

Minutes of Regular Meeting

October 13, 2014

Midland Public Schools' Board of Education

A Regular Meeting of the Board of Education of Midland Public Schools was held Monday, October 13, 2014, beginning at 7:00 PM in the Midland Public Schools Administration Center, 600 E. Carpenter Street, Midland, Michigan. In accordance with the requirements of the Revised School Code, MCL 380.1 et. Seq. effective July 1, 1996, and the policies established by the Midland Public Schools' Board of Education.

1. CALL TO ORDER/ROLL CALL

Board Members Present: President Wasserman, Vice President Brandstadt, Secretary Gorton, Treasurer Kaminski, Member Baker, Member Singer

Absent: Member McFarland

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

Visitors present: 18 guests/citizens

2. CONSENT AGENDA

Brandstadt/Singer moved that the following Consent Agenda items be approved.

2. 1. Approval of Regular Meeting Minutes from September 8, 2014
2. 2. The following persons were recommended for employment for the 2014-15 school year effective as of the dates indicated:
 - Emily A. Hockemeyer, Language Arts Teacher (.7), Northeast Middle/Dow High, September 2, 2014
 - Katherine L. Kret, 2nd Grade Teacher (1.0), Carpenter Street, August 26, 2014
 - Elizabeth Lower, 3rd Grade Teacher (.5), Siebert Elementary, August 26, 2014
2. 3. The following staff members announced their resignation effective as of the dates indicated:
 - Kevin Albrecht, Paraprofessional, Midland High, October 7, 2014
 - Jeri Ashworth, Paraprofessional, Carpenter Street School, September 2, 2014
 - Becca Chauvette, Paraprofessional, Eastlawn Elementary, September 19, 2014
 - Brandi Coyer, Paraprofessional, Midland High, August 31, 2014
 - Jeffrey Hayes, Manager, Central Auditorium, October 19, 2014
 - Denise Helling, Paraprofessional, Dow High/Midland High, October 21, 2014
 - Kelsey Horner, Paraprofessional, Eastlawn Elementary, September 17, 2014
 - Erin Messner, Paraprofessional, Eastlawn Elementary, August 30, 2014
2. 4. Replacement Classroom Projectors
 - Administration requested approval to deliver a purchase order of \$49,050 to low

bidder Alternative View of Sanford, MI for 75 Epson PowerLite 955w projectors to replace failing classroom projectors across the district. These projectors are out of warranty and are costly to repair and maintain. The new projectors come equipped with an HDMI input and support a higher native resolution as well as a 16:10 aspect ratio. While replacement bulbs for the existing NEC projectors cost \$299, bulbs for the Epson are priced at \$99. Each machine will be covered by a five-year extended warranty as stated in bid #14-0005. These replacement units are part of the 2014-2015 Technology budget.

2. 5. Approval of the payment of school system's bills for the months of July and August 2014, as listed in the check register prepared by Ms. Laux, in the total amount of \$10,384,533 was recommended. The distribution of obligations, by fund, was included in the documentation.

2. 6. Legal Invoices for Payment

Approval was requested to authorize payment for the following invoices for professional legal fees:

Secret Wardle, \$522.82, September 9, 2014

Thrun, \$48.00, September 30, 2014

Motion carried unanimously.

3. REQUESTS TO ADDRESS THE BOARD

No hearings were requested.

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

4. 1. Mr. Sharrow recognized the two October 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.

- Dr. Kristi Hainstock, School Psychologist
- Mr. Gary Siebert, Workstation Technician

Congratulations to these very deserving MPS staff members.

4. 2. Chestnut Hill Principal, Tracy Renfro, Adams Principal, Linda Lipsitt, IB PYP Coordinators, Robin Harshman-Rogers and Ellen Flegenheimer-Riggle, spoke about the International Baccalaureate Primary Years Programme: Where we have been and where we are headed

- Four MPS elementary buildings have completed their first year in the IB PYP—Adams, Chestnut Hill, Plymouth and Woodcrest. These four buildings are in their second year of the process and are now official Candidate Schools.
 - These four buildings have now been assigned an IB PYP consultant from whom they receive 20-hours of remote time (e-mail, skype, conference calls, etc.) as well as a two-day visit at each school. During the consultant’s visit, they will meet with staff and families to continue to construct the building action plan in preparation for applying for authorization in October of 2015.
- The three remaining MPS elementary buildings—Carpenter, Eastlawn, Siebert—are in their first year of the IB PYP application process.
- Ms. Harshman-Rogers and Ms. Flegenheimer-Riggle spoke about the IB-PYP

journey and the schools' essential agreements; learner profiles; inquiry-based instruction; five essential elements—knowledge, concepts, skills, attitudes, action; Programme of Inquiry (POI); and next steps on the IB PYP journey.

- This exciting program is “Uniting Us in a Common Purpose”

5. CURRICULUM, INSTRUCTION AND ASSESSMENT

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

5. 1. The “Curriculum, Instruction and Assessment Study Committee Report” was read aloud by Mrs. Lynn Baker. The meeting was held on September 22, 2014 at the Administration Center. Members present were Lynn Baker (chair), Scott McFarland, Pamela Singer, Mike Sharrow, Gary Verlinde, and Brian Brutyn

Curriculum Office Reorganization

Brian Brutyn shared a flowchart describing the reorganization of the curriculum office structure and personnel. Subject-specific administrators have been replaced with administrators in charge of levels (Elementary, Secondary, Career & Graduation, and Auxiliary). The administrators are supported by Teacher Leader I's and Teacher Leader II's that are level and content specific. Office Professionals and Administrative Assistants were realigned accordingly.

2013-2014 MPS Data Review

MEAP and MME Trends

- *A presentation of 2013-2014 MEAP and MME scores by Brian revealed that the historical trend of significantly outpacing state averages by 10 – 25% (app.) across grade and content levels continued.*

Accountability Scorecards

- *Brian shared MDE Accountability Scorecard data with the group. Major data points presented included the following:*
 - *9 MPS Schools were given a yellow rating; 2 (Adams and Carpenter St.) received a lime rating.*
 - *Individual subject area score cards revealed that MPS performed beyond proficiency target goals in every 'all students' category. Specific focus on subgroup proficiency targets that were not met will be a top priority through the 2014-2015 school year.*

Top to Bottom/Focus Schools

- *As a part of the data presentation, Brian reviewed annual Top to Bottom rankings. MPS had 3 schools above the 90th percentile, 4 between the 80th and 90th percentile, 2 between the 70th and 80th percentile, 1 between the 60th and 50th percentile, and 1 between the 40th and 50th percentile.*
- *This is the third year of the MDE determining and labeling schools as Reward, Focus, and Priority schools. For the 2014-15 year, Carpenter St. Elementary and Midland High School were determined to be Focus Schools reducing the number of identified Focus schools from 5 in 2012-2013 to 2 in 2014-2015.*

Special Note:

- *Significant changes coming to the state assessments were briefly discussed.*
 - *The changes are scheduled to be reviewed at the November CIA meeting once details become more readily available from the MDE*

Curriculum Goal/Initiatives:

- *Brian reviewed established goals and initiatives for the Curriculum Division for the 2014-2015 school year.*

Topic Ideas and Places to See

The committee brainstormed possible topics and places to visit for future committee meetings. Suggestions given included:

- *Reviewing STEM related programming within MPS*
- *Learning about and visiting Post-Secondary programming at the Community Center*

Adjourn: 3:10 p.m.

6. FINANCE, FACILITIES AND OPERATIONS

Study Committee Chair: Dr. Kaminski; Staff Resource Person: Mr. Cooper

6. 1. The "Finance, Facilities and Operations (FFO) Study Committee Report" was read aloud by Mrs. Angela Brandstadt. This meeting was held on September 23, 2014 at the Administration Center. Members present were G. Wasserman, A. Brandstadt, M. Sharrow, G. Verlinde, R. Cooper. Member absent: Dr. J. Kaminski
Mr. Sharrow shared recent work done by French Associates, architectural firm, and Barton-Malow, construction management firm, on the possible February bond ballot proposal to upgrade and update MPS facilities. The committee studied the scope of possible bond work across the district and considered various bond financial scenarios. Work will continue in preparation for a meeting with the Michigan Department of Treasury on October 15, 2014.
6. 2. The following gifts, which total \$12,229.19 were received and processed:
\$2,860.05 from Midland Kiwanis Foundation for Eastlawn Elementary WeDo Lego Education Program
\$ 200.00 from an anonymous donor for Siebert Elementary programs
\$ 500.00 from Mr. and Mrs. Aaron Oberlin for Midland High Student Positive Outcomes Program
\$ 902.00 from H. H. Dow High School Athletic Booster Club for soccer program
\$ 209.94 from H. H. Dow High School Athletic Booster Club for volleyball program
\$ 1,500.00 from H. H. Dow High School Athletic Booster Club for varsity sports
\$ 1,000.00 from Mr. and Mrs. Alan Ott for H. H. Dow High School debate program
\$ 1,000.00 from Rollin M. Gerstacker Foundation for H. H. Dow High School debate program
\$ 2,290.20 from Memorial Presbyterian Church for Carpenter Street School programs
\$ 400.00 from Jefferson Music Parents Association for Jefferson theater equipment
\$ 400.00 from Jefferson Parent Advisory Committee for Jefferson theater equipment
\$ 369.00 from the Eastlawn Elementary School Supplementary Education Endowment Fund at the Midland Area Community Foundation for science equipment
\$ 598.00 from the MEEMIC Foundation for the Future of Education for Midland High Math Department mosaic tiling

6. 3. An equipment trailer was donated to the Dow High School Music programs by the H. H. Dow High Music Booster Club, numerous anonymous donors and the following sponsors: Bob and Cathy Wisler, The Bouck Family, The Bruneau Family, Greystone Homes, B+B Marketing Communications, Jones and Jones D.D.S. P.C, Dana and Janine Livingston, Northwood University, Davis and Davis Orthodontics, Roth Cleaners, Drs. Leslie Schutz and David Bortel, The Keptner Family, Gary and Abbie McGuire, The Ludington Family Foundation, Herter Music Center, The Ungerleider Family, The Sloggett Family, Torsten & Andrea Kraef.

6. 4. For Action

Singer/Brandstadt moved for approval of the following gifts totaling \$18,641.14
\$ 5,340.00 from H. H. Dow High School Athletic Booster Club for the cross country program

\$13,301.14 from an anonymous donor for Node chairs for Northeast 6th grade classrooms

Motion carried unanimously.

6. 5. Brandstadt/Gorton moved for approval of the following item: Stop Loss Insurance Coverage

At its August 28, 2000 meeting, the Board approved a switch to ConnectCare medical and prescription benefits effective November 1, 2000. The switch moved the district from an indemnity (monthly premium) plan to self-insurance, whereby Midland Public Schools provides all funds for payment of claims.

To protect itself against catastrophic claims on both a specific (individual) and aggregate basis, the district purchases stop loss insurance. As of October 1, 2014, stop-loss payments since 2000 total \$1,781,323.86.

Bids for the 2014-15 insurance year were solicited by Key Benefits Administration/ConnectCare, the district's third party administrator. Munich Re, one of the world's leading reinsurers, was the only bidder. The table provided showed the 2013-14 rates and the proposed rates for 2014-15.

Accordingly, the administration recommended the purchase of medical stop loss insurance from Munich Re, for the twelve-month period beginning November 1, 2014.

Motion carried unanimously.

7. HUMAN RESOURCES

Study Committee Chair: Mr. McFarland; Staff Resource Person: Mr. Verlinde

7. 1. The "Human Resources Study Committee Report" was read aloud by Mr. Scott McFarland. This meeting was held on October 9, 2014 at the Administration Center. Members present were Scott McFarland (chair), Lynn Baker, Yvonne Gorton, Michael Sharrow, Gary Verlinde, Cynthia Marchese

Legal Update: Mr. Verlinde informed the committee of a pending law suit.

Workers Compensation Case: Ms. Marchese updated the committee on a workers compensation case.

Internal Staffing Report for 2014-2015: The 2014-15 Internal Full-Time Equivalent (FTE) Staffing Report was reviewed. This document reflects the staffing levels for the current school year and the previous four school years. Overall, the District is down 33.39 total FTE from 2013-14.

MCESPA Grievance: Ms. Marchese informed the committee of a grievance.

Negotiations: The District will be negotiating with the three affiliated groups (MCEA, MCESPA and MFP) this school year. All of the contracts expire in 2015.

7. 2. The following staff member announced her retirement effective as of the date indicated: Sandra Nava-Moreno, Paraprofessional, September 29, 2014
7. 3. The Board and staff extended their deepest sympathy to the family of Mrs. Charmond Lee Evans, who passed away on September 26, 2014. Mrs. Evans began her employment with Midland Public Schools in 1966. Her entire MPS teaching career was spent at Adams Elementary. Mrs. Evans retired in 1987.

8. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION

8. 1. For Information--Letters from the Board of Education or the school system to
Midland Area Community Foundation
Woodcrest Elementary Office Fund
Chestnut Hill Elementary School PTO
H. H. Dow High School Athletic Booster Club
Kiwassie Kiwanis Foundation

9. 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.

October 20, 2014 (Special Meeting)

November 10, 2014

November 24, 2014 (Special Meeting)

December 8, 2014

10. 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.

10.1 Board members expressed their ...

- sincere thanks to our very generous gift donors this evening for their support.
- congratulations and best wishes to this month's Shining Stars—Kristi and Gary.
- invitation to the MPS Fiesta on Friday, November 7 from 6:30-9:00 at Central. Come and enjoy a fun evening of Hispanic customs, dance, foods and crafts.
- praise for the costuming, sets and acting of the MHS drama students in their recent

performances of *The Great Gatsby*. It was a great event.

- appreciation for last week's Band Showcase. What a great event for local high school bands to showcase their musical talent and creativity.
- appreciation for the enthusiasm shown in the student sections at MPS sporting events this year.
- thanks to Mrs. Lipsitt, Mrs. Renfro, Mrs. Flegenheimer-Riggle and Mrs. Harshman-Rogers for their enlightening IB PYP presentation this evening. It is exciting to learn about the International Baccalaureate Primary Years Programme journey in our elementary schools.
- anticipation for the high school soccer teams who are heading into districts tonight.
- admiration for H. H. Dow High's new vision statement—"To be the best high school in Michigan."
- appreciation to the League of Women Voters of the Midland Area and AAUW Midland Branch for hosting the recent Board of Education Candidate Forum.
- encouragement for voters to vote in the November 4 election, which includes the District's operating millage. This millage is a renewal—a Zero tax increase; it is an essential millage for our schools. We appreciate our community's support.
- anticipation for the November 4 election. Good luck to those running for Board of Education seats.

10.2 Announcements from Superintendent Sharrow

- Thank you to the Midland League of Women Voters and American Association of University Women who did a wonderful job with the recent Board Candidate Forum. The Board candidates answered the questions well. It was a pleasure to listen to the candidates as they articulated making decisions based on doing the right things for our schools and students. It is a pleasure to see our two board hopefuls in tonight's audience.
- February bond proposal Update: We have a meeting with The Michigan Department of Treasury on Wednesday of this week. We look forward to giving more details about this proposal once we are allowed to do so after final approval is received from the Department of Treasury. To comply with State bond application timeline regulations, a special Board meeting is scheduled for Monday, October 20, for board approval of the Preliminary Qualification Application for the February 2015 Bonding Proposal.
- As you may remember, we had a number of students come and address the board at the end of the last school year regarding including Martin Luther King Jr. Day as a student holiday. The students did a similar presentation to the District/MEA calendar committee recently. A final decision has yet to be made for the 2014-15 MPS calendar; however, MLK day will certainly be looked at for consideration by the calendar committee for 2015-16.
- A Letter of Agreement was signed to remove an outdated salary schedule that is very similar to another MPS salary schedule. This is an adjustment to today's standards set by the State of Michigan going forward.
- We will be bringing our annual summer tax resolution to the Board for action in November. Moving forward, we may want to consider collecting 100% of the taxes

in the summer, instead of 50% in the summer and the remaining 50% in the winter as has been past practice. This would not mean any additional taxes for our taxpayers, however, by collecting 100% in the summer, it would assist us with our cash flow during the month that we do not receive a school aid payment from the State of Michigan. If we do decide to pursue this, we would want to give our tax payers a great deal of notice so they can plan accordingly.

- The Dow High music program's beautiful new trailer is another great example of our wonderful community partnerships--donations from many people made this beautiful trailer possible.
- The fall count day was Wednesday, October 1. We are still looking at the numbers and will give you a report once the numbers are audited and checked. Initial figures indicate that we will be over the anticipated student count we used for 2014-15 budgeting.
- Because of a scheduling conflict of a Board member, beginning in January 2015 we are proposing changing the Board meeting dates to the 1st and 3rd Mondays when two meetings are required in a month, and to the 3rd Monday when one meeting is required. If there are no conflicts by other board members, these dates will be voted on at the January Organizational Meeting.

11. **ADJOURNMENT**

The meeting was adjourned at 8:07 p.m.

President: _____ Vice President: _____
Gerald Wasserman Angela Brandstadt

Approved by the Board of Education on November 10, 2014.

C. Young