



**Parchment, Michigan
August 22, 2016**

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, August 22, 2016 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, Ben Tanis, Nancy Lenz, Cheryl Balmer, and Dodi Leckie

MEMBERS ABSENT None

OTHERS PRESENT Matthew Miller, Julie Rohrer, Paula Smeed, Bob Champion, Sonja LeRoy, Tina Maxwell, Jason Misner, Nicole Berish, Julia Kaemming, Marcy Patterson, Kristy Mattern, Karen Stevens, Courtney Steffler, Sheila Brown, Maghan Klauka, Carl Getty, Anna Wessing, Rhonda Newman, Glenn Woodley, DeAnna Phillips, Ragan Savara, Bill Johnson, and others

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

- Included:
- Adoption of the Agenda
 - Approval of the Regular meeting minutes of July 25, 2016 and Special Board meeting minutes of August 8, 2016
 - Approval of new instructors: Carl Getty, Barclay Hills Education Center Math Instructor, Meghan Klauka Barclay Hills Education Center English Instructor, Sheila Brown Middle School Art Instructor, Glenn Woodley Middle School Social Studies Instructor, and Courtney Steffler Middle School Math Instructor. Resignation of Allison Cook-Olson, Barclay Hills Education Center Instructor.

- Financial Reports	
July Expense (Gen. Fund):	\$ 1,569,709.65
(Payroll related \$755,697.90)	
Hot Lunch	\$ 45,423.55
Trust & Agency	\$ 13,766.35
QZAB Bond Fund	\$ 110.51
GRAND TOTAL ALL FUNDS	\$ 1,629,010.06

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 Mosei Avenue
Kalamazoo, MI 49004
(269) 488 1470

Preschool &
Childcare Center
600 Edison Street
Kalamazoo, MI 49004
(269) 488.1360

COMMENTS

Tom Andrews mentioned that the board has received a Letter of Interest from Mr. Kyle Wartella for the open board seat.

RECOGNITIONS

Barclay Hills Education Center Principal, Tina Maxwell, introduced Meghan Klauka as the new English Instructor and Carl Getty as the new Math Instructor; Middle School Principal, Jason Misner, introduced Sheila Brown as the new Art Instructor, Glenn Woodley as the new Social Studies Instructor , and Courtney Steffler as the new Math Instructor.

**COMMENTS
REGARDING
AGENDA ITEMS**

None

**POLICY
COMMITTEE
REPORTS**

Tom Andrews reported that the committee met and Superintendent Matthew Miller presented new and updated board policies from NEOLA. The committee is recommending the new and updated policies to the full board for first reading.

There was also a discussion about the procedures for interviewing and appointing a new board member.

**PERSONNEL
COMMITTEE
REPORT**

Tom Andrews reported the committee met and discussed monitoring GRBS (Grand Rapids Building Services) and the environment in the buildings for teaching and learning. There was a discussion regarding changes of duties and title for the Parchment School District Energy Manager. The committee is recommending the change to the full board for approval.

**SUPERINTENDENT'S
REPORT**

Superintendent Matthew Miller provided a handout regarding School Reform Office (SRO). The SRO is using data that experts denounce as being fundamentally flawed to make monumental decisions that will affect students, schools and communities. The SRO's plan is to close schools building that make the bottom 5% (there will always be a bottom 5%), using the M-Step data. When M-Step was new, Districts were assured that it would not be used for major decisions.

Superintendent Miller also mentioned that Parchment School District was nominated for the Governors' Energy Excellence Award. Mr. Miller thanked John Madaras for attending the ceremony in Lansing, where Western Michigan University (WMU) took 1st place.

**EARLY LEARNING
CENTER**

Anna Wessing, Parchment Early Learning Center (PELC) Director, updated board members on the PELC programs.

- There is a Star Rating System, five (5) being the highest, and we are currently a four (4). Parchment is providing teacher mentors to work on improving our rating.
- The Pre-K to K connection is working with Kindergarten for Professional Learning Communities (PLC's).

At a recent GSRP (Great Start Readiness Program) advisory committee meeting, Parchment was the only school in the county fully enrolled.

**ACTION ON
TRIP REQUEST**

John Madaras moved to approve the trip request for the 6th grade camp per reference #1. Cheryl Balmer seconded the motion.

All voted AYE - Motion carried

**ACTION ON
EXPULSION
READMISSION**

Ben Tanis moved to support the committee's recommendation per Reference #2 which included: Readmitting the expelled student with the following conditions:

- Meet with middle school administrators before 1st day of school
- Search of personal belongings
- Parents will transport to and from school
 - Report to school at 7:50 and pick up 2:35
 - If arrival is before bell, student will need to wait in office
- Alternate schedule for hall passing times
- Lunch in office or designated area
- No extracurricular participation
- Student should not be on school property after school hours
- Release signed by parents allowing administration to communicate with families of affected students concerning student's return
- Continued therapy and school communication with therapist

John Madaras seconded the motion.

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

NAYS: None

Motion carries: 6 – 0

**NEOLA POLICY
APPROVAL**

Nancy Lenz moved to approve the listed board policies (NEOLA) for a first reading. John Madaras seconded the motion.

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

NAYS: None

Motion carries: 6 – 0

**BCS CONFERENCE
RESOLUTION**

Dodi Leckie moved to approve the BCS Conference Resolution, reference #4. John Madaras seconded the motion.

All voted AYE – Motion carried

**MASB
DELEGATE**

John Madaras moved to approve Ben Tanis as the Michigan Association of School Board (MASB) voting delegate. Dodi Leckie seconded the motion.

All voted AYE – Motion carried

**ACTION ON
CHANGE TO
ENERGY
MANAGER**

John Madaras moved to approve the duties and name change as stated reference #6 for the current Parchment School District Energy Manager. Ben Tanis seconded the motion.

Cheryl Balmer shared a concern about adding too many duties to a full time teacher but also recognized that GRBS needs more monitoring. All voted AYE – Motion carried

**COMMENTS
REGARDING
NON-AGENDA
ITEMS**

Nancy Lenz shared that Bruce Bushouse a former school board member recently passed away.

Karen Stevens thanked the school for hiring Courtney Steffler a former Parchment student and former recipient of the PEA Scholarship.

Anna Wessing thanked Kristy Mattern for help in dealing with issues they have had with GRBS.

Cheryl Balmer thanked Tom Andrews for filling in on committees with the recent vacated school board seat.

Cheryl Balmer shared a concern regarding the bleachers in the middle school gymnasium.

**ADJOURNMENT TO
CLOSED SESSION**

At 7:47 p.m. Nancy Lenz moved to adjourn to Closed Session for the purpose of negotiations, per Section 8 (c) of the Open Meetings Act. Ben Tanis supported the motion.

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

NAYS: None

Motion carries: 6 – 0

**RETURN TO
OPEN SESSION**

At 8:11 p.m. Dodi Leckie moved to return to open session with a second by John Madaras

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

NAYES: None

Motion carries: 6 – 0

FUTURE ITEMS FOR CONSIDERATION Special Board Meeting, Wednesday, September 7, 2016, 7:00 p. m. at Parchment High School—Interview and appointment of new board Member.

The Staff Welcome Back Breakfast is scheduled for Monday, August 29, 2016 at 7:30 a.m. at the Middle School.

Students return to school on Tuesday, September 6

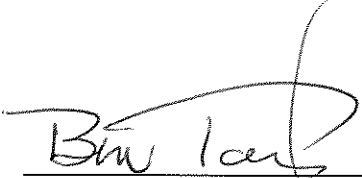
The next regular board meeting will be on Monday, September 26, 2016 at 7:00 p.m. at Parchment High School. Tom Andrews will be absent

MASB Fall Conference – November 11-12, Detroit Renaissance Center. Ben Tanis is currently registered to attend.

Next Work Session – October 4 – Superintendent Evaluation Tool Training.

ADJOURNMENT The meeting was adjourned at 8:32 p.m.

Board of Education of the
Parchment School District



Ben Tanis, Secretary