

Minutes of Budget Workshop and Regular Meeting

April 17, 2017

The Board of Education Midland Public Schools

A Budget Workshop of the Board of Education of Midland Public Schools was held Monday, April 17, 2017, beginning at 6:30 PM in the Midland Public Schools Administration Center, 600 E. Carpenter Street, Midland, Michigan.

1. CALL TO ORDER: ROLL CALL--6:30 P.M.

Board Members Present: President Brandstadt, Vice President Singer, Secretary McFarland, Treasurer Frazee, Member Baker, Member Blasy, Member Fredell

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

16 audience members were present for this meeting.

2. REQUESTS TO ADDRESS THE BOARD REGARDING BUDGET WORKSHOP

No budget hearings were requested.

3. BOARD DISCUSSION AND PRIORITIZATION FOR 2017-18 GENERAL FUND BUDGET

3. 1. Mr. Cooper presented information regarding the proposed 2017-18 budgets from the Governor, Senate and House; the recent history of the Midland Public Schools' Fund Balance; and information from State Bulletin 1014 showing how Midland Public Schools' ranked by selected financial data compared to the 841 school districts in the State of Michigan. Mr. Cooper then discussed the following financial information.

2016-17 General Fund Snapshot			
	2016-17 (Original)	2016-17 (Revised)	Change
2016-17 Budget Revenues	78,736,798	80,076,008	+1,339,210
2016-17 Budgeted Expenditures	77,675,967	78,998,166	+1,322,199
Surplus (at time of budget adoption)	1,060,831	1,077,842	
Expected budget variance (1%)	+776,760	+789,982	
Anticipated Shortfall/Surplus	1,837,591	1,867,823	
Anticipated Bund Balance June 30, 2017	10,422,299	11,588,958	
% of expenditures	13.4%	14.7%	

Mr. Cooper discussed revenue/grant and expenditure factors in the general fund budgeting.

Projected Major Changes in 2017-18 SY			
Revenue Changes			
Student Enrollment 7,629	-63	\$ (529,263.00)	Senate
Increase in Foundation Allowance/Student	\$ 50.00	\$ 381,450.00	\$ 76,290.00
	TOTAL:	\$ (147,813.00)	\$ (452,973.00)

<u>Expenditure Changes</u>			
Employee Steps/Lane Changes		\$ (734,000.00)	
Salary increase 1%		\$ (520,000.00)	
Medical Costs (if no changes)	9%	\$ (495,000.00)	
Non-Teaching Staff Additional Costs		\$ (59,400.00)	
Fully funding Teacher Health Savings Acct.		Already in this year's budget	
Guest teacher increases		\$ (48,000.00)	
Early retirement Incentive		\$ 920,000.00	savings
Budget Surplus Protection		\$ (340,000.00)	
Funding HSA to \$300/\$600		\$ 86,000.00	savings
Copier lease		\$ 360,000.00	savings
Categorical-Assumption No Change		\$ -	
End of Year 2017-18	TOTAL:	\$ (830,400.00)	

If major budget changes above are implemented in 2017-18, MPS anticipates a balanced budget for the 2018-19 school year.

Next Steps – the 2017-18 budget will be presented officially on

- June 12, 2017 – Budget Hearing
- June 26, 2017 – Budget Adoption

Board members discussed future implications of the information presented at this evening's budget workshop.

4. **ADJOURNMENT**

Meeting was adjourned at 7:10 p.m.

President: _____ Secretary: _____
 Angela Brandstadt Scott McFarland

Approved by the Board of Education on:

 C. Young 16-May-2017

-- Four Minute Break was held during this time --

5. **REGULAR MEETING CALL TO ORDER: ROLL CALL at 7:14 p.m.**

Board Members Present: President Brandstadt, Vice President Singer, Secretary McFarland, Treasurer Frazee, Member Baker, Member Blasy, Member Fredell

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

33 audience members were present for this meeting.

6. **CONSENT AGENDA**

McFarland/Singer moved for approval of consent agenda items.

6. 1. Approval of the Regular Meeting Minutes from March 20, 2017.
6. 2. The following person was recommended for employment for the 2016-17 school year:
 - ◇ Kaycee Dammann, 1.0 Mathematics Teacher
6. 3. Tenured teacher, Elizabeth Daniels, requested a leave of absence for the remainder of the 2016-17 school year.
6. 4. The District Staff/Curriculum Development Committee recommended 15 proposals for Board consideration at the March 20, 2017, Board meeting. All proposals were reviewed and prioritized by the Committee. The administration recommended approval at this meeting. These proposals will be implemented based on the available funding as approved in the 2017-18 budget. Total: \$158,633
 - ◇ PYP Collaboration Phase 1, \$11,820
 - ◇ K-5 Science Alignment, \$7,378
 - ◇ K-12 Music Curriculum Review, \$13,893
 - ◇ Co-Teacher Training & Support, \$18,094
 - ◇ Elementary Google Training, \$23,810
 - ◇ NE Guaranteed and Viable Curriculum, \$11,523
 - ◇ Proficiency Scales & Assessment, \$16,425
 - ◇ Middle School Math 5th to 6th Grade Transition, \$3,619
 - ◇ Health Curriculum Review and Revision, \$7,360
 - ◇ MHS Math .2 Algebra and .2 Geometry, \$9,508
 - ◇ PYP Collaboration Phase 2, \$11,586
 - ◇ Middle School Science, \$7,351
 - ◇ Consultation Teams, \$4,213
 - ◇ Psychologist Work Group, \$4,605
 - ◇ Dow High ELA 9.3, \$7,448
6. 5. Bids were requested for waste and recycle dumpster services. Administration recommended the approval of a three-year contract for waste and recycle dumpster services to the low bidder Republic Services, Pinconning, Michigan.
6. 6. A letter was submitted from the Board's auditors, Yeo & Yeo, P.C., outlining the firm's plans and procedures for auditing the district's books for the 2016-17 school year. Yeo & Yeo was selected four years ago following a request for proposal that was issued on behalf of local districts by the Clare-Gladwin Regional Education Service District. Based on the preliminary figures from Yeo & Yeo, the estimated fee will be \$28,000 including one major program as part of the single audit. Yeo & Yeo has been the Board's auditors since 1972-73.

The total fees for the audits for the last five years have been:
2011-12 \$26,660; 2012-13 \$25,600; 2013-14 \$26,200; 2014-15 \$26,800; 2015-16 \$27,400
6. 7. Approval of the payment of the school system's bills for the month of March 2017, as listed in the check registers prepared by Ms. Holderby in the amount of \$11,030,972 was recommended. The distribution of obligations by fund, was included in the documentation.
6. 8. Approval was requested to authorize the following legal payments:
 - ◇ Lusk Albertson, \$98.00, April 5, 2017, Professional Legal Fees
 - ◇ Thrun, \$3,635.74, March 30, 2017, Professional Legal FeesMotion carried unanimously.

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

7. 1. Mr. Sharrow recognized the two April 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.

◇ Nicole Lloyd, Title 1 Paraprofessional at Plymouth Elementary School

◇ Sandy Justus, Life Management Teacher at Northeast Middle School

7. 2. Lori Pritchard, JCC Supervisor of Educational Programs and several former JCC program participants shared testimonies of personal, educational and professional success, entitled: My JCC Experience. The Juvenile Care Center is celebrating their 20th anniversary this year.

There are two programs within JCC:

- Day Treatment: Students at JCC from 7:30 am to 7:30 pm.
- Detention: Maximum security treatment center

Students do a combination of on-line and face-to-face coursework and then individualize the learning program required for students to retrieve credits needed for graduation. To get out of either program, the student must be adjudicated.

Ms. Pritchard talked about the external and internal assets of the 40 Developmental Assets identified by The Legacy Center for Community Success that the JCC staff work through with the students. Ms. Pritchard then discussed the tools they use and the dedicated community partners with whom they collaborate and utilize to assist the students in the program.

Joleen, Charlie, Kayla, Ava spoke about their personal experiences at JCC and how the JCC gave them a great support system and the tools they needed to be successful. They applied their JCC experiences to their current life and then looked ahead to the future. They shared through their JCC experience, they gained confidence and the tools to be successful through perseverance, strength, resilience and much more. They thanked the dedicated JCC staff for the tools they received.

Board members asked questions of the former JCC students and commended them for their journey and successes and wished them all the best in their future.

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

8. 1. Fredell/McFarland moved for approval of the following item:

Over the past several months, French Associates has worked with Central Park Elementary Principals to identify the furniture needs for the new building. Along with the Principals, French Associates met with selected building staff and MPS Administration to develop a furniture needs list per grade level and space, with specific attention to how these furnishings would support the curriculum. The process of selecting furniture was detailed and thorough. The manufacturers involved in the process offer purchasing through national contracts, which ensures that the owner will get the specific products selected at the price negotiated through the national agencies' competitively leveraged solicited contracts. This approach ensures that the time invested by all will produce the expected result, both in quality level and cost, without the variance that sometimes comes with bidding.

The furniture will be purchased in the following three phases:

◇ Phase One includes all general classroom, STEM labs, Makerspaces and Resource Room furniture, which will be provided by VS America totaling \$574,334.96.

◇ Phase Two includes Art Room, Music Room, Media Center and Gateway furniture and will be provided by Mien and purchased through the exclusive distributor Dew-El totaling \$107,658.30.

◇ Phase Three will be forthcoming and will include the Main Office, Cafeteria and a small number of miscellaneous spaces. These will be provided by Trendway and Sico.

Administration recommended the Phase One furniture purchase from VS America and the Phase Two purchase from Dew-El. These purchases will total \$681,993.26.

Motion carried unanimously.

9. **REQUESTS TO ADDRESS THE BOARD:** No hearings were requested.

10. **CURRICULUM, INSTRUCTION AND ASSESSMENT**

Study Committee Chair: Pam Singer; Staff Resource Person: Mr. Brutyn

10. 1. The “Curriculum, Instruction and Assessment (CIA) Study Committee Report” from the March 20, 2017 meeting was read aloud by Ms. Pam Singer, Chair

Members present: Pamela Singer (*chair*), Lynn Baker, Mary Fredell, Mike Sharrow, Brian Brutyn; Guests Present: Lou Ann Bensinger, Mary Laures, Penny Miller-Nelson, Chris Sabourin

Staff Development Proposals: *Curriculum Office Administrators shared information with the committee on the staff development process and the staff development proposals that were submitted for consideration. The 15 proposals addressed a diverse array of subjects from continued Google Applications training to co-teaching best practices. Several proposals focused on initiatives targeted at closing the achievement gap. These proposals will be brought to the March Board of Education meeting for public examination and to the April Board of Education meeting for action. Implementation will be based on the available funds in the 2017-18 budget.*

Blended/Online Learning Audit: *MPS was notified in mid-March that our Blended/Online learning programs will be audited before Spring Break. Chris Sabourin and Dave Dziedzic are currently leading a team of staff members preparing for the visit.*

11. **FINANCE, FACILITIES AND OPERATIONS**

Study Committee Chair: Patrick Frazee; Staff Resource Person: Mr. Cooper

11. 1. The “Finance, Facilities and Operations (FFO) Study Committee Report” from April 10, 2017 was read aloud by Mr. Patrick Frazee, Chair

Members Present: A. Brandstadt, P. Frazee (chair), P. Singer, M. Sharrow, R. Cooper; Guests Present: Daryl Dombrow of Barton Malow

1) Bond Work Update: *Mr. Dombrow of Barton Malow provided a general construction update on the bond projects at Central Park Elementary, Auditorium, Woodcrest, Plymouth, and Secure Entries. The pending purchase of Central Park furniture was discussed including the use of nationwide cooperative State bid pricing.*

2) Finance: *Mr. Cooper and the committee reviewed the February financial reports. Additional topics discussed by the committee were the renewal of the building cleaning contract with EnviroClean, the audit engagement letter with Yeo & Yeo for 2016-17, and remaining employee groups and their compensation/benefits for 2017-18.*

11. 2. For Information: Gifts totaling \$12,575.00

◊ \$1,700.00 Athletic Equipment/Supplies from Jefferson Parent Advisory Committee

◊ \$ 500.00 for Northeast Head-to-Head Program from Chemical Bank

◊ \$ 50.00 for Plymouth science supplies from Laura McGuire in memory of former Plymouth Science Teacher, James Nelson

◊ \$1,000.00 in support of Dow High's Model UN-International Student Activities from Mr. and Mrs. Torsten Kraef

◊ \$4,725.00 for Eastlawn Summer SMEK Camp from Midland Kiwanis Foundation
From Midland Area Community Foundation:

◊ \$4,000.00 in support of Dow High DECA and Midland High BPA events from the Dorothy O. Minikel Business Education Endowment Fund

◊ \$ 600.00 for Chestnut Hill teacher supplies from Robert and Barbara Stoppert Recognition Endowment Fund

11. 3. Singer/Fredell moved for approval of the following gifts totaling \$19,707.28

◊ \$6,207.28 for whiteboard skins from Northeast Middle School Booster Club

◊ \$7,000.00 for transportation, music, instruments, and equipment from Dow High Music Booster Club

◊ \$6,500.00 for Chemic Challenge from Kennylou Wold Educational Fund at the Midland Area Community Foundation

Motion carried unanimously.

12. CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION

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

- ◇ H. H. Dow High All Sports Boosters
- ◇ FIRST -- Great Lakes Bay Region
- ◇ Kiwassee Kiwanis
- ◇ Mr. and Mrs. Michael Murphy
- ◇ Jefferson Parent Advisory Committee
- ◇ Chestnut Hill Elementary School PTO
- ◇ Siebert Elementary School PTO
- ◇ Plymouth Elementary School PTO

12. 2. For Information: Letters to the Board of Education from:

- ◇ FOIA request from SecureCom requesting bid submissions relative to District-wide secure entries and video surveillance
- ◇ FOIA request from SmartProcure requesting purchasing records from January 6, 2017, to present

13. 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:

- ◇ May 15, 2017
- ◇ June 12, 2017
- ◇ June 26, 2017
- ◇ July 17, 2017
- ◇ August 21, 2017
- ◇ September 18, 2017
- ◇ October 16, 2017
- ◇ November 20, 2017
- ◇ December 18, 2017

14. 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.

14. 1. Board Members expressed their ...

- appreciation to Ms. Pritchard and the former JCC students who spoke this evening about the Juvenile Care Center. It was wonderful to hear about the importance of the 40 Developmental Assets and how the team at the JCC and Judge Dorene Allen have impacted these students. This team looks for what kids are lacking in their lives and designs the individual student's program around it. The JCC staff works closely with our community partner groups--all with the same common goal, the very best for kids. A board member recalled the controversy and concern with the inception of the JCC and here we are 20 years later. It is remarkable to see what their vision has produced.
- thanks to the staff members who will be involved this summer in developing the proposals to help close that achievement gap.
- kudos to the crafts who are working hard on the construction of Central Park Elementary. The trades are doing an outstanding job on this building. It is a clean, safe, impressive construction site. It is very evident the trades are taking pride in their work.
- congratulations to Margaret Doan who has been named the permanent Plymouth Elementary principal and to Jeff Lauer for taking the leadership role in the new PATHS (Personalized Learning Through High School) program for high school students seeking an alternative path to a high school diploma.
- appreciation to Bob Cooper for this evening's budget workshop. Thank you for making it easy to understand. Appreciation for all of the work that has been done so the budget is as healthy as it appears tonight. We are cautiously optimistic.
- congratulations to our two April Shining Stars—Sandy Justus and Nicole Lloyd--who were recognized this evening.
- excitement that MHS is performing Shrek this weekend at Bullock Creek. We are excited that next year they will performing at our own auditorium.
- one board member expressed her excitement for the opportunity to judge at the recent Robotics competition at Dow High a few weeks ago. Huge congratulations to the DHS and MHS teams who have qualified for the world championships in St. Louis in a couple of weeks. One Dow High student was nominated for the Dean's award and is now one of 14 who will go on in the competition.

14. 2. Announcements from Superintendent Sharrow

2018 High School Graduation--Based on the survey results from our community, we are now ready to move forward with the announcement that our Class of 2018 Graduation ceremonies will be held at Dow Diamond. With the Loons 2018 Dow Diamond schedule, our graduation date options were a bit limited but believe we have found a good date—Thursday, May 24--the Thursday before Memorial Day weekend. Mr. Sharrow discussed the reasons MPS believes this will be a good date for the 2018 ceremonies and spoke about the logistics of holding our graduations in this beautiful venue. Graduation times would be approximately three hours apart in order to hold the ceremony and allow enough time to have people leave and enter (5:00 pm and 8:00 pm possibly). After the ceremony, students would report back to their school to pick up diplomas and take pictures at the school. By noon on graduation day we will make a call whether the ceremony will be held inside or outside. If there is any inclement weather risk, we will generally decide to go inside. We will set up each gym the night before with our stage and chairs in case we need to go inside. This change to MPS graduation is on a one-year trial and then we will review for future ceremonies.

2017-18 School Calendar—We just received word that the MCEA membership is not willing to change their calendar to start the 2017-18 school year a week early. Since it has to be a County-wide waiver, the decision also affected the other three County Districts. We will look at a before Labor Day start waiver again for the 2018-19 school year, keeping in mind that an approved waiver would be for three years.

Central Park Outdoor Learning Environments—Board members received a list of the generous people who donated to the Midland Area Community Foundation for the Central Park Elementary Outdoor Learning Environments. If you know people on the list, please reach out to them and thank them for their generosity. The community support was truly amazing realizing that these funds were raised in just a few short months. We are very excited to see these outdoor learning environments come to fruition.

Alternative CTE and Blended High School--Midland Public Schools is moving forward with our plans to develop another avenue to serve our at-risk high school students. Each year we send a number of our high school students to alternative diploma and GED programs in our community. We would like to prevent that and give them an opportunity to complete their MPS diploma. Jeff Lauer has been named the Principal of new PATHS (Personalized Learning Through High School) program that will blend individualized on-line learning with a Career and Technical Education (CTE) component. This will give the student the opportunity to have a good portion of their day in a hands-on curriculum that is of particular interest to them and potentially geared to a future career focus. We are looking at holding this program in the Midland High Annex.

15. **ADJOURNMENT**

Meeting was adjourned at 8:31 p.m.

President: _____ Secretary: _____
Angela Brandstadt Scott McFarland

Approved by the Board of Education on:

C. Young 15-May-2017