

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

**June 20, 2011**

The special meeting of the Board of Education of Portage Public Schools held on Monday, June 20, 2011, was called to order at 6:00 p.m. by President Hollenbeck in the Instructional Services Conference Room of the Administration Building, 8111 S. Westnedge.

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

Board Trustees Absent: None

Others Present: Tom Eddy and Ted Hartridge

Administration Present: Marsha Wells, Superintendent; Tom Noverr, Assistant Superintendent of Operations; Ric Perry, Assistant Superintendent of Instruction; and Tom Zahrt, Director of Human Resources

**CLOSED SESSION**

**Motion offered by Mr. Howe, seconded by Mr. Snyder, that the Board of Education move into closed session for the purpose of discussing pending litigation [Section 8 (e) 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 and recessed at 6:16 p.m.

The regular business meeting of the Board of Education of the Portage Public Schools held on Monday, June 20, 2011, was called to order at 6:31 p.m. by President Hollenbeck in the Community Room of the Administration Building, 8111 S. Westnedge. He welcomed an audience of 40 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

**DISTRICT RECOGNITIONS AND ACKNOWLEDGEMENTS**

The Community Relations Manager, Mr. Tom Vance, introduced Ms. Amanda Reel, Volunteer Center of Greater Kalamazoo Program Coordinator. Ms. Reel recognized three District Student Service Award recipients presenting them with a medallion and a Certificate of Excellence signed by the Governor. President Hollenbeck congratulated and presented recognition certificates to the students on behalf of the Board.

Superintendent Wells recognized and congratulated Mr. Van Antwerp for achieving his Michigan Association of School Boards (MASB) Certified Boardmember Award (CBA).

Superintendent Wells acknowledged and thanked President Hollenbeck and Mrs. Kurdys for their service to the Board and District. All Trustees echoed the Superintendent's remarks.

Mrs. Kurdys shared reflections on challenges and accomplishments during her tenure on the Board and urged the District and Board to focus on students in Board actions and enable every student to succeed.

President Hollenbeck acknowledged he was honored to serve on the Board, shared processes he would like to see continued and offered best wishes to the new Trustees. President Hollenbeck also recognized and thanked the Assistant Superintendent of Operations, Mr. Tom Noverr, for his contributions to the District.

## **PUBLIC HEARING**

President Hollenbeck opened the Public Hearing on the 2011/12 Fiscal Year Budget and called for public comment on the 2011/12 Fiscal Year Budget. Mr. Van Antwerp explained guidelines the Board uses for this portion of the meeting.

Mr. Dennis Simpson, 2927 Kalarama, a citizen, shared concern for teacher layoffs and bargaining.

President Hollenbeck closed the Public Hearing.

## **REPORTS**

**Superintendent's Report:** The Director of Curriculum, Instruction and Assessment, Ms. Denise Bresson, provided a curriculum review update and commended the committee members for their work.

Based on the Board Quality Committee work on the Balanced Scorecard, Ms. Bresson highlighted an example of how information is being shared by Birmingham Public Schools and discussed how this example might be utilized in Portage.

Mr. Tom Vance provided school year highlights from 2010/11 pertaining to District, state and national recognitions and awards.

Superintendent Wells offered thanks and best wishes to Mr. Tom Noverr for his 29 years of service to the District. She congratulated and offered best wishes to Dr. Ric Perry on his appointment as the interim Superintendent. Superintendent Wells offered thanks to the community for their support over the past four years, shared highlights of her tenure in the District, acknowledged exceptional staff and thanked all staff members for their wage concessions.

**Financial Report:** Mrs. Karla Colestock presented a financial report for the eleven month period ending May 31, 2011. Mrs. Colestock informed the Board that the District Business Office was recently awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association for the sixth consecutive year.

## 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.

Ms. Angela Little, 7587 Dunross Drive, a parent, shared concerns for elementary class sizes at Moorsbridge Elementary and suggested options to alleviate large classes.

Mr. Tom Eddy, 8339 Brookwood, a citizen and recently elected Board member, thanked President Hollenbeck and Mrs. Kurdys for their service to the Board, thanked Mr. Noverr for his service to the District, congratulated Dr. Perry on his appointment as the interim Superintendent, congratulated Mr. Van Antwerp for receiving his CBA certification, thanked the voters for their showing their confidence by electing him to the Board, and thanked Superintendent Wells for her service to the District.

Mr. Bob Walker, 2812 Vanderbilt, a citizen, thanked Superintendent Wells for her service to the District and wished her well in future endeavors and urged the Board to work together.

Mrs. Lissa Hartridge, 3723 Songbird Lane, a citizen, thanked Mr. Noverr for his service to the District, congratulated Dr. Perry on his appointment to interim Superintendent, shared success highlights from the recent Northern High School State Forensics Tournament, and thanked Superintendent Wells for her service to the District.

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

Mrs. Kurdys thanked Ms. Little for raising concerns regarding class sizes and discussed the need for the Board to provide oversight of class size minimums and maximums.

Mr. Van Antwerp extended best wishes and thanks to Mr. Noverr, offered thanks to all in the District staff for a successful school year, and extended best wishes and thanks to Superintendent Wells for her service to the District.

Mr. Howe extended best wishes and thanks to Mr. Noverr and Superintendent Wells for their service to the District.

President Hollenbeck opened the floor to Board Committee reports.

Mrs. Kurdys, the Legislative Liaison, discussed the teacher tenure law that recently passed in the House and is moving on to the Senate.

For Board Learning Time, Mr. Howe shared an article written by Jennifer Merriman Bausmith and Carol Barry entitled "Revisiting Professional Learning Communities to Increase College Readiness: The Importance of Pedagogical Content Knowledge," published May 2011, *Educational Researcher*, Vol. 40, No. 4, pp. 175-178.

## CONSENT AGENDA

**President Hollenbeck presented the following Consent Agenda items for approval by the Board of Education: The minutes of the May 19, 2011, Special Meeting, May 23, 2011, Special and Regular Business Meetings, May 31, 2011, Special Meeting, June 1, 2011, Special Meeting, June 6, 2011, Special Meeting and Committee Of The Whole Work Session, June 8, 2011, Special Meeting, June 9, 2011, Special Meeting and June 13, 2011, Special Meetings, Board Of Education Organizational Meeting For July 11, 2011, 2011/12 Preliminary School Calendar, Preliminary Trip Request - Central High School Field Trip To Czech Republic and Austria, Renewal of Chartwells Food Service Contract for 2011/12, Lunch and Breakfast Prices For 2011/12 and Policy Revisions. There being no objections to any items, motion carried unanimously.**

#### **REQUIRED APPROVAL ITEMS**

**Motion offered by Mrs. Kurdys, seconded by Mr. Van Antwerp, that the Board of Education adopt the Resolution to Capitalize Interest on Portion of 2008 School Bonds, as presented.**

Mrs. Kurdys encouraged the Board to allocate more Bond money to this purpose in the future to minimize taxpayer impact.

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

**Motion offered by Mr. Rathburn, seconded by Mr. Van Antwerp, that the Board of Education adopt the resolution, Amendment #2 to the 2010/11 General Fund Budget, as presented.**

Mrs. Colestock shared background on this resolution and responded to a Trustee question.

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

**Motion offered by Mr. Snyder, seconded by Mr. Rathburn, that the Board of Education adopt the resolution, Amendment #2 to the 2010/11 School Service Fund Budget, as presented.**

Mrs. Colestock shared background on this resolution.

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

**Motion offered by Mrs. Willson, seconded by Mrs. Kurdys, that the Board of Education ratify the 2011/12 Contractual Agreement with the Portage Association of Educational Office Personnel, as presented.**

The Director of Human Resources, Mr. Tom Zahrt, provided background information on this recommendation. All Trustees voiced appreciation to the Secretarial Association for their concessions.

**Motion carried unanimously.**

**Motion offered by Mr. Rathburn, seconded by Mrs. Kurdys, that the Board of Education ratify the 2011/12 Contractual Agreement with the Custodial / Maintenance Association, as presented.**

Mr. Tom Zahrt provided background information on this recommendation. All Trustees voiced appreciation to the Custodial/Maintenance Association for their concessions.

**Motion carried unanimously.**

**Motion offered by Mr. Van Antwerp, seconded by Mrs. Kurdys, that the Board of Education ratify the 2011/12 Contractual Agreement with the Portage School Bus Drivers' Association, as presented, pending the ratification from their Association.**

Mr. Tom Zahrt provided background information on this recommendation. All Trustees voiced appreciation to the Bus Drivers' Association for their concessions.

**Motion carried unanimously.**

**Motion offered by Mr. Rathburn, seconded by Mr. Snyder, that the Board of Education approve an amendment to the 2011/12 contract for the individual administrators, at the stated salary and adjusted benefits representing a total compensation concession of 4.2%, as presented.**

Superintendent Wells shared background information on this recommendation noting the original compensation for this group of employees was set at 6% with the option to revise that percentage based on collective bargaining results. Trustee discussion followed pertaining to ongoing negotiations with other unions, contract length, timing and the technical exempt employee concessions.

**Upon further discussion, motion offered by Mr. Snyder, seconded by Mr. Howe, to postpone the Board of Education approval of the amendment to the 2011/12 contract for the individual administrators, at the stated salary and adjusted benefits representing a total compensation concession of 4.2% until the next business meeting.**

**Motion carried by a vote of 5-2 with President Hollenbeck and Mr. Van Antwerp voting against the motion.**

**Motion offered by Mr. Rathburn, seconded by Mrs. Kurdys, that the Board of Education adopt the resolution for the General Fund budget for 2011/12, as presented.**

The Business Manager, Mrs. Karla Colestock, shared a presentation outlining previous budget cuts, fund balance, assumptions and uncertainties, reductions and adjustments, other funds and the District's financial future projections. Trustee questions and comments pertained to expenses, qualifying and timing of a per-pupil rebate, contingency plans, student allocation, changes to the retirement rate, Pay To Participate and testing fees, previous reductions, cost shifting, increased retirement and benefit costs and the use of the District fund balance.

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

**Motion offered by Mr. Van Antwerp, seconded by Mrs. Kurdys, that the Board of Education adopt the resolution for the Debt Retirement budget for 2011/12, as presented.**

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

**Motion offered by Mr. Rathburn, seconded by Mr. Van Antwerp, that the Board of Education adopt the resolution for the School Service Fund budget for 2011/12, as presented.**

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

**Motion offered by Mr. Rathburn, seconded by Mrs. Kurdys, that the Board of Education adopt the resolution for the Building & Site Sinking Fund budget for 2011/12, as presented.**

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

**Motion offered by Mrs. Willson, seconded by Mr. Snyder, that the Board of Education adopt the resolution to set the 2011 Tax Rates, as presented.**

Mrs. Colestock provided background information on the resolution.

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

**Motion offered by Mrs. Kurdys, seconded by Mrs. Willson, that the Board of Education adopt the resolution to layoff and/or to reduce the assignment of certain probationary and tenured teachers for the 2011/12 school year, as presented.**

Dr. Ric Perry and Superintendent Wells responded to Trustee questions regarding class sizes. Several Trustees shared concern as this resolution does not keep cuts away from the students but acknowledged a lack of other viable alternatives.

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

**Motion offered by Mr. Van Antwerp, seconded by Mr. Howe, that the Board of Education approve the appointment of Mr. Jeff Hamilton to the position of Middle School Assistant Principal, as presented.**

Mr. Tom Zahrt provided background information on Mr. Hamilton and responded to a Trustee question pertaining to the interview process used for this search.

**Motion carried unanimously.**

**Motion offered by Mrs. Willson, seconded by Mr. Snyder, that the Board of Education adopt the resolution confirming District membership with the Michigan High School Athletic Association for the 2011/12 school year, as presented.**

Dr. Ric Perry shared background details on this annual requirement that allows District students to complete in the State and noted this is cost neutral to the District.

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

## **APPROVAL ITEMS**

**Motion offered by Mr. Rathburn, seconded by Mr. Van Antwerp, that the Board of Education approve the recommendation from Engineered Protection Systems (EPS) of Grand Rapids, Michigan, for the purchase and installation of digital surveillance cameras at Central High School in an amount not to exceed \$84,193 from the 2008 Bond Fund #1, as presented.**

Director of Information and Technology Systems, Mr. Dan Vomastek, provided background information on this recommendation and responded to a Trustee question regarding the installation timeline.

**Motion carried unanimously.**

**Motion offered by Mrs. Willson, seconded by Mr. Snyder, that the Board of Education approve the proposal from I.Comm of Grand Rapids, Michigan, for the purchase and installation of interior digital signage systems in an amount not to exceed \$33,665, from 2008 Bond Funds #1 and #2, as presented.**

**Motion carried unanimously.**

**Motion offered by Mrs. Willson, seconded by Mr. Van Antwerp, that the Board of Education approve the purchase of 250 document cameras for use with District Technology Enhanced Classroom systems from Data Image Systems in an amount not to exceed \$52,250, from 2008 Bond Fund #1, as presented.**

Mr. Dan Vomastek shared background details on this recommendation.

**Motion carried unanimously.**

**Motion offered by Mr. Van Antwerp, seconded by Mr. Howe, that the Board of Education award Buist Electric, Inc., of Kalamazoo, a contract for Woodland Elementary parking lot lighting for completion this summer in the amount of \$59,500.00 from the 2010/11 Building and Site Sinking Fund, as presented.**

Mr. Tom Noverr provided background information on this recommendation and responded to a Trustee question pertaining to the project completion timeline.

**Motion carried unanimously.**

President Hollenbeck led the discussion and provided details on the interim Superintendent contract reviewed by Dr. Richard Perry, the Board Executive Committee and District legal counsel.

**Motion offered by Mr. Snyder, seconded by Mr. Rathburn, that the Board of Education approve the employment contract with Dr. Richard Perry as interim Superintendent from July 1, 2011, through June 30, 2012, as presented.**

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

There being no further business to come before the Board, the meeting was adjourned at 9:12 p.m.

Respectfully submitted,

Edna Kent  
Recording Secretary



SUPPLEMENTAL RESOLUTION TO CAPITALIZE INTEREST ON PORTION OF  
2008 SCHOOL BUILDING AND SITE BONDS  
(UNLIMITED TAX GENERAL OBLIGATION)

PORTAGE PUBLIC SCHOOLS  
COUNTY OF KALAMAZOO, STATE OF MICHIGAN

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Minutes of a regular meeting of the Board of Education of the Portage Public Schools, County of Kalamazoo, Michigan, held in the School District, on the 20th day of June, 2011, at 6:30 p.m., prevailing Eastern Time.

PRESENT: Members Kevin Hollenbeck, Geoff Howe, Melanie Kurdys, Rusty Rathburn, Bo Snyder, Randy Van Antwerp and Joanne Willson  
ABSENT: Members None

The following preamble and resolution were offered by Member Mrs. Kurdys and supported by Member Mr. Van Antwerp:

WHEREAS, at an election held in the School District on November 6, 2007, the qualified electors of the Portage Public Schools (the "School District") voted in favor of two bond proposals ("Proposal 1" and "Proposal 2") to pay the costs of certain improvements described in Proposal 1 (the "Proposal 1 Capital Projects") and Proposal 2 (the "Proposal 2 Capital Projects, and together with the Proposal 1 Capital Projects, the "Capital Projects"); and

WHEREAS, on November 26, 2007, the Board of Education of the School District adopted a resolution (the Bond Resolution") authorizing issuance of its bonds in a not to exceed principal amount of \$119,555,000, designated 2008 School Building and Site Bonds (Unlimited Tax General Obligation) (the "Bonds") for the purpose of paying the cost of the Capital Projects and paying the costs of issuing the Bonds; and

WHEREAS, on February 13, 2008, the School District issued the Bonds in the aggregate principal sum of \$112,275,000; and

WHEREAS, the School District established the 2008 School Building and Site Bond Proposal 2 Capital Projects Fund (the "Proposal 2 Capital Projects Fund"), into which proceeds of the Bonds in the amount of \$29,619,152 were deposited, to be used solely to pay for the Proposal 2 Capital Projects; and

WHEREAS, under the Internal Revenue Code of 1986, as amended (the "Code"), the School District may capitalize interest on the Bonds for up to three years after the date the Bonds were issued, and with respect to each capital project, for no longer than one year after the related capital project is complete or placed in service, and state law permits interest to be capitalized at least through the interest payment date following completion of a capital project; and

WHEREAS, at least \$650,000 in Bond proceeds is currently remaining in the Proposal 2 Capital Projects Fund (the "Proposal 2 Bond Proceeds"), and the Proposal 2 Capital Projects were completed in the first quarter of the current fiscal year; and

WHEREAS, the interest on the portion of the Bonds authorized pursuant to Proposal 2 due on May 1, 2010 exceeded \$524,000, and the interest on the portion of the Bonds authorized pursuant to Proposal 2 due on November 1, 2010 exceeded \$519,000; and

WHEREAS, the School District has determined that it is necessary and desirable to supplement the Bond Resolution to authorize the capitalization from Bond proceeds in the Proposal 2 Capital Projects Fund of an amount up to Six Hundred Fifty Thousand Dollars (\$650,000) in interest relating to the portion of the Bonds authorized pursuant to Proposal 2 which was due on May 1, 2010 and November 1, 2010.

NOW, THEREFORE, BE IT RESOLVED, THAT:

1. From the remaining Proposal 2 Bond Proceeds, the School District is hereby authorized to capitalize an amount up to Six Hundred Fifty Thousand Dollars (\$650,000) in interest on the portion of the Bonds authorized pursuant to Proposal 2 which was due on May 1, 2010 and November 1, 2010.
2. The Assistant Superintendent of Operations is authorized and directed to transfer to the

Debt Retirement Fund for the Bonds all or such portion of the \$650,000 as he deems necessary to facilitate the goal of the School District to maintain its debt millage levy at least for the 2011-2012 fiscal year at no more than 4.54 mills, to reimburse such fund for interest paid on the portion of the Bonds authorized pursuant to Proposal 2 first on November 1, 2010 and then on May 1, 2010.

3. All other resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

AYES: Members Kevin Hollenbeck, Geoff Howe, Melanie Kurdys, Rusty Rathburn, Bo Snyder, Randy Van Antwerp, and Joanne Willson

NAYS: Members None

RESOLUTION DECLARED ADOPTED.

  
Secretary, Board of Education  
Portage Public Schools

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board of Education of the Portage Public Schools, County of Kalamazoo, Michigan, at a regular meeting held on June 20, 2011, and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of the meeting were kept and will be or have been made available as required by the Act.

  
Secretary, Board of Education  
Portage Public Schools

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**PORTAGE PUBLIC SCHOOLS  
GENERAL FUND APPROPRIATIONS RESOLUTION  
AMENDMENT #2 2010/11**

Be it resolved that this resolution shall be the general appropriations of Portage Public Schools for the fiscal year 2010/11. A resolution to make appropriations; to provide for the expenditures of the appropriations; and to provide for the disposition of all revenue received by Portage Public Schools.

Be it further resolved, that the total unappropriated fund balance and revenues to be available for appropriations in the General Fund of Portage Public Schools for the fiscal year 2010/11 is as follows:

Beginning Unappropriated Fund Balance (Includes the Athletic Fund) **\$ 6,636,782**

REVENUES -

Local Sources		\$22,694,115
State Sources		49,507,584
Federal Sources		5,346,745
Incoming Transfers and Other Financing Sources		<u>468,081</u>

Total Revenues **\$78,016,525**

Total Available to Appropriate **\$84,653,307**

Be it further resolved, that \$76,828,331 of the total available to appropriate is hereby appropriated in the amounts and for the purposes set forth as follows:

EXPENDITURES –

Instruction:

Basic Programs		38,543,236
Added Needs		6,833,601
Adult Education		96,276

Support Services:

Pupil		4,727,619
Instructional Staff		4,580,714
General Administration		687,767
School Administration		4,335,555
Business Services		977,008
Operations and Maintenance		7,241,683
Transportation		2,858,472
Central Services		1,944,697
Athletics		1,556,935

Community Services		2,254,225
Other Financing Use-Debt Service		<u>190,543</u>

Total Expenditure Appropriation **\$76,828,331**

Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for performance of their responsibilities within the amounts appropriated.

**PORTAGE PUBLIC SCHOOLS  
SCHOOL SERVICE FUND APPROPRIATIONS RESOLUTION  
AMENDMENT #2 2010/11**

Be it resolved that this shall be the School Service Fund appropriations for Portage Public Schools for the fiscal year 2010/11. A resolution to make appropriations; to provide for the expenditure of appropriations; and to provide for the disposition of income received by Portage Public Schools.

Be it further resolved, that the total unappropriated fund balance and revenues to be available for appropriations in the School Service Fund of Portage Public Schools for the fiscal year 2010/11 is as follows:

	<u>Food Service</u>	<u>Bookstore</u>
Beginning Unappropriated Fund Balance (Actual)	\$396,056	\$0
<b>REVENUES:</b>		
Local Sources	1,383,800	12,000
State Sources	150,166	0
Federal Sources	1,035,000	0
	2,568,966	12,000
Total Revenues and Incoming Transfers	2,568,966	12,000
Total Available for Appropriations	2,965,022	12,000
<b>EXPENDITURES:</b>		
Food Service	2,512,427	0
Bookstore	0	12,000
Outgoing Transfer to General Fund for Indirect Costs	181,000	0
	2,693,427	12,000
Total Expenditures and Outgoing Transfers	2,693,427	12,000
Ending Unappropriated Fund Balance (est)	\$271,595	\$0

Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the Superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for the performance of their responsibilities within the amounts appropriated.

**PORTAGE PUBLIC SCHOOLS**  
**GENERAL FUND APPROPRIATIONS RESOLUTION 2011/12**

Be it resolved that this shall be the General Fund appropriations of Portage Public Schools for the fiscal year 2011/12. A resolution to make appropriations; to provide for the expenditure of appropriations; and to provide for the disposition of all revenue received by Portage Public Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the General Fund of Portage Public Schools for fiscal year 2011/12 is as follows:

Beginning Unappropriated Fund Balance (estimate)		<b>\$ 7,824,976</b>
<b>REVENUES -</b>		
Local Sources*	\$21,249,293	
State Sources	49,537,063	
Federal Sources	1,469,989	
Incoming Transfers and Other Transactions	<u>872,954</u>	
Total Revenues		<b><u>\$73,129,299</u></b>
 Total Available to Appropriate		 <b><u>\$80,954,275</u></b>

\*In compliance with Section 16 of the Uniform Budgeting and Accounting Act, this includes a tax levy of 18.000 mills on Non-Homestead property.

Be it further resolved, that \$73,665,341 of the total available to appropriate is hereby appropriated in the amounts and for the purposes set forth as follows:

<b>EXPENDITURES -</b>		
Instruction:		
Basic Programs	\$36,911,374	
Added Needs	6,696,998	
Adult Education	95,170	
Support Services:		
Pupil	4,679,925	
Instructional Staff	4,189,525	
General Administration	597,938	
School Administration	4,181,263	
Business Services	886,886	
Operations and Maintenance	7,206,913	
Transportation	3,179,699	
Central Services	1,769,195	
Athletics	1,253,063	
Community Services	1,844,224	
Other Financing Uses-		
Debt Service	<u>173,168</u>	
Total Expenditure Appropriation		<b><u>\$73,665,341</u></b>



Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for performance of their responsibilities within the amounts appropriated. This appropriation resolution is to take effect on July 1, 2011.

**PORTAGE PUBLIC SCHOOLS**  
**DEBT RETIREMENT FUND APPROPRIATIONS RESOLUTION 2011/12**

Be it resolved that this shall be the Debt Retirement Fund appropriations for Portage Public Schools for the fiscal year 2011/12. A resolution to make appropriations; to provide for the expenditure or appropriations; and to provide for the disposition of revenues received by Portage Public Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Debt Retirement Fund of Portage Public Schools for fiscal year 2011/12 is as follows:

Beginning Unappropriated Fund Balance (estimate) \$ 633,769

Revenues:

Local Property Taxes*	\$ 9,983,097	
Contribution from Bond Proposal #2		
Construction Contingency	650,000	
Industrial Facilities Tax	85,000	
Pilot Payment in Lieu of Tax	8,000	
Other Tax Revenues	5,000	
Interest Income	20,000	
Interest on Delinquent Taxes	<u>7,000</u>	
 Total Revenues		 <u>10,758,097</u>

Total Available to Appropriate \$11,391,866

\*In compliance with Section 16 of the Uniform Budgeting and Accounting Act, this is a tax levy of 4.54 mills on all property classifications.

Be it further resolved, that \$11,341,665 of the total available to appropriate is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

Principal Reduction	\$ 5,595,000	
Interest	5,738,665	
Fees	1,000	
Tax Refunds	<u>7,000</u>	

Total Expenditure Appropriation \$11,341,665

Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the Superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for performance of their responsibilities within the amounts appropriated. This appropriation resolution is to take effect on July 1, 2011.

**PORTAGE PUBLIC SCHOOLS  
SCHOOL SERVICE FUND APPROPRIATIONS RESOLUTION 2011/2012**

Be it resolved that this shall be the School Service Fund appropriations for Portage Public Schools for the fiscal year 2011/12. A resolution to make appropriations; to provide for the expenditure of appropriations; and to provide for the disposition of income received by Portage Public Schools.

Be it further resolved, that the total unappropriated fund balance and revenues to be available for appropriations in the School Service Fund of Portage Public Schools for the fiscal year 2011/12 is as follows:

	<u>Food Service</u>	<u>Bookstore</u>
Beginning Unappropriated Fund Balance (Estimated)	\$271,595	\$0
<b>REVENUES:</b>		
Local Sources	1,433,700	15,000
State Sources	151,866	0
Federal Sources	1,079,684	0
Incoming Transfer from General Fund	0	0
	2,665,250	15,000
Total Revenues and Incoming Transfers	2,665,250	15,000
Total Available for Appropriations	2,936,845	15,000
<b>EXPENDITURES:</b>		
Food Service	2,557,796	0
Athletics	0	0
Bookstore	0	15,000
Outgoing Transfer to General Fund for Indirect Costs	181,000	0
	2,738,796	15,000
Total Expenditures and Outgoing Transfers	2,738,796	15,000
Ending Unappropriated Fund Balance (est)	\$198,049	\$0

Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the Superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for the performance of their responsibilities within the amounts appropriated. This appropriation resolution is to take effect on July 1, 2011.

**PORTAGE PUBLIC SCHOOLS**  
**BUILDING AND SITE SINKING FUND APPROPRIATIONS RESOLUTION 2011/12**

Be it resolved that this shall be the Building and Site Sinking Fund appropriations for Portage Public Schools for the fiscal year 2011/12. A resolution to make appropriations; to provide for the expenditure of appropriations; and to provide for the disposition of all revenues received by Portage Public Schools.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Building and Site Sinking Fund of Portage Public Schools for fiscal year 2011/12 is as follows:

Beginning Unappropriated Fund Balance (estimate)	\$1,773,572
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Revenues:

Local Property Taxes*	\$1,099,460
Industrial Facility Taxes	10,000
Payment in Lieu of Taxes	1,000
Collection of Prior Year Taxes	500
Interest on Delinquent Taxes	2,000
Interest Income	<u>10,000</u>

Total Revenues	<u>1,122,960</u>
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Total Available to Appropriate	<u><b>\$2,896,532</b></u>
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\*In compliance with Section 16 of the Uniform Budgeting and Accounting Act, this is a tax levy of .5000 mills on all property classifications.

Be it further resolved, that \$1,034,700 of the total available to appropriate is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

Major Projects	\$ 610,000
Other Projects	152,700
Exterior Door Replacement	112,000
Roof Repair	30,000
Asphalt Repair	30,000
Toilet Partition Replacement	10,000
Carpet Replacement	10,000
District Mechanical	55,000
District Electrical	<u>25,000</u>

Total Expenditure Appropriation	<u><b>\$1,034,700</b></u>
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Be it further resolved that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement previously adopted. Changes in the amount appropriated shall require approval by the Board of Education.

Be it further resolved that the Superintendent is hereby charged with general supervision of the execution of the budget as adopted by the Board of Education and shall hold the directors and department heads responsible for the performance of their responsibilities within the amounts appropriated. This appropriation resolution is to take effect on July 1, 2011.

**RESOLUTION TO SET 2011 TAX RATES  
FOR SUMMER AND WINTER TAXES**

**Portage Public Schools**

Be it resolved that millage rates for the Portage Public School District, Kalamazoo County District #45, be set as follows for the 2011/12 fiscal year, and that the Board of Education President and Secretary be authorized to certify the following rates:

**City of Portage**

In Mills

	<b><u>2011 Summer Tax Rate</u></b>	<b><u>2011 Winter Tax Rate</u></b>	<b><u>Total Rate</u></b>
Operating (Non-Homestead Only)	18.0000	0	18.0000
Building & Site Sinking	0.5000	0	0.5000
Debt Retirement	<u>4.5400</u>	<u>0</u>	<u>4.5400</u>
 Total School Tax Rate	 <u>23.0400</u>	 <u>0</u>	 <u>23.0400</u>

**City of Kalamazoo, Pavilion Township, Texas Township**

In Mills

	<b><u>2011 Summer Tax Rate</u></b>	<b><u>2011 Winter Tax Rate</u></b>	<b><u>Total Rate</u></b>
Operating (Non-Homestead Only)	0	18.0000	18.0000
Building & Site Sinking	0	0.5000	0.5000
Debt Retirement	<u>0</u>	<u>4.5400</u>	<u>4.5400</u>
 Total School Tax Rate	 <u>0</u>	 <u>23.0400</u>	 <u>23.0400</u>

Portage Public Schools, Kalamazoo County, Michigan

A regular meeting of the Board of Education of Portage Public Schools was held in the Community Room of the Administration Building, on the 20<sup>th</sup> day of June, 2011 at 6:30 p.m.

The meeting was called to order by Kevin Hollenbeck, President.

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

Absent: Members None

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

WHEREAS, the Board of Education of the Portage Public Schools has reviewed its projected revenues and expenditures for the 2011-2012 school year, and anticipated program enrollments, and on the basis of the above factors has determined that a reduction in teaching personnel is necessary; and

WHEREAS, the administration of Portage Public Schools has notified the Portage Education Association, Incorporated, MEA/NEA and affected probationary teachers of the contemplated staff reduction; and

WHEREAS, the administration of Portage Public Schools has reviewed applicable legal and contractual procedures as well as standards pertaining to certification, seniority, and qualifications of the faculty has recommended separation of particular faculty members pursuant to the necessary reduction in personnel;

NOWTHEREFORE, BE IT RESOLVED:

1. The following probationary teachers are hereby placed on layoff status effective at the conclusion of the last teacher obligation day of the 2010-2011 school year, being June 30, 2011, and their services are hereby discontinued as of that date and will not be required until further notice:

Kristen Anderson  
Joshua Bartz  
James Carrow  
Jessica Clark  
Katie Eichstaedt  
Julie Fischhoff



Kally Graham  
Kayleen Grand  
Adrienne Johnson  
Christopher Lane  
Alysia Lehmann  
Brett McNeal  
Dawn Merasco  
Michelle Middlebrooks  
Karen Whitmyer-Milito  
Rhonda Rasmussen  
Stacy Reinhart  
Julie Scheeler  
Kristen Shook  
Daniel Stahr  
Lisa Trott  
Eric Tundevold  
Nicole Zielonka

BE IT FURTHER RESOLVED, that the following probationary teachers shall have their current assignment reduced for the upcoming 2011-2012 school year:

Derek Dee	from full-time to not less than .50
Diane Fort	from full-time to not less than .67
Anne Schnurstein	from .67 to not less than .50

BE IT FURTHER RESOLVED, that the following tenured teachers are hereby placed on layoff status effective at the conclusion of the last teacher obligation day of the 2010-2011 school year, being June 30, 2011, and their services are hereby discontinued as of that date and will not be required until further notice:

Ann Alburtus  
Susan Schroder  
Aimee Wendland

BE IT FURTHER RESOLVED, that the following tenured teacher shall have their current assignment reduced for the upcoming 2011-2012 school year:

Kristopher Winkle	from full-time to not less than .50
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2. The Superintendent of Portage Public Schools is hereby authorized and directed to notify the probationary and tenured teachers affected by this resolution that they have been placed on layoff status effective June 30, 2011, and that their services have been

discontinued and will not be required until further notice, subject to any recall rights and limitations found in Article XXII of the collective bargaining agreement between this Board of Education and the Portage Education Association, Incorporated, MEA/NEA

3. The Superintendent of Portage Public Schools is hereby authorized to take all other measures necessary and proper to implement the foregoing staff reduction.

All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members Kevin Hollenbeck, Geoff Howe, Melanie Kurdys, Rusty Rathburn, Bo Snyder, Randy Van Antwerp and Joanne Willson

Nays: Members None

Resolution declared adopted.

  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of the Portage Public Schools, Kalamazoo County, Michigan, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on June 20, 2011, the original of which resolution is a part of the Board's minutes and further certifies that notice of the meeting was given to the public under the Open Meeting Act, 1976 PA 267, as amended.

  
Secretary, Board of Education

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# 2011-12

1661 Ramblewood Drive  
East Lansing, MI 48823  
(517) 332-5046

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. **It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.**

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

## MEMBERSHIP RESOLUTION

For the year August 1, 2011 — through July 31, 2012

### LIST ON BACK

\_\_\_\_\_ the Secondary School(s) which are under the direction of this Board of Education/Governing Body.

*(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2011-12 must be listed on the back of this form)*

Portage Public Schools City of Portage

County of Kalamazoo, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current *HANDBOOK* as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2011 and shall remain effective until July 31, 2012, during which the authorization may not be revoked.

### RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

Portage Public School(s), on the 20 day of June, 2011, and is so recorded in the minutes of the meeting of the said Board/Governing Body.

Portage Board of Education  
(Governing Body Name)  
8111 S. Westnedge Ave.  
(Address)  
Portage, MI 49002  
(City)

  
\_\_\_\_\_  
Board Secretary Signature  
or Designee  
 Check if Designee

## Schools Which Are To Be MHSAA Members During 2011-12

**NOTE:** Pursuant to the MHSAA Constitution, "All high schools, junior high/middle schools, or other schools of Michigan doing a grade of work corresponding to such schools, may become members of this organization provided (a) the school building has an enrollment and on-site attendance of at least 15 students, whether for grades 7 and 8, or 7 through 9, or 10 through 12, or 9 through 12; and (b) if a nonpublic school, the school qualifies for federal income tax exemption as a not-for-profit organization." If enrollment falls below the minimum, the school must notify the MHSAA and its membership will be suspended.

### Senior High School(s)

### Junior High /Middle School(s) (provide current enrollment in grades 7 & 8)

1. <u>Portage Central High School</u>	1. <u>Portage Central Middle Sch.</u> ( 482 )
2. <u>Portage Northern High School</u>	2. <u>Portage North Middle School</u> ( 405 )
3. _____	3. <u>Portage West Middle School</u> ( 449 )
4. _____	4. _____ ( )
5. _____	5. _____ ( )
6. _____	6. _____ ( )
7. _____	7. _____ ( )
8. _____	8. _____ ( )
9. _____	9. _____ ( )
10. _____	10. _____ ( )
11. _____	11. _____ ( )
12. _____	12. _____ ( )
13. _____	13. _____ ( )
14. _____	14. _____ ( )
15. _____	15. _____ ( )
16. _____	16. _____ ( )
17. _____	17. _____ ( )
18. _____	18. _____ ( )
19. _____	19. _____ ( )
20. _____	20. _____ ( )

If necessary, list additional schools on a separate sheet.