



**Parchment, Michigan
January 25, 2016**

Parchment School District
520 North Orient Street
Parchment, MI 49004
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The Regular Meeting of the Board of Education of the Parchment School District, Kalamazoo County, Michigan, was held on Monday, January 25, 2016 at 6:00 p.m. at Northwood Elementary, 600 Edison Street.

- CALL TO ORDER** The meeting was called to order at 7:00 p.m. by Tom Andrews, President.
- MEMBERS PRESENT** Tom Andrews, Doug Heaney, John Madaras, Nancy Lenz, Cheryl Balmer, Dodi Leckie, and Ben Tanis
- MEMBERS ABSENT** None
- OTHERS PRESENT** Matthew Miller, Julie Rohrer, Paula Smeed, Bob Champion, Scott Karaptian, Sonja LeRoy, Tina Maxwell, George Stamas, Jason Misner, Sarah Neumann, Marcy Patterson, Amy Hansen, Kristy Mattern, Karen Stevens, and others
- APPROVAL OF AGENDA** John Madaras moved to approve the organizational agenda as presented with support from Ben Tanis.
- All voted aye – motion carried
- ELECTION OF OFFICERS FOR 2016** Cheryl Balmer nominated Tom Andrews for President.
- Ben Tanis nominated Doug Heaney for President.
- Nancy Lenz moved with support from Cheryl Balmer that Tom Andrews be named President through December 31, 2016.
- All voted aye – motion carried
- John Madaras moved with support from Nancy Lenz that Doug Heaney be named Vice President through December 31, 2016.
- All voted aye – motion carried
- Dodi Leckie moved with support from Ben Tanis that John Madaras be named Secretary through December 31, 2016.
- All voted aye – motion carried
- John Madaras moved with support from Dodi Leckie that Nancy Lenz be named Treasurer through December 31, 2016.
- All voted aye – motion carried

Parchment High School
1916 East G Avenue
Parchment, MI 49004
(269) 488 1100

Parchment Middle School
307 North Riverview Drive
Parchment, MI 49004
(269) 488 1200

Central Elementary
516 North Orient Street
Parchment, MI 49004
(269) 488 1000

North Elementary
5535 Keyes Drive
Kalamazoo, MI 49004
(269) 488 1400

Northwood Elementary
600 Edison Street
Kalamazoo, MI 49004
(269) 488 1300

Barclay Hills
Education Center
1125 East Mosel Avenue
Kalamazoo, MI 49004
(269) 488 1470

Preschool &
Childcare Center
600 Edison Street
Kalamazoo, MI 49004
(269) 488 1360

Board Officers for calendar year 2016

Tom Andrews - President
Doug Heaney - Vice-President
Nancy Lenz - Treasurer
John Madaras - Secretary

**APPOINTMENTS FOR
2016**

Tom Andrews appointed Ben Tanis to be the MASB liaison for 2016.

Tom Andrews appointed Paula Smeed as Recording Secretary for all Regular Board meetings for 2016.

Tom Andrews appointed Cheryl Balmer as the Board of Education representative to the Parchment Schools Foundation for 2016.

Tom Andrews appointed Dodi Leckie as Board representative to Pride of Parchment Schools (POPS) for 2016.

**STANDING
COMMITTEES**

Tom Andrews opened discussion about the standing committees. There was a discussion about the committees. Tom Andrews stated all committees and chair persons for the 2016 year will remain the same as 2015 school year.

2016 members:

Personnel/Grievance - *Tom Andrews, Nancy Lenz, & Doug Heaney*
Facilities/Technology - *Tom Andrews, John Madaras, & Ben Tanis*
PR/Communications - *Doug Heaney, Dodi Leckie, & John Madaras*
Policy Review - *Doug Heaney, Cheryl Balmer, & Ben Tanis*
Finance - *Nancy Lenz, Tom Andrews, & John Madaras*
Curriculum - *Cheryl Balmer, Dodi Leckie, & Ben Tanis*

**REGULAR BOARD
MEETING DATES**

John Madaras moved to set the regular meeting dates per Ref #1 provided through June 30, 2017 for the 2016/2017 school year. Ben Tanis supported the motion.

All voted aye – motion carried

All dates are fourth Mondays of the month except December 19, 2016 (due to Winter Break) and June 19, 2017 (due to Summer Tax reporting). Meetings are convened in the library of the Parchment High School, 1916 E. 'G' Avenue, Parchment, Michigan, 49004, at 7:00p.m., unless otherwise noted.

July 25, 2016
August 22, 2016
September 26, 2016
October 24, 2016 (Middle School)
November 28, 2016 (High School)
December 19, 2016 (Northwood Elementary) **** (6:00 p.m.)**
January 23, 2017 (Barclay Hills Education Center)
February 27, 2017 (North Elementary)
March 27, 2017 (Central Elementary)
April 24, 2017
May 22, 2017
June 19, 2017 ******
****Third Monday of month**

**AUTHORIZATION
TO SIGN CHECKS**

Cheryl Balmer moved that the Superintendent and the Assistant Superintendent for Finance/Operations be authorized to sign payroll, debt retirement, school service, accounts payable and capital improvement checks for 2016. (Checks in excess of \$10,000 require two signatures). John Madaras seconded the motion.

All voted aye – motion carried

**CO-SIGNERS FOR
CHECKS**

Cheryl Balmer moved to designate the Assistant Superintendent of Finance/Operations or Director of Curriculum and State Federal Programs be empowered to sign checks in excess of \$10,000 with the Superintendent. John Madaras seconded the motion.

All voted aye – motion carried

**ELECTRONIC
TRANSFERS**

Dodi Leckie moved that the Assistant Superintendent of Finance/Operations be designated as the electronic transfer officer. Nancy Lenz supported the motion.

All voted aye – motion carried

**P.O.'s & SERVICE
CONTRACTS**

John Madaras moved to authorize that the Superintendent and the Assistant Superintendent of Finance/Operations or their designee to sign purchase orders and service contracts. Dodi Leckie supported the motion.

All voted aye – motion carried

CONTRACTS

Doug Heaney moved that the Superintendent be authorized to sign contracts. Ben Tanis supported the motion.

All voted aye – motion carried

**TREASURERS FOR
TRUST & AGENCY**

Cheryl Balmer moved and John Madaras supported a motion to appoint the High School and Middle School Principals and Assistant Principal(s) as Treasurers for 2016 with authorization to sign checks of the High School and Middle School accounts solely designated for the payment of athletic officials.

All voted aye – motion carried

**FINANCIAL
INSTITUTIONS**

John Madaras moved to accept the following financial institutions for deposits of District funds with a second from Ben Tanis.

1. PNC Bank
2. Advia Credit Union
3. Chemical Bank

This shall not be construed as limiting for the purpose of investing general operating or debt service funds.

All voted aye – motion carried

**OFFICIAL
NEWSPAPER**

Dodi Leckie moved to designate the *Kalamazoo Gazette* as the official newspaper for the District for 2016. Ben Tanis supported.

All voted aye – motion carried

**PUBLIC NOTICES OF
MEETINGS**

John Madaras moved that the Superintendent be designated to post public notices for all Board and Committee meetings for 2016 calendar year. Doug Heaney seconded the motion.

All voted aye – motion carried

**ORGANIZATIONAL
MEMBERSHIPS**

Nancy Lenz moved with support from John Madaras, that the Board join the following organizations for the 2016 calendar year:

MASB (Michigan Association of School Boards)
School Equity Caucus
AdvancEd

All Voted aye – motion carried

**ANNUAL RETAINER
CONTRACTS**

Nancy Lenz moved to continue the following retainer contracts for the 2016 calendar year with support from Dodi Leckie.

Thrun Law Firm, P.C.
Plante & Moran, LLP
Champion Law Firm

All voted aye – motion carried

CONSENT AGENDA

John Madaras moved to approve the agenda with support from Dodi Leckie. All voted aye – motion carried.

Included: - Adoption of the Agenda
- Approval of the Regular Minutes of Dec. 14, 2015
Special meeting minutes of Dec. 14, 2015
Special meeting minutes of Jan. 20, 2016

- Financial Reports

December (Gen. Fund):	\$ 1,440,378.49
(Payroll related \$868,280.84)	
Hot Lunch	\$ 139,736.14
Trust & Agency	\$ 10,356.42
QZAB Capital Project Fund	\$ 111.11
GRAND TOTAL ALL FUNDS	\$ 1,590,582.16

RECOGNITIONS

Superintendent Miller thanked our school board members for the time and work they invest for the good of our students and the school district. Our school board members develop policies and make tough decisions that help shape the future of our education system. They bear the responsibility and oversight of a \$17 million dollar budget and 6 facilities. They look out for the best interest of our students and make decisions with their best interest in mind. Our board members have the desire to make the right decisions even when the public may not agree. They are dedicated individuals who are committed to the continuing success of our schools and students.

Superintendent Miller presented certificates to each board member thanking them for their dedication. There was cake shared before the meeting to honor our school board members.

COMMENTS

There were no comments on agenda items.

**FINANCE
COMMITTEE
REPORT**

Nancy Lenz said that the committee met and discussed the 2015-2016 mid-year budget adjustments. After the committee reviewed each item it was recommended, with their support, to be presented to the full board for approval.

**FACILITIES
COMMITTEE
REPORT**

Tom Andrews said the committee met and had a discussion regarding construction of scorers booths for the softball and baseball fields. This project would be paid for by the Parchment Athletic Boosters. It was agreed to present to the full board for approval.

**NORTHWOOD
BUILDING
REPORT**

Principal Sarah Neumann shared the focus areas of Northwood Elementary: Support and Services, Professional Learning Communities (PLC's), Curriculum, Unity and Positivity. They continue to focus on the whole family not just students and academics.

Northwood's School Improvement Goals are to achieve proficiency in reading, math, writing, science, and social studies. Their strategies are to have teacher goals mirror school improvement goals; teachers will incorporate strategies for active participation and student engagement into instructional practice.

The DIBELS (Rdg) is showing that K-2 grades with much higher benchmark percentages than our 3-5 grades. Reading Street and Curriculum Maps were implemented three years ago with kindergarten, these students now 2nd graders, shows the growth we have been able to obtain with this change.

Espark is a pilot this year for 1st graders district wide and also kindergarteners at Northwood. This is an app based program that students have an iPad that they work on. It provides individualized pathways for our students focusing on; reading skill development, problem solving skills, communication of ideas and concepts, and deeper understanding.

M-STEP is the new test replacing the MEAP test. This year's M-STEP data will provide a baseline to which future year's data can be compared. All grades showed levels of proficiency in Reading and Math that were above State averages. Our interventions and supports are working!

**FOCUS SCHOOL
REPORT**

Our strategies include focusing on coaching with targeted and individualized instructional support for all ELA teachers K-12, Positive Behavior Intervention and Support (PBIS) coaching and support for K-12, and expanding Math and Science coaching in 2016-17.

**SUPERINTENDENT'S
REPORT**

Superintendent Miller shared information about Senate Bill 571 that was passed on December 16, 2015. SB 571 is now Public Act 269-15, which forbids local governments, which includes schools, from explaining ballot issues to voters in the key weeks (60 days) leading up to an election, when most make up their minds. The House Election Committee is currently considering House Bill 5219 in order to clarify PA 269-15, but that is unacceptable as it does not go far enough to correct the problem.

School districts rely on voters to approve non-homestead levies which allow us to get full per-pupil funding per Proposal A. Without the ability to inform our community it could hinder the passing of these millages and bonding-related requests. Thus, Moody's Investor Relations claim it could negatively affect school district credit ratings because of the potential of millage and bond-related request not getting passed.

Later in this meeting you will be asked to consider action on a resolution of Opposition to Public Act 269. I strongly encourage you to pass this resolution to send the message to our Legislators that PA 269-15 is not acceptable as written.

**ACTION ON '15-16
BUDGET
ADJUSTMENT**

Nancy Lenz moved to accept the 2015-16 budget adjustments as presented. Dodi Leckie seconded the motion.

AYES: Tom Andrews, Doug Heaney, Nancy Lenz, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis.

NAYES: None

Motion carries: 7 – 0

**ACTION ON
BOOSTERS
FUNDED SCORING
BOOTHES**

John Madaras moved to approve the construction of the booster funded scoring booths at the softball and baseball fields. Doug Heaney seconded the motion.

All voted aye - motion carries

**ACTION TO APPROVE
RESOLUTION 2016
REFUNDING BONDS**

Nancy Lenz moved to approve the Resolution Authorizing the Issuance and Delegating the sale of Parchment School District 2016 Refunding bonds, Series A. John Madaras seconded the motion.

AYES: Tom Andrews, Doug Heaney, Nancy Lenz, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis.

NAYES: None

Motion carries: 7 – 0

**ACTION TO APPROVE
RESOLUTION 2016
REFUNDING BONDS**

Nancy Lenz moved to approve the Resolution Authorizing the Issuance and Delegating the sale of Parchment School District 2016 Refunding bonds, Series B. John Madaras seconded the motion.

AYES: Tom Andrews, Doug Heaney, Nancy Lenz, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis.

NAYES: None

Motion carries: 7 – 0

**ACTION TO APPROVE
RESOLUTION
OF OPPOSITION
TO PUBLIC ACT 269**

John Madaras moved to approve the Resolution of Opposition to Public Act 269. Ben Tanis seconded the motion

AYES: Tom Andrews, Doug Heaney, Nancy Lenz, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis.

NAYES: None

Motion carries: 7 – 0

COMMENTS

Karen Stevens gave mention to:

- Ryan Kasperski for going above and beyond making it possible for a student to attend a band competition in Detroit
- Snowcoming went well
- NHS with the advisors Erin Burkett and Jennifer Chiechi had a successful winter clothing drive
- Thankful for many teachers given the opportunity to go and listen to Dr. Marzano with administrators

**PREVIOUS BOARD
MEETING
FOLLOW-UP**

None

**FUTURE ITEMS FOR
CONSIDERATION**

Board Work Session – Tuesday, February 2, 2016 at 6:00 – High School Library.


PHS Hall of Fame Induction – Friday, February 12, 2016 between Girls and Boys Varsity games.

The next regular board meeting will be held on Monday, February 22, 2016 at 7:00 p.m. at Barclay Hills Education Center.

ADJOURNMENT

The meeting was adjourned at 8:24 p.m.

Board of Education of the
Parchment School District



John Madaras, Secretary

MJM/pss