

BOARD OF EDUCATION

“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.”

BOARD MEETING #3 February 8, 2011 – 7:00 pm AGENDA

**MR. DAVID VENSEL, PRESIDENT
DR. KENNETH McNAMEE, VICE-PRESIDENT
MRS. JUNE KNABUSCH-TAYLOR, SECRETARY
DR. TEDD MARCH, PARLIAMENTARIAN
MR. RONALD BENOIRE, JR., TRUSTEE
MS. WENDY SPICER, TRUSTEE
MR. LAWRENCE VANWASSHENOVA, TRUSTEE**

**MR. RANDALL MONDAY, SUPERINTENDENT
MRS. M. CHRISTINE BUTLER, ASSISTANT SUPERINTENDENT, K-12 CURRICULUM
MR. KENNETH LAUB, ASSISTANT SUPERINTENDENT FOR BUSINESS & FINANCE**

NOTICE OF NON-DISCRIMINATION

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, 734-265-3070.

MONROE BOARD OF EDUCATION
 North Macomb Street, Monroe, Michigan 48162
 Board Meeting #3 – February 8, 2011

MISSION STATEMENT

The mission of Monroe Public Schools is to provide the resources and leadership required to guarantee equal educational opportunities in a safe, orderly, positive, and well-maintained environment; to provide learning experiences from which learners can develop talents, skills, and understanding needed for them to become contributing, responsible citizens in a democratic society and global economy; and to provide means of continually assessing its effectiveness in attaining its goals.

VISION STATEMENT

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David Vensel, President
 Kenneth McNamee, Vice-President
 June Knabusch-Taylor, Secretary
 Tedd March, Parliamentarian
 Ronald Benore, Jr., Trustee
 Wendy Spicer, Trustee
 Lawrence VanWasshenova, Trustee

Randall Monday, Superintendent
 Chris Butler, Assistant Superintendent, K-12 Curriculum
 Kenneth Laub, Assistant Superintendent, Business and Operations
 Jennifer Watterworth, Board Secretary

AGENDA

A. Roll Call and Call to Order	Mr. Vensel
1. Pledge of Allegiance to the Flag	Mr. Vensel
2. Board President –Vision Statement	
B. Public Commentary – Board Agenda Items Only	Mr. Vensel
C. Discussion and Action Items	Mr. Vensel
1. Approval of Minutes Move to approve the following minutes:	Mr. Vensel
• January 31, 2011 Special Work Session	
• January 31, 2011 Board Meeting #2	
2. Reports and Updates	Mr. Vensel
• None at this time.	
3. Overnight Field Trip to the DECA State Career Development Conference at the Amway Grand Hotel and Conference Center Move to approve the Monroe High School students’ overnight trip to the 2011 DECA State Career Development Conference at the Amway Grand Hotel and Conference Center Friday, March 18 through Sunday, March 20, 2011 according to the terms of Bylaw IICA, Field Trips and Excursions.	Mrs. Butler
4. Approval to Purchase Technology Equipment for Arborwood, Custer, Manor and Waterloo Move to approve the purchase of technology equipment as proposed for Arborwood, Custer, Manor and Waterloo at a cost not to exceed \$71,906. Monies to be taken from Title I funds.	Mr. Laub
5. Old Business	Mr. Vensel
6. New Business	Mr. Vensel
7. Superintendent’s Comments/General Comments/Reminders	Mr. Monday
8. Public Commentary – Any Topic	Mr. Vensel
9. Adjourn Move to adjourn the February 8, 2011 Board Meeting #3.	Mr. Vensel

Board Meeting #3
February 8, 2011
Item #A

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Mr. Benore	_____	_____
Mrs. Knabusch-Taylor	_____	_____
Dr. McNamee	_____	_____
Dr. March	_____	_____
Ms. Spicer	_____	_____
Mr. VanWasshenova	_____	_____
Mr. Vensel	_____	_____

Time: _____

APPROVAL OF MINUTES

ENCLOSURES

- January 31, 2011 Special Work Session Minutes
- January 31, 2011 Board Meeting #2 Minutes

RECOMMENDATION:

Move to approve the following minutes:

- January 31, 2011 Special Work Session
- January 31, 2011 Board Meeting #2

MOTION: _____	SUPPORT: _____	ACTION: _____		
	AYE	NAY	ABSTAIN	ABSENT
Mr. Benore	_____	_____	_____	_____
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. McNamee	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Vensel	_____	_____	_____	_____

OFFICIAL

MONROE BOARD OF EDUCATION
North Macomb Street, Monroe, Michigan 48162
Special Work Session
January 31, 2011
5:30 PM

MISSION STATEMENT

The mission of Monroe Public Schools is to provide the resources and leadership required to guarantee equal educational opportunities in a safe, orderly, positive, and well-maintained environment; to provide learning experiences from which learners can develop talents, skills, and understanding needed for them to become contributing, responsible citizens in a democratic society and global economy; and to provide means of continually assessing its effectiveness in attaining its goals.

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Wendy Spicer, Trustee
Lawrence VanWasshenova, Trustee

Randall Monday, Superintendent
Chris Butler, Assistant Superintendent, K-12 Curriculum
Kenneth Laub, Assistant Superintendent, Business and Operations
Jennifer Watterworth, Board Secretary

MINUTES

Roll Call and Call to Order:

The meeting was called to order at 5:30 PM by Mr. Vensel.

Board Members Present:	Board Members Absent:	Others Present:
<ul style="list-style-type: none">• Mrs. Knabusch-Taylor• Dr. McNamee• Dr. March• Ms. Spicer• Mr. Vensel	<ul style="list-style-type: none">• Mr. Benore• Mr. VanWasshenova	<ul style="list-style-type: none">• Mr. Monday• Mrs. Butler• Mr. Laub• Jennifer Watterworth

Closed Session

Move to convene in closed session for the purpose of discussing strategies connected with the negotiation of collective bargaining agreements. Open Meeting Act, Sect., 8(c)
Motion by Mrs. Knabusch-Taylor; support by Dr. March. Motion carried by a 5-0 hand vote at 6:50 PM.

Reconvene into Open Session

Move that the January 31, 2011 Work Session of the Monroe Public Schools Board of Education be reconvened.
Motion by Dr. March; support by Mrs. Knabusch-Taylor. Motion carried by a 5-0 hand vote at 7:03 PM.

Adjournment

Motion by Dr. March; support by Mrs. Knabusch-Taylor that the January 31, 2011 Board Work Session of the Monroe Public Schools Board of Education be adjourned. Motion carried by a 5-0 hand vote at 7:03 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

Official

**MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Minutes – Board Meeting #2 – January 31, 2011**

David Vensel, President
Kenneth McNamee, Vice-President
June Knabusch-Taylor, Secretary
Tedd March, Parliamentarian
Ronald Benore, Jr., Trustee
Wendy Spicer, Trustee
Lawrence VanWasshenova, Trustee

Randall Monday, Superintendent
M. Christine Butler, Assistant Superintendent, K-12 Curriculum
Kenneth Laub, Assistant Superintendent, Business & Finance
Jennifer Watterworth, Secretary to Superintendent and Board

MINUTES

Roll Call and Call to Order: The regular meeting was called to order at 7:10 PM by Mr. Vensel.

Board Members Present:	Board Members Absent:	Others Present:
<ul style="list-style-type: none">• Mrs. Knabusch-Taylor• Dr. McNamee• Dr. March• Ms. Spicer• Mr. Vensel	<ul style="list-style-type: none">• Mr. Benore• Mr. VanWasshenova	<ul style="list-style-type: none">• Mr. Monday• Mrs. Butler• Mr. Laub

Sodexo Food Service Update

Nancy Boykin brought the Board up to date on our food service program. Sodexo provides breakfast and lunch at all schools including Orchard and Riverside. There are 3,019 free lunch students and 361 reduced price, which represents 2.6% more students than last year. Throughout the Monroe Public Schools district, we have 48.9% free and reduced students. Due to federal regulations, meal prices will probably go up ten cents per year next year from the current \$1.75 price.

MHS Student Council Representatives – Winterfest Update

Mckenzie Harper and Kapri Defelice, members of the MHS student council, updated the Board on the upcoming Winterfest 2011 activities this week. The theme is Disney Wish Upon a Star. Some of the activities have been moved to the latter part of the week because of the anticipated snow.

Public Commentary

There was none at this time.

Approval of Minutes

Move to approve the following minutes:

- January 11, 2011 Board Work Session
- January 11, 2011 Board Organizational Meeting
- January 11, 2011 Board Meeting #1

Motion by Dr. McNamee; support by Dr. March. Vote: Motion carried by a 5-0 roll call vote.

Reports and Updates

The Informational Report – Contracted Coaches – was accepted without comment.

Overnight Field Trip to the Student Leadership Conference in Kalamazoo, MI by the MCCC Upward Bound Program

Move to approve the request for the Upward Bound students from Monroe High School to attend the 2011 MI-CAPP “Stand up, Speak out” Student Leadership Summit to be held at the Radisson Plaza

Hotel in Kalamazoo on Friday, February 18 until Sunday, February 20, 2011 according to the terms on Policy IICA, Field Trips and Excursions.

Motion by Dr. McNamee; support by Dr. March.

Discussion: Anthony Quinn, Director of Upward Bound, explained to the Board members that at this conference, students learn about the importance of good GPAs, self-esteem and many other important lessons. He will bring an update back to the Board after the trip.

Vote: Motion carried by a 5-0 roll call vote.

Overnight Field Trip – FIRST Robotics

Move to approve the Monroe High School students' attendance at the First Robotics District Competition being held at the Rochester Institute of Technology, Rochester, NY, according to the terms of Policy IICA, Field Trips and Excursions.

Motion by Dr. March; support by Mrs. Knabusch-Taylor.

Discussion: Mr. Ketron reported that General Motors is sponsoring this group and will continue to pay registration fees for as long as they continue in the competition.

Vote: Motion carried by a 5-0 roll call vote.

Overnight Field Trip – Overnight Field Trip to the Business Professionals of America State Conference at the Amway Grand Hotel and Conference Center

Move to approve the Monroe High School students' overnight trip to the 2011 Business Professionals of America – State Leadership Conference, Grand Rapids, MI, March 24-27, 2011 according to the terms of Bylaw IICA, Field Trips and Excursions.

Motion by Dr. McNamee; support by Dr. March.

Discussion: Ann Knabusch reported that two students qualify for this leadership conference and a third is attending as a voting member.

Vote: Motion carried by a 5-0 roll call vote.

Old Business

There was none at this time

New Business

Motion by Dr. McNamee, support by Mr. Vensel to authorize administration to engage in negotiations with the Arthur Lesow Community Center to acquire Lincoln Elementary. In addition, the administration is authorized to take whatever steps are needed for Christianity Elementary to remain a viable school.

Vote: Motion carried by a 4-1 roll call vote. Mrs. Knabusch-Taylor voted no and wanted included in the record that her reason for voting no was because these should be two separate motions and more information was needed on the Christianity building options.

Superintendent's Comments

- Winterfest at MHS is all set for Friday night, February 4th.
- The recent Daddy/Daughter dance was sold out and very successful with 412 in attendance.
- The 21-member Bully Prevention Task Force met recently. These members are a cross section of our community. Clarence Smith, Consultant, brought lots of information to the group. The next step is to develop sub-committees.
- The MPS Music Department continues to do well in district competitions.
- On March 25, the Eye on Art auction will be held at the Monroe Golf and Country Club. This auction, coordinated by Shelly Hehl, is a fundraiser for scholarships for our MHS seniors.

Tickets are \$20 and art will be auctioned off made by our own students as well as members of the community who have donated pieces.

- The MPS winter newsletter is going to be mailed out this week. Special thanks to Bobb Vergiels for putting this together.

Public Commentary – Any

Dr. McNamee complimented the cheerleading team for their performance during halftime of the basketball game last week where they performed a routine with young students from around the district.

Chris Butler attended the National Technical Honor Society induction ceremony recently. Thirty-nine students were inducted into this group.

The National Honor Society induction ceremony has been rescheduled to March 16, 2011.

Adjournment

Move that the January 31, 2011 Board Meeting #2 be adjourned.

Motion by Dr. McNamee; support by Mrs. Knabusch-Taylor. Vote: Motion carried by a 5-0 hand vote at 7:55 PM.

JUNE KNABUSCH-TAYLOR, SECRETARY

**OVERNIGHT FIELD TRIP
TO THE DECA STATE CAREER DEVELOPMENT CONFERENCE
AT THE AMWAY GRAND HOTEL AND CONFERENCE CENTER**

BACKGROUND:

Monroe High School teacher and DECA advisor, Jeff Brown, wishes to petition the Board of Education for permission to take (3) Monroe High School students to Grand Rapids, MI in order to attend the DECA State Career Development Conference. This overnight trip to attend the 2011 state conference will be held at the Amway Grand Hotel and Conference Center Friday, March 18 through Sunday, March 20, 2011. The cost for this trip is \$230.00 per student; each student will pay \$105.00 out of pocket, the balance is covered by CTE Added Cost Funds in addition the cost for one chaperone is \$316.00.

All aspects of this trip will be in compliance with Board Policy IICA and is on file in the office of the Assistant Superintendent for Elementary and Secondary Education.

ENCLOSURES:

Monroe Public Schools Field Trip Information Form and Excursion Check List Form and the Conference Tentative Schedule

RECOMMENDATION:

Move to approve the Monroe High School students' overnight trip to the 2011 DECA State Career Development Conference at the Amway Grand Hotel and Conference Center Friday, March 18 through Sunday, March 20, 2011 according to the terms of Bylaw IICA, Field Trips and Excursions.

Motion _____	Support _____		Action _____	
	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Benore	_____	_____	_____	_____
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. McNamee	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Vensel	_____	_____	_____	_____

Monroe High School DECA

An Association of Marketing Students

1/11/11

Mr. Ryan McLeod
Monroe High School
901 Herr Road
Monroe, MI 48161

Dear Ryan:

This is the Monroe High School DECA chapter's written request that you allow us to attend the 2011 DECA State Career Development Conference in Grand Rapids, Michigan. Please consider allowing us to attend this educational conference from Friday, March 18th (8:00 AM) – Sunday, March 20th, 2011 (3:00 PM.)

DECA is a co-curricular, student-centered organization specifically designed to provide activities that will motivate Monroe High School students to learn marketing, management and entrepreneurial competencies that will prepare them to become skilled, employable workers in the field of marketing.

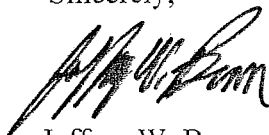
The purpose of DECA is to provide learning opportunities to marketing education students through goal-oriented chapter activities. The focus of these activities is always upon developing greater understanding and appreciation of marketing, management and entrepreneurship. These activities contribute to occupational competence by promoting greater understanding and appreciation for the responsibilities of citizenship in our private and free enterprise system.

Our DECA chapter is to the marketing education program what a civic or professional organization is to a group of businesspeople. Chapter activities are recognized as a part of the total educational program because they develop leadership skills, professional attitudes, business competency, citizenship characteristics, and social growth of the individual. These same activities serve me, your marketing teacher/DECA advisor, as a teaching tool by creating student interest in all phases of marketing, management and entrepreneurship.

Find enclosed, with this request for approval, a detailed agenda of our plans during the DECA State Career Development Conference. This will be an invaluable trip for the students attending. They will report back to their non-attending DECA members. Winners at the State level will automatically qualify to attend the International Conference held in Orlando, Florida.

With your approval, I would like to present this trip to the MPS Board of Education. Thank you.

Sincerely,



Jeffery W. Brown
DECA Advisor

Cc: Bill Ferrara

Monroe Public Schools
Field Trip Information Form

Date of Trip: 3/18 - 3/20, 2011

Grade/Team/Organization Making Request: DECA

Destination: GRAND RAPIDS, MI

Address: _____

City: GRAND RAPIDS State: MI Zip: _____

Means of Transportation: JEFF BROWN TEACHER

Number of Students and Adults Involved: 4

Exact Loading Location: MHS MAIN ENTRANCE

Estimated Time of Departure: 8:00 AM

Estimated Time of Departure from Destination: 1:00 PM

Expected Time of Arrival: 4:00 PM

Purpose of Trip: DECA STATE CAREER DEVELOPMENT
CONFERENCE

Faculty Supervisor: JEFF BROWN

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

Principal's Signature: _____ Date: _____

Approved Denied

Assistant Superintendent's Signature: _____ Date: _____

Approved Denied

MONROE PUBLIC SCHOOLS

FIELD TRIP CHECK LIST

Complete the following check list before submitting a formal request to the Board of Education for approval of overnight, out-of-state (except Cedar Point, Toledo, and vicinity) or out-of-country field trips. Follow the timelines as outlined in Board Policy IICA.

- Written request to appropriate principal
- Written approval by such principal and the superintendent or his/her designee
- Written parent permission form (IICA-F1/Board Policy Manual)

- Completion of curriculum alignment form:

All field trips should be designed to enhance the curriculum standards and benchmarks. List below a brief description of activities, lessons, projects, etc. leading up to, during, and following this field trip.

Pre-trip lessons:

DECA competition is based on Marketing National Skills Standards as curriculum in classroom.

How this trip will engage students in activities congruent to our content standards during this trip:

Students compete in various Marketing tests and role-plays.

Follow-up classroom lessons:

Continue working toward International DECA conference and prep for 2011-2012.

- Contract(s) with agent(s) making travel/accommodation arrangements
- Detailed Itinerary
- Funding sources
- Chaperones
- Arrangements made for students with financial hardship
- If private vehicle(s) used, Form EEAE-F-3 (Board Policy Manual) attached.

Drafted: 1/20/95
Revised: 12/16/97

Number of Other Adults Assisting: 0

Number of School Days Student will be Attending Trip: 1

Cost Per Child: 230.00
STUDENTS TO PAY \$105.00 OF THIS

Cost Per Chaperone: 316.00

Monroe Public Schools Funds Being Used to Pay for: CTE ADDED COST FOR

Students: Yes No
Chaperones: Yes No

STUDENT ORGANIZATION

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.

MONROE PUBLIC SCHOOLS

ABBREVIATED FIELD TRIP & EXCURSION CHECK LIST FORM

Complete details of this field trip can be obtained from the Assistant Superintendents of Secondary and/or Elementary Curriculum. All details are in compliance with Board Policy IICA.

FIELD TRIP DESCRIPTION:

Destination and Description of Trip:

(SEE ATTACHED)

School(s):

MHS

Chaperones:

JEFF BROWN

Method of Transportation:

Date of Departure: 3/18/11

Time of Departure: 8:00AM

If overnight, number of nights: 2

Date of Return: 3/20/11

Time of Return: 4:00pm

Number of Students Participating: 3

Number of Staff Supervising: 1

MONROE HIGH SCHOOL FIELD TRIP REQUEST

All requests for any field trip must be submitted to the Principal AT LEAST 15 SCHOOL DAYS BEFORE THE DATE OF THE TRIP.

Building Policy: Field trips should be Academic in nature, tied to content standard and include follow-up activities.

Date of trip: 3/18 - 3/20, 2011

Date of request: 1/11/11

Grade or organization making request: DECA

Faculty Sponsor: JEFF BROWN

Destination: GRAND RAPIDS, MI

Address: 187 MONROE GRAND RAPIDS, MI

Phone Number of Destination: 616-774-2000

Purpose: DECA STATE CAREER DEVELOPMENT CONFERENCE

Estimated time of departure: FRI. 3/18, 8:00am

Estimated return time: SUN. 3/20, 3:00pm

Substitute needed: yes no

Principal's signature: [Signature]

approved denied

Reason for denial: _____

Sample

MONROE PUBLIC SCHOOLS

1275 North Macomb Street
Monroe, Michigan 48162

Private Transportation Application Form

According to the policies of the Monroe Board of Education, no privately owned vehicle may be used to provide private transportation as school sponsored transportation to school events unless certain conditions are met. We certainly appreciate your willingness to assist in transporting students to the activity shown below, but this form must be completed at least 10 days prior to the event and approved before authorization to transport students can be given.

ACTIVITY: DECA State Conference

DATE(S): 3/12 - 3/20 2011

NUMBER OF STUDENTS TO BE TRANSPORTED: 3

VALID DRIVER'S LICENSE: YES NO (One seat belt per passenger)

DRIVER'S LICENSE NUMBER: B650390866 167

DO YOU HAVE AUTOMOBILE INSURANCE: YES NO

INSURANCE COMPANY: Meemic

POLICY NUMBER: PAP0746754

DRIVER'S NAME: (please print) Jeffery Brown
FIRST NAME MIDDLE NAME LAST NAME

DATE OF BIRTH: 3/4/69

DRIVER'S SIGNATURE Jeff Brown
(Indicates NO FAULT INSURANCE)

Please list names of students being transported in this vehicle:

1. Adam Miller
2. Amanda Miller
3. Sean Harwood
4. _____

5. _____
6. _____
7. _____
8. _____

APPROVED DISAPPROVED

Billy Demarc
PRINCIPAL SIGNATURE

2/3/11
Date

APPROVED _____ DISAPPROVED _____

SUPERINTENDENT/DESIGNEE

Date

Monroe Public Schools
PARENTAL PERMISSION FORM
(Out-of-State/Overnight/Out-of-Country Travel)

EXPLANATION AND DATES:

Departure Date/Day 3/18/2011 Return Date/Day 3/20/2011
A group of students and adult chaperones are planning a trip to: City Grand Rapids
State Michigan Country USA (daily itinerary must be attached).
The purpose of this trip is DECA State Conference and the group sponsoring
the trip is MHS DECA Club

This form serves as the district's official notification for the parents of students involved and, by signing, acknowledges the fact that the student's parents approve of their child taking said trip. This form must be signed and returned before any student will be allowed to travel with the group.

Please fill in the information requested below as thoroughly and completely as possible.

GENERAL INFORMATION:

Student's Name _____ Grade _____ D.O.B. _____
Address _____ Phone _____
Parent/Guardian Name(s) _____ Emergency Phone _____

MEDICAL INFORMATION

Family Doctor _____ Phone _____
Last Tetanus Shot _____ Allergies (if any) _____
Current medication (if any) _____ Recent illness or surgeries (within past six months) _____

Other pertinent information _____

Your child will be in the care of (staff member name) Jeff Brown

S/he has your permission to seek emergency medical care for your child as needed.

INSURANCE INFORMATION:

Insurance Company _____ Contract No. _____
Name of Policy holder _____ Policy Number: _____

MEDICAL ACKNOWLEDGMENT:

I/we hereby give consent for emergency medical treatment and/or admission, as necessary, to any hospital for my/our child.

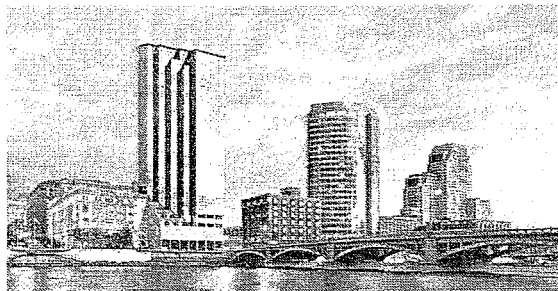
SIGNATURES:

(Parent(s)/Guardian(s))

Signed before me this _____ day of _____ 20____

Notary Public
My commission expires _____

State Career Development Conference



Conference Hotels: Amway Grand Plaza (left), JW Marriott (middle), Courtyard by Marriott (right)

**March 18-20, 2011
Grand Rapids, Michigan**

This year's conference, held in Grand Rapids, promises to be one of the most exciting, competitive and FUN Michigan DECA events of the year! You will have the opportunity to meet and compete with over 2,200 Michigan DECA members from throughout the state and also meet important and influential business professionals. The SCDC is a time for you to develop your occupational and leadership skills as well as meet other fun and energetic Michigan DECA members.

After participating in competitive events during the day, you will have free time to meet and socialize with other Michigan DECA members. On Saturday night, all conference participants will be attending the Grand Rapids Griffins Hockey Game, at the Van Andel Arena, which is attached to the conference hotels by skywalk.



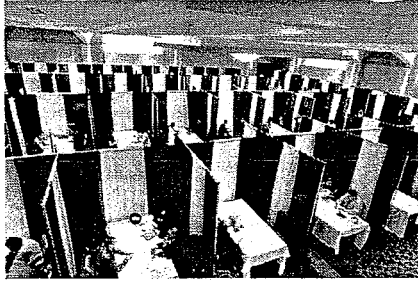
Opening Session

But wait - there's more! Members will also elect the new Michigan DECA State Executive Council who will lead us into another exciting DECA year!

The Michigan DECA SCDC gives you the opportunity to meet DECA members from around the state, interact with important business representatives, and last but not least, compete for a chance to represent Michigan DECA at the International Career Development Conference, in Orlando, Florida.

Important Dates and Deadlines:

Please note that chapter and/or school deadlines may be earlier than those posted here. Please check with your chapter Advisor for more information.



Competition Area

February 1, 2011

- Applegate Scholarship Applications due to National DECA
- Leadership Academies Applications due to Michigan DECA - Faxed copies will not be accepted
- Proctor Registration Forms due to Michigan DECA

February 11, 2011

- Officer Candidate Screening Registration Form Due

February 18, 2011

- Hotel Reservations due to Anyway Grand Plaza Hotel
- State Conference Registration due to Michigan DECA
- Silver & Gold MAP Names due to Michigan DECA
- State Conference T-shirt Orders due to Michigan DECA
- Second Semester Memberships due to National DECA



February 19, 2011

- Officer Interview & Testing - Causeway Bay Hotel, Lansing

February 25, 2011

- All Written Events and Gold MAPs due to Michigan DECA
- Chapter Awards Program Documentation due to Michigan DECA

February 26, 2011

- Written Event Screening at Eastern Michigan University, King Hall



March 4-11

- Online Testing Window

Registration Fee

The registration fee includes two meals, registration materials, a ticket to the Hockey game and conference expenses. A late fee of \$15.00 per delegate up to a maximum of \$200 per chapter, will be assessed for any registration and/or payment received after the February 18th deadline.

Refunds

Refunds will be given only if Michigan DECA is notified of the cancellation in writing. Cancellations must be submitted on the Refund Request Form to receive your chapter's refund.

If Notified by:

- February 18 - 100% refund
- March 1 - 50% refund
- March 14 - 25% refund
- After March 14 - No Refund

Code of Conduct & Medical Treatment Authorization Forms

Each delegate - student and adult - must sign the Code of Conduct & Medical Treatment Forms, and turn them into your DECA Advisor.

These forms must be hand-carried to the conference. Do not send them to the Michigan DECA office.

Substitution Policy

Chapter Advisors have volunteered to double check each State Conference registration to be sure that chapters are following the substitution policy and that the correct qualifiers from the District Conferences are advancing on to the State Conference. You should fully explain to students that they will not be able to compete if one member of the team is unable for any reason to attend the next level of competition.

Please see the Substitution Policy page for more details.

Monroe High School DECA Chapter

901 Herr Road, Monroe, MI 48161 (734) 265-3668

TO: DECA Parents
FROM: Jeff Brown, DECA Advisor *JB*
DATE: January 13, 2011
SUBJECT: 2011 DECA State Career Development Conference

By now you already know your daughter or son qualified for the State DECA Conference by finishing in the top 10 overall in their event at the District V DECA Conference January 7, 2011, at Eastern Michigan University. (There were over 800 delegates participating at our district conference.) Five Monroe High School students are qualified to attend the DECA State Conference. Monroe High School students really demonstrated that they are learning business skills in their marketing education class and at their Co-op training stations. You are also receiving this letter because your daughter or son indicated to us that they wanted to participate in the State DECA Conference on March 18-20, 2011.

Please sign the enclosed permission slips and attach \$105.00 payable to MHS DECA if you want your daughter/son to participate in the DECA State Conference.

We will continue our preparation for the State Conference in our marketing classes. Students will take one online examination that covers marketing, management, and economics. They will role play two impromptu business case problems during the day on Saturday. All judges are business professionals who will donate their time on Saturday to work with students. Students will be entered in the economics and math competition on Saturday afternoon also.

Students should meet us at Monroe High School's Flagpole entrance at 8:00am on Friday, March 18, for departure by school bus to the Amway Grand Plaza Hotel. (School is in session on this day, they will be excused for the remainder of the day for an educational field trip.) Students must have business attire for the competition part of the conference. DECA discourages students from wearing any denim type clothing at the conference, however, other types of casual clothing may be worn during times students are not competing or attending meetings. The use of personal automobiles or visitation by friends not registered at the conference is forbidden. We should return to MHS's Flagpole entrance sometime between 3:00-4:00 PM on Sunday, March 20, 2011.

The chaperone will be Jeff Brown (marketing teacher at MHS). 2,500 other high school students from approximately 150 Michigan High Schools will be in attendance at the State DECA Conference. Michigan DECA has planned many fun and entertaining activities in addition to the competitive events. Michigan DECA employs a large security staff just for this conference to insure the safety and enjoyment of all students.

MICHIGAN DECA STATE CONFERENCE

March 18 - 20, 2011 - Amway Grand Plaza Hotel

Registration Packet

<i>What</i> State Career Development Conference
<i>When</i> March 18-20, 2011
<i>Where</i> Amway Grand Plaza Hotel, Grand Rapids
<i>Who</i> Monroe High School DECA members
<i>Cost</i> \$105.00
<i>Deadline</i> January 28, 2011
<i>Why</i> EDUCATIONAL and FUN! You'll learn skills that will last you a lifetime. Network with highly successful students from across Michigan.
<i>How</i> Fill out Registration Packet and return to Mr. Brown. Call (754) 265-3668 with any questions.

• CONTENTS:

Letter to Parents
Conference Highlights and Agenda
Delegate Code of Conduct
MHS Permission Forms

RETURN ALL FORMS TO MR. BROWN BY January 28, 2011

Highlights of the State Career Development Conference

The conference registration will start at Noon, with the first student activity at 2:00 p.m. A tentative program will be included in the February issue of Spotlight on DECA and will be posted on the Michigan DECA web site (www.mideca.org). Delegates must read the conference program carefully.

The following is a list of activities that will take place at the State Career Development Conference.

Economics Applied Academics Certification: All students are encouraged to take the 50 item Economics Evaluation on Saturday. A certificate will be awarded to those who achieve minimum proficiency on the test. The top ten participants will receive special recognition.

Marketing Mathematics Applied Academics Certification: A certificate will be awarded to those who achieve minimum proficiency on the test. The top ten participants will receive special recognition.

Dance: A dance will take place Saturday evening. Delegates must have their wristband to attend the dance. All types of music will be provided for the dancers' enjoyment. All delegates are encouraged to attend the dance. Casual clothing may be worn, but please, let's not interpret the meaning of "casual" to be "sloppy." Neat casual clothing is acceptable. Shoes must be worn. Items not acceptable include hats, bathing suits, and suggestive attire. Shirts must have sleeves and no bare mid drift. Skirts and shorts must be at least finger tip length.

Meals: Three (3) meals are included in the registration fee; dinner will be served on Friday evening and breakfast on Saturday and Sunday morning. Lunches and Saturday dinner will be the responsibility of each delegate/chapter.

General Session Seating: Schools that achieve a top two levels in this year's membership campaign and submit the proper documentation by the deadline will have reserved, priority seats at an awards session refer to the membership campaign guidelines for more information. Seating for other schools will not be assigned. One seat will be allocated for each paid delegate.

Opening Session: There will be two Opening Sessions on Friday evening. Four districts will be assigned to each session. New chapters will have reserved seating at this session.

Awards Sessions: Saturday evening - Written Events, Chapter Awards, Merit Awards and DECA Quiz Bowl

Sunday's First Session - Management Team Decision Making, Team Decision Making, & New State Executive Council

Sunday's Second Session - Series Events

Winners in each event will be crowned as Michigan State Champions. Michigan State Champions will receive an automatic bid to participate in the International DECA Conference in Orlando, Florida during the last week of April, 2011. At this point in time our main focus is the State Conference. (The International Conference will only be discussed when or if there are Monroe High School delegates qualified to participate.)

Michigan DECA is sponsored by the Michigan State Department of Education and supported by student dues and various corporate pledges. National DECA is sponsored by the U.S. Department of Education and is one of the largest youth groups in North America with over 190,000 members. I am the "volunteer" sponsor for the Monroe High School DECA Chapter because it motivates our students to learn marketing, management, and business concepts. DECA is an extension of our curriculum taken to the application level of the learning process.

If you have any questions or concerns about our plans to attend the State DECA Conference, please call me at Monroe High School, 265-3668. Thanks again for your continued support.

P.S. Please fill out the enclosed permission forms and give them to your daughter/son with a \$105.00 check made payable to MHS DECA. Thank you.

For more information go to www.mideca.org

MONROE HIGH SCHOOL

Dear Parent:

Your son/daughter has expressed a desire to attend the following special event:

Name of event: DECA STATE CONF.

Date: 3/18/11-3/20/11 Time: ALL DAY

Transportation: TBD JEFF BROWN DRIVING

We request that you sign the attached permission form and return it with the student to the sponsor of the event. Thank you.

MONROE HIGH SCHOOL

By JEFF BROWN
Sponsor

.....
The undersigned hereby gives permission for

_____ Name of Student
to attend DECA STATE CONF. leaving Monroe High School
at 3/18/11 and returning to Monroe High School at 3/20/11
8:00 AM 3:30 PM

Signed _____
Parent
SIGN X

classes the next school year. Determination of penalties for violations will be at the discretion of the state, chapter DECA advisor or local school district.

7. Conference Conduct: Failing to wear the supplied conference ID badge and wristband (when provided) at all times from arrival at the conference until departure at the end of the conference; leaving sessions prior to their conclusion (except in the case of emergency); failing to attend all general sessions and assigned activities (including workshops, competitive events, committee meetings, etc.) for which a delegate is registered (unless engaged in a specific assignment taking place at the same time).

8. Curfew: Failing to be in your assigned sleeping room from the curfew time designated until 6 a.m.; causing any noise or other disturbance audible by anyone in the hallway after designated curfew time; ordering or receiving any food after the designated curfew time; causing any other unnecessary disturbance or participating in any other inappropriate activity after the designated curfew time.

9. Dress: Failing to abide by the dress regulations established for the conference, as outlined in the Dress Code.

10. Personal Conduct: Failing to keep adult advisors informed of activities and whereabouts at all times; participating in unapproved social activities; having a member of the opposite sex in a room if no adult chaperone is present or for behavior unbecoming of a delegate.

11. Hotel Conduct: Failing to meet the professional standards of housing facilities; accruing incidental room charges (i.e., phone calls, room service, pay-per-view movies, etc.) without settling the account prior to check-out; throwing objects out the window or into the hallway; moving hotel furniture from rooms (e.g., onto the balcony); failing to follow hotel rules and regulations; inappropriate noise or verbal abuse; and not demonstrating respect for other hotel guests not participating with the DECA conference.

12. Hand carried stereos are not permitted at DECA conferences.

13. Unregistered individuals are not permitted at DECA conferences.

14. Cell phones and pagers are not permitted at meetings or conference activities, sessions, or competitions. Students may use them during free-time.

15. The chapter advisor shall be responsible for their chapter delegates' conduct. Delegates that do not follow the Code of Conduct may subject their entire delegation to be sent home at the individual's and/or chapter's expense.

16. Advisors are responsible for room check. No group or chapter activities are to be scheduled by advisors after curfew.

17. Delegates shall allow Michigan DECA to use conference photographs, and their names for promotional purposes.

SIGN X STUDENT SIGNATURE _____
X PARENT SIGNATURE _____

**APPROVAL TO PURCHASE TECHNOLOGY EQUIPMENT
FOR ARBORWOOD, CUSTER, MANOR AND WATERLOO**

BACKGROUND:

The Technology Department is recommending the purchase of technology equipment for Arborwood, Custer, Manor and Waterloo. Arborwood is requesting complete multimedia classroom setups and Custer, Manor and Waterloo are requesting Smart Slates. Details are outlined in the attached memo and spreadsheet from Mr. Payne. All vendors are REMC qualified. This project would be funded with Title I monies.

ENCLOSURES:

Memorandum and spreadsheet – David Payne
Quotes from SmartEd, Lightspeed Technologies and Precision Data Products

RECOMMENDATION:

Move to approve the purchase of technology equipment as proposed for Arborwood, Custer, Manor and Waterloo at a cost not to exceed \$71,906. Monies to be taken from Title I funds.

MOTION: _____ SUPPORT: _____ ACTION: _____

ROLL CALL VOTE:	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Benore	_____	_____	_____	_____
Mrs. Knabusch-Taylor	_____	_____	_____	_____
Dr. McNamee	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Vensel	_____	_____	_____	_____

Memo

To: Ken Laub
From: David Payne
Date: 2/3/2011
Re: Technology Title I Purchases for Arborwood, Custer, Manor, and Waterloo

Technology Title I Purchases for Arborwood, Custer, Manor, and Waterloo

We are recommending the purchase of technology equipment for Arborwood, Custer, Manor, and Waterloo. Arborwood is requesting approval to purchase 16 complete multimedia classroom setups. These setups will include a Smart Board, Smart Slate, Epson Wall Mount Projector, Avermedia document camera, and sound system by Lightspeed. Custer, Manor, and Waterloo are requesting the purchase of Smart Slates for several of their currently installed Smart Boards. With the exception of the Smart Slates all requested technology equipment has been utilized throughout the district and proven to enhance learning through technology integration. Several teachers have tested the Smart Slates and feel this technology would further enhance the Smart Board's capabilities. I included a description of this technology and how it interacts with the Smart Board. All vendors are the Michigan bid winners for this equipment via REMC. The total cost of this project would not exceed \$71,906.00 and funded with Title I monies. I have included a spreadsheet showing cost and quantities as well as quotes.

Item Number	Make	Vendor	REMC	Description	Cost/Per Item	AWS Count	AWS Cost	Custer Count	Custer Cost	Manor Count	Manor Cost	Waterloo Count	Waterloo Cost	Totals
SMA SB680	SMART	SmartEd	Yes	Smart Board	\$ 1,187.00	16	\$ 18,992.00	0	\$ -	0	\$ -	0	\$ -	16
SMA WS200-1	SMART	SmartEd	Yes	Smart Slate	\$ 289.00	16	\$ 4,624.00	4	\$ 1,156.00	21	\$ 6,069.00	13	\$ 3,757.00	54
EPS 450W	Epson	SmartEd	Yes	Wall Mount & Projector	\$ 1,119.00	16	\$ 17,904.00	0	\$ -	0	\$ -	0	\$ -	16
EPS V12H306P11	Epson	SmartEd	Yes	Wireless Adapter	\$ 101.00	16	\$ 1,616.00	0	\$ -	0	\$ -	0	\$ -	16
855-W	LightSpeed	LightSpeed	Yes	Speakers & Amp	\$ 624.00	16	\$ 9,984.00	0	\$ -	0	\$ -	0	\$ -	16
CP355	AveriMedia	Precision Data	Yes	Document Camera	\$ 490.00	16	\$ 7,840.00	0	\$ -	0	\$ -	0	\$ -	16
							\$ 60,924.00		\$ 1,156.00		\$ 6,069.00		\$ 3,757.00	

Total Project for all Schools \$ 71,906.00

Quote Q130074
 Date 02/01/2011
 Master No. 40546
 Page 1 of 1



Ship To:

Monroe Public Schools
 Connie Fox/Administration Building
 1275 North Macomb Street
 Monroe, MI 48162

National Headquarters:
 1821 E. 40th Street
 Cleveland, OH 44103
 800.251.4077 Main
 216.432.0044 Fax
 orders@teachsmart.org

Thank you for the opportunity to provide you with this quote, which is valid through 3/31/2011.

Payment terms are NET 10 DAYS

Quantity	Item Number	Description	Unit Price	Ext Price
16	SMA SB680	SMART TECHNOLOGIES SMART BOARD - 77"	1,187.00	18,992.00
54	SMA WS200-1	SMART Technologies WS200 Bundle, SMART Slate and Bluetooth Wireless Adaptor	289.00	15,606.00
16	EPS 450W	EPSON PowerLite 450W Ultra Short Throw Projector, 2200 lumens WXGA, w/ Wall Mount The Epson Projector is covered by the Brighter Futures Warranty, which is a limited 3-year warranty of technical support and exchange policy.	1,119.00	17,904.00
16	EPS V12H306P11	EPSON WIRELESS LAN MODULE	101.00	1,616.00
			Subtotal	54,118.00
			Freight	756.00
			Sales Tax	0.00
			Total	\$54,874.00

*Pricing and special programs are subject to change.
 Acceptance of this offer is expressly limited to the terms and conditions incorporated herein by reference and found on our website at <http://teachsmart.org>. For a hard copy of the terms and conditions, please call 800.251.4077.*

Special pricing for this proposal has been approved by Mr. Gregory Peck, President and CEO.



Lightspeed Technologies, Inc.

11509 SW Herman Rd.
Tualatin OR 97062
1-800-732-8999
www.lightspeed-tek.com
fax: 503-684-3197

Quotation

Date
Quote #
Expires
Sales Rep
Terms
Shipping Method

2/2/2011
27785
4/3/2011
DAVID BUIST
Net 30
UPS Ground(N/C)

Bill To

ACCOUNTS PAYABLE
MONROE PSD
1275 N MACOMB ST
MONROE MI 48162
United States

Ship To

MONROE PSD
1275 N MACOMB ST
MONROE MI 48162
United States

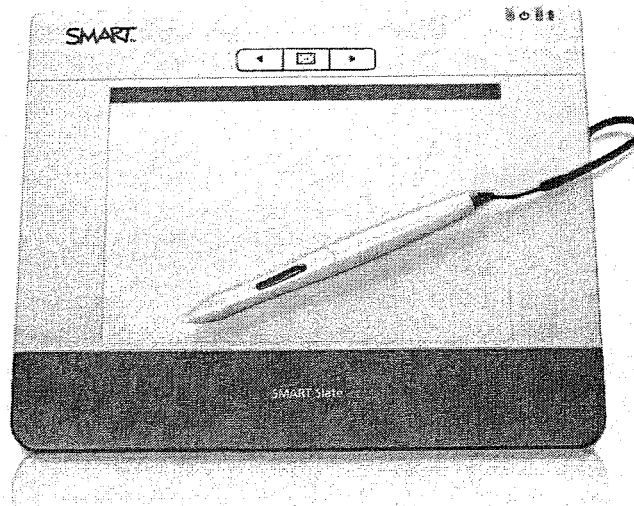
ATTN: KEVIN HAUSER

Item	Qty	Description	Unit Price	Amount
855-W	16	CAT 855 system, (4) WMQ wall-mounted speakers	636.00	10,176.00
WMQ	8	Wall Mounted Speaker w/Brackets	34.00	272.00
TRADE-IN CREDIT	5	QUALIFIED TRADE-IN CREDIT PE Serial# 96031184, 96038298, 96038295, 97032602, 97035402	-100.00	-500.00
<p>REMC 2011 20-49 system discount pricing was quoted. Please note: shipping and handling charges are included with REMC pricing.</p> <p>WARRANTY: **The Infrared series products have a 5-year parts and labor limited warranty on the major components. The cables and batteries have a 1-year limited warranty.</p> <p>Please reference quote number on purchase order.</p>				

Thank you for choosing Lightspeed Technologies.

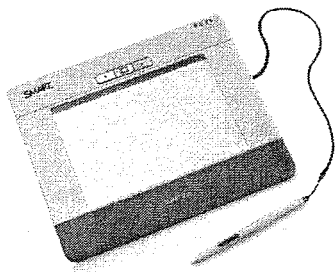
Subtotal	9,948.00
Shipping Cost (UPS Ground(N/C))	0.00
Total	\$9,948.00

SMART™



SMART Slate™ wireless slate

When you use the SMART Slate wireless slate, you can interact with digital lessons no matter where you are in the classroom. The SMART Slate enables you to control applications, add notes and highlight information whether you're at the front of the room, the back of the class or by a student's side.



The SMART Slate brings new possibilities to your classroom by giving you and your students the freedom to interact with digital content from anywhere in the room. Use the SMART Slate to control applications, add notes and highlight information, while your work is projected for the whole class to see.

Gain mobility in your teaching

The SMART Slate connects wirelessly to your computer, and has a slim design for easy transport around the classroom as you teach. It enables you to control applications wirelessly, and as you use the pen to write on the slate's surface your handwriting displays on both your computer screen and the SMART Board™ interactive whiteboard or projection screen for the entire class to see.

Complement any classroom

The SMART Slate is versatile – it fits into a variety of technology-enabled classrooms and connects wirelessly to your computer from up to 32' (10 m) away. On its own, the SMART Slate functions easily with a computer and projector. When integrated with a SMART Board interactive whiteboard or SMART Podium™ interactive pen display, the SMART Slate gives you even more ways to shift seamlessly between whole-class, small-group and individual instruction. It gives you the flexibility to involve one student on the interactive whiteboard at the same time as a classmate writes on the SMART Slate.

Engage all students

Reach all the students in your classroom. Write out a math problem using the SMART Slate, and then hand it to students to fill in the answer and their work is visible for the whole class to see. The SMART Slate makes it easier to involve students with limited mobility, giving them the opportunity to solve problems or demonstrate their knowledge from their desks.

REMC Statewide \$AVE Bid Project

Precision Data Products, Inc.

Contact: Andre Phaneuf
Phone: 800-968-2468
Fax: 616-698-9047
Email: andre.phaneuf@precision.com

Address: PO Box 8367
 Grand Rapids, MI 49518

Notes: Orders of less than \$50 to a single ship-to location will be charged shipping. Register for a user name and password to view REMC pricing online. Purchasing cards accepted with a 3% surcharge.

Items

Item Number	Details	Qty.	Price	Total
110141	Description: Digital document camera. XGA (1024 x 768), 0-180 degree image rotation, USB 2.0, internal memory, 5x optical zoom, 8x digital zoom, built-in lamp, image capture, VGA input, white balance, image freeze. Includes: all cables, remote control, annotation software, case. Five-year warranty. Mfg/Model: Avermedia / CP355 Reseller Order Number: VISNCP355	16.00 Each	490.00	7,840.00
Vendor Total				7,840.00

Board Meeting #3
February 8, 2011
Item #C.9

ADJOURNMENT

RECOMMENDATION:

Move to adjourn the February 8, 2011 Board Meeting #3.

HAND VOTE:

MOTION: _____ SUPPORT: _____ ACTION: _____

TIME: _____