

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

MINUTES – Regular Meeting

Monday, July 22, 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, July 22, 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 7:00 pm.

The Pledge of Allegiance was recited.

ROLL CALL:

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

MEMBERS ABSENT: Marty Cook

AMENDMENT OF AGENDA:

On a motion by McCue, supported by Florka, to amend the agenda for the July 22, 2019 regular meeting, as follows:

Move New Business E. Hearing to F.

Add E. Cheryl Florka, Resignation from Board of Education, effective at close of today's meeting, July 22nd.

Ayes: All (6) Nays: 0 Motion Carried

CONSENT AGENDA:

Approval of Minutes from special meeting and the minutes from the closed session on July 15, 2019.

You are also approving General Fund bills in the amount of \$232,672.72 and AP Payroll checks in the amount of \$15,406.95, for a total of \$248,079.67 with checks numbered 64196 through 64254, and ACH Transfers in the amount of \$460,955.39, for a total of \$709,035.06 with no checks voided, and additional bills in the amount of \$16,383.89, with checks numbered 64255 through 64195 and no checks voided.

Personnel:

Resignations: Hollie Keller ~ HS Special Ed Teacher, Nicole Herrington ~ Social Worker, Rich Gallagher ~ JH Football, Mark Pringle ~ JH Football

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

Ayes: All (6) Nays: 0 Motion Carried

Reports:

PSI – Michael Livendale – Project was finished in October. Review of project and savings to district. Will review again in January or February.

Athletics: Drake Okie ~ Bass team has 2 contests coming. Weight Room being used by Volleyball, Football and Basketball teams. Approaching athletic dead period, August 1st through 12th. Football and Volleyball

numbers look good. Soccer team will be going for three peat. All Memphis athletes, alumni and coaches invited to taping on July 24th to promote Athletic Program. August 5th Gym will be resurfaced.

Susan Hankins, Elementary ~ Teachers and Susan attended LEA training. New handwriting series was ordered. Interviewed for Social Worker. Ordering books and Daycare and Preschool had new floors installed and they look great.

Matt Karaffa, Jr/Sr High ~ Band Camp started today. Interviewed for Special Ed position and 80% teacher position. PBIS team met last week. Next meeting August 15th, Joe Zima from RESA will do consulting for building. PBIS Kick-off September 6th. Working with Keith on Pheasant run and flowers with plans for planting vegetables in the spring.

Business Report: Adam Walsh ~ Reviewing General Ledger accounts and getting familiar with district. Met with Brad to review wage increases discussed at prior Board meeting. Working on active grants that school is involved in. Met with Sandi Pavlov to review GSRP budget and will meet with Brad to discuss wage increases for GSRP staff. Quarterly grant draws for GSRP and IDEA were submitted. Attended SET SEG golf outing. Working on yearly audit prep for next week and Administrative outreach quarterly report. Property tax payments starting to come in.

AUDIENCE PARTICIPATION: None

CORRESPONDENCE: Reviewed items on Agenda.

OLD BUSINESS:

- A. Administrative Contracts ~ Brad Gudme, Keith Corbat, Krett Kujat, Drake Okie, Sandi Pavlov for 2019-20

On a motion by McCue, supported by Florka, to approve the Administrative Contracts for 2019-20, as presented.

Review of updated budget since meeting on June 24th.

Review and discussion of Athletic Director's contract requesting 5 % increase on \$40,000 and full family benefits, per original contract. D. Rhein requested in the future, that 90 days prior to contracts expiring, to have contracts be brought to Board for review.

On an amended motion by McCue, supported by Florka to remove Drake Okie's contract for a separate motion, and to approve Administrative contracts, as presented.

Ayes: All (6) Nays: 0 Motion Carried

- A. 1. Athletic Director Contract ~ Drake Okie for 2019-20

On a motion by Paré, supported by Bobcean, to approve contract at \$40,000, full time, with full family benefits for 2019-20, as discussed.

Ayes: All (6) Nays: None Motion Carried

- B. Amendment to Contracts to Include Snow Day Language
 - a. Matt Karaffa
 - b. Susan Hankins
 - c. Laura Nickelson
 - d. Trish Burleson
 - e. Adam Walsh

On a motion by O'Connor, supported by Florka, to approve the Amendment to Contracts to include snow day language, as presented.

Ayes: All (6) Nays: None Motion Carried

C. Central Office Contracts ~ Laura Heilig, Sandra Fowler, Brian Gerstenberger for 2019-20

On a motion by Florka, supported by Paré, to approve the Central Office Contracts for 2019-20, as presented.

Ayes: All (6) Nays: None Motion Carried

D. Hourly Contracts ~2019-20 ~ Instructional Aides, Non-Instructional Aides, Preschool Teacher, Bregetta Marchand

On a motion by Paré, supported by O'Connor, to approve the Hourly Contracts for 2019-20, as presented.

On an amended motion by Paré, supported by O'Connor to include Mark Pringle in the approval for 5% increase, with Hourly Contracts, as presented.

Ayes: All (6) Nays: None Motion Carried

E. GSRP Associate Teachers
GSRP Budget not available ~ contracts will come back to Board at a later date.

F. Neola Policies #1422, and #4122, Non Discrimination and Equal Employment, and #1662, and #4362, Anti-Harassment, Adoption

On a motion by Florka, supported by Bobcean, to approve the Adoption of Neola Policies #1422, and #4122, Non Discrimination and Equal Employment, and #1662, and #4262, Anti-Harassment, as presented.

Ayes: All (6) Nays: None Motion Carried

G. Neola Policies #2000-2430, Program, Adoption

On a motion by O'Connor, supported by Paré, to approve the Adoption of Neola Policies #2000-2430, Program, as presented.

Discussion on #2417 – meeting number of hours for Health Education, and #2431 – AD is monitoring heat during sports activities.

Ayes: All (6) Nays: None Motion Carried

H. Neola Policies #2430.1-#2700, 1st Reading (Postponed from June 24th)

On a motion by McCue, supported by Florka, to approved the 1st Reading of Neola Policies #2430.1-#2700, as presented.

Discussion on #2430.01-not taking policy and #2575 - publicize Merit Award option.

Ayes: All (6) Nays: None Motion Carried

NEW BUSINESS:

A. Bus Restraints for Students under Age 5

Discussion: Per SET SEG, Change or adoption of policy is not needed right now, district fully covered. Approximately 17-23 GSRP students riding daily on the buses. Restraints not standard on new buses. \$210 per restraint harness. D. Rhein – requested follow up information for costs to furnish restraints and check availability for grants.

B. Board Member Training

Discussion: A. O'Connor would like to recommend that Board Members complete CBA 101, Fundamentals of School Board Members training and include dialogue on trainings and roles of School Board Members during meetings. B. Gudme will check on course to have available to members on the same day as Superintendent Evaluation training for new members. D. Rhein – requested to revise Policy # 0142.7 Orientation, to include that New Board members are encouraged to take CBA 101 course within 6 months of taking seat on the Board.

C. Compliance to Policy #1200

Discussion on following Policy #1200.

D. Reports Criteria ~ Athletics, Principals and Business Director

Discussion on focusing on student achievement and keep reports to be about 5 minutes. Provide information to Board prior to meeting.

E. Cheryl Florka, Resignation from School Board

On a motion by Rhein, supported by McCue to accept with regret, the resignation from Cheryl Florka, School Board Member, at the close of this meeting.

Ayes: All (6) Nays: None Motion Carried

Board Members and B. Gudme extended thanks to Cheryl for serving on the Board since 2007. Posting for Board seat vacancy will need to be posted asap. Special meeting will take place prior to regular August 26th Board meeting.

F. Hearing

On a motion by Rhein, supported by Florka, to go into closed session at 8:31 p.m., in accordance with the "Open Meetings Act", Act 267 1976, for the purpose of a complaint against an employee.

ROLL CALL:

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

MEMBERS ABSENT: Marty Cook

On a motion by Rhein, supported by Florka, to reconvene to regular session at 10:02 pm and take a 5 minute break.

ROLL CALL:

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

MEMBERS ABSENT: Marty Cook

On a motion by Rhein, supported by Paré, to reconvene after a break, at 10:08 pm.

Ayes: All (6) Nays: None Motion Carried

B Gudme ~ Will work with Susan for 2019-20 for feedback from parents on interactions and communication, and will reach out to RESA for mediation or assistance to work through conflicts. Website parent information section will be reviewed to make easier to find and view when information is needed.

SUPERINTENDENT'S COMMENTS: Robin Meldrum will work with staff on procedures and documenting for IEP's and compliance in the Special Education Department. Ethics training in Safeschools will be part of training courses for all staff. Board requested access to take the course. Medication policies will be reviewed with Administration and office staff. Susan will review ODR's. Robin will follow up with parent regarding summer tutoring. District follows Records Retention and Disposal Schedule for Michigan Public Schools. PBIS team will monitor who are alone at lunchtime. Waxing will be finished in the next three weeks. Four combination fountain/water filling stations arrived and will be installed in coming weeks. Daycare and Preschool programs had new flooring put in, looks good and staff are pleased with it. Consolidated grant application approved. Offers were made to Social Worker, Special Ed teacher and position for 80% at the Secondary level. 3 x 3 Tournament was canceled. Adam doing very well as Business Director.

Special Board Meeting for interviews and appointment will be August 5th or August 6th at 6:00 pm.

BOARD ROUND TABLE: - **C. Paré** – Can repairs be made for cracks in sidewalks? **D. Rhein** – Requested a walk around the facilities to check on repairs and things that need attention. **B. Gudme** – Will check on these requests.

SUPERINTENDENT EVALUATION:

On a motion by O'Connor, supported by Florka, to go into closed session at 10:29 p.m., in accordance with the "Open Meetings Act", Act 267 1976, for the purpose of a Superintendent Evaluation, requested by Superintendent.

ROLL CALL:

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

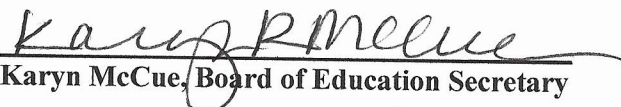
MEMBERS ABSENT: Marty Cook

On motion by Rhein, supported by O'Connor, to reconvene at 10:58 p.m.

ADJOURNMENT:

On a motion by Rhein, supported by O'Connor, to adjourn the meeting at 10:59 p.m.

Ayes: All (6) Nays: 0 Motion Carried


Karyn McCue, Board of Education Secretary


Laura M. Heilig, Recording Secretary

ALTERNATE AGENT'S COMMENTS: [Faint text regarding agent comments and report details]

Special Agent [Name] during the interview and deposition [Date] at [Location]

FIELD REPORT TABLE - [Table with columns for Case #, Date, and Status]

EXPERIMENTAL EVALUATION

This section is to be completed by the field agent at [Location] to evaluate the experimental results...

ROLL CALL: [List of names and titles of participants]

On a scale of 1-5, indicate the degree of agreement with the following statement: [Statement]

REMARKS

On a scale of 1-5, indicate the degree of agreement with the following statement: [Statement]

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[Handwritten Signature]
[Name]
[Title]