

Marquette Area Public Schools
BOARD OF EDUCATION
1201 W. Fair Avenue
Marquette, MI 49855
(906) 225-4200 - www.mapsnet.org

Rescheduled Special / Reorganizational Meeting
Monday, January 5, 2009, 5:15 p.m.
Marquette Senior High School Library
1203 West Fair Avenue

M I N U T E S

- **Call to Order (by 2008 Board President)**

A rescheduled Special / Reorganizational meeting of the Marquette Area Public Schools Board of Education was held Monday, January 5, in the Library of the Marquette Senior High School. The meeting was called to order by 2008 Board President Alan Hawker at 5:15 p.m.

- **Roll Call**

Members Present

Scott Brogan
Norman Gruber
Alan Hawker
Kellie A. Holmstrom, DVM
Tony Retaskie
Mark Smith
Laura Songer

Student Board Representative Present

Kelsey Wilson

Central Administration Present

Jon Hartwig	Superintendent
Deborah Veiht	Assistant Superintendent
Tim Yeadon	Assistant Superintendent for Finance
Sharon Thum	Human Resources Manager
Jackie Winkowski	Administrative Assistant to the Supt. / Board

Others

Mining Journal reporter, students, Superior Productions videographer

- **Appoint Temporary Chairperson (2008 Board President) to Chair Meeting to “Election of President” Agenda Item**

A motion was made by Scott Brogan and seconded by Tony Retaskie to appoint 2008 President Alan Hawker as Temporary Chair, to the “Elect President” agenda item. Motion carried, 6-0.

- **Approve Agenda**

A motion was made by Tony Retaskie and seconded by Norm Gruber to approve the Agenda with the following changes: Strike out “2007” and insert “2008” under the “Temporary Chair” agenda item; and under “Reorganizational Issues” item 7, add “Authorize Payment of Attorney’s Retainer Fee.” Motion carried, 6-0.

- **Approve Minutes of December 18, 2008, Regular Board Meeting**

A motion was made by Mark Smith and seconded by Scott Brogan to approve the December 18 Board Meeting Minutes as presented. Motion carried, 6-0.

- **Elect Officers (for period January 5, 2009, to January 2010)**

There was consensus to defer election of officers until the arrival of Dr. Holmstrom and following the Audit Report.

- **Comments from the Public (Agenda Items Only)**

None.

- **2007-08 Audit Report by John Blemberg of Anderson Tackman and Company**

Audit Report by John Blemberg of Anderson Tackman & Company – John Blemberg presented MAPS' 2007-08 Audit Report, which he described as “unqualified,” meaning favorable. (Kellie Holmstrom arrived during this item, at 5:25 p.m.)

A motion was made by Tony Retaskie and seconded by Scott Brogan to accept the Audit Report for the year ending June 30, 2008 (copy filed with meeting minutes), as presented. Motion carried, 7-0.

- **Elect Officers (for period January 5, 2009, to January 2010)**

President (Temporary Chairperson Presiding) – Tony Retaskie nominated Kellie Holmstrom for the office of President; Laura Songer seconded the nomination. There were no other nominations. **A motion was made by Tony Retaskie and seconded by Norm Gruber to close nominations and unanimously elect Kellie Holmstrom to the office of 2009 President. Motion carried, 7-0.**

Kellie Holmstrom assumed the Chair, and the election of officers continued.

Vice President – Mark Smith nominated Alan Hawker for the office of Vice President; Scott Brogan seconded the nomination. There were no other nominations. **A motion was made by Mark Smith and seconded by Scott Brogan to close nominations and unanimously elect Alan Hawker to the office of 2009 Vice President. Motion carried, 7-0.**

Secretary-Treasurer – Al Hawker nominated Mark Smith for the office of Secretary-Treasurer; Scott Brogan seconded the nomination. There were no other nominations. **A motion was made by Al Hawker and seconded by Norm Gruber to close nominations and unanimously elect Mark Smith to the office of 2009 Secretary-Treasurer. Motion carried, 7-0.**

- **Board Executive Committee Meeting Report** – Al Hawker reported on December 22 Board Executive Committee meeting discussion items, all of which are detailed in the committee meeting minutes. The committee discussed the following issues: North Star charter school proposal update; committee background information – to be provided on case-by-case basis for agenda items which merit more detail; January Performance and Planning Committee meeting agenda items; expenditure reduction planning discussion; new / revised policies discussion; lines of authority draft brochure; and superintendent evaluation process review. No recommendations were made at this time for whole Board action.

- **New Business**

A motion was made by Al Hawker and seconded by Laura Songer to approve the following reorganizational meeting issues as presented:

A. Reorganizational Meeting Issues:

1. **Authorize Board Secretary-Treasurer to Sign Checks**
2. **Designate Persons Authorized to Sign Contracts and Agreements on behalf of the Board of Education: Board Secretary-Treasurer, Board President, Superintendent, Assistant Superintendent, Assistant**

Superintendent for Finance, and Supervisor/Coordinator of Special Educ. Services. Also:

Building Principals & Alternative Educ. Supervisor	<u>Authorized to sign:</u> Building use/rental contracts Student assembly contracts Magazine sales contracts Student picture contracts Other contracts and agreements as designated by the Superintendent
Athletic Director	Contracts and agreements as designated by the Superintendent
Auxiliary Services Director	Bid awards Maintenance contracts Contracts for services Other contracts and agreements as designated by the Superintendent
Manager of Technology	Contracts and agreements as designated by the Superintendent
Student Database Manager Adult & Community Educ. Director	Contracts and agreements as designated by the Superintendent

3. **Authorize Persons to Approve Purchase Orders: All MAPS Administrators**
4. **Designate Depositories for School Funds (MCLA 380,1221): Wells Fargo, Northern Michigan Bank, North Country Bank & Trust, First National Bank of Negaunee, National City Bank, Peninsula Bank, Michigan Liquid Asset Fund, Paine Webber**
5. **Authorize Persons to Transfer Funds between Accounts: Tim Yeadon, Assistant Superintendent for Finance, and Bonnie Jacobson, Administrative Assistant for Finance**
6. **Board Secretary's Delegation of Posting Notices of Meetings to Jacqueline Winkowski, Admin. Assistant to the Superintendent/Board**
7. **Name Thrun Law Firm as Provider of legal services to MAPS and authorize payment of 2009 retainer fee of \$1,100.**

Motion carried, 7-0.

- **Consider Adoption of Revisions to the following Board Policies (relating to Board Governance)**

A motion was made by Scott Brogan and seconded by Norm Gruber to adopt the following (also see attached) Board Policy revisions, all of which it was noted pertain to the summer 2008 change to the Board Governance Model and Board committees which no longer exist under the new model:

Section 0150 Organization: 0155
 Section 0160 Meetings: No changes to entire section
 2210 Curriculum Development
 2220 Adoption of Courses of Study
 2250 Innovative Programs: No changes to entire section
 2510 Adoption of Textbooks
 3112 Board-Staff Communications
 4112 Board-Staff Communications
 6235 Budget Control
 7300 Disposition of Real Property

Following discussion, the motion carried, 7-0.

- **Introduction of Proposed Revisions to the following Board Policies**

Proposed revisions to the following Board Policies were introduced: it was noted that the first reading could take place at the January 26 Board Meeting and adoption at the February 25 Board meeting:

1110 Assessment of District Goals
 1240 Evaluation of the Superintendent
 2421 Career and Technical Education
 2260 Non discrimination and Access to Equal Educational Opportunities
 5517 Harassment of Students

New Business - continued

- **Consider Adoption of 2008-09 Participating Resolution for Four-Year-Olds Program**

A motion was made by Tony Retaskie and seconded by Scott Brogan to adopt the 2008-09 Participating Resolution for the Four-Year-Olds Program (copy attached). Following discussion, the motion carried, 7-0.

- **Board Goals – Discussion**

Jon Hartwig distributed information to Board members on Goals for the Board, Superintendent, and Strategic Planning. Following brief discussion, there was consensus to schedule a work session to review and update the goals. It was suggested that a method to measure achievement be attached to each goal. It was mentioned that a work session on the 2009-10 budget also needs to be scheduled.

- **Gifts & Bequests**

On behalf of the Board, Kellie Holmstrom proclaimed acceptance of and expressed appreciation for the donation of a new Reynolds Guitar, Amplifier and Accessories from John Urbiha of Marquette.

- **Comments from the Public (General)**

None.

- **Board Member Comments**

Board members' comments covered the following topics:

- Congratulations to Mr. Yeadon and staff on a fine audit report.
- Congratulations Board members in their new offices; appreciation for being elected to offices.
- Appreciation to Mr. Urbiha for his donation and to all who support the arts.

- **Board President's Comments**

Dr. Holmstrom:

- Expressed appreciation on being elected 2009 Board President.
- Commented that the district faces real budget challenges, and we will need to work hard to explain decisions which will be made.
- The change in the U.S. presidency could impact Federal school funding.
- Commented on high school reform and that children's minds, because of exposure to technology, are "wired differently" today.

- **Announcements and Other Meetings**

Rescheduled Choral Concert	Kaufman Auditorium	Jan. 6	7:00 p.m.
BMS Choral Concert	BMS Gym	Jan. 21	7:00 p.m.
Board Meeting, Regular	MSHS Library	Jan. 26	6:00 p.m.

NOTE: Regular Board meetings currently have delayed telecasts on Charter Communications Channel 8

- **Adjourn**

A motion was made by Al Hawker and seconded by Norm Gruber to adjourn the meeting. Motion carried, 7-0. Adjourned at 6:30 p.m.

Kellie A. Holmstrom, DVM
President

Mark Smith
Secretary-Treasurer

Jackie Winkowski, Admin.
Assistant/Recording Secretary

*Revisions adopted
1/5/09*

Marquette Area Public Schools
Bylaws & Policies

0150 - ORGANIZATION

0155 Committees

Committees of Board members shall, when specifically charged to do so by the Board, conduct studies, make recommendations to the Board and act in an advisory capacity, but shall not take action on behalf of the Board.

The President is authorized to appoint as soon after the organizational meeting as practicable, members of the Board to standing committees where they shall serve a term of one (1) year.

Ad hoc committees may be created and charged at any time by the President or the Superintendent with the approval of the Board.

Members of ad hoc committees shall serve until the committee is discharged.

The Superintendent shall serve as an ex-officio member of each committee.

A member may request appointment to a committee.

Each Board committee shall be convened by a chairperson who shall report for the committee and shall be appointed by the President.

Board Committees

The President shall be authorized to appoint standing committees as determined by the Board and temporary or ad hoc committees as directed by the Board. All committees shall be made up of less than a quorum of the Board and the Superintendent or his/her designee shall be an ex-officio member of all committees. Prior to the appointment of standing committees, Board members shall be given the opportunity to indicate their preference of committee assignments. No member shall be assigned to more than ~~three (3)~~ **one (1)** standing committees.

Board committees shall:

- A. generally consist of three (3) Board members;
- B. have their tasks specifically defined by the Board;
- C. have no power or authority to act on behalf of the Board;
- D. hold hearing, if appropriate, only upon approval of the Board;
- E. limit their activities and consideration to policy matters and recommendations and shall have no administrative responsibility or authority.

The Superintendent shall be an ex-officio of all committees. Such committee finds shall, at all times, include the Superintendent's recommendations as well as reflect the opinions of all committee members in the event the findings are less than unanimous.

Because four (4) Board members represent a quorum, members not assigned to a committee shall be prohibited from attending committee meetings unless specifically authorized by the Board. In such cases, the committee meeting shall be officially posted as an open meeting.

In order to expedite Board committee operations and communications, a report shall be prepared of each committee meeting which will contain the following minimum information:

- A. date
- B. committee
- C. members present
- D. recommendations

A copy of each report shall be distributed to the Board members with the agenda and handout materials.

Finance Committee

Purposes

- A. ~~To monitor and participate in budget development process.~~
- B. ~~To represent the Board at public hearings concerning revenue and expenditures.~~
- C. ~~Such other duties or responsibilities deemed necessary by the Board.~~

Membership

- A. ~~Treasurer and two (2) other members of the Board appointed by the President who shall appoint a convener.~~
- B. ~~Superintendent and the central office administrator responsible for business and finance, ex officio.~~

Personnel Committee

Purposes

- A. ~~To provide an opportunity for the Superintendent to discuss personal and professional problems concerning Board of staff relations.~~
- B. ~~To provide an opportunity to discuss staff reorganization and/or reassignments from time to time.~~
- C. ~~To provide an opportunity to discuss the need for staff additional and/or reductions.~~

Membership

- A. ~~Board President and two (2) other members. The President shall appoint a convener.~~
- B. ~~Other staff members may participate on a "when needed" basis.~~

~~In order to expedite Board committee operations and communications, a report shall be prepared of each committee meeting, which will contain the following minimum information:~~

- A. date;
- B. committee;
- C. members present;
- D. recommendations.

A copy of each report shall be distributed to the Board members with the agenda and handout materials.

Curriculum Committee

Purposes

- A. To provide an opportunity to discuss, research and evaluate curriculum issues and concerns and to make recommendations to the Board.
- B. Such other duties or responsibilities deemed necessary by the Board.

Membership

- A. Three (3) members of the Board, appointed by the President, who shall appoint a convener.
- B. The Superintendent (ex officio) and the Central Office administrator responsible for curriculum.
- C. Other staff members or resource people may participate on a "when needed" basis.

There shall be two Standing Committees of the Board, with the following duties:

Planning Committee

- Propose programmatic or instructional changes and additions as necessary.
- Verify academic programs are aligned with strategic goals.
- Explore and develop understanding of "best practices" for hiring qualified staff.
- Develop recommendations for realigning expenditures / resources.
- Verify alignment of budget expenditures with strategic goals; annually review the strategic plan.
- Review proposed contracts exceeding State bid index.
- Review proposed contracts to assure adherence or recommend changes to district Policy / regulations.
- Review annual financial audit, proposed budget and quarterly financial reports.
- Author, review, and / or recommend to the Board changes to Board bylaws or policy.
- Review Board actions, policies, strategic plans and goals.
- Periodically review all collective bargaining agreements for alignment with district strategic plans or goals.
- Review all bids.
- Such other tasks as may be delegated to the committee by the Board or referred to it by the President or Superintendent.

Performance Committee

- Discuss, review, evaluate current and ongoing initiatives, programs, and proposals that impact curriculum, instruction, and student achievement.
- Annually review the strategic plan.
- Verify academic programs are aligned with strategic goals.
- Review staffing models, personnel management policies, and salary / wage / benefits administration strategies.
- Review the alignment of HRS operations and practices with Strategic Plan goals.
- Review annual financial audit, proposed budget and quarterly financial reports.
- Author, review, and / or recommend to the Board changes in Board Bylaws or Policy.
- Expand knowledge and expertise of the district's general fund budget.
- Review Board actions, policies, strategic plans, and goals.
- Monitor required regulatory compliance.
- Monitor bid work.
- Such other tasks as may be delegated to the Committee by the Board or referred to it by the President or Superintendent.

The Standing Committees shall meet together at least quarterly in study session to facilitate communication, agenda planning, and Board action.

The Board President and the Chairpersons of the Performance and Planning Standing Committees will be the membership of the Executive Committee. The Executive Committee, not considered a Standing Committee, will meet regularly for the purposes of:

- Agenda planning
- Review items referred by the Planning or Performance Committees, whole Board or Superintendent.
- Author, review, and / or recommend to the Board changes in Board Bylaws or Policy.

Additional Chairpersons and members will be added if the Board creates additional Standing Committees.

0157

Special Committees

At the request of the Board, the President shall appoint special committees composed of less than full membership for special purposes.

Such a committee, upon completion of its assignments and a report to the full Board, shall be dissolved.

0160 – MEETINGS - No changes to this entire section

Marquette Area Public Schools Bylaws & Policies

2210 - CURRICULUM DEVELOPMENT

The Board of Education approves the curriculum which is designed to accomplish the mission and goals of the school District through improving student outcomes. Every course shall have a written curriculum guide or course outline based upon the mission and goals. In order to maximize local control of the curriculum and to be responsible to the community, the Board sets forth these tenets to be followed by the Superintendent and professional staff in the development of curriculum in the District:

- A. There shall be locally developed written guides for all grade levels and subjects in the School District. These guides shall be revised and readopted by the Board every five (5) years or sooner and:
 - 1. a challenging academic program will be provided for all students;
 - 2. courses of study shall be articulated from entry level through graduation;
 - 3. minimum objectives shall be identified for each course and subject and, at the elementary level, shall be identified by grade level;
 - 4. the means for the evaluation or assessment of each of the content areas, skills, and attitudes to be taught shall be stated.
- B. Curriculum developed for the District's elementary schools shall concentrate upon the basic skills and provide for consistency and clarity of instructional focus among the elementary schools of the District. Textbook adoptions and curricular materials shall be aimed at promoting consistency and clarity of instructional focus as defined in curriculum guides.
- C. Curriculum shall be developed in harmony with State guidelines and relevant Federal mandates where applicable. It shall be congruent with those subject areas and skills tested by the State and locally adopted criterion referenced or standardized tests.

The Board expects that the District's professional staff will develop, implement, and evaluate the District's curriculum using the ~~advise~~ **advice** and assistance of experts in the various fields of study. A curriculum research and development budget shall be provided yearly for this purpose.

The Superintendent and administration shall monitor the use and effectiveness of the District's curriculum and make recommendations to the Board for necessary revisions and modifications.

Copies of the curriculum guides in complete sets shall be available for all teachers, and to the public in each principal's office **and / or district website** for review and reference.

CURRICULUM DEVELOPMENT (3 - 5 Year Cycle)

Procedures

The plan calls for a "phased" approach to curriculum evaluation wherein a subject area will go through the following phases during every five (5) year cycle:

A. Phase I (Year 1) - curriculum evaluation

1. determine and evaluate the philosophy of the subject area
2. review the actual (as reported by teachers) subject area scope and sequence
3. review end of year expectations for students and whether they satisfy student needs
4. identify problems with the present curriculum
5. review student assessment results
6. identify changes in the curriculum that need to occur
7. establish goals for curriculum planning

B. Phase II (Year 2) - curriculum planning

1. determine the changes that are to be made in the curriculum
2. consider alternatives for replacing or adding curriculum and select the best
3. develop plans of how the K - 12 curriculum will be implemented (staffing needs, materials needs, equipment, and facilities needs, budget, in-services, timelines)
4. determine the impact of the curriculum changes on other curricular and noncurricular areas
5. plan for yearly evaluations of the subject areas
6. present a five (5) year plan to the Board

C. Phase III Year (3 - 5) - curriculum development/implementation

1. develop new materials
2. revise old curriculum guides
3. conduct in-services
4. pilot test and evaluate new program changes
5. monitor the curriculum changes for problems/concerns and adjust as needed
6. assess the student outcomes of the subject area in relation to the subject area philosophy and Board goals

High School

There shall be a comprehensive high school, encompassing grades nine through twelve.

Adult ~~Community~~ Education

This program shall provide educational opportunities for those adults seeking a high school diploma or equivalency certificates as well as activities for ~~adults~~ **persons** seeking educational enrichment.

District-Wide School Improvement Committee

The Board shall establish a District-Wide School Improvement Committee. Membership shall consist of: One (1) Board member, the Superintendent or a designee, one (1) building administrator, and an invited representative from each recognized bargaining unit, a parent representative, and a Marquette Senior High School student.

The purpose of the District-Wide School Improvement Committee is to monitor the projects, receive information about the total school improvement projects, and report to the Board what is happening and the results.

By October 1st of each year the District-Wide School Improvement Committee shall provide the Board with a written report detailing the progress toward attainment of its goals.

Instructional Organization and Plan

Organization for instruction follows:

Elementary: Pre-school (for recommended students) through grade five.

Middle School: Grades six through eight.

High School:

There shall be a comprehensive high school, encompassing grades nine through twelve.

~~Adult Community~~
Educations:

This program shall provide educational opportunities for those adults seeking a high school diploma or equivalency certificate as well as activities for ~~adults~~ **persons** seeking educational enrichment.

Adopted: 7/26/94

M.C.L.A. 380.1282

Marquette Area Public Schools
Bylaws & Policies

2220 - ADOPTION OF COURSES OF STUDY AND MATERIALS

The Board of Education shall provide a comprehensive instructional program to serve the educational needs of the students of this District. In furtherance of this goal and pursuant to law, the Board shall periodically adopt courses of study.

No course of study shall be taught in the schools of this District unless it has been adopted by the Board. The Board shall determine which units of the instructional program constitute courses of study and are thereby subject to the adoption procedures of the Board.

The Superintendent shall recommend to the Board such courses of study as are deemed to be in the best interests of the students.

Each course of study is intended to provide a basic framework for instruction and learning. Within this framework, each teacher shall use the course of study in a manner best designed to meet the needs of the students for whom s/he is responsible.

The Superintendent shall maintain a current list of all courses of study offered by this District.

The Board retains the right to approve or reject all instructional materials based on the recommendation of the **curriculum Planning Committee**.

M.C.L.A. 380.1277, 380.1278, 380.1282, 388.1621

2250 – INNOVATIVE PROGRAMS - No changes to this entire section

Marquette Area Public Schools Bylaws & Policies

2510 - ADOPTION OF TEXTBOOKS

The Board of Education is responsible for all textbooks used as part of the educational program of this District. "Textbook", for purposes of this policy, shall mean the principal source of instructional material for any given course of study, in whatever form the material may be presented, that is available or distributed to every student enrolled in the course. The Board may delegate this approval process to the **Curriculum Planning Committee**.

The Superintendent/designee shall be responsible for the selection and recommendation of textbooks for Board consideration. In considering the approval of any proposed textbook, the Board will weigh its decisions based on recommendations related to:

- A. suitability for the maturity level and educational accomplishment of the students who will be using the material;
- B. freedom from bias;
- C. relationship to the curriculum adopted by the Board;
- D. relationship to a continuous multigrade program;
- E. impact on community standards;
- F. manner of selection;
- G. cost;
- H. appearance and durability.

M.C.L.A. 380.1421 et seq.

Marquette Area Public Schools

Bylaws & Policies

3112 - BOARD-STAFF COMMUNICATIONS

The Board of Education desires maintenance of open channels of communication regarding District operations and issues between itself and its staff. Both staff and Board members share interest in the schools and education generally, and it is to be expected that when they meet at social affairs, and other functions, they will informally discuss such matters as educational trends, issues, innovations, and general problems of the District. However, since individual Board members have no special authority, except when they are convened at a legal meeting of the Board or vested with special authority by Board action, discussions between staff and Board members of personalities or personal grievances will be considered to be improper. The basic line of communication, however, will be through the Superintendent.

A. Staff Communications to the Board

All communications from staff members to the Board or its committees shall be submitted through the Superintendent. This procedure is not intended to deny any staff member the right to the Board as a member of the public on important District matters through established procedures.

B. Board Communications to Staff

All official communications, policies, and directives of the Board affecting staff will be communicated through the Superintendent or designee, who shall also keep staff members fully informed of the Board's problems, concerns, and actions.

C. Staff Complaints Procedures

The Board recognizes the need to provide for the orderly resolution of disagreements or complaints arising out of alleged misapplication of Board policy. Such disagreements or complaints should be resolved at the lowest possible administrative level. The Superintendent shall assure that the procedures may be utilized without fear of reprisal.

D. Staff Represented for Collective Bargaining

The procedures established for the resolution of grievances by the applicable master agreement negotiated with the recognized staff organization shall apply to grievances as defined by the particular master agreement. This policy shall apply to any item not included in a negotiated master agreement, or subject to negotiations under the Public Employee Relations Act and does not apply to any complaints based upon alleged discriminatory practices.

E. Staff Not Represented for Collective Bargaining

Complaints by a staff member concerning Board policies relating to employment, or the implementation of such policies, shall be resolved by the following procedures:

1. the complaint or grievance shall be presented and discussed informally with the staff members immediate supervisor within fourteen (14) calendar days of the event in an attempt to resolve the issue;
2. if the issue is not resolved at the informal discussion, the staff member may formally file the complaint in writing to their immediate supervisor within five (5) calendar days of the informal discussion. The immediate supervisor shall answer the written complaint within five (5) school days following receipt;
3. if the staff member is not satisfied with the immediate supervisor written response, s/he may within five (5) calendar days file the complaint in writing with the Superintendent. The Superintendent shall investigate the issue and will meet with the parties to the issue in an attempt to bring about a satisfactory resolution. The Superintendent shall answer the staff member in writing within ten (10) school days;
4. if the issue remains unresolved, the staff member may within five (5) calendar days request in writing that the Superintendent arrange a meeting with the ~~Personnel~~ **Performance Committee** of the Board at which time the staff member may present the complaint or grievance. The meeting with the ~~Personnel~~ **Performance Committee** of the Board shall take place within ten (10) school days of receipt of the staff member written request; and,
5. the ~~Personnel~~ **Performance Committee** of the Board shall answer the staff member in writing not later than their next regularly scheduled meeting, and that decision shall be final. The ~~Personnel~~ **Performance Committee** of the Board reserves the right to extend the time for ~~it's~~ **its** written response as ~~it's~~ **its** needs dictate.

Marquette Area Public Schools

Bylaws & Policies

4112 - BOARD-STAFF COMMUNICATIONS

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3. if the staff member is not satisfied with the immediate supervisor written response, s/he may within five (5) calendar days file the complaint in writing with the Superintendent. The Superintendent shall investigate the issue and will meet with the parties to the issue in an attempt to bring about a satisfactory resolution. The Superintendent shall answer the staff member in writing within ten (10) school days;
4. if the issue remains unresolved, the staff member may within five (5) calendar days request in writing that the Superintendent arrange a meeting with the ~~Personnel~~ **Performance** of the Board at which time the staff member may present the complaint or grievance. The meeting with the ~~Personnel~~ **Performance Committee** of the Board shall take place within ten (10) school days of receipt of the staff member written request; and,
5. the ~~Personnel~~ **Performance Committee** of the Board shall answer the staff member in writing not later than their next regularly scheduled meeting, and that decision shall be final. The ~~Personnel~~ **Performance Committee** of the Board reserves the right to extend the time for ~~it's~~ **its** written response as ~~it's~~ **its** needs dictate.

Marquette Area Public Schools
Bylaws & Policies

6235 - BUDGET CONTROL

The MAPS Board recognizes that prudent management of public resources requires careful planning for budgeting of resources to achieve the mission of the District. To accomplish prudent and consistent management of public resources committed to education, the Board adopts this ~~BUDGET CONTROL POLICY~~ **Budget Control Policy**.

MAPS Board shall not enact, adopt, or approve any new classes, programs, or activities (either curricular or extra-curricular), nor add staff, equipment, or facilities that require expenditure from foundation grant or millage revenues for a particular year unless those classes, program, activities, staff, equipment, or facilities were contemplated in the budget originally adopted for such year. Consistent with this policy, any proposals for new programs, activities (either curricular or extra-curricular), staff, equipment, or facilities for the ensuing budget year shall be presented to the Board's ~~Finance-Planning Committee~~, with supporting financial data, no later than the ~~Finance-Planning Committee's~~ regularly scheduled meeting for the month of ~~January~~ **April**. Where applicable, those proposals shall have been referred to ~~Finance after consideration by the Curriculum Personnel, or K-12 Extra-Curricular Committees of the Board.~~

This policy shall not apply to additional staff, equipment, and resources mandated by other governmental agencies or items specifically determined by the Board to be necessary for the immediate health, safety, or welfare of the public, students, or staff.

Marquette Area Public Schools Bylaws & Policies

7300 - DISPOSITION OF REAL PROPERTY

The Board of Education believes that the efficient administration of the District permits the disposition of property no longer necessary for the maintenance of the educational program or the operation of the School District.

The Board shall direct the periodic review of all District property and authorize the disposition by sale, donation, trade, or discard of any property not required for school purposes.

All written offers on real property under consideration for disposition shall be presented as an item on the agenda of a public Board meeting. A preliminary review of offers to purchase or lease shall include: source of offer, date of offer, expiration date of offer, and intended use of property.

Written offers shall be referred to the Board Finance **Planning Committee** for review and recommendations. Offers, when received, will be distributed to the members of the Board.

All real property considered for (sale) disposition shall be subjected to a current, outside, professional appraisal prior to the solicitation of offers.

All real property considered for lease or sale shall be reviewed by the Board prior to solicitation of offers. The solicitation of offers by the Board shall include an expiration date.

The authorized agents of the Board to review all purchase or lease offers pertaining to sale or lease of property shall be the Superintendent and the Board Finance **Planning Committee**. The Board shall give final approval of all contracts.

In consideration of the best interest of the District and of the residents and taxpayers, the Board reserves the right to reject any and all offers at its sole discretion, regardless of price and terms.

Potential purchasers or lessees shall demonstrate financial capability to meet the terms and conditions of their purchase or lease offer.

M.C.L.A. 380.1260

Michigan Department of Education
2008-2009 Great Start Readiness Program

Participating Resolution

WHEREAS, the Legislature continues to acknowledge the importance of improving school readiness by providing quality preschool education for four-year-old children who may have extraordinary need of special assistance and the importance of providing parenting education programs for families of all children birth to kindergarten entry; and

WHEREAS, Sections 32d and 37 through 40 of the State School Aid Act provide for comprehensive compensatory education for these children and families; and

WHEREAS, in accordance with the provisions of Section 38 of the State School Aid Act, **Marquette Area Public Schools** is eligible to receive an allocation of **\$102000** for fiscal year 2008 - 2009 to operate a school readiness program for a maximum of **30** children and/or to provide comprehensive parent involvement and education programs for all families of children birth to kindergarten entry; now therefore, be it

RESOLVED that **Marquette Area Public Schools** certifies that it **will** provide **Part-Day, All-Day/Alternate Day, GSRP/Head Start Blend or Home-Based** preschool education for **30** eligible four-year-old children, and that **\$102000** of the stated amount, based on the approved per capita allowance of **\$ 3400** will be used specifically for this purpose; and be it

RESOLVED that **Marquette Area Public Schools** certifies that it **will** provide **Full-Day** preschool education for **0** eligible four-year-old children, and that **\$0** of the stated amount, based on the approved per capita allowance of **\$ 6800** will be used specifically for this purpose; and

Marquette Area Public Schools further certifies that more than 50 percent of the children enrolled in the school readiness program will meet the income eligibility guidelines outlined in Sections 32d and 37 through 40; and therefore be it

RESOLVED that **Marquette Area Public Schools** certifies that it **will** provide comprehensive parent involvement and education programs for all families of children birth to kindergarten entry, and that **\$0** will be used specifically for this purpose; now therefore be it finally

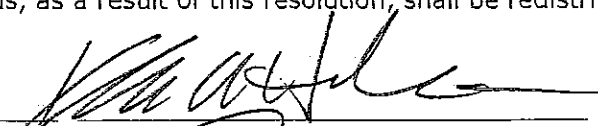
RESOLVED that any unallocated funds, as a result of this resolution, shall be redistributed to other eligible districts.

ADOPTED:

DATE

1/5/09

SIGNATURE OF SCHOOL OR ACADEMY BOARD PRESIDENT

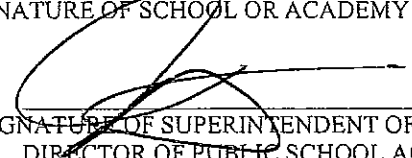


ADOPTED:

DATE

1-7-09

SIGNATURE OF SUPERINTENDENT OF SCHOOLS OR DIRECTOR OF PUBLIC SCHOOL ACADEMY



One (1) original of the signed board resolution must be retained in administrative files.