

OLIVET COMMUNITY SCHOOLS

Olivet, MI 49076
(269) 749-9129

Board Meeting Minutes

Minutes: Regular Meeting of the Olivet Board of Education
Date: November 28, 2011
Time: 6:30 p.m. to 9:17 p.m.
Place: Olivet Middle School Library, Olivet, Michigan

This is a meeting of the Olivet Board of Education, notice of the meeting, time, date and subject matter has been properly posted in accordance with Michigan Statute 15.263. Michigan Statute 15.268 provides for closed session meetings of the Board of Education.

Members Present:

Beth Page, President
Irene Perry, Vice-President
Patricia Sheets, Secretary
David Judd, Treasurer
Ron Wilson, Trustee *arrived @7:08 p.m.
Kevin Sharp, Trustee
Rick Platzer, Trustee

Administrators Present:

Randal VanDyke, Interim Superintendent/OHS Principal
Brooke Judd, Interim Assistant Superintendent

Staff & Others Present

Teresa Montague, Administrative Assistant to Superintendent
Kristina Priesman
Brad Morton
Dick Dunham, MASB

Michigan Statute 15.263: This is a meeting of the Olivet Board of Education. Notice of the meeting, time, date, and subject matter has been properly posted. Michigan Statute 15.263 provides for closed session meetings of the Board of Education.

A. Call to Order

President Page called the meeting to order at 6:31 p.m.

B. Adoption of Agenda

It was moved by Pat Sheets, seconded by Irene Perry to adopt the agenda as amended: Action Item: Personnel. 2. Todd Page's title should be changed to Student Support Services Coordinator; Delete: Finance #1: Freshmen Cheerleading. Motion carried 6-0-0.

C. Routine Matters

1. Approval of the Minutes: November 14, 2011 Regular Board Meeting

It was moved by Irene Perry, seconded by Pat Sheets to approve the minutes from the November 14, 2011 regular board meeting as presented. Motion carried 6-0-0.

2. Approval of Closed Session Minutes

See below.

3. Payment of Bills

It was moved by David Judd, seconded by Kevin Sharp to approve disbursements totaling 69,612.41. Motion carried 6-0-0. (Ron Wilson had not yet arrived.)

4. Correspondence

None.

D. Public Input

None.

Ron Wilson arrived at 7:08 p.m.

E. Board Professional Development

Dick Dunham from MASB was present to discuss the Superintendent Profile that was completed by Board members. He reviewed the compiled results and answered Board member questions during the review process. Mr. Dunham then reviewed a proposed timeline for the Superintendent Search process and also answered questions from Board members. During the timeline review, meetings will be scheduled with all employee groups, PTO, Tuesday Senior Citizens, LIONS Club Meeting, and Olivet Chamber of Commerce, Olivet College President and Mayor and any other community members willing to give input. Mr. Dunham departed the meeting at the conclusion of this discussion.

At 7:42 p.m. President Page called a recess. The meeting reconvened at 7:49 p.m.

At this time, President Page recommended approval of the following:

C. 2. Approval of Minutes: November 14, 2011 Closed Session

It was moved by Irene Perry, seconded by David Judd to approve the minutes of the closed session minutes as presented. Motion carried 7-0-0.

F. Action Items

Policy

1. OHS Student #3300290 K.O.M. Request

It was moved by Irene Perry, seconded by David Judd to approve the student (#3300290) request asking for an attendance waiver during seconded semester of the 2011-2012 school year and that they are allowed to participate in the June graduation ceremony, should all academic requirements be completed by the end of first semester. Roll call vote: Ayes: Judd, Page, Sheets, Wilson, Sharp, Platzer, Perry. Motion carried 7-0-0.

2. Coaching Handbook: Language Addition

It was moved by Rick Platzer, seconded by Irene Perry to approve the addition to the Coaching Handbook that clarifies who is responsible for criminal history/fingerprint fees for both Board hired coaches and volunteers/non-staff coaches. Roll call vote: Ayes: Page, Sheets, Wilson, Sharp, Platzer, Perry, Judd. Motion carried 7-0-0.

Personnel

1. Administrative Contract Template

It was moved by Pat Sheets seconded by Ron Wilson to approve the 2011-2012 Administrative Contract Template as presented at the last meeting and recommended to the Board by the Finance Committee of the Board. Roll call vote: Ayes: Sheets, Wilson, Sharp, Platzer, Perry, Judd, Page. Motion carried 7-0-0.

2. 2011-2012 Administrative Contracts:

a. Randal VanDyke, OHS Principal

It was moved by Pat Sheets, seconded by Irene Perry to approve the 2011-2012 administrative contract for Randal VanDyke as OHS Principal as presented. Roll call vote: Aye: Wilson, Sharp, Platzer, Perry, Judd, Page, Sheets. Motion carried 7-0-0.

b. Thomas Sowles, OHS Athletic Director/Assistant Principal

It was moved by Pat Sheets, seconded by Irene Perry to approve the 2011-2012 administrative contract for Thomas Sowles as Athletic Director/Assistant Principal as presented. Roll call vote: Aye: Sharp, Platzer, Perry, Judd, Page, Sheets, Wilson. Motion carried 7-0-0.

c. Brooke Judd, Director of Technology, Operations and Data

It was moved by Pat Sheets, seconded by Irene Perry to approve the 2011-2012 administrative contract for Brooke Judd, as Director of Technology, Operations and Data as presented. Roll call vote: Aye: Platzer, Perry, Page, Sheets, Wilson, Sharp. Motion carried 6-0-1, Judd abstained.

d. Brock Peters, FPE Principal

It was moved by Pat Sheets, seconded by Irene Perry to approve the 2011-2012 administrative contract for Brock Peters, FPE Principal as presented. Roll call vote: Aye: Perry, Judd, Page, Sheets, Wilson, Sharp, Platzer. Motion carried 7-0-0.

e. Gail Williams, Director of Business

It was moved by Pat Sheets, seconded by Irene Perry to approve the 2011-2012 administrative contract for Gail Williams, Director of Business as presented. Roll call vote: Aye: Judd, Page, Sheets, Wilson, Sharp, Platzer, Perry. Motion carried 7-0-0.

f. Carol Kita, Technology Coordinator

It was moved by Pat Sheets, seconded by Irene Perry to approve the 2011-2012 administrative contract for Carol Kita, Technology Coordinator as presented. Roll call vote: Aye: Page, Sheets, Wilson, Sharp, Platzer, Perry, Judd. Motion carried 7-0-0.

g. Martin Harris, Facilities Manager

It was moved by Pat Sheets, seconded by Irene Perry to approve the 2011-2012 administrative contract for Martin Harris, Facilities Manager as presented. Roll call vote: Aye: Sheets, Wilson, Sharp, Platzer, Perry, Judd, Page. Motion carried 7-0-0.

h. Todd Page, District Culture Coordinator

It was moved by Pat Sheets, seconded by Irene Perry to approve the 2011-2012 administrative contract for Todd Page, District Culture Coordinator as presented. Roll call vote: Aye: Wilson, Sharp, Platzer, Perry, Judd, Sheets. Motion carried 6-0-1, Page abstained.

i. Ben Wilson, FPE Student Support Coordinator

It was moved by Pat Sheets, seconded by Irene Perry to approve the 2011-2012 administrative contract for Ben Wilson, FPE Student Support Coordinator as presented. Roll call vote: Ayes: Sharp, Platzer, Perry, Judd, Page, Sheets, Wilson. Motion carried 7-0-0.

3. Hiring of OMS Cheerleading Coach, Kristie Powers

It was moved by Pat Sheets, seconded by Irene Perry to approve the hire of Kristie Powers as the OMS cheerleading coach pending successful criminal background/fingerprint check and an unprofessional conduct check and that she be paid half of the percentage (1%) due to the late start and late approval of reinstating this sport. Roll call vote: Ayes: Platzer, Perry, Judd, Page, Sheets, Wilson, Sharp. Motion carried 7-0-0.

G. Informational Items

1. Resignations

The Board acknowledged resignations from OMS teacher Steve Bentley, Lori Graham and Erin Graham as volleyball coaches, Greg Worden as a substitute custodian and Amber Sinclair, part-time custodian.

H. Public Input

None.

I. Interim Superintendent & Interim Assistant Superintendent Report

Topics reviewed included: Schools of Choice for 2011-2012 second semester, discussion about student requests to honor the recent passing of a community member; there was discussion about the Flexible Spending Account (FSA) that will be available to employees beginning in 2012, there was a media update; Randy VanDyke shared the "Veterans Tribute" done by the OHS English class, a review of the most recent "Boomerang" OHS student newspaper; ISD grant recipients, update on the boys locker room lockers to be purchased and installed over spring break.

J. Board Input

1. Boardbook Webinar: Beth Page and Teresa Montague talked about the Boardbook webinar used in the creation of Board agendas and Board packets.
2. Christmas Donation: Board members offered to adopt a family again this year and donations were collected.
3. Board Availability in December or on Jan. 2: After reviewing the Superintendent Search timeline, there may not be a need to have a special meeting in December.

K. Commendations/Thank Yous

It was moved by Pat Sheets, seconded by Kevin Sharp to approve commendations to the following 2011-12 Mini Grant Awards from the CISD to: Brock Peters, Anna O'Dell, Cindy Wixson, Wanda Kleinfelt. Motion carried 7-0-0.

L. Future Meetings

1. Next Board Meeting: December 12, 2011
3. Reminder of No Meeting on December 26, 2011

Upcoming Events

1. Employee Holiday Luncheons:
December 15 @ FPE and December 16 @ Complex
2. Championship Celebration: January 6, 2011 (between games)
Pat Sheets shared her concern about recognizing one group without recognizing the previous championship winners and/or runners up. Those to be honored will include: 1973 Boys Tennis State Runner Up team, 1989 Girls Cross Country State Runner Up team, 1990 Girls Cross country State Champions, 2001 Girls Basketball State Runner Up team.

Kristina Priesman departed the meeting at this time.

M. Closed Session: Confidential Attorney/Client Communications

It was moved by Irene Perry, seconded by Pat Sheets to enter Closed Session for the purpose of discussing an Attorney/Client communication from Thrun Law Firm at 8:34 p.m. Roll call vote: Ayes: Perry, Judd, Page, Sheets, Wilson, Sharp, Platzer. Motion carried 7-0-0.

The meeting returned to open session at 9:13 p.m.

Acceptance of Resignation: Mary Galsterer, OMS Principal

It was moved by Pat Sheets, seconded by Rick Platzer to accept the resignation of Mary Galsterer, OMS Principal, effective on January 4, 2011. Roll call vote: Ayes: Judd, Page, Sheets, Wilson, Sharp, Platzer, Perry. Motion carried 7-0-0.

N. Adjournment

The meeting was adjourned at 9:17 p.m.

Respectfully submitted,

Olivet Board of Education

T. Montagae