



Parchment, Michigan June 18, 2018

Parchment School District
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The Regular Meeting of the Board of Education of the Parchment School District, Kalamazoo County, Michigan, was held on Monday, June 18, 2018, at 6:30 p.m. at Parchment High School, 1916 E G Avenue, Parchment, Michigan.

CALL TO ORDER The meeting was called to order at 6:30 p.m. by John Madaras, President.

MEMBERS PRESENT Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, and Annette Sorensen

MEMBERS ABSENT Rhonda Newman

OTHERS PRESENT Matthew Miller, Paula Smeed, Bob Champion, Tina Maxwell, Sonja LeRoy, Jason Misner, Marcy Patterson, Sarah Neumann, Julia Kaemming, Amy Hansen, Matt Shenck, Mary Lynn Kovach, Jennifer Barker, and others

CONSENT AGENDA Annette Sorensen moved to approve the agenda with support from Cheryl Balmer

All voted aye – motion carried

- Included:
- Adoption of the Agenda
 - Approval of Special Meeting minutes of June 12, 2018
 - Personnel Matters: **Resignation:** Jennifer Chiechi, Special Education Instructor, High School; Tina Maxwell, Barclay Hills Education Center, Principal; **Retirement:** Matthew Miller, Superintendent
 - Financial Reports

May vendor bills:	\$	1,373,184.92
(Payroll related \$895,935.41)		
Hot Lunch	\$	73,107.59
Trust & Agency	\$	6,242.94
QZAB Capital		
Project Fund	\$	0.00
GRAND TOTAL ALL FUNDS	\$	1,452,535.45

COMMUNICATIONS None

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 1050

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

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

Barclay Hills
Education Center
1125 East Moser Avenue
Kalamazoo, MI 49004
(269) 458 1470

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

RECOGNITIONS Kelly Carbary, Central Elementary Teacher, was introduced by Amy Hansen. Kelly Carbary was presented with a certificate as a KRESA Special Education Parent Advisory recipient from Parchment for the PAC.

COMMENTS REGARDING AGENDA ITEMS There were no comments on agenda items.

COMMITTEE REPORT **Facilities/Technology** – Jennifer Miller reported that the committee met and Greg Mackey from Honeywell presented a review of the “Energy Cost Avoidance Review”. Our projected savings to date are still well above the Districts guarantee from Honeywell.

Matt Shenck, Assistant Technology Director, presented to the committee a proposal for Technology Capital Outlay for the 2018-2019 school year.

Superintendent Matthew Miller discussed at the meeting some potential Capital Improvement Projects for the 2018-2019 school year.

Superintendent Miller also shared that the new bleachers at the middle school will be installed the first week of school.

Finance Committee – John Madaras reported that the committee met to review the 2017-2018 school year budget adjustments and the proposed 2018-2019 school year budgets. The committee endorsed the budget adjustments and the proposed 2018-2019 school year budgets for board action.

SUPERINTENDENT REPORT Superintendent Matthew Miller shared that the District’s new auditing firm, Yeo & Yeo, had been in to start the school’s audit for the 2017-2018 school year.

Mr. Miller spoke about the Mobile Health Unit, which is to be voted on later in the agenda. This would be a service to our families, and would be available to all grades.

ACTION ON MOBILE HEALTH UNIT AGREEMENT Dodi Leckie moved to approve the Mobile Health Unit Agreement as in reference #1. Jennifer Miller seconded the motion.

All voted aye – motion carried

FACILITIES AND TECHNOLOGY CAPITAL OUTLAY Cheryl Balmer moved to approve the Facilities and Technology Capital Outlay for 2018-2019 school year as presented in reference #2. Annette Sorensen seconded the motion.

All voted aye – motion carried

2017/2018 BUDGET ADJUSTMENTS Cheryl Balmer moved to approve the 2017-2018 school year budget adjustments as presented in reference #3. Michelle Ammon seconded the motion.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, and Annette Sorensen

NAYS: None

Motion carries: 6 – 0

BUDGET HEARING At 6:44 p.m. John Madaras called for a public hearing on the proposed 2018-2019 school year budget.

Superintendent Miller presented a PowerPoint listing all funds. He reported a predicted blended student count of 1,617. The foundation grant was assumed to increase \$230.00 per pupil.

Assumptions for the new budget include the MPSERS retirement rate will increase 1.51%, no health insurance cost increases at this time, no hourly or salary increases unless already approved, capital improvement/technology transfer will be \$130,000, transfer to the QZAB bond payment of \$189,000, and payment on new bus loan of approximately \$106,000.

Mr. Miller reviewed all projected 2018-2019 school year fund budgets and said we are not needing a Headlee rollback. Eighteen (18) mils are needed to support the General Fund Budget and 9.01 mils are needed to support the debt funds.

President Madaras asked all in attendance for questions.

CLOSED HEARING At 6:54 p.m. the Budget Hearing was closed by President Madaras.

2018-2019 BUDGET ALL FUNDS Cheryl Balmer moved to approve the adoption of all funds as presented in the PowerPoint and reference #4 for the 2018-2019 school year. Dodi Leckie seconded the motion.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, and Annette Sorensen

NAYS: None

Motion carries: 6 – 0

MILLAGE RATE RESOLUTION Jennifer Miller moved to approve the resolution to set the 2018 millage rate as presented in reference #5 with support from Michelle Ammon.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, and Annette Sorensen

NAYS: None

Motion carries: 6 – 0

BORROWING RESOLUTION Michelle Ammon moved to approve the Resolution to Borrow for 2018-2019 school year, prepared by the Thrun Law Firm, up to \$2.2M from the Michigan Finance Authority for the purpose of Cash Flow for the 2018-2019 school year as presented in reference #6. Jennifer Miller seconded the motion.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras,
Jennifer Miller, and Annette Sorensen

NAYS: None

Motion carried: 6 – 0

**FOOD SERVICE
CONTRACT
RENEWAL FOR
2018/2019**

Dodi Leckie moved to approve the food service contract for
2018-2019 as in reference #7 with support from Jennifer Miller.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras,
Jennifer Miller, and Annette Sorensen

NAYES: None

Motion carried: 6 - 0

**MHSAA
RESOLUTION**

Annette Sorensen moved to adopt the membership resolution with the MHSSA
for the 2018-2019 school year as presented in reference #8. Jennifer Miller
seconded the motion.

All voted aye – motion carried

**GRBS CONTRACT
RENEWAL**

Jennifer Miller moved to approve the 3-year GRBS contract renewal as
stated in reference #9 with support from Michelle Ammon

All voted aye – motion carried

**COMMENTS
REGARDING
NON-AGENDA
ITEMS**

Jennifer Barker gave an update on PEA activities and scholarships given
to students.

Jason Misner, Middle School Principal, mentioned they had a student accepted
into the “Jeters Leaders” program.

Dodi Leckie and Jennifer Miller thanked those employees that are leaving for
the work they did for Parchment.

Several administrators and board members gave kudos to staff members for
good things going on in the district.

**ADJOURNMENT TO
CLOSED SESSION**

At 7:08 p.m. John Madaras moved to adjourn to Closed Session for the
purpose of negotiations, per Section 8 (c) of the Open Meetings Act.
Dodi Leckie supported the motion.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras,
Jennifer Miller, and Annette Sorensen

NAYS: None

Motion carried: 6 – 0

**RETURN TO
OPEN SESSION**

At 7:32 p.m. Michelle Ammon moved to return to open session with a second by Annette Sorensen.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, and Annette Sorensen

NAYES: None

Motion carries: 6 – 0

**FUTURE ITEMS FOR
CONSIDERATION**

Parchment Kindleberger Festival Parade and Park Activities – 10:00 a.m., Saturday, July 14, 2018

Next regular meeting – Monday, July 16, 2016 at 6:00 p.m. – not time change – High School

ADJOURNMENT

The meeting adjourned at 7:47 p.m.

Board of Education of the
Parchment School District


Cheryl Balmer, Secretary