

MASON BOARD OF EDUCATION

Regular Meeting

June 13, 2016

Harvey Education Center

400 South Cedar Street

7:00 p.m.

MINUTES

CALL TO ORDER

A regular meeting of the Mason Board of Education was held at the James C. Harvey Education Center on Monday, June 13, 2016. The meeting was called to order at 7:02 p.m. by Ralph Beebe, President.

Present: Ralph Beebe, Becky Brimley, Laura Fenger, Julie Rogers, Laura Cheney, Kurt Creamer, and Tom Curtis

Absent:

Also Present: Ron Drzewicki, Superintendent; Cheryl S. Wald, Chief Financial Officer; Matt Stuard, Curriculum Director; Rick Brooks, Director of Human Resources; Kevin Doty, Operations Manager; Mason staff and community members

APPROVAL OF AGENDA

Laura Chaney made and Julie Rogers supported a motion to approve the agenda as printed. All yes. Motion carried 7-0.

SPECIAL REPORTS/COMMENTS

Mason High School Student Instruction Team

High School Principal, Lance Delbridge and Dr. Jan Alleman, Professor in the MSU Department of Teacher Education, reported on behalf of the High School Student Instruction Team. Mr. Delbridge explained that the group is a student voice for the improvement of classroom instruction. Students were surveyed and asked what works in the classroom, what goes on in classrooms and what isn't working in the classroom. The team consists of approximately 20 students. Seven meetings were held this year with 6-10 students in attendance at each gathering.

High School students, Leutrim Beka and Rita Cheney, addressed the board and shared their experiences. Rita Cheney explained the process and stated, "student voice is not as apparent as it should be." Students were asked to prioritize what was important instructionally and the list was shared with teachers and staff. The group organized a staff meeting to share their ideas to improve instruction. Leutrim stated, "the student group is the voice of what can be done different in our classrooms." He referred to the team as the "avengers" of Mason and stated the group has already found new ways to move into the future, including an award system for teaching staff.

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Dr. Jan Alleman addressed the Board of Education. She stated, "Mason is on the move." The idea of student voice has been around awhile but few schools are engaging and listening to student voice. A research packet was shared with board members showing how student involvement relates to levels of achievement. The Mason High School Student Instruction Team will continue to engage other students. Over 50% of high school teachers attended the after school meeting. Students shared high priority items and ideas for change in the classroom. Professional workshops will be offered as needed for staff. The idea is in line with the Strategic Plan and is an additional way to have great things come together for students. Dr. Alleman thanked the Board of Education members for the opportunity to speak.

Ralph Beebe thanked the group for their great presentation.

2015-16 June Budget Revision

Cheryl Wald reviewed the 2015-16 June budget revisions. Most expenditure changes were due to health care selections, personnel, cash in lieu and an increase due to dual enrollment, Graduation Alliance, and Michigan Virtual Academy at the high school. There was also an increase in substitute teacher expenses. Administration expense increased due to precinct election fees. Retirements and staffing changes with respect to school administration also created an increase. The fund balance is projected to be 5.2%.

Superintendent Drzewicki stated the district is in a good place financially as we close out the 2015-16 school year.

2016-17 Proposed Budget

Cheryl Wald presented a 2016-17 proposed budget. Enrollment is expected to be flat with an anticipated \$120.00 per pupil increase. The budget includes changes in literacy grants and half-time interventionist funding. MESSA health insurance has increased by 17.6% and is reflected in the budget. A decrease was noted in board of education expenses due to the removal of election fees. Cheryl shared other highlights of the draft budget.

Ralph Beebe requested board members review the draft and provide Cheryl Wald with additional questions. Revisions of the proposed budget will be forwarded to board members.

Superintendent Drzewicki is planning to bring an excess revenue over expenditures budget to the Board of Education for approval on Monday, June 27, 2016.

Laura Cheney asked for clarification on the proposed new legislation on the use of sinking fund dollars for security and technology. Superintendent Drzewicki stated that the House passed the bill and it is now in the Senate. This may change how we look at projects and improvements by providing extra flexibility in the use of sinking fund dollars.

COMMUNICATIONS

Board members reviewed communications which included a letter from the Michigan Department of Education stating the district's Fiscal Compliance Plan is satisfactory. Other correspondence included a letter from Mrs. Dekett regarding a position reassignment, a request to hear a grievance and a positive parent note regarding the Transportation Department.

APPROVAL OF CONSENT AGENDA

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Julie Rogers made and Becky Brimley supported a motion to approve the consent agenda, including approval of minutes of the May 9, regular meeting; May 9, closed session #1; May 9, closed session #2; Teacher Recommendations Report No. 25; Personnel Report No. 26; Financial Report No. 27; including payment of General Fund bills in the amount of \$1,766,655.41, Food Service Fund bills in the amount of \$65,835.24, Student Activities Fund bills in the amount of \$57,904.64, and Sinking Fund bills in the amount of \$81,564.31. 6 Yes, 1 Abstain.

Rick Brooks recognized Mrs. Marie LaLonde and Mr. Jon Wiseman for their years of service to the district.

COMMITTEE AND SUPERINTENDENT REPORTS

Finance and Property

Cremer reviewed minutes from the Monday, June 6, 2016 committee meeting. Jerome Brzezinski presented a recommendation to purchase 54 new computers for a cost of \$22,474.26 with the use of Technology Readiness Infrastructure Grant monies. The winner bidder was Hewlett-Packard.

Technology Readiness Infrastructure Grant (TRIG)

Kurt Cremer made and Julie Rogers supported a motion to approve the Technology Readiness Infrastructure Grant, as presented. All yes. Motion carried 7-0.

Cheryl Wald reviewed the agreement to provide food services to Heartwood and Secondary Learning Center. The contract is written in such a way that proceeds will come back to the district.

Heartwood-Secondary Learning Center Food Service Agreement

Kurt Cremer made and Laura Cheney supported a motion to approve the Food Service Agreement between Mason Public Schools and Ingham Intermediate School District to provide breakfasts and lunches for Heartwood and the Secondary Learning Center, as presented. All yes. Motion carried 7-0.

Cheryl Wald reviewed the Food Service Shared Personnel Agreement with Dansville. No changes have been made and the relationship has worked well for both districts.

Food Service Shared Personnel Agreement

Kurt Cremer made and Julie Rogers supported a motion to approve the 2016-17 Food Service Shared Personnel Agreement with Dansville Schools, as presented. All yes. Motion carried 7-0.

Cheryl Wald explained that our normal 18 mil tax collection would be permanently reduced by the "Headlee" millage reduction fraction allowing us to collect 17.9388 mils. The loss of revenue will be \$11,000 for 2016-17.

Summer Operating Tax Certification

Kurt Cremer made and Julie Rogers supported a motion to approve the summer operating tax certification, as presented. All yes. Motion carried 7-0.

Cheryl Wald reviewed the invoice received from SET SEG that reflected a projected increase in rates from \$62,671 to \$70,614 due to higher claims and lower returns for the pool.

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Property Casualty Insurance Renewal

Kurt Creamer made and Julie Rogers supported a motion to approve the SET/SEG Property Casualty Insurance Renewal, as presented. All yes. Motion carried 7-0.

Kevin Doty reviewed the school bus agreement between Mason and Stockbridge to provide maintenance to the Stockbridge buses. The relationship has worked well in the past and there were no recommended changes to the agreement. The hourly rate for his agreement has not changed in the past 4 years.

School Bus Service Agreement

Kurt Creamer made and Julie Rogers supported a motion to approve the School Bus Service Agreement with Stockbridge Community Schools, as presented. All yes. Motion carried 7-0.

Kevin Doty reviewed the two lease bids to provide 5 new school buses to the district. The winning bid was provided by Holland Bus for a gas powered bus. Total annual costs for 5 buses is \$60,596.25 for a three year lease with an optional \$247,500 buyout at the end of the lease.

Bus Lease Bids

Kurt Creamer made and Tom Curtis supported a motion to approve the School Bus Lease Bids, as presented. All yes. Motion carried 7-0.

Kevin Doty reviewed two bids for waste removal from all of the district buildings. Waste Management provided the lowest bid at a cost of \$16,305.30 per year for a three year contract. Second place was Granger at \$23,257.92 per year. Granger is the current provider.

Waste and Recycle Contract

Kurt Creamer made and Julie Rogers supported a motion to approve the Waste and Recycle Contract, as presented. All yes. Motion carried 7-0.

Chris Salmon and Cheryl Wald worked with the Paid Lunch Equity Tool which calculates the required increase for school lunch prices to be in compliance with the Healthy, Hunger-Free Act of 2010. They determined that prices at the Elementary and Secondary levels would need to increase by \$0.10 for next year. Employee lunches will stay the same at \$4.00.

2106-17 School Lunch Prices

Kurt Creamer made and Laura Cheney supported a motion to approve the 2016-17 Breakfast prices and Adult Breakfast/Lunch prices, as presented. All yes. Motion carried 7-0.

Kevin Doty reviewed all of the proposed sinking fund projects for the 2016 year.

The committee reviewed calculations to determine the amount of State Aid Borrowing that may be needed for the 2016-17 school year. A final proposal will be ready for the June 27th board meeting.

The next meeting is scheduled for Monday, August 8, 2016 at 4:00 p.m.

Community and Staff Relations

Becky Brimley reviewed minutes from the Monday, May 16, 2016 committee meeting. Rick Brooks gave a staffing update. The committee discussed adding a 10th section of kindergarten for

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the 2016-17 school year. Resources will be reviewed for maximizing quality education and lowering class sizes. Staffing for the 2016-17 school year was discussed. The district is not anticipating staff cuts. Committee members discussed the teacher evaluation tool and non-tenure positions were reviewed. Tenure recommendations were forwarded to the Board of Education for approval. The Central Office summer schedule was reviewed with no changes noted.

The next meeting is scheduled for Monday, June 20, 2016 at 4:15 p.m.

Policy and Curriculum

Tom Curtis referred to minutes of the Monday, May 23, 2016 committee meeting. The committee reviewed and discussed 7th grade Mystic Lake Camp. Materials highlighting the integration of curriculum into the camp, including STEM and physical activity, were distributed. The presentation was to reinstate the camp and align curriculum for 7th grade students. The group discussed the behavioral requirement to participate in the camp. The committee discussed the budget for the initiative, as well as providing ways to assist students with paying for the trip.

The committee reviewed recommended updates to the Middle School and High School handbooks.

Lance Delbridge presented an online learning update. The committee reviewed data on student participation and costs of online learning. Nick Toodzio presented information about Graduation Alliance and explained that results have been mixed.

Superintendent Drzewicki presented the committee with the Michigan High School Athletic Association membership resolution for 2016-17. The committee recommends the membership resolution to the board of education for approval.

Policy #3606, Purchasing Cards - 2nd Reading

Tom Curtis made and Julie Rogers supported a motion to approve Policy #3606, Purchasing Cards, as presented. All yes. Motion carried 7-0.

2016-17 Middle School Handbook

Tom Curtis made and Laura Cheney supported a motion to approve the changes to 2016-17 Middle School Handbook, as presented. All yes. Motion carried 7-0.

2016-17 High School Handbook

Tom Curtis made and Julie Rogers supported a motion to approve the changes to 2016-17 High School Handbook, as presented. All yes. Motion carried 7-0.

2016-17 Athletic Handbook

Tom Curtis made and Julie Rogers supported a motion to approve the changes to 2016-17 Athletic School Handbook, as presented. All yes. Motion carried 7-0.

2016-17 MHSAA Membership

Tom Curtis made and Laura Cheney supported a motion to approve the 2016-17 MHSAA membership, as presented. All yes. Motion carried 7-0.

The meeting scheduled for Monday, June 27, 2016 was rescheduled to Wednesday, June 29, 2016 at 2:00 p.m.



INTRODUCTION OF OTHER MATTERS BY MEMBERS OF THE BOARD

Becky Brimley referred to the minutes from the ISOA Executive Board meeting held on May 4, 2016 which includes information regarding the SAT college entrance exam.

Kurt Creamer attended the Local Development Finance meeting on May 13, 2016. The meeting is held once a year.

INTRODUCTION OF OTHER MATTERS BY THE SUPERINTENDENT

Information was provided to the Board of Education regarding MAEA grievance #2015.16.02. Superintendent Drzewicki explained the Board of Education has the decision making authority to hear or not to hear the grievance. Rick Brooks indicated the grievance was denied at level 3 and then appealed to the Board level 4. Board of Education members discussed and reviewed the provided information and examined the grievance process.

MAEA Grievance #2015.16.02

Kurt Creamer made and Julie Rogers supported a motion to waive its right to hear grievance #2015.16.02, as presented. All yes. Motion carried 7-0.

MIDDLE SCHOOL PRINCIPAL POSITION

Five highly qualified applicants were interviewed for the open position of middle school principal on June 7, 2016. The interview committee unanimously recommends Mr. Ted Berryhill for the position. Superintendent Drzewicki added that Mr. Berryhill brings a wealth of experience and the middle staff is supportive of him. Mr. Berryhill works well with the administrative team and is very knowledgeable in teaching and learning.

Becky Brimley made and Julie Rogers supported a motion to transfer/promote Mr. Ted Berryhill to fill the Middle School Principal vacancy, as presented. All yes. Motion carried 7-0.

Ralph Beebe thanked Mr. Berryhill for his prior service to the district.

CLOSED SESSION – NEGOTIATIONS

Julie Rogers made and Laura Cheney supported a motion to enter into closed session for the purpose of negotiations. Roll Call Vote: Beebe, Brimley, Cheney, Creamer, Curtis, Fenger, Rogers. All yes. Motion carried 7-0.

The Board entered closed session at 8:32 p.m.

The minutes of the closed session are on file in the Superintendent's office as provided by P.A. 167 of the Public Acts of 1976.

The Board returned to open session at 9:25 p.m.

ADJOURNMENT

Julie Rogers made and Becky Brimley supported a motion to adjourn the meeting at 9:25 p.m.



Laura Fenger
Secretary

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