

SWARTZ CREEK COMMUNITY SCHOOLS
BOARD OF EDUCATION ORGANIZATIONAL MEETING AGENDA

Thursday, July 08, 2010

7:00 P.M.

Location of Meeting: Administration Building Board Room

1. Call to Order
2. Pledge to the Flag
3. Approval of Minutes
4. Election of Officers
5. Communications and Announcements
6. Approval of the Agenda
7. Awards and Recognition
 - a. Retirement Certificate Presentations – Nina Oakes, Alberta Mitchell, and Bonnie Pike
8. Superintendent Action Report
 - a. Yearly Update
9. Board Sub-Committee Reports
10. Public Comments
11. INSTRUCTION ITEMS
 - a. Summer School Updates – Mike Vanderlip
12. BUSINESS ITEMS
 - a. Depository Banks for School Funds
 - b. MASB 2009 -2010 Membership
 - c. MASB Legal Trust Fund Membership
 - d. Michigan High School Athletic Association Membership
 - e. Review of Liability Insurance
 - f. Contract for School Services with “K-12 Kitchens L.L.C.”
 - g. Contract for School Services with “ROH Consulting L.L.C.”
 - h. Contract for School Services with “Low Voltage Networking, L.L.C.”
 - i. Roofing Bid
 - j. Dieck Elementary Entranceway Replacement Bid
 - k. H.S. Parking Lot Paving Bid
 - l. Promethean Boards
13. PERSONNEL ITEMS
 - a. Resignations/Retirements
 - b. AFSC&ME Employment
 - c. Elementary Summer School Employment
 - d. Payroll Specialist Employment
 - e. Bookkeeper Employment
14. Designation of Key Liaison Member
15. 2010-2011 Regular Board of Education Meeting Dates
16. Election of Officers and Board Representatives – G.C.A.S.B.M.
17. Board Representative - Genesee County Association of School Board Members for 2010-2011
18. Board Strawman Calendar 2010-2011
19. Second Reading of New and Revised Policies
20. Board Committee Selection Discussion
21. Board Action Review
22. Comments and Questions from the Board
23. Closed Session – Pending Litigation
24. Adjournment

“This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.”

4. Election of Officers - The Organizational Meeting requires that officers of the Board of Education be elected. John Knickerbocker, as the past President, will conduct the election. Members will take the newly elected position following the election. The procedure for the election will be as follows: Any number of members can be nominated. Voting will be done in the order nominated, the first person to receive four votes is declared elected and the voting ceases. Four votes must be given for a nominee to be elected.

5. Communications and Announcements

6. Approval of the Agenda

7. Awards and Recognition

a. Retirement Certificate Presentations – Nina Oakes, Alberta Mitchell and Bonnie Pike

8. Superintendent Action Report

a. Yearly Update

9. Board Sub-Committee Reports

10. Public Comments

11. INSTRUCTION ITEMS

a. Summer School Updates – Lauren Hunter, Director of Elementary Instruction and Mike Vanderlip, Director of Secondary Instruction, will update the Board on the 2010 Summer School activities.

12. BUSINESS ITEMS

a. Depository Banks for School Funds - It is recommended that "J.P. Morgan Chase Bank, N.A." shall serve as the checking and savings accounts depository for 2010-2011 and that the Business Office is authorized to deposit school district revenue in other Michigan depositories for investment purposes only pursuant to Board Policy, and that loans and investments be awarded on competitive bids or quotations.

b. MASB 2010-2011 Membership - Information regarding benefits from belonging to the "Michigan Association of School Boards, Inc." is included in Board packets. It is recommended that the Swartz Creek Board of Education continue its membership in the "Michigan Association of School Boards, Inc." for the 2010-2011 school year at a cost of \$5,579.00.

c. MASB Legal Trust Fund Membership - Enclosed in Board packets is information about the "MASB Legal Trust Fund". It is recommended that the Swartz Creek Community Schools Board of Education continue its membership in the "MASB Legal Trust Fund" for the 2010-2011 school year at a cost of \$342.00.

Information Sheet, Board of Education Organizational Meeting

July 8, 2010

Page 2

12. BUSINESS ITEMS

d. Michigan High School Athletic Association Membership - Each year the Board must renew its membership in "Michigan High School Athletic Association, Inc." A copy of the resolution is included in Board packets. It is further recommended that the Swartz Creek Community Schools Board of Education reiterate that the eligibility standard shall be a minimum of 2.0 GPA (Grade Point Average) for the semesters/marketing periods for 2010-2011. Exceptions may be made for Special Education students.

→ **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education approves Business Items 13a through 13d.

e. Review of Liability Insurance – An annual presentation and discussion will take place concerning the District’s liability coverage.

→ **f. Contract for School Services with “K-12 Kitchens L.L.C.”** – **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education contract with “K-12 Kitchens L.L.C.” for the 2010-2011 school year at \$182.00 per day not to exceed \$38,220.00 for Food Service Management Services.

→ **g. Contract for School Services with “ROH Consulting L.L.C.”** – **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education contract with “ROH Consulting L.L.C.” for the 2010-2011 school year at \$384.00 per day not to exceed \$84,096.00 for Alternative Education Management Services.

→ **h. Contract for School Services with “Low Voltage Networking, L.L.C.”** – **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education contract with “Low Voltage Networking, L.L.C.” for the 2010-2011 school year at \$157.00 per day not to exceed \$35,796.00 for networking services.

→ **i. Roofing Bid** – **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education award a contract in the amount of \$24,599.00 to *M.W. Morss Roofing, Inc.*, in Romulus, MI for roofing in the Swartz Creek Community School District.

→ **j. Dieck Elementary Entranceway Replacement Bid** – **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education award a contract in the amount of \$68,556.00 to include base bid of \$109,695.00 and deductive alternates for entranceways at Dieck Elementary (\$41,139.00), to *Lansing Glass Company*, Lansing, MI.

→ **k. H.S. Parking Lot Paving Bid** - **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education award a contract in the amount of \$199,050.00, to include base bid of \$510,610.00, alternate 1 – deduct paving of High School Parking Lot (\$187,850.00) and alternate 2 – deduct paving improvements to High School Drive (\$123,100.00) to *Ace Asphalt & Paving Company*, Flint, MI,.

12. BUSINESS ITEMS

- **1. Promethean Boards - BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education approve the purchase of 21 Promethean Boards packages for a total cost of \$75,568.50.

13. PERSONNEL ITEMS

- a. Resignations/Retirements** – Accept the resignation for retirement purposes of Alberta Mitchell, a teacher at the Middle School, effective June 30, 2010.

Accept the resignation for retirement purposes of Gary Glass, a mechanic in the Transportation Department, effective August 31, 2010.

- b. AFSC&ME Employment** – Employ Daneen Malott as a cashier/server at the Middle School, effective September 8, 2010.

Employ Helen Bair as a cashier/server at Elms Road Elementary, effective September 8, 2010.

- c. Elementary Summer School Employment** – Employ the following individuals for the 2010 Elementary Summer School Program, without tenure in position:

Jessica Jewell - Paraprofessional	Lori Dean -Teacher
Judith Letavis - Paraprofessional	Rhonda Petroff - Teacher
Andrew Culver - Paraprofessional	Rhonda Lebbin - Teacher
Sandra Owens - Paraprofessional	

- d. Payroll Specialist Employment** – Employ Michele Matusik as the Payroll Specialist in the Central Office, effective August 1, 2010.

- e. Bookkeeper Employment** – Employ Marilyn Zerka as the Bookkeeper in the Central Office, effective August 1, 2010.

→ **BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education approves Personnel Items 13a through 13e.

- 14. Designation of Key Liaison Member** - Each year a member of the Board (usually the President) is selected to be the contact with MASB as our Key Liaison Member.

→ **BE IT RESOLVED** that the President of the Board of Education be named as the Key Liaison Member for communications with MASB for the 2010-2011 school year.

- 15. 2010-2011 Regular Board of Education Meeting Dates** - Enclosed with Board packets is a list of proposed meeting dates for the 2010-2011 school year.

→ **BE IT RESOLVED** that the proposed meeting dates be designated as the Regular Meeting dates for the 2010-2011 school year.

→ **16. Election of Officers and Board Representatives – G.C.A.S.B.M. – BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education vote on the 2010-2011 Executive Board G.C.A.S.B.M. Officers of President Richard Hill, Kearsley Community Schools, President Elect Cindy Gansen, Flushing Community Schools, Vice President Patrice Hatcher, Carman-Ainsworth Community Schools, Secretary Debbie Hancock, Grand Blanc Community Schools, and Treasurer Jerry Ragsdale, Genesee Intermediate School District, as presented.

→ **17. Board Representative - Genesee County Association of School Board Members for 2010-2011 - BE IT RESOLVED** that _____ be appointed to serve as the working committee member, and _____ be appointed to serve as the alternate member to the Genesee County Association of School Board Members for 2010-2011.

18. Board Strawman Calendar 2010-2011 – A draft calendar of events/topics for 2010-2011 will be presented.

→ **19. Second Reading of New and Revised Policies – BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education approve the following policies for second reading and adoption.

Bylaw 0167.3	Public Participation at Board Meetings	Revised
Bylaw 0168.3	Committee Meetings	Revised
Policy 2112	Parent Involvement in the School Program	Revised
Policy 2260	Nondiscrimination and Access to Equal Educational Opportunity	Revised
Policy 2260.01	Section 504/ADA Prohibition Against Discrimination Based on Disability	Revised
Policy 2623	Student Assessment	Revised
Policy 3122.02	Nondiscrimination Based on Genetic Information of the Employee	New
Policy 3160	Physical Examination	Revised
Policy 3362	Anti-Harassment	Replacement
Policy 3419.01	Privacy Protections of Self-Funded Group Health Plans	Revised
Policy 3419.02	Privacy Protections of Fully Insured Group Health Plans	Revised
Policy 3430.01	Family & Medical Leaves of Absence (“FMLA”)	Revised
Policy 4122.02	Nondiscrimination Based on Genetic Information of the Employee	New
Policy 4140	Termination and Resignation	Revised
Policy 4160	Physical Examination	Revised
Policy 4362	Anti-Harassment	Replacement
Policy 4419.01	Privacy Protections of Self-Funded Group Health Plans	Revised
Policy 4419.02	Privacy Protections of Fully Insured Group Health Plans	Revised
Policy 4430.01	Family & Medical Leaves of Absence (“FMLA”)	Revised
Policy 5136V1	Electronic & Wireless Communication Devices	Revised
Policy 5517	Anti-Harassment	Replacement
Policy 6144	Investments	Revised
Policy 7251	Memorials	Revised
Policy 9160	Public Attendance at School Events	Revised

20. Board Committee Selection Discussion

21. Board Action Review

22. Comments and Questions from the Board

- **23. Closed Session – Pending Litigation – BE IT RESOLVED** that the Swartz Creek Community Schools Board of Education convene in Closed Session pursuant to subsection 8 (e) of the Open Meetings Act to discuss pending litigation for the reason that doing so in open session would have a detrimental financial effect upon the litigating and settlement position of the Board of Education.

24. Adjournment