

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

Regular Meeting
Wednesday, February 25, 2009, 6:00 p.m.
MSSH Library
1203 West Fair Avenue

MINUTES

- **Call to Order**

A regular meeting of the Marquette Area Public Schools Board of Education was held Wednesday, February 25, 2009, in the Library of the Marquette Senior High School. The meeting was called to order by Acting Board President **Alan Hawker** at 6:02 p.m.

- **Roll Call**

Members Present

Alan Hawker	Vice President / Acting Chair
Mark Smith	Secretary-Treasurer
Scott Brogan	Trustee
Norman Gruber	Trustee
Tony Retaskie	Trustee
Laura Songer	Trustee

Member Absent

Kellie A. Holmstrom, DVM	President
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Student Board Representative Present

Alex Mallos

Central Administration Present

Jon Hartwig	Superintendent
Tim Yeadon	Assistant Superintendent for Finance
Jackie Winkowski	Administrative Assistant / Recording Secretary

Others Present

Employees, parents, and other citizens, news media representatives, Superior Productions videographer

- **Approve Agenda**

A motion was made by Tony Retaskie and seconded by Norm Gruber to approve the agenda with the following changes: Add as item 8.c.1.a. Introduction of NEOLA Board Policy Revisions; and under 8b, list Tony Retaskie as a committee member and not the chair. Motion carried, 6-0.

- **Approve Minutes of February 16, 2009, Work Session**

A motion was made by Tony Retaskie and seconded by Norm Gruber to approve the minutes of the February 16, 2009, Board Work Session as presented. Motion carried, 6-0.

- **Superintendent's Report**

Superintendent Jon Hartwig's report covered the following topics:

- Appreciation to the HS custodians for the Board meeting setup;
- This week's Band & Orchestra Festival at MSHS;
- Congratulations to the MSHS Boys and Girls Ski Teams on winning the State Alpine Ski Championships February 23;
- Report on "snow days" for this year – so far (as of February 25) one of two kindergarten programs must make up 5-1/4 hours of instruction; and MSHS must make up 8 minutes;
- Athletic events list provided by AD Mark Mattson.

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

None.

- **Approve Consent Agenda**

A motion was made by Scott Brogan and seconded by Norm Gruber to approve the Consent Agenda, consisting of the:

- Personnel Report dated February 24, 2009; and
- Financial Reports:
 - January 2009 Receipts and Disbursements
 - January 2009 Financial Reports

Motion carried, 6-0.

- **Board Committee Reports**

Executive Committee – Al Hawker reported on February 2 Board Executive Committee meeting discussion items, details of which are included in the committee meeting minutes.

The committee addressed the following issues:

- Review of draft Planning and Performance Committee meeting agendas for February;
- North Star charter elementary school proposal discussion;
- Discussion on minor housekeeping revisions to Board Policies 1110 Assessment of District Goals and 1240 Evaluation of District Goals (referred to Performance Committee for further discussion);
- Board Goals – follow up with Ann Arbor Schools discussed;
- MSHS 150th graduating class (year 2010) – referred to Planning Committee;
- Massey Rankings for MSHS basketball; and
- Washington Post article; and
- Closed session for negotiations planning.

The committee made no formal recommendations for whole Board action.

Planning Committee – Tony Retaskie reported on February 11 Board Planning Committee meeting discussion items, details of which are included in the committee meeting minutes. The committee discussed the following issues:

- Social studies curriculum changes;
- Health curriculum changes;
- Marquette High School 150th anniversary / 150th (2010) graduating class: The Committee asked that this item be brought to the MSHS Executive Student Council;
- Expenditure Reduction Planning;
- Goal Development Proposal; and
- Strategic Planning update.

The committee also recommended action by the whole Board on the following:

Bus Bid – A motion was made by Tony Retaskie and seconded by Norm Gruber to authorize the Administration to lease [lease to own] two International school buses at cost of \$75,512 each and enter into a lease agreement with Navistar Financial, not to exceed 2% of the estimated 5% rate, as recommended by the Board Planning Committee. Following discussion, the motion carried, 6-0.

Introduction of NEOLA-Proposed New Policies – The following NEOLA-proposed new Board policies were introduced:

- 8351 Security Breach of Confidential Databases;
- 5605 Suspension / Expulsion of Students with Disabilities;
- 2260.01 Section 504 / ADA Prohibition Against Discrimination Based on Disability.

The first reading will take place at the March 23 Board meeting and consideration of adoption at the following Board meeting.

Performance Committee – Mark Smith, committee chair, reported on February 24 Board Performance Committee meeting discussion items, all of which are detailed in the committee meeting minutes. The committee addressed the following issues: Discussion on Board Policies on bullying / harassment; MSHS first semester final exams and grades; MSHS basketball Massey rankings; Superintendent objectives; Michigan Virtual School online courses; and grade realignment scenarios.

The committee recommended an introduction of the **Board Policy revisions** listed below and to defer proposed revisions to Graduation Requirements Policy 5460 for possible further modification. The first reading of the policies listed below will take place at the March 23 Board meeting and consideration of adoption at the following meeting.

- 0144.3 Conflict of Interest;
- 3121 / 4121 Criminal History Record Check;
- 3130 Assignment and Transfer;
- 3430.01 / 4430.01 FMLA;
- 3437.01 / 4437.01 Military Leave;
- 5114 Foreign and Foreign-Exchange Students;
- 5320 Immunization; and
- 8210 School Calendar (First Reading at next regular Board meeting).

- **Unfinished Business**

Consideration of Adoption Board Policies – A motion was made by Tony Retaskie and seconded by Norm Gruber to adopt the following Board Policies (copies attached), which had a first reading at the last regular Board meeting:

2421 Career and Technical Education – replacement policy; and
9700 Relations with Special Interest Groups – revision.
Motion carried, 6-0.

- **Other Board Committee Reports**

Mark Smith reported on issues addressed at the February 17 MAPS Parent Advisory Council meeting which he attended. Details are provided in the PAC meeting minutes.

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

Name / Topic

Cindy Etten, MESPA I President and MSHS head cook, expressed support for MAPS' custodians, mentioned they do more than clean buildings, and cited the display the custodians set up in the HS Library for this evening.

- **Board Members' Comments**

Board members' comments covered the following topics:

- Congratulations to the **MSHS Boys' and Girls' Ski Teams** on winning the State Championship;
- Appreciation to those who participated in the 5 p.m. "Listening Hour";
- Appreciation for input received regarding Expenditure Reduction Strategies;
- Congratulations to **Dr. Kellie Holmstrom**, Board president, on earning MASB's Master Diamond Award for Board Member Certification;
- **Tony Retaskie** suggested that the Board Executive Committee review Board Policies 3112 and 4112;
- Mention of the various-issue Strategic Planning Action Teams established in 2005;
- Upcoming "town hall" meetings regarding Expenditure Reduction Strategies.

- **Board President's Comments**

Al Hawker extended congratulations to the MSHS Ski Teams on winning the State Championship, expressed appreciation to **Tony Retaskie and Laura Songer** for participating in today's Listening Hour, and mentioned the next Board work session on expenditure reduction strategies.

- **Announcements and Other Meetings:**

Board Work Session	Board Room	March 9	5:15 p.m.
Board Planning Committee Meeting	Board Room	March 10	7:30 a.m.
MAPS Education Foundation	Board Room	March 17	4:00 p.m.
MAPS Parent Advisory Council	MSHS Library	March 17	6:30 p.m.
Board of Education Meeting, Regular	MSHS Library	March 23	6:00 p.m.

NOTE: Regular Board meetings taking place at MSHS currently have delayed telecasts on Charter Communications Channel 8

- **Adjourn**

A motion was made by Norm Gruber and seconded by Tony Retaskie to adjourn the meeting. Motion carried, 6-0; adjourned at 7:03 p.m.

Alan Hawker
Vice President / Chair

Mark Smith
Secretary-Treasurer

Jackie Winkowski
Admin. Assistant / Recording Secretary

Attachments: Personnel Report; Board Policies 2421 and 9700

MEMORANDUM

TO: Jon Hartwig
FROM: Michelle Carne
DATE: February 24, 2009
RE: Personnel Report for the February 25, 2009 Board Meeting

The following personnel changes are to be reported to the Board of Education at its February 25, 2009 meeting. These recommendations are contingent upon the successful completion and return of all necessary employment paperwork including the criminal records check and fingerprints.

RESIGNATION

Shanon Parnell has submitted a letter of resignation from the part time position of Teacher Assistant, VA, effective February 20, 2009. Ms. Parnell has served MAPS since September 2008.

APPOINTMENT

Ramona Kittila has been recommended as a part time **Teacher Assistant**, posting #2077, VA, effective January 27, 2009 through the remainder of the 08-09 school year. Ms. Kittila also serves MAPS as a Title VII Tutor. This position is vacant due to the resignation of Sheila Kirk.

Lori Swajanen has been recommended as a part time **Library Aide**, posting #2078, BMS, effective February 9, 2009. Ms. Swajanen currently serves MAPS as a lunchroom Hall Monitor at BMS. This position is vacant due to the resignation of Melinda Britton.

Kathy Beck has been recommended for a different full time **Instructional Program Aide** posting #2079, CC, effective date to be determined. Ms. Beck currently serves MAPS as a full time aide at BMS. This is a new position.

George Pond has been recommended as a full time **Instructional Program Aide**, posting #2080, BMS, effective February 16, 2009. Mr. Pond has a bachelor's degree in Therapeutic Recreation from CMU as well as several years of field experience with a large variety of special needs clientele. He previously served as a MAPS aide during 06-07. This is a new position.

Corrine Johnson has been recommended for a different full time **Instructional Program Aide** posting #2081, BMS, effective February 24, 2009. Ms. Johnson currently serves as a full time BMS Aide. This position is vacant due to the movement of Julie Krans.

Leland Kersey has been recommended for a different part time **Bus Driver** posting #2086, TR, effective February 12, 2009. This position is vacant due to the passing of Norm Ball.

Dawn Glasgow has been recommended for a different part time **Bus Driver** posting, #2090, TR effective February 17, 2009. This position is vacant due to the movement of Leland Kersey.

APPOINTMENT – EXTRA DUTY

Justin Burton has been recommended as the **Middle School Head Track Coach**, posting #2085, BMS, effective the 2008-09 school year. This position is vacant to the absence of Kevin Wilson.

LAYOFF

Sandy Bilenky has been recommended for layoff from the position of part time Consumer Life Teacher at MSHS effective January 26, 2009. Ms. Bilenky will continue to serve MAPS as the part time Learning Center Aide.

LEAVE

Kimberly Matulewicz has requested a medical maternity leave from February 9, 2009 through May 31, 2009. Mrs. Matulewicz serves as the Alt. Ed. Math Teacher.

APPOINTMENT – EXTRA DUTY**MARQUETTE SENIOR HIGH SCHOOL 2008-2009 SPRING SPORTS COACHING POSITION RECOMMENDATIONS**

<u>LEVEL/SPORT</u>	<u>POSITION</u>	<u>RECOMMENDATION</u>
Boys/Girls Golf	Head Coach	Ben Smith
Boys Track & Field	Head Coach	Mike Leanes
Boys Track & Field	Assistant Coach	Mike Angeli
Girls Track & Field	Head Coach	John Peterson
Girls Track & Field	Assistant Coach	<i>TBD</i>
Boys Tennis	Head Coach	Derek Sandstrom
Boys Tennis	Assistant Coach	Karl Thomsen
Girls Softball	Varsity Head Coach	Rick Schwemin
Girls Softball	Varsity Assistant Coach	Taylor Jones
Girls Softball	Junior Varsity Head Coach	Paul Seibert
Girls Softball	Junior Varsity Assistant Coach	Greg Brugman
Girls Soccer	Varsity Head Coach	*Dan Lebert
Girls Soccer	Varsity Assistant Coach	<i>TBD</i>
Girls Soccer	Junior Varsity Head Coach	*Charlie Kelley
Girls Soccer	Junior Varsity Assistant Coach	<i>TBD</i>

Please note:

Names in **bold** indicate non-faculty paid coach

*=Opt to not be paid, non-faculty volunteer

INFORMATIONAL - PCMI

Karla Shandonay, HS Tutor, posting #2082

Brian McMillan, resigned as HS Newspaper Advisor

c: M. Edgell, M. Carne, B. Jacobson, R. Plourde, J. Flath, J. Winkowski

policy

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REPLACEMENT POLICY - VOL. 22, NO. 1, SEPTEMBER 2007

CAREER AND TECHNICAL EDUCATION

The Board of Education recognizes the importance of career and technical education in meeting the needs of youth, adults, business, industry, and labor of this State. Knowledgeable students having access to career and technical education programs established to meet needs of high school students and adults are even more important today with the need for continued economic growth, school-to-career transition, and a global workforce.

The Board of Education agrees to coordinate and cooperate with intermediate, State, and Federal educational agencies in an effort to establish Career and Technical Education (CTE) in school districts.

Through participation in the State Aid categorical of Added Cost (61a) and Federal legislation including the Carl D. Perkins Vocational and Applied Technology Act, and in cooperation with public secondary and postsecondary educational agencies, the Board will seek to provide funding to support career-related education opportunities for both youth and adults in the service area by:

- A. seeking to develop challenging academic and technical standards and to assist students in meeting such standards, including preparation for high skill, high wage, or high demand occupations in current or emerging professions;
- B. promoting the development of services and activities that integrate rigorous and challenging academic and career and technical instruction, and that link secondary education and postsecondary education for participating career and technical education students;
- C. increasing flexibility in providing services and activities designed to develop, implement, and improve career and technical education, including tech prep education;
- D. conducting and disseminating national research and disseminating information on best practices that improve career and technical education programs, services, and activities;

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- E. providing technical assistance that promotes leadership, initial preparation, and professional development at the State and local levels; and that improves the quality of career and technical education teachers, faculty, administrators, and counselors;
- F. supporting partnerships among secondary schools, postsecondary institutions, baccalaureate degree granting institutions, area career and technical education schools, local workforce investment boards, business and industry, and intermediaries;
- G. providing individuals with opportunities throughout their lifetimes to develop, in conjunction with other education and training programs, the knowledge and skills needed to keep the United States competitive.

The Superintendent and staff will work and plan in cooperation with business, industry, and labor to reflect their changing needs for trained personnel.

Public Law 103-239, School-to-Work Initiatives Act of 1994
Public Law 109-270 Carl D. Perkins Career and Technical Education Improvement Act of 2006
M.C.L.A. 388.1913

Marquette Area Public Schools

Bylaws & Policies

9700 - RELATIONS WITH SPECIAL INTEREST GROUPS

Any request from civic institutions, charitable organizations, or special interest groups which involve such activities as patriotic functions, contests, exhibits, sales of products to and by students, sending promotional materials home with students, graduation prizes, fund raising, and free teaching materials must be carefully reviewed to ensure that such activities promote student interests without advancing the special interests of any particular group.

It is the policy of the Board of Education that students, staff members, and District facilities not be used for advertising or promoting the interests of any nonschool agency or organization, public or private, without the approval of the Board or its delegated representative; and any such approval, granted for whatever cause or group, shall not be construed as an endorsement of said cause or group by this Board.

A. Political/Commercial Interests

All materials or activities proposed by outside political or commercial for profit sources for student or staff use or participation shall be reviewed by the Superintendent or designee on the basis of their educational contribution to part or all of the school program, benefit to students and no such material activities shall have the primary purpose of advancing the name, product, or special interest of the proposing group. Commercial materials or activities shall be allowed only if they serve or support an educational or extra-curricular purpose, do not promote alcohol, tobacco or other controlled substances, and are within administrative guidelines developed pursuant to this policy.

The Board shall not permit the use of any type of educational material, program, or equipment in its curricular, co-curricular, or extra-curricular activities or at any time during the school day if such materials, programs, or equipment contain partisan political messages. Professional staff may, however, utilize political materials or those provided by special interest-groups in adopted courses of study.

B. Contests/Exhibits

The Board recognizes that contests, exhibits, and the like may benefit individual students or the District as a whole, but participation in such special activities may not:

1. have the primary effect of advancing a special product, group, or company;
2. make unreasonable demands upon the time and energies of staff or students or upon the resources of the District;
3. interrupt the regular school program;

4. involve any direct cost to the District;
5. cause the participants to leave the School District, unless:
 - a. the Board's policy 2340 - Field and Other District-Sponsored Trips has been complied with in all aspects;
 - b. the Board has granted special permission;
 - c. the parents of a minor student have granted their permission.

C. Distribution/Posting of Literature

No outside organization or staff member or student representing an outside organization may distribute or post literature on that organization's behalf on District property either during or after school hours without the permission and prior review of the Policy 651 Committee. Posting in rooms not frequented by students or the public shall not be covered by this policy.

All committees, groups, organizations, and/or individuals must receive written approval to distribute printed information regarding special programs and activities to students and/or request additions to the instructional program.

The following procedures to obtain written approval will be followed:

1. Requesting groups and/or individuals will contact the Policy 651 Coordinator at least two (2) weeks prior to the requested distribution date.
2. Requesting groups and/or individuals will receive an application form to complete and submit to the Policy 651 Coordinator.
3. A Review Committee will review applications. All applicants will be notified within eight (8) school days of the status of their application.
4. A monthly approved program list will be prepared for Central Administration. A yearly compilation of approved programs will be reviewed and presented as information for the School Board.

Marquette Area Public School employees will not be used to prepare or process any material submitted for distribution.

This policy does not apply to organizations and activities that are a part of the K-12 instructional program of the Marquette area Public School District.

Marquette Area Public Schools requires that all students have equal access to information.

D. Solicitation of Funds

In its discretion, the Board may establish an Employee Charitable Campaign Committee (ECCC) to be responsible for determining the eligibility of up to three (3) organizations requesting permission to participate in and oversee solicitation of employees (referred to as a Charitable Solicitation Organization, hereinafter CSO). If an ECCC is not established, responsibility shall be that of the Superintendent.

E. Prizes/Scholarships

The Board is appreciative of the generosity of organizations which offer scholarships or prizes to deserving students in this District. But, in accepting the offer of such scholarships or prizes, the Board directs that these guidelines be observed:

1. No information either academic or personal shall be released from the student's record for the purpose of selecting a scholarship or prize winner without the permission of the student who is eighteen (18), or the parents of a student who is younger in accordance with the Board's policy on student records.
2. The type of scholarship or prize, the criteria for selection and selection of the winner, and any restrictions upon it shall be approved by the scholarship or other awards committee.

F. Surveys and Questionnaires

Neither District-related nor nondistrict-related organizations shall be allowed to administer a survey or questionnaire to students or staff unless the instrument and the proposed plan is submitted, in advance, to the Superintendent. If approved, a copy of the results and the proposed manner of their communication are to be provided to him/her for review and approval before they are released.

The Board recognizes the importance of research as a means of improving the instructional program for all students and also recognizes the need to monitor and control the amount of time and energy expended by both staff and students on research projects sponsored by agencies or individuals desiring to conduct research involving students, student records, student data or staff members. (Research by MAPS students will be at the discretion of the building administrator.) All research proposals must demonstrate that the projected findings will have value to either the District as a whole or to a unit within the District and not be unduly disruptive or time consuming to the normal educational process. Agencies or individuals authorized to conduct research within the District will hold the District harmless from any and all claims occurring out of the authorized project.

All educational research activities in the District will conform to the guidelines for research.

G. Corporate Sponsorship

The Board recognizes that corporate and other private sponsorship of school district functions and activities can enhance the educational program. Such sponsorships and related partnerships may exist under specific conditions. These structured and approved relationships may provide funding, price reductions, equipment, materials, services or other benefits in exchange for recognition of products or entities for a specified period of time. In all cases, these opportunities shall mutually benefit the school district, its students, the greater community and the corporate or private partner.

Authority to Grant Partnerships – The Superintendent is granted authority to enter into sponsorships and partnerships which benefit one or more schools, school programs or the school district. All agreements are to be in writing and must include signatures of the Superintendent and an authorized corporate or business representative. The Board of Education will be informed of pending agreements prior to formal agreement between the Superintendent and each entity.

Requirements – All written agreements within this policy must include a statement of the educational purpose for the partnership as well as the duration of the agreement. Additional written requirements will include the following:

- The Board of Education retains the right to terminate the agreement without penalty if it determines the agreement adversely impacts the district's educational program.
- Concisely defined roles, expectations, rights and responsibilities of all parties will be clearly outlined.
- Permission for the sponsor or partner to advertise in connection with the agreement will be granted at the discretion of the school district. If approved, parameters will be defined in the agreement.
- Use of school district logos and associated names by the corporation or private partner must be authorized by the Superintendent and defined within the written agreement.
- Any prior or existing relationship between the sponsor and any district employee, currently-enrolled student or his/her parents or legal guardian(s) will be disclosed within the written agreement.

All sponsorships and partnerships will be consistent with all federal, state and local ordinances, district labor contracts and Board of Education policies. Finally, no agreement shall be entered into if the sponsorship or partnership involves or gives the appearance of involving any activity which could result in promotion of hostility or violence, an attack on ethnic, racial, gender, or religious groups, discrimination prohibited by any law or school policy, promotion of the use of drugs, alcohol, tobacco or firearms, promotion of sexual, obscene or pornographic activities, or promotion of any image that is not in keeping with the established goals and purpose of the school district.