

MEMPHIS COMMUNITY SCHOOLS
34110 BORDMAN RD, MEMPHIS, MI 48041
BOARD OF EDUCATION

MINUTES – Regular Meeting

Monday, May 20, 2019 7:00 PM
Jr/Sr High School Media Center

The regular meeting of the Memphis Community Schools Board of Education was held on Monday, May 20, 2019, at 7:00 p.m., at the Jr/Sr High School Media Center, 34130 Bordman Rd, Memphis, MI.

The meeting was called to order by President, Dave Rhein at 7:01 pm.

The Pledge of Allegiance was recited.

ROLL CALL:

MEMBERS PRESENT: Dave Rhein, Chris Pare', Karyn McCue, Marty Cook, Cheryl Florka, Audrey O'Connor, Amanda Bobcean

MEMBERS ABSENT: None

ADOPTION OF AGENDA:

On a motion by McCue, supported by Florka, to approve the agenda for the May 20, 2019 regular meeting, as presented.

Ayes: All (7) Nays: 0 Motion Carried

CONSENT AGENDA:

Approval of Minutes from special meeting on May 6, 2019.

You are also approving General Fund bills in the amount of \$154,774.72 and AP Payroll checks in the amount of \$15,017.17, for a total of \$169,791.89 with checks numbered 63969 through 64055, and ACH Transfers in the amount of \$255,380.84, for a total of \$425,172.73 with check number 63971 voided, and additional bills in the amount of \$250,349.49, with no checks voided.

Resignations: Tammy Burg

Retirements: Michele Bishop

Hiring: Mark Brimmer as Varsity Football Coach, Beth Hughes as Playground Supervisor, and Joseph Jacobs as JV Football Coach

On a motion by Cook, supported by Florka, to approve the items under consent agenda, as presented.

Ayes: All (7) Nays: 0 Motion Carried

Reports:

Student of the Month: Students who were in attendance were presented with a certificate. Those students who were unable to attend meeting will be presented with award in school by their principal.

Teacher of the Year: Hollie Keller was recognized as the Memphis Teacher of the Year and Brad presented her flowers and her name was added to the district plaques in the school offices.

BeeCoders Robotics introduced by Susan. Team shared demonstration of their Lego Robots to the Board and commented on highlights of being on the team and competing in the World Championships. BeeCoders received Team Choice Award. Assembly will be held on May 29th at 2:00 pm for the Elementary students to help celebrate their achievements.

Student Report by Rebecca Kiehler: See attached report.

Laura Nickelson, Food Service Director

Claire Jackson received Certificate of Honor for 25 years of service in the Food Service Industry by MDE and SNAM. Working on closing out the school year and collecting unpaid lunch account balances. Updated Board on increased number of breakfast and lunches served. Looking for student input on new menu items. 5th Graders visited the lunchroom during their tour of the JH for next school year. Board Congratulated Laura and the Food Service Department for such great work for the Memphis Lunch Program this year.

Athletics – Drake Okie – Congratulated Amanda for her position on the Board and for Adam as new Business Director. Reviewed Wrestling Awards and recipients of Scholarships. Held Athletic Awareness Night with 70 people in attendance to discuss the future of the Youth Sports Program. Shared letter and email from Tri County East Officials Association on good sportsmanship in Memphis district. Varsity Coach and JV Football Coaches have been hired. Meeting with Austin Academy next week to invite them to compete with Memphis in the Fall. New evaluations will be used next year and coaches will also do a self-evaluation. Track Team finished in top 7 and are doing well. Soccer Team holding parent night on Tuesday with districts at Memphis on Thursday at 5:30 pm. Softball and JV Softball are having a good year and improving. Baseball Team is in 2nd place with parent night on Tuesday. Basketball Camp was held for 2nd thru 5th grade with 25 participants. Varsity players helped with this camp. June 13th is Spring Sports Banquet. Thanked the Mayor of Memphis and DPW for putting up signs on M19.

Susan Hankins, Elementary – RESA will help with ideas for the Summer School at home reading plan. Parents will come in to learn how to use items in backpacks that will be provided. Staff will meet with parents throughout the summer to review how program is going and answer questions. See report attached for other highlights.

Matt Karaffa, Jr/Sr High – Report attached

Business Report: Adam Walsh thanked the Board for the opportunity as Business Director and is excited to be in Memphis.

B. Gudme – Projected Budget and Final Budget will be presented at the June Meeting. Adam will be able to do training through MSBO for his position. Reviewed Policy and Grievance Committee meeting notes.

CORRESPONDENCE: Reviewed items on Agenda.

D. Rhein – Is there a school safety Liaison assigned? **B. Gudme** will check on this and confirm that it is in place.

AUDIENCE PARTICIPATION: The Superintendent will contact those that submitted audience participation forms.

OLD BUSINESS:

A. Neola Policy # 0144.1, Compensation, Adoption

On a motion by O'Connor, supported by Florka, to approve the Adoption of Neola Policy #0144.1, Compensation, as presented.

Ayes: All (7) Nays: None Motion Carried

B. Memphis Policy #8160, Rules for Public Participation, Adoption

On a motion by Cook, supported by Pare', to approve the Adoption of Memphis Policy #8160, Rules for Public Participation, as presented.

Ayes: All (7) Nays: None Motion Carried
C. Communication Procedure – No action taken

NEW BUSINESS:

A. Board Committees

Vacancies on DSIT and Extra Curricular Committees were appointed by Dave Rhein and will be filled by Amanda Bobcean. No motion needed

B. 2019-20 Proposed RESA Budget

On a motion by Florka, supported by McCue, to approve the Proposed RESA Budget for 2019-20, as presented.

Ayes: All (7) Nays: None Motion Carried

C. Neola Policy #0167.3, Public Participation, 1st Reading

On a motion by Paré, supported by Florka, to approve the 1st Reading of Neola Policy #0167.3, Public Participation at Board Meetings, as presented.

Board discussed policy.

On an amended motion by Paré, supported by Cook, to remove the word repetitive in section H. 1 of the policy stated above.

Ayes: All (7) Nays: None Motion Carried

D. Neola Policies #3100 - #3531, Professional Staff, 1st Reading
(Except #3121 previously adopted)

On a motion by Florka, supported by O'Connor, to approve the 1st Reading of Neola Policies #3100 - #3531, Professional Staff, as presented.

Board discussed policy # 3122.

On an amended motion by Florka, supported by Cook, to change #3122 to have the Board as the Final Decision on a complaint filed, as discussed.

Ayes: All (7) Nays: None Motion Carried

E. RESA Biennial Board of Education Resolution

On a motion by Paré, supported by Florka, to designate Karyn McCue as its representative and Marty Cook as its alternate representative, to serve on the 2019 electoral body to elect members to the St. Clair County RESA Board of Education. The Board further directs its representative to support candidate Michael P. McCartan and Marshall J. Campbell for a position on the St. Clair County Regional Educational Service Agency Board of Education for a term of six years.

Ayes: All (7) Nays: None Motion Carried

F. Resolution in Support of Adequately Funding Michigan Schools

On a motion by O' Connor, supported by McCue, to approve the Resolution in Support of Adequately Funding Michigan Schools, as presented.

Ayes: All (7) Nays: None Motion Carried

G. AFSCME Contract – Ratification

On a motion by McCue, supported by O'Connor, to approve the AFSCME Contract for 2019-20 and 2020-21, as presented.

Ayes: All (7) Nays: None Motion Carried

H. Administrative Contracts – Brad Gudme, Keith Corbat, Krett Kujat, Drake Okie, Sandi Pavlov

Principals will be going into 3rd year of contracts with 2% raises built in.

I. Central Office Contracts – Laura Heilig, Sandra Fowler, Brian Gerstenberger, Bregetta Marchand

Discussion on above contracts. 2 % increase will cost district \$10,000/year and 5% increase will cost district \$20,000. Finance Committee will meet to discuss further.

No decisions or actions taken.

J. Hourly Contracts – Instructional Aides, Non Instructional Aides, Preschool Teacher, GSRP Associate Teacher

Costs to district for these increases not yet available. No decisions or actions taken.

M. Cook – Which of these contracts are due to expire? **B. Gudme** – All of these listed above.

D. Rhein – Contracts will need to be presented at June 24th Board Meeting. **B. Gudme** – Will work with Adam to have costs and budget information for Finance Committee meeting. **C. Paré** – Would like to see comparison on positions and other districts. **B. Gudme** – Will get costs for Board to compare positions. **A. O'Connor** – A list of duties and hats for jobs worn would be helpful to know for these positions.

SUPERINTENDENT'S COMMENTS:

Preliminary Data showing zero students expected to retained this school year.

Looking at bus leasing options with Krett. Requesting 3 month extension for 2 buses currently being leased. International will offer about a \$1000 savings per bus per year. Hope to sign lease contract by the end of the week.

M. Cook – What is the status of the grant? **B. Gudme** – Must purchase a bus if we were to receive the grant. End of school year news should be coming from MDE, they will automatically grant state of emergency for days closed, nothing officially received yet. List of budget categories shared with breakdowns of accounts provided for Board.

Summer tax collection update: 6 out of 7 municipalities will continue to collect taxes same as last year. Waiting to hear back from Wales Twsp on their decision.

Requested approval for Consulting Agreement with PSI. Board discussed.

C Florka – Can we use their services still? **B. Gudme** – He cannot associate with any school business or he would have to terminate his agreement with PSI. **M. Cook** – Would Brad be Education Consultant? Is it on commission? **B Gudme** – Salary based agreement through December 1st, 2019. **M. Cook** – Concerned about having head administrator hired by PSI, conflict of interest concerns. Would like to see more attendance at sporting events. **Paré** –Is warranty and service contract still open? Concerns with time restraints. **B. Gudme** – Any service repairs and issues would fall on contracted companies. **D. Rhein** – Cannot support request at this time.

On a motion by Florka, supported by Paré, to approve the request for consent to serve as Educational Consultant for Performance Services, Inc.

Roll Call Votes:

Rhein	No
Paré	No
McCue	Yes
Cook	No
Florka	No
O'Connor	No
Bobcean	No

Ayes: All (1) Nays: (6)

Motion Failed

B. Gudme - Working with Brian on Parent and Community concerns on website.

BOARD ROUND TABLE:

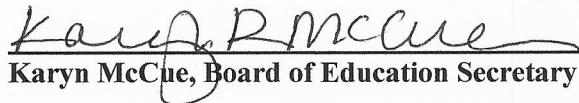
K McCue – Attended School Board Association Meeting – Education Scholarship changed starting with 19-20 school year. Will grant 3 scholarships for \$1500 each instead of 9 at \$500 each. Less students going into

Education field so requirements will be broader to open up to other students. **C. Florka** – Thank you to Marybeth Berger for nice job planning Graduation Ceremony. **D. Rhein** – Band and Choir sounded awesome. Congratulations to all Senior Students! **M. Cook** – Friday Finals on May 3rd mentioned Sam's Club rewards issue, what is status? **B. Gudme** – Went to Sam's Club twice and is working with them to resolve problem and come up with a different option for reward program. **A. O'Connor** – Taking online course through MASB on Fundamentals of Board – quarter of the way through training. **B. Gudme** – MASA will come out to train with a minimum of 5 people for \$350 per person. RESA will not have anyone who could attend with Memphis Board members. **D. Rhein** – Superintendent Evaluation quarterly review will be in July.

ADJOURNMENT:

On a motion by Rhein, supported by Florka, to adjourn the meeting at 9:04 p.m.

Ayes: All (7) Nays: 0 Motion Carried


Karyn McCue, Board of Education Secretary


Laura M. Heilig, Recording Secretary

April 15, 2019

Superintendent

- **Week of April 22**

- Matt and Kim traveled to East Lansing on Wednesday to interview candidates for our College Advisor position for next year. Merideth Bond filled that role this year but had only signed up for a one and will be done near the end of June. This is a full-time position that we split the cost with RESA for.
- We hosted the Chamber of Commerce meeting on Wednesday morning and continued the planning of the Memphis Days. By request of the Chamber, we will be hosting the fireworks show on Saturday night. Also, Drake and I will be organizing and running the 3 on 3 basketball tournament that weekend this year.
- Erika Kiehler and Noah Treutle were honored at the Macomb County All-Academic Banquet on Wednesday evening. This event honors the top of top academic students in Macomb County. Noah was also named to the all-county dream team.
- Susan, Sandi P, Trish B and I met on Thursday morning to discuss our plans for expanding Daycare and increasing Pre-school options. We will be surveying parents to get their input but we plan to increase 4 year old pre-school to 4 days per week with the option of full-days and give the option of 2 or 4 days pre-school for our 3-year-olds. Our daycare staff follows the same curriculum as the pre-school and GSRP making this an easy transition. We are excited to educate the community on our outstanding program and provide more options.
- Noah Treutle, Erika Kiehler, Rebecca Kiehler, Katie Ren and Emily Landon were all honored on Thursday afternoon at the GTC academic banquet. The GTC honors the top five performing students for each school based on GPA and SAT scores.
- Adam Walsh accepted a 3-year contract as our Business Director this week. Pending board approval, he will plan to begin with us on May 13th.

- **Week of April 29**

- Over the last month or so, we have received several FOIA requests. These are mainly from unions looking for financial information but we have a current one regarding a student and any emails regarding him. I have been working with Brian and staff to fulfill the FOIA request but this is quite an overwhelming task. While providing all the requested materials we must redact info from emails that contain any other students names and information to make sure no student rights are violated. Laura and I will be attending a FOIA training on Tuesday next week to help us understand the process and legal ramifications.
- Krett informed me early this week that we will be losing a Bus Driver to Port Huron Transit sometime over the next few weeks. She will be guaranteed 35 hours per week and I believe benefits. We have posted for a full-time driver and have received an interested party but would need to receive full training which will take several months.
- All of our students participated in an Active intruder drill - (ALICE training) this week. This was our 3rd practice drill of the year and it went great. We are working with our new Chief of Police to set-up a refresher training this fall with all staff with actual hands-on training.
- Our Finance Committee met this week and we will be pursuing leases on four new buses for the fall and also looking into buying the two buses we are currently leasing.
- Our Elementary robotics team - BEE Coders - Finished 1st in the world last weekend. This was talked about briefly at our BOE meeting but not to the extent it needs to be. I was not fully aware of their

accomplishment but these numbers helped put it into perspective: number 1 out of 11,500 teams around the world and the top 4 girls out of 63,000 students. We are working to set up a Banner raising ceremony with the coaches and we will invite all local news to join the event. I will send the date and time to all when we finalize the details.

- I met with Maria Kowatch and provided her with a letter regarding her approved leave of absence. I stated that her leave doesn't guarantee her a position upon her return but that she would be given preference to any equal positions. I believe we will have one more para that will be requesting a one-year leave as well.
- Snow day legislation is on the Governor's desk to be signed today. It will allow all districts to apply for an additional 4 days of forgiveness for this current year. Upon her approval, I will submit an application for 3 additional waiver days. The language regarding the hourly employees being paid for missed time has been removed and each district will be able to make their own decisions on this. We are considering giving these employees the opportunity to work several additional days at the end of the year to help make up for the waived days. There is plenty of end of the year tasks that need to be completed and the additional support while students are out of the building would be very welcome. I will keep you posted on our plans. This would add no additional costs to our district.
- **Week of May 6**
- On Monday, Laura and I met with our NEOLA rep and put together our first draft of the 3000 Section of our policy. This section deals with professional staff, mainly the teachers, and we hope to have it for first reading at the BOE meeting on the 20th.
- On Tuesday afternoon, Laura and I went to SC4 to hear our new State Attorney General, Dana Nessel, discuss the Freedom of Information Act, FOIA, and the Open Meetings Act, OMA. Unfortunately, the meeting was very general and did not provide a lot of new info regarding either act. I was good to get the Attorney General's opinion on some of the matters but I wished it would have been more detailed.
- Tuesday evening, I attended the Memphis City Council meeting to discuss a resolution with them agreeing to continue to collect summer taxes for the school. The council approved the resolution unanimously. The meeting concluded early enough for me to attend the Riley Township meeting and present the resolution to them as well. They will be meeting on Monday, 5/13, to vote on the resolution. I have sent the attached letter to our other 5 municipalities and I am scheduled to attend the Columbus Twp. and Kenockee Twp. meetings on Tuesday, 5/14. I will keep you posted on Wales, Richmond, and Kimball townships as well.
- I traveled to Lansing on Wednesday with three other county Superintendents to spend the day meeting representatives for the Senate, the House, the Governor's Office, and the MDE. It was a great experience talking with each of our local legislators and meeting some of the influential members of all these educational groups.
- Krett has been in contact with Holland Bus company, our current lease provider, regarding lease extensions, lease buyouts, and new leases. The lease extensions came back at \$1250 per bus per month, with a 3-month minimum. This is about \$100 higher than I had expected. Depending on the buyout cost we may be able to save that \$7500 and put it towards the bus purchase. Krett is also contacting other bus companies to compare lease and buyout prices.
- At the Region V Supts meeting this morning, Kathryn Summers, Associate Director of Michigan's Senate Fiscal Agency, - presented and compared the Senate and Governor's budgets. The House still has not released their budget yet and we do not believe it will happen for another week. I talked with Niel Kohler, Brown City Supt, regarding the Volkswagon bus grant at the meeting. It is his understanding that if we apply for the grant and awarded it that we must purchase a bus within one year. Krett and I will be verifying this information with the grant provider.

- Brian and I are developing a parent/community concern page to be added to our website. Here's a link for a sneak peek at the page. Please let me know if you have any suggestions.
<http://memphisk12.org/parent-concerns/>
- Next week is Senior week. This is all being kicked off with Prom tomorrow night at Golden Hawk. Monday morning at 8:30 the Seniors will be walking through the Elementary School in their caps and gowns. Exams are being held on Wednesday and Thursday and Honors Convocation will begin on Friday at 9:00 a.m. The Senior all night party begins early Friday evening and Graduation is on Sunday at 1:00. If you are participating in commencements please be to the Media Center by 12:30.
- **Week of May 13**
- On Tuesday evening, I was able to attend both the Kenockee Twp. and Columbus Twp. meetings to discuss the summer tax collection. Both townships have agreed to continue to collect our taxes during the summer. Currently, five of our seven municipalities have agreed to continue the summer tax collection. I am working with Wales and Richmond townships in hopes of getting them on board as well.
- Adam Walsh began his Business Director position with us on Wednesday morning. He has wasted no time diving into our account and programs. He spent 3+ hours with a RESA rep to learn our business software, BiTech. Everyone here at Central Office is so excited to have him here and impressed by his knowledge and eagerness to learn.
- I joined our 8th graders on a St Clair County Community College campus tour on Thursday afternoon. This is arranged and paid for each year through RESA and our College Access Coordinator. Every 8th grader spends 2-2.5 hours touring campus, speaking with professors and hearing from SC4 students and employees. I was very impressed with the organization of the event and how much SC4 has grown and has to offer. I received several comments about how well behaved our students were. Kudos Mr. Karaffa!
- The elementary school held its annual 5K this morning. Thank you to Mrs. Hankins, her staff and all the volunteers that came out to support and run the event. I believe Joseph Eash was the overall winner, completing the 5K in just over 21 minutes.
- I have received notification from the MASA that we should receive our official notice from the MDE next week regarding the additional snow days waiver. As soon as we receive this I will send out notification to our families and community regarding the last day of school.

Jr/Sr HS

- Graduation was a success! Seniors last day was Friday 5/17. 3 students have not earned the necessary 22 credits. 2 will finish within a month.
- 8th grade visited SC4 on 5/16
- PBIS Tiger game trip on 5/9
- PBIS Movie Day is 5/24
- Hollie Keller is ToY for Memphis 2018-19
- New MSU Adviser visits tomorrow, Claire Nowinski
- 5th grade visited Memphis Jr/Sr today.
- 8th grade dance On 6/12 and 8th grade Promotion on 6/13
- MStep testing is underway and the Spring NWEA window has opened
- Career Cruising 100% complete (7-12)

Elementary-

- April 16th we held Family Math Night, which was sponsored by the MEPC and planned by a elementary staff. We had over 70 students registered for this event. It was a lot of fun and educational for our students and their families.
- April 17th was the Talent Show we had over 20 acts in the show. This event is put on by the elementary Student Council.
- April 25th we held Spring Conferences. These conferences are by teacher request and we had 97% of those invited attend.
- Teacher Appreciation was a big hit thanks to MEPC. Our teachers all received gift cards, prizes, snacks, and meals!
- Our School Improvement Team met on April 10th to continue our plans for WIN time next year. We will continue meeting this year and over the summer for implementation planning.
- YMCA came and gave us a \$1,000 grant for our Walk for Summer Book Program.
- We honored 30 volunteers at our Volunteer Breakfast on April 15th.
- Friday was our annual 5k. We are thankful to our many sponsors for making this event a success. Also, thank you to Memphis Fire and Police Departments for assisting with road closures.
- May 22 at 2:00 our Bee Coders will have an assembly to celebrate their success at worlds.
- May 28th begins our parent orientations for our Summer Reading Program.
- May 29th will begin our last Instructional Rounds for the school year.
- All MSTEP testing has been completed.
- May 28th 5th graders leave for Camp Echo Grove. They return on Friday, May 31st.
- May 30th is the 4th-grade Bike Rodeo