

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, October 24, 2016

MINUTES

The **REGULAR MEETING** of the East Grand Rapids Public Schools Board of Education, Kent County, Michigan, was held on Monday, October 24, 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, Natalie Bernecker, Michelle Rabideau, Brian Coles, Mark Hessler

Absent: Beth Milanowski

Administration: Dr. Sara Magaña Shubel, Jeanne Glowicki, Kevin Philipps, Bill Behrendt, Doug Jenkins, Jenny Fee, Lori Johnston, Tim Johnston, Shelly Schram, Carlye Allen, Caroline Breault-Cannon, Craig Weigel

Meeting Called to Order

President Wolford called the meeting to order at 6:00 p.m.

Acknowledgment of Guests - None

Public Comments - None

Board Secretary's Report: Communications to and from the Board

Member Bernecker reported that the board received communication from Alisha Myers, ECSE teacher, for the Schuler gift card on the birth of her daughter, Cora. The board also received communication from Matt Harold, high school science teacher, for the Schuler gift card on the birth of his daughter, Emma.

Member Milanowski arrived at 6:02 p.m.

High School Student Council President's Report – None

PRESENTATION / DISCUSSION ITEMS

Recognition of National Merit Semi-Finalists

Lori Johnston, High School Director of Guidance; and Danielle Beller, High School Guidance Counselor, recognized Rebekah McBane, Ann Meyer-Rasmussen, Zachary Muller, Brady Oosse, and Aidan Rosario on their accomplishments in becoming a National Merit Semi-Finalist. These students were congratulated by the board and presented with a certificate of recognition.

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 Agendas, Numbers 7-8.

Approval of Minutes of REGULAR Meeting of 09/19/2016 (Enclosure #7)

Approval of Payment of Bills – September 2016 (Enclosure #8)

Member Coles requested that the monthly check register be presented to the board in dollar amount order, with payments recorded from the highest to lowest amounts.

Member Hessler moved to approve Consent Agenda items 7-8. Member Rabideau seconded the motion. Motion passed 7-0.

OTHER ACTION ITEMS

Acceptance of 2015-2016 Audit Report – Kevin Philipps (Enclosure #9)

Background: The audit was completed by Maner Costerisan this fall. The Board Finance Committee reviewed the report and recommends that the Board of Education receive the 2015-2016 Audit Report.

Recommendation: Motion to receive the 2015-2016 Audit Report as presented and recommended by the Board Finance Committee and Superintendent.

Kevin Philipps, Assistant Superintendent of Business, presented the findings of the 2015-2016 Audit Report. He shared that Bruce Dunn from Maner Costerisan reported audit results to the Finance Committee last week. Overall results reflected the highest opinion in that the financial statements present fairly, in all material respects, the respective financial position of the governmental activities. One specific area designated for continued improvement involved the timeliness of bank account reconciliations. Philipps reported that an improvement plan is in place to correct the reported deficiency. There were no major issues that resulted in this deficiency, and Dunn acknowledged the district for continuing to run smoothly with such a limited staff and appreciated the continued transparency of administrative staff while working with the district. Philipps commended the business office staff for their work all year long in accomplishing tasks that lead to a positive audit.

Member Milanowski moved to accept the 2015-2016 Audit Report as presented and recommended by the Board Finance Committee and Superintendent. Member Coles seconded the motion. A discussion was held among the board. The Board commended Philipps on his leadership in the Business Office. Motion passed 7-0.

Approval of Proposed Amended Budget for 2016-2017 – Kevin Philipps (Enclosure #10)

Background: Each fall, the Board Finance Committee recommends a Budget Amendment to the Board of Education. The Finance Committee has reviewed the proposed amendment.

Recommendation: Motion to approve the amendment for the 2016-2017 budget as listed in Enclosure #10.

Kevin Philipps provided an overview of the Proposed 2016-2017 Amended Budget. He provided a summary of changes since the June 2016 Adopted Budget, an analysis of future years' budget assumptions, the budget forecast for 2017-2018 and 2018-2019, as well as financial trends/ratios, and areas of importance in the next few years. A discussion was held among the board.

Member Rabideau moved to approve the amendment for the 2016-2017 budget as listed in Enclosure #10. Member Welch seconded the motion. Motion passed 7-0.

ADMINISTRATIVE REPORTS

Superintendent

Dr. Shubel reminded everyone that Lakeside Elementary School will be recognized in Washington, D.C. in November as a National Blue Ribbon School. Craig Weigel, Lakeside Elementary Principal, will share a report on the ceremony at the December board meeting. This is the second year in a row for an EGRPS school to be recognized as a National Blue Ribbon School, as Wealthy Elementary was recognized in 2015.

Dr. Shubel shared that, in partnership with the City of EGR and the Public Safety Department, we are well prepared for Election Day and safety measures are in place at all polling locations. She encouraged everyone to come out and vote on November 8.

Assistant Superintendent of Business

No reports.

Assistant Superintendent of Instruction

No reports.

Board Member Reports

Communications Committee – Member Milanowski reported that the committee reviewed the district's Facebook page, the Community Budget Guide, and district website.

Facilities Committee – Member Bernecker reported that the committee held discussions on the status of bond projects.

Finance Committee – Member Bernecker reported that the audit was discussed in detail, as well as budget amendments which were presented this evening.

Joint Facilities Committee – No reports.

Legislative Liaison Committee – Member Welch reported that active new members have joined the committee and communication techniques were shared.

Personnel Committee – No reports.

Policy Review Committee – No reports.

Liaisons

EGR Schools Foundation – Member Milanowski reported that the Community Service and Distinguished Alumni Dinner will be held on November 2. Fall grant cycle requests are due by November 1, and a total of \$117,000 will be granted this year.

Community Action Council – No reports.

PTO Council – No reports.

Parks & Recreation – No reports.

Superintendent's Advisory Council (SAC) – Member Coles reported that the first meeting will be held in November.

Leadership & Youth Development (LYD) – Member Milanowski reported that the committee is looking to add students to the board. Programs have begun with over 140 students involved.

Parent Advocates for Special Education (PASE) – Member Bernecker reported that the last meeting focused on assistive technology, and the next meeting will be held on November 14 at 7pm. Parent training is available. The special education newsletter is posted our website and includes updates and information for the community.

ADJOURNMENT

President Wolford adjourned the meeting at 7:15 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Beth Milanowski". The signature is written in black ink on a white background.

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.