



**Parchment, Michigan
June 22, 2015**

Parchment School District
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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, June 22, 2015 at 7:00 p.m. at Parchment High School, 1916 E. G Avenue, Parchment Michigan.

CALL TO ORDER The meeting was called to order at 7:00 p.m. by Tom Andrews, President.

MEMBERS PRESENT Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

MEMBERS ABSENT Nancy Lenz and Doug Heaney

OTHERS PRESENT Matthew Miller, Julie Rohrer, Paula Smeed, Bob Champion, Julie Rohrer, Sonja LeRoy, Jason Misner, Tina Maxwell, Sarah Neumann, Julia Kaemming, Marcy Patterson, Amy Hansen, Kristy Mattern, Anna Knapp, Matt Streitl, Amy Triplett, Shannon Stutz, and others

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

- Included:
- Adoption of the Agenda
 - Approval of the Regular & Closed meeting minutes of May 18, 2015 and Special & Closed minutes of June 1, 2015
 - Resignation request from Hannah Cook, Parchment Middle School ELA teacher
 - Financial Reports

May Expense (Gen. Fund):	\$ 1,316,282.77
(Payroll related \$872,930.94)	
Hot Lunch	\$ 202,681.25
Trust & Agency	\$ 10,004.71
QZAB Bond Fund	\$ 504,824.54
GRAND TOTAL ALL FUNDS	\$ 2,033,793.27

COMMENTS There were no comments on agenda items.

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

**FACILITIES
COMMITTEE REPORT**

Tom Andrews reported the committee met and Mary Lynn Kovach, Technology Director, presented her proposal for the computer replacement rotation /technology updates for next school year.

Kristy Mattern, Director of Operations, presented the future Capital Improvement Projects. The committee toured some buildings to view completed QZAB building projects.

**PERSONNEL
COMMITTEE**

Tom Andrews reported the committee met and discussed the follow-up from the May 9, 2015 Work Session and succession planning for the District.

**FINANCE COMMIT-
TEE REPORT**

Tom Andrews reported the committee met twice to review the 2014/2015 budget adjustments and the proposed 2015/2016 budgets. The committee endorsed the budget adjustments and proposed 2015/2016 budgets for board action.

**FOCUS SCHOOL
UPDATE**

Sarah Neumann, Northwood Elementary Principal, gave the quarterly Focus School report. The 3rd Quarter Activities related to Focus Schools included: data review/data meetings, continued implementation of the PLC (Professional Learning Communities) model, curriculum alignment and development. She also shared a recent MDE (Michigan Department of Education) update that buildings could exit current focus school status if for two years (either/or): Improvement of bottom 30% is above State Average OR Achievement of bottom 30% is above the State Average.

Mrs. Neumann gave an overview of interventions and strategies: Middle School has additional RTI support, doubled the grade level time for Math and ELA with the schedule change; North and Central Elementary added summer tutoring support. All three schools also have expanded support through the KRESA Coaching Model.

**SUPERINTENDENT'S
REPORT**

Superintendent Matthew Miller gave an annual bullying report for each building listing number of incidents and the action taken for correction.

Last year the state required each building to have a minimum of two staff members trained in the use of EpiPens and two EpiPens available at each building. We have met or surpassed those standards. Superintendent Miller reported there was no administration of the EpiPens in the district.

Mr. Miller reported that the school aid act will give Parchment School District an estimated additional \$20.00 per student next school year. This will be the first time that the per pupil funding is higher than it was in 2011.

In 2012 the school bond revolving loan fund changed, the net effect is an increase to our tax payers. For Parchment School District residents, that increase will equate to a 37% tax increase over the last two years—7 to 7.75 to 9.59 mills on debt.

**BOARD
WORKSHOP
DISCUSSION**

Tom Andrews asked the board to think about the write-up from the workshop, what issues to address – prioritize, and to have them on the agenda next month.

**H.S. SOCCER
TRIP REQUEST**

Ben Tanis moved to approve the Soccer team trip request to Silver Lake, Aug 15-17. John Madaras seconded the motion. Coach Matt Streitel provided updated information on the trip.

All voted aye – motion carries

**H.S. VOLLEYBALL
TRIP REQUEST**

Dodi Leckie moved to approve the Volleyball team trip request to Albion College, July 11-12 and Ludington, Aug 20-23. John Madaras seconded the motion. Coach Anna Knapp provided updated information on the trip.

All voted aye – motion carries

**-2014/2015 BUDGET
ADJUSTMENTS**

Cheryl Balmer moved to approve the 2014/2015 budget adjustments as presented in reference #4. John Madaras seconded the motion.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

Motion carries: 5 – 0

The projected June 30, 2015 fund balance is \$1,256,763.

BUDGET HEARING

At 7:31 p.m. Tom Andrews called for a public hearing on the proposed 2015/2016 budget.

Julie Rohrer presented a PowerPoint listing all funds. She reported we predict a stable blended student count of 1,688. The foundation grant is expecting an increase of \$140.00 per pupil. There will be a loss of Performance based funding & best practice revenue of \$120.00 per pupil. KRESA special education tax increase of approximately \$300,000.

Assumptions for the new budget include the MPSERS retirement rate will remain stable at 25.78%; some health insurance costs will increase; some hourly and salary increases; capital improvement will be at \$233,000; transfer to the QZAB bond payment of \$150,000.

Ms. Rohrer reviewed all projected 2015/2016 fund budgets and said we are not in Headlee rollback. Eighteen (18) mills are needed to support the General Fund Budget and 9.59 mills are needed to support the debt funds.

Audience member, Shannon Stutz, asked if the \$300,000 we will be receiving from KRESA from the special education tax had a direct correlation with anything in the budget.

Superintendent Miller responded saying the KRESA special education millage revenues are absorbed into the overall budget.

CLOSED HEARING At 7:48 p.m. the Budget Hearing was closed by President Andrews.

**'15/16 BUDGET
ALL FUNDS** Cheryl Balmer moved to approve the adoption of all funds as presented in the PowerPoint and reference #5 for the 2015/2016 year. John Madaras seconded the motion.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

Motion carries: 5 – 0

**MILLAGE RATE
RESOLUTION** John Madaras moved to approve the resolution to set the 2015 millage rate as presented in reference #6 with support from Ben Tanis.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

Motion carries: 5 – 0

**BORROWING
RESOLUTION** John Madaras moved to approve the Resolution to Borrow for 2015/16 prepared by the Thrun Law Firm, to allow borrowing up to \$159.3M from the Michigan Finance Authority for the purpose of Cash Flow Borrowing for '15/16 school year. Dodi Leckie seconded the motion.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

Motion carries: 5 – 0

**TECHNOLOGY
CAPITAL OUTLAY** John Madaras moved to approve the Technology Capital Outlay as presented in reference #8. Ben Tanis seconded the motion.

All voted aye – motion carried

FOOD SERVICE CONTRACT RENEWAL Ben Tanis moved to approve the contract renewal with Chartwells Dining Service management for the 2015/2016 school year. Dodi Leckie supported the motion.

All voted aye – motion carries

LUNCH PRICES Ben Tanis moved to approve the recommended lunch price increase recommended by Holly Pence, Chartwells Dining Service as presented in reference #10. Dodi Leckie seconded the motion.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

Motion carries: 5 – 0

2015/2016 rates:
Elementary Lunch \$2.20
Secondary Lunch (Tier 1) \$2.60/\$2.70/\$2.80

MHSAA RESOLUTION John Madaras moved to adopt the membership resolution with the MHSSA for 2015/2016. Ben Tanis seconded the motion.

All voted aye – motion carried

BUS PURCHASE RESOLUTION John Madaras moved to approve the Bus Purchase Resolution with a second from Ben Tanis to purchase eleven (11) school buses not to exceed \$500,000.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

Motion carries: 5 – 0

NORTH ELEM. PLAYGROUND EQUIPMENT John Madaras moved to approve the District contributing \$20,000 for playground equipment at North Elementary and the board loaning them \$20,000 for two years. The PTO would pay back \$10,000 each of the next two years, as stated in reference #13. Cheryl Balmer seconded the motion.

All voted aye – motion carries

SALARY ADJUSTMENTS John Madaras moved to approve salary adjustments for three administrators as stated in reference #14. Ben Tanis seconded the motion.

All voted aye – motion carries

COMMENTS

Amy Triplett from the PEA mentioned there were a lot of end-of-year trips, awards, assemblies, and talent shows. Ben Tanis had done wood projects with students at Central Elementary. Amy also thanked the board for attending the Year-End and Awards Breakfast.

Marcy Patterson thanked the board for support with the North Elementary playground.

**ADJOURN TO
CLOSED
SESSION**

John Madaras moved to adjourn to closed session at 8:03 p.m. for the purpose of discussing negotiations, per section 8(c) of the Open Meetings Act. Cheryl Balmer supported the motion.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

Motion carries: 5 – 0

**RETURN TO OPEN
OPEN SESSION**

At 8:17 p.m. John Madaras moved to re-enter open session with support from Cheryl Balmer.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

Motion carries: 5 – 0

**COLLECTIVE
BARGAINING
AGREEMENTS**

John Madaras moved to approve 80% of the increase of the district insurance premium share for the Parchment Education Association (PEA) for the 2015-16 school year. Ben Tanis supported the motion.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

Motion carries: 5 – 0

Dodi Leckie moved to ratify the Parchment PEO contract pending the secretarial unit approval for the 2015-16 and 2016-17 school years. John Madaras supported the motion.

AYES: Tom Andrews, John Madaras, Cheryl Balmer, Dodi Leckie, and Ben Tanis

NAYS: None

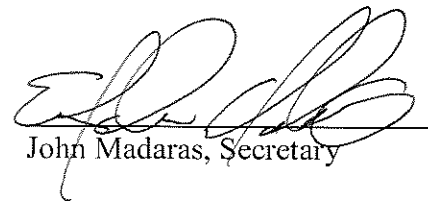
Motion carries: 5 – 0

FUTURE ITEMS FOR CONSIDERATION The Kindleberger Festival activities take place on Saturday, July 11, 2015. If there will be enough participants between board members, administrators, and staff, the district will have a bus in the parade and table in the park.

The next regular board meeting will be on Monday, July 27, 2015 at 7:00 p.m. at Parchment High School.

ADJOURNMENT The meeting was adjourned at 8:22 p.m.

Board of Education of the
Parchment School District



John Madaras, Secretary

MJM/pss