

**Memphis Community
Secretary's Minutes
Special Meeting of the Board of Education
Jr/Sr High Media Center
Memphis, MI
May 7, 2018**

President, Michelle Wendling called the meeting of the Memphis Board of Education to order at 6:00 pm, in the Jr/Sr High School Media Center.

Present: Michelle Wendling, Chad Deaner, Karyn McCue, Cheryl Florka, Kelly Francis, Dave Rhein, Chris Pare` arrived at 6:45 pm.

The Pledge to the flag was recited.

On a motion by McCue, supported by Francis, to approve the agenda for the Special Meeting of May 7, 2018, as presented. **ADOPTION OF AGENDA**

Ayes: All Nays: None Motion Carried

Under consent agenda, you are approving the minutes from the Regular Meeting of April 23, 2018 and the minutes from the Closed Session of April 23, 2018. **CONSENT AGENDA**

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

Ayes: All Nays: None Motion Carried

Audience Participation/Public Comment: No action taken

AUDIENCE PARTICIPATION

Under Correspondence: Articles shared with the Board

CORRESPONDENCE

Under Old Business: None

OLD BUSINESS

Amendment to Agenda:

On a motion by McCue, supported by Florka, to amend the agenda to add an additional Audience Participation.

AMENDMENT OF AGENDA

Ayes: All Nays: None Motion Carried

Audience Participation/Public Comment: No action taken

**AUDIENCE PARTICIPATION
NEW BUSINESS**

New Business:

A. 2018-19 Budget

2018-19 Budget

Preliminary budget presented and reviewed. Adjustments made for Senior class leaving, with class size larger than Kindergarten class coming in next year, and budgeting down 20 students in the Fall. Memphis has many Schools of Choice students attending Memphis. Foundation allowance from state being increased. R. Burg retirement payout added into revision. Sinking Fund money may be used for

some Technology items, saving money in the General Fund. Expected year end Fund Balance to be about 10%.

B. 2018-19 Administrative Restructure

2018-19 Administrative Restructure

B Gudme - Administrative restructuring necessary for budget and positions that did not work well for district, each having pros and cons. Discussed ideas and concerns with bus drivers, Rick Burg and support staff on combining Transportation Director position with Maintenance Director position. Three proposals presented to Board for Administrative position options, each saving district about \$20,000. Merging Transportation position with Capac and Yale is not an option. Dean Transportation more expensive to have Director position through their company. Current AP/Transportation Director position did not give enough hours available to support JH/HS Building.

M. Wendling – Concerns of safety with Transportation Director not always being available at Bus Garage. **M. Karaffa** – Support of an additional Administrator needed all day at the JH/HS Building. **M. Wendling** – What other options are available besides three proposals? **B. Gudme** – Textbook costs may be reduced due to new less expensive curriculum program, MAISA, at the Elementary. Cannot reduce teachers due to larger class sizes. Option of presenting a Buyout to MEA teachers who may be near retirement will be considered. **K. McCue** – Requested explanation be given to Audience of why district borrows money. **B. Gudme** - Explained process of borrowing and timing of when revenue comes in and foundation allowance being a set amount effects revenue and cash flow for expenses. Salaries being biggest expense item. Student count difficult to predict. Budget presented tonight is not being adopted, preliminary only. Posting jobs early, before end of school year allows for more candidates to apply as college students are graduating.

Making recommendation that a full time AP/AD be hired with support from a night duty Athletic Supervisor Intervention Specialist position change may be considered in the Elementary. **C. Florka** – Is Transportation and Maintenance Director a good recommendation? **B. Gudme** – Position shows a cost savings. **M. Wendling** – Continue to look for cost savings and offer Drake Okie part time position as AD. **C Florka** – May need secretarial support for AD with specific expectations of role. **C. Deaner** – Will consideration for Intervention Specialist position change include support time in classrooms? **S. Hankins** – Options will be discussed, severe behavior students need support and caseload of Tier III students will need to be confirmed.

Under Personnel: NONE

PERSONNEL

Superintendents' Comments: Thank you to Devin, Michelle and Dave for working on Finances and putting budget information together for meeting.

SUPERINTENDENT'S COMMENTS

Board Round Table: **C. Florka** – Lansing Lugnuts game was fun! **C. Pare`** - Bridge Building through MDOT was a good competition with 197 teams competing. Kids were well mannered and event is a good contact for scholarship opportunities. Kelley Kujat brought two teams from Memphis. **D. Rhein** – Keep looking for ways for savings on budget line by line. **M. Wendling** – Cannot reduce teachers. Budget is constant struggle. Board members do not want anyone to be doubled up on job duties and all decisions effect students. Board is always happy to explain and discuss history of budget with anyone who has questions.

BOARD ROUND TABLE

Audience Participation/Public Comment: No action taken

**AUDIENCE
PARTICIPATION
CLOSED SESSION**

Closed Session:

On a motion by Pare`, supported by Florka, to go into closed session at 7:38 p.m., in accordance with the “Open Meetings Act”, Act 267 1976, for the purpose of: Offering Steps to new hire Special Education Teacher and Buyout Options for Teachers who are eligible to retire.

Roll Call Vote: Present: Mrs. Wendling, Mr. Deaner, Mrs. McCue, Mrs. Florka, Mrs. Francis, Mr. Rhein, Mr. Pare

On a motion by Pare`, supported by McCue, to reconvene to regular session at 7:44 p.m. **RECONVENE**

Ayes: All Nays: None Motion Carried

Adjournment:

ADJOURNMENT

On a motion by Francis, supported by Deaner, to adjourn the meeting at 7:48 p.m.

Ayes: All Nays: None Motion Carried

Karyn McCue, Board of Education Secretary

Laura M. Heilig, Recording Secretary