

**Memphis Community  
Secretary's Minutes  
Regular Meeting of the Board of Education  
Jr/Sr High Media Center  
Memphis, MI  
May 21, 2018**

President, M. Wendling called the meeting of the Memphis Board of Education to order at 7:01 pm, in the Jr/Sr High School Media Center.

Roll Call:

Present: M. Wendling, Chad Deaner, Karyn McCue, Cheryl Florka, K. Francis, D. Rhein

Chris Pare` arrived at 7:15 pm.

The Pledge to the flag was recited.

**On a motion by McCue, supported by Florka, to approve the agenda for the Regular Meeting of May 21, 2018, as presented.** **ADOPTION OF AGENDA**

**Ayes: All      Nays: None      Motion Carried**

Under consent agenda, you are approving the minutes from the Special Meeting of May 7, 2018 and the Closed Session Meeting Minutes of May 7, 2018. **CONSENT AGENDA**

You are also approving the General Fund bills in the amount of \$183,901.05, and AP Payroll checks in the amount of \$8,634.67, Payrolls in the amount of \$192,535.72 with checks numbered 62906 through 62974 & ACH transfers in the amount of \$214,566.35 for a total of \$407,102.07, with check numbers 62906 and 62949 voided, and additional bills in the amount of \$282,632.67, with checks numbered 62899 through 62905, and no checks voided.

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

**Ayes: All      Nays: None      Motion Carried**

**Student of the Month:** Elementary SOM was not in attendance. Mr. Karaffa awarded JH SOM to Daniel Hagle and HS SOM Amber McKnight. **STUDENT OF THE MONTH**

**Educator of the Year Award:** Josh Eash was presented with Award Certificate and gift certificate, with plaque that will be displayed in each school office. **EDUCATOR OF THE YEAR**

**Under Reports:** **REPORTS**

**Michael Livendale – Performance Services:** Introduction of company history with schools as 85% of company's clientele. Projects to be started as soon as school is dismissed will be Entryway into JH/HS with two buzzers, and Bleachers replaced in the Elementary Gym on both sides. Jobs to be completed by start of 2018-19 school year. Ten year warranty on parts and labor of all projects. Final contract will be reviewed by Sinking Fund Committee before approval. **Michael Livendale, Performance Services**

Sinking Fund Projects – Bleachers and Entry Vestibule in JH/HS Building

**Sinking Fund Projects**

**On a motion by Deaner, supported by Francis, to approve the Bleachers and Entry Vestibule Projects under Sinking Fund Account with costs not to exceed \$270,000, as presented.**

**Ayes: All      Nays: None      Motion Carried**

**Laura Nickelson – Food Service Director:** Salad Bar added to each meal. More offerings to students. Working on new breakfast ideas for 2018-19, with more snack options. Profits increased with snack cart compared to last year. Provided breakfast for Seniors on Friday.

**Laura Nickelson, Food Service Director**

**M. Wendling** – Thank you to Laura and all of Food Service Staff for working so hard and making changes to benefit the students and program. Will begin collecting from outstanding accounts before end of school year. Budget at year end will determine if food service prices will increase.

**D. Kling** – A La Carte sales are up, but food expenses are up as well. GSRP offsets expenditures and figure are not yet put in. Budget will keep \$20,000 from General Fund on paper, but may not be needed.

**Drake Okie** -Nice job on Graduation – Congrats To Matt and Brad! Track team had 16 athletes earning letters. Thank you to Transportation Department for creative ideas to combine Athletic runs to allow Track team to use school transportation to several meets. Spring season wrapping up soon. Districts coming up. Soccer team took 1<sup>st</sup> place League Title. Kiehler’s built shelves for Girls Softball Dugout. Picnic tables will be painted near concession stand. Great turnout for Memphis Alumni Football Game. Thank you to Brad, Matt, Susan and The Memphis Band. There were 46 men who participated in the game. Event raised \$2500 for Athletics Program. Equipment used will be cleaned and returned by July 5<sup>th</sup>. Gate fee revenue is up over \$2000 from last year. Fall and Winter schedules are complete and on website. Athletes will work at the 4H Fair in Goodells this summer to raise money for Athletics at a concession stand selling drinks and treats near the Petting Zoo. Cheer Team looking into a Competitive League on Wednesdays. Conducting interviews for Varsity Volleyball Coach.

**Drake Okie, Athletics**

**Susan Hankins** – Early Literacy Presentation showcasing Motivation and Engagement. Article shared with Board by Jennifer Gonzalez on Reading. Two Lab classrooms are set up in Elementary with plans to create more. Library cleaning out outdated books, looking for donations of books and items for Library.

**Susan Hankins, Elementary Principal**

**B. Gudme** – MStep preliminary results look great!

**Matthew Karaffa** – Senior Honors Convocation and Graduation were held. Fourteen Seniors graduated out of 22 who were not on track. Four students will work on credit recovery over the summer to complete requirements to graduate. Working on current students who may not be on track for the next couple of years.

**Matthew Karaffa, Jr/Sr High Principal**

**C. Deaner** – Have the Juniors who are behind been contacted?

**M. Karaffa** – Yes we have contacted students to get them on track with credits and graduation requirements. Jim Gillespie conducted Restorative Circles techniques with all teachers and 30 students were included. Circles can be used for positive reasons and not just disciplinary situations. Will complete training to become trainer of Restorative Circles this summer. PBIS Team brought 160 students to Detroit Tigers Baseball Game Math Day as part of positive behavior program. Orientation and lunch for 5<sup>th</sup> graders on June 7<sup>th</sup> and Graduation for 8<sup>th</sup> Grade

students on June 14<sup>th</sup>. Plans for presentations at the beginning of the 2018-19 school year on topics such as Vaping, and Texting and Driving along with other topics with help from new Liaison Officer. Pending negotiations, focus of PEAK time will be on Math and English next year.

**Devin Kling** –Preparing two budgets for next meeting. Final Budget for 2017-18 and Proposed Budget for 2018-19. Special Board Meeting will be needed at the beginning of June for L4029 Summer Tax Collection.

**Devin Kling,  
Business Director**

**Audience Participation** –None

**AUDIENCE  
PARTICIPATION**

**Under Correspondence:** Articles shared with the Board

**CORRESPONDENCE**

**Under Old Business:**

**OLD BUSINESS**

None

**New Business:**

**NEW BUSINESS**

A. PA 226 Report – No Motion Required

Bi-Annual Meeting took place for Sex Education. Proposed Annual Meeting due to constant changes. Abstinence based program. Conversations will begin in Junior High grades to increase awareness of birth control. New book recommended for use in class, and Eileen Smith will use terminology only in Reproductive Health part of Health class.

**Under Personnel:**

**PERSONNEL**

A. Terry Bount – Retirement – Liaison Officer

**Terry Blount, Retirement,  
Liaison Officer**

**On a motion by Florka, supported by Pare`, to accept the retirement of Terry Blount, Liaison Officer, as presented.**

**Ayes: All      Nays: None      Motion Carried**

B. Rick Burg – Retirement – Head of Maintenance

**Rick Burg, Retirement,  
Head of Maintenance**

**On a motion by Florka, supported by Rhein, to accept the Retirement of Rick Burg, Head of Maintenance, as presented.**

**Ayes: All      Nays: None      Motion Carried**

C. Stacy Turgeon – Hiring – Social Worker

**Stacy Turgeon, Hiring,  
Social Worker**

**On a motion by McCue, supported by Francis, to approve the hiring of Stacy Turgeon, Social Worker, as presented.**

**Ayes: All      Nays: None      Motion Carried**

**Board Round Table: D. Rhein** – Memphis Band sounded amazing at Graduation.  
**K. McCue** – Choir has grown over the years and sounded great!

**BOARD ROUND TABLE**

**Audience Participation** None

**AUDIENCE  
PARTICIPATION**

**Superintendent's Comments** –None

**SUPERINTENDENT'S  
COMMENTS  
SUPERINTENDENT  
EVALUATION**

**Superintendent Evaluation:** Review of Goals and accomplishments from the beginning of the school year. Focus on MTSS – What every student needs!. Increase program in 6<sup>th</sup> – 12<sup>th</sup> grade in 2018-19 school year. Currently using in K-5<sup>th</sup> Grade. Audit for 31A in June will be conducted as Corrective Active Plan rather than an Audit. Six meetings will be held over the course of the next year to monitor progress and review findings.

**Adjournment:**

**ADJOURNMENT**

**On a motion by Deaner, supported by Florka, to adjourn the meeting at 9:42 p.m.**

**Ayes: All      Nays: None      Motion Carried**

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**Karyn McCue, Board of Education Secretary**

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**Laura M. Heilig, Recording Secretary**