

MONROE PUBLIC SCHOOLS



BOARD MEETING #1/ORGANIZATIONAL

January 10, 2017

6:45 p.m.

BOARD OF EDUCATION

MR. MATTHEW BUNKELMAN

MRS. FLOREINE MENDEL

MR. ROBERT NICHOLS

MRS. ROSALIE PASKO

MRS. CHERYL SWEENEY

MRS. CYNTHIA TAYLOR

MR. LAWRENCE VANWASSHENOVA

SUPERINTENDENT OF SCHOOLS

Ms. JULIE M. EVERLY

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

NOTICE OF NON-DISCRIMINATION

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.

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

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #1/Organizational Meeting

Tuesday, January 10, 2017

6:45 p.m.

AGENDA

Page

A. Roll Call and Call to Order

1. Pledge of Allegiance to the Flag
2. School Board Recognition Month

Mrs. Everly
Mrs. Everly
Mrs. Everly

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B. Public Commentary – Agenda Items Only

Mrs. Everly

C. Discussion and Action Items

1. Election of President

Move to nominate _____ as President of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion and support only

Move to close the nominations for Board President.

Motion, support and hand vote

Move to appoint _____ as President of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion, support and roll call

Mrs. Everly

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2. Election of Vice President

Move to nominate _____ as Vice President of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion and support only

Move to close the nominations for Board Vice President.

Motion, support and hand vote

Move to appoint _____ as Vice President of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion, support and roll call

President

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3. Election of Secretary

Move to nominate _____ as Secretary of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion and support only

President

4

Move to close the nominations for Board Secretary.

Motion, support and hand vote

Move to appoint _____ as Secretary of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion, support and roll call

4. **Election of Parliamentarian** President 5

Move to nominate _____ as Parliamentarian of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion and support only

Move to close the nominations for Board Parliamentarian.

Motion, support and hand vote

Move to appoint _____ as Parliamentarian of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion, support and roll call vote

5. **Appointment of Treasurer** President 6

Move to appoint Katherine Eighmey as Treasurer of Monroe Public Schools Board of Education for the 2017 calendar year.

6. **Appointment of Administrative Secretary** President 7

Move to appoint Gayle Lambert as Administrative Secretary of Monroe Public Schools Board of Education for the 2017 calendar year.

7. **Appointment of General Counsel** President 8

Move to appoint Collins & Blaha to represent the Monroe Board of Education as general counsel for the Monroe Public School District for the 2017 calendar year.

8. **Establish Dates, Time and Location of Board of Education Meetings** President 9

Move to establish meeting dates and times for the Monroe Public Schools Board of Education from January 2017 to January 2018. Workshops will begin at 5:30 p.m. and regular meetings will begin at 7:00 p.m. at the Administration Building, 1275 North Macomb Street, Monroe, Michigan.

- | | | |
|---|---------------------|-----------|
| <p>9. Board Member Pay
 Move to establish the rate of pay for the Board of Education members at \$30.00 per meeting for the 2017 calendar year. If members choose to accept it, the pay will be quarterly, a Board member must be in attendance to receive the pay, and Board members who do not wish to receive pay must notify the payroll office in writing.</p> | <p>President</p> | <p>11</p> |
| <p>10. Appointment of Certified Public Accountant
 Move to employ the accounting firm of Cooley, Hehl, Wohlgamuth & Carlton, Certified Public Accountants, to perform the annual audit of financial records and funds of Monroe Public Schools for the 2016/2017 Fiscal Year in conformance with prescribed standards and legal requirements of the State of Michigan.</p> | <p>Mrs. Eighmey</p> | <p>12</p> |
| <p>11. Consent Agenda – Corporate Resolutions and Facsimile Signatures
 Move that Agenda Items 12 – 25 be considered as a Consent Agenda and that the consent agenda items be approved as recommended for the 2017 calendar year.</p> | <p>Mrs. Eighmey</p> | <p>13</p> |
| <p>12. Corporate Resolution – Monroe Bank and Trust
 Move to adopt the Corporate Resolution for Monroe Bank and Trust for the 2017 calendar year.</p> | <p>Mrs. Eighmey</p> | <p>17</p> |
| <p>13. Corporate Resolution – PNC Bank
 Move to adopt the Corporate Resolution for PNC Bank for the 2017 calendar year.</p> | <p>Mrs. Eighmey</p> | <p>19</p> |
| <p>14. Corporate Resolution – Fifth Third Bank
 Move to adopt the Corporate Resolution for Fifth Third Bank for the 2017 calendar year.</p> | <p>Mrs. Eighmey</p> | <p>21</p> |
| <p>15. Corporate Resolution – Education Plus Credit Union
 Move to adopt the Corporate Resolution for Education Plus Credit Union for the 2017 calendar year.</p> | <p>Mrs. Eighmey</p> | <p>23</p> |
| <p>16. Corporate Resolution – Flagstar Bank
 Move to adopt the Corporate Resolution for Flagstar Bank for the 2017 calendar year.</p> | <p>Mrs. Eighmey</p> | <p>25</p> |
| <p>17. Corporate Resolution – Wells Fargo
 Move to adopt the Corporate Resolution for Wells Fargo Bank for the 2017 calendar year.</p> | <p>Mrs. Eighmey</p> | <p>27</p> |

<p>18. Corporate Resolution – Key Bank Move to adopt the Corporate Resolution for Key Bank for the 2017 calendar year.</p>	<p>Mrs. Eighmey</p>	<p>29</p>
<p>19. Resolution for Facsimile Signatures - Monroe Bank and Trust Move to adopt the Resolution for Facsimile Signature – Monroe Bank and Trust for the 2017 calendar year.</p>	<p>Mrs. Eighmey</p>	<p>31</p>
<p>20. Resolution for Facsimile Signatures – PNC Bank Move to adopt the Resolution for Facsimile Signature – PNC Bank for the 2017 calendar year.</p>	<p>Mrs. Eighmey</p>	<p>33</p>
<p>21. Resolution for Facsimile Signatures – Fifth Third Bank Move to adopt the Resolution for Facsimile Signature – Fifth Third Bank for the 2017 calendar year.</p>	<p>Mrs. Eighmey</p>	<p>35</p>
<p>22. Resolution for Facsimile Signatures – Education Plus Credit Union Move to adopt the Resolution for Facsimile Signature – Education Plus Credit Union for the 2017 calendar year.</p>	<p>Mrs. Eighmey</p>	<p>37</p>
<p>23. Resolution for Facsimile Signatures – Flagstar Bank Move to adopt the Resolution for Facsimile Signature – Flagstar Bank for the 2017 calendar year.</p>	<p>Mrs. Eighmey</p>	<p>39</p>
<p>24. Resolution for Facsimile Signatures – Wells Fargo Move to adopt the Resolution for Facsimile Signature – Wells Fargo Bank for the 2017 calendar year.</p>	<p>Mrs. Eighmey</p>	<p>41</p>
<p>25. Resolution for Facsimile Signatures – Key Bank Move to adopt the Resolution for Facsimile Signature – Key Bank for the 2017 calendar year.</p>	<p>Mrs. Eighmey</p>	<p>43</p>
<p>26. Approval of Minutes Move to approve the minutes of the following meetings as submitted:</p> <ul style="list-style-type: none"> • December 13, 2016, Board Meeting #23 • December 20, 2016, Special Board Meeting • December 20, 2016, Closed Meeting 	<p>President</p>	<p>45</p>
<p>27. Reports and Updates</p> <ul style="list-style-type: none"> • December 8, 2016, Physical Resource Committee Meeting Minutes 	<p>President</p>	<p>50</p>

<p>28. Staff Resignation Move to approve the resignation from Monroe Public Schools of Danielle Portteus effective at the end of the day on December 20, 2016.</p>	Mrs. Flynn	53
<p>29. Teacher Appointment Move to approve the appointment of Christine Ruszczyk as a teacher with Monroe Public Schools effective January 11, 2017, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p>	Mrs. Flynn	55
<p>30. Teacher Appointment Move to approve the appointment of Morgan Willis as a teacher with Monroe Public Schools effective January 11, 2017, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p>	Mrs. Flynn	58
<p>31. Clerical Appointment Move to approve the appointment of Christine Pritchett as a secretary with Monroe Public Schools effective January 3, 2017, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p>	Mrs. Flynn	61
<p>32. Superintendent’s Comments</p>	Mrs. Everly	
<p>33. Old Business</p>	President	
<p>34. New Business</p>	President	
<p>35. Public Commentary – Any Topic</p>	President	
<p>36. Adjournment Move that the January 10, 2017, Board Meeting #1 of the Monroe Public Schools Board of Education be adjourned.</p>	President	63

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____
Mrs. Mentel	_____	_____
Mr. Nichols	_____	_____
Mrs. Pasko	_____	_____
Mrs. Sweeney	_____	_____
Mrs. Taylor	_____	_____
Mr. VanWasshenova	_____	_____

ELECTION OF PRESIDENT

RECOMMENDATION

Move to nominate _____ as President of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion and support only

MOTION: _____ SUPPORT: _____

RECOMMENDATION

Move to close the nominations for Board President.

Motion, support and hand vote

MOTION: _____ SUPPORT: _____ ACTION: _____

RECOMMENDATION

Move to appoint _____ as President of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion, support and roll call

MOTION: _____ SUPPORT: _____ ACTION: _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

ELECTION OF VICE PRESIDENT

RECOMMENDATION

Move to nominate _____ as Vice President of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion and support only

MOTION: _____ SUPPORT: _____

RECOMMENDATION

Move to close the nominations for Board Vice President.

Motion, support and hand vote

MOTION: _____ SUPPORT: _____ ACTION: _____

RECOMMENDATION

Move to appoint _____ as Vice President of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion, support and roll call

MOTION: _____ SUPPORT: _____ ACTION: _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

ELECTION OF SECRETARY

RECOMMENDATION

Move to nominate _____ as Secretary of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion and support only

MOTION: _____ SUPPORT: _____

RECOMMENDATION

Move to close the nominations for Board Secretary.

Motion, support and hand vote

MOTION: _____ SUPPORT: _____ ACTION: _____

RECOMMENDATION

Move to appoint _____ as Secretary of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion, support and roll call

MOTION: _____ SUPPORT: _____ ACTION: _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

ELECTION OF PARLIAMENTARIAN

RECOMMENDATION

Move to nominate _____ as Parliamentarian of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion and support only

MOTION: _____ SUPPORT: _____

RECOMMENDATION

Move to close the nominations for Board Parliamentarian.

Motion, support and hand vote

MOTION: _____ SUPPORT: _____ ACTION: _____

RECOMMENDATION

Move to appoint _____ as Parliamentarian of the Monroe Public Schools Board of Education for the 2017 calendar year.

Motion, support and roll call

MOTION: _____ SUPPORT: _____ ACTION: _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

APPOINTMENT OF TREASURER

RECOMMENDATION

Move to appoint Katherine Eighmey as Treasurer of Monroe Public Schools Board of Education for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

APPOINTMENT OF ADMINISTRATIVE SECRETARY

BACKGROUND

According to Bylaw 1150, the board shall appoint the administrative secretary each year. Gayle Lambert has been serving in that capacity since July 2013.

RECOMMENDATION

Move to appoint Gayle Lambert as Administrative Secretary of the Monroe Public Schools Board of Education for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

APPOINTMENT OF GENERAL COUNSEL

RECOMMENDATION

Move to appoint Collins & Blaha to represent the Monroe Board of Education as general counsel for the Monroe Public School District for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

ESTABLISH DATES, TIME AND LOCATION OF BOARD OF EDUCATION MEETINGS

BACKGROUND

Enclosed is the Board meeting calendar following the same pattern as the previous year. Workshops have been scheduled one per month. It would be the Board’s prerogative to add workshops to the open board meeting nights as needed. Tentative Student Disciplinary Hearings have been scheduled twice per month except during July and August.

ENCLOSURES

Proposed Board of Education and Committee Meeting Calendar

RECOMMENDATION

Move to establish meeting dates and times for the Monroe Public Schools Board of Education from January 2017 to January 2018. Workshops will begin at 5:30 p.m. and regular meetings will begin at 7:00 p.m. at the Administration Building, 1275 North Macomb Street, Monroe, Michigan.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

2017 Monroe Public Schools Board of Education Meetings and Committee Meetings

Location of Meetings: Administration Building, 1275 N. Macomb Street, Monroe, MI 48162

MONTH	DATE	TIME	MEETING	MONTH	DATE	TIME	MEETING
JANUARY	10	5:30 p.m.	Work Session	JULY	11	7:00 p.m.	Board Meeting #12
	10	6:45 p.m.	Org. Mtg./Bd. Mtg. #1		17	5:00 p.m.	Personnel Committee
	17	5:00 p.m.	Disciplinary Hearing		25	5:30 p.m.	Work Session
	23	5:00 p.m.	Curriculum Committee		25	7:00 p.m.	Board Meeting #13
	24	5:30 p.m.	Work Session		31	5:00 p.m.	Curriculum Committee
	24	7:00 p.m.	Board Meeting #2		AUGUST	7	5:00 p.m.
FEBRUARY	6	5:00 p.m.	Personnel Committee	8		7:00 p.m.	Board Meeting #14
	7	5:00 p.m.	Tentative Disciplinary Hearing	9		4:30 p.m.	Physical Resource Comm.
	8	4:30 p.m.	Physical Resource Comm.	21		5:00 p.m.	Curriculum Committee
	14	7:00 p.m.	Board Meeting #3	22		5:30 p.m.	Work Session
	21	5:00 p.m.	Tentative Disciplinary Hearing	22		7:00 p.m.	Board Meeting #15
	27	5:00 p.m.	Curriculum Committee	SEPTEMBER	11	5:00 p.m.	Personnel Committee
	28	5:30 p.m.	Finance Committee		12	7:00 p.m.	Board Meeting #16
28	7:00 p.m.	Board Meeting #4	19		5:00 p.m.	Tentative Disciplinary Hearing	
MARCH	6	5:00 p.m.	Personnel Committee		25	5:00 p.m.	Curriculum Committee
	7	5:00 p.m.	Tentative Disciplinary Hearing		26	5:00 p.m.	Finance Committee
	14	7:00 p.m.	Board Meeting #5		26	7:00 p.m.	Board Meeting #17
	20	5:00 p.m.	Curriculum Committee	OCTOBER	2	5:00 p.m.	Personnel Committee
	21	5:00 p.m.	Tentative Disciplinary Hearing		3	5:00 p.m.	Tentative Disciplinary Hearing
	28	5:30 p.m.	Work Session		10	7:00 p.m.	Board Meeting #18
28	7:00 p.m.	Board Meeting #6	11		4:30 p.m.	Physical Resource Comm.	
APRIL	3	5:00 p.m.	Personnel Committee		16	5:00 p.m.	Curriculum Committee
	4	5:00 p.m.	Tentative Disciplinary Hearing		17	5:00 p.m.	Tentative Disciplinary Hearing
	11	5:30 p.m.	Board Meeting #7	24	5:30 p.m.	Work Session	
	12	4:30 p.m.	Physical Resource Comm.	24	7:00 p.m.	Board Meeting #20	
	24	5:00 p.m.	Curriculum Committee	NOVEMBER	6	5:00 p.m.	Personnel Committee
MAY	1	5:00 p.m.	Personnel Committee		7	5:00 p.m.	Tentative Disciplinary Hearing
	2	5:00 p.m.	Tentative Disciplinary Hearing		14	7:00 p.m.	Board Meeting #20
	9	7:00 p.m.	Board Meeting #8		20	5:00 p.m.	Curriculum Committee
	15	5:00 p.m.	Curriculum Committee		21	5:00 p.m.	Tentative Disciplinary Hearing
	16	5:00 p.m.	Tentative Disciplinary Hearing		28	5:30 p.m.	Work Session
	23	5:30 p.m.	Finance Committee	28	7:00 p.m.	Board Meeting #21	
	23	6:30 p.m.	Scholarship Awards	DECEMBER	4	5:00 p.m.	Personnel Committee
23	7:00 p.m.	Board Meeting #9	5		5:00 p.m.	Tentative Disciplinary Hearing	
JUNE	5	5:00 p.m.	Personnel Committee		12	7:00 p.m.	Board Meeting #22
	6	5:00 p.m.	Tentative Disciplinary Hearing		13	4:30 p.m.	Physical Resource Comm.
	13	7:00 p.m.	Board Meeting #10		18	5:00 p.m.	Curriculum Committee
	14	4:30 p.m.	Physical Resource Comm.		19	5:00 p.m.	Tentative Disciplinary Hearing
	19	5:00 p.m.	Curriculum Committee	JAN. 2018	9	5:30 p.m.	Work Session
	20	5:00 p.m.	Tentative Disciplinary Hearing		9	6:45 p.m.	Org. Mtg./Bd. Mtg. #1
	27	5:30 p.m.	Finance Committee				
	27	6:45 p.m.	Budget Hearing/Bd Mtg #11				



Notice of Nondiscrimination: It is the policy of Monroe Public Schools not to discriminate on the basis of race, color, national origin, gender, age disability, religion, height, weight or marital status in its programs, services, employment, or any other activities. For information, contact the office of the Superintendent of Schools, 1275 N. Macomb St., Monroe, MI 48162 (734)265-3010. This notice is posted in compliance with Act #267 of the Public Acts of 1975, commonly cited as the Open Meetings Act. Adopted January 10, 2017

BOARD MEMBER PAY

RECOMMENDATION

Move to establish the rate of pay for the Board of Education members at \$30.00 per meeting for the 2017 calendar year, if members choose to accept it, that the pay be quarterly, that a Board member must be in attendance to receive the pay, and the Board members who do not wish to receive pay notify the payroll office in writing.

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	_____	_____	_____	_____

APPOINTMENT OF CERTIFIED PUBLIC ACCOUNTANT

BACKGROUND

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

The firm of Cooley, Hehl, Wohlgamuth & Carlton has continuously served the Monroe Public Schools as our auditing firm. The firm has been very responsive to any of our needs or questions throughout the year and has performed the audit in a very timely and efficient manner.

RECOMMENDATION

Move to employ the accounting firm of Cooley, Hehl, Wohlgamuth & Carlton, Certified Public Accountants, to perform the annual audit of financial records and funds of Monroe Public Schools for the 2016/17 Fiscal Year in conformance with prescribed standards and legal requirements of the State of Michigan.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

**CONSENT AGENDA
CORPORATE RESOLUTIONS AND FACIMILE SIGNATURES**

RECOMMENDATION

Move that Agenda Items 12-25 be considered as a Consent Agenda and that the consent agenda items be approved as recommended for the 2017 calendar year.

Corporate Resolution For:

12. Corporate Resolution – **Monroe Bank and Trust**

Accounts in Monroe Bank and Trust

100900321	Checking Account	}	General Fund; Athletics; Trust & Agency
7007123046	Public Primesweep Account		Fund; Food Service
60132050	Savings Account		Food Service
100902846	Checking Account		Payroll Checking Fund
100902891	Checking Account		Athletic Fund
100902926	Checking Account		Community Ed Fund
100902944	Checking Account		Student Activity – Monroe Middle School
100900330	Checking Account		Student Activity – Monroe High School
None	Investment Account		Wealth Management
800028948	Money Market Plus Account		Scholarship

13. Corporate Resolution – **PNC Bank**

Accounts in PNC Bank

4252718658	Business Money Market	Sinking Fund
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14. Corporate Resolution – **Fifth Third Bank**

Accounts in Fifth Third Bank

80541068	Commercial Savings Sweep	General Fund
07340361919	Public Max Saver	General Fund

15. Corporate Resolution – **Education Plus Credit Union**

Accounts in Education Plus Credit Union

None at this time

16. Corporate Resolution – **Flagstar Bank**

Accounts in Flagstar Bank

None at this time

17. Corporate Resolution – **Wells Fargo**

Accounts in Wells Fargo Bank

None at this time

18. Corporate Resolution – **Key Bank**

Accounts in Key Bank

None at this time

I, _____ Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

19. Resolution for Facsimile Signatures – **Monroe Bank and Trust**

That the Monroe Bank and Trust as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following: **Katherine Eighmey**

and the Monroe Bank and Trust, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Monroe Bank and Trust of Monroe by the Secretary or other officers of this corporation.

20. Resolution for Facsimile Signatures – **PNC Bank**

That the PNC Bank as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following: **Katherine Eighmey**

and the PNC Bank, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the PNC Bank of Monroe by the Secretary or other officers of this corporation.

21. Resolution for Facsimile Signatures – **Fifth Third Bank**

That the Fifth Third Bank as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order

of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:
Katherine Eighmey

and the Fifth Third Bank, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Fifth Third Bank of Monroe by the Secretary or other officers of this corporation.

22. Resolution for Facsimile Signatures – **Education Plus Credit Union**

That the Education Plus Credit Union as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following: **Katherine Eighmey**

and the Education Plus Credit Union, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Education Plus Credit Union of Monroe by the Secretary or other officers of this corporation.

23. Resolution for Facsimile Signatures – **Flagstar Bank**

That the Flagstar Bank as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following: **Katherine Eighmey**

and the Flagstar Bank, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Flagstar Bank by the Secretary or other officers of this corporation.

24. Resolution for Facsimile Signatures – **Wells Fargo**

That the Wells Fargo as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following: **Katherine Eighmey**

and the Wells Fargo, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Wells Fargo of Monroe by the Secretary or other officers of this corporation.

25. Resolution for Facsimile Signatures – **Key Bank**

That the Key Bank as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation’s name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:
Katherine Eighmey

and the Key Bank, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Key Bank of Monroe by the Secretary or other officers of this corporation.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

CORPORATE RESOLUTION FOR BANK DEPOSITORIES

RECOMMENDATION

Move to adopt the Corporate Resolution for **Monroe Bank and Trust** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

CORPORATE RESOLUTION

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Monroe Bank and Trust, Monroe, Michigan, be and it hereby is designated as a depository of this Corporation and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing signature of any **one** of the following officers:

_____, Treasurer
(Signature)

_____, Superintendent
(Signature)

Accounts in Monroe Bank and Trust

100900321	Checking Account	}	General Fund; Athletics; Trust & Agency
7007123046	Public Primesweep Account		Fund; Food Service
60132050	Savings Account		Food Service
100902846	Checking Account		Payroll Checking Fund
100902891	Checking Account		Athletic Fund
100902926	Checking Account		Community Ed Fund
100902944	Checking Account		Student Activity – Monroe Middle School
100900330	Checking Account		Student Activity – Monroe High School
None	Investment Account		Wealth Management
800028948	Monroe Market Plus Account		Scholarship

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

CORPORATE RESOLUTION FOR BANK DEPOSITORIES

RECOMMENDATION

Move to adopt the Corporate Resolution for **PNC Bank** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

CORPORATE RESOLUTION

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the PNC Bank, Monroe, Michigan, be and it hereby is designated as a depository of this Corporation and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing signature of any **one** of the following officers:

_____, Treasurer
(Signature)

_____, Superintendent
(Signature)

Accounts in PNC Bank

4252718658 Business Money Market Sinking Fund

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

CORPORATE RESOLUTION FOR BANK DEPOSITORIES

RECOMMENDATION

Move to adopt the Corporate Resolution for **Fifth Third Bank** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

CORPORATE RESOLUTION

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Fifth Third Bank, Monroe, Michigan, be and it hereby is designated as a depository of this Corporation and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing signature of any **one** of the following officers:

_____, Treasurer
(Signature)

_____, Superintendent
(Signature)

Accounts in Fifth Third Bank

80541068	Commercial Savings Sweep	General Fund
07340361919	Public Max Saver	General Fund

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

CORPORATE RESOLUTION FOR BANK DEPOSITORIES

RECOMMENDATION

Move to adopt the Corporate Resolution for **Education Plus Credit Union** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

CORPORATE RESOLUTION

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Education Plus Credit Union, Monroe, Michigan, be and it hereby is designated as a depository of this Corporation and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing signature of any **one** of the following officers:

_____, Treasurer
(Signature)

_____, Superintendent
(Signature)

Accounts in Education Plus Credit Union:

None at this time

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

CORPORATE RESOLUTION FOR BANK DEPOSITORIES

RECOMMENDATION

Move to adopt the Corporate Resolution for **Flagstar Bank** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

CORPORATE RESOLUTION

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Flagstar Bank, Monroe, Michigan, be and it hereby is designated as a depository of this Corporation and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing signature of any **one** of the following officers:

_____, Treasurer
(Signature)

_____, Superintendent
(Signature)

Accounts in Flagstar Bank

None at this time

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

CORPORATE RESOLUTION FOR BANK DEPOSITORIES

RECOMMENDATION

Move to adopt the Corporate Resolution for **Wells Fargo** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

CORPORATE RESOLUTION

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Wells Fargo, Michigan, be and it hereby is designated as a depository of this Corporation and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing signature of any **one** of the following officers:

_____, Treasurer
(Signature)

_____, Superintendent
(Signature)

Accounts in Wells Fargo Bank:

None at this time

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

CORPORATE RESOLUTION FOR BANK DEPOSITORIES

RECOMMENDATION

Move to adopt the Corporate Resolution for **Key Bank** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

CORPORATE RESOLUTION

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Key Bank, Monroe, Michigan, be and it hereby is designated as a depository of this Corporation and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing signature of any **one** of the following officers:

_____, Treasurer
(Signature)

_____, Superintendent
(Signature)

Accounts in Key Bank

None at this time

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 12th day of January 2017.

Secretary

(Corporate Seal)

RESOLUTION FOR FACSIMILE SIGNATURES

RECOMMENDATION

Move to adopt the Resolution for Facsimile Signature – **Monroe Bank and Trust** for the 2017 calendar year.

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 FOR FACSIMILE SIGNATURES

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Monroe Bank and Trust as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation’s name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:

KATHERINE EIGHMEY

and the Monroe Bank and Trust, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Monroe Bank and Trust of Monroe by the Secretary or other officers of this corporation.

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

RESOLUTION FOR FACSIMILE SIGNATURES

RECOMMENDATION

Move to adopt the Resolution for Facsimile Signature – **PNC Bank** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

RESOLUTION FOR FACSIMILE SIGNATURES

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the PNC Bank as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation’s name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:

KATHERINE EIGHMEY

and the PNC Bank, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the PNC Bank of Monroe by the Secretary or other officers of this corporation.

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

RESOLUTION FOR FACSIMILE SIGNATURES

RECOMMENDATION

Move to adopt the Resolution for Facsimile Signature – **Fifth Third Bank** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

RESOLUTION FOR FACSIMILE SIGNATURES

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Fifth Third Bank as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation’s name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:

KATHERINE EIGHMEY

and the Fifth Third Bank, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Fifth Third Bank of Monroe by the Secretary or other officers of this corporation.

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

RESOLUTION FOR FACSIMILE SIGNATURES

RECOMMENDATION

Move to adopt the Resolution for Facsimile Signature – **Education Plus Credit Union** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

RESOLUTION FOR FACSIMILE SIGNATURES

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Education Plus Credit Union as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation's name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:

KATHERINE EIGHMEY

and the Education Plus Credit Union, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Education Plus Credit Union of Monroe by the Secretary or other officers of this corporation.

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

RESOLUTION FOR FACSIMILE SIGNATURES

RECOMMENDATION

Move to adopt the Resolution for Facsimile Signature – **Flagstar Bank** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

RESOLUTION FOR FACSIMILE SIGNATURES

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Flagstar Bank as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation’s name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:

KATHERINE EIGHMEY

and the Flagstar Bank, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Flagstar Bank by the Secretary or other officers of this corporation.

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

RESOLUTION FOR FACSIMILE SIGNATURES

RECOMMENDATION

Move to adopt the Resolution for Facsimile Signature – **Wells Fargo Bank** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

RESOLUTION FOR FACSIMILE SIGNATURES

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Wells Fargo as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation’s name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:

KATHERINE EIGHMEY

and the Wells Fargo, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Wells Fargo of Monroe by the Secretary or other officers of this corporation.

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

CORPORATE RESOLUTION FOR BANK DEPOSITORIES

RECOMMENDATION

Move to adopt the Corporate Resolution for **Key Bank** for the 2017 calendar year.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

RESOLUTION FOR FACSIMILE SIGNATURES

I, _____, Secretary of the Board of Education of Monroe Public Schools, a Corporation organized and existing under the laws of the State of Michigan, do hereby certify that, at a meeting of the Board of Directors of said corporation duly held on the 10th day of January 2017, at which a quorum was present and acting throughout, the following resolution was adopted and is now in full force and effect:

RESOLVED: That the Key Bank as a designated depository of the Corporation be and it is hereby requested, authorized and directed to honor checks, drafts or other orders for the payment of money drawn in this corporation’s name, including those payable to the individual order of any person or persons whose name or names appear thereon as signer or signers thereof, when bearing or purporting to bear the facsimile signature(s) of any one of the following:

KATHERINE EIGHMEY

and the Key Bank, shall be entitled to honor and to charge this corporation for such checks, drafts or other orders regardless of by whom or by what means the actual or purported facsimile signature or signatures may have been affixed thereto, if such signature or signatures resemble the facsimile specimens duly certified to or filed with the Key Bank of Monroe by the Secretary or other officers of this corporation.

IN WITNESS WHEREOF, I hereunto set my hand and the seal of said corporation this 10th day of January 2017.

Secretary

(Corporate Seal)

APPROVAL OF MINUTES

ENCLOSURES

- December 13, 2016, Board Meeting #23 Minutes
- December 20, 2016, Special Board Meeting Minutes

RECOMMENDATION

Move to approve the following minutes as submitted:

- December 13, 2016, Board Meeting #23
- December 20, 2016, Special Board Meeting
- December 20, 2016, Closed Meeting

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #23

December 13, 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 (arrived at 7:09 p.m.), Trustee Floreine Mentel, and Trustee Cynthia Taylor

Board Members Absent: None

Administrators Present: Barry Martin, Julie Everly, Katherine Eighmey, Terry Joseph, Jerry Oley, David Payne

Administrators Absent: None

President Yeo called the meeting to order at 7:01 p.m.

Dr. Martin asked for a moment of silence to remember Monroe High School student Alex Johnson who perished in a fire last night in his home.

Student Art Awards

Art teachers Melissa Cramer, Bonnie Ritsema, Pamela Matthews, Kristen Brown, and Melanie Castellese were present to introduce elementary art students whose work will be on display for an entire year on the walls of the board room. These works of art have also been on display at the Mall of Monroe as well as at the Monroe County Fair. Each student received a certificate of merit.

Board Member Recognition

Dr. Martin recognized Ryan Philbeck, Dr. Tedd March, and Robert Yeo for their years of service to Monroe Public Schools and the community.

Recess

A short recess was called to enjoy refreshments at 7:14 p.m. The meeting resumed at 7:33 p.m.

Public Commentary-Agenda Items Only

Roosevelt Barnes, former MHS student athlete and basketball coach, commented on minority development. He would like to see Monroe become a top notch school.

Approval of Minutes

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

- November 22, 2016, Board Work Session
- November 22, 2016, Board Meeting #22

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

Reports and Update

The November 21, 2016, Board Curriculum Committee Meeting minutes and the December 5, 2016, Board Personnel Committee Meeting minutes were received.

Staff Resignations

Motion by Dr. March; support by Mrs. Taylor to approve the resignations from Monroe Public Schools of Polly Fraser, Nicole Miller, and Joseph Kaissieh effective at the end of the day on December 21, 2016.

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

Executive Administrator Appointment

Motion by Dr. March; support by Mr. Bunkelman to approve the appointment of Cindy Flynn as an Executive Director with Monroe Public Schools effective January 1, 2017, and place on the appropriate salary level for this position upon completion of all pre-employment requirements.

Discussion: Mrs. Taylor stated that her vote was nothing personal towards Mrs. Flynn; she respects her abilities. However, she feels the school district needs to have the highest qualified people as employees, especially the executive staff.

Vote: Motion carried by a 5-1 roll call vote. Mrs. Taylor voted no; Mr. VanWasshenova abstained

Coaching Recommendation

Motion by Mr. VanWasshenova; support by Mr. Bunkelman to approve Christopher Clark as a JV baseball coach for the 2016/17 school year; as per the MCEA Master Agreement.

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

Vertical Milling Machine

Motion by Mrs. Mentel; support by Mr. VanWasshenova to approve the purchase of the Vertical Milling Machine from Southwestern Industries, Inc. at a cost not to exceed \$9,835.00. This purchase will be funded utilizing funds from the Perkins Grant and Added Cost funds.

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

Lucy Calkins Units of Study for Teaching Reading

Motion by Mr. VanWasshenova; support by Mr. Bunkelman to approve the purchase of ninety-eight (98) Units of Study for Teaching Reading K-5 Bundles at a cost not to exceed \$32,962.30. This expenditure will be funded utilizing the allocated 2016-2017 curriculum budget.

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

Catch Basins – SMT Property

Motion by Mrs. Mentel; support by Mrs. Taylor to accept the bid of \$16,700.00 from D & R Demolition to install catch basins on the former South Monroe Townsite Elementary School property. Money for this purchase will come from the district site sinking fund.

Discussion: Because we plan to sell the property for residential use, we are required to install the catch basins rather than the buyer.

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

District Fire Equipment Repairs

Motion by Mr. VanWasshenova; support by Mrs. Mentel to accept the bid of \$11,907.65 from Cintas Fire Protection to complete the necessary repairs to the fire sprinkler systems and extinguishers. Money for this purchase will come from the Operations budget.

Discussion: Mr. Bunkelman asked if the city fire department and/or the township fire department could perform the inspections. Mr. Oley said both departments review our buildings annually, but they are not

certified to perform repairs. The local fire marshals do a very general inspection of our buildings, unlike a third party who is trained specifically to look at every pull station in every building, which can be very time consuming. The district has a responsibility to make sure fire extinguishers, pull stations, etc., are functioning properly. These detailed tests have been performed by third party contractors for numerous years.

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

Mobile Devices for Staff

Motion by Mr. VanWasshenova; support by Mr. Bunkelman to approve the purchase of mobile devices for staff at a cost not to exceed \$120,000.00. This purchase will be funded by the Technology Millage and the SPOT bid rebate.

Discussion: Mr. Payne indicated that it has been 4-5 years since staff devices have been updated, and it's getting difficult for teachers to perform daily duties with their current devices.

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

Board Policy 2020-R Administrative Organization

Motion by Mrs. Mentel; support by Mr. Bunkelman to approve Board Policy 2020-R Administrative Organization as written effective January 1, 2017.

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

Superintendent Comments

Dr. Martin stated that it has been a pleasure serving with this Board over the past three and a half years, and he really appreciates the time and effort they provided to the district.

Old Business

There was none at this time.

New Business

Mr. Yeo stated that it has been a pleasure working with Monroe Public Schools staff over the past 10 years, and he thanked current and past board members for the opportunity to serve as their leader.

Public Commentary-Any Topic

There was none at this time.

Adjournment

Motion by Mr. Yeo; support by Mr. VanWasshenova that the December 13, 2016, Board Meeting #23 of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 8:21 p.m.

Secretary

MONROE BOARD OF EDUCATION
1275 North Macomb Street, Monroe, Michigan 48162
Special Board Meeting
December 20, 2016
5:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Trustee Matthew Bunkelman, Trustee Floreine Mentel, and Trustee Cynthia Taylor

Board Members Absent: Secretary Ryan Philbeck, Parliamentarian Tedd March

Others Present: Barry Martin, Julie Everly, Delsie Sissoko, Terry Joseph, Cindy Flynn, Joe Hammond, Jeremy Chisholm, student (1220a), student's father, and student's attorney

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

Closed Session

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

Vote: Motion carried by a 5-0 hand vote at 5:06 p.m.

Reconvene Board Meeting

Motion by Mr. VanWasshenova; support by Mr. Bunkelman that the closed session adjourn and the 5:00 p.m., December 20, 2016, Special Board Meeting reconvene.

Vote: Motion carried by a 5-0 hand vote at 6:05 p.m.

Recommendation

Motion by Mr. VanWasshenova; support by Mrs. Taylor to suspend the student through the end of 2nd trimester. Student and parents are required to meet with the administrative team to discuss and set academic goals, community involvement, and substance abuse issues. Student must meet goals agreed upon by the end of 2nd trimester in order to return to school.

Vote: Motion carried by a 5-0 roll call vote at 6:05 p.m.

Adjournment

Motion by Mr. VanWasshenova, support by Mr. Bunkelman that the December 20, 2016, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 5-0 hand vote at 6:06 p.m.

Secretary

ACCEPTANCE OF REPORTS AND/OR COMMITTEE REPORTS

REPORTS AND/OR COMMITTEE REPORTS

- December 8, 2016, Physical Resource Committee Meeting Minutes

Physical Resource Committee

Thursday, December 8, 2016 @ 4:30 PM

Minutes

Present: Tedd March, Bob Yeo, Kathy Eighmey, Barry Martin, Jerry Oley

Update on 2016 Sinking Fund Project

- Work is continuing at the South Monroe Townsite location. Additional drainage work must be completed at an estimated cost of \$16,500.

Jerry Oley discussed the following Priority 1, 2017 Sinking Fund Construction Projects.

- Administration Building – Reconstruct Main Parking Lot
 - This project is estimated to cost \$150,000.
 - Additional parking spaces will be added.
- Administration Building – Replace East & Center Roofs
 - This project is estimated to cost \$84,100.
- Arborwood South – East Parking & Traffic Loop
 - This project is estimated to cost \$200,000.
 - Additional parking spaces will be added.
- Arborwood South – Corridor Sound/Access Control Doors
 - This project is estimated to cost \$86,000.
 - Will be addressing the sound/noise issues.
- Arborwood South – Replace Corridor Lay-in Ceilings & LED Lights/Egress/Exits
 - This project is estimated to cost \$140,000.
- Custer I – Reconstruct South Staff Parking Lot (between Custer I and II)
 - This project is estimated to cost \$160,000.

- Custer II – Reconstruct Front Walk/Curb & Pave Bus Drive
 - This project is estimated to cost \$50,000.
- MHS – Tuck Point Masonry
 - This project is estimated to cost \$60,000.
- Orchard Center – Replace Roof
 - This project is estimated to cost \$141,200.
- Raisinville – Rebuild North Parking Lot
 - This project is estimated to cost \$85,500.
 - Additional parking spaces will be added.
- Riverside – Replace Hall, Gym and Classroom Roofs
 - This project is estimated to cost \$124,400.
- Waterloo – Rebuild 2 Parking Lot Catch Basins
 - This project is estimated to cost \$3,000.

Discussion regarding MHS Heating/Cooling system.

- A study will be needed when changes are to be made to the system.

Meeting adjourned at 5:30 PM

STAFF RESIGNATION

BACKGROUND

We have received a letter of resignation for the purpose of other employment from **Danielle Portteus** from her position as Community Engagement Coordinator. Her resignation was effective at the end of the day on December 20, 2016.

ENCLOSURE(S)

Letter of Resignation

RECOMMENDATION

Move to approve the resignation from Monroe Public Schools of Danielle Portteus effective at the end of the day on December 20, 2016.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

December 20, 2016

Dr. Barry Martin

Mrs. Julie Everly,

Effective immediately, I am resigning my position as District Community Engagement Coordinator with Monroe Public Schools.

This decision is not reflective of the district, its staff nor its students. Instead, it is a personal decision.

I am a journalist and have been for my entire working career. I am returning to the Monroe News where my skills as a journalist can be utilized to the fullest.

Thank you for the opportunity. I wish the district the best.

Danielle M. Portteus

TEACHER APPOINTMENT

BACKGROUND

On behalf of the administration and the interview panel I am recommending the appointment of Christina Ruszczyk as a teacher with Monroe Public Schools. This teacher will be assigned an elementary teacher at Custer for the 2016/17 school year.

Ms. Ruszczyk holds her Bachelor of Arts degree from University of Michigan Dearborn. She was most recently employed as a teacher with Northpoint Academy in Toledo. Ms. Ruszczyk also worked for Monroe Public Schools Summer Learning Academy this past summer.

Members of the interview panel were: Terry Joseph, Executive Director for Student Resources, Lisa McLaughlin and Ronda Meier, Principals; Melissa Cramer and Laura Lavender, Teachers; and Nicole Kansier, Parent.

ENCLOSURE(S)

Resume

RECOMMENDATION

Move to approve the appointment of Christine Ruszczyk as a teacher with Monroe Public Schools effective January 11, 2017, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

Christina Ruszczyk

Objective

I am seeking a teaching position in grades K-6th, where I will utilize my knowledge and experience with elementary students. My goal is to achieve success in collaborating with faculty, staff, parents, and administration.

Certification

Elementary K-5 all subjects (K-8 All Subjects Self-Contained Classroom)
Early Childhood Education Pre K-K Endorsement
State of Michigan Provisional Teaching Certificate 02/17/2011-06/30/2017

Early Childhood (P-3)
Early Childhood Generalist (4-5)
State of Ohio 4 Year Resident Educator License 07/01/2013-06/30/2017

Education

University of Michigan-Dearborn August 2004 - December 2010
Bachelors of Arts with Distinction- Major: Early Childhood and Social Studies, Minor: Language Arts

Honors

Dean's List
Graduate with Distinction

Student Teaching

Rockwood, MI Chapman Elementary August-December 2010
Student Teaching- 1st grade

Experience

Toledo, OH The Leona Group August 22th 2012-Present
Northpointe Academy Classroom Teacher (3rd and 4th grades)

- I have my own website that I created, which I can use to post notes and daily assignments for my students, as well as useful sites for them to practice their skills, and an easy way for parents to get in touch.
- I received a Certification of Completion of 'Project WILD' while at Eastern Michigan University; I also have all of the books to use to teach lessons in science based from Project Wild.

References

- [REDACTED]
[REDACTED]
- [REDACTED]
[REDACTED]
- [REDACTED]
[REDACTED]

TEACHER APPOINTMENT

BACKGROUND

On behalf of the administration and the interview panel I am recommending the appointment of Morgan Willis as a teacher with Monroe Public Schools. This teacher will be assigned an elementary teacher at Manor for the 2016/17 school year.

Ms. Willis recently graduated from Eastern Michigan University with her bachelor’s degree in elementary education. She completed her student teaching this past fall at Custer Elementary. She was most recently employed as a substitute teacher with EduStaff and assigned at Waterloo and Manor elementary schools.

Members of the interview panel were: Terry Joseph, Executive Director for Student Resources; Lisa McLaughlin and Ronda Meier, Principals; Melissa Cramer and Laura Lavender, Teachers; and Nicole Kansier, Parent.

ENCLOSURE(S)

Resume

RECOMMENDATION

Move to approve the appointment of Morgan Willis as a teacher with Monroe Public Schools effective January 11, 2017, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

Morgan Willis



Certification

Michigan Teaching Certification

Pending- Expected December 2016

Education

Eastern Michigan University

2012- 2016

Elementary Education Major, Minor in Mathematics and Language Arts

Monroe County Community College

2008- 2012

Associates Degree in Science

Field Experience

Student Teaching

September 2016- December 2016

Custer Elementary School, 4th grade classroom, Social Studies, Mathematics, Reading and Writing.

While in student teaching I have been teaching (starting full-day teaching October 28th) throughout the day while differentiating instruction to best meet the needs of every student in the classroom. I have had the opportunity to attend professional development meetings with my cooperating teacher, meeting my students' parents at both open house and parent/teacher conferences, and even attending meetings with other teachers to observe lessons and discuss how we could improve or add on to our own daily teaching.

Work Experience

2008- Present

- Monroe Ear, Nose, and Throat

I worked at Monroe Ear, Nose, and Throat from 2008-present. I answered phones, checked patients in and out, scheduled appointments, and scanning and filing documents while also helping as an unofficial M.A. (seating patients or helping with procedures).

- Monroe Missionary Baptist Church

I have attended numerous youth camps over the years as a camp counselor- being a team captain or co-captain and playing games and activities with the students, showing leadership and hard work daily, and continuing a role model position at church. Also, every 2nd Sunday I help out in children's church, teaching or doing crafts with the students. There are activities throughout the year that I participate in as well- Trunk or Treat, programs and plays every Christmas and Easter, while also helping with youth events (dodgeball nights, road rally's, and more).

Skills

- I am proficient in technology- using computers, iPads, chrome books, as well as knowing and using websites that can be useful when teaching.

- I have my own website that I created, which I can use to post notes and daily assignments for my students, as well as useful sites for them to practice their skills, and an easy way for parents to get in touch.
- I received a Certification of Completion of 'Project WILD' while at Eastern Michigan University; I also have all of the books to use to teach lessons in science based from Project Wild.

References

- Theresa Crnkovich, University Supervisor, Eastern Michigan University
[REDACTED]
 - Marcie Boyce, Cooperating Teacher, Custer Elementary School
[REDACTED]
 - Ryan Meredith, Employer, Monroe Ear, Nose, and Throat
[REDACTED]
-

CLERICAL APPOINTMENT

BACKGROUND

On behalf of the administration and the interview panel I am recommending the appointment of Christine Pritchett as Classification II Secretary with Monroe Public Schools. Ms. Pritchett will be assigned as a secretary at Arborwood for the 2016-17 school year.

Ms. Pritchett is a high school graduate. She has worked in various office assistant type roles for the past eight years, most recently working as the receptionist for Dr. John Kalenkiewicz.

Members of the interview panel were: Steve Pollzzie, Principal; Andrea Wylie and Audrey Kellems, Teachers; Andrew Hoppert and Megan Angerer, Deans of Student; and Patsy Duffey and Rebecca Nye, Secretaries.

ENCLOSURE(S)

Resume

RECOMMENDATION

Move to approve the appointment of Christine Pritchett as a secretary with Monroe Public Schools effective January 3, 2017, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

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

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Nichols	_____	_____	_____	_____
Mrs. Pasko	_____	_____	_____	_____
Mrs. Sweeney	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____

Christine Pritchett

Objective:

looking for part/full time long term employment.

Highlights of qualifications:

- *I work well with other people
- *I am a fast learner
- *I am able to multitask in a fast paced setting

Patient interaction:

- *Answering the phone with a smile
- *Patient check in and check out
- *Accepting and entering payments
- *Overall concern for the patients

Skill categories:

- *Knowledge of electronic medical records
- *Organization skills
- *Updating patient information
- *Working with lab work and biopsies
- *Applying for prior authorizations

Employment history:

Receptionist, 06/2011-11/28/2016, Dr John Kalenkiewicz, [REDACTED] Monroe, Mi
Medical asst./receptionist, 05/2010-05/2011, Moulton Group, [REDACTED] Monroe Mi
Chiropractic asst., 04/2008-04/2010, Conant Chiropractic [REDACTED] Monroe Mi
Asst. cook/ Food prep, 08/2007-04/2008, LIFE [REDACTED] Monroe Mi
Home care, 06/2001-06/2007, Cindy Bussell/State of Michigan, (deceased) Monroe Mi

I am seeking long term employment where I can utilize my excellent customer service/people skills. My goal is to work in a field where I can be helpful to people and to a join a company that I can grow with.

ADJOURNMENT

RECOMMENDATION

Move to adjourn the January 10, 2017, Board Meeting #1.

HAND VOTE

MOTION: _____ SUPPORT: _____ ACTION: _____

TIME: _____