

**BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES**

February 22, 2010

The regular business meeting of the Board of Education of the Portage Public Schools held on Monday, February 22, 2010, was called to order at 6:30 p.m. by President Posthumus in the Community Room of the Administration Building, 8111 S. Westnedge. He welcomed an audience of 35 people and all in attendance recited the Pledge of Allegiance.

Board Trustees Present: Melanie Kurdys, Deb Polderman, Dale Posthumus, Rusty Rathburn, Bo Snyder, Randy Van Antwerp, and John Whyte

Board Trustees Absent: None

RECOGNITIONS

The Board welcomed the Community Education Center Administrator, Mr. Craig Ross, to provide an introduction for the first recognition. Mr. Ross introduced Community High School Teacher, Ms. Kathy Ha, and thanked her for her leadership role in arranging the recent Holocaust Speaker, Mr. Irving Roth. Ms. Ha shared background her membership with The Holocaust Educator's Network noting Mr. Roth's visit was made possible based on the fundraising and collaborative efforts of the Community High School students.

The Assistant Superintendent of Instruction, Dr. Richard Perry, welcomed and introduced Ms. Jessica Winstanley, Amberly Elementary Teacher. Ms. Winstanley shared background on the Target Field Trip Grant she received noting this will benefit the entire third grade class at Amberly during a trip to the Kalamazoo Nature Center.

Dr. Perry welcomed West Middle School Teachers, Ms. Marjorie Dykema and Mr. Geoff Helsom. He informed the audience that Ms. Dykema recently authored her first children's book entitled, "Ella's Joy," adding Mr. Helsom provided the book's illustrations. Ms. Dykema discussed the book, noting it uses words and sign language, contains sign language illustrations, and is endorsed by the Michigan Deaf Association.

On behalf of the Board of Education, President Posthumus offered accolades and presented certificates of recognition to Ms. Ha, Ms. Winstanley, Ms. Dykema, and Mr. Helsom.

REPORTS

Superintendent's Report: Superintendent Wells extended congratulations to all staff members recognized. She offered congratulations and best wishes to two Central High School athletes moving on in the State wrestling finals. She also highlighted a special informational meeting that will be held at Northern High School in the Auditorium on Tuesday, February 23 at 6:30 p.m. Superintendent Wells discussed the diligent handling of air quality concerns at Northern High School and how extensive testing has confirmed the safety of the environment; and noted industrial hygiene professionals and county health officials will be present to share how testing has occurred and respond to questions.

Superintendent Wells discussed key initiatives in academic services and invited Dr. Perry to provide further introductions. Dr. Perry provided background on an elementary and high school pilot proposal for Chinese language and cultural study in collaboration with the Confucius Institute from Western Michigan University. He introduced Dr. Donald McCloud, Dean of the Diether Haenicke Institute for Global Education at Western Michigan University (WMU) and Ms. Kimberly Ritter, International Student Program Specialist, WMU. Dr. McCloud and Ms. Ritter provided further details about the cultural pilot program noting participation in this proposed five-year partnership project is voluntary and there will be no cost to the District. Amberly Elementary Principal, Mrs. Mary Daoust, discussed the elementary proposal calling for a visiting teacher from China to team teach with a District teacher in two first grade classrooms at Amberly and Lake Center, totaling 20-30 minutes of instruction per day. Northern High School Student Senate Coordinator and Teacher, Mr. Rick Searing, shared details about the program's language and cultural experience linking to Social Studies, Eastern World Studies, Contemporary World History, World Religions, and International Baccalaureate Twentieth Century World History. He also discussed visions for future collaboration between the Confucius Institute and the District.

Dr. Perry provided background on the District initiative in collaboration with the Kalamazoo County Community Mental Health and Substance Abuse Services. He introduced Mr. Joel Smith, Program Supervisor, and Ms. Marianne Joynt, District School-based Consultant. Mr. Smith discussed the grant to fund improved systems of care in Kalamazoo County and the 2009 implementation of this District program. The District program supports students with mental health needs, substance abuse issues, and links students with community based resources as well as serving as a liaison between families and school personnel. Both Mr. Smith and Ms. Joynt thanked the Administration and the Board for welcoming this program into the District. Dr. Perry commented on the success of this partnership and acknowledged appreciation on behalf of the District.

Dr. Perry introduced Technology Integration Specialist, Mr. Chuck Haskins, who shared details about the technology integration at 12th Street Elementary. Mr. Haskins welcomed Teacher, Ms. Jennifer Rainier, from 12th Street Elementary, to report on how technology has been incorporated into the curriculum and everyday classroom instruction. Mr. Haskins responded to Trustee questions regarding other District building upgrade plans and assessments that will show how the equipment impacts achievement.

Financial Report: Assistant Superintendent of Operations, Mr. Tom Noverr, presented the General Fund Condensed Statement of Revenues and Expenditures for the seven month period ending January 31, 2010. He noted the State preliminary plans show the student foundation remaining the same for 2010/11 and shared Lansing discussions pertaining to decreasing sales tax by a half percent and the implementation of a tax on services. Mr. Noverr also confirmed the projected negative impact of the retirement rate increase (currently at 17% and increasing to 19.41%) on the District budget (\$1.1 million on a \$77 million budget). He also discussed the Retirement Incentive Program and changes to some benefits and added he would be providing further updates after the May Revenue Estimating Conference. He responded to Trustee questions pertaining to: the drop in property tax rates impacting the District, stabilization funds, the possibility of future loans, use of fund balance, and an explanation of the tax levied (homestead and commercial) and future impact.

COMMENTS OR COMMUNICATIONS

President Posthumus opened the comments and communications portion of the meeting and asked if there were any citizens who would like to speak to the Board. Mrs. Polderman explained guidelines the Board uses for this portion of the meeting.

Mrs. Debbie Rude, 6650 Oleander Ln., a parent, shared concern for the Chinese Language pilot program proposal.

Ms. Amy Knapp, 7458 Morganshire Ct., a parent, shared concern for budget cuts inquiring about potential cuts in extra and co-curricular activities. Superintendent Wells acknowledged the District would respond to Ms. Knapp's questions and copy the Trustees.

President Posthumus opened the floor to comments from fellow Board members.

Mr. Whyte shared background on the community survey sent to 2,000 District citizens. He explained the timeline, how the responses will help develop goals, use of quantitative information that will include comments and ideas, and noted the survey is on schedule.

Mrs. Kurdys provided a Superintendent's Evaluation Committee report about refining the evaluation tool the Board will use and changing the review timing to coordinate planning and coincide with the budget process. She shared concern about the length of time the on line check register is available. Mrs. Kurdys inquired further about Western Michigan University's proposal for a Chinese Cultural Studies and Language pilot program. She believes the Board has full accountability for this decision and would like any proposal brought to the Board for a public discussion and vote before contracts are finalized.

Mr. Van Antwerp presented a Governance Education Committee report pertaining to the design of new Board member orientation information, full Trustee education, Policy maintenance, and other possible development activities.

Mrs. Polderman commented on the importance of Board member training and orientation with two new members starting in July.

Mr. Whyte voiced his support for elementary foreign language adding the research is sound and has shown the best time to learn a foreign language is as early as possible.

President Posthumus shared a Bond Construction Committee report regarding recent technology bids. He informed the audience while the Board prefers not to vote at Work Study Sessions, it has voted on some bid requests due to tight timeframes. He provided a Bond construction update noting the contingency funds for Bond #1 will be monitored closely considering the extensive renovations at Northern High, the move from the original to the new building at Lake Center Elementary, construction phasing at Northern will focus on the East end of the building with the commons area will be finished earlier than scheduled, ongoing work with the City regarding site traffic issues at Northern, air quality issues in the Science wing at Northern were addressed earlier and will be again on Tuesday night at the community meeting, and West Middle School tennis court renovations scheduled to be completed by the end of the summer 2010.

CONSENT AGENDA

Motion offered by Mr. Rathburn, supported by Mrs. Kurdys, that the Board of Education approve the Consent Agenda items, as presented. Included on the Consent Agenda was the approval of the Minutes of the January 25, 2010, Regular Business Meeting and the February 8, 2010, Committee of the Whole Work Session and the National School Breakfast Week Proclamation.

Motion carried unanimously.

REQUIRED APPROVAL ITEMS

Motion offered by Mrs. Polderman, supported by Mr. Snyder, that the Board of Education adopt the Resolution for General Fund Budget Amendment #1 for 2009/10, as presented.

The Business Manager, Mrs. Karla Colestock, presented background information on the Resolution. Mrs. Colestock and Mr. Noverr responded to Trustee questions regarding: custodial savings, American Recovery and Reinvestment Act (ARRA) related purchases, Science lab upgrades at the Community High School, Cable Access program savings, accrual figures, health insurance, web site postings, and how walk zone changes impacted the budget.

Upon a roll call vote, all Trustees present voted in favor of the motion.

Motion offered by Mr. Whyte, supported by Mr. Rathburn, that the Board of Education adopt the Resolution requesting voter consideration at the May 4th School Election of a .5000 millage rate for a Building and Site Sinking Fund (BSSF) that would begin in school year 2010/11 and run through school year 2014/15, as presented.

Mr. Tom Noverr presented historical background information on the Resolution. Mrs. Kurdys noted it is important to provide assurances to the community that these funds will be used for ongoing maintenance of existing District facilities yet the Board retains the flexibility to use the funds for other purposes, such as property purchases. Trustee comments that followed pertained to: appreciation for the detailed list of projects, the history of this millage renewal, the opportunity for citizens to voice funding support for the District, being fiscally responsible by not seeking a higher rate, the need for this millage, BSSF accountability versus the General Fund, student safety, and information being made available on the District web site. President Posthumus thanked the community for their history of support for the BSSF.

Upon a roll call vote, all Trustees present voted in favor of the motion.

Motion offered by Mr. Van Antwerp, supported by Mrs. Polderman, that the Board of Education approve the approve the 2009/10 Contractual Agreement with the Portage School Bus Driver's Association, as presented.

The Director of Human Resources, Mr. Tom Zahrt, shared background information on the Bus Driver's Contract, confirmed ratification by the association, and responded to Trustee questions regarding step increases and renegotiation options.

Motion carried unanimously.

Motion offered by Mrs. Kurdys, supported by Mrs. Polderman, that the Board of Education approve the 2009/10 Contractual Agreement with the Portage Custodial / Maintenance Association, as presented.

Mr. Tom Zahrt shared background information on the Custodial and Maintenance Contract, confirmed ratification by the association, and responded to Trustee questions.

Motion carried unanimously.

There being no further business to come before the Board, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Edna Kent
Recording Secretary

**PORTAGE PUBLIC SCHOOLS
GENERAL FUND APPROPRIATIONS RESOLUTION
AMENDMENT #1 2009/10**

Be it resolved that this resolution shall be the general appropriations of Portage Public Schools for the fiscal year 2009/10. A resolution to make appropriations; to provide for the expenditures of the appropriations; and to provide for the disposition of all revenue received by Portage Public Schools.

Be it further resolved, that the total unappropriated fund balance and revenues to be available for appropriations in the General Fund of Portage Public Schools for the fiscal year 2009/10 is as follows:

Beginning Unappropriated Fund Balance	\$ 6,377,919
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REVENUES -

Local Sources	\$22,862,146
State Sources	47,557,793
Federal Sources	5,217,896
Incoming Transfers and Other Financing Sources	<u>435,009</u>

Total Revenues	<u>\$76,072,844</u>
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Total Available to Appropriate	<u>\$82,450,763</u>
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Be it further resolved, that \$76,288,362 of the total available to appropriate is hereby appropriated in the amounts and for the purposes set forth as follows:

EXPENDITURES –

Instruction:

Basic Programs	38,874,393
Added Needs	7,225,141
Adult Education	103,140

Support Services:

Pupil	4,432,227
Instructional Staff	4,777,972
General Administration	531,132
School Administration	4,251,963
Business Services	944,311
Operations and Maintenance	7,272,587
Transportation	2,694,351
Central Services	1,616,619

Community Services	2,112,061
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Other Financing Uses:

Outgoing transfer to Athletic Fund	1,185,540
Debt Service	<u>266,925</u>

Total Expenditure Appropriation	<u>\$76,288,362</u>
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Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for performance of their responsibilities within the amounts appropriated.

REGULAR SCHOOL ELECTION RESOLUTION

Portage Public Schools, Kalamazoo County, Michigan (the "District").

A regular meeting of the board of education (the "Board") of the District was held in the Community Room of the Administration Building in the District, on the 22 day of February, 2010, at 6:30 o'clock in the p.m.

The meeting was called to order by Mr. Posthumus, President.

Present: Members Melanie Kurdys, Deb Polderman, Dale Posthumus, Rusty Rathburn, Bo Snyder, Randy Van Antwerp, and John Whyte

Absent: Members None

The following preamble and resolution were offered by Member Mr. Whyte and supported by Member Mr. Rathburn

WHEREAS:

1. Pursuant to the Michigan Election Law, this Board has previously determined that the regular school election be held annually on the first Tuesday after the first Monday in May; and
2. It is necessary to conduct the District's regular election on Tuesday, May 4, 2010, to fill one or more Board positions; and
3. On or before Tuesday, February 23, 2010, the Board is required to certify any ballot proposition to be submitted to the voters at such election to the election coordinator or coordinators designated to conduct elections within the District (the "Election Coordinator").

NOW, THEREFORE, BE IT RESOLVED THAT:


1. The regular school election of the school electors of the District be called and held on Tuesday, May 4, 2010.
2. The proposition attached hereto as Exhibit "A" shall be submitted to the electors of the District at the regular school election.

3. The Election Coordinator is hereby requested to:
 - a. Utilize The Kalamazoo Gazette, a newspaper published or of general circulation within the District, for publication of notices in accordance with the election law requirements.
 - b. Utilize ballot proposition summary information, as prepared by legal counsel, in the forms of the notices of last day of registration and election in the form as set forth in Exhibit "B" attached hereto.
 - c. Provide a proof copy of the ballot to the District and its legal counsel in sufficient time to allow the ballot to be proofread prior to printing.
4. The Secretary of this Board is hereby authorized and directed to file a copy of this resolution with the Election Coordinator and with any Election Clerk or clerks designated to conduct elections within the District by 4:00 p.m., on Tuesday, February 23, 2010.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members Melanie Kurdys, Deb Polderman, Dale Posthumus,
Rusty Rathburn, Bo Snyder, Randy Van Antwerp,
and John Whyte

Nays: Members None

Motion declared adopted.


Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Portage Public Schools, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on 22 February, 2010, the original of which resolution is a part of the Board's minutes and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.


Secretary, Board of Education

BJB/ssw

EXHIBIT "A"

**MILLAGE RENEWAL PROPOSAL
BUILDING AND SITE SINKING FUND TAX LEVY**

Shall the limitation on the amount of taxes which may be assessed against all property in Portage Public Schools, Kalamazoo County, Michigan, be increased by and the board of education be authorized to levy not to exceed .50 mill (\$.50 on each \$1,000 of taxable valuation) for a period of 5 years, 2010 to 2014, inclusive, to continue to provide for a sinking fund for the purchase of real estate for sites for, and the construction or repair of, school buildings and all other purposes authorized by law; the estimate of the revenue the school district will collect if the millage is approved and levied in 2010 is approximately \$1,232,000 (this is a renewal of millage which expired with the 2009 tax levy)?

EXHIBIT "B"

**SUMMARY OF BALLOT PROPOSITION TO BE INSERTED
IN THE NOTICES OF LAST DAY OF REGISTRATION AND
ELECTION:**

PORTAGE PUBLIC SCHOOLS
MILLAGE RENEWAL PROPOSAL
BUILDING AND SITE SINKING FUND TAX LEVY
.50 MILL FOR 5 YEARS

Full text of the ballot proposal may be obtained at the administrative offices of Portage Public Schools, 8111 South Westnedge Avenue, Portage, Michigan 49002, telephone: (269) 323-5000.

