



**Parchment, Michigan
July 22, 2013**

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, July 22, 2013 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 Joel Shaffer, Vice-President.

MEMBERS PRESENT Joel Shaffer, Tim Lasher, Rhonda Newman, Doug Heaney and John Madaras

MEMBERS ABSENT Nancy Lenz and Thomas Andrews

OTHERS PRESENT Matthew Miller, Julie Rohrer, Shauna Collison, Susan Prentice, Andrew Kyser, Jack Boynkin, Paula Smeed, Cyndi Lasher, Scott Karaptian, Sonja LeRoy, Julia Kaemming, Marcy Patterson, Kristy Mattern, Tina Terry, Paula Smeed, Jason Misner, Cheryl Tiernan, George Stamas and others

CONSENT AGENDA Doug Heaney moved to approve the consent agenda with support from Rhonda Newman. All voted aye – motion carried.

- Included:
- Adoption of the Agenda
 - Approval of the Regular and Closed meeting minutes of June 17, 2013
 - Contract approval of Andrew Kyser, Director of Parchment Early Learning Center
 - Financial Reports

June Expense (Gen. Fund):	\$ 1,516,557.08
(Payroll related \$ 1,078,216.15)	
Hot Lunch	\$ 77,778.95
Trust & Agency	\$ 10,856.64
GRAND TOTAL ALL FUNDS	\$ 1,605,192.67

RECOGNITIONS - Northwood principal, Sarah Johnson, introduced Andrew Kyser who is the new director of the Parchment Early Childhood Center. Andrew has eight years of Pre-Kindergarten experience and most recently was the acting director of another respected early childhood program in the area. He brings a wealth of early childhood background to the district.

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

COMMENTS

There were no comments on agenda items. Cheryl Tiernan informed the board of the successful trip the six Health Science students took to the HOSA Nationals. It was a good experience for the students and Mrs. Tiernan thanked the board for their support.

POLICY COMMITTEE REPORT

Doug Heaney recapped the committee meeting when updated and new NEOLA policies were reviewed. The committee brings the policies to the board for consideration tonight. Also, following up on direction from the board at the June worksession, the committee reviewed draft Board Operating Procedures. Another committee meeting will be held soon to further review the procedures.

Tim Lasher added a brief review of the NEOLA policies and bylaws that are up for review or recommended for revision due to change in State law.

FINANCE COMMITTEE REPORT

Rhonda Newman reported the committee met on July 9, 2013 to discuss administration and other staff salaries as discussed at the June 13, 2013 worksession. With the elimination of the Assistant Superintendent for Curriculum and Instruction position, duties have moved to other administrators and staff decreasing administrative costs district wide. Administration and other staff who are not covered by union contracts have not had increases in two years or more. With state requirements changing and administrative reduction, administrators have taken on more responsibilities. Under the proposed recommendation to be acted on later in the meeting those staff would receive an increase similar to other groups in the district.

Matthew Miller said as part of the elimination and restructure of the position of Assistant Superintendent for Curriculum/Instruction, most duties have been assigned to the three elementary principals who have taken on curriculum coordinating duties with Sarah Johnson being the Director of Instruction, State & Federal programs, as well as Northwood Elementary Principal.

SUPERINTENDENT'S REPORT

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

Mr. Miller reported summer work is running smoothly. Ninety-six new computers have been delivered and are being installed. We will have twenty six laptops delivered soon. The buzzer and camera systems for the elementaries and Barclay have been ordered. Mulch for all playgrounds and the high school landscaping has been delivered and is being spread in the required areas.

6th GRADE CAMP TRIP REQUEST

Tim Lasher moved to approve the 6th Grade Camp trip request to Sherman Lake on September 18 – 20, 2013. Rhonda Newman seconded the motion. Principal George Stamas said it is the same trip as in the past. Our teachers and the Sherman Lake staff provide a great camp experience. It is hoped the POPS Walk-A-Thon will provide extra funds. The cost to parents is \$75 per student with assistance available for those who need it.

Joel Shaffer added it's great to see that some of the staff have taken part in the camp for 13+ years.

All voted aye – motion carries

**NEOLA POLICY
APPROVAL**

Tim Lasher moved to approve the listed NEOLA policies for a first reading with support from Doug Heaney.

AYES: Joel Shaffer, Rhonda Newman, Doug Heaney,
John Madaras and Tim Lasher

NAYS: None

Motion carries: 5 - 0

0122; 0144.3; 2270; 2370.01; 4162; 5112; 5113.01; 5340.01;
5610; 5610.01; 6550; 7540.07; 7540.08; 8800

FINANCE COMMITTEE RECOMMENDATION Rhonda Newman moved to approve the recommendation from the Finance Committee for all administrators and hybrid staff contract increases as presented in reference three. John Madaras seconded the motion.

Tim Lasher voiced concerns with the recommendations due to the prior layoff of 5.68fte teaching staff and nine staff members taking a voluntary severance package. Rhonda Newman said this had been discussed at the worksession and in two Finance Committee meetings. And the changes result in a net decrease from current expenses, due to the elimination of the position of Assistant Superintendent Curriculum/Instruction. Restructuring of the teacher contract allowed for a revised and reduced schedule for staff. Administrators have taken on new responsibilities including an evaluation process mandated by the State and they have not had salary increases in two years or more. Doug Heaney confirmed it is a net decrease in administrative expense due to the restructuring of administrative positions and duties.

Joel Shaffer thanked members for their input and called for the vote.

Four voted AYE - One voted NAY - Motion carries

**MICHIGAN SCHOOL
LOAN REVOLVING
APPLICATION**

Rhonda Newman moved to approve the SLRF Annual Loan/ Repayment Application with support from John Madaras.

Joel Shaffer and Julie Rohrer confirmed the SLRF borrowing fund is needed to give us enough money to make bond payments when debt millage funds are not available at payment deadlines.

AYES: Joel Shaffer, Rhonda Newman, Doug Heaney,
John Madaras and Tim Lasher

NAYS: None

Motion carried: 5 - 0

COMMENTS

Tim Lasher again voiced concerns and his reasoning given for opposing the administrative salary increases approved earlier in the agenda.

FUTURE ITEMS FOR CONSIDERATION

The next regular board meeting will be on Monday, August 26, 2013 at 7:00 p.m. at Parchment High School.

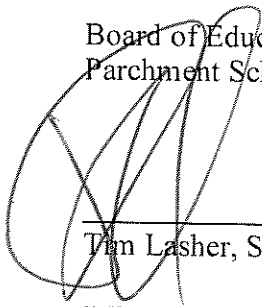
The Staff Welcome Back Breakfast will be on Tuesday, August 27 at 7:30 a.m. at the Middle School.

The MASB Fall Conference held be held October 24 – 27, 2013 in Lansing.

ADJOURNMENT

The meeting was adjourned at 8:40 p.m.

Board of Education of the
Parchment School District



Tim Lasher, Secretary

MJM/sac

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