



**Parchment, Michigan  
August 25, 2014**

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 25, 2014 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 Nancy Lenz, President.

**MEMBERS PRESENT** Nancy Lenz, Joel Shaffer, Rhonda Newman, John Madaras, Doug Heaney, Thomas Andrews and Shannon Stutz

**MEMBERS ABSENT** None

**OTHERS PRESENT** Matthew Miller, Julie Rohrer, Shauna Collison, Paula Smeed, Bob Champion, Craig Misner, Ron Fuller, Michael O'Connor, Steve Gibson, Rob and Sue Thayer, Scott Karaptian, Sonja LeRoy, George Stamas, Jason Misner, Marcy Patterson, Tina Maxwell, Amy Hansen, Julia Kaemming, Sarah Neumann, Karen Stevens, Kristy Mattern, Mary Lynn Kovach, Anna Wessing, Dodie Leckie, Deanna Phillips, Sylvia Miller, Tom Novak, Jim Murphy, Holly Pence, Mike Beals, Ryan Kasperski, Nicole Supplee, Erin Burkett, Allison Cook, Rachel Grieder and others

**CONSENT AGENDA** Rhonda Newman moved to approve the revised agenda with support from Tom Andrews. All voted aye – motion carried.

[At close of meeting, motion to specify approval of consent portion of agenda was heard.] Doug Heaney 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 28, 2014
  - Approval of resignation requests from Ryan McCarthy, Barclay English instructor; Tyler Millward, Barclay Science instructor and Beth Jonker, HS/MS band instructor; and approval of new instructors Michael Beals, HS Social Studies, Ryan Kasperski, HS/MS band instructor, Nicole Supplee, Speech Therapists, Carol Bouabdellaoui, Barclay Spanish, Erin Burkett, HS Special Ed., Allison Cook, Barclay English and Rachel Grieder, Barclay Science
  - Financial Reports

July Expense (Gen. Fund):	\$ 1,170,899.86
(Payroll related \$ 710,231.35)	
Hot Lunch	\$ 2,945.00
Trust & Agency	\$ 5,601.00
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 1,179,445.86</b>

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

**RECOGNITIONS**

Nancy Lenz, opened the meeting by recognizing Shauna Collison and thanked her for her service to the board. Nancy congratulated Paula Smeed for succeeding as Shauna's replacement. Superintendent Matthew Miller added to the farewell for Shauna, who is retiring following twenty nine years with the district. He reflected on Shauna's years as an Administrative Assistant to Superintendents. Past Parchment School District superintendents Craig Misner, Ronald Fuller and Michael O'Connor joined in reflecting on many years of collaborating with Shauna. Past board president Steve Gibson and board trustee Rob Thayer also gave comments and congratulations. Shauna thanked everyone for the kind remarks.

**INTRODUCTIONS**

High School Principal Scott Karaptian introduced Mike Beals as the new Social Studies instructor and also Boys Varsity Basketball Coach, and Ryan Kasperski as the new High School/Middle School Band instructor. Special Education Director Amy Hansen introduced Nicole Supplee, District Speech Therapist, and Erin Burkett, High School Special Education instructor. Principal Tina Maxwell introduced new Barclay Hills Education Center teachers Allison Cook and Rachel Grieder. George Stamas applauded Paula Smeed in her move to the Administration office, middle school staff will miss her. He added Sue Renema has assumed the position of Middle School Principal's Secretary and Maggie Geiger as new library secretary.

**COMMENTS**

There were no comments on agenda items.

**EARLY MIDDLE COLLEGE REPORT**

KRESA Director of the newly formed Early Middle College program, Jim Murphy, presented a PowerPoint with overview of the new program. Open to high school students, the 5-year program will offer classes and coursework which can provide community college certifications or associates degrees in seven areas: Associates in Arts, Graphic Design or Machine Tool Technology; or Certificates in Graphic Design, Machine Technology, PC Support Technology and Welding. The options for programs will grow as the program develops.

As Early Middle College was being developed, it was determined the opportunities should meet the needs of the average student as other programs are in place for high achieving students. KRESA is partnering with high schools within the county and Kalamazoo Valley Community College to offer five year programs. Incoming Freshman will be the first able to begin a full five year program.

Shannon Stutz asked if current juniors and seniors could participate now, about seniors walking at graduation, and about students participating in extracurricular programs. Mr. Murphy responded juniors and seniors may qualify to take a few KVCC classes for credit this year and next, if they have all other credits in place; yes, seniors may walk with their classmates based upon school district policy, but not receive a diploma if they have a 5th year to take in the program and; yes, students may participate in extracurricular activities (except 5<sup>th</sup> year), but it would be driven by when the courses are offered in their program -- it may be difficult to work out.

**EARLY LEARNING CENTER**

Anna Wessing, Parchment Early Learning Center (PELC) Director, updated board members on the PELC programs. This year they are approved to offer four Great Start Readiness Program (GSRP) classrooms for four year olds. The center is open from 6: 00 a.m. to 6:00 p.m. and remains open on non-school days and over vacation periods to provide childcare. PELC's mission is to offer quality care and education for 12 month old infants up to school

age children for before and after school care. This year, 40% of children who participated in PELC classes and who reside outside of Parchment boundaries, remained in Parchment for classes via Schools of Choice.

Anna introduced Dodie Leckie, PNC Bank representative. Ms. Leckie reported PNC offers a Grow Up Great program to support early childhood learning. Overall the program has raised over \$50M. In Parchment, the PELC program has been certified for PNC participation. That means PNC volunteers work with the children and do whatever is needed including washing toys, painting, making bulletin boards and building a bike garage. PNC employees get paid to be at PELC and the Grow Up Great Grant program has raised \$18K for PELC over the past year. They really enjoy working at our early learning center.

**iTEACH PROGRAM**

Sylvia Miller reported on the summer program she developed and provided. Her partner in developing iTeach, Cheryl Mosebach could not be present. The computer designed program was developed to aide students who are struggling in math. They had 52 students participate this summer. The results have been very impressive and participating students who had struggled in the prior school year were able to bring scores up -- in some cases to grade level. Their goal is to offer grants for students next year.

**FOOD SERVICE  
UPDATE**

Chartwells food service director, Holly Pence, provided information on the new federal and state guidelines for 'Smart Snacks.' Public schools are not allowed to sell identified highly sweetened or high carbohydrate snacks/food during the school day. This rule applies to clubs and booster groups. These new standards apply to the school day, which is considered midnight to 30 minutes after the end of the official school day. These guidelines do not include food or beverage given away, as a reward, brought from home or sold to school staff.

**FINANCE COMMITTEE  
REPORT**

Rhonda Newman reported the committee met to further review compensation for staff not previously addressed in negotiations. They are recommending the increases as listed in reference #2. The increase is less than the overall percent gains received by other groups.

**PERSONNEL COMMIT-  
TEE REPORT**

Joel Shaffer said the committee met to discuss potential superintendent contract modifications. Discussions will continue.

**CURRICULUM  
COMMITTEE REPORT**

Joel Shaffer reported the committee met prior to tonight's board meeting to review a new Biology text recommended for purchase by our high school staff. The series was piloted by Jodie Lugar-McManus last winter and meets the committee's recommendation for approval.

Also, more information about application of online curriculum through My Virtual Academy (MVA) was presented. The committee recommends we proceed with offering MVA to students and families who prefer online learning.

**SUPERINTENDENT'S  
REPORT**

Superintendent Matthew Miller reported the new teachers met today for orientation. Also, several teachers who have taken roles as Professional Learning Community (PLC) leaders met today for training. It is a group of very positive educators.

Matthew said adding the new virtual opportunities through My Virtual Academy is a good thing. MVA will promote the opportunities in Parchment and will be enrolling through Barclay Hills Education Center.

Facilities upgrades have been taking place in the district. New sidewalks and other concrete work has been done at Central Elementary and also at PELC to enhance the outdoor area for children. The oldest portion of the middle school roof is being replaced. Our buildings will be ready to go for students on their first day back.

**RECORDING SECRETARY APPOINTMENT**

Rhonda Newman moved to appoint Paula Smeed as recording secretary through December 2014 for all regular board meetings. Tom Andrews seconded the motion.

All voted aye - motion carried

**FINANCE COMMITTEE RECOMMENDATIONS**

Rhonda Newman moved to approve the recommendations from the Finance Committee as listed in reference #2 with support by Joel Shaffer.

AYES: Nancy Lenz, Joel Shaffer, Rhonda Newman, Doug Heaney, John Madaras, Tom Andrews and Shannon Stutz

NAYS: None

Motion carries: 7 – 0

Listed 1.5% increase on base for the 2014/2015 school year to the middle school principal, assistant principal at the high school, elementary principals, assistant technology director and administrative assistant. Also a \$1,800 increase for North/Northwood speech therapist and middle school counselor, and \$2,000 increase for four GSRP certified teachers.

**TRIP REQUEST**

Shannon Stutz moved to approve the trip request for sixth graders to attend camp at Sherman Lake. Tom Andrews seconded the motion.

All voted aye - motion carried

Rhonda Newman added sixth grade camp is a great opportunity for students.

**CURRICULUM COMMITTEE RECOMMENDATIONS**

Joel Shaffer moved to approve the two recommendations from the Curriculum Committee. John Madaras supported the motion.

All voted aye - motion carries

Action approved purchase and implementation of the Miller & Levine Biology Text published by Pearson. Also, approved participation with the ATS Educational Consulting Services program - My Virtual Academy.

**COMMENTS**

PEA President Karen Stevens said the PLC training today went very well and the teachers are really committed to the new process. Karen also said Northwood teachers received a TRIG grant that allows them 30 hours of online training and a free Chrome Book. The building will also receive a smart board. Tina Maxwell added the Barclay staff received the TRIG grant as well.

George Stamas said his youngest child has attended programs at PELC for a few years and he also commends the program and staff, they are first rate.

Shannon Stutz brought up the changes in the Athletic Conference. She encouraged people to read about the changes on MLive.

**FUTURE ITEMS FOR  
CONSIDERATION**

The Staff Welcome Back Lunch will be tomorrow, Augusts 26 at 11:30 a.m.  
Students return to school on Tuesday, September 2nd.

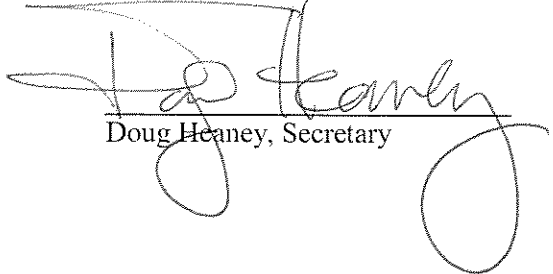
It is requested to reschedule the regular October meeting to October 20th due to a conflict in calendars.

The next regular board meeting will be held on Monday, September 22, 2014, at 7:00 p.m. in the High School library

**ADJOURNMENT**

The meeting was adjourned at 8:35 p.m.

Board of Education of the  
Parchment School District



Doug Heaney, Secretary

MJM/pss