

**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 Street SE, East Grand Rapids, MI 49506

**Monday, September 19, 2016**

**MINUTES**

The **REGULAR MEETING** of the East Grand Rapids Public Schools Board of Education, Kent County, Michigan, was held on Monday, September 19, 2016, in Community Board Room at the James E. Morse Administration Center, 2915 Hall Street SE, East Grand Rapids, MI 49506.

**BOARD OF EDUCATION**

Present: Robert Wolford, Elizabeth Welch, Beth Milanowski, Michelle Rabideau, Brian Coles

Absent: Natalie Bernecker, Mark Hessler

Administration: Dr. Sara Magaña Shubel, Jeanne Glowicki, Kevin Philipps, Bill Behrendt, Doug Jenkins, Jenny Fee, Steve Wojciechowski, Anthony Morey, Shelly Schram, Carlye Allen, Caroline Breault-Cannon

**Meeting Called to Order**

President Wolford called the meeting to order at 6:01 p.m.

**Acknowledgment of Guests – None**

**Public Comments**

Steve Edison – 2855 Elmwood, commented on the millage proposals for John Ball Zoo and the Grand Rapids Public Museum. He introduced Peter D-Arienzo, CEO of John Ball Zoo, who also spoke in support of the zoo and museum proposals. Brochures were provided to the board.

Member Bernecker arrived at 6:03 p.m.

**Board Secretary's Report: Communications to and from the Board – None**

**High School Student Council President's Report**

Francesca Aquino, Senior Class President, reported that students are preparing for Homecoming and the activities associated with Spirit Week. This year's theme is "board games" where lunch time games will be played and floats will be made along with many other fun activities.

**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 item in the Consent Agendas, Numbers 5-7.

Approval of Minutes of REGULAR Meeting of 08/29/2016 (Enclosure #5)

Approval of Minutes of SPECIAL Meeting of 08/31/2016 (Enclosure #6)

Approval of Payment of Bills – August 2016 (Enclosure #7)

Member Rabideau moved to approve Consent Agenda items 5-7. Member Welch seconded the motion. Motion passed 6-0.

## **OTHER ACTION ITEMS**

### Appoint Delegate Representatives to MASB Fall Conference Delegate Assembly – President Wolford

Background: The Michigan Association of School Boards 2016 Delegate Assembly is meeting for the annual 2016 Fall Conference at the Detroit Marriott at the Renaissance Center on Thursday, November 10 at 7:30pm. Three delegates may be appointed to represent the East Grand Rapids Board of Education.

Recommendation: Motion to appoint Delegate Representatives to MASB Fall Conference Delegate Assembly.

Member Wolford moved to appoint Brian Coles to represent the East Grand Rapids Board of Education at the MASB Fall Conference Delegate Assembly. Member Bernecker seconded the motion. Motion passed 6-0.

### Approval of Evaluation Instruments – President Wolford

Background: Public Act 173 requires all school districts to adopt a rigorous and transparent evaluation system beginning in the 2016-2017 school year. The evaluation system may be from one of the State approved lists of teacher and administrator evaluations or it can be a locally developed model that meets the viability, efficacy and reliability standards set forth in the statute. The evaluation systems presented meet the requirements of the statute.

Recommendation: Motion to adopt the evaluation systems as recommended in Enclosure #9.

Jeanne Glowicki, Assistant Superintendent of Instruction, reported that she and Dr. Shubel have attended multiple evaluation training sessions. Glowicki provided an overview of the law and research of several different evaluation instruments for instructional staff and administrators. The *Framework for Teaching Evaluation Instrument, 2013 Edition*, by Charlotte Danielson is recommended for instructional staff; and the *School ADvance* administrator evaluation system is recommended for administrative staff. Glowicki also explained the professional development and training involved in the administration and use of these evaluation tools.

Dr. Shubel also provided an overview of the evaluation instruments recommended for the superintendent's evaluation. President Wolford and Member Coles provided information on their review of the recommended superintendent evaluation instruments. Coles reviewed the instruments in depth and shared a summary of the differences and recommended the MASB evaluation instrument for the EGRPS superintendent evaluation. Kent ISD is also recommending the MASB model and this would also provide consistency across the county. A discussion was held among the board. President Wolford further reported that the previously scheduled January 9, 2017, Curriculum Workshop for the board has been changed to allow time for the Superintendent's Evaluation required training session for board members. A minimum of three hours is required for this training, which will be held on January 9, 2017, at 5:00 p.m.

Member Milanowski moved to approve the *Framework for Teaching* evaluation instrument for instructional staff, the *School ADvance* evaluation system for administrative staff, and the *MASB* evaluation system for the superintendent. Member Welch seconded the motion. Motion passed 6-0.

## **ADMINISTRATIVE REPORTS**

### Superintendent

Dr. Shubel thanked administrators and staff on the smooth start to the school year. She shared that the Hearts of Gold game was a huge success, and Homecoming will be held on October 7.

### Assistant Superintendent of Business

Kevin Philipps provided an update on the 2016-2017 enrollment numbers. He shared that the junior class increased by 17 students which is an unusual trend. Other grades remained pretty steady across the board. Current student enrollment is 2971. If we end up with a blended enrollment count of 2969, the collective bargaining formula will result in a salary step advancement, which would be a 2.1% increase in total salaries. The increase in expenses will slightly exceed the increase in revenues, causing a decrease of \$40K in the projected change in fund balance. An enrollment number of 2951 is the threshold in the salary formula for a 1% salary increase versus a step increase.

Philipps also provided results of the district audit from last week. Adjustments were made to the budget, as we had previously budgeted for \$350,000 to the fund balance, and we will come in just short of \$750,000 to add to the fund balance, approximately 8.5% or \$2.4 million. Philipps reported that not all variances will carry forward for future years as some of the revenues are one-time occurrences. However, the overall budget is greatly improved from past years. A discussion was held among the board.

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Assistant Superintendent of Instruction

Jeanne Glowicki publicly thanked the 43 teachers and administrators who provided professional development classes during the recent PD sessions. Survey results from the PD sessions were very positive.

Board Member Reports

*Communications Committee* – Member Milanowski reported that a meeting is set for next Monday.

*Facilities Committee* – No reports.

*Finance Committee* – No reports.

*Joint Facilities Committee* – No reports.

*Legislative Liaison Committee* – Member Welch reported co-chairs have been secured for the committee. Work has been done to become more connected with the elementary schools. A potential legislative event might occur in the spring in partnership with the Kent ISD.

*Personnel Committee* – No reports.

*Policy Review Committee* – No reports.

Liaisons

*EGR Schools Foundation* – Member Milanowski reported that a meeting will be held tomorrow night.

*Community Action Council* – No reports.

*PTO Council* – No reports.

*Parks & Recreation* – No reports.

*Superintendent's Advisory Council (SAC)* – No reports.

*Leadership & Youth Development (LYD)* – No reports.

*Parent Advocates for Special Education (PASE)* – No reports.

Member Bernecker congratulated the Hearts of Gold committee on their work with the community to raise \$59,000 for Arbor Circle. She also thanked Dr. Shubel, the middle school cross country team, and others. All buildings participated in fundraising activities and the whole community provided great support for this event.

**ADJOURNMENT**

President Wolford adjourned the meeting at 6:44 p.m.

Respectfully submitted,



Beth Milanowski, Secretary

East Grand Rapids Public Schools 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 M. Shubel, Superintendent, at 235-3535.