Minutes of Budget Workshop and Regular Meeting  
May 16, 2016  
The Board of Education Midland Public Schools

A Regular Meeting of the Board of Education of Midland Public Schools was held Monday May 16, 2016, beginning at 7:00 PM at the Midland Public Schools Administration Center, 600 E. Carpenter Street, Midland, Michigan.

1. CALL TO ORDER: ROLL CALL  
   **Board Members Present:** Vice President Singer, Treasurer Wasserman, Secretary McFarland, Member Baker, Member Frazee, Member Gorton  
   **Board Member Absent:** President Brandstadt  
   **Central Staff Present:** Superintendent Sharrow, Associate Superintendent Cooper, Associate Superintendent Brutyn

   42 audience members were present for this meeting.

2. CONSENT AGENDA  
   Wasserman/McFarland moved for approval of consent agenda items.

   2. 1. Approval of the Meeting Minutes from the April 18, 2016 Budget Workshop and Regular Meeting.

   2. 2. The following staff members announced their resignation effective as of these dates:
      <> Tracy Bourque, Paraprofessional, Plymouth Elementary, May 6, 2016
      <> Linda Lee, Paraprofessional, Science Resource Center, April 22, 2016
      <> Sue Smokovitz, Web & Communications Specialist, IMTC, May 13, 2016
      <> Jesse (Weir) Ruppel, Paraprofessional, Plymouth Elementary, May 6, 2016

   2. 3. Approval of the payment of school system's bills for the month of March 2016, as listed in the check registers prepared by Ms. Holderby, in the total amount of $5,487,328 was recommended. The distribution of obligations, by fund, was included in the documentation.

   2. 4. Approval was requested to authorize the payment of Lusk Alberton, $49.00, April 30, 2016, for professional legal fees.
   Motion carried unanimously.

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

   3. 1. Ruth Coppens from the MASB Board of Directors and Travis Van Tighem, Senior PC/WC Sales & Development Specialist from SET SEG, presented a 2016 Education Excellence Award to H. H. Dow High teachers, Lisa Bonotto and Sarah Hecklik, for their 20-time program. Based on a model initiated by companies such as 3M and Google, the basic premise of 20-time is to allow students 20% of class time to develop an outcome-based project around a theme of the student's choosing. The greatest goal of 20-time is to inspire drive, inquiry, creativity, innovation and autonomy both in and beyond the classroom environment. Congratulations to H. H. Dow High for receiving this prestigious award for the third year in a row.
3. Mr. Sharrow recognized the two May 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.

<> Mary Jo Griffin, Third Grade Teacher at Adams Elementary School
<> Tresca Parfeniuk, Paraprofessional, Siebert Elementary School

3. Siebert and Eastlawn Elementary Schools presented information about their IB Primary Years Programme. Siebert's presentation by IB PYP Coordinator Amy Sabourin was entitled, *It's a Great Day to Be a Bulldog*, and featured students being caring, principled, risk takers and more. Eastlawn's presentation, facilitated by IB PYP Coordinator Jen Servoss, was entitled, *Eagles in Action!* It featured two “action” projects: a library book drive where students collected, organized, categorized more than 300 books for the Eastlawn and a couple of other libraries. The other “action” project was a moving video that was created by an Eastlawn student on the subject of *Bullying*.

Board members took a few moments to ask questions and reflect on these presentations.

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

4.1. Wasserman/Frazee moved for Approval of the Midland County Educational Services Agency 2016-17 Budget. Board members discussed the MCESA Budget figures and presented the ISD Budget Resolution for approval.

Motion carried unanimously.

(Original ISD Budget Resolution will be filed with the official minutes of this meeting.)

4.2. Wasserman/Baker moved for approval to give the Midland County Educational Services Agency approval to move ahead with the purchase of hardware by our current internet provider, MCoNet, which will enable our internet connection to increase beyond the 1.0 Gbps of bandwidth that we currently share as a County. The total cost to upgrade the hardware is $106,396.36. The MPS portion (based on student population) is $53,197.68.

Motion carried unanimously.

4.3. Wasserman/Gorton moved for approval of the purchase of the Versatrans (from Tyler Technologies Inc., Latham, NY) bus routing software including the Routing and Planning module, e-Link Online Information Portal, technical support, and implementation. The initial purchase cost of these items is $30,343.50. Subsequent maintenance costs will be $6,280 per year unless it is decided to add more modules.

Motion carried unanimously.

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

6. ADMINISTRATIVE SERVICES

Study Committee Chair: Yvonne Gorton; Staff Resource Person: Mr. Sharrow

6.1. The “Administrative Services Study Committee Report” from the April 18, 2016 meeting was read aloud by Ms. Gorton, Chair.

Members present: Y. Gorton (chair), P. Frazee, S. McFarland, M. Sharrow; Guest Present: C. Young

**NEOLA Policy Updates:** At the May 16, 2016 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 spring 2016 updates. NEOLA retains legal counsel 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 and Administrative Services Committee members discussed these Board Policies that have proposed changes: Policies 1240, 1420, 2623, 3131, 3220, 6146, 6424, 7217, 8142.01

In addition, the committee briefly discussed the Edgar Collection policies as well as administrative guidelines.

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

6. McFarland/Gorton moved for approval of the following the NEOLA Spring 2016 Policy Revisions

Due to changes in Federal and State law, government regulations and school practices, revisions to the following Board policies are requested: 1240, 1420, 2623, 3131, 3220, 6146, 6410, 6424, 7217, 8142.01, 0140, 1130, 3110, 4110, 6110, 6111, 6112, 6114, 6116, 625, 6550, 7300, 7310, 7450, 8500

Motion carried unanimously.

7. CURRICULUM, INSTRUCTION AND ASSESSMENT

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

7.1. The “Curriculum, Instruction and Assessment (CIA) Study Committee Report” from the April 18, 2016 meeting was read aloud by Mrs. Baker, Chair.

Members Present: Brian Brutyn, Lynn Baker, Mike Sharrow, Pamela Singer, and Gerald Wasserman

Guest Present: Shannon Blasy

STEM Strategic Plan Activity Update: Brian updated the committee on actions completed from December 2015 through April 2016 related to the MPS STEM Strategic Plan. Topics included the partnerships with Michigan State University and Saginaw Valley State University, summer training, volunteer connections, outdoor STEM spaces, staffing plans, community presentations, and administrative duty allocations.

Community School Model: Principal Shannon Blasy led a presentation updating the committee on the implementation of the Community School Model at Eastlawn Elementary. Data presented showed a significant reduction in truancy and an increase in student achievement accolades since implementation of the program. Plans for integration of the model into Central Park Elementary were also discussed.

7.2. The “Curriculum, Instruction and Assessment (CIA) Study Committee Report” from the May 16, 2016 meeting was read aloud by Mrs. Baker, Chair.

Members Present: Brian Brutyn, Lynn Baker, Mike Sharrow, Pamela Singer, and Gerald Wasserman

Guest Present: Shannon Blasy

Cross Analysis Indicator Report: Mary Laures presented the Cross Indicator Analysis Report to the group. The MDE is required by the IDEA to make annual determinations for every local district in the state. As part of these determinations an indicator of ‘Timeliness of annual Individualized Education Programs’ is required. Any district with IEPs that did not meet mandated timelines are required to complete a Cross Analysis Indicator to investigate the underlying cause of non-compliance. Each annual IEP must be completed every 364 days from the prior annual IEP. The MDE expectation based upon IDEA is 100%. Based upon the Michigan Student Data System, IEPs can have several reasons for being late which include:

* IEPs occurred on time, but were not published by the annual date (5 MPS IEP’s in 2014-15)
* Multiple IEPs occurring for one student within an MSDS collection period (2 MPS IEP’s in 2014-15)
* If a student with a disability transfers into the district with an overdue IEP (3 MPS IEP’s in 2014-15)
* The IEP was actually late (This was not the case for any MPS IEP’s)

Staff were trained on the importance of holding and publishing IEPs by compliant dates during the May 11th Professional Development session.

Building Trades House Tour: Kevin Dodick, Building Trades teacher, Bill Brown, City of Midland Building Department Liaison, and Scott Cochran, Auxiliary Education Curriculum Specialist, discussed the overall Building Trades project and partnership for the 2015-16 school year. This year’s partnership, similar to previous years, included the City of Midland and the Arc of Midland. The 26
students enrolled in the Building Trades Program met the challenge of completing the 2,250 square foot home, the largest in program history, on West Wackerly. Features of the home include: A full, finished basement, complete with Physical Therapy studio; Oversized two-car garage, to allow for van with wheelchair lift; Compliant with Americans with Disabilities Act (ADA): handicap accessible, barrier-free, zero-step; Lift system on the staircase to transport the owner to and from the basement. In the final weeks of the school year, students will be putting the final touches on the interior and exterior of the home and property.

In addition, some of the winning MITES projects from the welding and woodworking programs were on display at the house for viewing. MPS has multiple award-winning MITES projects this year, one of the most successful years in program history.

7. The following books were 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 Geometry A: *Geometry, A Common Core Curriculum*
Authors: Larson & Boswell; Publisher: Big Ideas Learning; Copyright: 2015

This book will be used for Geoscience A: *Earth Science*
Authors: Tarbuck & Lutgens; Publisher: Pearson Education; Copyright: 2015

8. **FINANCE, FACILITIES AND OPERATIONS**

   **Study Committee Chair:** Gerald Wasserman; **Staff Resource Person:** Mr. Cooper

8.1. The “Finance, Facilities and Operations (FFO) Study Committee Report” from May 9, 2016 meeting was read aloud by Mr. Frazee.

   Members present were A. Brandstadt, P. Frazee, L. Baker (attending for J. Wasserman), M. Sharrow, R. Cooper; Guests Present: Daryl Dombrow-Barton Malow, Dale Jerome-French Associates as well as S. Blasy & B. Hockemeyer— during the Central Park Elementary onsite visit.

   **Bond Update:** Central Park Elementary Walk Through (onsite)—The committee visited the Central Park Elementary school construction site for a detailed walk through of the construction that has taken place. Foundation and site work are under way and the committee was able to observe the beginning footprint of Central Park Elementary. Mr. Dombrow from Barton Malow and Mr. Jerome from French Associates reviewed with the committee the progress and timeline of current projects. The main focus was on Central Park Auditorium renovations.

   **Finance/Operations:** Mr. Cooper and committee members discussed the following: March financials; purchase of transportation routing software with the e-Link Online Routing and Planning module; MCESA budget: Administration recommends adoption of resolution expressing support of the MCESA budget; Upcoming Summer Tax Resolution.

8.2. For Information: Gifts totaling $9,520.45
<> $ 74.31 for Northeast Non-violence Day by Midland Area Comm. Foundation
<> $ 200.00 for badge holders & clips and world map from Woodcrest Elementary
<> $1,600.00 for job skills curriculum from MI Transition Service Associates, Inc.
<> $ 200.00 for Dow High Hockey Program from Mrs. Barbara T. Gehring
<> $2,500.00 for dinner and busing for the Dow High DECA qualifiers to State Competition from Northwood University

   **From Jefferson Parent Advisory Committee (JPAC)**
<> $ 125.00 for field trip transportation costs
<> $ 154.99 for snow blower cab

   **From H. H. Dow High School All Sports Boosters**
<> $ 900.00 for HUDL sideline package addition
<> $1,910.50 for phone head set upgrade
9. **HUMAN RESOURCES**  
Study Committee Chair: Scott McFarland; Staff Resource Person: Mr. Sharrow

9. 1. The “Human Resources Study Committee Report” from the May 11, 2016 meeting was read aloud by Mr. McFarland, Chair  

Members present were Scott McFarland (chair), Lynn Baker, Pam Singer, Michael Sharrow, Cynthia Marchese

**Administrator Evaluations:** The District has decided to use School Advance as our evaluation tool for administrators, as required by law. Training will begin in August 2016.

**Negotiations:** The District began negotiating the 2016-2017 salaries with the Midland Federation of Paraprofessionals. The District and the MFP will meet again on June 7, 2016.

**MCEA Letter of Agreement:** The District and the MCEA are working on two potential letters of agreement currently.

**Staffing:** Ms. Marchese gave the committee an update on teacher staffing for the 2016-2017 school year. The District posted positions that are a known due to the large amount of retirees this school year. Cynthia indicated staffing will be finalized later in May.

**Teacher Job Fairs and Recruiting:** The District was successful in recruiting at several teacher job fairs at universities throughout the state and a few out of state. MPS will be hosting our own job fair on May 24th. We are excited to meet with over 500 registered teachers in a few weeks.

9. 2. The following staff members announced their retirement:

<> Ms. Tammy Borsum, Paraprofessional, Transportation Department, June 16, 2016  
<> Ms. Denise Flores, Midland Public Schools’ ESL Tutor, June 15, 2016

9. 3. Under the terms of the current contract between the Board of Education of the Midland Public Schools and the Midland City Education Association, a .6 contract lease has been granted to Mr. Mark Hackbarth, president of the MCEA, for the 2016-17 school year.

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

10. 1. For Information: Letter from the Board of Education to:

<> H. H. Dow High All Sports Boosters  
<> Chestnut Hill Elementary P.T.O.  
<> Siebert Elementary School  
<> Adams Elementary P.T.O.  
<> Woodcrest Elementary P.T.O.  
<> Jefferson Parent Advisory Committee  
<> Midland Area Community Foundation  
<> FIRST in Michigan

10. 2. For Information--Letters to the Board of Education: FOIA request from Thrun Law Firm, P.C., regarding any application documents received from a 2015-16 job applicant.

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:

<> June 13, 2016  
<> June 27, 2016  
<> September 19, 2016  
<> October 17, 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 members expressed their:
- congratulations to this year’s Gerstacker winners—Jennifer Hess, Kimberli McMahan, John Mulvaney, Susan Shaffer. Thank you for all that you do for MPS students and families.
- appreciation to the more than 40 retirees that were recognized at this year’s Gerstacker Ceremony. Thank you for your 1053 years of combined years of service to MPS students, staff and families. We wish you all the best in your retirement.
- congratulations to this year’s SVL Scholar Athletes and Teachers.
- enthusiasm about the upcoming IB graduation. We look forward to seeing the impressive projects completed by this year’s IB graduates.
- hope that parents will visit the MPS community flyer board on the MPS website soon and check out the impressive STEM learning opportunities (locally and at area colleges) available for area children this summer.
- congratulations to Dow High for receiving their Education Excellence Award this evening. Thank you to MASB and SET SEG for coming and presenting this award.
- congratulations to Mark Hackbarth for being the new MCEA President. We look forward to working with him.
- congratulations and best wishes to the graduates and to their families. Please make this graduation season safe and memory-filled.
- appreciation for this evening’s Eastlawn and Siebert PYP presentations. Thank you to our very impressive students and PYP coordinators, Amy Sabourin and Jen Servoss, for their presentations. It is amazing to see our students coming away with these important life lessons.
- excitement for the building trades students as the Curriculum Instruction and Assessment study committee toured the building trades house currently under construction this afternoon.
- enthusiasm for the bond work being done at the Central Park Elementary School.
- appreciation and congratulations to Mary Jo Griffin and Tresca Parfeniuk, our May Shining Stars. Thank you for all you do for MPS students and staff.
- appreciation for all of the gifts presented at tonight’s Board meeting.

12.2. Announcements from Superintendent Sharrow
- We have now completed the third step in vetting our Assistant Principal candidates. Step one involved screening over 140 applicants’ materials. Step two involved reviewing 22 applicants’ electronic presentations and step three involved a 15-minute writing assignment and a formal interview with our Administrative Personnel Committee. These ratings will then be presented to the Agenda Group and the three building principals to discuss and attempt to narrow to a final field so that we may check references and make final decisions on the four open Assistant Principal positions (two at Dow High and one at each of our middle schools) by the end of this week.
- Bond Updates:
  - Central Park Elementary School footings are nearly completed.
  - Midland Community Stadium Track surfacing will be completed the end of May or first part of June.
Currently in the Design Phase of the auditorium, secure entrances, elementary renovations and additions.
High school 1:1 technology purchase is under way
two lift buses are being purchased.

13. **ADJOURNMENT**

Meeting was adjourned at 8:16 p.m.

President: ______________________

            Angela Brandstadt

Secretary: _______________________

            Scott McFarland

Approved by the Board of Education on:

C. Young       13-June-2016