

MIDLAND BOARD OF EDUCATION

AGENDA

May 28, 2013

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 (twice-monthly) meeting 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 _____ Member Gorton _____
Vice President Baker _____ Member McFarland _____
Secretary Kaminski _____ Member VanderKelen _____
Treasurer Brandstadt _____

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

2. CONSENT AGENDA

- 2.1 Approval of the Budget Workshop Minutes from May 13, 2013; Regular Board Meeting Minutes of May 13; Special Meeting Minutes of May 20, May 22 and May 23.
2.2 Administration recommends the renewal of the Adult Ed Cooperative Agreement between Bullock Creek School District, Coleman Community Schools, Meridian Public Schools and Midland Public Schools for the 2013-14 school year.
2.3 The following textbook was presented for the 28-day period of examination on March 25.

This book will be used for IB AP Advanced Biology in grades 11 and 12:
Title: Oxford IB Diploma Programme Biology Course Companion
Authors: Allott, Mindorff
Publisher: Oxford University Press
Copyright: 2012

The administration recommends approval of this book. If approved, this purchase is contingent on the available funding as approved in the 2013-14 budget.

2.4 The following staff member announced her resignation effective as of the date indicated:

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
Megan Sondergard	Paraprofessional at Midland High	June 6, 2013

2.5 Approval of the payment of the school system's bills for the months of March and April 2013, as listed in the check register prepared by Ms. Laux, in the total amount of \$12,514,765 is recommended. The distribution of obligations, by fund, is as follows:

2.5.a.	Through <u>3/15/2013</u>	Through <u>3/31/2013</u>	<u>Totals</u>
General Fund / Athletics	\$ 935,194	\$ 1,021,810	\$ 1,957,004
Capital Projects	-	-	-
Sinking Fund	-	695	695
Middle School Science Lab Renovation	-	-	-
Technology Grant	-	9,500	9,500
School Services:			
School Stores	3,447	5,831	9,278
Food Service	-	169,745	169,745
Student Activities	3,049	30,642	33,691
Sub-totals	941,690	1,238,223	2,179,913
Federal Withholding			351,642
State Withholding/Sales Tax			120,184
Social Security/Medicare			541,240
Payroll Transfers			39,311
ACH Transfers			2,219,249
Connectcare Transfers			476,472
Consumers payments paid electronically			211,953
PESG payroll (contracted substitutes)			73,676
Purchase Card Transactions			120,583
Total March Distributions			\$6,334,223

	Through	Through	
	<u>4/15/2013</u>	<u>4/30/2013</u>	<u>Totals</u>
General Fund / Athletics	\$ 852,006	\$ 982,266	\$ 1,834,272
Capital Projects	-	-	-
Sinking Fund	-	-	-
Middle School Science Lab Renovation	-	-	-
Technology Grant	-	-	-
School Services:			
School Stores	6,903	1,280	8,183
Food Service	4,526	206,496	211,022
Student Activities	13,035	50,968	64,003
Sub-totals	876,470	1,241,010	2,117,480
Federal Withholding			342,671
State Withholding/Sales Tax			116,649
Social Security/Medicare			526,122
Payroll Transfers			35,536
ACH Transfers			2,152,880
Connectcare Transfers			539,278
Consumers payments paid electronically			186,030
PESG payroll (contracted substitutes)			68,098
Purchase Card Transactions			95,798
Total April Distributions			\$6,180,542

Submitted herewith are the following financial reports:

2.5.b Listing of Purchase Orders exceeding three thousand dollars (\$3,000) for the months of March and April 2013..... (prepared by Ms. Laux)

2.5.c Listing of Purchase Card transactions exceeding three thousand (\$3,000) or more for the months of March and April 2013..... (prepared by Ms. Laux)

3. REQUESTS TO ADDRESS THE BOARD

3.1 No hearings have been requested.

4. BOARD OF EDUCATION MATTERS

PRESENTATIONS TO THE BOARD

For Information:

4.1 Midland County Educational Service Agency (MCESA)
 2013-14 Budget Presentation John Searles, MCESA Superintendent
 Duane Reyhl, MCESA Chief Financial Officer

- 4.2 Smarter Balanced Assessment Pilot UpdateBob Cooper
- 4.3 District 2012 Safety Excellence Awards..... Carl Ellinger

It gives the Midland Public Schools Safety Committee great pleasure to inform you that four district buildings completed the 2012 year without recording any employee injuries. These buildings are: Woodcrest Elementary School, Administration Center, Bus Garage, and Franklin Center. Award certificates were presented to building staff April 29, 2013.

For Action:

- 4.4 Approval of the Midland County Educational Service Agency 2013-14 budget, which was presented to the Board of Education at this evening’s meeting.

5. **CURRICULUM and INSTRUCTION**

Study Committee Chair – Ms. Baker
Staff Resource Person – Dr. Ellison

For Information:

- 5.1 Curriculum and Special Services (CaSS) Study Committee Minutes..... Lynn Baker
- 5.2 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.

6. **FINANCE**

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

For Information:

- 6.1 The following gifts, which total \$7,324.29, have been received and processed:

	Donor	Purpose	Amount
1	National Energy Foundation	Think Energy Program with Consumers Energy to be used in the Adams Elementary classrooms <i>(Deferred to 2013-2014)</i>	\$ 400.00
2	Eastlawn Elementary PTO	Scholastic News for Eastlawn Elem. for the 2013-14 school year <i>(Deferred to 2013-2014)</i>	\$ 2,313.29
3	H. H. Dow High School Athletic Booster Club	Uniforms for Dow High Baseball Program	\$ 2,861.00
5	Midland High School Athletic Booster Club	Trainer supplies for Midland High athletic program	\$ 750.00

6	Timothy & Pamela Nash	Prom decorations and door prizes/favors for 2013 Prom	\$ 500.00
7	Wolverine Bank	Prom decorations and door prizes/favors for 2013 Prom	\$ 500.00

For Action:

Acceptance of the following gift totaling \$6,876.67 is recommended:

	Donor	Purpose	Amount
4	Midland High School Athletic Booster Club	Midland High's fall sports regular season entry fees	\$ 6,876.67

An appropriate thanks to the donors is recommended.

- 6.2 The school district’s two-year service contract with CMI, A York Risk Services Company, (formerly Citizens Management Inc.), of Howell, MI, expires on June 30, 2013.

CMI supervises claims payments, conducts claims investigations and provides assistance in filing reports and statistical data with the State of Michigan.

An employer must have a contract with a claims service agency in order to purchase aggregate insurance coverage for workers’ compensation claims. CMI has been the district’s claims service agency since 1998.

The new contract is for two years and has an annual premium of \$40,355 for excess insurance coverage with Safety National Casualty Corporation of St. Louis, MO. Safety National has been a specialist in workers’ compensation since 1942 and is the longest continual provider of Excess Workers’ Compensation in America. The coverage they are providing as a \$350,000 specific retention as well as a \$759,629 aggregate retention (deductible).

There is also an estimated annual premium of \$10,220 for the TPA annual service fee which includes claims administration and managed care cost review by CMI. The premium is estimated because it is based on the district’s total actual payroll for each of the two years.

The administration recommends approval of a two-year contract with CMI and Safety National to provide workers’ compensation coverage for the period July 1, 2013 through June 30, 2015.

7. **HUMAN RESOURCES**

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

For Information:

- 7.1 The Board and staff extend their deepest sympathy to the family of Mrs. Margaret Cook, who passed away on May 19, 2013. Mrs. Cook was the Manager of Accounts Payable when she retired in 1977. She worked for Midland Public Schools for 19 years.

8. **TECHNOLOGY**

Staff Resource Person – Mr. Verlinde

For Action:

8.1 Administration is requesting approval to deliver a purchase order to Trivalent of Grandville, MI for \$66,983 for a replacement backup system. Our current backup system is four years old, almost out of storage space, and no longer covered under the original maintenance contract. Archive technology has changed a great deal in the last two years and it has become cheaper to replace our existing solution than to add to it. The new backup system includes a Unitrends Recovery-833 backup appliance, an external archiving device with removable drives and carriers and a 5-year maintenance and support contract. As 65% of our archived data is server data and not user created data, archive remains a vital component to the District’s disaster recovery and operational needs. Funds for this purchase have been allocated in the current school year budget.

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

For Information:

9.1 Letter from the Board of Education or the school system to:
 Home Builders Association of Midland County
 Siebert Elementary PTO
 Jefferson Parent Advisory Committee
 Midland Area Community Foundation
 H. H. Dow High School Athletic Booster Club
 Midland Baseball Foundation, Inc.

10. **SCHEDULED ACTIVITIES**

For Information:

The following is a listing of scheduled meetings or activities of the Board of Education for 2013:

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

This Special Meeting of the Board of Education will be held related to the Superintendent Search:

May 30, 2013

5 p.m.

Report Out by Site Comm./Final Authorization

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 Hearing from Board Members

11.2 Announcements from Superintendent Ellinger

12. **ADJOURNMENT**