

***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**

The James E. Morse Administration Center at Woodcliff,

2915 Hall St. SE, East Grand Rapids, MI 49506

For Information, call 616-235-3535

**Monday, November 17, 2008**

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, November 17, 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, Mr. Steve Edison, Mrs. Stacy Trierweiler, Mrs. Julie Ridenour, and Mr. Peter Ruppert, Mrs. A. Michellie Rabideau and Mr. Robert Minnema

**Administration:** Dr. Sara Shubel, Mr. Kevin Philipps, Mrs. Jeanne Glowicki, Mrs. Jenny Fee, Mrs. Linda Kehm, Mr. Peter Stuursma, Mrs. Wendy VanZegeren, Mr. Larry Fisher, Mr. Doug Jenkins, Mr. Glenn Mitcham, and Mrs. Jann VanAirsdale

**Meeting Called to Order**

Mr. Ellis called the meeting to order at 7:00 p.m. He called for a moment of silence in memory of Dan Graham, who was killed in a car accident on October 31, 2008. Mr. Graham was a retired East Grand Rapids High School teacher and was currently serving the district as the Energy Education Manager. Mrs. Trierweiler stated that her family will feel the loss of Mr. Graham. She also spoke about what an outstanding teacher he was and also how he helped to enhance the buildings around the district due to his work as the Energy Education Manager. Dr. Shubel stated that Mr. Graham will be sorely missed in the district. Mr. Edison stated he had Mr. Graham as a JV Baseball coach and also coached with him in later years. He remembers the magic he brought to all students, staff and the community.

**Acknowledgment of Guests** - None

**Public Comments** - None

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Recognition of 2008 Division 2 Girls Cross Country State Championship Team - Dr. Sara Shubel, Mrs. Rabideau, and Mr. Scott Robertson

The Girls Cross Country Team were presented with certificates of recognition from the Board of Education. Coach Hopkins gave an overview of the season.

Recognition of Nick Hopkins - Coach of the Year - Girls Cross Country - Mr. Scott Robertson, Dr. Sara Shubel and Mrs. Michelle Rabideau

Mr. Hopkins was presented with a certificate of recognition from the Board.

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

Mrs. Trierweiler reported that the Board received a thank you note from Katie Green (MS Secretary) for the book placed in the Middle School library in memory of her mother.

High School Student Council President's Report - Mr. Sam Wohns

Mr. Wohns reported that the student exchange between Lowell and EGRPS went very well and that both schools would like to continue to participate in the exchange. He stated that the political debate and mock election went very well. Student Council is now working on a Habitat for Humanity fund raiser, they are selling tee-shirts. There will be competition between English classes to raise money, and the winner will receive a pancake breakfast. This Saturday is the School House Arts and Crafts show. He noted that 10% of the total amount collected will be donated to Habitat for Humanity. The annual food drive will take place within the next month and any extra food not used in the food baskets will be donated to local food banks.

EGREA President's Report - Mrs. Nancy McSkimming

Mrs. McSkimming reported that staff has finished Parent/Teacher conferences. She noted that staff appreciated the turnout of parents to the conferences and also the support of the community. She stated that the United Way drive is on with completion by the first of December.

### ***Presentation:***

Facilities Update - Mr. Steve Edison

Mr. Edison reported that construction continues. Construction crews are working to get all outer walls up so that they can have heat and protection during the winter while finishing the inside work. The bleachers and press box will be coming down within the next couple of weeks. The Middle School has been completed and everything looks great and is working well. Construction will continue throughout the winter at the High School and the bleachers will be up in time for graduation with the press box finished by fall. Memorial Field turf will be replaced over the summer with completion prior to fall sports. Everything is on time and on budget. He noted that the EGR Recreation Department Commission met last week and are awaiting word on the grant for the walkway and Gilmore lot improvements. There should be some word to the City on the status of the grant by the second week of December.

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Presentation of the East Grand Rapids High School Annual Guidance Report – Mr. Larry Fisher, Mrs. Danielle Beller and Ms. Jenny Clay

The guidance counselors presented the annual Guidance Report. They reviewed the work that takes place in the Guidance Office and also reviewed the numbers for the graduating class of 2007. There were questions and discussion by the Board.

### Action Items - Consent Agenda:

In order to save time during the meeting, we are using a Consent Agenda. Items in the Consent Agenda include those that are 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.

Approval of Minutes of REGULAR MEETING of 10/20/08 (Enclosure #11)

Approval of Minutes of SPECIAL MEETING of 10/27/08 (Enclosure #12)

Approval of October Payment of Bills (Enclosure #13)

Approval of a Foreign Exchange Student from Switzerland (Enclosure #14)

Background:                      The High School Administration recommends that foreign exchange student, Erik Lanz, from Switzerland, be approved for enrollment at East Grand Rapids High School during the second semester of the 2008-09 school year.

Mr. Edison moved to approve consent agenda items 11-14. Mrs. Rabideau seconded the motion. Motion passed 7-0.

### Other Action Items:

#### 2007-2008 Audit Report

The audit was completed by Hungerford, Aldrin, Nichols & Carter, P.C. this fall. The Board Finance Committee reviewed the report and recommends that the Board of Education receive the 2007-2008 Audit Report. Mr. Philipps stated that East received an unqualified opinion – the highest you can get. Internal controls are in good shape, we did not receive any SAS 112 letters, which is outstanding.

Mrs. Trierweiler moved to receive the 2007-2008 Audit Report as presented and recommended by the Board Finance Committee and Superintendent. Mrs. Ridenour seconded the motion. There was discussion by the Board and praise for Mr. Philipps and the Business Office staff for the work that has been done. Motion passed 7-0.

Approval of Resolution to Revise WMHIP Trust Agreement (Enclosure #16)

Consistent with the language of Public Act 106, the Western Michigan Health Insurance Pool (WMHIP) has received approval to form a Public Employer Pooled Plan (PEPP). Since the creation of the pool, it has been recognized as a Multiple Employer Welfare Association (MEWA). Moving to PEPP status was necessary for the pool to partner with Blue Cross Blue Shield as the pool's network/carrier. In order to complete this transformation, administration is

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requesting the Board approve the revision of the WMHIP trust agreement to recognize the PEPP.

Mrs. Ridenour moved to approve the resolution as recommended by the Finance Committee and Superintendent. Mrs. Trierweiler seconded the motion. Mr. Philipps stated that by going this route, the District will save 10% on premiums. There were questions and discussion by the Board. Motion passed 7-0.

### Approval of Interlocal Agreement Resolution to Join the Michigan Retirement Investment Consortium (Enclosure #17)

The Kent Intermediate School District in association with 24 other intermediate school districts has formed the Michigan Retirement Investment Consortium to help manage local district's 403(b) retirement savings program(s). This consortium was created in response to IRS regulation changes to 403(b) programs that would place significant administrative burden on local districts. The consortium will also provide the opportunity for improved service and investment choices for district employees.

Mr. Edison moved to approve the interlocal agreement resolution to join the Michigan Retirement Investment Consortium as recommended by the Finance Committee and Superintendent. Mr. Minnema seconded the motion. There was discussion by the Board. Motion passed 7-0.

### Approval of Michigan Retirement Investment Consortium 403B Plan Document (Enclosure #18)

IRS regulation changes to 403(b) retirement saving programs as of January 1, 2009 require the district have an official written plan document detailing the district's 403(b) program. As part of joining the Michigan Retirement Investment Consortium, a written plan document is provided for the district to comply with new regulations.

Mrs. Rabideau moved to approve the Michigan Retirement Investment Consortium 403(b) written plan document as recommended by the Finance Committee and Superintendent. Mrs. Trierweiler seconded the motion. Motion passed 7-0.

### Administrative Reports

#### Superintendent

Foundation Grant Process - Dr. Shubel stated that there are two grant cycles per year. Currently the Foundation is in the fall cycle. All grants are reviewed closely to align with district goals. The Foundation Board will vote on the grants later this week. This Board will approve the grants at the December Board of Education meeting.

EGR Schools Foundation Distinguished Alumni Dinner - Dr. Shubel reminded everyone that the dinner will be held on Monday, November 24.

#### Assistant Supt. for Business

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Mr. Philipps stated that 2008-08 Budget amendment will come before the Board at the December meeting due to possible prorations by the State to the State Aid funding. Any cut to the funding should be between \$0-75 per pupil. This proration should be announced in early December, so he will monitor for the next couple of weeks and bring the budget amendment before the Board in December.

### Assistant Supt. for Instruction

Professional Learning Opportunities in February – Mrs. Glowicki stated that currently there are 50 people who have committed to working and presenting during the February Professional Development Days. She will make sure that the Board gets an invitation to the event. Mr. Ellis asked that in January a presentation be made to the Board to show format and offerings.

Science Inquiry Training Update – Mrs. Glowicki stated that working with the Van Andel Institute has been phenomenal. She noted that staff are very excited by the work.

Board Representative Report – No reports this month.

### Adjournment

Mr. Ellis adjourned the meeting at 8:31p.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 – 11/18/08