

# MONROE PUBLIC SCHOOLS



## BOARD MEETING #9

May 10, 2016

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 MENTEL, 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.”*

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Prepared by the Office of the Superintendent, Gayle Lambert, Administrative Assistant

**MONROE PUBLIC SCHOOLS BOARD OF EDUCATION**

Board Meeting #9  
Tuesday, May 10, 2016  
**7:00 p.m.**

**AGENDA**

**Page**

<b>A. Roll Call and Call to Order</b>	Mr. Yeo	1
1. Pledge of Allegiance to the Flag	Mr. Yeo	
2. MHS Band	Dr. Martin	
3. AIM Program	Dr. Martin	
<b>B. Public Commentary – Agenda Items Only</b>	Mr. Yeo	
<b>C. Discussion and Action Items</b>		
1. <b>Approval of Minutes</b>	Mr. Yeo	2
Move to approve the minutes of the following meetings as submitted:		
• April 26, 2016, Board Work Session		
• April 26, 2016, Board Meeting #8		
• May 5, 2016, Special Board Meeting		
• May 5, 2016, Closed Meeting		
2. <b>Reports and Updates</b>	Mr. Yeo	9
• May 2, 2016, Board Personnel Committee Meeting Minutes		
• Contracted Services Recommendations		
3. <b>Staff Resignations</b>	Mrs. Everly	13
Move to approve the resignations from Monroe Public Schools of Kathy Opfermann effective June 30, 2016, and Shannon Bourke effective August 26, 2016.		
4. <b>Resolution to Support the MCISD Budget for 2016-17</b>	Dr. Martin	16
Move to approve the Monroe County ISD Budget Resolution as presented.		
5. <b>School Lunch Prices</b>	Mrs. Eighmey	22
Move to approve Option B to set prices for school lunches for the 2016/17 school year.		
6. <b>MASB 2016-2017 Membership Renewal</b>	Dr. Martin	27
Move to approve the 2016-2017 membership renewal to the Michigan Association of School Boards in the amount of \$7,512.		

- |   |                    |           |
|---|--------------------|-----------|
| <p><b>7. LLI Kits – Waterloo Elementary School</b><br/> Move to approve the purchase of the Fountas &amp; Pinnell LLI kits at a cost not to exceed \$6,991.26. This expenditure will be funded utilizing the 2015-2016 Title I funds in accordance with allowable expenditure guidelines for use of federal funds for supplemental instructional programming.</p> | <p>Mrs. Everly</p> | <p>30</p> |
| <p><b>8. Board Policies – Section 8000 – Students – First Reading</b></p>   | <p>Dr. Martin</p>  |           |
| <p><b>9. Superintendent’s Comments</b></p>  | <p>Dr. Martin</p>  |           |
| <p><b>10. Old Business</b></p>  | <p>Mr. Yeo</p>     |           |
| <p><b>11. New Business</b></p>  | <p>Mr. Yeo</p>     |           |
| <p><b>12. Public Commentary – Any Topic</b></p>   | <p>Mr. Yeo</p>     |           |
| <p><b>13. Adjournment</b><br/> Move that the May 10, 2016, Board Meeting #9 of the Monroe Public Schools Board of Education be adjourned.</p>   | <p>Mr. Yeo</p>     | <p>33</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**

- April 26, 2016, Board Work Session Minutes
- April 26, 2016, Board Meeting #8 Minutes
- May 5, 2016, Special Board Meeting Minutes

**RECOMMENDATION**

Move to approve the following minutes as submitted:

- April 26, 2016, Board Work Session
- April 26, 2016, Board Meeting #8
- May 5, 2016, Special Board Meeting
- May 5, 2016, Closed Meeting

**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, April 26, 2016  
**5:30 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

Administrators Absent: Julie Everly, Katherine Eighmey, Jerry Oley, David Payne

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

**Superintendent Evaluation**

Dr. Martin prepared a self-evaluation using the MASB Superintendent Evaluation tool. Mr. Yeo reviewed each domain of the self-evaluation and asked for input from Board members. The Board identified a consensus for each domain score. The final score will be tallied and a statement regarding Dr. Martin's performance will be prepared.

**Adjournment**

Motion by Mrs. Taylor; support by Dr. March that the 5:30 p.m., April 26, 2016, Work Session of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 6:54 p.m.

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**Ryan Philbeck, Secretary**

**MONROE PUBLIC SCHOOLS BOARD OF EDUCATION**

Board Meeting #8

April 26, 2016

**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

Administrators Absent: Katherine Eighmey, Jerry Oley, David Payne

President Yeo called the meeting to order at 7:02 p.m.

Dr. Martin asked for a moment of silence in memory of a Manor student who passed away.

**Public Commentary-Agenda Items Only**

There was none at this time.

**Approval of Minutes**

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

- April 12, 2016, Special Work Session
- April 12, 2016, Closed Meeting
- April 12, 2016, Board Meeting #7
- April 21, 2016, Special Board Meeting
- April 21, 2016, Closed Meeting

Discussion: Mr. VanWasshenova requested a correction to his statement in the minutes for Board Meeting #7 regarding the contract renewal for Mulligan's Building Maintenance.

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

**Reports and Update**

The April 18, 2016, Board Curriculum Committee Meeting Minutes and the April 19, 2016, Board Policy Committee Meeting Minutes were received.

**Exempt Administrative Contract**

Motion by Mr. Philbeck; support by Mrs. Mentel to approve the administrative contract for Dr. Barry Martin as recommended for the 2016-2017 through 2018-2019 school years.

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

**Exempt Administrative Contract Extension**

Motion by Mrs. Taylor; support by Mr. VanWasshenova to approve the administrative contract extension for Julie Everly as recommended for the 2017/18 school year.

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

**Exempt Administrative Contract Extensions**

Motion by Mr. Bunkelman; support by Mrs. Taylor to approve the administrative contract extensions for Katherine Eighmey, Jerry Oley, and David Payne as recommended for the 2016/17 school year.

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

**Administrative Contract Extensions**

Motion by Mrs. Taylor; support by Mrs. Mentel to approve the administrative contract extensions for: Montyne Barbee, Mary Ann Cyr, William Ferrara, Cindy Flynn, Meghan Gibson, Frank Henry, Teresa Joseph, Sandra Kreps, Cathy McDonald, Lisa McLaughlin, Jeff McVeigh, Ronda Meier, Steve Pollzzie, John Ray, Timothy Salenbien, Nicole Shaughnessy, Delsie Sissoko and Holly Wallace as recommended for the 2016/17 school year.

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

**Ferris State University Secondary Welding Competition**

Motion by Mr. VanWasshenova; support by Mrs. Mentel to approve the attendance of five Monroe High School students at the Ferris State University Secondary Welding Competition in Big Rapids, Michigan. This trip will be in accordance with board policies for field trips and excursions.

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

**Tire Changing Machine**

Motion by Mr. VanWasshenova; support by Mrs. Taylor to approve the purchase of a Professional Tire Changer from Equipment Distributors at a cost not to exceed \$6,667.13. This purchase will be funded using available Added Cost funds.

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

**Lucy Calkins Reading Unit Purchase**

Motion by Mr. VanWasshenova; support by Mr. Bunkelman to approve the purchase of four (4) Units of Study for Teaching Reading K-5 Bundles at a cost not to exceed \$7,285.56. Funds for this purchase will come from the Elementary Curriculum Budget.

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

**Superintendent Comments**

Kindergarten registration began this week, and Mrs. Everly gave an update on the progress. At this time, we have over 150 Kindergarten and Young 5 students registered.

Career and College Ready Decision Day is scheduled for May 3 at Monroe High School. The event will be streamed live so all classrooms will have an opportunity to watch. Speakers this year, both MHS graduates, are Roosevelt Barnes and Kelli Kreps.

The City of Monroe will host its celebration of Arbor Day this Friday, April 29, and will be working with Arborwood Elementary School to plant 14 trees along Riverview Ave. in the vicinity of the Arborwood Campus.

This past weekend, Arborwood was recognized for earning its first Green School designation from the state for its environmental effort and programs. Arborwood is the third Monroe Public school to earn the designation. Prior to Arborwood, Waterloo and Raisinville also received the recognition.



Monroe High senior Natalie Lake has qualified to participate in the National Health Occupations Students of America (HOSA) competition in June in Nashville. She earned a bronze medal in Nurse Assisting at the recent state competition in Traverse City. Natalie was the only student from Monroe County to qualify for the national competition.

The Learning Bank received \$5,500 in grants from the Community Foundation of Monroe County. Forty-five hundred dollars will be used to pay for GED tests, and the balance will go towards the purchase of gas cards and/or other incentives for students. The Learning Bank graduation ceremony will be held June 9 at MCCC.

Nine different projects developed by Monroe Public Schools teachers received mini-grants from the Education Foundation of Monroe Public Schools in the spring selections. The projects ranged from buying xylophones for younger students to learn to play and compose music, to several projects in which students will learn how to program computers, to using the Challenger Learning Center to learn about space travel and teamwork. These are all projects which enrich our students' learning experience but likely could not have been done without the grant. The grants totaled about \$4,000.

The MHS band and orchestra groups are heading to Nashville this week. The marching band will play on the plaza of the Country Music Hall of Fame, and the orchestra will play a pre-Grand Ole Opry concert outdoors at the Opry Plaza. Both groups will get a chance to record at Nashville's famed Recording Studio B.

Our MHS vocalists will be heading to New York City for an energetic sightseeing and performance schedule. The choir will perform at the Liberty Island Flag Pole and at the Cathedral Church of St. John the Divine. They will also see two Broadway shows, visit the 9/11 Memorial Museum and Times Square, and participate in a taping of Good Morning America.

Congratulations to Monroe Middle School choirs, Jubilation and the 8C Choir, both of which performed at the Michigan School Vocal Music Association state festival in Holt. Middle school vocalists do not get an overall rating at the state competition as they do in high school, however, the comments from the three-judge panel were outstanding.

Fifty-nine Monroe High School students were recognized for achieving their AIM goals in the second trimester, and they were honored at a banquet last week. To be recognized by AIM and earn \$200 cash for the trimester, the students have to achieve at least a 15% improvement over their accumulated GPA. One of the students was able to register a 70% improvement. One of our students has achieved her AIM goals in all five trimesters that we have had the program and at least two others have achieved their goals in four of the five trimesters.

Congratulations to Gino Assenmacher (9<sup>th</sup> grade), Hunter Cimadon (10<sup>th</sup> grade) and Madelyn Vasbinder (11<sup>th</sup> grade) who were honored as 2015-2016 Monroe County Academic All-Stars.

Remember to vote on Tuesday, May 3, in the educational technology millage election. Polls are open from 7 a.m. to 8 p.m.

### **Old Business**

Dr. March asked for an update on the sale of the properties. Dr. Martin stated that he and Mrs. Eighmey have a meeting scheduled this Friday with Mr. Fritz.

**New Business**

Mrs. Mentel complimented Manor staff, as well as Mrs. Everly and Dr. Martin, for communicating with parents during this difficult time.

Mr. Bunkelman would like to recognize the student who met her AIM goals all five trimesters by inviting her to a board meeting to offer congratulations for her efforts.

**Public Commentary-Any Topic**

Student council member Sven Wollschlaeger gave an update on the happenings at Monroe High School.

**Adjournment**

Motion by Mr. Philbeck; support by Dr. March that the April 26, 2016, Board Meeting #8 of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 7:31 p.m.

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**Ryan Philbeck, Secretary**

**MONROE BOARD OF EDUCATION**  
**1275 North Macomb Street, Monroe, Michigan 48162**  
**Special Board Meeting**  
**Thursday, May 5, 2016**  
**5:00 p.m.**

**MINUTES**

**Roll Call and Call to Order**

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

Board Members Absent: Parliamentarian Tedd March, Trustee Matthew Bunkelman

Others Present: Barry Martin, Julie Everly, Jeremy Chisholm, Cindy Flynn, Nicole Shaughnessy, Officer Winsjansen, student, student's mother and father, Jill LaVoy

Mr. Yeo called the meeting to order at 5:03 p.m.

**Closed Session**

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

Vote: Motion carried by a 5-0 hand vote at 5:04 p.m.

**Reconvene Board Meeting**

Motion by Mr. VanWasshenova, support by Mrs. Mentel that the closed session adjourn and the 5:00 p.m., May 5, 2016, Special Board Meeting reconvene.

Vote: Motion carried by a 5-0 hand vote at 6:16 p.m.

**Recommendation**

Motion by Mrs. Taylor, support by Mrs. Mentel to suspend the student for 30 days including time already served. The student will have a behavioral plan upon returning to school.

Vote: Motion carried by a 5-0 roll call vote at 6:19 p.m.

**Adjournment**

Motion by Mr. VanWasshenova, support by Mr. Philbeck that the May 5, 2016, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 5-0 hand vote at 6:20 p.m.

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**Ryan Philbeck, Secretary**

## **REPORTS AND UPDATES**

### **BOARD COMMITTEES/OTHER REPORTS**

- May 2, 2016, Board Personnel Committee Meeting Minutes
- Contracted Services Recommendations

## Monroe Public Schools Board Personnel Committee Meeting Minutes

**Date of Meeting:** May 2, 2016

**Present:** Cindy Taylor and Robert Yeo  
Barry Martin, Julie Everly, Kathy Eighmey and Holly Scherer

**Next Meeting:** June 6, 2016

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1. **Call to Order:** The meeting was called to order at 5:05 PM
2. **Public Commentary:** None
3. **Staffing Updates:** Mrs. Everly reported that preliminary plans for 2016/17 will include a reduction of four teachers due to enrollment levels. As was reported last meeting, we have ten teacher retirements, so our intent is to make this reduction through attrition. The reductions will include two elementary teachers, tentatively from Manor and Raisinville; and two at Monroe High School, tentatively English and physical education. Mrs. Everly noted that as a result, a couple staff will likely be displaced from their current locations, and we will again work with the union to make those transitions as smooth as possible. Administration is also reviewing remaining vacancies to determine which will be filled or restructured, and appreciating that all teachers are in one union now, which gives further flexibility when considering scheduling needs. One particular need we will have moving forward is to hire foreign language teachers for Raisinville and Monroe Middle. At Orchard, we are looking at ways to staff a variety of classes to have a live teacher, rather than the electives that they are currently taking online. Mrs. Everly shared that we did send recruiters to recent job fairs in hopes of securing candidates for the remaining anticipated vacancies, but unfortunately the count of applicants was quite low; so we will need to be proactive in our recruitments.
4. **Print Shop Restructure:** Mrs. Everly reported that the Central Office team is exploring a restructure of the print shop that would include reduction of one full time non-affiliated position. Dr. Martin added that we will maintain some staffing in the print shop for larger jobs, but that the buildings are also equipped to handle daily print jobs on site. Mr. Yeo expressed concern that Administration not create a position just to maintain staffing. Mrs. Everly shared that with our aging buildings, there has been a lot of taxing on our maintenance department, so we are trying to think about how we can use this restructure to solve another short term need for that operations department. The committee would support a shift in staffing to meet our current district needs.
5. **Coordinator of Communications/Public Relations Contract Renewal:** Dr. Martin shared that our contract with EduStaff for this position was extended to June 30, 2016. The question to the committee is whether there is support to continue the position for the 2016/17 school year. The committee does not support this renewal. The committee feels strongly that a Central Office Administrator needs to be the face and voice for Monroe Public Schools.

The committee would be supportive to reserve the funds for a redesigned position in the near future that might better fit district needs moving forward. The committee would like to hear from central office on the needs, goals and duties they foresee need to be covered. In addition the committee would like to see someone that can market and build relationships within the community, particularly in the business side. Finally there is a need to have someone at the district level who can assist the Superintendent in coordinating the activities of various community support groups, such as AIM and the Monroe Education Foundation, with the overall goals of the district.

6. **Summer Learning Academy:** Mrs. Everly reported that planning is underway for this year's summer learning academy. Most of the funding comes from Title I, some from 31 a, and the administrator is district funded. Students invited will attend a 6 week program at Monroe High School. Students invited will be deficient in two areas (reading and math) or identified at the secondary level for credit recovery. New this year, a portion of the funding will be allocated for Elementary Clubs at each building – invites for clubs will go to those students who struggle in one of the areas, reading or math. The person coordinating the club, will also go to a community location and host a summer reading program.
7. **Old Business:** Mr. Yeo asked for an update on OCHS. Mrs. Everly reported that central office is continuing to review the principal position and will be proposing changes due to the restructuring of the duties.
8. **New Business:** None
9. **Future Agenda Items:** None
10. **Next Meeting:** June 6, 2016 at 5:00 PM
11. **Adjournment:** The meeting was adjourned at 6:16 PM.

**Informational Report**  
**Contracted Services Recommendations**

For the 2016-17 School Year we will be working with EduStaff to provide Contracted Student Support Services. The following persons will be placed in the listed positions below by EduStaff upon completion of criminal history verifications.

**ATHLETICS**

Robert Anderson has been selected to fill the JV Soccer coach position at MHS for the 2016 fall season.

**SOCIAL-EMOTIONAL SUPPORT TEAM**

No new updates.

**STAFF RESIGNATIONS**

**BACKGROUND**

We have received a letter of resignation for the purpose of retirement from **Kathy Opfermann** from her position as part-time Secretary at Manor Elementary. Her resignation is effective June 30, 2016. Ms. Opfermann has 26 years of service as a union secretary.

We have received a letter of resignation from **Shannon Bourke** from her Science teaching position at Monroe High School. Her resignation is effective August 26, 2016. Ms. Bourke had one year of service with our district.

**ENCLOSURES**

Letter(s) of Resignation

**RECOMMENDATION**

Move to approve the resignations from Monroe Public Schools of Kathy Opfermann effective June 30, 2016, and Shannon Bourke effective August 26, 2016.

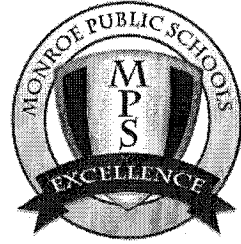
**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

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



# Monroe Public Schools

Manor Elementary School  
1731 West Lorain Street  
Monroe, MI 48162  
734-265-4700

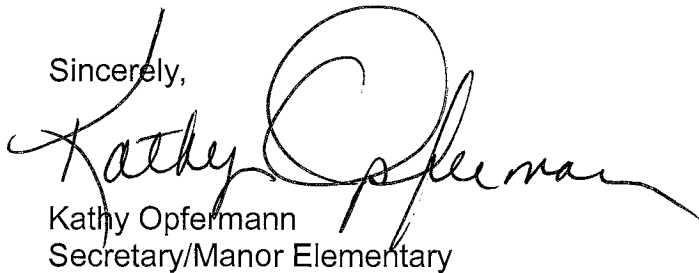


May 2, 2016

To Whom It May Concern:

I am submitting written notice to inform you I am retiring from my position at MPS effective June 30, 2016.

Sincerely,

A handwritten signature in cursive script that reads "Kathy Opfermann".

Kathy Opfermann  
Secretary/Manor Elementary

03 May 2016

To whom it may concern:

I am resigning at the end of my contract effective 26 August 2016.

A handwritten signature in black ink, appearing to read 'Shannon Bourke', with a long horizontal flourish extending to the right.

Shannon Bourke

MHS Science Teacher

**RESOLUTION TO SUPPORT THE MONROE COUNTY INTERMEDIATE  
SCHOOL DISTRICT PROPOSED BUDGET FOR 2016-2017**

**ENCLOSURE**

Resolution  
2016-2017 General Fund Budget Projection

**RECOMMENDATION**

Move to approve the Monroe County ISD Budget Resolution as presented.

**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	_____	_____	_____	_____

**RESOLUTION**

**WHEREAS**, Section 380.624 of the Revised School Code requires that the Monroe County Intermediate School Board present its proposed budget to each constituent district for review by no later than May 1<sup>st</sup>; and,

**WHEREAS**, not later than June 1<sup>st</sup> , the Board of Education of each constituent school district shall review the proposed Monroe County Intermediate School District budget; and,

**WHEREAS**, not later than June 1<sup>st</sup> , the Board of Education of each constituent school district shall adopt a resolution expressing support for or disapproval of the proposed Monroe County ISD budget and shall submit to the ISD board any specific objections and proposed changes it has to the proposed budget; and,

**THEREFORE**, be it resolved, that the Board of Education of Monroe Public Schools adopts this resolution expressing its support of the Monroe County ISD proposed budget.

**Presented, approved and adopted this 10<sup>th</sup> day of May, 2016.**

\_\_\_\_\_  
**Dr. Barry N. Martin, Superintendent**

\_\_\_\_\_  
**Robert Yeo, President**

**MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT**  
**2016-2017 GENERAL FUND BUDGET PROJECTION**  
 April 19, 2016

<b>REVENUE</b>	<b>2016-2017 Proposed</b>
Local	7,174,710
Intermediate	103,767
State	5,860,277
Federal	3,361,092
	16,499,846
 Total Revenue	 16,499,846
 Interdistrict Revenues	 2,656,516
Other - Transfers In	1,205,887
	2,862,403
 TOTAL REVENUE, INCOMING TRANSFERS/OTHER TRANS:	 <u><u>\$ 20,362,249</u></u>
 <b>EXPENDITURES</b>	
Instruction:	
Basic Program	3,690,523
Added Needs	35,260
Other	-
Support Service:	
Pupil	757,725
Instructional Staff	2,514,582
General Administration	477,638
School Administration	340,374
Business	1,179,349
Operation & Maintenance	518,068
Transportation	414,104
Central	2,056,740
Other	5,927
Community Service	808,912
	12,799,202
 Total Expenditures	 12,799,202
 Interdistrict Payments	 7,685,112
Other - Transfers Out	398,731
	8,083,843
 TOTAL APPROPRIATED:	 <u><u>\$ 20,883,045</u></u>
 Unreserved Beginning Fund Balance	 6,681,262
Income to Receive	20,362,249
	27,043,511
Total Income Available	27,043,511
Less: Expenditures	(20,883,045)
	6,160,466
Estimated Ending Balance	<u><u>\$ 6,160,466</u></u>

**MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT**  
**2016-2017 SPECIAL EDUCATION FUND BUDGET PROJECTION**  
 April 19, 2016

<b>REVENUE</b>	<b>2016-2017 Proposed</b>
Local	20,741,975
Intermediate	4,100
State	8,859,761
Federal	<u>5,589,487</u>
 Total Revenue	 35,195,323
 Interdistrict Revenues	 33,394
Other - Transfers In	<u>398,731</u>
 TOTAL REVENUE, INCOMING TRANSFERS/OTHER TRANS:	 <u><u>\$ 35,627,448</u></u>

**EXPENDITURES**

Instruction:	
Basic Program	-
Added Needs	12,980,452
Other	-
Support Service:	
Pupil	11,010,278
Instructional Staff	2,218,384
General Administration	48,975
School Administration	222,872
Business	191,102
Operation & Maintenance	783,637
Transportation	1,117,877
Central	194,692
Other	-
Community Service	<u>118,919</u>
 Total Expenditures	 28,887,188
 Interdistrict Payments	 6,851,213
Other - Transfers Out	<u>1,464,302</u>
 TOTAL APPROPRIATED:	 <u><u>\$ 37,202,703</u></u>
 Unreserved Beginning Fund Balance	 10,938,988
Income to Receive	<u>35,627,448</u>
 Total Income Available	 46,566,436
Less: Expenditures	<u>(37,202,703)</u>
 Estimated Ending Balance	 <u><u>\$ 9,363,733</u></u>

**MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT**  
**2016-2017 SCHOOL SERVICE FUND BUDGET PROJECTION**  
 April 19, 2016

<b>REVENUE</b>	<b>2016-2017 Proposed</b>
Local	48,200
State	1,723
Federal	<u>52,600</u>
 Total Revenue	 102,523
 Interdistrict Revenues	 -
Other - Transfers In	<u>58,415</u>
 TOTAL REVENUE, INCOMING TRANSFERS/OTHER TRANS:	 <u><u>\$ 160,938</u></u>

**EXPENDITURES**

Instruction:	
Basic Program	-
Added Needs	-
Other	-
Support Service:	
Pupil	-
Instructional Staff	-
General Administration	-
School Administration	-
Business	-
Operation & Maintenance	-
Transportation	-
Central	-
Other	157,938
Community Service	<u>-</u>
 Total Expenditures	 157,938
 Interdistrict Payments	 -
Facilities Acquisition/Improvements	-
Other - Transfers Out	<u>3,000</u>
 TOTAL APPROPRIATED:	 <u><u>\$ 160,938</u></u>
 Unreserved Beginning Fund Balance	 12,101
Income to Receive	<u>160,938</u>
 Total Income Available	 173,039
Less: Expenditures	<u>160,938</u>
 Estimated Ending Balance	 <u><u>\$ 12,101</u></u>

**MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT**  
**2016-2017 CAPITAL PROJECTS FUND BUDGET PROJECTION**  
 April 19, 2016

<b>REVENUE</b>	<b>2016-2017 Proposed</b>
Local	-
State	-
Federal	-
	-
Total Revenue	-
Interdistrict Revenues	-
Other - Transfers In	100,000
	100,000
TOTAL REVENUE, INCOMING TRANSFERS/OTHER TRANS:	\$ 100,000

**EXPENDITURES**

Instruction:	
Basic Program	-
Added Needs	-
Other	-
Support Service:	
Pupil	-
Instructional Staff	-
General Administration	-
School Administration	-
Business	175
Operation & Maintenance	-
Transportation	-
Central	-
Other	-
Community Service	-
	-
Total Expenditures	175
Interdistrict Payments	-
Facilities Acquisition/Improvements	144,000
Other - Transfers Out	-
	-
TOTAL APPROPRIATED:	\$ 144,175
Unreserved Beginning Fund Balance	718,954
Income to Receive	100,000
	100,000
Total Income Available	818,954
Less: Expenditures	144,175
	674,779
Estimated Ending Balance	\$ 674,779



**SCHOOL LUNCH PRICES**

**BACKGROUND**

See attached information

**ENCLOSURES**

Memorandum – Kathy Eighmey  
Monroe County Meal Prices 2015/16  
Price Adjustment Calculator

**RECOMMENDATION**

Move to approve Option B to set prices for school lunches for the 2016/17 school year.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

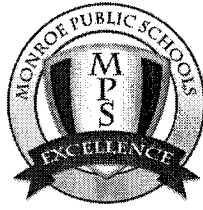
	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

Monroe Public Schools  
Business Office

1275 North Macomb Street  
Monroe, Michigan 48162

Phone: 734-265-3050  
Fax: 734-265-3001

Mrs. Katherine Eighmey, Director of Business & Finance  
Lynette Tyson, Administrative Assistant



KE Memo #065-15/16

TO: Board of Education  
Barry Martin

FROM: Kathy Eighmey

DATE: May 13, 2016

RE: Student Meal Prices

Section 205 of the Healthy, Hunger-Free Kids Act of 2010 requires school food providers to adjust lunch prices annually based upon an averaging formula provided within the act. Applying this formula to our current lunch pricing shows it is necessary for us to adjust our average meal prices for the 2016/17 school year. Averaging our meal prices allows us to adjust pricing at specific levels rather than across the board.

Following are three pricing options that would meet the necessary meal cost average.

	<u>Current</u>	<u>Option A</u>	<u>Option B</u>	<u>Option C</u>
Elementary	\$2.05	\$2.20	\$2.15	\$2.25
Secondary	2.80	2.85	2.90	2.80

In evaluating what we would consider to be the best choice for pricing, we are recommending Option B.

This option will increase both the elementary lunch price and the secondary lunch price by 10 cents. This equates to \$16.80 per year per student.

I have included the spreadsheet used to calculate the required increase as well as the 2015/16 lunch prices for Monroe County school districts.

KE  
Attachments  
xc: Mark Havericak

Meal Price Comparisons 2015-2016 School Year

LUNCH

School District	Elementary	Middle School	High School
Airport	\$2.25	2.60/2.85	2.60/2.85
Bedford	\$2.65	\$2.75	2.75
Dundee	\$2.25	\$2.25	2.50
Ida	\$2.35	\$2.75	2.85
Jefferson	\$2.35	\$2.90	2.90
Mason	\$2.35	2.70	2.70
Monroe	\$2.05	\$2.80	2.80
MCISD	\$2.15	\$2.15	2.15
Summerfield	\$2.40	2.75/2.85	2.75/2.85
Whiteford	\$2.50	2.85	2.85
Woodhaven	\$2.70	\$3.10	3.10

BREAKFAST

School District	Elementary	Middle School	High School
Airport	1.25	1.40	1.40
Bedford	1.30	1.30	1.30
Dundee	1.25	1.25	1.25
Ida	1.20	1.20	1.20
Jefferson	1.00	1.00	1.00
Mason	1.10	1.20	1.20
Monroe	1.00	1.00	1.00
MCISD	1.25	1.25	1.25
Summerfield	1.10	1.10	1.10
Whiteford	1.10	1.10	1.10
Woodhaven	1.25	1.25	1.25

Step 1	
Enter the SY 2015-16 Unrounded Price Requirement in the box below	SY 2016-17 Weighted Average Price Requirement
<i>This is can be found in Section 1: Box A of the SY 2015-2016</i>	Requirement price to the nearest cent
\$ 2.44	\$ 2.56
<p><i>Note: Above prices are based on adjusting SY 2015-2016 price requirement by the 2% rate increase plus the Consumer Price Index (2.97%)</i></p>	

Complete if you do NOT know your SY 2015-2016 Unrounded Price Requirement		
<b><u>Annual Unrounded Requirement Finder</u></b>		
Enter the SY 2010-11 Weighted Average Price below		
<i>** The weighted average price for SY 2010-11 is the weighted average of all paid lunch</i>		
SY 2010-11 Weighted Average Price	Unrounded Price Requirements	
	Price 1: SY 2014-2015 Requirement price to the nearest cent	Price 2: SY 2015-2016 Requirement price to the nearest cent
	\$ -	\$ -
<p><b><u>If you do not know your SY2010-2011 Weighted Average Price</u></b>  <b><u>CLICK HERE</u></b></p>		
<i>Note: The SY 2015-16 requirement is based on price increase requirements from SY 2011-12 through SY 2014-15.</i>		

**Use the links below to go to the next step:**

<a href="#">Click here to go to SY 2016-17 Price Calculator</a>
<a href="#">Click here to go to SY 2016-17 Non-Federal Source Calculator</a>
<a href="#">Click here to go to SY 2016-17 Split Calculator</a>

[Go to Instructions](#)

Note: This tool is created to allow the user to only enter the weighted average price. If any other parts of the tool are modified, the user runs the risk of calculating an incorrect new average price. Users should not modify the tool's current functionality.

## SY 2016-17 Price Adjustment Calculator

[Go to Instructions](#)

SY 2016-17 Weighted Average Price Requirement	
Requirement price to the nearest cent	Optional price requirement <b>ROUNDED DOWN</b> to nearest 5 cent
\$ 2.56	\$ 2.55
Note: Above prices are based on adjusting SY 2015-2016 price requirement by the 2% rate increase plus the Consumer Price Index (2.97%)	

SY 2015-16 Weighted Average Price Calculator			
Enter the paid prices and number of paid lunches sold at each price for October 2015.			
Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2015-16 Weighted Average Price
1.	9,603	\$ 2.05	\$ 19,686.15
2.	8,721	\$ 2.80	\$ 24,418.80
3.		\$ -	
4.		\$ -	
5.		\$ -	
6.		\$ -	
7.		\$ -	
8.		\$ -	
9.		\$ -	
10.		\$ -	
<b>TOTAL</b>	<b>18,324</b>	<b>\$ 44,104.95</b>	<b>\$ 2.41</b>
Note: SY 2015-16 Weighted Average Price equal to or above \$2.78 are compliant for SY 2016-17. \$2.78 is the difference between the Free and Paid reimbursement rates for SY 2015-16.			

Total Price Increase for SY 2016-17
\$ 0.14

Consumer price increase for SY 2016-17 (with 4% cost cap)
\$ 2.51

Reimbursement increase carried forward to SY 2017-18
\$ 0.04

Availability credit carried forward to SY 2017-18
\$ -

[Go to SY2016-2017 Report](#)

## Step 3 (Optional)

Pricing Estimation Calculator			
Below is a tool allowing users to manipulate prices to achieve the required new weighted average price.			
Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	Weighted Average Price
1.	9,603	\$ 2.15	\$ 20,646.45
2.	8,721	\$ 2.90	\$ 25,290.90
3.		\$ -	
4.		\$ -	
5.		\$ -	
6.		\$ -	
7.		\$ -	
8.		\$ -	
9.		\$ -	
10.		\$ -	
<b>TOTAL</b>	<b>18,324</b>	<b>\$ 45,937.35</b>	<b>\$ 2.51</b>

Note: This tool is created to allow the user to only enter the number of paid lunches and the related prices. If any other parts of the tool are modified, the user runs the risk of calculating an incorrect new average price. Users should not modify the tool's current functionality. November 2015

**MASB 2016-2017 MEMBERSHIP RENEWAL**

**BACKGROUND**

The Michigan Association of School Boards is an important resource for information and materials for school board members. There are many benefits which are available by being a member of MASB, including the annual state conference. The MASB works as an advocate for local school board governance. This year they are requesting \$7,512 based on the official pupil count from fall of 2015. (Last year’s fee: \$7,289)

**ENCLOSURE**

Letter from MASB Executive Director Don Wotruba, CAE  
MASB renewal notice

**RECOMMENDATION**

Move to approve the 2016-2017 membership renewal to the Michigan Association of School Boards in the amount of \$7,512.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

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

April 27, 2016

Robert Yeo, Board President  
Monroe Public Schools  
1572 Arbor Ave  
Monroe MI 48162-3104

Dear Robert,

On behalf of your Association's board and staff, I want to thank you for the opportunity to support, promote and enhance the important service and leadership you provide for Michigan's public schools and students. The collective support of 4,000+ board members enables MASB to have a powerful voice as we advocate for important issues on your behalf.

We recognize the importance of value in any membership and are proud of our recent accomplishments, including:

- A revised superintendent evaluation tool and corresponding training that complies with the new requirements in Section 1249 of the Revised School Code.
- Recruitment tools for this year's school board elections. The *Get on Board* campaign is a concerted grassroots effort to help your district attract civic-minded, student-focused individuals to serve on your board.
- Legislative advocacy—continuously fighting for you on issues like school funding, curriculum requirements and retirement reforms.

This coming year, MASB will be improving its certification program and modifying its website. We will enhance our already-popular certification program by ensuring our classes are tied to best practices and research, as well as, developing a new online learning platform to meet the needs of all board members. The website will become a knowledgebase of easy-to-access resources you need to be successful in district governance.

The renewal period for your district's MASB membership is now open and your district's dues invoice has been sent to your Superintendent. Please ensure it is submitted by no later than June 30, 2016. We look forward to another year of serving your board, your district and your leadership needs.

If you have any questions, please call us at 800.968.4627. MASB is your Association and *Your Voice for Public Education!*

Sincerely,



Don Wotruba, CAE  
Executive Director

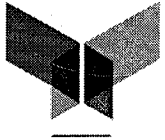


**MASB**  
MICHIGAN ASSOCIATION  
OF SCHOOL BOARDS

**Michigan Association  
of School Boards**  
1001 Centennial Way, Ste. 400  
Lansing, MI 48917

800.968.4627  
517.327.5900

[masb.org](http://masb.org)



**INVOICE**

1001 Centennial Way Suite 400  
Lansing, Michigan 48917-8249

**MASB**  
MICHIGAN ASSOCIATION  
OF SCHOOL BOARDS

517.327.5900  
Fed.ID # 38-1323441

**2016-2017 MEMBERSHIP RENEWAL NOTICE**

Barry Martin  
Monroe Public Schools  
PO Box 733  
Monroe, MI 48161-0733

District Number: 58010  
Date: 4/27/16

The Michigan Association of School Boards appreciates the membership of your school district for the fiscal year 2016-2017 which begins July 1.

<b>YOUR MDE AUDITED FALL PUPIL COUNT:</b>	<b>5792</b>	
<b>MASB SCHOOL DISTRICT 2016-2017 MEMBERSHIP:</b>		<b>\$7,512</b>
<b>LEGAL TRUST FUND ANNUAL RENEWAL CONTRIBUTION:</b>		<b>\$0</b>
<b>DUES RENEWAL SUBTOTAL:</b>		<b>\$7,512</b>

**Dues Plus Choices \***

Video(s):	QTY: _____	x Price: _____	=	_____
Workshop(s):	QTY: _____	x Price: _____	=	_____
Board Retreat(s):	QTY: _____	x Price: _____	=	_____

Add Dues Renewal Subtotal to Dues Plus Choices for **Grand Total Payable to MASB: \$** \_\_\_\_\_

*\*See enclosure for details on this special offer for board development.*

**DIRECT FINANCIAL BENEFITS OF MEMBERSHIP:**

One of the many benefits of membership with MASB, as described in the attached letter, is the ability for our members to participate in the SET-SEG insurance pools. In addition to competitive rates, many of our member districts enjoy significant workers' compensation premium reductions and property casualty returns of surplus. **Last year your participation resulted in the following returns to your district:**

Workers' Compensation Pool Premium Reduction	\$0.00
Property Casualty Pool:	\$37,940.60

Please forward payment and copy of this invoice no later than June 30, 2016 to:  
MASB, 1001 Centennial Way, Suite 400, Lansing, MI 48917-8249 Questions? Call 517-327-5900

GREEN COPY-SUPERINTENDENT \* BLUE COPY-BOARD PRESIDENT \*



**LLI KITS – WATERLOO ELEMENTARY SCHOOL**

**BACKGROUND**

The Fountas & Pinnell Leveled Literacy Intervention System (LLI) is a small-group, supplementary literacy intervention program designed to help teachers provide powerful, daily, small-group instruction for the lowest achieving students at their grade level. Through systematically designed lessons and original, engaging leveled books, LLI supports learning in both reading and writing, helps students expand their knowledge of language and words and how they work. The goal of LLI is to bring students to grade level achievement in reading. Students in need of intervention will benefit from this program.

**ENCLOSURE(S)**

Quote from Heinemann

**RECOMMENDATION**

Move to approve the purchase of the Fountas & Pinnell LLI kits at a cost not to exceed \$6,991.26. This expenditure will be funded utilizing the 2015-2016 Title I funds in accordance with allowable expenditure guidelines for use of federal funds for supplemental instructional programming.

**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	_____	_____	_____	_____



Houghton Mifflin Harcourt

ORDERS / CUSTOMER SERVICE
TEL: 800-225-5800 FAX: 877-231-6980
P.O. Box 6926
Portsmouth, NH 03802-6926
www.heinemann.com
Pubnet SAN: 210-5829 Code: HEP
Federal ID#: 06-1154537 GST:#125-218-917

361 HANOVER STREET, PORTSMOUTH, NH 03801

QUOTE: 4993056

73074

9804836

S MONROE PUBLIC SCHOOLS
O 1275 NORTH MACOMB
L MONROE MI 48162
D

S WATERLOO ELEM SCHOOL
H 1933 S CUSTER RD
I MONROE MI 48161
P

T
O

T
O

Table with columns: ACCOUNT NO., P.O. NUMBER, DATE, SPECIAL INSTRUCTIONS, TERMS, PAGE NO., ITEM, ISBN, UNITS, DESCRIPTION, LIST PRICE, DISC, NET AMOUNT. Includes item details for FOUNTAS /LLI TAKE HOME sets and PREPACK CONTAINS sections.

\*\*\*\* BACKORDERS AND MISC \*\*\*\*

MELISSA 734-265-3080
ZIENERT@MONROE.K12.MI.US
QUOTATION PRICES VALID FOR 30 DAYS

Continued

Table with columns: REFERENCE, TOTAL UNITS, SHIPPING WEIGHT, SHIPPING METHOD



**ADJOURNMENT**

**RECOMMENDATION**

Move to adjourn the May 10, 2016, Board Meeting #9.

**HAND VOTE**

MOTION: \_\_\_\_\_ SUPPORT: \_\_\_\_\_ ACTION: \_\_\_\_\_

TIME: \_\_\_\_\_