Minutes of Regular Meeting
June 13, 2016
The Board of Education Midland Public Schools

A Regular Meeting of the Board of Education of Midland Public Schools was held Monday June 13, 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: President Brandstadt, Vice President Singer, Treasurer Wasserman, Secretary McFarland, Member Baker, Member Gorton
   
   Board Member Absent: Member Frazee
   
   Central Staff Present: Superintendent Sharrow, Associate Superintendent Cooper, Associate Superintendent Brutyn

   7 audience members were present for this meeting.

2. CONSENT AGENDA
   Wasserman/Singer moved for approval of consent agenda items.
   
   2.1. Approval of the Meeting Minutes from the May 16, 2016 Regular Meeting.
   2.2. The following staff members have announced their resignation effective as of the dates indicated:
         <> Margot A. Angus, Paraprofessional, Carpenter Street School, June 16, 2016
         <> Wendy Franz, Paraprofessional, Science Center, June 16, 2016
         <> Denise Schember, Paraprofessional, Plymouth Elementary, May 26, 2016
   2.3. Tenure teacher, Amy Guenther, requested a leave of absence for the 2016-17 school year.
   2.4. Mrs. Caitlin Bradfield, Ms. Hilarie Huschke, Mr. Corey Pawlak and Ms. Kelli Waun successfully completed their probationary period at the end of the current school year and were recommended for legal tenure status effective at the start of the 2016-17 school year.
   2.5. The following books were presented for the 28-day period of examination on May 16.
         <> This book will be used for Geometry A: Geometry
             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
   Administration recommended approval of these books. As approved, these purchases are contingent on available funding as approved in the 2016-17 budget.
   2.6. Goddard Coatings Company of Pontiac, Michigan was the only bidder for the H. H. Dow High Tennis Court Crack Repair project. They have previously done installation and repair work on the tennis courts throughout the district. Work will include filling cracks, patching center anchors, grinding buckling asphalt, touch up color and striping over repairs. The base bid was $10,420, but we accepted the voluntary alternate of a $2,000 deduct to omit the exterior fence posts from the scope of work. Administration recommended issuing a purchase order to Goddard Coatings for $8,420. This will be funded through the Sinking Fund.
   2.7. A State Bid was accepted for an Exmark Lawn Mower with Adjustable Deck. Approval was requested to issue a purchase order for $11,188 to Gene’s Power Equipment of Coleman, MI. This
mower will primarily be used for athletic fields and as a backup mower for the larger mowers in the event one breaks down.

2. 8. Bids were accepted, and a tabulation was provided for district Integrated Pest Management. The administration recommended issuing a purchase order to the low bidder, Orkin, of Saginaw, MI. for $7,430.40 for the 2016-2017 school year. Funding for this service is included in the Facilities and Maintenance budget.

2. 9. Approval of the payment of school system's bills for the month of April 2016, as listed in the check registers prepared by Ms. Holderby, in the total amount of $8,624,666 was recommended. The distribution of obligations, by fund, was included in the documentation.

2. 10. Approval was requested to authorize payment to Poznak Dyer Kanar Garchow Schefsky PLC, $145.00, May 27, 2016, for Professional Legal Fees.

Motion carried unanimously.

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

3. 1. Mr. Sharrow recognized the two June 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.

<> Chad Wegener, Special Education Teacher, Midland High School
<> Rachel Walker, Administrative Assistant, Human Resources Department

3. 2. Mr. Cooper Presented the 2015-16 General Fund Budget. Michigan Public Act 621 of 1978, the “Uniform Budgeting Act,” requires all local governments to adopt balanced budgets, in a format specified by the State, before July 1 of each year. Mr. Cooper shared historical budget information.

**2016-17 Budget Using Executive Proposal Figures**

| Budgeted revenues: | $78,736,798 |
| Budgeted expenditures: | $77,675,967 |
| Excess Revenue/( Appropriation): | $ 1,060,831 |
| Expected budget variance 1% (historical 2% to 3%): | $ 776,760 |
| Anticipated surplus on June 30, 2017: | $ 1,837,591 |
| Anticipated spendable fund balance on June 30, 2016: | $10,422,298 |
| % of Expenditures Available in Spendable Fund Balance: | 13.4% |

Major Revenue Assumptions:
- Enrollment -55 students (Blended Count--7685)
- $60 per pupil foundation increase ($8351).
- A Categorical Offset Payment of $45 per pupil (part of the $60) to compensate for the inflation growth cap on foundation allowance increases required by Proposal A on hold-harmless districts. This payment guarantees hold-harmless districts receive the minimum foundation allowance increase that would have otherwise been restricted by inflation to $15.
- Maintains MPSERS Cost Offset (147a) and UAAL rate stabilization (147c).

Major Expenditure Assumption Highlights:
- Continued use of the “Balance our Budget” process maintained building and department expenditures at similar levels to the 2015-16 school year.
- Decrease in Salaries and Retirement accounts due to Early Separation Incentive.
- Decrease in medical benefit costs due to the end of the runout from MPS self insured plan.
Continued positive effect of various affiliated and nonaffiliated employee groups’ compensation reductions are reflected in this budget.

Staffing patterns reflect the continuous process of evaluating vacancies and reducing whenever possible.

If the final version of the State School Aid Act is different from this proposed budget, we recognize we may need to amend this budget in the fall.

Board members offered their thoughts and comments about the 2016-17 budget presentation.

Administration will seek Board Action on the 2016-17 Budget on Monday, June 27, 2015.

3. 3. President Brandstadt declared the PUBLIC HEARING for the 2016-17 General Operating Budget opened and requested public feedback on the proposed budget:
No one requested to address the Board of Education.
President Brandstadt declared the PUBLIC HEARING for the 2016-17 General Operating Budget closed.

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

4. 1. Singer/Wasserman moved for approval of the 2016 Summer Tax Rate by a roll call vote.
Ayes:  Brandstadt, Singer, McFarland, Wasserman, Baker, Gorton
Nays:  
Absent: Frazee
Signed Resolution will be included with the official minutes of this meeting.
Motion carried by those members present (6-0).

4. 2. Gorton/Baker moved for approval of the following item:
The Michigan Attorney General ruled in 1977 that the Michigan High School Athletic Association (MHSAA) is a private organization, and therefore, cannot be delegated governmental authority to regulate public school athletics. However, a school district may join the Association and may adopt the Association's rules as its own. The school district must then accept the responsibility to enforce these rules in the district. The Midland secondary schools have long been members of the MHSAA.

A copy of the minutes of the May 2016 meeting of the Representative Council of the MHSAA, which provides information on athletic changes for the 2016-17 school year, was provided. The administration recommended that the Board
<> Approve membership in the MHSAA for the four Midland Public Schools' secondary schools for the 2016-17 school year.
<> Adopt the rules of the MHSAA as published in its current HANDBOOK and qualifications as published in the Bulletin with above changes, to govern athletic competitions in the Midland Public Schools in 2016-17.
<> Accept the responsibility of enforcing these rules for the Midland Public Schools.
A roll call vote was taken with those members present (6-0) accepting the resolution.
Ayes:  Brandstadt, Singer, McFarland, Wasserman, Baker, Gorton
Nays:  
Absent: Frazee
A formal, signed resolution embodying these recommendations was mailed to MHSAA and a second original is filed with the original minutes of this meeting.
4. 3. Singer/Gorton moved for approval of the following item
   In order for the MPS Food Services Department to operate more efficiently, an area identified for
   improvement is the current software (which forces extensive manual and redundant work) used to
   administer MPS food services. The MPS food service, finance and technology departments have
   been researching other viable software programs. It has been determined that Meal Magic is the
   preferred software by many districts in Michigan (including other Chartwells locations).
   Administration recommended the purchase of the Meal Magic Suite (which includes Meal Magic,
   Send Money to School, and LunchApp) from Meal Magic Corporation of Grand Haven, Michigan
   for $9,770. Motion carried unanimously.

4. 4. President Brandstadt accepted a motion by McFarland with support from Wasserman to extend Mr.
   Sharrow’s existing employment contract with Midland Public Schools from June 30, 2016 to June
   30, 2021 effective July 1, 2016. There were no other changes to Mr. Sharrow’s contract for the
   2016-17 school year. Board members commented on their appreciation for Mr. Sharrow’s
   leadership, how far we’ve come in the past couple of years with regard to balancing the budget,
   the scope of work using bond funds, the STEM initiative and more. Motion carried unanimously.

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

6. CURRICULUM, INSTRUCTION AND ASSESSMENT
   Study Committee Chair: Lynn Baker; Staff Resource Person: Mr. Brutyn

6. 1. 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 July 18, 2016 meeting.

6. 2. 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 AP Advanced Biology:
   <> Oxford IB Diploma Programme Biology Course Companion
   Authors: Allott, Mindorff; Publisher: Oxford University Press; Copyright: 2014
   These books will be used for English 9 and 9A:
   <> The Absolutely True Diary of a Part-Time Indian
   Author: Sherman Alexie; Publisher: Little Brown Publisher; Copyright: 2009
   <> The Book Thief
   Author: Markus Zusak; Publisher: Knopf Publishing; Copyright: 2007
   <> I Am Malala
   Author: Malala Yousafzai; Publisher: Back Bay Books; Copyright: 2015
   These books will be used for IB 20th Century World Topics:
   <> Access to History: Rights & Protest
   Author: Michael Scott-Baumann; Publisher: Hodder Publishing; Copyright: 2015
   <> Access to History: Causes & Effects of 20th Century Wars
   Author: Sarah Webb; Publisher: Hodder Publishing; Copyright: 2015

7. FINANCE, FACILITIES AND OPERATIONS
   Study Committee Chair: Gerald Wasserman; Staff Resource Person: Mr. Cooper

7. 1. The “Finance, Facilities and Operations (FFO) Study Committee Report” from June 7, 2016 was
   read aloud by Mr. Wasserman.
   Members Present: A. Brandstadt, P. Frazee, J. Wasserman (chair), M. Sharrow, R. Cooper, L.
   Holderby; Guests Present: Daryl Dombrow-Barton Malow, Dale Jerome-French Associates
**Bond Update:**

*Job Site Safety*—Mr. Dombrow from Barton Malow shared information on how the construction management company handles job site safety, procedures, and practices in place to emphasize safety on the worksite.

*Central Park Auditorium*—Mr. Dombrow and Mr. Jerome from French Associates reviewed with the committee the progress and timeline of the auditorium renovations with a focus on the latest cost estimates.

**Finance/Operations:**

Mr. Cooper and committee members discussed the following:

1. The 2016-17 proposed budget.
2. Upcoming summer tax resolution and millage rates for 2016-17.

7. 2. For Information: Gifts totaling $15,406.73

   <> $ 300.00 for Think! Energy Program at Adams from the National Energy Foundation
   <> $ 100.00 for Eastlawn field trip and supplies from Mr. & Mrs. Calvin Goeders
   <> $1,752.82 for spring tournament entry fees from Midland High Athletic Booster Club
   From Jefferson Parent Advisory Committee (JPAC)
   <> $ 450.00 for weather balloon
   <> $  114.00 for replacement books
   From H. H. Dow High School All Sports Boosters
   <> $1,121.60 for tennis team supplies
   <> $2,000.00 for golf supplies for girls' and boys' programs
   <> $2,638.48 for boys' soccer uniforms
   <> $  822.13 for equipment for boys' and girls' track
   From Midland Kiwanis Foundation
   <> $4,725.00 for Eastlawn SMEK student tuition
   <> $  549.90 for Adams music equipment
   From Midland Area Community Foundation
   <> $  277.60 for individual white boards for HH Dow High classroom
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7. 3. Wasserman/McFarland moved for approval of the following gifts totaling $41,900

   <> $25,000 from the Rollin M. Gerstacker Foundation for the Distinguished Service Award Program
   <> $16,900 from the Plymouth Elementary PTO for classroom supplies, field trips, classroom magazines, office supplies, etc.

Motion carried unanimously.

8. **HUMAN RESOURCES**

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

8. 1. Mrs. Carol Hopkins, Office Professional in the Juvenile Care Center and Special Services Department has announced her retirement effective June 24, 2016.

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

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

   <> Jefferson Parent Advisory Committee
   <> Midland Area Community Foundation <> Mi Transition Services Associates, Inc.
   <> H. H. Dow High All Sports Boosters <> Northwood University
   <> Mr. Jeff Pennex, Woodcrest Elementary <> Mrs. Barbara T. Gehring
9. 2. For Information--Letters to the Board of Education from:
   <> FOIA request from Margie Lamas regarding post high school degrees and/or certifications for 
   two MPS employees.
   <> FOIA request from Margie Lamas for annual income, benefits, annuities from Midland Public 
   Schools for two MPS employees.

10. 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 27, 2016 
    <> July 18, 2016 
    <> August 15, 2016 
    <> September 19, 2016 
    <> October 17, 2016 
    <> November 21, 2016 
    <> December 19, 2016 

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. Board Members expressed their …
    • appreciation for this year’s graduation ceremonies. The speeches were so inspiring. 
      Congratulations and best wishes to our 2016 graduates. We are so thankful that our 
      graduation season was a safe one!
    • thanks to Bob Cooper, Lori Holderby and the Business Office staff for all your work 
      with the budget. Thank you to everyone at MPS who has worked so hard to find all cost 
      savings possible and affecting students as little as possible.
    • best wishes to all of our retirees. Thank you for all your hard work and dedication 
      through the years.
    • congratulations to Chad Wegener and Rachel Walker for being our June Shining Stars.
    • thanks to all of our gift donors this evening. We truly appreciate your generosity, 
      kindness and support.
    • best wishes to our secondary students as they take finals this week.
    • Hope that families are able to take advantage of the many places to get the free meals for 
      students this summer.
    • sincere sadness for the loss of young adult MPS graduates this past week. It was so heart 
      warming to see MPS students and staff who circled around to support these grieving 
      families. The memories of these two special young men will stay with us.
    • congratulations to the Dow High girls’ tennis team for their amazing accomplishments 
      this season.
    • anticipation for summer. Keep reading. Get involved in the camps in Midland County. 
      Visit colleges. Keep trying new things. Have a nice break and best wishes to all of the 
      staff and students for a wonderful, safe summer.
Board Treasurer, Jerry Wasserman, and Board Secretary, Scott McFarland, announced their run for re-election in November for the MPS Board of Education. Board members thanked them for running and for their dedication to the students and staff of Midland Public Schools.

11. 2. Announcements from Superintendent Sharrow
   - Our new administrators for 2016-17 are: Keith Seybert, Assistant Principal at Northeast; Tielannette Shurman, Assistant Principal at Jefferson; Jennifer Coppens & Julie Villano, Assistant Principals at Dow High. Assistant Principal at Dow High and John Streeter, .5 Athletic Director at Dow High, and all of the administrative positions with the exception of our interim principal position at Plymouth Elementary.
   - We have filled approximately 60-70% of our vacant teaching positions and continue to hold interviews and check references for the remaining open teaching positions.
   - Training on School Advance, the program the Board members will need to use to evaluate Supt. Sharrow, will be offered at the Clare/Gladwin RESD on September 14 and December 14 from 5:30-9:00. It is suggested our MPS Board use a “Training the Trainer” format and have three Board members go to Clare and then come back and train the remaining four board members.
   - We meet with the Auditorium Focus Group tomorrow. French & Associates and Barton Malow have completed a pre-estimate of work to be completed on our auditorium. This pre-estimate will assist us with our user group discussion this week. We will meet with our Auditorium User Group one more time in August when the final design is presented.
   - Our financial advisor (GPS Consulting) has recommended MPS invests in a bond deposit account securitized with collateral consisting of Treasury/Agency securities. The characteristics of this product includes:
     - Local/Michigan bank
     - Higher rate than is currently being obtained with Treasury securities
     - Liquidity tied to construction draw schedule
     - Safety (in forms of collateral)
     This new product will allow MPS to pay the bonds off early and/or allow us to utilize a slightly smaller millage rate. We have approximately two years before Series 1 funds are fully spent and Series II bonds will be sold and invested.

12. CLOSED SESSION

12. 1. At 8:24 p.m. Wasserman/McFarland moved that the Board go into Closed Session to discuss the Midland Federation of Paraprofessionals Negotiations.

At 8:49 p.m. Singer/Wasserman moved to end the Closed Session and reconvene the Regular Meeting of the Board of Education. Motion carried by those members present.

13. ADJOURNMENT

Meeting was adjourned at 8:50 p.m.

President: ______________________  Treasurer: _______________________

Angela Brandstadt  Gerald Wasserman

Approved by the Board of Education on:

C. Young  27-June-2016