yoder) (Midland Chapter)
- ◇ \$ 500.00 for Jefferson 7th Grade Science Program (ACS Science Coaches Team)

From H. H. Dow High School Athletic Booster Club:

- ◇ \$ 821.00 for Temp Trainers for girls' swim
- ◇ \$ 1,736.00 for H. H. Dow High girls' volleyball uniforms

8. 3. Singer/Baker moved for approval of the following item:
 The Midland Public Schools protects its real and personal property with an all-risk replacement cost policy. The value of the District properties and contents is now listed at \$222,217,155.00. A price quotation has been received from our local insurance agent, Ieuter Insurance Group of Midland, Michigan, for coverage for the 2015-2016 school year. This is a one-year renewal of the current policy which expires on November 17, 2015. The principal coverage and deductibles are:

	Coverage Limit	Deductible
Buildings and Contents	\$222,217,155	\$25,000
Equipment Breakdown (including boilers)	Included	
Video Equipment	\$20,000	\$250
Violent Event Response	\$300,000	None
School Leaders Errors and Omissions	\$1,000,000	\$5,000
Liability	\$1,000,000/2,000,000	None
Umbrella	\$5,000,000	\$25,000
Fleet Coverage:		
Vehicles	Actual Cash Value	
Collison Deductible		\$1,000
Comprehensive Deductible		\$1,000

Administration recommended that we purchase insurance coverage from Ieuter Insurance Group of Midland, Michigan, for a total cost of \$238,098.

Motion carried unanimously.

8. 4. McFarland/Singer moved for approval of the following item:
 The District's cafeteria plan, established to allow employees to set aside pre-tax dollars to pay medical and dependent care expenses, must be amended to delete the Health Flexible Spending Accounts from the plan and add the ability to contribute money to Health Saving Accounts. In addition some plan provisions have been updated to reflect recent guidance published by the IRS. Administration sought authorization for the Superintendent to sign the attached resolution amending the MPS plan. A copy of this signed Resolution is attached to the original of these meeting minutes.

Motion carried unanimously.

9. HUMAN RESOURCES

Study Committee Chair: Scott McFarland; Staff Resource Person: Mr. Sharrow

9. 1. The Board and staff extended their deepest sympathy to the families of:
 <> Ms. Bette Ann How who passed away on November 3, 2015. Ms. How was a paraprofessional at Siebert Elementary for 28 years, retiring in 2002.
 <> Mr. Thomas Slomkoski who passed away on October 29, 2015. Mr. Slomkoski taught elementary physical education and 5th grade at Longview, started the special education program at Midland High, taught special education at Central, taught history and drivers' education at Dow and Midland High. Mr. Slomkoski was named the *Outstanding Secondary Educator* in 1973 and was a *Gerstacker Teacher Award* recipient in 1965. Mr. Slomkoski taught at Midland Public Schools for 30 years, retiring in 1985.
9. 2. Mr. Terry Gay, Skilled Trades/Mechanic in the Maintenance Department, announced his retirement effective as of February 15, 2016.
9. 3. Gorton/Frazee moved for approval of the following.
 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 Mr. Jerome Lombardo, president of the MCEA, for the remainder of the 2015-16 school year.
 Motion carried unanimously.

10. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION

10. 1. For Information: Letter from the Board of Education to:
 <> Midland Area Community Foundation

- ◇ Jefferson Parent Advisory Committee
- ◇ H. H. Dow High School Music Boosters
- ◇ Mr. and Mrs. Alan Ott
- ◇ Rollin M. Gerstacker Foundation
- ◇ Northeast Music Parents TMPONE
- ◇ Midland High School Athletic Booster Club
- ◇ Woodcrest PTO
- ◇ Chestnut Hill PTO

11. SCHEDULED ACTIVITIES--FOR INFORMATION

The following is a listing of scheduled meetings or activities of the Board of Education. All meetings are Regular and Special Meetings of the Board of Education and begin at 7:00 p.m. at the MPS Administration Center (600 East Carpenter, Midland) unless otherwise noted:

- ◇ December 14, 2015
- Tentative Meetings for January-June 2016 (*Dates for Action at Org. Meeting*)
- ◇ January 18, 2016 (Organizational meeting)
- ◇ February 22, 2016
- ◇ March 21, 2016
- ◇ April 18, 2016 (Budget Workshop)
- ◇ May 16, 2016
- ◇ June 13, 2016
- ◇ June 27, 2016

12. 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.

12. 1. Board of Education members appointed to the Officer Nominating Committee: President Wasserman, Vice President Brandstadt, Secretary Baker
12. 2. Board Members expressed their ...
 - admiration and thanks to the Carpenter students and staff who presented this evening. A true testament to this wonderful school and their giving students, staff, families and volunteers. Thank you to everyone at Carpenter for your dedication.
 - enthusiasm for the MASB conference in Traverse City several board members recently attended. One of the most interesting sessions was School District Safety and Security.
 - Mr. Sharrow commented: four of the local counties, including Midland, uses security expert, Tom Mynsberge (retired Michigan State Police Officer), for the safety protocols we have in place. Mr. Mynsburg will be doing an in-service on the MPS February professional development day to re-train our administrators and the entire MPS teaching staff on our current safety procedures and protocols.

Other interesting sessions included the STEM session, which reinforced that MPS is heading in the right direction, as well as the board of education self-evaluation session. Board members felt the conference was a great opportunity to learn and came back reenergized.

 - anticipation for this year's Midland High Rhapsody Rendezvous on Friday evening.
 - enjoyment in attending the final swim meet for MHS vs DHS in October, which was also senior night. It was a great event.
 - appreciation for all of the gifts acknowledged at tonight's board meeting.
 - congratulations and best wishes to Chestnut Hill for their National Blue Ribbon award.
 - trepidation for the proposal in the legislature related to Detroit Public Schools debt, which could fall on all of the State's school districts. If this passes, it could mean as much as \$387,500 for MPS per year for the next decade. Please watch how this progresses and communicate with your legislators if you feel the need.

- thoughts and prayers to the families in France and the anxiety to school children locally and all over the world.
- kudos to our high schools named by U.S. News in the top 60 schools.
- excitement to read about “Poetry off the Page,” the arts integration workshop that was presented to 26 MPS teachers last month.
- congratulations to Laura Wolanin and Mary Chilton for their receipt of the November Shining Star; thank you for all you do for our students.
- appreciation for the Dow High students who recently provided bottled water for a school in Flint who needed clean drinking water.
- kudos to the Midland High drama department for last weekend’s production of *To Kill a Mockingbird*.
- congratulations to the athletics teams for a great fall and especially to the DHS football team. It was exciting to see 9 busses going down the freeway toward Fenton filled with our DHS band members as well as a spirit bus filled with students supporting the Dow High football team.
- thoughts now that Mills Elementary is down and Parkdale and Cook will be coming down soon.
- sincere appreciation for the high school counselors and teachers who do so much for the seniors as they complete their college application processes. The counselors and teachers write many letters of recommendation, give their input, send transcripts, and so much more as our MPS seniors complete their MPS education and prepare for their next educational journey.
- Happy Thanksgiving wishes. Enjoy your time with family and friends.

12. 3. Announcements from Superintendent Sharrow

- MDE audited our CTE programs and facilities to assure compliance with the Office of Civil Rights. The auditors explained our district was randomly selected for this audit; they have received no complaints about MPS. The auditors have also reported they have never completed an audit without findings; the average audit finds 12-15 findings to be corrected. MPS had three very minor findings in this audit, which will be corrected in a very timely manner. Thank you to Cynthia Marchese and Scott Cochran for getting us prepared for this audit.
- MPS recently auctioned a few of our older school buses. Typically they go to another country; this time they were purchased by another school district.
- Our fall student count has been audited; we are approximately 100 students higher than the student count for which we budgeted for the 2015-16 school year.
- The demolition of Mills has been completed. Parkdale demo will start at the end of the month and will be completed in early December. Cook will follow Parkdale and should be completed around the first of the year. This week bids for the demo of the classroom portions of Central were received.
- As you know this year we are implementing a new teacher evaluation instrument and process. This tool and process has created a lot of great discussions surrounding teaching methodology and student learning. This is an ongoing process that will have a very positive impact on teaching and student learning in MPS. 5D+ is the teacher evaluation system MPS has implemented.
- Recently the Michigan Department of Education released State results for the spring 2015 Statewide M-STEP results. The M-STEP assessment and its results have reset the bar with the hopes of setting a higher expectation of learning that will lead Michigan to be a top-performing State. The same can be said for MPS and our M-STEP results. MPS results maintain the same percentage that we score above the state average. The ACT results for juniors have been received. The State average--19.9; MPS average--23.0.
- There currently is a teacher shortage in several key certification areas such as CTE, math, science and special education. You may recall as a part of our collective bargaining agreement, we have agreed to an early-retirement incentive. We are expecting a significant number of teacher retirees, which will lead to the need to be aggressive in our recruitment of high quality teacher candidates. Our HR department has started our plan for new teacher recruitment. The planning includes a review of our recruitment materials as well as the selection of universities from which we will recruit candidates.
- Next week the four Midland County school superintendents will be discussing the possibility of applying to the State Superintendent for a pre-Labor Day school starting date for the 2016-17 school year. The thought is to start school on Monday, August 29 and have no school on Friday, September 2.

This would result in us starting school four days early. Initial discussions with MCEA have been positive.

- Over the last few months, the four local districts have been discussing how we can increase participation in our CTE programs and possibly send fewer students out-of-county to CTE programs at Bay Arenac and Clare/Gladwin. We have studied our capacity and programming specifically here at MPS. Of the four local districts, MPS would offer approximately 90% of the programming. All of our current programming, with the exception of welding, have enough space to accommodate students from the other three districts. There is currently a county-wide agreement on the amount districts will pay per student to the district that offers the program. All four districts will also be cooperating on transportation. The agreement appears to be a win-win situation.
- I recently spoke with Dr. Keith Pretty. Northwood University will have a purchase agreement drawn up for the parcel located on the back of Dow High School property. The appraisal and the possible purchase price were discussed at the October FFO. We will most likely have this on the December Board agenda for approval.
- As you will recall, we had given Dave Dzedzic the title of Interim Technology Director when Blake Sobol left the district in April. Dave has performed very well in the Technology Director's role. We will remove the "Interim" title from Dave's position. Congratulations Dave!
- French and Associates has made several design changes to the STEM Elementary school that reduced the amount we were over budget; however, we still remain over budget. The FFO committee reviewed the plan. We expect to see bid savings and construction savings from the project, but we do expect to end slightly over budget. We will be bidding the project and reviewing the bids at our February FFO meeting followed by Board of Education approval at our February BOE meeting. To allow enough time for bids and documentation to be completed to present to the Board, the February FFO and Board meeting will each be one week later than usual: February FFO meeting will be February 15, 2016; February Board meeting will be February 22, 2016. The STEM Strategic Plan will be presented at a future Board meeting as well as the artistic drawings of the new STEM elementary school.
- Santa Parade is Saturday, November 21 at 10:00 a.m. We look forward to having great MPS representation marching down the parade route.

13. ADJOURNMENT

Meeting was adjourned at 8:11 p.m.

President: _____ Secretary: _____
Gerald Wasserman Lynn Baker

Approved by the Board of Education on:

C. Young 14-December-2015