

**Memphis Community  
Secretary's Minutes  
Regular Meeting of the Board of Education  
Jr/Sr High Media Center  
Memphis, MI  
October 22, 2018**

President, Chad Deaner called the meeting of the Memphis Board of Education to order at 7:04 pm, in the Jr/Sr High School Media Center.

Roll Call:

Present: Chad Deaner, Dave Rhein, Karyn McCue, Kelly Francis, Chris Pare`, Audrey O'Connor

Absent: Cheryl Florka

The Pledge to the flag was recited.

**On a motion by Pare`, supported by O'Connor, to amend the agenda for the Regular Meeting of October 22, 2018.** **AMENDMENT OF AGENDA**

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

Under consent agenda, you are approving the minutes from the Regular Meeting of September 24, 2018. **CONSENT AGENDA**

You are also approving General Fund bills in the amount of \$209,392.34 and AP Payroll checks in the amount of \$8,701.50, Payrolls in the amount of \$218,093.84 with checks numbered 63332 through 63425, and ACH Transfers in the amount of \$234,257.23, for a total of \$452,351.07, with no voided checks, and additional bills in the amount of \$223,990.64, with checks numbered 63426 through 63430 and check number 63429 voided, and Sinking Fund additional bills in the amount of \$222,429.72, with checks numbered 40006 through 40009 with no checks voided.

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

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

**Under Reports:**

**REPORTS**

**Student of the Month: Taylor Brandon, Elementary Student was presented with SOM Certificate from Mrs. Hankins. JH SOM, Lily Hicks, and HS SOM, David Padilla, were not present. Mr. Karaffa will present them with certificates in school.**

**STUDENT OF THE MONTH**

**Early Literacy – Read Aloud Presentation by Kelly Clark and Brandi Leeman, Elementary Teachers.**

**EARLY LITERACY PRESENTATION**

**Paul Bailey – Audit Report reviewed with Board.**

**Paul Bailey, Audit Report**

**Drake Okie – End of Fall Season. Homecoming and Hall of Fame went well. Thank you to Beth Phillips for all of her help. Football season ended with a 1-8 record. Varsity had 28 players. Coaches did a great job taking care of players with**

**Drake Okie,  
Athletic Director**

injuries. Soccer team is GTC South Champions. Cross Country competing in Waterford Regionals. Cheer Team starting Competitive Cheer soon. Volleyball team was competitive this season. Varsity Parent Night October 25<sup>th</sup> and Districts October 31<sup>st</sup>. Alumni Football game on October 26<sup>th</sup> at 7 pm. TAFL Tournament October 27<sup>th</sup>. Fall Sports Banquet November 6<sup>th</sup>. Winter sports beginning.

**Matthew Karaffa** – Completed Round 1 of Teacher Walkthroughs in classrooms. New Liaison Officer Melanie Beam started and is building relationships with students. NWEA MAP testing has begun. PBIS update shared with Board and plans to continue educating staff and students on PRIDE expectations. Vape Awareness Night hosted by Memphis Jr/Sr HS is set for November 8<sup>th</sup> at 6 pm.

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

**Susan Hankins** – Preliminary tests complete using assessments. Training continuing with Tier II Invention with plans to bring to Lower El grades for second half of school year. Student Assistance Team met on 30 students and will be monitored every 6 weeks. Harvest Hustle held on October 19<sup>th</sup> which raised \$7300 towards transportation for field trips, assemblies, PBIS events and other school-wide purposes. Team going to RESA for extensive training for Autism, meeting twice per month during the school year.

**Susan Hankins,  
Elementary Principal**

**A. O'Connor** – Are there stats to compare Tier 3 students? **S. Hankins** – There are Stats for comparison and number of students in Tier 3 should be 5%.

**C. Deaner** – Last year there were a large number of Seniors off track to graduate, how are the numbers this year? **M. Karaffa** – There are four Seniors who we will work with to get on track to graduate on time by adjusting schedules and additional sessions after school as needed.

**Devin Kling** – Bond payment due November 1<sup>st</sup> is complete. FID Deadline moved up 1 month and is squared away and complete. Minor changes in Audit Findings to be corrected: Check sequence, payroll verifications and daycare adjustments. Budget showed a 3% variance which was split between revenue and expenses. State money was largest variance in budget. **C. Deaner** – Will revision adjustments be available in November? **D. Kling** – Revised budget will be presented at November Board Meeting.

**Devin Kling,  
Business Director**

**B. Gudme** – Audit went well. Principals presented with appreciation gift for Principals Month. Sinking Fund Update included photos of job progress and completions.

**B. Gudme,  
Superintendent**

**Audience Participation/Public Comment:** No action taken

**AUDIENCE  
PARTICIPATION**

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

**CORRESPONDENCE**

**On a motion by Pare`, supported by Francis, to amend the Agenda and move New Business to follow Personnel.**

**AMENDMENT OF  
AGENDA**

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

**Under Old Business: None**

**OLD BUSINESS**

**Under Personnel:**

**PERSONNEL**

A. Winter Coaches Recommendations

**Winter Coaches  
Recommendations**

**On a motion by Francis, supported by O'Connor, to approve the Winter Coaches Recommendations for 2018-19, as presented.**

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

B. Jane Cumming, Elementary Cook, Resignation

**Jane Cumming,  
Elementary Cook,  
Resignation**

**On a motion by Francis, supported by Pare`, to accept the resignation of Jane Cumming, Elementary Cook, as presented.**

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

C. Jessica Wirick, Playground Aide to Cashier, and Brenda Arbuckle, Cashier to Elementary Assistant Cook, as presented.

**Jessica Wirick and  
Brenda Arbuckle,  
Position Changes**

**On a motion by Rhein, supported by McCue, to approve the position changes for Jessica Wirick, Playground Aide to Cashier, and Brenda Arbuckle, Cashier to Elementary Assistant Cook, as presented.**

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

D. Ann Marie Peltier, Hiring, Playground Aide

**Ann Marie Peltier,  
Hiring, Playground Aide**

**On a motion by McCue, supported by Francis, to approve the hiring of Ann Marie Peltier, Playground Aide, as presented.**

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

**New Business:**

**NEW BUSINESS**

A. Student Disciplinary Hearing – Student 2018-19-1

**Student Disciplinary  
Hearing  
CLOSED SESSION**

**On a motion by Pare`, supported by Francis, to go into closed session at 8:07 p.m., in accordance with the “Open Meetings Act”, Act 267 1976, for the purpose of Student Disciplinary Hearing.**

**(6) Board Members Present**

**Absent: Cheryl Florka**

**On a motion by O'Connor, supported by Francis, to reconvene to regular session at 8:49 p.m.**

**RECONVENE**

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

**No decisions or action was taken.**

**Board Round Table: C. Pare` - Spaghetti Bridge Building has started.**

**BOARD ROUND TABLE**

**Audience Participation/Public Comment:** No action taken

**AUDIENCE  
PARTICIPATION**

**Adjournment:**

**ADJOURNMENT**

**On a motion by Deaner, supported by Pare`, to adjourn the meeting  
at 8:50 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**