

EAST GRAND RAPIDS PUBLIC SCHOOLS  
Kent County, Michigan

**ORGANIZATIONAL MEETING of the East Grand Rapids Board of Education**

Community Board Room at the James E. Morse Administration Center at Woodcliff  
2915 Hall Street SE  
East Grand Rapids, MI 49506

**Tuesday, July 1, 2008 - 6:00 p.m.**

**Minutes**

The ORGANIZATIONAL MEETING of the East Grand Rapids Public Schools Board of Education, Kent County, Michigan, was held on Tuesday, July 1, 2008 in the Community Board Room of the James E. Morse Administration Center at Woodcliff, 2915 Hall St., SE, East Grand Rapids, MI 49506.

**Board of Education:**

**Present:** Mr. Brian Ellis, Mrs. Stacy Trierweiler, Mrs. Julie Ridenour, Mr. Steve Edison, Mr. Peter Ruppert and Mrs. Michelle Rabideau

**Absent:** Mrs. Diane Bok

**Administration:** Dr. Sara M. Shubel, Mr. Kevin Philipps, Mrs. Jeanne Glowicki, Mr. Glenn Mitcham, and Mr. Doug Jenkins

**Organizational Meeting Called to Order - Current President**

Mr. Ellis called the meeting to order at 6:00 p.m.

**Administration of Oath and Welcome to Newly Elected Board Members**

Ms. Anne Thomasma, Secretary to the Board and Superintendent administered the oath of office to Mr. Peter G. Ruppert and Mrs. A. Michelle Rabideau. Mr. Ruppert and Mrs. Rabideau will each serve as members of the Board of Education for East Grand Rapids Public Schools, Kent County, Michigan for a 4-year term commencing July 1, 2008 through June 30, 2012.

**Election of Officers - 2008-09**

**President**

Mrs. Trierweiler moved that Mr. Ellis serve as President for the 2008-2009 school year. Mrs. Ridenour seconded the motion. There were no other nominations. Motion passed 6-0.

**Vice President**

Mrs. Trierweiler moved that Mr. Edison serve as Vice President for the 2008-2009 school year. Mrs. Ridenour seconded the motion. There were no other nominations. Motion passed 6-0.

**Secretary**

Mrs. Ridenour moved that Mrs. Trierweiler serve as Secretary for the 2008-2009 school year. Mr. Edison seconded the motion. There were no other nominations. Motion passed 6-0.

**Treasurer**

Mrs. Trierweiler moved that Mrs. Ridenour serve as Treasurer for the 2008-2009 school year. Mr. Edison seconded the motion. There were no other nominations. Motion passed 6-0.

Acknowledgment of Guests – Mr. Ellis acknowledged Mrs. Rabideau’s husband Chris, and her sons Jacob and Josh who are here this evening.

Public Comments - None

Communications to and from the Board

Mr. Ellis announced that there is an addendum of four additional items under “Other Action Items” to the agenda, items #30a, #30b, #30c, and #30d. Also Item #29 is being deleted from the agenda.

Board Secretary, Mrs. Trierweiler, reported that the Board received a thank you card from Board member Mr. Camp for the pen, clock, certificate and book for his 8 years of service on the Board.

Discussion Items:

Michigan Law on Conflict of Interest (PA 317 of 1968 and PA 145 of 1997)

Dr. Shubel explained to the Board that if a board member has an issue that is a conflict of interest, the member must notify the board seven days prior to a vote on that issue or the vote must be postponed. This holds for any agenda item for vote throughout the year.

Student Use of Electronic Communication Devices Policy #8320 Update - Mr. Glenn Mitcham (Enclosure #8)

Dr. Shubel introduced Mr. Mitcham who gave an update on the policy. The policy was approved in November of 2007 and implementation began the first day of the second semester of the 2007-08 school year. He reviewed the consequences for infractions and the number of infractions since implementation. He stated that there has been positive feedback from staff and parents for the policy but that students do not like the policy and the restriction. He also said that there has been some struggle with consistent enforcement of the policy among staff members. He reported that the High School Administration recommends no changes to the policy at this point and encouraged the Board to again review the policy at the end of the 2008-09 school year. The Board had questions and comments for Mr. Mitcham and Dr. Shubel.

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 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 the items in the Consent Agenda, Numbers 9 through 26.

Approval of Minutes of REGULAR MEETING of 6/09/08 (Enclosure #9)

Appointment of Legal Counsel (Enclosure #10)

Authorize the Superintendent or Assistant Superintendent of Business to Transfer Budget Line Funds (Enclosure #11)

Designation of Depositories (Enclosure #12)

Authorize the Superintendent, Assistant Superintendent of Business, and Board Treasurer to Sign Checks (Enclosure #13)

Authorize the Superintendent of Schools or his/her Designee to Hire, Accept Resignations, Approve Leaves of Absence, and to Terminate Employment for Certificated Staff (Enclosure #14)

Authorize the Superintendent or Assistant Superintendent of Business to Hire, Accept Resignations, Approve Leaves of Absence, and to Terminate, When Necessary, Support Personnel (Enclosure #15)

Authorize the Superintendent or Assistant Superintendent of Business to Invest Funds (Enclosure #16)

Authorize the Superintendent or Assistant Superintendent of Business to Transfer Funds (Enclosure #17)

Authorize District to Utilize Electronic Transactions of Funds (Enclosure #18)

Authorize the Superintendent or Assistant Superintendent of Business to Transfer Funds from the General Fund to the Food Service Fund, Athletic Fund or Student Activity Fund, and to Make Fund Modifications as Necessary (Enclosure #19)

Authorizations for Signatures on Checking Accounts (Enclosure #20)

Appointment of Auditors (Enclosure #21)

Adoption of the Summer Tax Collection (Enclosure #22)

Background: The Board of Education needs to renew authorization of a summer tax collection.

Recommendation: Motion to authorize a summer tax collection as presented in Enclosure #22.

Authorization to Approve Letters of Agreement With EGREA and EGRASE (Enclosure #23)

Background: The Superintendent and Assistant Superintendent of Business, request that they have authorization to approve Letters of Agreement with EGREA and EGRASE as presented in Enclosure #23.

Recommendation: Motion to approve the Resolution as listed in Enclosure #23.

Resolution for Membership in Michigan High School Athletic Association (Enclosure #24)

Background: The Board of Education is asked to approve District Membership in the Michigan High School Athletic Association for the 2008-09 school year.

Recommendation: Motion to approve the Resolution to voluntarily join the Michigan High School Athletic Association from August 1, 2008, through July 31, 2009.

Approval of Board of Education Memberships and Dues (Enclosure #25)

Background: The Board asked to have all memberships in organizations reviewed at the Organizational Meeting

Recommendation: Motion to renew institutional memberships and pay the dues required as listed in Enclosure #25.

Approval for Board of Education Members to attend any or all MASB, MASA, or KIASB conferences and activities

Background: Pre-approval is needed to attend MASB, MASA and KIASB conferences, workshops, and activities.

Recommendation: Motion to approve Board of Education member's attendance at MASB, MASA, and KIASB conferences, workshops, and activities.

Mr. Edison moved to approve Consent Agenda items #9-26. Mrs. Trierweiler seconded the motion. Motion passed 6-0.

**Other Action Items:**

Official Meeting Dates for the 2008-09 School Year (Enclosure #27)

Mr. Ellis stated that the only change in the roster is the meeting in November. It has been changed from November 24 to November 17 due to the EGRPS Foundation dinner. Mrs. Ridenour moved to approve Board Meeting dates as listed in the supplemental information. Mrs. Rabideau seconded the motion. Motion passed 6-0.

#### Periodicals for the Board of Education

Last year the Board received *Phi Delta Kappan*, *Educational Leadership (ASCD)*, *American School Board Journal*, and *Education Week*. The administration would like direction as to the periodicals to be ordered for 2008-09.

Board direction requested. Board members were offered subscriptions to *Phi Delta Kappan*, *American School Board Journal*, *Educational Leadership*, and *Education Week*. Board members are asked to give their forms with their requests to Ms. Thomasma to do the subscribing.

#### Approval of Contract to Provide Hot Lunches to William C. Abney Academy (Enclosure #29)

The District, through its food service management company, Chartwells, has placed a bid to provide hot lunches to the William C. Abney Academy for the 2008-09 school year. The addition of this program to our food service operation has been reviewed by the Finance Committee and Superintendent and they recommend acceptance of the contract.

The approval of a contract to provide hot lunches to William C. Abney Academy was removed from the agenda.

#### Approval of OK Conference Ballot (Enclosure #30)

The OK Conference is asking that the School board approve a Gender Equity Proposal to be included in the OK Conference Booklet. This proposal would replace the 1995 Gender Equity section in the OK Conference Handbook.

Mrs. Trierweiler moved to approve the Gender Equity proposal as presented in Enclosure #30 to be included in the OK Conference Handbook. Mrs. Ridenour seconded the motion. There was discussion and questions by the Board. Dr. Shubel will check with Mr. Robertson, Athletic Director, regarding putting a policy in place to add sports. Motion passed 6-0.

#### Approval of 2006 Bond Technology Equipment Bid (Enclosure #30a)

The 2006 Bond included the upgrading of servers, data storage and network switching in the district. Bids were requested and received. Those bids were reviewed by the Facilities Committee and Superintendent.

Mr. Edison moved to approve bid contracts as presented in enclosure #30a for upgrading of servers, data storage and network switching in the district in the total amount of \$579,468.28, as

recommended by the Facilities Committee and the Superintendent. Mrs. Trierweiler seconded the motion. There was discussion by the Board. Motion passed 6-0.

#### Approval of 2008-2009 Non-Union Support Staff and Supervisory Personnel Salaries

The Superintendent recommends and the Personnel Committee supports a 2.25% increase for Non-Union support Staff and Supervisory Personnel for the 2008-2009 school year.

Mrs. Ridenour moved to approve a 2.25% increase for Non-Union Support Staff and Supervisory Personnel as recommended by the Superintendent and supported by the Personnel Committee. Mr. Edison seconded the motion. Motion passed 6-0.

#### Approval of the 2008-2009 Administrator Salaries and Contracts (Enclosure #30c)

The Superintendent and the Personnel Committee recommend the salaries and contracts for administrators as presented in Enclosure #30c.

Mrs. Ridenour moved to approve the 2.25% increase in the salary schedule and contracts for administrators 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 2008-2009 (Enclosure #30d)

The Personnel Committee is recommending contract and salary provisions for the Superintendent per Enclosure #30d.

Mrs. Rabideau moved to approve the contract which includes a 4.2% increase in salary provisions, \$19,000 annuity contribution, vehicle allowance of \$750.00 and 2x salary life insurance for the Superintendent as recommended by the Personnel Committee in Enclosure #30d. Mrs. Ridenour seconded the motion. Motion passed 6-0.

### **Administrative Reports**

#### Superintendent

Proposed Superintendent Goals for 2008-2009 (Enclosure #31)

Dr. Shubel reviewed each of the proposed goals and stated that this is a first look at her goals for the year. There was discussion by the Board on the goals listed and suggestions given. Mrs. Trierweiler suggested that an additional goal of finalization of contract negotiations be added. Mr. Ruppert recommended taking the Superintendent Goals up a notch in order for Dr. Shubel to take the district to the next level of success. Mr. Edison suggested that as part of the budget, especially with no certainty of funding from Lansing, that a contingency plan budget be put in place. Dr. Shubel and Mr. Ellis will meet to go over the recommendations and will bring finalized 2008-09 goals to the August meeting for approval.

#### Assistant Superintendent of Business

Mr. Philipps reported that the state budget is finalized except for K-12 funding. He stated that we are still waiting to find out what funding for schools will be. Currently the EGRPS budget is based on the assumption of funding at \$100/pupil for next year. He noted that the official funding announcement should come by mid to late July, which means we begin our fiscal year without knowing funding for the school year.

Assistant Superintendent of Instruction

Mrs. Glowicki reported on the staff summer learning opportunities of 2008. She stated that over 100 participants were involved in the classes and that all participants displayed a high level of professionalism. She said that all participants expressed excitement about the opportunities of the summer learning program and mentioned that there will be more opportunities for staff learning in August.

Board of Education Members' Report

Appointments of Representatives to Committees and Organizations

Mr. Ellis asked that Board members indicate to him the areas in which they would like to be in service during the next school year. He stated he would do his best to accommodate everyone. He will send out the appointment information in the next month.

Mr. Ellis also discussed the communication committee and suggested disbanding this committee. When there is communication to be made in the future he is suggesting a couple of Board members get together and work on the communication. At the August meeting he is suggesting that this be on the agenda to disband the committee. There was discussion by the Board and all agreed that the Superintendent and Administration have been excellent over the past year with communications to staff and the community. The Board was in agreement to disband this committee. This request will be on the agenda for the August 2008 Board meeting.

Adjournment

Mr. Ellis adjourned the meeting at 7:17 p.m.

Respectfully submitted,

Stacy Trierweiler, Secretary  
East Grand Rapids Public Schools Board of Education

# Board of Education Organizational Meeting

July 1, 2008

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\* 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 M. Shubel, Superintendent, at 235-3535.

SMS/aht 07/02/08