



MONROE PUBLIC SCHOOLS

BOARD MEETING #2

January 27, 2015

7:00 p.m.

BOARD OF EDUCATION

MR. ROBERT YEO, PRESIDENT

MR. LAWRENCE VANWASSHENOVA, VICE-PRESIDENT

MR. RYAN PHILBECK, SECRETARY

DR. TEDD MARCH, PARLIAMENTARIAN

MR. MATTHEW BUNKELMAN, TRUSTEE

MRS. FLOREINE MENDEL, TRUSTEE

MRS. CYNTHIA TAYLOR, TRUSTEE

SUPERINTENDENT OF SCHOOLS

DR. BARRY N. MARTIN

“Monroe Public Schools is committed to being the premier education organization in the region. We are devoted to promoting high expectations for all in a state-of-the-art 21st century curriculum. We recognize that the students and communities we serve are our customers, and we promise to make all decisions in their best interest.”

NOTICE OF NON-DISCRIMINATION

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Prepared by the Office of the Superintendent, Gayle Lambert, Secretary

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #2
Tuesday, January 27, 2015
7:00 p.m.

AGENDA

Page

A. Roll Call and Call to Order	Mr. Yeo	1
1. Pledge of Allegiance to the Flag	Mr. Yeo	
2. Classroom Makeover Winners – Meemic Ins. Co.	Dr. Martin	
B. Public Commentary – Agenda Items Only	Mr. Yeo	
C. Discussion and Action Items		
1. Approval of Minutes	Mr. Yeo	2
Move to approve the minutes of the following meetings as submitted:		
• January 13, 2015, Board Work Session		
• January 13, 2015, Board Organizational Meeting		
• January 13, 2015, Board Meeting #1		
• January 22, 2015, Special Board Meeting (2 sets)		
• January 22, 2015, Closed Meeting (2 sets)		
2. Reports and Updates	Mr. Yeo	14
a. Informational Report – Contracted Coaches		
3. Staff Resignation	Mrs. Everly	16
Move to approve the resignation from Monroe Public Schools of Janis Fortner-Allison effective February 6, 2015.		
4. MASC State Leadership Conference	Dr. McLeod	18
Move to approve the Monroe High School students' attendance at the Michigan Association of Student Councils State Leadership Conference in Acme, Michigan, according to the terms of Policy IICA, Field Trips and Excursions.		
5. Wrestling Mats	Dr. McLeod	30
Move to approve the purchase of an MHSAA wrestling mat from EZ Flex Sport Mat not to exceed \$6,900.00 and reject all other quotes. Cost for the mat will be taken from the 2014/15 Athletic Fund.		

- | | | |
|--|---------------------|-----------|
| <p>6. Appointment of Certified Public Account
 Move to employ the accounting firm of Cooley, Hehl, Wohlgamuth & Carlton, Certified Public Accountants, to perform the annual audit of financial records and funds of Monroe Public Schools for the years ending June 30, 2015, 2016, and 2017 at an annual cost of \$28,550 in conformance with prescribed standards and legal requirements of the State of Michigan. The district reserves the right to extend the contract an additional two years based on the satisfactory performance of audit services.</p> | <p>Mrs. Eighmey</p> | <p>38</p> |
| <p>7. CSD-1 Testing on District Boilers
 Move to accept the bid of \$5,863.00 from Sieb Plumbing & Heating of Monroe, Michigan, to complete all CSD1 testing on all forty-one (41) district boilers. Money for this purchase will come from the Operations Budget.</p> | <p>Mr. Oley</p> | <p>44</p> |
| <p>8. Superintendent’s Comments</p> | <p>Dr. Martin</p> | |
| <p>9. Old Business</p> | <p>Mr. Yeo</p> | |
| <p>10. New Business</p> | <p>Mr. Yeo</p> | |
| <p>11. Public Commentary – Any Topic</p> | <p>Mr. Yeo</p> | |
| <p>12. Adjournment
 Move that the January 27, 2015, Board Meeting #2 of the Monroe Public Schools Board of Education be adjourned.</p> | <p>Mr. Yeo</p> | <p>48</p> |

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____
Dr. March	_____	_____
Mrs. Mentel	_____	_____
Mr. Philbeck	_____	_____
Mrs. Taylor	_____	_____
Mr. VanWasshenova	_____	_____
Mr. Yeo	_____	_____

APPROVAL OF MINUTES

ENCLOSURES

- January 13, 2015, Board Work Session Minutes
- January 13, 2015, Board Organizational Meeting Minutes
- January 13, 2015, Board Meeting #1 Minutes
- January 22, 2015, Special Board Meeting Minutes (2 sets)

RECOMMENDATION

Move to approve the following minutes as submitted:

- January 13, 2015, Board Work Session
- January 13, 2015, Board Organizational Meeting
- January 13, 2015, Board Meeting #1
- January 22, 2015, Special Board Meeting Minutes (2 sets)
- January 22, 2015, Closed Meeting (2 sets)

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Work Session
Tuesday, January 13, 2015
5:30 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: Matthew Bunkelman, Dr. Tedd March, Floreine Mentel, Ryan Philbeck, Cynthia Taylor, Lawrence VanWasshenova, Robert Yeo

Board Members Absent: None

Administrators Present: Barry Martin, Julie Everly, Ryan McLeod, Katherine Eighmey

Administrators Absent: Jerry Oley, David Payne

Mr. Yeo called the meeting to order at 5:40 p.m.

Organizational Dinner

In honor of Board Member Recognition Month, Sodexo provided dinner for board members and administrative staff.

Focus School Reports – Custer, Waterloo, and Manor

Based on MEAP test scores, focus schools have the largest achievement gaps between the top 30% of students and the bottom 30% of students. They may have high average performance overall, but have a significantly large gap, suggesting struggles addressing low achieving students. Identifying Focus Schools is a critical component to closing achievement gaps within schools and statewide. Representatives from each school discussed the subject areas that caused them to be designated a focus school, and how they are looking at student data and creating interventions to increase achievement of the lowest performing students to close the gap.

Adjournment

Motion by Mr. Mr. Philbeck; support by Mr. Bunkelman that the 5:30 p.m., January 13, 2015, Work Session of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 7:05 p.m.

Ryan Philbeck, Secretary

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Organizational Meeting

Tuesday, January 13, 2015

6:45 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: Matthew Bunkelman, Dr. Tedd March, Floreine Mentel, Ryan Philbeck, Cynthia Taylor, Lawrence VanWasshenova, Robert Yeo

Administrators Present: Barry Martin, Julie Everly, Ryan McLeod, Katherine Eighmey, Jerry Oley

Administrators Absent: David Payne

Dr. Martin called the meeting to order at 7:12 p.m.

Election of President

Motion by Dr. March; support by Mr. Philbeck to nominate Robert Yeo as President of the Monroe Public Schools Board of Education for the 2015 calendar year.

Motion by Dr. March; support by Mr. Philbeck to close the nominations for Board President.

Vote: Motion carried by a 7-0 hand vote.

Motion by Mr. VanWasshenova; support by Mr. Philbeck to appoint Robert Yeo as President of the Monroe Public Schools Board of Education for the 2015 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

Election of Vice President

Motion by Mrs. Mentel; support by Dr. March to nominate Lawrence VanWasshenova as Vice President of the Monroe Public Schools Board of Education for the 2015 calendar year.

Motion by Mr. Philbeck; support by Dr. March to close the nominations for Board Vice President.

Vote: Motion carried by a 7-0 hand vote.

Motion by Mr. Philbeck; support by Dr. March to appoint Lawrence VanWasshenova as Vice President of the Monroe Public Schools Board of Education for the 2015 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

Election of Secretary

Motion by Mr. Yeo; support by Dr. March to nominate Ryan Philbeck as Secretary of the Monroe Public Schools Board of Education for the 2015 calendar year.

Motion by Mr. VanWasshenova; support by Mrs. Mentel to close the nominations for Board Secretary.

Vote: Motion carried by a 7-0 hand vote.

Motion by Mr. Yeo; support by Dr. March to appoint Ryan Philbeck as Secretary of the Monroe Public Schools Board of Education for the 2015 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

Election of Treasurer

Motion by Mr. VanWasshenova; support by Mr. Philbeck to appoint Katherine Eighmey as Treasurer of Monroe Public Schools Board of Education for the 2015 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

Election of Parliamentarian

Motion by Mr. VanWasshenova; support by Mr. Philbeck to nominate Dr. Tedd March as Parliamentarian of the Monroe Public Schools Board of Education for the 2015 calendar year.

Motion by Mr. Philbeck; support by Mr. VanWasshenova to close the nominations for Board Parliamentarian.

Vote: Motion carried by a 7-0 hand vote.

Motion by Mr. VanWasshenova; support by Mr. Philbeck to appoint Dr. Tedd March as Parliamentarian of the Monroe Public Schools Board of Education for the 2015 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

Appointment of Administrative Secretary

Motion by Mr. VanWasshenova; support by Mrs. Mentel to appoint Gayle Lambert as Administrative Secretary of Monroe Public Schools Board of Education for the 2015 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

Adoption of Board Bylaw Manual

Motion by Mr. Bunkelman; support by Mrs. Taylor to approve the adoption of the Monroe Public Schools Bylaw Manual as its bylaws until such time any of those bylaws are changed by the Board.

Vote: Motion carried by a 7-0 roll call vote.

Appointment of General Counsel

Motion by Mr. Philbeck; support by Mrs. Taylor to appoint James Davies to represent the Monroe Board of Education as general counsel for the Monroe Public School District for the 2015 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

Appointment of School Election Administrator

Motion by Mr. VanWasshenova; support by Dr. March to approve the following: I, Ryan Philbeck, secretary of the Monroe Board of Education, do hereby appoint Robert Vergiels, deputy secretary to the Board of Education for the purpose of administering all matters pertaining to the Monroe Public School District elections for the year 2015, and that a signed Constitutional Oath of Office be affixed to the official minutes of the Board of Education.

Vote: Motion carried by a 7-0 roll call vote.

Board Member Pay

Motion by Mr. VanWasshenova; support by Mr. Philbeck to establish the rate of pay for the Board of Education members at \$30.00 per meeting for the 2015 calendar year, if members choose to accept it, that the pay be quarterly, that a Board member must be in attendance to receive the pay, and the Board members who do not wish to receive pay notify the payroll office in writing.

Vote: Motion carried by a 7-0 roll call vote.

Consent Agenda – Corporate Resolutions and Facsimile Signatures

Motion by Mr. VanWasshenova; support by Mr. Philbeck that Agenda Items 12-25 be considered as a Consent Agenda and that the consent agenda items be approved as recommended for the 2015 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

Corporate Resolution – Monroe Bank and Trust - Move to adopt the Corporate Resolution for Monroe Bank and Trust for the 2015 calendar year.

Corporate Resolution – PNC Bank - Move to adopt the Corporate Resolution for PNC Bank for the 2015 calendar year.

Corporate Resolution – Fifth Third Bank - Move to adopt the Corporate Resolution for Fifth Third Bank for the 2015 calendar year.

Corporate Resolution – Education Plus Credit Union - Move to adopt the Corporate Resolution for Education Plus Credit Union for the 2015 calendar year.

Corporate Resolution – Flagstar Bank - Move to adopt the Corporate Resolution for Flagstar Bank for the 2015 calendar year.

Corporate Resolution – Wells Fargo - Move to adopt the Corporate Resolution for Wells Fargo Bank for the 2015 calendar year.

Corporate Resolution – Key Bank - Move to adopt the Corporate Resolution for Key Bank for the 2015 calendar year.

Resolution for Facsimile Signatures - Monroe Bank & Trust - Move to adopt the Resolution for Facsimile Signature – Monroe Bank and Trust for the 2015 calendar year.

Resolution for Facsimile Signatures – PNC Bank - Move to adopt the Resolution for Facsimile Signature – PNC Bank for the 2015 calendar year.

Resolution for Facsimile Signatures – Fifth Third Bank - Move to adopt the Resolution for Facsimile Signature – Fifth Third Bank for the 2015 calendar year.

Resolution for Facsimile Signatures – Education Plus Credit Union - Move to adopt the Resolution for Facsimile Signature – Education Plus Credit Union for the 2015 calendar year.

Resolution for Facsimile Signatures – Flagstar Bank - Move to adopt the Resolution for Facsimile Signature – Flagstar Bank for the 2015 calendar year.

Resolution for Facsimile Signatures – Wells Fargo - Move to adopt the Resolution for Facsimile Signature – Wells Fargo Bank for the 2015 calendar year.

Resolution for Facsimile Signatures – Key Bank - Move to adopt the Resolution for Facsimile Signature – Key Bank for the 2015 calendar year.

Adjournment

Motion by Mr. VanWasshenova; support by Mr. Philbeck that the January 13, 2015, Board Organizational Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 7:21 p.m.

Ryan Philbeck, Secretary

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #1

January 13, 2015

7:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary Ryan Philbeck, Parliamentarian Dr. Tedd March, Trustee Matthew Bunkelman, Trustee Floreine Mentel, and Trustee Cynthia Taylor

Board Members Absent: None

Administrators Present: Barry Martin, Julie Everly, Ryan McLeod, Katherine Eighmey, Jerry Oley,

Administrators Absent: David Payne

President Yeo called the meeting to order at 7:21 p.m.

Board Member Recognition Month

Dr. Martin thanked our continuing board of education members for the time and effort they have contributed over the past year, and he welcomed our three new board members. In addition to the orientation that was held last Wednesday, new board members have participated in a number of other activities since the beginning of the month, and Dr. Martin is sure they will be very involved and supportive members of the board.

Each year brings its challenges and rewards. Having a board that works together with each member doing their homework to make sure they are able to make informed decisions, contributes to a smooth and productive school year where staff knows what is expected of them and everyone has a clear picture of district priorities and focus. This past year there has been a focus by the board on student achievement, student security, and the financial stability of the district. These will continue to be priorities of this board along with helping to establish a culture of acceptance, cooperation and support among staff, students, and parents of Monroe Public Schools.

Public Commentary-Agenda Items Only

There was none at this time.

Approval of Minutes

Motion by Mr. VanWasshenova; support by Mrs. Taylor to approve the minutes of the following meetings as submitted:

- December 9, 2014, Board Meeting #22
- December 18, 2014, Special Board Meeting (2 sets)
- December 18, 2014, Closed Meeting (1)
- January 7, 2015, Special Work Session

Vote: Motion carried by a 7-0 roll call vote.

Reports and Update

The Informational Reports – Contracted Services Recommendations, Contracted Coaches, and Club Paid Coaches were received.

Reinstatement Committee Recommendation

Motion by Mr. VanWasshenova; support by Dr. March to approve the recommendation of Monroe Public Schools Reinstatement Committee that Student #1 be reinstated to Orchard Center High School for the third trimester. He will finish his current classes in the Expelled Students Program.

Discussion: Mr. Philbeck appreciates the request for the student to complete his classes in ESP; it's a good precedent to set.

Vote: Motion carried by a 7-0 roll call vote.

Title 1, Part D Funds

Motion by Mrs. Taylor; support by Mrs. Mentel to approve the relinquishment of \$13,485 in Title I, Part D funds to the Michigan Department of Education for the 2014-2015 school year for reasons stated in the background information for this action item and as contained in the attached communication from the Monroe County Sheriff's Office.

Discussion: Dr. Martin explained that he met with the sheriff and representatives of the ISD last year, and they were looking at a plan to offer our virtual program to school age inmates. Unfortunately, there was only one student who was eligible so they decided not to proceed with the program. Mrs. Mentel has been working with jail administrator Troy Goodnough to develop other options. There used to be a program at the jail that was ran by adult education which worked very well.

Vote: Motion carried by a 7-0 roll call vote.

Establish Dates, Time and Location of Board of Education Meetings

Motion by Mr. Bunkelman; support by Mr. Philbeck to establish meetings for the Monroe Board of Education from January, 2015 to January, 2016 with workshops to begin at 5:30 p.m. and regular meetings to begin at 7:00 p.m. on Tuesdays at the Administration Building, 1275 North Macomb Street, Monroe, MI 48162 as listed.

Discussion: Dr. March stated that he still favors Monday night board meetings. The majority of districts in the county meet on Monday nights.

Vote: Motion carried by a 7-0 roll call vote.

Superintendent Comments

Congratulations to three of our Monroe Middle School eighth grade singers who have been selected to sing with the Michigan School Vocal Music Association Honors Choir at a concert January 22 in Grand Rapids. Madeline Longenbarger, Ashley Harris and Maddy Miller are part of the SSA Honors Choir. More than 400 students from across the state auditioned and only 100 were chosen. The three girls are students of Mrs. Elise Dinwoody and have been attending rehearsals across the state for several months.

This is Winterfest Week at Monroe High School. A talent show was held yesterday featuring all of the 32 contestants from the four classes and students voted today for this year's royalty. The announcement of the winners will come this Friday night when we host Bedford in basketball. The girls' team will play at 5:30, and the boys' team will play at 7 p.m. Freshman and sophomore royalty will be announced at halftime of the girls' game, and junior and senior royalty will be announced at half-time of the boys' game. The Winterfest Dance will be held Saturday night. This year's theme is Tropical Winterfest.

Raisinville third Grade teacher Pat McClain won a National Pets in the Classroom Grant and will soon be adding a 10-gallon fish tank with tropical fish to her classroom. This is a wonderful cross curricular connection since the students are currently learning about habitats.

A blog developed and maintained by Raisinville sixth graders as part of a school improvement writing initiative has received hits from all over the world, including Dubai, Hong Kong, Dublin, Manchester and London, England, France, and Ontario, Canada. In addition, the blog has received hits from 12 states, including 258 from Michigan. The most recent post was about the nearly 800 Chelsea Bruck flyers that were purchased with money raised by Raisinville students by selling purple ribbons, and placed on pizza boxes.

Monroe High School will host an open house for incoming 8th graders on Thursday, January 29, at 5:30 p.m. A number of special sessions will be held for parents and students to get to know more about Monroe High School, especially those programs that are unique to MHS that are not being offered at any other high school in Monroe County.

Kindergarten registration will take place March 31, April 1, and 2. We are putting together our advertising and communications plan, and the first ad for registration will appear in the Monroe Parent magazine which comes out in late February.

Our first program in the new series, "Get to Know Monroe...On the Radio," aired last Sunday on radio station WERW, 94.3 FM. The first show features Monroe High School Principal Valerie Orr discussing the MHS AIM program as well as direct college and the expanded availability of on-line learning at MHS. Each show will look at the background of a different school administrator – principal and assistant principal – so people will get to know the personal side of our school leaders. The show featuring Mrs. Orr is playing on YouTube so you can listen anytime you wish. The link for the show can be found on our Facebook page and on the MPS website, as we take advantage of social media in promoting our district.

The Education Foundation of Monroe Public Schools has awarded mini-grants totaling nearly \$4,000 to 13 of our classroom teachers to help support innovative classroom projects. Reflecting our district's constant attention to literacy, nearly half of the grants dealt directly with reading by providing money to establish or increase mini-libraries to help students gain a love of reading.

Tickets are on sale now for the annual Daddy-Daughter Dance to be held at Monroe High School on Saturday, February 7, at 6:00 p.m. Tickets are available through Community Education at the Riverside Early Learning Center or the Monroe Recreation Department at Monroe City Hall.

Old Business

Mr. Yeo stated that the parent concern that Dr. Martin informed board members about is being addressed. Board members will be updated when new information is received.

New Business

Mr. Philbeck shared that the AIM program will be receiving \$7,500 from a local organization which will impact 30+ students. The program is fully funded for this year, but more mentors are needed. Mr. Philbeck gave full credit to Mrs. Orr and Mrs. Diven for developing and moving this program forward. The next banquet will be held in March and Mr. Philbeck encouraged board members to attend.

Mr. Bunkelman would like to open a dialog between Monroe City Council and our board, to explore the possibility of developing some programs together. He is planning to attend the City Council meeting on Monday, and will give an update at our next meeting.

Mr. Yeo is developing committee assignments and asked for input from the board.

Public Commentary-Any Topic

Selma Rankins mentioned Martin Luther King's birthday is Monday and is disappointed that students won't be in school. In previous years, activities were planned in classrooms to teach children about Dr. King. Mr. Rankins thinks administrators and teachers attend too many meetings. He welcomed new school board members and hopes they join him in making MPS the best in the country. He thinks the athletic eligibility GPA should be raised. He commented on the amount of parents that drive their kids to school and thinks that we should eliminate five or six busses to save money.

Adjournment

Motion by Mr. VanWasshenova; support by Mr. Philbeck that the January 13, 2015, Board Meeting #1 of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 8:05 p.m.

Ryan Philbeck, Secretary

MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting, Thursday, January 22, 2015
5:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary Ryan Philbeck, Parliamentarian Tedd March, Trustee Matthew Bunkelman, Trustee Floreine Mentel, and Trustee Cynthia Taylor

Board Members Absent: None

Others Present: Barry Martin, Ryan McLeod, James Davies, Kim Diven, Valerie Orr, Joe Hammond, Renee Peterson, student (0122a), student's mother and father

Mr. Yeo called the meeting to order at 5:05 p.m.

Closed Session

Motion by Mr. VanWasshenova, support by Mrs. Mentel to convene in closed session for the purpose of conducting a student disciplinary hearing. Open Meeting Act; Section 8 (b).

Vote: Motion carried by a 7-0 hand vote at 5:05 p.m.

Reconvene Board Meeting

Motion by Mr. VanWasshenova, support by Dr. March that the closed session adjourn and the 5:00 p.m., January 22, 2015, Special Board Meeting reconvene.

Vote: Motion carried by a 7-0 hand vote at 5:20 p.m.

Recommendation

Motion by Mr. VanWasshenova, support by Mrs. Taylor to suspend the student for 12 days, credit for time served, and return to school on Friday, January 23, 2015. It was established that the object was not possessed for use as a weapon.

Vote: Motion carried by a 6-1 roll call vote at 5:24 p.m. Mr. Philbeck voted no.

Adjournment

Motion by Mr. VanWasshenova, support by Dr. March that the January 22, 2015, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 5:24 p.m.

Ryan Philbeck, Secretary

MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting, Thursday, January 22, 2015
5:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary Ryan Philbeck, Parliamentarian Tedd March, Trustee Matthew Bunkelman, Trustee Floreine Mentel, and Trustee Cynthia Taylor

Board Members Absent: None

Others Present: Barry Martin, Ryan McLeod, James Davies, Jeff McVeigh, Valerie Orr, Joe Hammond, Sue Sacks, student (0122b), student's mother and father

Mr. Yeo called the meeting to order at 5:34 p.m.

Closed Session

Motion by Mr. VanWasshenova, support by Mrs. Mentel to convene in closed session for the purpose of conducting a student disciplinary hearing. Open Meeting Act; Section 8 (b).

Vote: Motion carried by a 7-0 hand vote at 5:34 p.m.

Reconvene Board Meeting

Motion by Mr. Philbeck, support by Mr. VanWasshenova that the closed session adjourn and the 5:00 p.m., January 22, 2015, Special Board Meeting reconvene.

Vote: Motion carried by a 7-0 hand vote at 6:05 p.m.

Recommendation

Motion by Mr. VanWasshenova, support by Dr. March to expel the student.

Vote: Motion carried by a 7-0 roll call vote at 6:08 p.m.

Adjournment

Motion by Mr. VanWasshenova, support by Dr. March that the January 22, 2015, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 6:08 p.m.

Ryan Philbeck, Secretary

REPORTS AND UPDATES

BOARD COMMITTEES/OTHER REPORTS

- Informational Report – Contracted Coaches

Informational Report
Contracted Coaches

The following coaches will be placed in the listed positions below by Temporary School Staff, Inc. upon completion of criminal history verifications for the 2014/15 school year:

Last Name	First Name	Title	Sport	School	Season
Roman	Larry	Coach	Girls Varsity Soccer	MHS	Spring
Lehr	Jermaine	Coach	Boys JV Baseball	MHS	Spring
Johnson	Jovan	Coach	Basketball - 8th Grade Girls	MMS	Winter

Informational Report
Club Paid Coaches

Nothing new to report.

Informational Report
Contracted Services Recommendations

Nothing new to report.

STAFF RESIGNATION

BACKGROUND

We have received a letter of resignation from **Janis Fortner-Allison** for the purpose of retirement. Mrs. Allison has been employed with Monroe Public Schools for the past 21 years. She was most recently assigned as a Student Service Provider at Arborwood Campus. Her resignation is effective at the end of the day on February 6, 2015.

ENCLOSURE

Letter of resignation

RECOMMENDATION

Move to approve the resignation from Monroe Public Schools of Janis Fortner-Allison effective February 6, 2015.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkleman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

January 16, 2015

To Whom It May Concern,

This letter is being written to give formal notice of my intentions to retire. It is with bitter-sweet feelings that I notify you of my last day to work as, February 6th, 2015. I am forever grateful that Monroe Public Schools has afforded me so many opportunities in the last twenty-two-plus years to both impact, and be impacted by, the lives of our students and their families. Additionally I consider myself extremely blessed to have shared friendship with and worked alongside so many gifted, kind and insightful people who have demonstrated true dedication and care for the children that have been entrusted to us.

Respectfully,

Jan Allison

Jan Allison, Student Services Provider

~ May God Richly Bless You Always ~

**MHS STUDENT COUNCIL
MASC STATE LEADERSHIP CONFERENCE**

BACKGROUND

Anne Knabusch and David Henry, Monroe High School teachers and student council advisors, would like to petition the Board of Education for permission to take three (3) students from Monroe High School to the Michigan Association of Student Councils State Leadership Conference. This conference will take place March 28 – 30, 2015, at the Grand Traverse Resort in Acme, Michigan; this is also where the group will stay. The students were responsible for paying a \$100.00 deposit with the balance being paid from the MHS Student Council account. The total cost per person is \$267.68.

ENCLOSURE(S)

The Monroe Public Schools Abbreviated Field Trip and Excursion Check List Form, field trip information form, and conference description. The complete packet is housed in the office of the Assistant Superintendent of Elementary Education, Instruction, and Human Resources.

RECOMMENDATION

Move to approve the Monroe High School students’ attendance at the Michigan Association of Student Councils State Leadership Conference in Acme, Michigan, according to the terms of Policy IICA, Field Trips and Excursions.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

Number of Other Adults Assisting: 1

Number of School Days Student will be Attending Trip: 1

Cost Per Child: \$267.68

Cost Per Chaperone: \$267.68

Monroe Public Schools Funds Being Used to Pay for:

Students: Yes No
Chaperones: Yes No

Included in this field trip request packet are copies of the following:

- Full compliance with Board of Education Policy IICA - Field Trips & Excursions Forms
- Signed parent permission forms for each student participant (IICA - FI)
- Field Trip Permission Forms (F-II)
- Compliance with Educational Academic Field Trip regulations - Standard Practice Bulletin I-11
- Written request to appropriate building principal
- Written description of field trip to parents
- Written approval by building principal
- Detailed itinerary (Out of country trips may not have detailed itinerary until 30 days prior to trip)
- List of approved chaperones
- Identification of funding sources
- Signed private vehicle use (for transporting students - EEAE-F-3)
- Description of arrangements made for students with financial hardship
- All necessary signed contracts/agreements with participating travel agents
- Emergency telephone numbers for all participants
- Description of this trip and congruency with course curriculum
- Emergency Contingency Plan included, if method of transportation is flying.
- Turn in Criminal History forms, on non-staff chaperones, to the Superintendents Office prior to any deposits being made to any travel agent.

Updated: 09/12/06

Monroe Public Schools Field Trip Information Form

Date of Trip: March 28-30, 2015

Grade/Team/Organization Making Request: MHS Student Council

Destination: Grand Traverse Resort

Address: 100 Grand Traverse Village Blvd.

City: Acme State: MI Zip: 49610

Means of Transportation: 2-3 Private Vehicles

Number of Students and Adults Involved: Approx 12-15

Exact Loading Location: MHS Teacher Parking Lot

Estimated Time of Departure: 7:30 am

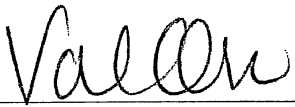
Estimated Time of Departure from Destination: 12:00 pm

Expected Time of Arrival: 4:30 pm


Purpose of Trip: To attend the MASC (Michigan Association of Student Councils) State Leadership Conference.

Faculty Supervisor: Anne Knabusch

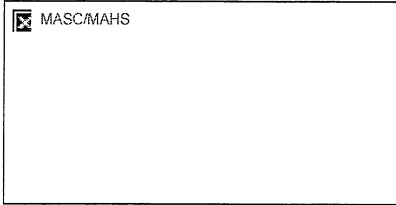
Substitute(s) needed: Yes No (This does not secure the substitute)

Principal's Signature:  Date: _____

Approved Denied

Assistant Superintendent's Signature:  Date: 1/21/15

Approved Denied



MASC/MAHS Student Leadership
Phone: 517-327-5315
info@mascmahs.org
MASC/MAHS User Login

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2015 Student State Conference

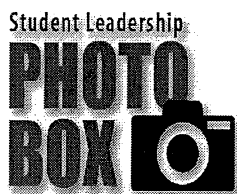


March 28th-30th, 2015 @ Grand Traverse Resort

The largest student leadership event MASC/MAHS Michigan Student Leadership offers. This year, it's a Michigan thing! Get ready for Pure Leadership!

[Click Here to REGISTER](#)

There's a ton of information available on this site! Be sure to review all of the policies and procedures, and then proceed with registration. We hope that you will choose to join us, as always, it will be an excellent experience for student leaders and activity advisers in Michigan. If you have any questions, please contact the MASC/MAHS Student Leadership office at (517) 327-5315 or email info@mascmahs.org.



In honor of this year's States program theme, we are looking for images and videos from the Students of Michigan! If you would like to submit pictures or footage from your school or community, simply click the MASC/MAHS Michigan Student Leadership Photo Box on the left, click "open in drive" (upper right hand corner) and drag and drop the best parts of your hometown! We are featuring the best of the best from the students leaders of Michigan at the State conference, and that starts with you.

Who Should Attend?

Don't let the acronym fool you; there are tons of groups who are able to attend the MASC/MAHS Michigan Student Leadership State Conference. Many student council, government, and senate groups have had a long history with this event - as well as honor societies of all size and structure across Michigan. In addition, we see that leadership class groups, spirit and activity groups, peer mentoring and leadership groups, as well as service and community minded groups would also benefit from the networking and ideas at the conference. While the target audience is for high schools, we welcome middle school groups who understand the nature and size of the event. Our suggestion is to bring a diverse group of students who will

[PURE LEADERSHIP HOME](#)

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Seniors: What intel, and knowledge will you leave your younger generations with? Make the correlation ow.ly/GOZry

ellz @ellenwegener 13h
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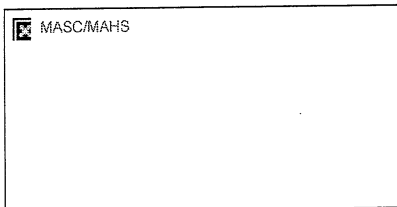


Facebook social plugin

benefit from the many aspects of the conference. Student participation and engagement is key at the MASC/MAHS Michigan Student Leadership State Conference.

The purpose of MASC/MAHS Student Leadership is to further develop student leaders into productive members of their own community and, ultimately, the community they choose to live in.

MASC/MAHS Student Leadership
1001 Centennial Way, Suite 100 • Lansing, MI 48917
P: 517-327-5315 • F: 517-327-5360 • @mascmahs



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OUR MISSION **EVENTS & PROGRAMS** **AWARDS** **MEET OUR MEMBERS** **GET INVOLVED** **RESOURCES**

Student State Conference Agenda

Tentative Schedule of Events
Information will be posted as it becomes available.

Saturday, March 28, 2015

- 4:00-6:00 p.m. - Registration/Mixers and welcome to schools arriving

Sunday, March 29, 2015

Monday, March 30, 2015

- Conference ends at 11:15 a.m.

PURE LEADERSHIP HOME

REGISTRATION

AGENDA

COSTS, PAYMENT & TIMELINE

HOTEL ACCOMMODATIONS

CONFERENCE POLICIES

REQUIRED FORMS

STATE CHARITY

Tweets

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@OaklandSchools


What Your Teens Don't Know About Social Media (& How YOU Can Help) FREE workshop 2/11 smore.com/12k9v #SocParents

Retweeted by MASC/MAHS Leadership




Tweet to @mascmahs

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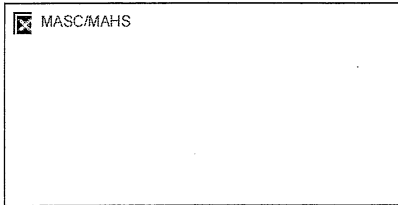
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OU MISSION EVENTS & PROGRAMS AWARDS MEET OUR MEMBERS GET INVOLVED RESOURCES

Conference Policies and Information

Adviser and Chaperone Policy

At the MASC/MAHS Michigan Student Leadership State Conference, schools are responsible for the supervision and actions of the student delegation that they bring. It is for that purpose that our organization has set the following policy to help ensure student safety and satisfaction in the experience.

- Each school is required to have one paid adviser or chaperone for the first 10 (ten) students in your delegation.
- Each additional 8 (eight) students require another adviser or chaperone.

We encourage advisers or chaperones in attendance to be teachers or activity advisers of the school that they are supervising in order to maintain school standards and behavior, but this is not required.

Our hosts, Springport High School and Ovid-Elsie High School, have worked hard to put together an adviser's lineup of content that will run alongside the student schedule when students are not directly with their group (as in the case of small group activities or student showcase sessions). Otherwise, advisers and chaperones are expected to be monitoring and supervising their group at all times. Since an adviser/chaperone is responsible for the group in the case of an emergency, we ask that they adhere to the same protocol that we ask the students to model. Consuming alcohol/tobacco, leaving the conference site, or inappropriate behavior in any manner is not acceptable during the conference.

Hotel Information and Policies

MASC/MAHS Michigan Student Leadership is proud of the reputation that we have established as an upstanding student organization that venues are glad to see year after year. Our presence at the Grand Traverse Resort is welcomed due to the reputation that we have garnered over the past decade. It is for that reason that we ask advisers and chaperones to review the hotel policies to make sure that there are no issues once arriving in Traverse City.

- Male and female delegates are not to be in the same lodging room at any time. An adviser or chaperone cannot override this policy. To ensure that a pleasant and safe conference is maintained, we ask that the nightly evening timeframe be respected. The first violation of this rule will see the affected participants sent home from the conference.
- Evening timeframes are set as an agreement between the host school, MASC/MAHS Michigan Student Leadership, and the Grand Traverse staff. Once the timeframe for "lights out" has elapsed, Grand Traverse and MASC/MAHS Michigan Student Leadership staff will monitor noisy or disruptive rooms. If complaints filed, warnings breached, or damage incurred causes the resort to evict your participants, MASC/MAHS Michigan Student Leadership will support the decision.
- Workout facilities and the pool/spa area ARE NOT available for use by student participants at anytime while staying at Grand Traverse Resort. Delegates found in this area of the resort will be in violation of their participant commitment and may be asked to leave the conference.
- Decisions on behalf of the Grand Traverse Resort and/or the MASC/MAHS Michigan Student Leadership Director are final, and registration fees/hotel deposits will not be refunded. This is highlighted in both the participant and adviser agreements.

Offsite Lodging Policy

The MASC/MAHS Michigan Student Leadership State Conference is lucky to be held at the gorgeous Grand Traverse Resort, which has many different housing offerings. It is for that reason that we have a firm

PURE LEADERSHIP HOME

REGISTRATION

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ellz @ellenwegener 13h
 @mascmahs BE dedicated
 Retweeted by MASC/MAHS Leadership

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policy that all schools participating in the conference must stay on-site. MASC/MAHS Michigan Student Leadership and the host schools monitor registrations as well as hotel reservation lists to make sure that everyone is taken care of and ready for the conference at the end of March. This policy has been developed with the safety and security of our students and advisers in mind. The sole exception to this rule exists for participating schools who live within a one-hour radius, and will be allowing students to stay at their own homes. While this option is available, advisers and chaperones should take note that the conference program begins early and will continue late, as the majority of our participants will be staying on-site. Day rates for the conference are not available, and those who commute will be required to register for the conference as a full participant. Unregistered participants will not be accepted at the conference venue.

Dress Code

Students should be prepared to change if their outfit is in question by any conference staff member, or host school adult. We promise that we will be respectful and discreet - but "I don't have any other options" is not a valid excuse for an inappropriate outfit.

- Full-length pants are expected due to the professional nature of the Grand Traverse Resort. Please refrain from wearing shorts and exercise pants during conference or banquet times. Torn or ripped clothing would not be appropriate for the setting, and we highly discourage skirts for the conference, due to activities that will require moving around. Comfortable shoes are a must!
- Students will have a brief period to change before Sunday evening activities. The following guidelines are in place for the Sunday evening celebration (dinner, activity, banquet, celebration):
Pants for gentlemen must rest at the waist, no lower. All ladies' tops must have straps (no strapless tops or dresses). Midriffs may not be showing, and chest exposure must be at a conservative level. Skirt or dress length should be at mid-thigh.

How Can I Share a Ride or Rooms?

We continue to look for ways to pave opportunities for schools with small delegations and limited funds to participate in our MASC/MAHS Michigan Student Leadership leadership programs. One key way in doing this is to encourage networking for advisers and students, and to share hotel rooms, condos, or busses/vans to the conference site. If you are looking to communicate with others to share resources, please email us at info@mascmahs.org.

Did We Miss Anything? Need Additional Info?

Please feel free to contact the MASC/MAHS Michigan Student Leadership Student Leadership office at any time for additional information. A member of our staff will be happy to assist you. We can be reached at (517) 327-5315 Monday - Friday between the hours of 8 a.m. and 5 p.m. or via email at info@mascmahs.org.

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MASC/MAHS Student Leadership
1001 Centennial Way, Suite 100 • Lansing, MI 48917
P: 517-327-5315 • F: 517-327-5360 • @mascmahs

MASC State Conference Costs

REGISTRATION	Rate	Number	Total Cost
Student Registration Fee	\$140.00	3	\$420.00
Chaperone Registration Fee (Anne Knabusch Dave Henry)	\$140.00	2	\$280.00

HOTEL	Rate per Night	# of Nights	# of Rooms	Total Cost
Grand Traverse Resort Guestroom	\$126.25	2	3	\$757.50

MILEAGE	Rate	Miles	Total
Knabusch Minivan	0.56	270	\$302.40

COST				\$1,759.90
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Amount Paid Per Student		3	\$100.00	\$300.00
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Student Council Cost				\$1,459.90
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INVOICE

Invoice Created: 12/10/14
Invoice Due Date: 01/09/15
Printed/Emailed On: 01/07/15
Invoice #: 171540
P.O. #:

ATTN: ACCOUNTS PAYABLE
 Monroe High School
 901 Herr Road
 Monroe, MI 48161

Registration for Anne Knabusch for Pure Leadership -
 Student State Conference 2015 - 03-28-15 - 03-30-15 -
 Grand Traverse Resort (Conf. ID 1390)

Item	Qty.	Unit Cost	Total Cost
Adult Member for Pure Leadership - Student State Conference 2015 Adult (78-4274)	2	\$140.00	\$280.00
Student Member for Pure Leadership - Student State Conference 2015 Student (78-4274)	3	\$140.00	\$420.00
Total Due			\$700.00
Balance			\$700.00

All major credit and debit cards accepted. To pay by card please call 517-327-5315.

Make checks payable to MASSP
 1001 Centennial Way, Suite 100, Lansing, Michigan 48917
 Phone 517-327-5315 • Fax 517-327-5360

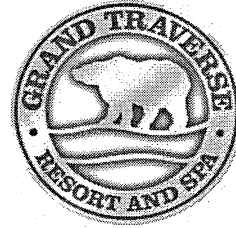
Dues to the Michigan Association of Secondary School Principals are not deductible as charitable contributions for federal income tax purposes, but may be deductible as ordinary and necessary business expenses.

1/13/2015

Please see the below room estimate and reservation information for your upcoming stay.

Invoice for sleeping rooms

Monroe High School



Contact: Anne Knabusch

3 Hotel Rooms

Arrival: March 28th, 2015

Depart: March 30th, 2015

Number of Room nights

6

Rate per room per night	\$106.00
6% Tax	EXEMPT
5% Local Assessment	\$5.30
Resort Fee per room per night	\$14.95
Total Per Night	\$126.25

\$757.50

Total

IMPORTANT INFORMATION REGARDING YOUR STAY

Cancellations, Changes, and/or early departures and No Shows

If you need to **cancel** or **change the dates** on your reservation please notify us at least 72 hours (3 days) prior to your arrival date to avoid a penalty. Penalty charges equal one night's room rate or half of your total package cost.

Specific lodging requests

Grand Traverse Resort & Spa gladly accepts requests for specific room locations, bedding types, and smoking/non-smoking preferences. We will make every effort to provide accommodations as requested, however, *cannot always guarantee* that every request will be met on the date of arrival.

Resort fees and taxes

In response to our guest requests to simplify our billing we have instituted a \$14.95 daily resort fee. The fee covers gratuities for our entrance into our health club, and round trip shuttle service for the airport and casino. Our state tax is currently 6% and our Tourism Assessment is 5%. If you are requesting tax exempt status from the state tax, we require a copy of the exempt form with payment using a company check or credit card.

Check-in time

Check in time is after 4:00 PM, or as rooms become available. If you arrive early and a room is not available our Bell Service can store your luggage.

Check-out time

Check out time is prior to 11:00AM. If your meeting, event or leisure activity postpones your departure past checkout time, we suggest allowing our Bell Service to store your luggage.



Monroe Public Schools

MONROE HIGH SCHOOL
901 Herr Road
Monroe, Michigan 48161

November 10, 2014

Dear Student Council Parent(s):

Your child has expressed interest in attending the MASC (Michigan Association of Student Councils) State Leadership Conference that will be held at The Grand Traverse Resort & Spa in Acme, MI, on March 28-30, 2015. This will be an amazing opportunity for your child to network with students from other Michigan schools and gain leadership skills.

At this time, I do not know the exact cost of the trip because I do not know exactly how many students and chaperones will attend. What I do know is that the registration fee per person is \$140. The registration fee includes all meals on Sunday and breakfast on Monday, conference materials, and admission to all events. The registration fee does not include the hotel lodging, which will run almost \$110 per night. Each student will pay no more than \$200 and when I know the exact amount I will send another parent letter.

I am asking that each MHS student council member interested in going complete the attached permission slip and Medical/Behavior Agreement, and pay a deposit of \$100. Checks can be made payable to Monroe High School. **The forms and deposit need to be turned in by Monday, December 8, 2014.**

I will need at least one parent to attend as a chaperone and drive their automobile. Monroe High School Student Council will pay your expenses and mileage.

You can get additional information about the conference at www.mascmahs.org/pureleadership. Please feel free to contact me at (734) 735-9870 or at knabuscha@monroe.k12.mi.us if you have any questions. Thank you for your time!

Sincerely,

Anne Knabusch
Student Council Advisor

PURCHASE OF WRESTLING MATS

BACKGROUND

John Ray is requesting approval to purchase an MHSAA tournament wrestling mat. Dr. Ray received a quote from EZ Flex Sport Mat for \$6,500.00 for the mat plus \$400.00 for the logo, for a total of \$6,900.00. He also solicited quotes, from Team Sports and The Cartwheel Factory, for a similar mat.

ENCLOSURES

- Quote from EZ Flex Sport Mat
- Quote from Team Sports
- Quote from The Cartwheel Factory

RECOMMENDATION

Move to approve the purchase of an MHSAA wrestling mat from EZ Flex Sport Mat not to exceed \$6,900.00 and reject all other quotes. Cost for the mat will be taken from the 2014/15 Athletic Fund.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



4709 S Edgewood Terrace Toll Free 877-939-3539
 Fort Worth, TX 76119 Fax 817-632-4798
 ezflexmats.com

Quote

Date	Quote #
1/13/15	12778

Bill To:
Monroe Public Schools Accounts Payable Monroe, MI 48161

Ship To:
MHSAA Tournament Monroe Public Schools Attn: John Ray Monroe, MI 48161

Cust. Ref. #	Salesperson	Department	Ship Method	Terms
	Coons, Kevin	Wrestling	Customer pickup	Net 30

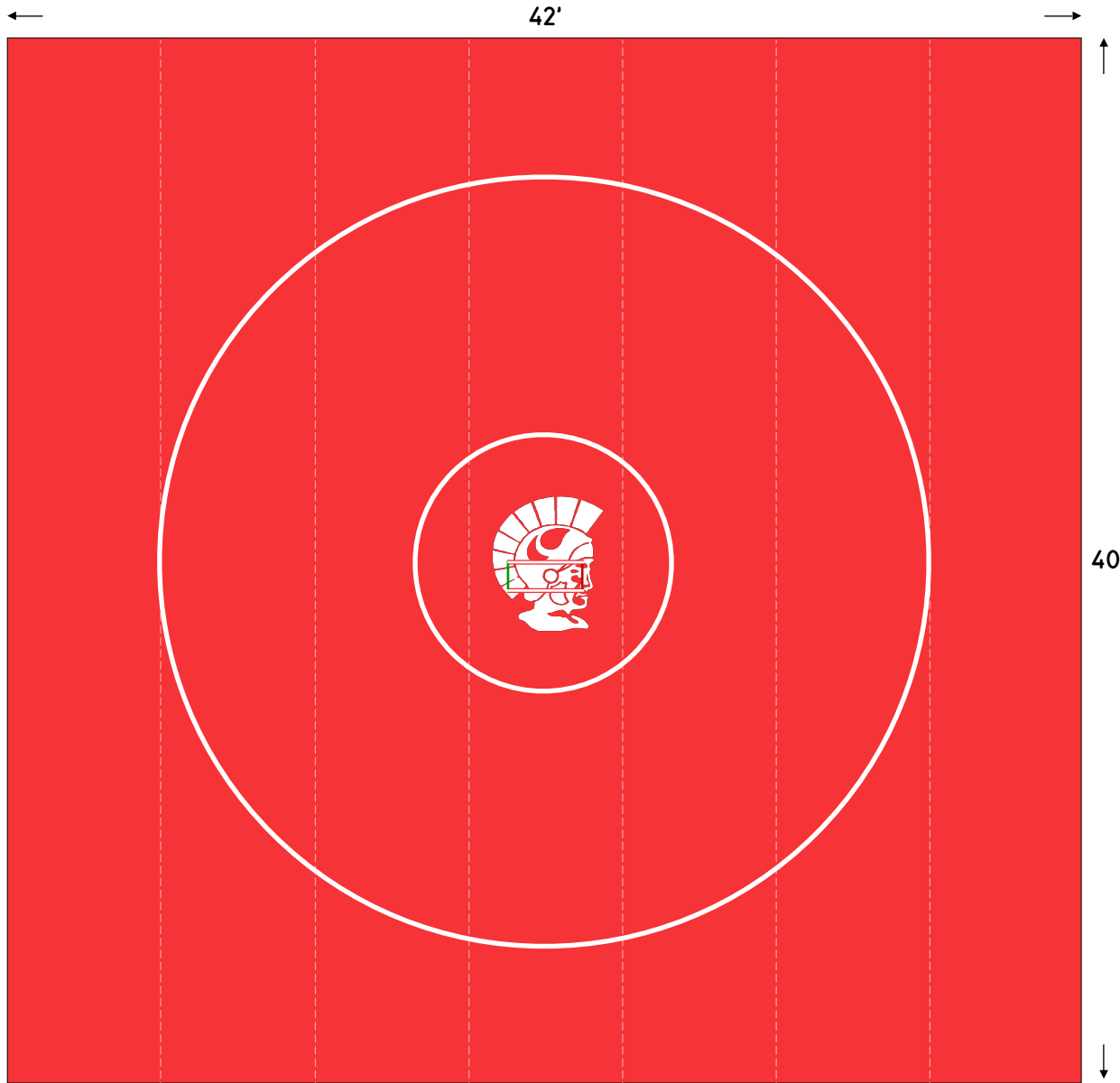
Item Code	Description 1	Description 2	Qty	Price	Ext. Price
115 RD	42' x 40' x 1-5/8"	Wres Mat Red EZ Flex System	1	6,500	6,500.00
621	Start Marks White #604	Paint Start Marks	1		.00
625	10' & 30' White #604	Paint High School Circles	1		.00
655	1 Color	Paint Up to 6' Logo	1	400	400.00

NOTES	MHSAA Tournament Mat Customer pick-up in Auburn Hills on March 7 5 year limited warranty, Antimicrobial treated surface, Impact Test Approved (ASTM F 1081) Includes two straps per roll + three rolls of mat tape Quote expires 2/12/15	Subtotal	6,900.00
		Tax	.00
		Freight Charges	
		Total	\$6,900.00



Wrestling Mat – Model 115
42' x 40' x 1-5/8"

Kevin Coons (kevin@ezflexmats.com)
toll free: 877-404-2405
fax: 614-574-0025



Mat Drawing Prepared for:

JOHN RAY
MONROE PUBLIC SCHOOLS

MONROE, MI
RAY@MONROE.K12.MI.US

Mat Details:

MAT COLOR: RED
LINE SIZE(S): 10' & 30'
LINE COLOR: WHITE #604

LETTERS: NO
LETTER SIZE:
FONT:
LETTER EFFECT(S):
LETTER COLOR(S):

LOGO: YES
LOGO SIZE: 5.5'
LOGO COLOR(S): WHITE #604

(customer approval signature)

(printed name)

Important Note: Please review all items on this mat drawing for accuracy, such as color, spelling, logo design & placement, font, etc. Once approved, the mat will be produced exactly as specified.

Holly Marshall

From: Nancy Coutcher <ncoutcher@teamsportsohio.com>
Sent: Friday, January 23, 2015 2:28 PM
To: Holly Marshall
Cc: Ryan Marx
Subject: wrestling mat quote

Hi Holly,

42'X40' green competition mat.
White 10' circle-white with logo – white
Shipping include in quote

\$25,975.00

Thanks,

 *Nancy Coutcher*
6144 Merger Dr.
Holland, OH 43528
1.800.240.6707
ncoutcher@teamsportsohio.com

Gym Mats

Wrestling/Cheer Mats

Flooring-Floor Mats

Gymnastic

Movement Education

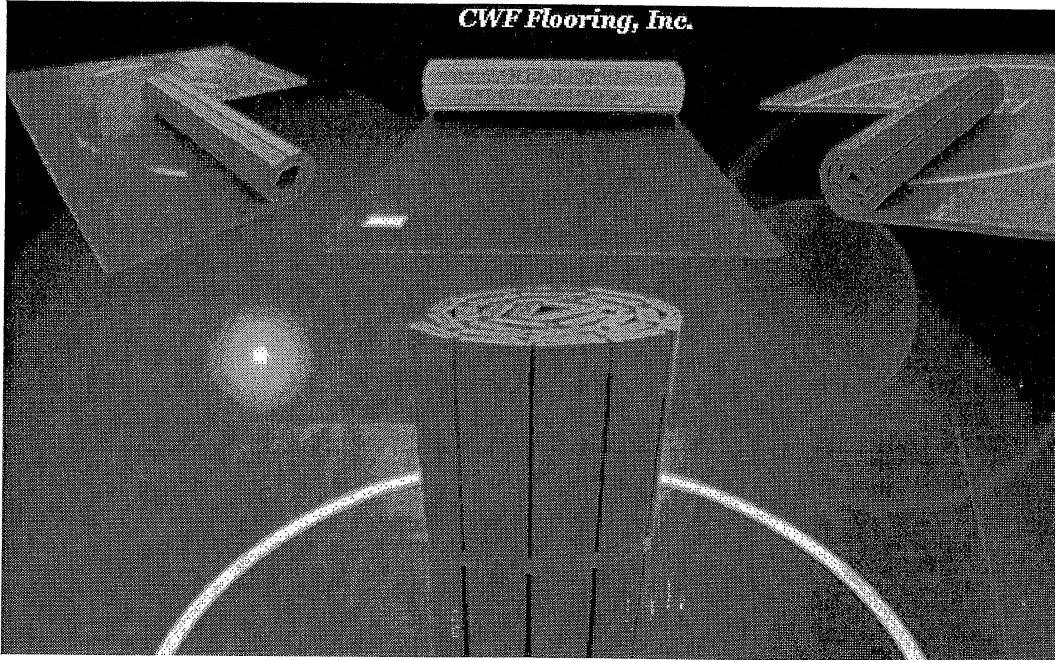
Ballet Bars- Gym Shoes

Virtual Terminal



Search CWF Mats

Official Wrestling Mats



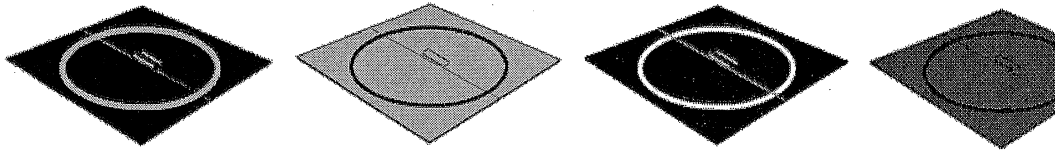
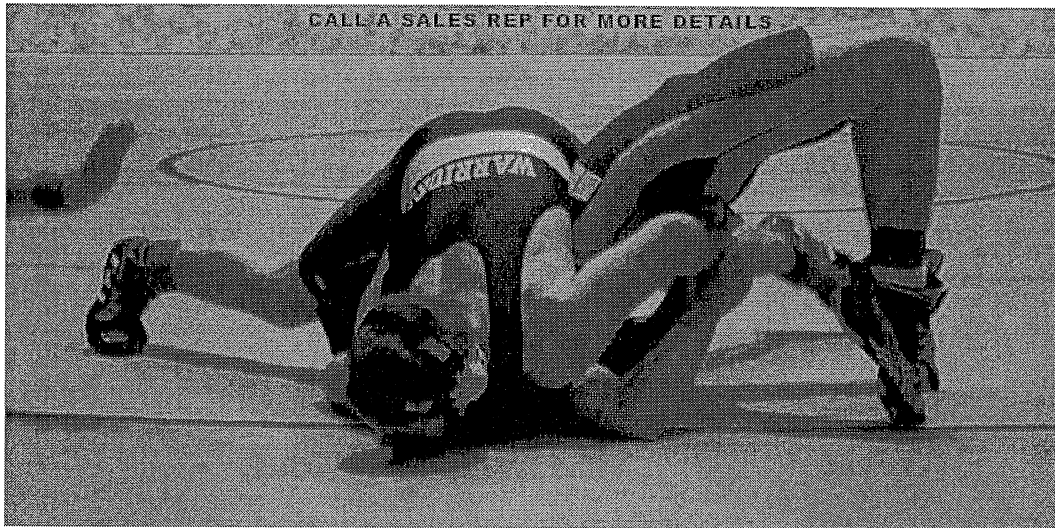
US Made Mats For Wrestling

Our all American-made wrestling mats are the most durable and tested mat on the world market today. CWF Flooring, Inc's. wrestling mat rolls have evolved into a loyal customer clientele in the USA and worldwide. "Wrestling mats made by Americans for the international wrestler."

| Mat Information Sheet |

For the Competitive Wrestler or the Very Competitive Wrestler

Whether your wrestling mat needs are for two 5 year old twin boys or to train USA Olympic Wrestlers, CWF Flooring, Inc. can exceed your grappling needs for home, competition, schools, high school or for The Rio de Janeiro 2016 Summer Olympics.



Properties and Advantages of Wrestling Mats

MAT FOAM ADVANTAGES

Manufactured with closed cell US Made polyethylene foam. This mat foam is superior to polyurethane foam (poly foam) The closed cell will minimize moisture-which can promote fungi growth- and bacteria from entering the foam core. Polyethylene (PE) when placed in water will float, proof that structural integrity is secure. Our US Made wrestling mats will not lose its resiliency over years of compression, rolling and re-rolling.

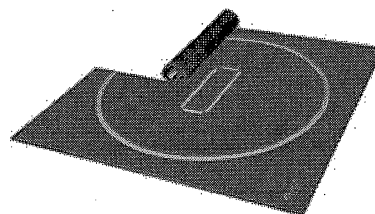
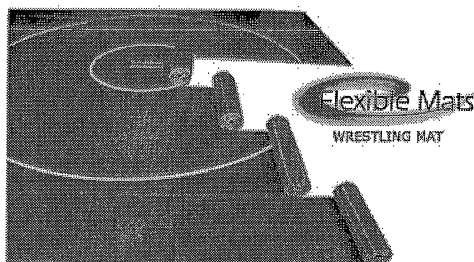
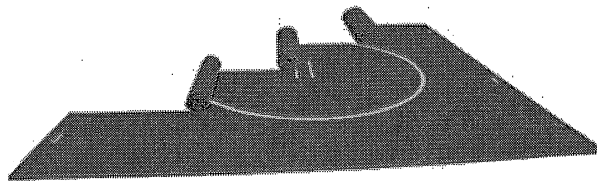
Folding wrestling mats are also made of polyethylene and should be considered if the customer needs portability.

VINYL CHARACTERISTICS

The smooth but non-slip vinyl top is made of heavy duty 24 ounce vinyl. Plus, for added strength we have produced the vinyl with non-woven polyester fibers.

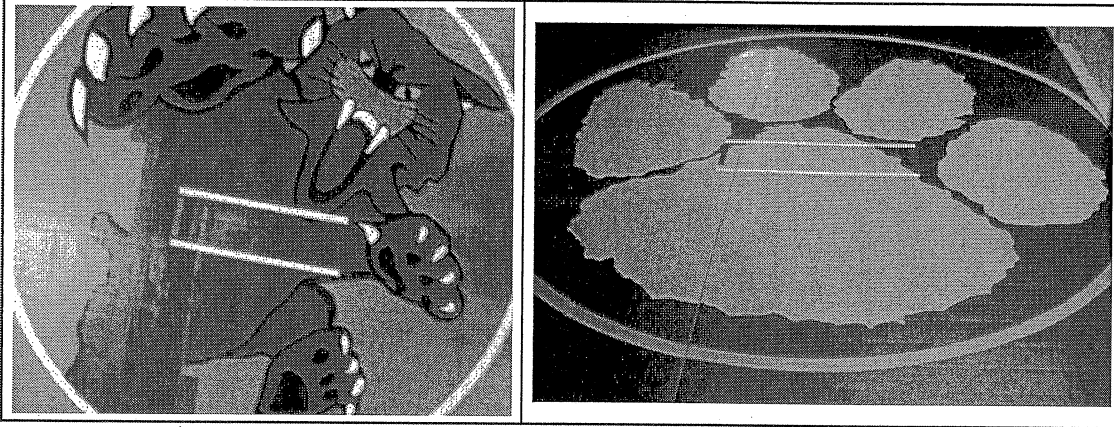
BOND ADVANTAGES

Our Wrestling Mats and Karate Mats never use glue to bond the foam and vinyl layers—the manufacturing process creates a permanent, virtually indestructible bond. During fabrication, the foam and vinyl are heated, and then fuse into one solid piece during the cooling phase.

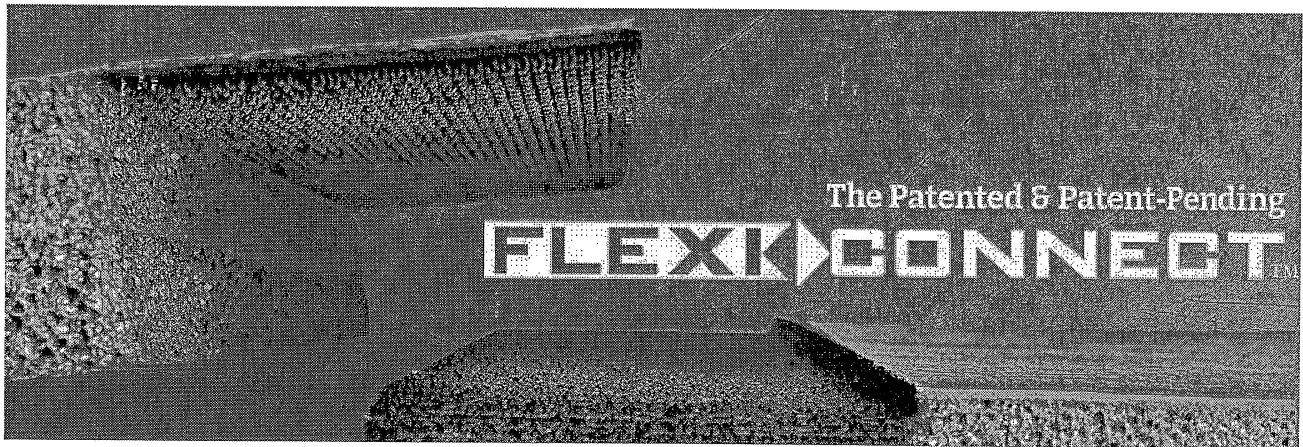


- Compared to older wrestling mats, CWF Flooring, Inc.'s mat rolls are three times lighter than older wrestling mats. This light weight advantage will make it easy to transport for wrestling tournaments and demonstrations, clinics, and promotions, etc.

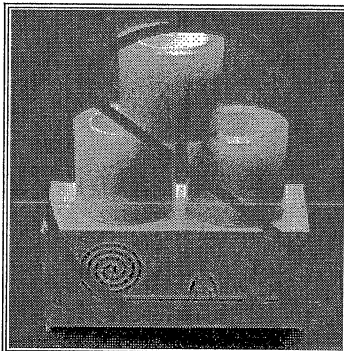
- No need to re-condition or repair mat covers.
- Practically imperishable the vinyl shell will protect the durable foam core.
- Vinyl remains pliant, the foam core maintains softness over time.
- Foam Portable, easy to roll out and roll up.
- Excellent Anti-fatigue properties.
- Universal sport applications from competitive wrestling, martial arts to a pre-school play areas
- Free wrestling lines and circles available for large wrestling mats.



Size Options: For 1-1/2" & 2" Thick Wrestling Mats



Dollamur Flexi-Connect



Say *adios* to wrestling mat tape! The most innovation wrestling mat connecting system is here: The Flexi-Connect™, with a hoop & loop connection, setting up a regulation wrestling mats is as simple and time efficient as ever. The Flexi-Connect™ is ideal for wrestling programs that have to share the gymnasium floor space with other activities and sports. With only minutes to roll up the wrestling mats, this gives your school wrestling program more time to train. The Flexi-Connect adds portability to your wrestling program. Transport a wrestling mat roll or two to the local mall, church or elsewhere to promote your wrestling program or to raise funds with demonstrations. This portability factor adds tremendous value to private MMA, karate, Taekwondo for marketing and promotion purposes.

Residential Mats For the Local Wrestler

These home-use wrestling mats are engineered to prevent the occurrence of high shipping costs. Each wrestling mat 'tile' is taped together for a grappling area as humbler or as enormous as your space can

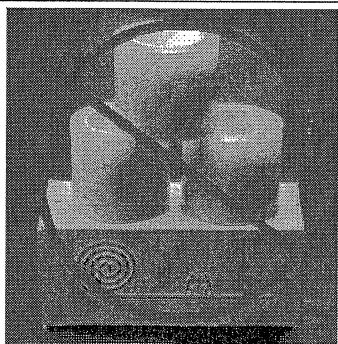
accommodate. A single wrestling mats 4ft. x 6ft. x 1-1/4" weighs only 3 avoirdupois pounds. A 16 x 16 would wrestling areaway would weigh approximately 25 avoirdupois pounds (12 kilograms). Wrestling mats rolls can be used for martial arts especially if throws are common. For other styles of martial arts consider the textured less expensive interlocking puzzle mats or carpeted cheer mat rolls.

- The Home Use Wrestling Mat has the same quality and warranty as the Competitive Wrestling Mats. The only difference is the size.
- Hand painted logo are available for home wrestling mats. Our in-house artists can accommodate your school or club needs.
- ASTM impacted tested meets F1081/F355 standards. Both 1- 1/2" and 2 inch thick mats will meet this standard.

Price List For Wrestling Mats

SIZE	THICKNESS	PIECES	PRICE With Flexi-Connect	PRICE Without Flexi-Connect
42' x 42'	1-1/2"	7	\$7654	\$6898
42' x 42'	2"	7	\$8363	\$7607
42' x 40'	1-1/2"	7	\$7465	\$6709
42' x 40'	2"	7	\$8174	\$7418
42' x 38'	1-1/2"	7	\$7087	\$6331
42' x 38'	2"	7	\$7796	\$7040
36' x 36'	1-1/2"	6	\$5953	\$5197
36' x 36'	2"	6	\$6662	\$5906
30' x 30'	1-1/2"	5	\$4309	\$3685
30' x 30'	2"	5	\$5150	\$4394

Ship Quote Needed. Contact now for a shipping quote:
1-661-273-8700 or 1-661-273-8701 or Sales@CartwheelFactory.Com



There are two options to connect wrestling mats rolls.
(1) With Tape (2) Via Flexi-Collect™

Say adios to wrestling mat tape! The most innovative wrestling mat connecting system is here: The Flexi-Connect™, with a hoop & loop connection, setting up a regulation wrestling mats is as simple and time efficient as ever. The Flex-Connect™ is ideal for wrestling programs that have to share the gymnasium floor space with other activities and sports. With only minutes to roll up the wrestling mats, this gives your school wrestling program more time to train. The Flexi-Connect adds portability to your wrestling program. Transport a wrestling mat roll or two to the local mall, church or elsewhere to promote your wrestling program or to raise funds with demonstrations. This portability factor adds tremendous value to private MMA, karate, Taekwondo for marketing and promotion purposes.

APPOINTMENT OF CERTIFIED PUBLIC ACCOUNTANT

BACKGROUND

In accordance with Bylaw 3500, the employment of an independent public accountant is being placed before the Board at this time.

At the request of the Board, a request for proposals (RFP) to provide audit services was issued December 15, 2014 with bids due January 6, 2015. Seven bids were received. The audit proposals were evaluated and scored by Jill Sauve and Kathy Eighmey. A copy of the Audit Proposal Score Sheet and Audit Proposal Score Sheet Summary are enclosed.

We are recommending the firm of Cooley, Hehl, Wohlgamuth & Carlton based on the results of the evaluation. The firm has been very responsive to any of our needs or questions throughout the year and has performed the audit in a very timely and efficient manner.

ENCLOSURES

- Audit Proposal Score Sheet Summary
- Audit Proposal Score Sheet
- Cooley, Hehl, Wohlgamuth & Carlton Audit Proposal Form

RECOMMENDATION

Move to employ the accounting firm of Cooley, Hehl, Wohlgamuth & Carlton, Certified Public Accountants, to perform the annual audit of financial records and funds of Monroe Public Schools for the years ending June 30, 2015, 2016, and 2017 at an annual cost of \$28,550 in conformance with prescribed standards and legal requirements of the State of Michigan. The district reserves the right to extend the contract an additional two years based on the satisfactory performance of audit services.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

**MONROE PUBLIC SCHOOLS
AUDIT PROPOSAL SCORE SHEET SUMMARY**

Number of Bids Received	7	Responsiveness to the Proposal	Understanding of the Audit to be Performed	Technical Experience	Cost Criteria Low Bid / Cost x 10	Total Points
ACCOUNTING FIRMS	Bid Amount	0-6	0-6	0-10	0-10	32 pts Max
Abraham & Gaffney, PC, CPA	\$ 74,100.00	6	5	8	9.1	28.1
Cooley, Hehl, Wohlgamuth & Carlton	\$ 85,650.00	6	5	10	7.9	28.9
Gabridge & Co.	\$ 160,500.00	5	4	6	4.2	19.2
Lewis & Knopf, PC	\$ 67,250.00	6	5	5	10.0	26.0
Plante & Moran PLLC	\$ 99,500.00	6	5	10	6.8	27.8
Rehmann Robson	\$ 68,100.00	6	4	8	9.9	27.9
Yeo & Yeo, PC	\$ 85,300.00	6	5	8	7.9	26.9

**MONROE PUBLIC SCHOOLS
AUDIT PROPOSAL SCORE SHEET**

Firm Name: _____

Base Bid including Single Audit:
 For the year ending June 30, 2015 _____
 For the year ending June 30, 2016 _____
 For the year ending June 30, 2017 _____

Responsiveness to the Proposal: Maximum 6 points Score
Up to 2 points per question

Does the proposal indicate a sincere interest in your entity and was it provided in a timely manner? _____

Is the language in the proposal clear? _____

Does the proposing firm understand your government's organization and its accounting system and records? _____

Understanding of the Audit to be Conducted: Maximum 6 points
Up to 2 points per question

Does the proposal specify the type of audit to be performed and does the proposal indicate a clear understanding of the funds and financial statements? _____

Does the proposal demonstrate an understanding of the audit resources/ manpower requirements? _____

Does the proposal demonstrate the firm has the ability to complete the audit within the required period? _____

Technical Experience: Maximum 10 points

Do the audit supervisor and the assigned staff have experience in this type of audit? **Up to 2 points** _____

Does the majority of the key audit team have three or more years of governmental auditing experience? **Up to 2 points** _____

MONROE PUBLIC SCHOOLS
AUDIT PROPOSAL SCORE SHEET

Does the firm have experience auditing different types of governments in MI in the last two years? **Up to 2 points**

Are the majority of the key audit team members CPAs and do the professional affiliations of the firm demonstrate a dedication to governmental accounting and auditing? **Up to 2 points**

In reviewing the firms most recent peer review report, does the report indicate the firm is meeting professional standards? **Yes = 2 points, No = 0**

Cost Criteria: Maximum 10 points

1. Calculate the grand total of **all** bids received.
2. Divide the grand total of all bids by the number of bids received to get the average bid amount.
3. Divide each bid into the low bid amount. Multiply the answer by 10 to get the cost criteria for each proposal. Round the final number to the nearest tenth not to exceed 10.

Cost Criteria Total

Grand Total

(Maximum = 32)

=====

MONROE PUBLIC SCHOOLS
AUDIT PROPOSAL FORM

Please complete and return this proposal form with any additional information you feel is necessary to help us evaluate your firm. **Proposals are due by 3:00 p.m. on January 6, 2015.**

1. Location of the office that will be performing the audit for Monroe Public Schools:

Audit Firm: Cooley Hehl Wohlgamuth & Carlton
Address: One South Monroe Street, Monroe, MI 48161
Contact Person: Deborah A. Sabo
Phone Number: (734) 241-7200

2. Number of Michigan school district audits that your firm conducted in each of the last three years. Please attach a list of school districts.

Year ending June 30, 2014 5 (see attached list)
Year ending June 30, 2013 5
Year ending June 30, 2012 5

3. Number of other governmental (fund accounting) audits your firm has conducted in each of the last two years.

Last year 29 (see attached list)
Prior year 28

4. List your firm's involvement in school district type organizations.

MSBO Seminars
MPS Education Foundation
MHS Scholarship Committee
Foundation at MCCC
Accounting Advisory Board at MCCC

5. List specific school district/government audit and GASB training supplied to your staff in the last two years.

All certified employees are required to have completed at least 80 CPE hours every two years.
MICPA Yellow Book Update
MICPA 2013 Governmental Accounting and Auditing
2013 Auditor Institute
MICPA School Update
MICPA Ethics
MICPA 2014 Governmental Accounting and Auditing
Governmental Financial Statements - Cash and Investments
Governmental Financial Statements - Fund Definitions, Interfund Activity, and Presenting Fund
Financial Statements Performing the Audit

6. Number of total audit staff. Do not include tax, consulting services or clerical personnel.

Number of audit staff 12
Number of audit staff with CPA certification 10

7. Number of staff above whom were directly involved in a significant portion of the audit of a school district in the last two years. 9

8. Staff anticipated to be assigned to audit. Assurance must be given that during the course of the life of the three-year contract there will be some continuity in the assignment of audit staff. It is to the mutual interest of the district and the audit firm that there not be dramatic changes in audit staff every year.

Name	Title/Position	# of Years Audit Experience	# of Yrs School Audit Experience	Qualifications (Degree, CPA)
Deborah A. Sabo	Partner	18	18	BA, MSA, CPA
Peter H. Carlton	Partner	39	39	BA, CPA
Heidi Galati	Staff	11	11	BA, CPA
Sarah Rafko	Staff	4	4	BA, MSA, CPA

9. Base audit cost including Single Audit:

For the year ending June 30, 2015	<u>Total: \$28,550</u>
For the year ending June 30, 2016	<u>Total: \$28,550</u>
For the year ending June 30, 2017	<u>Total: \$28,550</u>

10. What type of consulting service do you provide to the school district on an annual and ongoing basis at no additional cost? We request that the auditor offer possible alternative solutions to improve fiscal management of the Monroe Public Schools and that the auditor advise the accounting office in writing of any changes in accounting procedures to assist with the ongoing compliance with the latest recommendations.

As with all our clients, in the Monroe County area, we are available to field telephone calls and attend various meetings that we feel are part of the basic audit service. Any specific consulting services would be discussed with the Director of Business and Finance in advance.

11. Hourly rates for consulting services beyond the scope of the consulting services listed in number 10 above.

Partner	\$100	Paraprofessional	\$50
In-charge	75		
Staff Accountant	60		

12. Indicate other services that you provide to your clients.

Payroll and payroll tax related issues
Employee benefit tax related issues
Internal control procedures and practices
Compliance with tax filings with federal and state agencies

13. Please provide any additional information or data that you feel is relevant and may be helpful in the selection process.

Since our firm was established in 1922, we have provided audit services to local governments in Monroe County. Since we are local, we can respond to our clients quickly and efficiently. We are very familiar with the operations of schools in Monroe County and spend considerable time educating our staff. Many of our former employees are currently Directors of Business and Finance in Monroe County schools.

CSD-1 TESTING ON DISTRICT BOILERS

BACKGROUND

See attached memo from Jerry Oley for details.

ENCLOSURES

Memo from Mr. Oley
Bids from Sieb Plumbing, Heating & Air Conditioning, and Monroe Plumbing & Heating Co.

RECOMMENDATION

Move to accept the bid of \$5,863.00 from Sieb Plumbing & Heating of Monroe, Michigan, to complete all CSD1 testing on all forty-one (41) district boilers. Money for this purchase will come from the Operations Budget.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkleman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



MONROE PUBLIC SCHOOLS

4920 W. Albain Rd., Monroe, MI 48161

www.monroe.k12.mi.us

Operations

Phone 734-265-3333
Fax 734-265-3301

Jerry Oley
Director of Operations

Tim Salenbien
Custodial/Maintenance Supervisor


Shelley Cormier
Transportation Supervisor

Transportation

Phone 734-265-3300
Fax 734-265-3301

January 20, 2015

To: MPS Board of Education

From: Jerry Oley 
Director of Operations

Re: CSD-1 Testing on District Boilers

Annual CSD-1 (Control and Safety Device) testing is required in the State of Michigan on all commercial boiler applications. Quotes were requested to test the forty-one (41) district boilers. This number includes some kitchen equipment and hot water heaters in the district that require testing.

Two quotes were obtained and are summarized as follows:

Sieb Plumbing, Heating & Air Conditioning Monroe, MI	\$5,863.00
Monroe Plumbing & Heating Monroe, MI	\$9,900.00
Thompson Plumbing & Heating Petersburg, MI	No Quote

It is my recommendation the low bidder **Sieb Plumbing, Heating & Air Conditioning** of Monroe, MI be awarded the contract for CSD-1 testing for a total of **\$5,863.00** and all other bids be rejected.

Funds for CSD-1 testing will be taken from the Operations Budget.

If you need further information, please let me know.

NOTICE OF NONDISCRIMINATION

It is the policy of Monroe Public Schools not to discriminate on the basis of race, color, national origin, gender, age, disability, religion, height, weight or marital status in its programs, services, employment, or any other activities. For information contact the office of the Superintendent of Schools, 1275 N. Macomb St., Monroe, MI 48162, 734-265-3010.

PROPOSAL
SIEB
PLUMBING, HEATING & AIR CONDITIONING
"Serving You Since 1868"
303 East Front Street- Monroe, MI 48161
Phone (734) 241-8898 Fax (734) 241-9067

Monroe Public Schools
Operations Center
4920 W. Albain Rd.
Monroe, MI 48161

1/6/2015

ATTN: Tim Salenbien

Quotation to perform annual CSD-1 testing on district boilers-

Testing shall include all safety controls on boilers and efficiency test with printout where applicable.

Price per boiler for above of **\$143.00**

Pricing of 41 boilers as listed \$5863.00

Pricing may adjusted accordingly should quantities change.

Thank you,

Fred Calkins
Service Manager

PLEASE SIGN AND RETURN ONE COPY AND RETAIN ONE COPY FOR YOUR RECORDS.

WE PROPOSE hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:
_____ Dollars (_____)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike Manner according to standard practices. Any alteration or deviation from above Specifications involving extra costs will be executed only upon written order and Will become an extra charge over and above the estimate. All agreements Contingent upon strikes, accidents or delays beyond our controls. Owner to Carry fire, tornado and other necessary insurance. Our workers are fully Covered by Workman's Compensation Insurance.

ACCEPTANCE OF PROPOSAL- The above prices, specifications And conditions are satisfactory and are hereby accepted. You are Authorized to do the work as specified. Payment will be made as outlines Above.
Date of Acceptance _____

AUTHORIZED
SIGNATURE _____

Note: This proposal may be withdrawn by us if not accepted within _____ days.

SIGNATURE _____
SIGNATURE _____



506 COOPER STREET P.O. BOX 307
MONROE, MICHIGAN 48161-0307
FAX: (734) 241-3602
PHONE: (734) 241-4277

Quote

To: Tim Salenbien

Date: 1/6/15

Company: Monroe Public Schools

Pages:

From: Joe Theisen

Cc:

Re: Boiler CSD-1 tests

Comments:

Per your request dated 125/12/14, we offer the price of **\$9,900.00** to perform the CSD-1 tests on the boilers throughout the District.

All work is to be done during normal hours.

Please let me know if you have any questions. I appreciate the opportunity to submit pricing for this work.

ADJOURNMENT

RECOMMENDATION

Move to adjourn the January 27, 2015, Board Meeting #2.

HAND VOTE

MOTION: _____ SUPPORT: _____ ACTION: _____

TIME: _____