

MIDLAND BOARD OF EDUCATION
“REVISED” ORGANIZATIONAL AGENDA

January 14, 2013

The *Mission* of the Midland Public Schools, in partnership with our community, prepares students as knowledgeable, self-reliant, cooperative and ethical learners who are contributing citizens.

Annual Organizational Meeting at the Midland Public Schools, Administration Center, 600 East Carpenter Street, Midland, Michigan, at 4 p.m. with adjournment not later than 6:00 p.m., except by unanimous approval otherwise.

This meeting is in accord 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.

The annual school election was held on November 6, 2012 with two Board seats up for election. Mr. Scott McFarland and Ms. Kimberly VanderKelen were elected for four-year terms from January 2013-December 2016.

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**

- 1.1 The officers of the preceding year who retain membership on the Board continue in office until successors are elected.

A tabulation of "School Board Membership" over the past 15 years is enclosed. Also enclosed are a listing of Board Presidents since 1929, and Policy 0150 outlining the organization of the Midland Board of Education and the duties of its officers.

Board of Education:	Vice President Wasserman	_____	Member Kaminski	_____
	Secretary Baker	_____	Member McFarland	_____
	Member Brandstadt	_____	Member VanderKelen	_____
	Member Gorton	_____		

Central Staff:		
Superintendent:	Mr. Ellinger	_____
Assistant Superintendent:	Mr. Verlinde	_____
Associate Superintendents:		
Finance/Facilities/Operations:	Ms. Cline	_____
Curriculum/Instruction/Staff Development:	Dr. Ellison	_____

2. **OATH OF OFFICE**

Scott McFarland and Kimberly VanderKelen Oath of Office Vice President Wasserman

3. **IDENTIFICATION OF DISTRICT'S LEGAL STATUS**

For Information:

3.1 Under the Revised School Code, MCL 380.1 et seq., the district's legal status was defined as a general powers school district, effective July 1, 1996.

4. **ELECTION OF OFFICERS OF THE BOARD**

Recommended for Action:

4.1.a As outlined in Chapter II-C. 13. Of How Midland Schools work, a three person board of Education Nominating Committee submitted a proposed slate of officers for 2012. The proposed slate is as follows:

- President: Mr. Gerald L. Wasserman
- Vice President: Ms. Lynn Baker
- Secretary: Dr. John Kaminski
- Treasurer: Ms. Angela Brandstadt

4.1.b Additional nominations for Board of Education officer positions:

<u>Name</u>	<u>Office</u>
By: _____	Support: _____
By: _____	Support: _____
By: _____	Support: _____

Motion to close nominations:

By: _____ Support: _____

4.1.c Election Process:

Motion for slate:

By: _____ Support: _____

~ OR ~

Motion for individual positions by office, if additional nominations have been received:

By: _____ Support: _____

5. APPOINTMENTS FOR STUDY COMMITTEE MEMBERSHIP, DELEGATES, AND REPRESENTATIVES

Recommended for Action (Consent Items 5.1 – 5.2):

5.1 Study Committee Membership for 2013:

<u>Study Committee</u>	<u>2013 Committee</u>	<u>Staff Resource Persons</u>
Curriculum & Special Services (CaSS)	Ms. Baker, Chair Ms. Gorton Ms. VanderKelen	Dr. Ellison Mr. Verlinde Mr. Ellinger
Administrative Services	Dr. Kaminski, Chair Ms. Brandstadt Mr. McFarland	Mr. Ellinger
Human Resources	Ms. Baker, Chair Ms. Gorton Mr. McFarland	Mr. Verlinde Mr. Ellinger
Finance/Facilities & Operations	Ms. Brandstadt, Chair Dr. Kaminski Mr. Wasserman	Mrs. Cline Mr. Verlinde Mr. Ellinger

	<u>2012</u>	<u>2013</u>
5.2. To the Advisory Council for Adult Education	Dr. Kaminski	Ms. VanderKelen
To the Midland County Educational Service Agency Board of Education's Special Education Advisory Council	Mr. Paris	Mr. Paris

To the Gerstacker Teacher Proficiency Awards Committee

Mr. Ohle

Dr. Kaminski

Liaison persons between the Board and the following continuing committees and organizations:

	<u>2012</u>	<u>2013</u>
a) Advisory Board on Instruction in Sex Education and Birth Control	Ms. Baker	Ms. Baker
b) Midland County Educational Services Agency Liaison	Mr. Wasserman	Ms. Gorton
c) Midland County Partnerships for Education	Ms. Brandstadt	Ms. Brandstadt
d) MASB Legislative Liaison	Mr. Wasserman	Mr. Wasserman
e) Liaison person between the Board and the Strategic Planning/District School Improvement Committee	Dr. Kaminski	Ms. VanderKelen
f) Midland County School Board Association	Mr. Mault	Mr. Wasserman
g) Health Wellness Committee	Ms. Gorton	Mr. McFarland
h) Distinguished Service Awards Committee	Mr. Mault	Ms. Gorton

6. SCHEDULED MEETINGS FOR 2012 CALENDAR YEAR

Recommended for Action:

6.1 The Board of Education is required to give public notice of the dates of its regular meetings and of any special meetings. Dates of regularly scheduled meetings of the Board of Education of the Midland Public Schools for 2013 are listed below. All meetings are held at 7 p.m. at the Midland Public Schools Administration Center, 600 East Carpenter Street, Midland, MI unless otherwise stated.

January 14, 2013	4 p.m.	Organizational Meeting of the Board of Education
January 28, 2013	7 p.m.	Regular Meeting of the Board of Education
February 11, 2013	7 p.m.	Regular Meeting of the Board of Education
February 20, 2013	5:30 p.m.	Special Meeting of the Board of Education
February 25, 2013	7 p.m.	Regular Meeting of the Board of Education
March 11, 2013	7 p.m.	Regular Meeting of the Board of Education
March 25, 2013	7 p.m.	Regular Meeting of the Board of Education

April 15, 2013	7 p.m.	Regular Meeting of the Board of Education
April 29, 2013	3 p.m.	Budget Workshop of the Board of Education
May 13, 2013	7 p.m.	Regular Meeting of the Board of Education
May 28, 2013 (Tuesday)	7 p.m.	Regular Meeting of the Board of Education
June 10, 2013	7 p.m.	Regular Meeting of the Board of Education
June 24, 2013	7 p.m.	Regular Meeting of the Board of Education
July 15, 2013	4 p.m.	Regular Meeting of the Board of Education
August 12, 2013	7 p.m.	Regular Meeting of the Board of Education
August 26, 2013	7 p.m.	Regular Meeting of the Board of Education
September 9, 2013	7 p.m.	Regular Meeting of the Board of Education
September 23, 2013	7 p.m.	Regular Meeting of the Board of Education
October 14, 2013	7 p.m.	Regular Meeting of the Board of Education
October 28, 2013	7 p.m.	Regular Meeting of the Board of Education
November 11, 2013	7 p.m.	Regular Meeting of the Board of Education
November 25, 2013	7 p.m.	Regular Meeting of the Board of Education
December 9, 2013	7 p.m.	Regular Meeting of the Board of Education

Dates of special meetings or changes in the above dates of regular meetings will be posted at least 18 hours prior to the time of a special or rescheduled meeting.

The Superintendent, or designee, is authorized to post notices of meetings at the direction of the Board of Education.

7. APPOINTMENTS AND DESIGNATIONS FOR 2012

Recommended for Action (Consent Items 7.1 – 7.3):

7.1 Appointment of the Board of Education's Legal CounselJerry Wasserman

The firms of Currie Kendall PLC, LaPointe & Butler, P.C., Secrest Wardle, and Thrun Law Firm PC, have been designated as the Board’s legal counsels. In addition, the Superintendent is authorized to retain specialized legal counsel through other legal firms, as appropriate.

It is recommended that the Board approve legal representation as outlined through December 31, 2013.

7.2 Fiscal Designations and Authorizations.....Carl Ellinger

- (1) It is recommended that the Board designate The Chemical Bank and Trust Company and any other public depositories qualified in accordance with MCL 380.1221, The Revised School Code of Michigan, as approved depositories of school district funds through December 31, 2013.

- (2) The Treasurer of the Board of Education is the legal financial officer for the school district and, as such, is authorized to sign checks for the Midland Public Schools.

The Superintendent, Assistant Superintendent and Associate Superintendent for Finance are the only members of the staff authorized to sign checks for the Midland Public Schools. It is recommended that the Board approve this authorization through December 31, 2013 for these three members of the staff.

- 7.3 The Board, in previous years, has authorized the Superintendent or his designee to sign any legal documents relating to personnel actions, which the Board has approved. This authorization has been made at the Organizational Meeting for the entire year rather than granting the authorization at each Board meeting.

It is recommended that the Board continue this authorization through December 31, 2013 to the Superintendent or his designee. It is further recommended that the Board delegate authority to accept resignations/retirements to the Superintendent of Schools or his designee through December 31, 2013. Resignations/Retirements will be reported in subsequent Agendas.

8. BOARD OF EDUCATION MATTERS

Recommended for Action:

- 8.1 Superintendent's Administrative Assistant Authorization.....Carl Ellinger

It is recommended that the Superintendent's designee, the Administrative Assistant to the Superintendent, be authorized to assist the Secretary of the Board in election matters through December 31, 2013.

MIDLAND BOARD OF EDUCATION

AGENDA

January 14, 2013

The *Mission* of the Midland Public Schools, in partnership with our community, prepares students as knowledgeable, self-reliant, cooperative and ethical learners who are contributing citizens.

1. **CONSENT AGENDA**

1.1 Minutes of the Regular Meeting of Monday, December 10, 2012.

1.2 The following staff members announced their resignations effective as of the dates indicated:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Cynthia Blahnik	Paraprofessional, Eastlawn Elementary	December 6, 2012
Heather Gall	Paraprofessional, Eastlawn Elementary	January 15, 2013
Angela Obertein	Paraprofessional, Eastlawn Elementary	December 21, 2012
Sonia I. Perez	Paraprofessional, Plymouth Elementary	January 11, 2013

1.3 Administration recommends the revision of current *How Midland Schools Work* Chapter III (Student Services), Section R, language allowing Great Lakes Bay Early College students to participate in a Midland Public Schools’ graduation ceremony under specific circumstances.

1.4 With funds targeted from the County-Wide Enhancement Millage and included in the 2012-13 budget, Administration recommends the purchase of seven 65 passenger school buses and one orthopedic bus for transportation of special education students. The recommended vendor is Capitol City and the total purchase price is \$667,012 for these International buses. Capitol City was the only bidder to meet our power parking brake specifications and the premium wet sleeve engine. With these purchases our fleet replacement schedule in 2013-14 can return to the recommended turnover rate of six buses (10%) per year.

1.5 Administration recommends the addition of the International Baccalaureate Primary Years Program for Grades K-5 to reshape the elementary curriculum around the PYP student profile and the six essential themes. If approved, these purchases are contingent on the available funding as approved in the 2012-13 budget.

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

FIRM	DATE	AMOUNT	PURPOSE
Secrest Wardle	12/10/2012	\$1,398.14	Professional Services
Thrun Law Firm P.C.	12/19/2012	\$2,937.50	Professional Services
Thrun Law Firm P.C.	01/13/2013	\$1,600.00	Annual Retainer Fee
AMOUNT DUE		\$5,935.64	

2. **REQUESTS TO ADDRESS THE BOARD**

2.1 No hearings have been requested

3. **BOARD OF EDUCATION MATTERS**

For Information

3.1 Internal Security Review.....Carl Ellinger

For Action

3.2 Pre-Qualification Application for Tech Bond.....Linda Cline

3.3 Food Service PolicyLinda Cline

4. **FINANCE**

Study Committee Chair – _____
Staff Resource Person – Ms. Cline

For Information:

4.1 The following gifts, which total \$6,776, have been received and processed:

	Donor	Purpose	Amount
(1)	H. H. Dow High School Athletic Booster Club	Subscription Renewal for Hudl Online Website to Process Video for Review, Training and Help Recruiters of College Athletes	\$ 2,800.00
(2)	Laura Ludington Hollenbeck Foundation	Purchase Equipment and Repairs in the Midland High Weight Room	\$ 2,000.00
(3)	Woodcrest Elementary PTO	Classroom Headphones and Storage Rack	\$ 1,100.00
(4)	Eastlawn School Fund	Phones for Parents Resource Room	\$ 366.00
(5)	Lowell & Julia Youngquist	Athletic Scholarship Fund	\$ 300.00

Acceptance of the following gift totaling \$5,408.75 is recommended:

	Donor	Purpose	Amount
(6)	Grand Rapids Building Services, Inc.	School Dude Software	\$ 5,408.75

Appropriate thanks to the donors is recommended.

5. **HUMAN RESOURCES**

Study Committee Chair – _____
Staff Resource Person – Mr. Verlinde

For Information:

5.1 The Board and staff extend their deepest sympathy to the family of Ms. Joyce Winters who passed away on December 5, 2012. She was a teacher with Midland Public Schools, teaching at both Eastlawn and Plymouth Elementary Schools for a total of 27 years, retiring in 1984.

The Board and staff extend their deepest sympathy to the family of Mr. Robert Zak who passed away on December 10, 2012. He was an educator with Midland Public Schools for 31 years teaching at various elementary schools. Mr. Zak retired in 1999.

5.2 The following staff members announced their retirement effective as of the date indicated:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Robert Huddleston	Teacher, Midland High School	May 24, 2013
David Kostus	Manager, Plant Engineer	April 30, 2013
Keith D. Westphal	Building Manager, Eastlawn Elementary	March 1, 2013

6. **SCHEDULED ACTIVITIES**

For Information:

- If approved during the Organization Meeting portion of the agenda, the following is a listing of scheduled meetings or activities of the Board of Education for the 2013 calendar year:

January 14, 2013--4:00	<i>(Organizational Meeting)</i>	July 15, 2013—4:00
January 28, 2013		August 12, 2013
February 11, 2013		August 26, 2013
February 25, 2013		September 9, 2013
March 11, 2013		September 23, 2013
March 25, 2013	<i>(Spring break April 1-5)</i>	October 14, 2013
April 15, 2013	<i>(3rd & 5th Monday)</i>	October 28, 2013
April 29, 2013--3:00	<i>(Budget Workshop)</i>	

May 13, 2013

May 28, 2013

June 10, 2013

June 24, 2013

(Tuesday)

November 11, 2013

November 25, 2013

December 9, 2013

7. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION

For Information:

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

Midland Circle Business Association
Mr. E. N. Brandt, Rollin M. Gerstacker Foundation
Ms. Maryanne Frederick, Human Resources Dynamics, Inc.
Midland High School Athletic Booster Club
Ms. Sharon Mortensen, Midland Area Community Foundation
Siebert Elementary Office Fund
Jefferson Parent Advisory Committee
Alden B. Dow Home and Studio
Ms. Kagey Duso
Ms. Dawn Smith

8. 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.

For Information:

8.1 Hearing from Board Members

8.2 Announcements from Superintendent Ellinger

9. ADJOURNMENT