



**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.  
For Information: Phone 616-235-3535.

**Monday, September 18, 2017, 6:00 p.m.**

**AGENDA**

1. Meeting Called to Order
2. Acknowledgment of Guests
3. Public Comments
4. Board Secretary's Report: Communications to and from the Board – Beth Milanowski
5. Student Council President's Report – Tomer Andegeko

**PRESENTATION / DISCUSSION ITEMS**

6. First Reading of Revised Board Policies (Enclosure #6) – 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 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 7 through 8.

7. Approval of Minutes of REGULAR Meeting of 08/15/2017 (Enclosure #7)
8. Approval of Payment of Bills – August 2017 (Enclosure #8)

**OTHER ACTION ITEMS**

9. Approval of New Teacher Contracts – Dr. Shubel (Enclosure #9)

Background: Per Board Policy #5430, the Board is responsible for the formal approval of all teacher and administrative contracts.

Recommendation: Motion to approve the teacher contracts as outlined in Enclosure #9.

10. Appoint Delegate Representatives to MASB Fall Conference Delegate Assembly – President Wolford

Background: The Michigan Association of School Board 2017 Delegate Assembly is meeting for the annual 2017 Fall Conference at the Lansing Center on Thursday, November 9 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.

11. Approval of Superintendent Goals for 2017-2018 (Enclosure #11)

Background: The Superintendent Goals for 2017-2018 are presented.

Recommendation: Motion to approve the finalized Superintendent's Goals for 2017-2018 as presented.

**ADMINISTRATIVE REPORTS**

12. Superintendent
13. Assistant Supt. of Business
  - 2017-2018 Enrollment Update
14. Assistant Supt. of Instruction

## 15. Board Member Reports

*Communications Committee* - Milanowski

*Facilities Committee* - Bernecker

*Finance Committee* - Bernecker

*Joint Facilities Committee* – Wolford

*Personnel Committee* – Wolford

*Policy Review Committee* – Wolford

*Legislative Liaison Committee* - Welch

### Liaisons

*EGR Schools Foundation* – Milanowski

*Leadership & Youth Development (LYD)* – Milanowski

*Community Action Council* – Hessler

*Parks & Recreation* – Hessler

*PTO Council* – Wolford

*Superintendent's Advisory Council (SAC)* – Coles

*Parent Advocates for Special Education (PASE)* – Bernecker

## 16. Adjournment

\* 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 Magaña Shubel, Superintendent, at 616-235-3535. Superintendent's Office – 9/15/2017



**POLICY REVIEW COMMITTEE**  
**Board Policy Review Form**

**Policy # and Name:** See Below

**Date:** August/September 2017

**Review Requested By:** Administration/State and/or Federal Requirements

**RECOMMENDATIONS:**

Several of these policies were previously discussed and recently revised. These most recent recommendations are based on a review from our legal advisors to strengthen the language in our existing policies even further based on updates to the guidelines put in place.

**5205** – Possessing, Transporting, or Transmitting Dangerous Weapons

**8300** – Code of Student Conduct (Revised 8/29/2016)

**8305** – Conduct and Language

**8330** – Discriminatory Harassment of Students (Revised 2/22/2016)

**8331** – Bullying

**8332** – Hazing

**8345** – Assaults Committed by Students (Revised 6/5/2017)

**8395** – Expulsion Procedures (Revised 6/5/2017)

**TIMELINE:**

**Date to Policy Committee:** August 2017

**Date to Full Board – 1<sup>st</sup> Reading:** September 18, 2017

**Date to Full Board – 2<sup>nd</sup> Reading and Approval:** October 23, 2017

No person shall possess, transport or transmit a dangerous weapon on School District property, Joint Facilities property, or property used by the School District for a school-related purpose, or in a motor vehicle used for a School District-related purpose unless: (a) Prior permission has been granted by the Superintendent; or (b) The person is an on-duty law enforcement officer or, if off duty, the officer is otherwise required by the law enforcement agency to carry a weapon.

A dangerous weapon, within the meaning of this Policy, shall include, by way of description, such things as a firearm, knife, black jack, baton, iron bar, brass knuckles, martial arts devices and incendiary and/or explosive devices. Pursuant to federal law, the term firearm includes, but is not limited to, any weapon designed to expel a projectile by the action of an explosive, the frame or receiver of any such weapon, a muffler or silencer for such a weapon, or destructive device.<sup>1</sup> A person, including a student, who violates this Policy will be reported to law enforcement authorities. Employees who violate this policy will be severely disciplined, up to and including discharge.

The Board policy prohibiting students from possessing dangerous weapons is contained in the Student Code of Conduct. The Board, pursuant to state law, shall permanently expel a student who violates the weapons laws and rules in possession of a firearm in violation of the Michigan Revised School Code, MCL 380.1311(2) unless one of the statutory exceptions is established per Policy #8385.<sup>2</sup> To comply with federal law, any finding of an exception shall be reduced to writing. Students may be suspended or expelled for possession of a dangerous weapon, other than a firearm, after consideration of the Mitigating Factors.

Approved: June 9, 2003

LEGAL REF: MCL 380.1311; 750.237a; 18 USCA 921; 20 USCA 7151 (No Child Left Behind Act)

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<sup>1</sup> Pursuant to federal law, the term destructive device means: any explosive, incendiary, or poison gas: bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or device similar to any or the devices described in the preceding clauses.

<sup>2</sup> To establish a statutory exception, state law requires clear and convincing evidence that: 1) The object or instrument possessed by the pupil was not possessed by the pupil for use as a weapon, or for direct or indirect delivery to another person for use as a weapon, or 2) the weapon was not knowingly possessed by the pupil, or 3) the pupil did not know or have reason to know that the object or instrument possessed by the pupil constituted a dangerous weapon, or 4) the weapon was possessed by the pupil at the suggestion, request, or direction of, or with the express permission of, school or police authorities.

Students have a responsibility not only to make a maximum effort toward academic achievement, but also must make an effort to behave properly in any school situation. A primary objective of the East Grand Rapids School District is to assist all students in developing into responsible, self-disciplined individuals who exercise full freedom of decision making within their rights of citizenship. The school's responsibility is to support the students through this process recognizing that some students will learn more rapidly than others will.

In addition to observing and understanding all of the rules of conduct of the school and District, students are expected to recognize that there are established channels through which rules and conditions can be reviewed and appealed.

Students who operate outside of their legal rights and responsibilities, or who violate Board policy and/or school rules ~~will~~may be subject to disciplinary action under the Procedures for Discipline as outlined in Board Policy #8383, after consideration of Mitigating Factors. In addition, students who violate local, state or federal laws will be referred to the East Grand Rapids Public Safety Department.

#### Problem Solving Process

The following process is suggested for problem solving and communication within the District:

1. Talk to the Teacher/Coach first.
2. If the problem is not resolved, talk to the Principal.
3. If the Principal cannot help, talk to the Superintendent.
4. If the Superintendent cannot help, the Board of Education may be contacted.

#### Parent/Guardian Responsibilities

Parents/Guardians are expected to insure regular and punctual attendance of their children, establish and maintain appropriate communications with the school and assume responsibility for working cooperatively with the school personnel in resolving behavioral problems.

Teacher Responsibilities

In addition to providing a good example to students, teachers are expected to:

1. Know and enforce the rules and policies of the school and administer discipline consistently and fairly;
2. Seek conferences with parents and other school personnel in an effort to understand students who present behavioral problems.

Student Responsibilities

All students are expected to abide by the Code of Student Conduct policies 8305 through 8397 during the school year and on school property and at school activities. The school year commences with the first extra-curricular and/or co-curricular activity, whichever comes first, and continues through the end of the school year or the last scheduled extra-curricular and/or co-curricular activity of the school year, whichever comes last.

Application and Scope

The Code of Conduct covers all students enrolled in the East Grand Rapids Public School system. The code applies to a student who is on school premises, in a school-related vehicle, or at a school sponsored activity or trip, or who is using school telecommunication, networks, accounts or other district services. While the school system is not responsible for supervising or regulating off-campus activities, the school system may impose disciplinary or remedial measures in the event that off-campus activities of students, including travel to and from school, directly interfere with the operations, discipline, or general educational environment of the East Grand Rapids Public school system.

Application to Extra-Curricular, Co-Curricular, and Athletic Participation

Students are encouraged to become involved in extra-curricular, co-curricular, and athletic activities. Student participation in such activities is provided as an opportunity for students as long as they agree to follow the rules and guidelines.

In as much as participation is a privilege (not a right), students who violate the guidelines will be subject to the penalties outlined, up to and including suspension from participation in such activities.

#### High School

High School students who participate in extra-curricular activities, those which are not part of an academic class, are expected to maintain a 2.0 grade point average. Those students participating in high school athletics are further bound by the rules and regulations of the Michigan High School Athletic Association which requires passing four classes in order to participate.

#### Middle School

Middle school students who participate in extra-curricular activities, those which are not part of an academic class, are expected to maintain a "C" letter grade average. Those students participating in middle school athletics are further bound by the rules and regulations of the Michigan High School Athletic Association which requires passing four classes in order to participate. Student behavior will also be a determining factor for participation in extra-curricular activities.

Approved: June 9, 2003

Revised: February 22, 2010

Revised: January 12, 2015

Revised: August 18, 2016

LEGAL REF: MCL 380.11a, Act 289 effective 1996

All students are expected to use acceptable language and demonstrate appropriate conduct. Cursing, obscene or abusive language including remarks intended to demean a person's race, religion, gender, weight, height, national origin, disability, sexual orientation, or intellectual ability will not be tolerated.

Those who violate Board policy and/or school rules may-will be subject to disciplinary action under the Procedures for Discipline as outlined in Board Policy #8383.

Approved: June 9, 2003

Discriminatory harassment of students by School District elected officials, employees, vendors, contractors or others doing business with the School District, students, parent(s)/guardian(s), invitees, volunteers or guests will not be tolerated. Similarly, student-on-student discriminatory harassment is prohibited, equally, and will not be tolerated.

Discriminatory harassment includes unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct relating to an individuals' gender, race, color, national origin, genetic information (GINA), religion, height, weight, marital status, handicap, age, or disability when:

- Submission to such conduct or communication is made either an explicit or implicit condition of utilizing or benefiting from the services, activities, or programs of the School District,
- Submission to, or rejection of, the conduct or communication is used as the basis for a decision to exclude, expel or limit the harassed student in the terms, conditions or privileges of the School District, or
- The harassment substantially interferes with the student's education, creates an intimidating, hostile, or offensive environment, or otherwise adversely affects the student's educational opportunities.

Any student who believes that he or she has suffered harassment shall immediately report the incident(s) to his/her school Principal, or an Assistant Principal, teacher, social worker, or counselor. If it relates to the Principal or Assistant Principal, the complaint should be filed with the Assistant Superintendent of Instruction or the Assistant Superintendent of Business:

East Grand Rapids Public Schools  
2915 Hall Street SE  
Grand Rapids, MI 49506  
Phone: 616-235-3535

Should the complaint be against the Superintendent, the incident shall be reported to:

Vice-President of the Board of Education  
East Grand Rapids Public Schools  
2915 Hall Street SE  
Grand Rapids, MI 49506  
Phone: 616-235-3535

The School District ~~guarantees will not tolerate reprisals against a~~ ~~that a~~ student reporting in good faith an incident(s) of discriminatory harassment and if reprisal occurs, the School District will promptly investigate and take appropriate action, up to and including expulsion, termination of employment or other corrective action. ~~will not suffer any form of reprisal.~~

In determining whether the alleged conduct constitutes discrimination or harassment, the totality of the circumstances, the nature of the harassment and the context in which the alleged incident(s) occurred will be investigated. Conduct of a sexual nature is considered unwelcome if the student did not request or invite it and considered the conduct offensive or undesirable. A student's submission to the conduct or failure to complain does not by itself mean that the conduct was welcome, invited or consensual.

Example 1: A student makes offensive sexual jokes to another student, and the student does not object or speak out against them. The student's failure to object standing alone does not mean the jokes were welcome. If a student is comfortable doing so, it is recommended that students voice their objections when it is safe to do so.

Example 2: A female student willingly kisses a male student on one occasion at school. When the male student later attempts to kiss her again, she objects but he does so anyway. The subsequent kiss is unwelcome, despite the mutual consent of the first kiss.

The building Civil Rights Coordinator, or his/her designee, has the responsibility of investigating complaints of discriminatory harassment of students. In cases where the alleged harassment involves a member of the Board of Education, the School District will appoint outside legal counsel to investigate the complaint. The results of an investigation and any action taken thereon will be communicated to the complaining person.

Where appropriate, the School District will take interim measures to assure the safety of students reported to be victims of unlawful sexual harassment, sexual assault or other unwelcome sexual conduct. This may include no-contact orders to students, as well as counseling or other remedial measures.

The School District considers discriminatory harassment based on gender, race, color, national origin, genetic information (GINA), religion, height, weight, marital status, handicap, age, or disability to be a major offense, which will result in disciplinary action of the offender. Disciplinary action against a School District employee may include termination of employment. Disciplinary action against a student may include expulsion. Disciplinary action against a Board of Education member may range from Board of Education public censure to removal of the Board Member from an officer position he/she may hold.

Sexual harassment, may include, but is not limited to:

Unwelcome conduct of a sexual nature

Examples:

— Unwelcome sexual advances, requests for sexual favors, other verbal, nonverbal, or physical conduct of a sexual nature, such as sexual assault or acts of sexual violence (OCR Dear Colleague Letter – April 4, 2011)

- Legitimate non-sexual touching or conduct will generally not be considered sexual harassment. For example, if a staff member or coach briefly hugs a student to congratulate him/her, that is not unwelcome sexual conduct prohibited by School District policy. However, if a hug is unwelcome and occurs under inappropriate or coercive circumstances, it could rise to the level of sexual harassment.

● ~~Requests for sexual favors~~

In addition, any form of retaliation against the complainant or witness who makes a good faith report of policy violations -is in itself a form of sexual harassment. The School District will take appropriate corrective action, if warranted, in such cases.

Upon completion of, or at any point in, the grievance process, complainants have the right to file a complaint with the Office for Civil Rights, US Department of Education, Washington, D.C. 20201. The complainant should first be directed to the following address:

Office for Civil Rights  
600 Superior Avenue, Suite 750  
Cleveland, OH 44114  
(216) 522-4970 phone  
(216) 522-2573 fax

Approved: June 9, 2003

Revised: February 22, 2016

LEGAL REF: MCL 37.2101 *et seq.*, (Elliott-Larsen Civil Rights Act); 380.11a; 20 USCA §1681; 34 CFR §106.8; 34 CFR §106.9 (Title IX of the Education Amendments)

It is the policy of the District to provide a safe educational environment for all students. Bullying of a student at school is strictly prohibited. This policy shall be interpreted and enforced to protect all students and to equally prohibit bullying without regard to its subject matter or motivating behavior.

A. Prohibited Conduct

1. Bullying. Bullying of a student at school is strictly prohibited. For the purposes of this policy, “bullying” shall be defined as any written, verbal, or physical act, or any electronic communication, that is intended or that a reasonable person would know is likely to harm one or more students either directly or indirectly by doing any of the following:
  - a. Substantially interfering with educational opportunities, benefits, or programs of one or more students;
  - b. Adversely affecting a student’s ability to participate in or benefit from the District’s educational programs or activities by placing the student in reasonable fear or physical harm or by causing substantial emotional distress;
  - c. Having an actual and substantial detrimental effect on a student’s physical or mental health; or
  - d. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.
2. Retaliation/False Accusation. Retaliation or false accusation against a target of bullying, anyone reporting bullying, a witness, or another person with reliable information about an act of bullying is strictly prohibited.

## B. Reporting an Incident

If a student, staff member, or other individual believes there has been an incident of bullying in violation of this policy, s/he shall promptly report such incident to the appropriate principal or designee, or the Responsible School Official(s), as defined below.

A report may be made in person, via telephone, or in writing (including electronic transmissions). Confidentiality will be assured for any individual who reports an act of bullying. If an incident of bullying is reported to a staff member who is not the appropriate principal or designee, or a Responsible School Official, the staff member shall promptly report the incident to one or more of the aforementioned individuals.

A school employee, school volunteer, pupil, or parent or guardian who promptly reports in good faith an act of bullying to the appropriate school official designated in the school district's or public school academy's policy and who makes this report in compliance with the procedures set forth in the policy is immune from a cause of action for damages arising out of the reporting itself or any failure to remedy the reported incident. However, this immunity does not apply to a school official who is designated under subsection F, or who is responsible for remedying the bullying, when acting in that capacity.

## C. Investigation

All reported allegations of a policy violation or related complaint about bullying shall be promptly and thoroughly investigated by the building principal or designee. A description of each reported incident, along with all investigation materials and conclusions reached by the principal or designee shall be documented and filed separately with similar materials in the District's central administrative office.

#### D. Notice to Parent/Guardian

If the principal or designee determines that an incident of bullying has occurred, s/he shall promptly provide written notification of same to the parent/guardian of the victim of the bullying and the parent/guardian of the perpetrator of the bullying.

Students who engage in any act of bullying while at school, at any school function, in connection to or with any District sponsored activity or event, or while ~~in~~ en route to or from school ~~are may be~~ subject to disciplinary action, up to and including suspension or expulsion, after consideration of Mitigating Factors. Students ~~will~~may be subject to one or more of the following disciplinary actions:

- Removal from participation in extra-curricular activities
- Conference with parent(s)/guardian(s)
- Suspension for up to 10 days
- Long term suspension for the remainder of the school term
- Long term suspension for the remainder of the school year i.e.: Longer than one term or semester, but less than a full school year
- Referral to an appropriate law enforcement agency
- Permanent expulsion from the School District

#### E. Annual Reports

At least annually, the building principal or designee, or the Responsible School Official shall report all verified incidents of bullying and the resulting consequences, including any disciplinary action or referrals, to the Board of Education. The annual Board report may be given in writing, in person at a regular Board meeting, or as otherwise requested by the Board of Education.

#### F. Responsible School Official

The Superintendent ("Responsible School Official") shall be responsible for ensuring the proper implementation of this policy throughout the District. The foregoing appointment shall not reduce or eliminate the duties and responsibilities of a principal or designee as described in this policy.

#### G. Publication of Policy

Notice of this policy will be annually discussed with students and incorporated into the teacher, student, and parent/guardian handbooks.

#### H. Consideration of Restorative Practices

The District will consider restorative practices to remediate offenses such as interpersonal conflicts, bullying, harassment and cyberbullying before imposing discipline under Policy #8331 (MCL 380.1310c).

#### Definitions

The following definitions are provided for guidance only. If a student or other individual believes there has been bullying, hazing, harassment or other aggressive behavior, regardless of whether it fits a particular definition, he/she should report it immediately and allow the administration to determine the appropriate course of action.

“Aggressive behavior” is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student's educational, physical, or emotional well-being. Such behavior includes, for example, bullying, hazing, stalking, intimidation, menacing, coercion, name-calling, taunting, making threats, and hitting/pushing/shoving.

“At School” is defined as in a classroom, elsewhere on school premises, on a school bus or other school related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises. It also includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if either owned by or under the control of the District.

“Bullying” is defined as any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts, i.e. internet, telephone or cell phone, personal digital assistant (PDA), or wireless hand held device) that, without regard to its subject matter or motivating animus, is intended or that a reasonable person would know is likely to harm one (1) or more students either directly or indirectly by doing any of the following:

1. Substantially interfering with educational opportunities, benefits, or programs of one (1) or more students;
2. Adversely affecting the ability of a student to participate in or benefit from the school District's educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;
3. Having an actual and substantial detrimental effect on a student's physical or mental health; and/or
4. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

“Cyberbullying” means any electronic communication that is intended or that a reasonable person would know is likely to harm 1 or more pupils either directly or indirectly by doing any of the following:

1. Substantially interfering with educational opportunities, benefits, or programs of 1 or more pupils.
2. Adversely affecting the ability of a pupil to participate in or benefit from the school districts or public school's educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing substantial emotional distress.
3. Having an actual and substantial detrimental effect on a pupil's physical or mental health.
4. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

“Harassment” includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature, often on the basis of age, race, religion, color, national origin, marital status or disability, but may also include sexual orientation, physical characteristics (e.g., height, weight, complexion), cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.).

“Intimidation/Menacing” includes, but is not limited to, any threat or act intended to: place a person in fear of physical injury or offensive physical contact; to substantially damage or interfere with person's property; or to intentionally interfere with or block a person's movement without good reason.

“Staff” includes all school employees and Board members.

“Third parties” include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, vendors, or others engaged in District business, and others not directly subject to school control at inter-district or intra-district athletic competitions or other school events.

“Telecommunications access device” and “telecommunications service provider” mean those terms as defined in section 219a of the Michigan penal code, 1931 PA 328, MCL 750.219a.

For further definition and instances that could possibly be construed as Harassment, see

[Policy 8330](#); Hazing, see Policy 8332.

Approved: June 8, 2009

Revised: June 6, 2012

Revised: April 28, 2015

LEGAL REF: MCL [380.1310B](#) (Matt's Safe School Law, PA 241 of 2011); Model Anti-Bullying Policy, Michigan State Board of Education

Hazing Prohibited

Soliciting, encouraging, aiding, or engaging in “hazing” on or in any school property at any time, or in connection with any activity supported or sponsored by the District, whether on or off school property, is strictly prohibited.

“Hazing” means any intentional, knowing, or reckless act meant to induce physical pain, embarrassment, humiliation, deprivation of rights or that creates physical or mental discomfort, and is directed against a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any organization, club, or athletic team sponsored or supported by the District and whose membership is totally or predominately other students from the District.

Students engaging in any hazing or hazing-type behavior that is, in any way, connected to any activity sponsored or supported by the District, ~~will~~may be subject to one or more of the following disciplinary actions:

- Removal from participation in extra-curricular activities;
- Conference with parent(s)/guardian(s);
- Suspension for up to 10 days;
- Long term suspension for the remainder of the school term;
- Long term suspension for the remainder of the school year i.e.: Longer than one term or semester, but less than a full school year;
- Referral to an appropriate law enforcement agency; and/or
- Permanent expulsion from the School District.

“Hazing”, as defined by state law, is also a crime in the state of Michigan.<sup>1</sup> In addition to possible prosecution by the local authorities if a student violates this law, the student ~~will~~may also be subject to disciplinary action under this policy.

Sexting

The act of possessing, sharing or displaying lewd or nude pictures or images of students via social media or otherwise is a violation of law and School District policy. In addition to possible

prosecution by the local authorities if a student violates this law, the student will also be subject to disciplinary action under this policy.

This policy shall be included in all student handbooks of the District and shall be disseminated to the public in a manner to be determined by the Superintendent.

Approved: August 30, 2004

LEGAL REF: MCL 750.411t (PA 11 of 2004, AKA “Garret’s Law”)

<sup>1</sup> As defined in MCL 750.411t, “hazing” means “an intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against an individual and that the person knew or should have known endangers the physical health or safety of the individual, and that is done for the purpose of pledging, being initiated into, affiliating with, participation in, holding office in, or maintaining membership in any organizations. Further, the term “organization” means “a fraternity, sorority, association, corporation, order, society, corps, cooperative club, service group, social group, athletic team, or similar group whose members are primarily students at an educational institution.”

This policy shall govern the practices followed by East Grand Rapids Schools in connection with a student's conduct in a class, subject or activity in which a student may be suspended and/or expelled as required under the Michigan Compiled Laws.

Physical Assaults:

The Board ~~shall~~may permanently expel a student in grade 6 or above if the student commits a physical assault, as defined by MCL 380.1311a(12)(B), against a District employee or against a person engaged as a volunteer, as defined by Board policy, or contractor for the District on school property, on a school bus or other school related vehicle, or at a school-sponsored activity or event.

For the purpose of this policy, "physical assault" shall be defined as "intentionally causing or attempting to cause physical harm to another through force or violence."

Reinstatement:

The parent(s)/guardian(s) of a permanently expelled student, or an emancipated permanently expelled student may petition the Board for reinstatement after 150 school days. The individual shall not be reinstated before 180 school days have expired. The Board shall provide all due process rights to reinstatement as outlined in Student Conduct Code Policy 8300.

Verbal Assaults:

Any student in grade 6 or above who commits a verbal assault on school property, on a school bus or other school related vehicle, or at a school-sponsored activity or event against a District employee or against a person engaged as a volunteer (as defined by Board of Education policy) or contractor for the District ~~shall~~may be expelled by the Board for up to 180 school days. The Board may modify the expulsion period on a case-by-case basis.

For the purpose of this policy, "verbal assault" shall be defined as any willful verbal threat to inflict injury upon another person, under such circumstances that create a reasonable fear of imminent injury, coupled with an apparent ability to inflict injury.

Physical Assaults Committed Against Other Students

The Board ~~shall~~may expel a student in grade 6 or above for up to 180 school days if the student commits a physical assault, as defined by MCL 380.1210(3)(B), against another student on school property, on a school bus or other school related vehicle, or at a school-sponsored activity or event. The Board may modify the expulsion period on a case-by-case basis.

Consideration of **Mitigating** Factors

Prior to expelling a student for arson, criminal sexual conduct, physical assault, verbal assault, and/or bomb threats, the Board shall consider each of the following factors:

- 1) The student's age.
- 2) The student's disciplinary history
- 3) Whether the pupil is a student with a disability
- 4) The seriousness of the violation or behavior committed by the pupil.
- 5) Whether the violation or behavior committed by the student threatened the safety of any pupil or staff member.
- 6) Whether restorative practices will be used to address the violation or behavior committed by the student.
- 7) Whether a lesser intervention would properly address the violation or behavior committed by the student.

If, after such consideration, the Board determines a lesser intervention than expulsion is appropriate, than the Board may proceed with a lesser intervention.

Application to Students with Disabilities

This policy shall be applied in a manner consistent with the rights secured under federal and state law to students who are determined to be eligible for special education programs and services or those students suspected of having a handicap (Sec. 504).

Those who violate Board policy and/or school rules ~~will~~may be subject to disciplinary action under the Procedures for Discipline as outlined in Board Policy #8383 and after consideration of the Mitigating Factors.

Approved: June 9, 2003

Revised: June 5, 2017

LEGAL REF: MCL 380.1310(3)(B); MCL 380.1310d; MCL 380.1311a(12)(B)

The following procedural guidelines will govern the expulsion process:

Prior to any expulsion recommendation, (except a mandatory expulsion pursuant to MCL 380.1311(2): Possession of a firearm in a weapon free school zone) the Board or its designee(s) shall consider the following factors when determining expulsion for a student in violation of Board Policy:

- 1) The student's age
- 2) The student's disciplinary history
- 3) Whether the pupil is a student with a disability
- 4) The seriousness of the violation or behavior committed by the pupil
- 5) Whether the violation or behavior committed by the student threatened the safety of any pupil or staff member
- 6) Whether restorative practices will be used to address the violation or behavior committed by the student
- 7) Whether a lesser intervention would properly address the violation or behavior committed by the student.

Written notice of charges against a student shall be supplied to the student and parent(s)/guardian(s) by certified mail with a return receipt or hand delivered with a signed acceptance letter, if possible. Within this notice shall be a statement of a reasonable time and place for a hearing. The hearing shall be conducted by at least a quorum of the Board of Education that shall make its determination solely upon the evidence presented at the hearing. The hearing is not a legal proceeding and observance of technical rules of evidence shall not be required at such hearing. The student shall be advised that the hearing will be open to the public unless the student or the parent(s)/guardian(s) of a minor student make a written request to the Board that it be a closed hearing. Any final action by the Board of Education will be taken in Open Session, and the student's name will then be made public as required by law. The minutes of the Board Hearing

shall constitute the record. Parent(s)/Guardian(s) may be present at the hearing and legal counsel may represent the student.

Students and school authorities shall be given an opportunity to give their versions of the facts and the implications of such facts. Both parties should be allowed to offer testimony of other witnesses and present other evidence.

The student, parent(s)/guardian(s) or attorney shall be allowed to observe the evidence offered against the accused.

A majority of the Board of Education shall state within a reasonable time after the hearing, its findings as to whether or not the student charged committed the conduct charged and its decision as to expulsion. The Board may implement any discipline if determined appropriate. Only Board members who were present at the hearing may vote.

A student who is expelled shall receive no credit during the duration of a student expulsion.

#### 8395 Expulsion Procedures

8395-2

Students who have been expelled from school are not allowed on school property, nor in any school building during school hours nor shall they attend any school activity, function or event held by the schools on or off school property.

The decision of the Board shall be reduced to writing and sent to the student and parent(s)/guardian(s) by Certified mail with a return receipt, or be hand delivered with a signed acceptance letter, if possible.

The student and parent(s)/guardian(s) shall be made aware of their right to appeal the decision of the Board of Education to the Kent County Circuit Court or the United States District Court for the Western District of Michigan.

Approved: June 9, 2003  
Revised: June 5, 2017  
LEGAL REF: MCL 380.1310d

**Our Mission**

*Educating and inspiring each student  
to navigate successfully  
in a global community*

**BOARD ENCLOSURE**

**September 18, 2017**

**Item No. 7**

**DRAFT**

**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, August 15, 2017**

**MINUTES**

The **REGULAR MEETING** of the East Grand Rapids Public Schools Board of Education, Kent County, Michigan, was held on Monday, August 15, 2017, 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, Mark Hessler, Brian Coles, Brad Laackman

Absent: Beth Milanowski

Administration: Dr. Sara Magaña Shubel, Kevin Philipps, Doug Jenkins

Meeting Called to Order

President Wolford called the meeting to order at 7:33 a.m.

Acknowledgment of Guests - None

Public Comments – None

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

The board received a Thank You note from Danielle Beller and Jeanne Glowicki for the clock received on their retirement.

**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 5-7.

Approval of Minutes of REGULAR Meeting of 6/12/2017 (Enclosure #5)

Approval of Minutes of SPECIAL Meeting of 6/28/2017 (Enclosure #6)

Approval of Payment of Bills – June and July 2017 (Enclosure #7)

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

**OTHER ACTION ITEMS**

Approval of New Teacher Contracts

Dr. Shubel announced the hiring of the following teachers:

Molly Anderson – Breton Downs Gr. 1

Katie Baker – High School Math

Elle Bodnar – High School Guidance Counselor

Rebecca Chavez – Elementary Spanish

Michelle Harper – High School Guidance Counselor

Natalie Meadows – High School World Language

Kim Owens – High School Band

Jamie Rhinesmith – Breton Downs Gr. 4

Elizabeth Sprague – High School World Language

Member Bernecker moved to approve the Teacher Contracts as presented in Enclosure #8. Member Hessler seconded the motion. Motion passed 6-0.

## **ADMINISTRATIVE REPORTS**

### Superintendent

Dr. Shubel reported that the administrative team received Title IX Training from Clark Hill PLC last week, and policy revisions will be brought to the board for approval to strengthen the policy language that we currently have in place.

### Assistant Superintendent of Business

Kevin Philipps presented an update on conversations held with KCEA and the EGREA regarding the county enhancement millage and contract salary formula.

### Assistant Superintendent of Instruction

No reports

### Board Member Reports

*Communications Committee* – No reports

*Facilities Committee* – No reports

*Finance Committee* – No reports

*Joint Facilities Committee* – No reports

*Personnel Committee* – No reports

*Policy Review Committee* – No reports

*Legislative Liaison Committee* – No reports

### Liaisons

*EGR Schools Foundation* – No reports

*Community Action Council* – No reports

*Parks & Recreation* – No reports

*PTO Council* – No reports

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

The next board meeting will be held on Monday, September 18, 2017, at 6:00 p.m.

## **ADJOURNMENT**

President Wolford adjourned the meeting at 8:05 a.m.

Respectfully submitted,

Natalie Bernecker, Secretary Pro-Tem  
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.

jmm 8/16/2017

**BUSINESS OFFICE**

**MEMORANDUM**

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Date: September 18, 2017  
To: Dr. Sara Magaña Shubel, Superintendent  
The Board of Education  
From: Kevin D. Philipps, Assistant Superintendent of Business  
Subject: August 2017 Payment of Bills

APPROVE **August General Fund (11)** – checks #126373 through check #126473, with the exception of voided check #126373 in the total amount of \$629,289.42.

APPROVE **August Athletic Fund (21)** – checks #15519 through check #15531, and checks #21525 through check #21538 in the total amount of \$18,472.46.

APPROVE **August Sinking (Building & Site) Fund (41)** – checks #523 through check #526, with the exception of voided check #525, in the total amount of \$78,875.56.

APPROVE **August Capital Projects (43)** – checks #344 through check #345 in the total amount of \$260,216.80.

APPROVE **August Student Activity Fund (61)** – checks #25650 through #25671, in the total amount of \$20,334.29.

APPROVE **August Joint Facilities Fund** – no checks this month.

APPROVE **August Debt Retirement** – no checks this month.

*KP/jmm*



BOARD ENCLOSURE

September 18, 2017

Item No. 9

**2017-2018**  
**ADMINISTRATIVE AND TEACHER CONTRACTS**  
For Board of Education Approval – September 18, 2017

**Certificated Staff:**

Kailey Faris

Lakeside Elementary Gr. 1



## SUPERINTENDENT GOALS

Sara Magaña Shubel, Ph.D.  
Superintendent

2017-2018

As I start my 12<sup>th</sup> year as superintendent I am cognizant of the impact and importance of the collaborative culture we have established with our greater EGR school community. Without a strong partnership with our teachers, administrators, and parents it would be a challenge to maintain the legacy of the *Tradition of Excellence*. In striving to achieve the vision and mission of East Grand Rapids Public Schools, the district, as well as building and teacher goals, have a singular and sustained focus – student learning. We are committed to ensuring that all students achieve at the high levels needed to prepare them to lead fulfilling and productive lives, to succeed in academic and employment settings, and to be a contributing member of society. To accomplish the goal of providing a high-quality education to every student, we must ensure that policies, programs, and systems of support are directed toward the common purpose of improving academic achievement for all students.

As I prepare to set goals for 2017-2018 I encourage the board to be reflective and celebrate the great accomplishments that district staff and students achieved during the 2016-2017 school year. The academic, music and arts, and athletic successes of our students were achieved through the collaboration of teachers, students, parents, and administrators, which supports our *Tradition of Excellence*. *Our staff take pride in preparing our students for academic success by establishing a solid academic foundation early in their educational journey.*

One of my priorities for the upcoming school year is to sustain our work on enhancing student achievement through the alignment of curriculum, instruction, and assessment, and the development of interventions to address learner needs. The following goals align with the priorities and goals established in the East Grand Rapids Public Schools' District School Improvement Plan. Updates for each goal will be shared with the Board of Education throughout the school year, with detailed updates provided mid-year and during my end of year evaluation.

As I reflect on the work accomplished during my tenure and prepare for the 2017-2018 school year, it is clear that there has been a significant and sustained priority placed on effective teaching practices and learning by the teachers, administrators, and Board of Education at East Grand Rapids Public Schools. I am committed to continuing this focus on effective teaching practices and learning while enhancing my leadership skills in order to be an effective leader as we move the district forward.

The annual goals are intended to establish a focus for the upcoming school year and serve as a guide as I reflect upon and improve on my effectiveness as the district leader; however, they are not intended to serve as a comprehensive listing of all the responsibilities that need to be accomplished by the superintendent in order to lead and maintain a highly effective and efficient school district from both an instructional and operational perspective. I look forward to my 12th year as superintendent of EGRPS and continuing to learn and grow in order to continue moving us forward and maintaining a strong, viable public school district.

## FINANCE & OPERATIONS

### **Superintendent Goal 1 (MASB Section D – Business & Finance)**

Provide leadership for the development of a multi-year budget, including a budget process with a long-term vision that maintains a targeted fund balance and works toward fiscal stability.

- a. Establish a timeline and communication plan for the 2018-2019 budget development
- b. Update and revise the Community Budget Guide for 2017-2018
- c. Prepare for potential program and services reductions and/or restructuring for the 2018-2019 school year
- d. Research opportunities to collaborate and reduce operational costs with other local districts, ISD, and the City of East Grand Rapids
- e. Continue to seek ways to offer a comprehensive co-curricular program that is fiscally responsible

- f. Continue to advocate on behalf of East Grand Rapids Public Schools and monitor new legislation that could have significant impact on our state funding
- g. Review health programs and research ways to reduce district expenditures while maintaining health benefits for staff
- h. Prepare the Phase Two (2019) bond project timelines and financial status
- i. Prepare for the negotiations process for the Collective Bargaining Agreements which expire on June 30, 2018

## **LEARNING, TEACHING, AND LEADING**

### **Superintendent Goal 2 (MASB Section E – Instructional Leadership)**

Provide leadership in the continued enhancement of our curriculum, instruction, and assessment so that we will provide all students with a challenging learning environment that meets their cognitive, social, physical, and emotional needs.

- a. Ensure a smooth transition in leadership for the Office of Instruction
- b. Increase the integration and the use of best practices of technology resources for instructional and operational purposes
- c. Expand the staff's capacity to assess, monitor, and report student growth in order to inform and promote academic success for every student through the development and expanded use of Assessment for Learning and Assessment of Learning strategies
- d. Provide professional development opportunities necessary to support the development of staff for teaching in a 1:1 learning environment
- e. Analyze student achievement data and work with staff to develop systems and interventions focused on improving student achievement and closing the achievement gap
- f. Continue the alignment of our curriculum with the State Standards (Common Core)
- g. Core content areas of Mathematics, English Language Arts, Social Studies, Science, and World Languages will have current, flexible, and fluid curriculums
- h. Prepare teaching staff for any requirements from the Michigan Department of Education with regards to ESSA
- i. Implementation Teams will continue the work in the core content areas, developing a system for monitoring and studying the data from multiple assessments

### **Superintendent Goal 3 (MASB Section E – Instructional Leadership)**

Continue developing the Literacy team that is focusing on HB 4822 (3<sup>rd</sup> Grade Reading Proficiency House Bill 4822), study and research, and make recommendations for consideration to meet the legislation requirements. Our goal is to meet the requirements of the legislation as we continue to provide quality reading instruction for all students.

The following components of the legislation will be implemented for 2017-2018 school year, and they are:

- Overview of the [HB 4822 Flow Chart for Implementation](#)
- [Reading Improvement Plan](#)
- School & Parent Communications

## **STUDENT ACHIEVEMENT AND STUDENT GROWTH**

### **Superintendent Goal 3 (MASB Student Growth section and Progress Toward District-Wide Goals)**

Increase student achievement and student growth at all levels including subgroups. This goal will be represented in core content areas in our district and building school improvement plans and teacher evaluation plans.

Multiple measures of academic progress will be considered when measuring student achievement and student growth. We will be mindful of the development of the whole child and support this philosophy through implementing fiscally responsible systems and organizational structures that support student learning.

The student growth measurements will be reflected in the following four data points:

- a. NWEA (MAP) scores in reading for students in grades 2-7
- b. SAT
- c. M-Step
- d. MME

### **Annual Education Reports**

The district and each of our buildings are required by federal and state regulations to publish an Annual Education Report (AER). These include an achievement report along with a cover letter providing additional details about individual building's school improvement processes and goals.

## **PERSONNEL MANAGEMENT**

### **Superintendent Goal 4 (MASB Sections C & E)**

Provide leadership in the continued enhancement of our evaluation systems and mentorship for administrators new to their roles to ensure continued professional growth.

- a. Ensure that the evaluation systems for teachers/administrators are aligned with state requirements and comply with Section 1249 and Section 1248 (Layoff/Recall)
- b. Provide teachers and administrators with an overview on how to use the evaluation rubrics to determine the state ranking categories of Highly Effective, Effective, Minimally Effective, and Ineffective
- c. Work with administrators to provide teachers who are on improvement plans with the appropriate support needed in order to show growth in areas needing improvement
- d. Ensure that evaluations are completed on all teachers and administrators and that all evaluations comply with the standards set forth in Section 1249
- e. Provide support and professional development for administrators to continue their professional growth