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*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 9, 2008

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 9, 2008 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. Stacy Trierweiler, Mrs. Julie Ridenour, Mr. Joe Camp, Mr. Steve Edison, and Mr. Peter Ruppert

Absent: Mrs. Diane Bok

Administration: Dr. Sara Shubel, Mr. Kevin Philipps, Mrs. Jeanne Glowicki, Mrs. Jenny Fee, Mr. Peter Stuursma, Mrs. Wendy VanZegeren, Mrs. Kathy Wisniewski, and Mr. Doug Jenkins

Meeting Called to Order

Mr. Ellis called the meeting to order at 7:00 p.m. Dr. Shubel announced that over the weekend, the boys Lacrosse team played Forest Hills Central and won the state championship. This is state championship #106.

Acknowledgment of Guests

Mr. Ellis acknowledged Mrs. Punky Edison, former Board member and Board President.

Public Comments

Mr. Ellis stated that last week was the budget hearing and therefore, more time was allowed during that meeting for public comments. He noted that this evening the time limit for comments would be 3-5 minutes per person. He stated that the Board meeting is held in public but is not a public meeting. He thanked the audience from last week and this week for their comments.

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Mrs. Punky Edison – addressed the Board regarding Joe Camp and thanked him for his 8 years of service to East Grand Rapids Public Schools.

Bill Larson, 12871 68th street – addressed the Board regarding special ed staffing at the high school.

Kati Gross, 1031 Keneesaw – addressed the Board regarding the decrease of 3rd grade class sections at Lakeside elementary.

Jerry Gross, 1031 Keneesaw – addressed the board regarding the decrease of 3rd grade class sections at Lakeside elementary and also budget reductions.

Julie Moore, 2500 Hall Street – addressed the board regarding the decrease of 3rd grade class sections at Lakeside elementary.

Melissa Janes, 2647 Lake Drive – addressed the board regarding the decrease of 3rd grade class sections at Lakeside elementary. She presented the Board with a summary of what was previously sent via email to the Board.

Tom Miller, 1753 Asbury – addressed the board regarding special ed staffing at the high school.

Beth Milanowski, 2640 Hall SE – addressed the board regarding the decrease of 3rd grade class sections at Lakeside elementary.

Melissa Janes, 2647 Lake Drive – addressed the Board regarding committee work on the budget.

Jerry Gross, 1031 Keneesaw – addressed the Board regarding committee work on the budget.

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

Mrs. Trierweiler reported that the Board received a letter from Glynis B. Miller regarding teacher reassignment for the 2008-09 school year; a thank you note from Marlene DeBlasio for the luncheon, clock and pen for her retirement and a letter from Mrs. Linda Kehm (Principal, Lakeside Elementary) concerning 3rd grade class section reduction.

EGREA President's Report - Mrs. Nancy McSkimming

No report this evening.

Information Items

Childcare Update – Mrs. Julie Jewell (Enclosure #6)

Mr. Philipps introduced Julie Jewell, Childcare Director. She gave a review of the various programs in childcare and stated the numbers in all programs are up from previous years. This year there were 3 sessions of the 4-year old preschool program. For next year, there are already 40 students enrolled for preschool. She noted that the childcare enrollment was at 175 this year and Camp East currently has 122 registered for this summer.

Food Service Update – Mr. Jeff Sisson (Enclosure #7)

Mr. Philipps introduced Jeff Sisson, Food Service Manager from Chartwells. He presented a review of the last three years of participation rates in elementary, high school, and district wide and gave a review of catering revenue. He discussed the implementation of the Meal Magic point of sale

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software and the healthier choice options. He stated that for next year he will be working with Mr. Philipps on pricing for the catering and ala carte menus. Over the summer lead food service staff will be attending sessions to gain certifications and, if approved this evening by the Board, he will be implementing the new service, Outtakes.

Facilities Update - Mr. Camp

Mr. Camp began his report by reminding everyone that the money for facilities is separate and distinct from the General Fund budget. He noted that the 2006 bond issue is working on installing air conditioning at Wealthy, the Middle School and the High School; as well as beginning work on the Middle School entrance. The entrance is scheduled for completion by October/November of 2008. He stated the Facilities Committee approved a change order at their last meeting for electrical upgrades to the kitchen at the High School. He said the 2006 bond is on time and under budget.

As for the 2007 bond issue, utility relocation at the High School is nearing completion; the turf at Mehney Field is ripped up and the new field surface should be complete by August 10th. He reported that the pool scoreboard needs an upgrade; the bleachers and press box go out for bids at the end of July with Board approval hopefully in August. Once approved, bleacher construction will begin in December 2008 with completion by May of 2009 in time for commencement, and completion of the press box is scheduled for August 2009. He reported the 2007 bond projects are currently on time and under budget.

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.

Recommendation: Motion to approve items in the Consent Agenda Numbers 9 through 13.

Approval of Minutes of REGULAR MEETING of 6/02/08 (Enclosure #9)

Approval of Minutes of SPECIAL MEETING of 6/02/08 (Enclosure #10)

Approval of Minutes of SPECIAL MEETING of 6/05/08 (Enclosure #11)

Approval of Payment of Bills for May 2008 (Enclosure #12)

Approval of Overnight Student Activities (Enclosure #13)

Background: In accordance with Board of Education Policy #7490, the High School has an additional trip and overnight activity as outlined in Enclosure #13 for approval by the Board.

Mrs. Trierweiler moved to approved consent agenda items 9-13. Mr. Edison seconded the motion. Motion passed 6-0.

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Other Action Items:

Approval of 2008-2009 General Fund Budget (Enclosure #14)

The Board of Education is required to adopt a budget for the General Fund for 2008-2009 prior to June 30, 2008. Our process has been ongoing since last September. The Finance Committee has reviewed the final document. Mr. Philipps gave a brief review of the proposed budget for 2008-2009. Dr. Shubel stated that she is confident that section reductions at Lakeside elementary will not adversely affect any of our students.

Mrs. Ridenour moved to approve the 2008-2009 General Fund Budget as presented. Mr. Camp seconded the motion. There was discussion and comments by the Board on the budget. Motion passed 6-0.

Approval of the 2008-2009 Budgets for Food Service and Athletics (Enclosure #15)

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

Mr. Edison moved to approve the 2008-2009 Budgets for Food Service and Athletics per Enclosure #15. Mrs. Ridenour seconded the motion. There was discussion by the Board on these two budgets. Motion passed 6-0.

Approval of the 2008-2009 Budget for Debt Retirement (Enclosure #16)

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

Mrs. Trierweiler moved to approve the 2008-2009 Budget for Debt Retirement per Enclosure #16. Mr. Camp seconded the motion. There was discussion by the board on the Debt Retirement budget. Motion passed 6-0.

Approval of the 2008-2009 Budget for the Sinking Fund (Enclosure #17)

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

Mr. Edison moved to approve the 2008-2009 Budget for the Sinking Fund per Enclosure #17. Mrs. Ridenour seconded the motion. The Board discussed the Sinking Fund budget. Motion passed 6-0.

Approval of a State Aid Loan Resolution (Enclosure #18)

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.

Mr. Ruppert moved to approve the attached resolution authorizing the district to borrow funds in anticipation of State Aid. Mrs. Trierweiler seconded the motion. There was discussion by the Board on the State Aid loan. Motion passed 6-0.

Approval of Recalling 4 Teachers from Lay-Off for the 2008-2009 School Year (Enclosure #19)

The Administration is recommending the recall of 4 teachers for the 2008-2009 school year.

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Mrs. Trierweiler moved to approve the recall of 4 teachers for the 2008-2009 school year. Mr. Camp seconded the motion. There was discussion and questions on the recall of the teachers. Motion passed 6-0.

Approval to Purchase Equipment to Implement a High School Food Kiosk (Enclosure #20)

The District food service company, Chartwells, has brought forth a proposal to implement a food kiosk in the main hallway at the High School. This kiosk would be designed for students to quickly purchase food and refreshments during their lunch period as well as at other times of the day. This proposal has been reviewed by the Finance Committee and Superintendent and they recommend approving the purchase of needed equipment.

Mr. Edison moved to approve the purchase of necessary equipment for the High School food kiosk as proposed by the Finance Committee and Superintendent. Mr. Camp seconded the motion. There was discussion by the Board on the details of the purchase and proposal. Motion passed 6-0.

Approval of Contract Renewal for Food Service Management with Chartwells (Enclosure #21)

The Michigan Department of Education now requires board approval of an annual contract renewal for outsourced food service management operations. This contract renewal is for the 2008-09 fiscal year, which is the last year of an overall five year master agreement with Chartwells.

Mrs. Ridenour moved to approve the contract renewal with Chartwells as the district's food service management company for the 2008-09 fiscal year. Mrs. Trierweiler seconded the motion. Motion passed 6-0.

Approval of a PAC and PASE Committee Member (Enclosure #22)

Mrs. Jodi Blanchard is being recommended by Mrs. Jann VanAirsdale, Special Education Director, to represent the East Grand Rapids parents on the Region II Parent Advisory Committee (PAC) and the Kent Intermediate School District parent Advisors (PASE). Mrs. Blanchard's term will be 2008-2011.

Mrs. Trierweiler moved to approve Mrs. Jodi Blanchard for the term 2008-2011 as the PAC/PASE Representative from East Grand Rapids Public Schools. Mrs. Ridenour seconded the motion. There were a few questions and some discussion by the Board. Motion passed 6-0.

Administrator Reports

Superintendent

Reflections on the School Year - Dr. Shubel stated she has a hard time believing it is the end of year two for her and also the end of the year for students. She thanked the Board for their support, she thanked the teaching and support staff for their work and dedication; she stated she is grateful for the Leadership Team, Kevin Philipps and Jeanne Glowicki; she is grateful for the parents and their support and involvement in the schools. She noted that she has learned a lot this year and faced some challenges. She wanted the Board to know that, yes, she still likes her job, appreciates the staff, and also the parents and students in the district.

Lead Team - Lead Team Retreat - Dr. Shubel stated the Lead Team retreat will be held at the City Center and it will be a true working meeting over the next two days with time for reflections and a time to re-energize.

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Assistant Superintendent of Business – No further reports.

Assistant Superintendent of Instruction

Countywide Diversity Kick-Off – August 21, 2008 – Cedar Springs – Mrs. Glowicki invited all Board members to participate in the kick-off on August 21, 2008 at Cedar Springs Public Schools.

Board Representative Report

Mr. Edison followed up on a comment by Mr. Miller in the audience. He urged the administration to continue to work on placement for all teachers, including Special ed staffing.

Mr. Ellis thanked the Board members for all of their work over this last year and thanked Dr. Shubel for her dedication, leadership and work on behalf of the staff and students at East Grand Rapids Public Schools.

Recognition of:

Mr. Mark A. Tompkins, Principal, Wealthy Elementary

Marsha Tompkins represented her husband, Mark Tompkins, Mr. Tompkins has been appointed as the Superintendent at Harbor Springs Public Schools. Mr. Ellis and Dr. Shubel thanked Mr. Tompkins for his 14 years of service to East Grand Rapids Public Schools. Mr. Ellis also thanked Marsha for her work as the Director of the East Grand Rapids Schools Foundation over the last 8 years.

Retiring Board of Education Member: Mr. Joseph D. Camp

Mr. Ellis and Dr. Shubel thanked Mr. Camp for his 8 years of service to the staff and students of East Grand Rapids Public Schools and presented him with a clock, pen, book and certificate in appreciation of his service. Mr. Camp introduced his wife, Susan and his oldest son, Derrick. He noted that his wife and both sons graduated from East. He stated it has been an honor and privilege to serve on this Board.

Adjournment

Mr. Ellis adjourned the meeting at 9:04 p.m.

Respectfully submitted,

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

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- * 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 -06/06/08