

**BOARD OF EDUCATION
SPECIAL AND REGULAR BUSINESS MEETING MINUTES**

August 23, 2010

The special meeting of the Board of Education of the Portage Public Schools held on Monday, August 23, 2010, was called to order at 5:35 p.m. by President Hollenbeck in the Superintendent's Conference Room of the Administration Building, 8111 S. Westnedge.

Board Trustees Present: Kevin Hollenbeck, Geoff Howe, Rusty Rathburn, Bo Snyder, Randy Van Antwerp, and Joanne Willson

Board Trustees Absent: Melanie Kurdys

Administration Present: Marsha Wells, Superintendent; Tom Noverr, Assistant Superintendent of Operations; Ric Perry, Assistant Superintendent of Instruction; and Tom Zahrt, Director of Human Resources

CLOSED SESSION

Motion offered by Mr. Rathburn, seconded by Mr. Snyder, that the Board of Education move into closed session for the purpose of discussing collective bargaining strategy [Section 8 (c) of the Open Meetings Act]. Upon a roll call vote, all Trustees present voted in favor of the motion.

The Board moved into closed session at 5:35 p.m.

The Board returned to open session and recess was called at 6:15 p.m.

The regular business meeting of the Board of Education of the Portage Public Schools held on Monday, August 23, 2010, was called to order at 6:30 p.m. by President Hollenbeck in the Community Room of the Administration Building, 8111 S. Westnedge. He welcomed an audience of 18 people and all in attendance recited the Pledge of Allegiance.

Board Trustees Present: Kevin Hollenbeck, Geoff Howe, Rusty Rathburn, Bo Snyder, Randy Van Antwerp, and Joanne Willson

Board Trustees Absent: Melanie Kurdys

RECOGNITIONS

The Community Relations Manager, Mr. Tom Vance, introduced Northern High Media Specialist, Ms. Jeanna Walker. He congratulated the Northern High Media Center for being named Outstanding School Library Media Program by the American Association of School Libraries. Ms. Walker acknowledged Northern High was selected to represent Michigan in exemplifying the best in 21st Century learning and tools available to assist students. Ms. Walker thanked the Board and Administration for their support of technology in the District.

Mr. Vance introduced the Business Manager, Mrs. Karla Colestock, who provided background on the two recent National Business Office awards. Mrs. Colestock shared news that the District was awarded

the Certificate of Excellence in Financial Reporting, for the sixth consecutive year, by the Association of School Business Officials for its comprehensive annual financial report for the year ended June 30, 2009. She also provided details on the Certificate of Achievement for Excellence in Financial Reporting, awarded to the District for the fifth consecutive year, by the Government Finance Officers Association. Mrs. Colestock discussed the rigorous requirements the District met to achieve both awards and thanked the Business Office for their help in this achievement.

On behalf of the Board of Education, President Hollenbeck offered accolades and presented certificates of recognition to Ms. Walker and Mrs. Colestock.

REPORTS

Superintendent's Report: Superintendent Wells recognized District academic achievements and acknowledged the goal to improve upon those successes. She provided an update on staffing, secondary bus stop consolidation notification, and reminded citizens to be cautious around school buses. The Superintendent shared news on the building construction projects and invited the public to attend open house and dedication ceremonies planned for both Lake Center Elementary and the Northern High's Commons. Lake Center's event is planned for Thursday, September 9th from 4:30 to 7:00 p.m. with the dedication ceremony taking place at 5:30 p.m. The Northern High Commons event will take place on Monday, September 20th from 4:30 to 7:00 p.m. with the dedication ceremony at 5:30 p.m.

Superintendent Wells invited Assistant Superintendent for Instruction, Dr. Ric Perry, to provide a report on the recent China trip. He shared background information on the trip and a list of participants. Dr. Perry introduced two of the teachers that participated, Mr. Rick Searing and Mr. Chuck Schira, and both shared trip details and the correlation of those experiences to their classrooms and curriculum.

Financial Report: Mr. Tom Noverr presented the General Fund Condensed Statement of Revenues and Expenditures for the twelve month period ending June 30, 2010, and noted the District is continuing to monitor the federal and state for future financial impact.

COMMENTS OR COMMUNICATIONS

President Hollenbeck opened the comments and communications portion of the meeting and asked if there were any citizens who would like to speak to the Board. Mr. Van Antwerp explained guidelines the Board uses for this portion of the meeting.

Mr. Gary Steinbach, 6801 Joshua Tree Court, a citizen, shared 12th Street Elementary concerns regarding after hours noise levels on the playground, security, students crossing on his property and the new storage facility. He also discussed the possibility of providing screening for the local residents. Superintendent Wells acknowledged Mr. Noverr would contact him to respond to his questions.

Dr. Millie Taraszka, 410 Marylynn Court, a citizen, shared science articles, discussed teaching degrees, pay, compensation, and concern for semester science courses.

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

Mr. Van Antwerp offered accolades to the students from Central and Northern High Schools on the caliber of their recent ACT scores.

Mr. Howe welcomed the new teachers and requested they share any ideas with the Board.

President Hollenbeck shared comments on behalf of Mrs. Kurdys to clarify comments made in a recent news article.

President Hollenbeck welcomed the new teachers.

A Bond Construction Committee Report was presented by Mr. Rathburn pertaining to 12th Street Elementary, Lake Center Elementary, Northern High, Central High, the tennis courts at West Middle, carpeting at Moorsbridge Elementary, and new entrance at Amberly Elementary. He shared news of the successful Portage Athletic Foundation (PAF) golf outing which raised \$32,000. He offered thanks to the community for their generous support and the PAF Board for their commitment to support District.

Dr. Hollenbeck presented a Quality Ad Hoc Committee report on behalf of Mrs. Kurdys that pertained to the affirmed score card that will be posted on the District web site and the continuing review of a broader goal of quality in student achievement.

An Audit Committee report was presented by Dr. Hollenbeck regarding a pre-audit meeting held with the audit team. He noted the results of the District audit will be received in early fall.

Dr. Hollenbeck provided a report to the community regarding the Policy Governance Retreat. He shared Superintendent and District goals for the 2010/11 school year related to the areas of student academic achievement, finance, and leadership.

CONSENT AGENDA

President Hollenbeck presented the following Consent Agenda items for approval by the Board of Education: The minutes of the July 12, 2010, Organizational Meeting; August 3, 2010, Special Meeting; August 12, 2010, Policy Governance Retreat; the August 13, 2010, Policy Governance Retreat; and Affirmation of the Tentative School Calendar.

There being no requests for removal or objections to any items, President Hollenbeck declared approval by general consent.

REQUIRED APPROVAL ITEMS

Motion offered by Mr. Van Antwerp, seconded by Mr. Snyder, that the Board of Education approve the appointment of the following new teachers: Ms. Sarah Coffman, Ms. Julie Fischhoff, Ms. Rosalie Kirsch, Ms. Kimberly Sinke, Ms. Miriam Thelen, Ms. Rhonda Rasmussen, Ms. Kristen Anderson, Mr. James Carrow, Ms. Jessica Clark, Ms. Diane Fort, Mr. Cory Hinga, Mr. Bryan Johnson, Ms. Sarah Robbins, Ms. Julie Scheeler, and Mr. Eric Tundevold, as presented.

The Human Resources Director, Mr. Tom Zahrt, shared background information on the new teachers. He introduced the Technology Integration Specialist, Ms. Rhonda Rasmussen, and she addressed the Board.

Motion carried unanimously.

ACTION ITEMS

Motion offered by Mr. Rathburn, seconded by Mr. Snyder, that the Board of Education certify the following delegates Mrs. Kurdys, Mrs. Willson, and Mr. Howe for the 2010 MASB Delegate Assembly, as presented.

Motion carried unanimously.

Motion offered by Mr. Rathburn, seconded by Mr. Snyder, that the Board of Education cast a ballot for Mr. Allyn Miller as Michigan Association of School Boards (MASB) Board of Director, Region 6, with a friendly amendment to revise the term to three-years, as presented.

Motion carried unanimously.

Motion offered by Mrs. Willson, seconded by Mr. Rathburn, that the Board of Education approve the recommendation to purchase of five (5) 77 passenger “IC” brand school buses at the bid price of \$84,404 per unit; and one (1) special needs lift equipped “IC” brand school bus at the bid price of \$99,110 per unit from Midwest Transit Equipment of Michigan in accordance with the terms, conditions, and specifications of the Portage Public Schools Request for Proposal. Funding for the total purchase cost of \$521,128 would come from the 2008 Bond Fund #1, as presented.

Mr. Rathburn acknowledged this recommendation had been discussed by the Bond Committee and at the previous Board meeting. Mr. Noverr shared background on the pricing.

Motion carried unanimously.

Motion offered by Mr. Howe, seconded by Mr. Van Antwerp, that the Board of Education approve the qualified low bid of ControlNet L.L.C. of Kalamazoo for District-wide temperature controls and an energy profiling and management system in the amount of \$335,525. All eligible funding for this proposal would come from the 2010/11 Building and Site Sinking Fund (BSSF). Any balance of funding, as determined necessary by our independent auditors and legal counsel, would come from the 2010/11 General Fund, as presented.

Mr. Noverr provided clarification of the recommendation after meeting with the vendor, legal counsel, and independent auditors. He responded to Trustee questions regarding: funding source eligibility, impact to contingency plans, placeholders for the remaining projects in Bond Fund 1, District Policy, cost savings, and payback details.

Motion carried unanimously.

Motion offered by Mr. Snyder, seconded by Mr. Rathburn, that the Board of Education accept the low bid from TJ Construction of Sparta for a District-wide storage building on 12th Street Elementary property in the amount of \$46,990. Funding for this project would come from the 2008 Bond Fund #2, as presented. An amended motion was offered by Mr. Howe, seconded by Mr. Rathburn, that the Administration will conduct careful consideration of the building with community stakeholders.

Mr. Tom Noverr provided background information on the size and planned location of the storage facility. He acknowledged successfully working with Portage Police on previous noise violations and added he would work with the citizens in the neighborhood impacted to minimize the facilities impact. He responded to Trustee questions regarding: impact to the little league parking, lighting, timing of the project, screening, security cameras, storage rental if the facility is not complete, and change orders.

Both the amendment and amended motions carried unanimously.

President Hollenbeck provided a meeting synopsis that pertained to student achievement: a China trip report, a welcome to new teachers, and sharing of the Board goals.

There being no further business to come before the Board, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Edna Kent
Recording Secretary