

**EXECUTIVE COMMITTEE MEETING MINUTES**

**JANUARY 11, 2012**

**Marquette Area Public Schools**  
**Board Executive Committee Meeting**

Members: Scott Brogan (Chairperson); Michael Kohler and Laura Songer

Wednesday, January 11, 2012 9:30 a.m.  
Central Office Board Room

M I N U T E S

- **Call to Order**

The meeting was called to order by Chairperson/Board President Scott Brogan at 9:33 a.m.

**Roll Call**

**Board Members Present:** Scott Brogan, Michael Kohler, Laura Songer (arrived at 9:38 a.m.)

**Administration Present:** Deborah Veiht, Debra Barry, Laura Shawhan

**Others Present:** John Kurkowski, Jamie Randall

- **Approve Agenda**

A motion to approve the agenda was made by Michael Kohler and seconded by Scott Brogan. Motion carried, 2-0.

- **Approve December 2, 2011 Board Executive Committee Meeting Minutes**

A motion to approve the December 2, 2011 Board Executive Committee Meeting Minutes was made by Scott Brogan, seconded by Michael Kohler. Motion carried, 2-0.

- **Other Discussion Items:**

Area Recreation Board – Scott Brogan stated that in the Mining Journal there was an article regarding the formation of an area recreation board with city and township membership. He asked administration if anyone in the school district had any information on this. John Kurkowski explained that he was serving on the Ad Hoc committee regarding the City's recreational plan as well as the City Parks and Recreation Advisory Board. It was felt that since John Kurkowski was serving on those committees, MAPS has a voice. John Kurkowski will bring updates to the committee as appropriate.

Topic Discussed and Completed. (Evaluate n/a).

Board Restructure – Meeting Discussion

There was a brief conversation regarding what the new board meetings would look like, including consent agendas, school presentations, action items and financial statements. There was also discussion concerning the formation of an Ad Hoc Committee specifically for NEOLA policy review. This will be put on the agenda for the next board meeting.

Discussed and Completed (Evaluate 30 days)

Bylaw changes re: committees

In light of the suspension of the Performance and Planning Committees, an amendment to the Organizations Bylaws will be necessary. Laura Shawhan will modify the Bylaw for review and presentation to the full board for adoption.

Discussed and Completed, Recommending Board Action. (Evaluate in 6 months)

### Strategic Planning Committee Update

Deborah Veiht explained that the meeting is scheduled for February 23 and that details will be forthcoming.

Discussed and Completed (Evaluate – n/a)

### School Board Elections - HB 4005

HB 4005 will change the face of school board elections. There was a brief discussion concerning four year versus six year terms. Thrun Law firm has been contacted and will provide the board with information on both scenarios.

Discussed and Completed - Recommend Board Action

- **Future Agenda Items**

Superintendent Evaluation - Will be discussed at the February meeting. Joe Lubig will be invited to that meeting.

Graveraet Locker room update – will be removed from future topics.

Paperless Board Meetings – will be removed from future agenda topics.

Transportation Comparison - Bus Maintenance Costs – This will be discussed at the first meeting in February.

Marquette Township Board – Vandenboom Discussion - will be removed from future topics.

Elementary and high school start times and bus routes – will be discussed at Strategic Planning.

- **Other Topics**

Strategic Planning was briefly discussed and it was suggested that members of PAC, principals, parents and community members be invited to participate in strategic planning.

- **Comments from the Public**

Jamie Randall thought the new board structure would assist with eliminating the middle things and require the board to make a decision rather than just pushing things down the road.

- **Board Member Comments**

**Laura Songer** suggested having one of our student board representatives keep track of the amount of time spent on agenda topics.

**Deborah Veiht** explained that a location change to the high school media center is desirable for the first board meeting of the month. Use of the media center will be examined.

**Scott Brogan** thought that the Executive Committee should be conscious of whether it needs to exist to set the board meeting agendas or whether that could happen naturally.

**Michael Kohler** suggested that the Executive Committee was a good place for issues to be discussed that need to be brought before the board. After a brief discussion, it was determined that the need for an Executive Committee would be reevaluated in six months along with the new structure.

- **Adjourn**

**A motion to adjourn the meeting was made by Michael Kohler and seconded by Laura Songer. Motion carried, 3-0. Meeting adjourned at 10:56 a.m.**

Next Meeting: February 6, 2012 - Noon

# AREA RECREATION BOARD

**BREAKING NEWS»** Cliffs reaches agreement for sale of renewaFUEL biomass plant

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## Area rec board planned

January 5, 2012

By KYLE WHITNEY - Journal Staff Writer (kwhitney@miningjournal.net) , The Mining Journal

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MARQUETTE - The Marquette Township Board of Trustees agreed Tuesday to appoint three of its members to an area-wide recreation authority ad hoc committee, but members said the township would require an ownership stake in the former Heartwood Forestland property prior to joining an authority.

Trustees Pete LaRue and Lyn Durant and Township Supervisor Dennis Lilmatta will serve on the ad hoc committee, which is charged with determining whether an interjurisdictional recreation authority should be created among the city of Marquette and Marquette, Chocolay and Sands townships.

Commissioners Robert Niemi, Jason Schneider and John DePetro will serve on the ad hoc committee for the city. In Chocolay Township, Trustee John Trudeau, Clerk Max Engle and Supervisor Greg Seppanen have been appointed and Sands Township Supervisor David Kallio said the Sands board will likely send Trustee Darlene Walch and Deputy Supervisor Randy Yelle to the meetings.

Local officials have said in the past that a recreation authority would provide better access to the 2,400-acre Heartwood property and would enable improved recreation service planning across the region, including the scheduling of parks and ballfields.

"I guess the bottom line of what we're all looking for is to combine the recreation facilities under one umbrella," Engle, from Chocolay Township, said.

Though the discussion of a recreation authority is not a new one, full boards from the city and the three townships agreed to establish the ad hoc committee during a joint meeting in November.

Lilmatta said during Tuesday's meeting that the Marquette Township board had been informed by its legal advisors that "for it to be a legal expenditure for the township, we would need to have ownership of anything that would be under that joint recreation authority."

The township has tried unsuccessfully in the past to purchase Heartwood land falling within township boundaries. Most recently, the city turned away in September a township offer to purchase 560 acres of the land for \$700,000. About 120 acres of that land surrounds the township's wellheads.

The creation of an authority, a legal entity, requires some sort of contribution or buy-in, Lilmatta said.

"If we're just talking about putting together a consortium that we're going to use for field times, and it's purely recreational, that's different than what was presented in the meeting in November."

Lilmatta said both the city and the township have the same goals for the property: to utilize it for recreation in perpetuity. He said he had gotten the impression at the November meeting that some city commissioners felt it was most important to get the recreation authority off the ground and that any issues with the Heartwood Forestland would work themselves out naturally.

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KIVELA



"I couldn't disagree more. I think the Heartwood Forestland is the 800-pound gorilla in the room," Lilmatta said. "We are going to have to come up with a plan for the Heartwood Forestland in order for this township to remain interested in a joint recreation authority formation with the city and other townships."

Marquette Mayor John Kivela said he would certainly be interested in simplifying the scheduling of recreation areas like parks, ballfields and ice rinks. The focus of a recreation authority, though, would be on Heartwood.

"The lowest hanging fruit for us, the easiest thing, is Heartwood," he said.

Kivela also said he understands why the Marquette Township Board would be interested in owning the Heartwood property within township borders.

"If that's a sticking point, then we'll resolve it. They want to own the property that's in their borders," he said. "If step one is having them acquire property before entering into an agreement, then so be it."

No schedule has yet been established for the ad hoc committee, but the full boards of each jurisdiction are set to meet again in Chocolay Township in March.

Kyle Whitney can be reached at 906-228-2500, ext. 250.

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BY LAWS

Marquette Area Public Schools  
Bylaws & Policies

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**0150 - ORGANIZATION****0151            Organizational Meeting**

The Board of Education shall organize annually not earlier than July 1st immediately following an election held on a May regular election date; January 1<sup>st</sup> immediately following an election held on a November regular election date and not later than the second Monday in July/January at a meeting held for that purpose in accordance with the law. The meeting shall be called to order by the ranking officer of the preceding Board who shall serve as presiding officer until the election of a temporary chairperson, who shall in turn serve until the election of a President.

M.C.L.A. 168.302

Revised 10/20/08

**0152            Officers**

The Board shall elect a President and Vice-President as well as a Secretary/Treasurer at the organizational meeting.

Election of officers shall be by a majority of the full Board. Where no such majority exists on the first ballot vote, a second vote shall be cast for the two (2) candidates who received the greatest number of ballot votes.

Except for those appointed to fill a vacancy, officers shall serve for one (1) year or until their respective successors are elected and shall qualify. An officer may be removed for cause by a majority vote of the full Board. The Board shall fill a vacancy in any Board officer position within thirty (30) days of the occurrence of the vacancy.

M.C.L.A. 380.11a

Revised 2/26/02

Revised 10/20/08

**0154            Motions**

The Board shall, at the organizational meeting:

- A. designate depositories for school funds; M.C.L.A. 380.1221
- B. designate those persons authorized to sign checks, contracts, agreements, and purchase orders;
- C. designate a day, place, and time for regular meetings which shall be held at least once every month;
- D. determine fee charged to individuals who request notice of Board meetings;
- E. designate the Electronic Transfer Officer (ETO) in accordance with Policy 6144.

M.C.L.A. 15.266

Revised 12/29/04

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 one (1) standing committee.

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.

There shall be two (2) Standing Committees of the Board, with the following duties:

### Planning Committee

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

### Performance Committee

- A. Discuss, review, evaluate current and ongoing initiatives, programs, and proposals that impact curriculum, instruction, and student achievement.
- B. Annually review the strategic plan.

- ~~C. Verify academic programs are aligned with strategic goals.~~
- ~~D. Review staffing models, personnel management policies, and salary/wage/benefits administration strategies.~~
- ~~E. Review the alignment of HRS operations and practices with Strategic Plan goals.~~
- ~~F. Review annual financial audit, proposed budget and quarterly financial reports.~~
- ~~G. Author, review, and/or recommend to the Board changes in Board bylaws or policy.~~
- ~~H. Expend knowledge and expertise of the District's general fund budget.~~
- ~~I. Review Board actions, policies, strategic plans, and goals.~~
- ~~J. Monitor required regulatory compliance.~~
- ~~K. Monitor bid work.~~
- ~~L. 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.

~~X~~ 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:

- A. agenda planning
- B. review items referred by the planning or performance committees, whole Board or Superintendent
- C. 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.

Revised 1/5/09

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.