

EAST GRAND RAPIDS PUBLIC SCHOOLS  
Kent County, Michigan

**SPECIAL WORK SESSION of the East Grand Rapids Board of Education**  
Community Board Room

The James E. Morse Administration Center at Woodcliff  
2915 Hall St., East Grand Rapids, MI 49506  
Phone number for information is 235-3535

**MONDAY, AUGUST 27, 2007**  
**5:00 p.m.**

**MINUTES**

The SPECIAL MEETING of the East Grand Rapids Public Schools Board of Education, Kent County, Michigan, was held on Monday, August 27, 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. Brian Ellis, Mrs. Diane Bok, Mrs. Stacy Trierweiler, and Mr. Joe Camp

**Administration:** Dr. Sara Shubel, Mr. Kevin Philipps, Ms. Jeanne Glowicki, Mr. Doug Jenkins, Mrs. Jann VanAirsdale, Mrs. Kathy Wisniewski, Mrs. Jenny Fee, Mr. Glenn Mitcham, Mr. Larry Fisher, Mr. Scott Robertson, Mr. Peter Stuursma, Mrs. Joann Kuklewski, Mrs. Linda Kehm, Mr. Mark Tompkins, and Mrs. Wendy VanZegeren

**Absent:** Mrs. Julie Ridenour, and Mr. Steve Edison

**Meeting Called to Order**

Mr. Ellis called the meeting to order at 5:08 p.m.

**Acknowledgment of Guests** - None

**Public Comments** - None

**Process to Fill Board Seat Opening** (Enclosure #4)

Due to the resignation of Beth R. Lent, the Board needs to fill a Board seat for the remainder of the 2007-2008 school year. The Board discussed the process and timeline to fill the seat. There was discussion of what to include in a document

outlining the process and timeline and including the needs of Board. Mr. Ellis asked the Communication Committee to create a document for interested persons. This document will be in the Grand Rapids Press, the Cadence, Channel 27, the East Grand Rapids Library, and the City offices and also handed out at building open houses and PTA meetings. Some ideas mentioned to include in the criteria for evaluation include: a proven record of service; what about East Grand Rapids Public Schools has made you interested in serving; strengths the candidate brings to the Board; a public education proponent; need to balance Board member strengths; a team player/collaborative attitude; commitment; ongoing learner of processes currently in place in school, communication – two-way; ground rules in place; a commitment to our mission statement. Mr. Ellis, Mrs. Bok and Mr. Camp will develop criteria for evaluation from the ideas discussed at this meeting. The screening process will utilize a grid system for the pool of candidates. The Board will publicly screen the candidate's letters of interest and then decide which of the candidates to publicly interview. Interview questions will be consistent for all candidates. Mr. Ellis stated that the timeline in the Board packets is very aggressive and that the exact 30-day deadline is September 26<sup>th</sup>. Board members present felt the need to be aggressive in the timeline. Mr. Ellis asked all Board members to actively encourage members of the community to apply.

Mr. Ellis called a break for dinner at 5:50 p.m. He stated that the Board would reconvene at 6:00 p.m.

Mr. Edison joined the meeting during the break. Mr. Ellis reconvened the meeting at 6:08 p.m.

#### Board/Administrator Workshop (Enclosure #5)

Mr. Ellis began by revisiting and reaffirming the Board/Superintendent ground rules.

Mr. Edison moved to reaffirm the Board/Superintendent Ground Rules. Mr. Camp seconded the motion. Motion passed 5-0.

Dr. Shubel began the Board/Administrative Workshop by having each person at the meeting taking a puzzle piece. Each piece has a word/words on it regarding communication. She indicated that at the end of the meeting the puzzle would be put together and everyone would see the big picture.

Mr. Jenkins then presented a technology plan report to the Board for 2007-2008. He used the new technology cart to show the Board what the classrooms would be using throughout the year. He reviewed each of the components on the cart and also ran down the previous upgrades in technology and the schedule for

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more upgrades over the next couple of years. He reviewed upgrades to technology for this year and the professional development opportunities for staff to work with the new technology.

Dr. Shubel stated that the theme this year is: "It's All About Communication". Communication consists of parents, the District/Board, school level and the community. This year we will focus on school level communication.

Each building administrator and District Office administrator outlined their goals for their buildings/departments over the upcoming school year. Board members had time for questions and comments following each presentation.

Each Board member then had a chance to state what they are excited about in their work on the Board and what they would like to work on in the coming year. The Board members also thanked Dr. Shubel and the administrative team for their work in the district and their excitement about what they do.

Everyone cooperated together to put the puzzle pieces together.

Any Other Matters to Come Before the Board - None

Adjournment

Mr. Ellis adjourned the meeting at 8:09 p.m.

Respectfully,

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 St. SE, East Grand Rapids, MI 49506. The phone number is 235-3535.

\*\* If you plan to attend and have a special need and require accommodation to attend this meeting, please contact Dr. Sara Shubel, Superintendent, at 235-3535

08/28/07