

*Our Mission:*

*Educating and inspiring each student to navigate  
successfully in a global community.*

EAST GRAND RAPIDS PUBLIC SCHOOLS  
Kent County, Michigan

**REGULAR Meeting of the East Grand Rapids Board of Education**

James E. Morse Administration Center at Woodcliff,

2915 Hall SE, East Grand Rapids, MI 49506 Phone 616-235-3535.

**Monday, June 11, 2007**

**Community Board Room**

**7:00 p.m.**

**MINUTES**

The REGULAR MEETING of the East Grand Rapids Public Schools Board of Education, Kent County, Michigan, was held on Monday, June 11, 2007 in the Community Board Room of the James E. Morse Administration Center at Woodcliff, 2915 Hall Street SE, East Grand Rapids, MI 49506.

**Board of Education:**

**Present:** Mr. Charlie Denton, Mrs. Stacy Trierweiler, Mrs. Beth Lent, Mr. Joe Camp, Mrs. Julie Ridenour, and Mrs. Diane Bok

**Administration:** Dr. Sara Shubel, Mr. Kevin Philipps, Ms. Jeanne Glowicki, Mrs. Jann VanAirsdale, Mr. Larry Fisher, Mrs. Jenny Fee, Mr. Peter Stuursma, Mr. Mark Tompkins, Mr. Doug Jenkins, Mrs. Linda Kehm, and Mr. Kris Vydareny

**Absent:** Mr. Steve Edison

**Meeting Called to Order**

Mr. Denton called the meeting to order at 7:00 p.m. He announced the addition of item 4C to the agenda - Recognition of the EGR Lacrosse State Championship team.

**Acknowledgment of Guests** - None

**Public Comments** - None

Mr. Denton thanked Mr. Vydareny for his service to East Grand Rapids Public Schools and wished him well in the future.

## REGULAR BOARD MEETING

June 11, 2007

Page 2

### Recognition of:

#### 2007 State Championship Boys Tennis Team

Dr. Shubel gave a brief statement and congratulated the boy's tennis team on their winning the 102<sup>nd</sup> state championship. Mrs. Lent and Mr. Robertson presented certificates to the members of the team. Coach Dave Wollerman said a few words about the team and the season.

#### 2007 State Champion 3200 Meter Girls Relay Team

Mr. Larry Fisher introduced each of the four girls on this team. Mrs. Lent, Mrs. Robertson and Dr. Shubel presented certificates to each of the girls.

#### 2007 State Championship Boys Lacrosse Team

Mr. Robertson, Dr. Shubel and Mrs. Trierweiler presented certificates to the members of the boys lacrosse team who captured the state championship over the weekend. This team took the 103<sup>rd</sup> state championship for East Grand Rapids Public Schools.

#### Retiring Board of Education Member: Mr. Charles M. Denton

Dr. Shubel thanked Mr. Denton for his service to the students and community over the last four years. She also expressed her appreciation to him for his support through this year. Other Board members also expressed appreciation to Mr. Denton and wished him well.

#### Board Secretary's Report Communications to and from the Board - Mrs. Trierweiler

Mrs. Trierweiler reported that the Board received a thank you card from Cassandra Rood (MS Social Studies) for the book placed in the Middle School library in memory of her grandmother and also thank you cards were received from Margaret Moleski, Sheila Preston and Nancy Erickson for the luncheon and gifts for their retirement.

#### EGREA President's Report - Mrs. Nancy McSkimming

No report this month.

### *Information Items*

#### EGR Public Safety Report - Chief Mark Herald

Chief Herald reported that the East Grand Rapids Public Safety Department feels school safety is one of their top priorities. He introduced Officer Mark Lindner who will be the new Liaison Officer between the schools and the Department of Public Safety. Chief Herald asked the Board to consider how the relationship between the schools and the Public Safety Department can be made stronger and meet the needs of the schools. He stated he has an open door for anyone who would like to visit or call with suggestions.

## REGULAR BOARD MEETING

June 11, 2007

Page 3

### Food Service Update - (Enclosure #8) Mr. Jeff Sisson

Mr. Philipps introduced Mr. Jeff Sisson, Director of Food Service. Mr. Sisson reviewed participation rates across the district, catering revenues, and he discussed ideas for the coming year regarding updating the catering menu, updating staff lunches and revamping the breakfast program for secondary buildings. He also discussed display cooking at the high school and the fact that a new ventilation system will be added to increase this type of cooking, providing more balanced choices to students through better offerings and he will be looking at points of service and ways to cut down on congestion, especially in the middle school and the high school.

### Facilities Update - Mr. Camp

Mr. Camp gave a brief update on the facilities. Today was the first day for demolition in the buildings and the crews took full advantage. District wide electronic systems are being installed. Breton Downs Elementary and Lakeside Elementary will have air conditioning in the buildings by the time construction is finished in the fall. At Wealthy Elementary there is construction being done to the doors, windows, gymnasium and set up for air conditioning which will be put in next summer. The Maintenance building at Wealthy is getting a face lift. At the Middle School new bleachers will be put in the gymnasium and it will remain open this summer as the High School gym will be shut down for construction. Air conditioning is scheduled to be installed during the summer of 2008 for the Middle School. The High School will have work completed this summer on locker rooms, science room additions as well as the gymnasium work. During the summer of 2008 air conditioning will be installed at the High School. The district website is being updated with information and photos will also be added to the site.

### First Reading of Revised Policy #7650 (Assessment Program) - (Enclosure #10)

Mrs. Bok reviewed the changes and noted that as a result in change in Michigan state law, the policy was reviewed and changed to be in compliance with both state and federal laws. As the state refines additional requirements, this policy will not have to be changed again to be in compliance with state requirements based on the generic State assessment language in the revised policy. This policy will come before the Board for a second reading and approval at the July 2, 2007 Organizational meeting.

### Action Items - Consent Agenda:

Background: In order to save time during the meeting, we are using a Consent Agenda. Items in the Consent Agenda include those that are considered routine or have been previously discussed by the Board of Education. Any Board Member may request to have any item removed for a separate discussion and vote.

REGULAR BOARD MEETING

June 11, 2007

Page 4

Recommendation: Motion to approve items in the Consent Agenda Numbers \_11\_ through \_16\_.

Approval of Minutes of REGULAR MEETING of 6/04/07 (Enclosure #11)

Approval of Payment of Bills for May 2007 (Enclosure #12)

Second Reading and Approval of Revised Policy #7600 (Promotion and Retention) (Enclosure #13)

The first reading of revised policy #7600 was on the June 4, 2007 agenda.

Second Reading and Approval of Revised Policy and Rules #7630 (Graduation Requirements) (Enclosure #14)

The first reading of revised policy and rules #7630 was on the June 4, 2007 agenda.

Second Reading and Approval of Revised Policy #7642 (Alternative Credit Options) (Enclosure #15)

The first reading of revised policy #7642 was on the June 4, 2007 agenda.

Second Reading and Approval of Revised Policy and Rules #7648 (Dual Enrollment and Credit) (Enclosure #16)

The first reading of revised policy and rules #7648 was on the June 4, 2007 agenda.

Mrs. Ridenour moved to approve Consent Agenda Items #11-16. Mrs. Lent seconded the motion. Motion passed 6-0.

**Other Action Items:**

Second Reading and Approval of New Policy #9380 (Use of Temporary Signs and Banners on District Facilities) (Enclosure #17)

The first reading of new policy #9380 was on the June 4, 2007 agenda.

Mr. Camp moved to approve new policy #9380 as recommended by the Policy Committee and the Superintendent. Mrs. Trierweiler seconded the motion. This policy may be looked at again at a later date for additional language on use of electronic signs. Motion passed 6-0.

Approval of 2007-2008 General Fund Budget (Enclosure #18)

The Board of Education is required to adopt a budget for the General Fund for 2007-2008 prior to June 30, 2007. Our process has been ongoing since last September. The Finance Committee has reviewed the final document.

Mrs. Lent moved to approve the 2007-2008 General Fund Budget as presented. Mrs. Bok seconded the motion. Mrs. Trierweiler mentioned that it is reprehensible for the state to

REGULAR BOARD MEETING

June 11, 2007

Page 5

demand that schools pass budgets without knowing what the State portion for the budget will be. Motion passed 6-0.

Approval of the 2007-2008 Budgets for Food Service and Athletics (Enclosure #19)

The State of Michigan requires adoption of separate budgets for Food Service and Athletics.

Mrs. Ridenour moved to approve the 2007-2008 Budgets for both Food Service and Athletics per Enclosure #19. Mrs. Trierweiler seconded the motion. Clarification of the reduced General Fund subsidy for athletics was provided by Mr. Philipps. Motion passed 6-0.

Approval of the 2007-2008 Budget for Debt Retirement (Enclosure #20)

The State of Michigan requires adoption of an individual budget for Debt Retirement.

Mrs. Ridenour moved to approve the 2007-2008 Budget for Debt Retirement per Enclosure #20. Mrs. Trierweiler seconded the motion. Motion passed 6-0.

Approval of the 2007-2008 Budget for the Sinking Fund (Enclosure #21)

The State of Michigan requires adoption of an individual budget for the Sinking Fund.

Mr. Camp moved to approve the 2007-2008 Budget for the Sinking Fund per Enclosure #21. Mrs. Lent seconded the motion. This will now include annual set aside funds for future artificial turf replacement, to be jointly funded with the City. Motion passed 6-0.

Approval of a State Aid Loan Resolution (Enclosure #22)

The district borrows annually from the State to ensure positive cash flow in the General Fund. This loan is required due to the fact that district State Aid payments do not begin until October.

Mrs. Ridenour moved to approve the attached resolution authorizing the district to borrow funds in anticipation of State Aid. Mrs. Trierweiler seconded the motion. Mrs. Bok agreed with the prior comments of Mrs. Trierweiler regarding the State making schools pass a budget prior to knowing what our funding would be and then forcing districts to borrow due to delayed funding. Motion passed 6-0.

Approval of 2007-2008 Non-Union Support Staff and Supervisory Personnel Salaries

The Superintendent recommends and the Personnel Committee supports a 2.75% increase for Non-Union support Staff and Supervisory Personnel for the 2007-2008 school year.

## REGULAR BOARD MEETING

June 11, 2007

Page 6

Mr. Camp moved to approve a 2.75% increase for Non-Union Support Staff and Supervisory Personnel as recommended by the Superintendent and supported by the Personnel Committee. Mrs. Lent seconded the motion. Motion passed 6-0.

### Approval of the 2007-2008 Administrator Salaries and Contracts (Enclosure #24)

The Superintendent and the Personnel Committee recommend the salaries and contracts for administrators as presented in Enclosure #24.

Mrs. Bok moved to approve the salary schedule and contracts as recommended by the Superintendent and the Personnel Committee. Mrs. Trierweiler seconded the motion. Motion passed 6-0.

### Approval of Salary for the Superintendent for 2007-2008 (Enclosure #25)

The Personnel Committee is recommending contract and salary provisions for the Superintendent per Enclosure #25.

Mrs. Trierweiler moved to approve the contract and salary provisions for the Superintendent as recommended by the Personnel Committee in Enclosure #25. Mr. Camp seconded the motion. Motion passed 6-0.

## Administrator Reports

### Superintendent

#### New Hires

Dr. Shubel updated the hiring process for various positions in the district. The Breton Downs principal position will be offered to one of the two final candidates this week. Mrs. Fee gave an up date on the Assistant Principal position at the High School. She stated that they received approximately 80 applications for this position. The High School administrators have screened 13 candidates and have narrowed the field down to 3 returning candidates for a final interview. She hopes to have a decision by the end of the week on this position. Dr. Shubel stated that all schools hope to have teacher hires completed by the end of this month.

#### Strategic Plan Update

Dr. Shubel announced that the current Strategic Plan cycle will come to an end this next year. She and Mrs. Glowicki will be meeting with Sister Carmelita Murphy, as facilitator, this summer to review a timeline to move forward with the next cycle.

#### Leadership Team Retreat

Beginning on Tuesday, the administrators will be meeting off-site for a two-day retreat. The theme for the retreat will be "Communication" and the theme will be carried over to staff at the beginning of school and throughout the year. The administrators will also discuss reflections on this past year and will have learning opportunities.

## REGULAR BOARD MEETING

June 11, 2007

Page 7

Dr. Shubel stated that her proposed Superintendent Goals for next year will be shared at July 2<sup>nd</sup> Organizational meeting.

Finally Dr. Shubel announced that the district received an unexpected gift today. Paul Collins, a local artist, gave the school an original work of art. It is a signed Gerald R. Ford mural which will hang in the Performing Arts Center. It is the same mural which hangs at the Gerald R. Ford Airport. Mrs. Trierweiler will write a thank you note to Mr. Collins.

Assistant Superintendent of Business - No further reports

Assistant Superintendent of Instruction

Gifted/Talented Update

Mrs. Glowicki reported that the last meeting for this group was in May. During that meeting the group celebrated the completion of the Gifted/Talented brochure. With this brochure there is now better communication for parents in the district regarding Gifted/Talented students and what the program offers. The committee also looked at levels of learners and how best to address the various needs of these students. Mrs. Glowicki shared that the group discussed the data process for G/T students and also the need to look at "red folders" and dialogue among teachers on how best to use the information. Future meetings will discuss parent support, resources for teachers and how to use KISD resources.

Countywide Diversity Kick-Off - August 16, 2007

The countywide diversity kick-off is being hosted by East Grand Rapids Public Schools this year in our Performing Arts Center. All Board members are invited to attend this program. Mrs. Glowicki announced that the KISD received a grant from the Grand Rapids Foundation over the next few years to provide diversity training countywide for freshmen in the high schools modeled after our Middle School diversity program.

Board Representative Report

Board Orientation Manual - Mrs. Bok

Mrs. Bok reviewed the beginning outline for a manual. She stated that the hope for the manual is to allow new board members a shorter learning curve and be able to participate almost immediately with the knowledge gained and confidence. She said that she will continue to look at areas for continuing education for Board members. She would like to see the same level of professionalism for Board members as displayed by administration and teachers in the district. She recommends that an "ad hoc" committee be formed at the Organizational meeting on July 2<sup>nd</sup> to begin working on this manual and bring updates to the full Board.

## REGULAR BOARD MEETING

June 11, 2007

Page 8

### Athletic Facilities Committee – Mrs. Lent

Mrs. Lent stated that the committee met this morning to review the construction timeline of June 2008 to August 2009. The committee realizes that some sports will be affected by this schedule but the committee and staff will work to minimize the disruption. The application for the Treasury Department is well under way for the meeting in a couple of weeks. A finalized version will be brought to the Board for review at the July 2<sup>nd</sup> meeting. The committee will take the month of July off. In early August the committee will meet again to discuss ballot language with a special meeting being called for the Board in mid August to finalize and approve the ballot language. The committee is looking at the months of September and October to get information out to the community on the project. Mrs. Lent recommended that this special committee continue through another year to get the building projects started.

### Communications Committee – Mrs. Ridenour

Mrs. Ridenour stated that Communications will be the theme throughout the district for the next school year. The Leadership team will be looking at the various ways they communicate and how the Board and district can improve communications with the various constituencies. The committee will meet again in early September to review how the work is proceeding.

### Adjournment

Mr. Denton adjourned the meeting at 8:33 p.m.

Respectfully submitted,

Stacy L. Trierweiler, Secretary  
East Grand Rapids Board of Education

\* Minutes for this meeting will be available in the Superintendent's Office at 2915 Hall Street SE, East Grand Rapids, MI 49506.

\*\* If you plan to attend and have a special need and require accommodation to attend this meeting, please contact Dr. Sara M. Shubel, Superintendent, at 235-3535. Superintendent's Office -06/14/07