

**BOARD OF EDUCATION  
SPECIAL AND REGULAR BUSINESS MEETING MINUTES**

**March 21, 2011**

The special meeting of the Board of Education of Portage Public Schools held on Monday, March 21, 2011, was called to order at 4:33 p.m. by President Hollenbeck in the Media Center at Woodland Elementary School, 1401 Woodland Avenue.

Board Trustees Present: Kevin Hollenbeck, Geoff Howe, Melanie Kurdys, Rusty Rathburn, Bo Snyder, Randy Van Antwerp, and Joanne Willson

Board Trustees Absent: None

Administration Present: Marsha Wells, Superintendent; Denise Bresson, Director of Curriculum and Instruction; Susan O'Donnell, Woodland Elementary School Principal; Ric Perry, Assistant Superintendent of Instruction; Tom Vance, Community Relations Manager; Gail Van Daff, Director of Special Education; and Dan Vomastek, Director of Information and Technology Systems

Staff Present: Georgia Boyle, PREP Teacher; Shana Brown, PTO President; Laurie Gilman, Teacher; Robyn Ingold-Hearing, Hearing Impaired Program; Marie Koss-Ryan, Parent; Carla Mueller, Kids Hope; Chris Palmer, School Improvement Chair; Tina Pratt, Special Education; Valerie Vandlen, Special Education Teacher; Sara Wagenaar, ECSE; and Lindsay Wagner, Title I Teacher

**PRESENTATION**

The Board received a presentation on the Woodland Elementary School - School Improvement Plan. Principal, Mrs. Susan O'Donnell, led a discussion of Woodland's target goals for this year, how they were selected, the key strategies taking place and their plans to evaluate progress. Mrs. O'Donnell and her building chairs responded to Trustee questions.

The Board called recess at 5:34 p.m.

**CLOSED SESSION**

**Motion offered by Mrs. Kurdys, seconded by Mr. Snyder, that the Board of Education move into closed session for the purpose of discussing collective bargaining strategy [Section 8 (c) of the Open Meetings Act].**

**Upon a roll call vote, all Trustees present voted in favor of the motion.**

The Board moved into closed session at 6:00 p.m.

The Board returned to open session at 6:28 p.m.

The regular business meeting of the Board of Education of the Portage Public Schools held on Monday, March 21, 2011, was called to order at 6:35 p.m. by President Hollenbeck in the Community Room of the Administration Building, 8111 S. Westnedge. He welcomed an audience of 60 people and all in attendance recited the Pledge of Allegiance.

Board Trustees Present: Kevin Hollenbeck, Geoff Howe, Melanie Kurdys, Rusty Rathburn, Bo Snyder, Randy Van Antwerp, and Joanne Willson

Board Trustees Absent: None

## REPORTS

President Hollenbeck announced an addition to the agenda of the Portage Association of Educational Officer Personnel Contract for ratification.

**Superintendent's Report:** Superintendent Wells shared news that the results of both the Community Survey done by the Kercher Center and the four focus group meetings will be released soon, posted on the District website and shared at the April 18<sup>th</sup> meeting.

The Superintendent offered congratulations to the Central High School Men's Chamber Singers for being nominated to perform at the Michigan Youth Arts Festival in May. She also congratulated the Central High School Women's Chamber Singers for receiving a superior rating at the State Solo and Ensemble Festival. Superintendent Wells recognized and thanked Choir Director, Ms. Cindy Hunter, for her success and leadership. She reminded the audience of Kindergarten round-up at all elementary sites this month with details on the District web site.

The Director of Curriculum and Instruction, Ms. Denise Bresson, was joined by: Ms. Stephanie Lemmer, Instructional Consultant; Mr. Larry Killips, West Middle School Principal; Ms. Marcy Vanwinkle, West Middle Teacher; Ms. Kelly Lerdahl, West Middle Teacher; Dr. Craig Ross, Community High Administrator; Ms. Jen Everts, Community High Teacher; Mr. Jim French, Northern High School Principal; Mr. Eric Alburtus, Central High School Principal; Ms. Stacie Phillips, Northern High Teacher; Mr. Jon Taylor, Central High Teacher; and Ms. Cheryl Braford, Central High Teacher; and all shared a curriculum presentation regarding efforts underway to strengthen the reading skills of secondary students.

Superintendent Wells read a statement pertaining to her departure from the District assuring a smooth closing to the school year and acknowledged pride in the caliber of staff.

The Director of Special Education, Mrs. Gail Van Daff, shared background information on the Special Education Parent Advisory Committee (PAC) Awards and introduced a PAC Parent Representative, Ms. Mary Barkholz-Ingber, to announce the nominees and winners. Ms. Barkholz-Ingber acknowledged the nominees: Ms. Janet Dagher, Central Middle Teacher; Ms. Pat Champion, Lake Center Elementary Teacher; Ms. Melissa Haughn, Central Middle Teacher; Mr. Neil Kolberg, West Middle Paraprofessional; Ms. Mary Bellinger, Central Elementary Teacher; Ms. Kristin Stanfill, Northern High Teacher Consultant; Ms. Carolann Williams, Central Elementary Teacher; Mr. Mark Principe, West Middle Teacher; and Ms. Marsha Ulmer, Haverhill Teacher. Next, Ms. Barkholz-Ingber announced the winners and Mrs. Van Daff delivered framed certificates to: Ms. Jayme Rumiveld, West Middle Paraprofessional; Ms. Kylie Johnson, Woodland Teacher; Ms. Rebecca Bobo, Moorsbridge Teacher; and Ms. Ginnie Doerfler, West Middle Teacher.

**Financial Report:** The Assistant Superintendent of Operations, Mr. Tom Noverr, presented a financial report for the eight month period ending February 28, 2011. He discussed continuing to monitor Lansing for further budget news and the possibility of cutting the per pupil allocation by half for Kindergarten students that do not attend full-day programs. He responded to Trustee questions pertaining to all-day Kindergarten and the student population.

## COMMENTS OR COMMUNICATIONS

President Hollenbeck opened the comments and communications portion of the meeting and asked if there were any citizens who would like to speak to the Board. Mr. Van Antwerp explained guidelines the Board uses for this portion of the meeting.

Mr. Tom Eddy, 8339 Brookwood, a citizen and former Board member, addressed the Board about refocusing on the District Mission as well as the Enhancement Renewal Millage.

Mr. Mark Comins, 8455 Oakside, a citizen, shared concern for budget issues and urged pursuing partnerships in a cost savings effort. He offered best wishes to Superintendent Wells on future endeavors and the Board as they work through challenging times.

Ms. Nancy Ablao, 5224 Mapleridge, a teacher, shared concern for future budgetary reductions and stressed the need for elementary counselors.

Mr. Chris Palmer, 10332 Shuman, a counselor, shared concern for future budgetary reductions and stressed the need for elementary counselors.

President Hollenbeck opened the floor to comments from fellow Board members.

Mrs. Kurdys shared details of the FIRST Community High Robotics Team Competition and congratulated the students. She also discussed the (Kalamazoo County) KC Ready 4s Program that focuses on early childhood education.

Mrs. Willson offered thanks to the Gazette for their coverage of the ‘Peter Pan’ production at Amberly Elementary and acknowledged a Northern High Track Team fundraiser.

Mr. Rathburn thanked the Woodland Principal and staff for their informational presentation. He also informed the audience their comments are appreciated and shared confidence in the Board and Superintendent working together.

Mr. Snyder acknowledged District achievements, offered thanks to the faculty and staff for their hard work and discussed ‘resetting’ the District focus.

Mr. Van Antwerp thanked citizens for their comments and shared concern for budget challenges, urging the Board to be fiscally minded going forward.

Mr. Howe offered accolades to West Middle School for their production of The Jungle Book.

President Hollenbeck responded to concerns raised by speakers at the March 17<sup>th</sup> meeting regarding the Board President representing the Board and delegation of that authority. He also shared a timeline for

the Superintendent replacement search and discussed financial considerations connected to the separation agreement.

President Hollenbeck opened the floor to Board Committee reports.

Mrs. Kurdys provided a legislative update pertaining to several Bills and the recent Michigan Association of School Board's (MASB) Legislative Conference. She suggested advocating for Districts that have already streamlined their practices in order to implement cost savings.

Mr. Rathburn, chair of the Facilities and Infrastructure Committee, reported on the progress at Central High, the Technology and Training Center (previously Waylee Elementary) and the Facilities Master Plan for other District buildings.

The Owner's Linkage Ad Hoc Committee chair, Mr. Snyder, commented the next meeting is March 25.

President Hollenbeck, liaison on the District Advisory Council, shared highlights from the March meeting school reports, noted the Portage Education Foundation recently approved a \$1,000 grant to support the Kalamazoo Area College Access Network and detailed a prom dress donation effort at the Portage Community Center.

For Board Learning Time, Mr. Howe shared an article written by Christi Bergin and David Bergin entitled Attachment in the Classroom, published May 21, 2009, in *Educ. Psychol. Rev.*

## **CONSENT AGENDA**

**Mrs. Kurdys requested the minutes of the January 17, 2011, Special Meeting be removed from the Consent Agenda for discussion and offered a correction to the February 21, 2011, Regular Business Meeting minutes to include her comments.**

**President Hollenbeck presented the following Consent Agenda items for approval by the Board of Education: The minutes of February 21, 2011, Regular Business Meeting Revised and March 7, 2011, Special Meeting and Committee of the Whole Work Session. There being no objections to any items, motion carried unanimously.**

**Motion offered by Mrs. Kurdys, seconded by Mrs. Willson, that the Board of Education approve changes requested in detail to the January 17, 2011, Special Meeting minutes.**

**Motion offered by Mr. Van Antwerp to table the requested changes to the January 17, 2011, Special Meeting minutes for further discussion at the Retreat or by the Board Executive Committee died for lack of support.**

**Motion carried by a vote of 5-2.**

## **REQUIRED APPROVAL ITEMS**

**Motion offered by Mrs. Kurdys, seconded by Mr. Van Antwerp, that the Board of Education purchase five (5) 77 passenger "IC" brand International school buses at the bid price of \$90,874 per unit; and one (1) special needs lift equipped "IC" brand International school bus at the bid**

**price of \$94,183 per unit from Capital City International/Mid-West Transit in accordance with the terms, conditions, and specifications of the 2011 MSBO/MAPT Aggregate Bus Purchasing Program and Board Resolution, as presented. Funding for the total purchase cost of \$548,553 to come from the General Fund.**

Mr. Noverr and Mr. Louk Markham, Transportation Manager, responded to Trustee questions pertaining to interest rates, ranking purchases, bus safety, maintenance, inspections and consolidation.

**Amendment offered by Mrs. Kurdys, seconded by Mr. Rathburn, that the Board purchase three (3) 77 passenger “IC” brand International school buses at the bid price of \$90,874 per unit; and one (1) special needs lift equipped “IC” brand International school bus at the bid price of \$94,183 per unit. Motion carried by a vote of 6-1 to amend the motion.**

**Upon a roll call vote, all Trustees present voted in favor of the amended motion.**

**Motion offered by Mrs. Kurdys, seconded by Mr. Snyder, that the Board of Education ratify the 2010/11 Contractual Agreement with the Portage Association of Educational Office Personnel, as presented and pending ratification by this employee association.**

**Motion carried unanimously.**

#### **ACTION ITEMS**

**Motion offered by Mrs. Kurdys, seconded by Mr. Van Antwerp, that the Board of Education approve the Central High School French Program and IB French students to travel to France from June 13-20, 2012, as presented.**

**Motion carried unanimously.**

**Motion offered by Mrs. Kurdys, seconded by Mr. Howe, that the Board of Education approve the recommended bid award for asbestos removal at Central High School (the original school) and the Technology and Training Center. The recommendation is to award Area I to Pitsch Co. of Grand Rapids, Michigan, in the amount of \$31,000; Area II to Environmental Assurance of Indianapolis, Indiana, in the amount of \$47,000; and Area III to Trust Thermal of Owosso, Michigan, in the amount of \$10,600, from 2008 Bond Fund #1, as presented.**

Mr. Noverr responded to Trustee questions regarding approved bids, contingency funds and how bids were separated.

**Motion carried unanimously.**

**Motion offered by Mr. Van Antwerp, seconded by Mrs. Kurdys, that the Board of Education approve the proposals for the retrofit of Amberly Elementary, Angling Road Elementary, Central Elementary, Haverhill Elementary and Moorsbridge Elementary from various vendors for a total amount of \$629,922.88 from 2008 Bond Fund #1, as presented.**

Director of Information and Technology Systems, Mr. Dan Vomastek, responded to Trustee questions about equipment usage and the difference between placing equipment in new buildings as opposed to retrofitting older buildings.

**Motion carried unanimously.**

## **DISCUSSION ITEMS**

### **Building Site and Sinking Fund Projects:**

**Amberly Elementary School Front Entrance Security Project.** Mr. Tom Noverr shared the recommendation to accept the low bid of Cornerstone Construction Management, Inc. for the front entrance security project at Amberly Elementary in the amount of \$85,700 for the base bid and alternate #1, funded from the 11/12 Building and Site Sinking Fund (BSSF). He responded to a Trustee questions regarding environmental hazards and noted this would be an action item at the April 18<sup>th</sup> meeting.

**Woodland Elementary School and Central Middle School Asphalt Projects.** Mr. Tom Noverr provided background information on the 2010/11 BSSF allocation for projects slated for summer construction at Central Middle and Woodland Elementary parking lots. He shared the bid timelines, parking capacity at other District schools, logistics and scheduling concerns. Mr. Rathburn noted significant input was gathered during meetings with staff, parents, the City of Portage and homeowners. Mr. Noverr noted this recommendation will come back to the Board for action on April 18<sup>th</sup>.

**Recommended Approval of Door Replacements.** Mr. Tom Noverr shared the recommended proposal by Hazelhoff Builders for the replacement of 18 doors in the District for the sum of \$62,042.14, funded from the 2010/11 BSSF. He responded to Trustee questions regarding the timing of this project and the extent of these replacements. Mr. Noverr noted this will be an action item on April 18<sup>th</sup>.

### **Bond Projects – Technology Bid Awards:**

**Technology Enhanced Classroom Audio-Visual Equipment Purchase Recommendation.** Mr. Dan Vomastek briefed the Board on the recommendation to approve the purchase of Technology Enhanced Classroom (TEC) A/V equipment for Amberly, Angling Road, Central, Haverhill and Moorsbridge Elementaries for a total amount of \$126,307.95 from various vendors, from the 2008 Bond Fund #1.

**Technology Enhanced Classroom Lightspeed Sound-field System Purchase Recommendation.** Mr. Dan Vomastek provided background information on the recommended purchase of 138 Lightspeed sound-field systems for Amberly, Angling Road, Central, Haverhill and Moorsbridge Elementaries from the REMC (Regional Educational Media Center) contract purchase agreement for a total amount of \$76,314.00 from the 2008 Bond Fund #1.

**Technology Enhanced Classroom Furniture Purchase Recommendation.** Mr. Dan Vomastek shared details on the proposal for the purchase of 244 tabletops and adjustable legs from Custer Workplace Interiors in an amount not to exceed \$65,413.96, from the 2008 Bond Fund #1.

**Technology Enhanced Classroom Instructional Computer Purchase Recommendation.** Mr. Dan Vomastek provided an overview of the proposal for the purchase of 380 small form factor computers and 280 touch input monitors as outlined from Trivalent and SEHI Computers in a total amount not to exceed \$275,983.20 from Bond Funds #1 and #2.

**Primary Rate Interface (PRI) Circuits and Plain Old Telephone Service (POTS) Lines Service Contract Award.** Mr. Dan Vomastek briefed the Board on the recommended five-year proposal from CTS Telecom, Inc., to provide the District with five Primary Rate Interface (PRI) circuits and 41 Plain Old Telephone Service (POTS) lines for a monthly base amount of \$3,064.95. He also noted it is understood that the total value of this award may increase or decrease based on changes to government imposed fees and E-Rate discounts. Monies for this award will be drawn from the General Fund. Mr. Vomastek responded to Trustee questions regarding bids, equipment and pricing.

**2011/12 Budget Planning.** Superintendent Wells shared 2012 fiscal planning goals, principles and guidelines for budget development and program reductions. She stressed protecting as many resources as possible in the student areas. The Superintendent shared both best and worst case scenarios of budget impact analysis assumptions and variables for the 2011/12 school year. She also informed the Board of the likelihood of employee concessions in order to help address budget concerns and noted she has met with all union leaders and the Administrative Team to discuss reduction considerations. Superintendent Wells also discussed future improvement options for consideration as well as future adjustment options for consideration. The following discussion pertained to increased instructional time, building staffing at the secondary levels, the student population and mandated programs.

There being no further business to come before the Board, the meeting was adjourned at 9:40 p.m.

Respectfully submitted,

Edna Kent  
Recording Secretary

**PORTAGE PUBLIC SCHOOLS  
BOARD OF EDUCATION RESOLUTION**

2010-2011 MSBO/MAPT Aggregate Bus Purchasing Program

Portage Public Schools ("School District") Portage, Michigan

At a regular meeting of the Board of Education of Portage Public Schools, Kalamazoo County, Michigan (the "School District"), held at the Board of Education Offices at 8111 S. Westnedge Ave. Portage, Michigan 49002, on the 21st day of March, 2011, at 6:30 p.m. Local Time.

PRESENT: MEMBERS: K.Hollenbeck, G.Howe, M.Kurdys, R.Rathburn, R.Snyder,  
ABSENT: MEMBERS: None R.Van Antwerp & J.Willson

The following preamble and resolution were offered by Member Kurdys and supported by Member Rathburn.

WHEREAS, the School District desires to participate in the 2010-2011 Michigan School Business Officials ("MSBO") and the Michigan Association for Pupil Transportation ("MAPT") Aggregate Bus Purchasing Program ("Bus Purchasing Program"); and

WHEREAS, the Board Facilities Infrastructure Committee has reviewed the Bus Purchasing Program Vendor Invitation To Bid, the Vendors' Responses to the Invitation To Bid, the Base Bus Specifications, the Bus Specification Options, and the School District's Bid Comparison Spreadsheet (collectively "Bid Documents"); and

WHEREAS, the School District understands that it is subject to all of the terms and conditions contained in the Bid Documents and any Bus Purchasing Program procedures currently in place, or as may be implemented in the future by the MSBO/MAPT; and

WHEREAS, the Board of Education understands that the sole responsibility of MSBO/MAPT in the Bus Purchasing Program is to solicit bids from Vendors, inform the Districts of the bid results and coordinate the aggregate purchase of buses; and

WHEREAS, the Board of Education understands that the School District must have at least one (1) fully paid membership in either the MSBO and/or MAPT in order to participate in the Bus Purchasing Program; and

WHEREAS, the Board of Education understands that any contracts for the purchase of school buses under the Bus Purchasing Program will be between the School District and the Bus Vendor directly; and

WHEREAS, the Board of Education has determined that it is in the best interest of the School District to participate in the Bus Purchasing Program.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The School District is hereby authorized to participate in the 2010-2011 MSBO/MAPT Aggregate School Bus Purchasing Program and agrees to be bound by all of the terms and conditions contained in the Bid Documents, which Bid Documents are incorporated herein by reference.

2. The Assistant Superintendent for Operations is hereby authorized and directed to execute any and all documents which are necessary for the School District to participate in the Bus Purchasing Program upon the terms and conditions contained in the Bid Documents and any of the Bus Purchasing Program procedures.

YEAS: MEMBERS: K.Hollenbeck, G.Howe, M.Kurdys, R.Rathburn, R.Snyder,

NAYS: MEMBERS: None R.Van Antwerp & J.Willson

ABSTAIN: MEMBERS: None

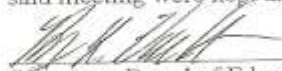
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RESOLUTION DECLARED ADOPTED

  
Secretary, Board of Education

I hereby certify that the foregoing constitutes a true and complete copy of a resolution duly adopted by the Board of Education of Portage Public Schools, County of Kalamazoo, Michigan, at a regular meeting held on the 21st day of March, 2011, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

  
Secretary, Board of Education