

**Memphis Community
Secretary's Minutes
Regular and Organizational Meeting of the Board of Education
Jr/Sr High Media Center
Memphis, MI
January 22, 2018**

Vice President Chad Deaner, called the meeting of the Memphis Board of Education to order at 7:01 pm, in the Jr/Sr High School Media Center.

Present: Chad Deaner Karyn McCue Kelly Francis Chris Pare` Cheryl Florka David Rhein
Absent: Michelle Wendling

The Pledge to the flag was recited.

Student of The Month- Alishia Piche was presented with her certificate by Susan Hankins, and Jack Yaek and Riley Seres were presented with their certificates by Matt Karaffa.

STUDENT OF THE MONTH

On a motion, by McCue, supported by Florka, to elect Superintendent, Brad Gudme, to be Temporary Chairperson until the president is elected.

TEMPORARY CHAIR

On a motion by Florka, supported by Francis, to amend the agenda for the regular meeting of January 22, 2018, as presented.

ADOPTION OF AGENDA

Ayes: All (6) Nays: None Motion Carried

On a motion by McCue, supported by Francis, to nominate Michelle Wendling for President of the Board of Education.

**ELECTION OF OFFICERS
President – Michelle Wendling**

Hearing no other nominations, a vote was taken as follows:

On a motion by Deaner, supported by Florka, to elect Michelle Wendling for President of the Board of Education.

Ayes: All (6) Nays: None Motion Carried

On a motion by Florka, supported by Pare`, to nominate Chad Deaner for Vice-President of the Board of Education.

Vice President – Chad Deaner

Hearing no other nominations, a vote was taken as follows:

On a motion by McCue, supported by Francis, to elect Chad Deaner for Vice-President of the Board of Education.

Ayes: All (6) Nays: None Motion Carried

On a motion by Florka, supported by Francis, to nominate Karyn McCue for Secretary of the Board of Education.

Secretary – Karyn McCue

Hearing no other nominations, a vote was taken as follows:

On a motion by Pare`, supported by Florka, to elect Karyn McCue for Secretary of the Board of Education.

Ayes: All (6) Nays: None Motion Carried

On a motion by Francis, supported by McCue, to nominate Cheryl Florka, for Treasurer of the Board of Education

Treasurer – Cheryl Florka

Hearing no other nominations, a vote was taken as follows:

On a motion by Pare`, supported by Rhein, to elect Cheryl Florka, for Treasurer of the Board of Education.

Ayes: All (6) Nays: None Motion Carried

On a motion by Florka, supported by Francis, to establish the regular meetings for January 2018 through December 2018, to be on the 4th Monday, of each month, with the exception of months where holidays require a deviation to the schedule. Regular meetings times to be at 7:00 p.m. in the Joseph Burns Library/Media Center.

BOARD MEETINGS DATES

Ayes: All (6) Nays: None Motion Carried

On a motion by McCue, supported by Florka, to designate Lakestone Bank & Trust, NorthStar Bank, PNC and Michigan Liquid Asset Fund as depository for school funds for the period covering January 2018 through December 2018.

DESIGNATION OF DEPOSITORIES

Ayes: All (6) Nays: None Motion Carried

On a motion by Pare`, supported by Francis, to accept the recommended official signatures, as presented.

OFFICIAL SIGNATURES

Ayes: All (6) Nays: None Motion Carried

On a motion by Florka, supported by Rhein, to designate Laura Heilig, or her designee, to post public notices of meetings.

POSTING OF PUBLIC NOTICES

Ayes: All (6) Nays: None Motion Carried

On a motion by Francis, supported by McCue, to approve the use of the Voice Newspaper, for official publications, for the time period of January 2018 through December 2018.

**OFFICIAL PUBLICATIONS
Voice Newspaper**

Ayes: All (6) Nays: None Motion Carried

On a motion by McCue, supported by Florka, to continue the retainer contract for Thrun Law Firm, P.C. for legal services.

**LEGAL SERVICES
RETAINER APPROVAL**

Ayes: All (6) Nays: None Motion Carried

On a motion by Florka, supported by Pare`, to have Stewart, Beauvais and Whipple conduct and complete the 2017-18 audit.

**APPROVAL OF AUDIT
FIRM SERVICES**

Ayes: All (6) Nays: None Motion Carried

On a motion by Pare`, supported by Francis, to approve the Board By-Laws, as presented.

REVIEW BOARD BY-LAWS

Ayes: All (6) Nays: None Motion Carried

The Board worked on Committees and came to consensus on who would be on which committees.

ESTABLISH BOARD COMMITTEES

Under consent agenda, you are approving the minutes from the regular meeting of December 18, 2017, and minutes from two closed sessions at the regular meeting, on December 18, 2017.

CONSENT AGENDA

You are also approving General Fund bills in the amount of \$140,734.27 and Payrolls in the amount of \$157,452.60 with checks numbered 62433 through 62482, and no checks voided. ACH transfers in the amount of \$465,387.42 for a total of \$622,840.02, and additional bills in the amount of \$48,710.31 with checks numbered 62483 through 62514, with no checks voided.

On a motion by Florka, supported by Pare`, to approve the items under consent agenda, as presented.

Ayes: All (6) Nays: None Motion Carried

Audience Participation: Jeff Yaroch, State Representative, Jeff introduced himself to the Board, Administration and Audience. Education is a priority and he is aware of funding problems that schools have. Would like to contribute to Government Classes within the district to educate students on State and Local Government. The Board thanked Jeff for taking the time to come to the meeting and introducing himself.

Jeff Yaroch, State Representative

Under Reports:

REPORTS

Drake Okie – Athletics - Winter sports are continuing. Varsity Cheer Team took 1st place in last two competitions. Wrestling Tournament this Saturday, January 27th. Girls Varsity Basketball Team continues to improve. Boys Varsity Basketball working hard. Bowling season started. Eligibility has improved, students are attending Study Hall on their own to improve grades. Spring Track schedule being made to include eight meets. Lori Sanborn working with group of volunteer coaches. Spring sports schedules almost completed. Would like to use same coaches for two years for JH teams switching 7th and 8th grade coaches for the second year to allow coaches to work with all students. Athlete of the Week will begin for second semester with coaches nominating student, and Teachers and Administration voting on winner.

Drake Okie - Athletics

Susan Hankins – Rebecca Derengowski, 3rd Grade Teacher was chosen for the St. Clair County Distinguished Teacher award. SAT (Student Assistance Team) meetings were completed by providing interventions for 35 families, made up of the Classroom Teacher, Special Education and Title I staff, Intervention Specialist, and the Elementary Principal. Data from last year showing that students are making good growth. Half days will be January 24th – 26th, marking the end of first semester and exams for High School students. Chili Cook Off will be held January 27th. Art begins on January 29th, taught in place of Music by Sara Hulett. Dad's and Donuts, and Carnival preparations are taking place. PBIS team working hard, referrals have decreased. Drama Club beginning practice for play to take place on March 20th, "The Enchanted Book Shop". Kindergarten Orientation and Kindergarten Round Up will be combined this year and be held on April 11th. Susan and Sandi Pavlov discussing possible Summer School Reading Support Program for four weeks.

Susan Hankins, Elementary Principal

Matt Karaffa – Cell phone usage policy in classrooms being revised. Teachers voted that cell phones cannot be used in the classroom. This will be effective January 29th. PSAT pre-test on January 29th for Juniors. Grades 9th and 10th to follow after Juniors are tested. Senior Project being implemented for online courses led by teachers for Seniors who are in danger of not graduating. Grad Point Curriculum will be used. PBIS program being introduced to JH students. Active Shooter drill was conducted on January 18th.

Matt Karaffa, Jr/Sr High Principal

Devin Kling – Absent – Report given by Brad Gudme – Business Office working with RESA on 3% Michigan Healthcare refund. Amount of \$300,00 should be deposited by the ORS through the State Aid Fund to cover these refunds. Revised Budget will be available for the February Board Meeting to include Expenditure Revisions.

Devin Kling, Business Director

Under Old Business:

OLD BUSINESS

A. High School Graduation Requirements Policy # 5140 3rd Reading

High School Graduation Requirements, Policy # 5140, 3rd Reading/Adoption

On a motion by Rhein, supported by Pare`, to approve the 3rd Reading/Adoption, of High School Graduation Requirements Policy #5140, as presented.

Ayes: All (6) Nays: None Motion Carried

B. Student Dress Code Revision Policy # 5105 2nd Reading

Student Dress Code Revision, Policy # 5105, 2nd Reading

On a motion by McCue, supported by Florka, to approve the 2nd Reading of Student Dress Code Policy # 5105, as presented.

Ayes: All (6) Nays: None Motion Carried

Under New Business:

NEW BUSINESS

A. Section 125 Cafeteria Plan Adoption Agreement

Section 125 Cafeteria Plan Adoption Agreement

On a motion by Florka, supported by Francis, to adopt the Section 125 Cafeteria Plan Adoption Agreement, as presented.

Ayes: All (6) Nays: None Motion Carried

Under Personnel:

**A. Michele Hicks – Resignation – Bus Driver and Daycare Provider
(Michele will stay on as sub for the district)**

Michele Hicks – Resignation, Bus Driver/Daycare

On a motion by McCue, supported by Florka, to accept the resignation of Michele Hicks, Bus Driver and Daycare Provider, as presented.

Ayes: All (6) Nays: None Motion Carried

B. Joellanne Liberty – Hiring – Bus Driver

Joellanne Liberty, Hiring, Bus Driver

On a motion by Francis, supported by Pare`, to approve the hiring of Joellanne Liberty, Bus Driver, as presented.

Ayes: All (6) Nays: None Motion Carried

C. Connor Newlands and Blaine Goul – Assistant Basketball Coaches

Connor Newlands and Blaine Goul, Re-assignments, Assistant Basketball Coaches

On a motion by Pare`, supported by Florka, to approve the re-assignments of Connor Newlands and Blaine Goul, as Assistant Boys Basketball Coaches for 7th and 8th grade, as presented.

Ayes: All (6) Nays: None Motion Carried

D. Stacey Haggerty – Hiring – Social Worker

Stacey Haggerty, Hiring, Social Worker

On a motion by McCue, supported by Francis, to approve the hiring of Stacey Haggerty, Social Worker, as presented.

Ayes: All (6) Nays: None Motion Carried

E. Doug Bishop – Hiring – Home Based Instructor

Doug Bishop – Hiring – Home Based Instructor

On a motion by Francis, supported by Pare`, to approve the hiring of Doug Bishop, Home Based Instructor, as presented.

Ayes: All (6) Nays: None Motion Carried

Round Table: B. Gudme – Will be attending Winter Superintendent Conference in Kalamazoo January 22nd-24th. Thank you to Krett Kujat, James Phillips and dedicated Bus Drivers working hard to keep students safe. **C. Pare`**- Good communication to families using Skyward Messenger Program for notifications and cancellations. **M. Karaffa** – Drop off and Pick up of students going better after messages went out to families and police support being present. **C. Pare`** - Mock Trial Team attending Live Trial to observe how the Legal System works. **D. Rhein** – Noticing positive comments about Drake attending away games and following up on injured players. **B. Gudme** – Paul Bringard off on medical leave for surgery. Thank you to School Board Members for all of their time and hard work put into Memphis Schools by serving on the Board. (Presented with appreciation gift in recognition of Board of Education Appreciation Month).

ROUND TABLE

Audience Participation - D. Cryderman, Bus Driver – Thank you from bus drivers for support and police assistance in parking lots, making it safer for students.

AUDIENCE PARTICIPATION

Adjournment:

ADJOURNMENT

On a motion by Francis, supported by Florka, to adjourn the meeting at 8:18 p.m.

Ayes: All (6) Nays: None Motion Carried

Karyn McCue, Board of Education Secretary

Laura M. Heilig, Recording Secretary