KENT INTERMEDIATE SCHOOL DISTRICT Kent County, Michigan July 15, 2013

The statutory organizational meeting of the School Board of said district was held in the Administrative Offices on the above date. The meeting was called to order by Superintendent Konarska at 4:05 p.m.

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Members Present: Bajema, Haidle, Joseph, Thorne and Zinger
Member Absent: None

Kent ISD Staff Present: Superintendent Konarska, Assistant Superintendents Hagerty, Koehler, Sullivan, and Recording Secretary Conners; Directors Earnest, Kaufman, Peraino and Weese; Principals Kimber and Kraus.

Guest: None

Superintendent Konarska presided as temporary chair until the Board President was elected. He opened the meeting and asked for any public comment.

Superintendent Konarska then requested nominations for President of the Kent Intermediate School Board for the 2013-14 school year.

Upon motion of Member Bajema, supported by Member Zinger, it was resolved to approve the nomination and election of Member Joseph as President of the Kent Intermediate School Board for the 2013-14 school year.

Ayes: Members Haidle, Thorne, Zinger, Bajema and Joseph
Nays: None
Motion declared to have carried.

President Joseph thanked board members for their support and trust in him for the coming school year. He presided over the meeting from this point forward.

Upon motion of Member Haidle, supported by Member Zinger, it was resolved to approve the nomination and election of Member Bajema as Vice-President of the Kent Intermediate School Board for the 2013-14 school year.

Ayes: All present
Nays: None
Motion declared to have carried.

Upon motion of Member Haidle, supported by Member Bajema, it was resolved to approve the nomination and election of Member Zinger as Secretary of the Kent Intermediate School Board for the 2013-14 school year.

Ayes: All present
Nays: None
Motion declared to have carried.

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Upon motion of Member Joseph, supported by Member Zinger, it was resolved to approve the nomination and election of Member Thorne as Treasurer of the Kent Intermediate School Board for the 2013-14 school year.

Ayes: All present
Nays: None
Motion declared to have carried.

Upon motion of Member Haidle, supported by Member Bajema, it was resolved to approve the minutes of the June 17, 2013 regular meeting of the School Board.

Ayes: Members Thorne, Zinger, Bajema, Haidle and Joseph
Nays: None
Motion declared to have carried.

Upon motion of Member Haidle, supported by Member Zinger, it was resolved that the bills from June 1, 2013 through June 30, 2013 be allowed and orders drawn on the Treasurer for the amount summarized in the accounts payable report:

a. General Education	$ 4,410,282.19
b. Special Education	5,247,567.49
c. Career Technical Education	383,122.06
d. Cooperative Education	72,740.10
e. Capital Projects:	
1) General Education	0.00
2) Special Education	38,862.08
3) Career Technical Education	450,537.27
f. Skutt Scholarship Fund	1,000.00
g. Trust & Agency	15,238.53
h. Internal Service Fund	28,135.29
TOTAL	$ 10,647,485.01

Ayes: Members Zinger, Bajema, Haidle, Thorne and Joseph
Nays: None
Motion declared to have carried.

Upon motion of Member Zinger, supported by Member Haidle, it was resolved to combine and approve resolutions 2-9 with the ability to discuss each agenda item separately.

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It was resolved to approve the following financial institutions be designated as depositories for district funds:

1. JP Morgan Chase Bank, NA

2. Fifth Third Bank

3. Huntington National Bank

4. Mercantile Bank of West Michigan

5. Michigan Liquid Asset Fund

6. Bonds, bills or notes of the United States, or obligations of the State of Michigan; Section 622.2 (a).

7. Commercial paper rated prime at the time of purchase and maturing not more than 270 days after the date of purchase, Section 622.2 (c).

8. Certificates of deposit issued by financial institutions which means a state or nationally-chartered bank or a state or federally-chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and which maintains a principal office or branch office in Michigan under Michigan and Federal laws.

9. Securities issued or guaranteed by agencies or instrumentalities of the United States government; Section 622.2 (d).

10. United States government or Federal agency obligation repurchase agreements; Section 622.2(e).

11. Banker's acceptances issued by a bank that is a member of the Federal Deposit Insurance Corporation; Section 622.2 (f).

12. Investment pools as authorized by the Surplus Funds Investment Pool Act, Act No. 367 of the Public Act of 1982 being Section 129.111 to 129.118 of the Michigan Compiled Laws, composed entirely of instruments that are legal for direct investment by an intermediate school district.

13. Mutual Funds composed entirely of investment vehicles that are legal for direct investment by a school district.

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It was resolved that JP Morgan Chase Bank, NA, as designated depository of this Corporation, be and it is hereby requested, authorized, and directed when receiving deposits to the account of this Corporation to pay over and remit in cash to the agent making the deposit all or any part of such deposit, notwithstanding any endorsements of the deposited items to the contrary, provided only that the deposit slip shall show the amount so paid over and remitted in cash and shall bear the signature of Fred Thorne, Treasurer.

Disbursement Account
Payroll Account
Consolidated Checking Account
Internal Service Fund Account
Consolidated Savings

It was resolved that the superintendent or his designee assume the responsibilities of the Treasurer for the administration of funds and to sign checks, contracts, agreements, and purchase orders for Kent ISD.

It was resolved that the Kent ISD Board authorizes the district to utilize electronic transactions in compliance with the written procedures and internal controls developed as the District's ACH policy and presented to the Board on April 19, 2004, and revised on June 20, 2005.

It was further resolved, that the Kent ISD Board designates the Director of Fiscal Services, Stephanie Weese, as the electronic Transfer Officer (ETO) in accordance with Board Policy 6144.

It was resolved to authorize the Kent ISD staff members listed below the use of Kent ISD credit cards for district business.

Chase Mastercard	Title	Building
	Accounting Clerk	ESC
	Administrative Assistant	ESC/KCTC/KIHS
	Assistant Director	ESC
	Assistant Superintendent	ESC
	Assistive Tech Coordinator	ESC
	Auto Service Manager	KCTC
	Communications & Marketing Asst.	ESC
	Consultant	ESC/KCTC
	Courier	ESC
	Custodial Supervisor	KCTC
	Custodian	PGLC
	Custodian	KCTC
	Director-Communications & Marketing	ESC
	Director-Fiscal Services	ESC
	Director-Facilities	Maintenance
	Director-Special Education	ESC
	Director-Teaching & Learning	ESC
	Diversity Consultant	ESC

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Chase Mastercard	Title	Building
	Early On Coordinator	KTC
	ELL Coordinator	ESC
	Instructor	KTC
	Instructor	KCTC
	Instructor	Metro Health
	Instructor	Aviation
	Instructional Technology	ESC
	Maintenance	Maintenance
	Maintenance Supervisor	Maintenance
	Paraprofessional/Aide	KCTC
	Physical Therapist	ESC
	Pupil Accounting	KCTC
	Principal	KTC/KCTC/KIHS
	Receiving Clerk	Maintenance
	Secretary	KTC/ESC
	Staff Accountant	ESC
	Tool Crib and Aides	KCTC
	Superintendent	ESC
	VI Media Center	KTC
Sam's Club	**Title**	**Building**
	Early On Secretary	**KTC**
	Instructor	**KCTC**
	Parent Educator	**ESC**
	Principal	**KTC**
	Secretary	**KTC**
	Staff Accountant	**ESC**

It was resolved to appoint legal counsel as follows:

- LaPointe & Butler, P.C. General Counsel
- Miller, Canfield, Paddock & Stone General Counsel
- Miller, Johnson General Counsel
- Rhoades, McKee General Counsel
- Thrun Law Firm, P.C., Lansing General School Law, Bonding, Elections
- Varnum, Riddering, Schmidt & Howlett General Counsel

It was resolved that special meetings of the School Board may be called by the President of the Board, or any two (2) members thereof, by serving the other members a written notice of the day, time, and place of such meetings.

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Service of the notices for a special meeting shall be by:

a. Delivering the notices to members personally at least eighteen (18) hours before such meeting is to take place; or

b. Leaving the same at the residence of each such member, with some adult person of the household, at least eighteen (18) hours before such meeting is to take place; or

c. Depositing the same in a government mail receptacle, enclosed in a sealed envelope plainly addressed to each such member at his last known residence address, at least seventy-two (72) hours before such meeting is to take place.

Service as prescribed may be made by a member of the Board, the Secretary of the Board, or any employee of the Board.

All resolutions or parts of resolutions in conflict with this resolution are hereby rescinded.

It was resolved to adopt the School Board meeting schedule for the 2013-14 school year as listed below:

July 15, 2013	4:00 p.m.
August 19, 2013	4:00 p.m.
September 16, 2013	6:00 p.m.
October 21, 2013	6:00 p.m.
November 11, 2013	6:00 p.m.
December 16, 2013	4:00 p.m.
January 20, 2014	6:00 p.m.
February 10, 2014	6:00 p.m.
March 17, 2014	6:00 p.m.
April 21, 2014	6:00 p.m.
May 19, 2014	6:00 p.m.
June 16, 2014	4:00 p.m.

It was further resolved that all regular meetings of the Board listed above be held at the times indicated for each meeting, and that all aforementioned meetings be held in the Administrative Offices of said school board, located at 2930 Knapp Street N.E., Grand Rapids, Michigan, and that the schedule of regular meetings listed in this resolution may be amended by a majority vote of the Board.

Member Haidle asked if these resolutions changed very much from year to year. Assistant Superintendent Hagerty replied that a few banks have been removed or added over the years, but that there are very few changes.

Ayes: Members Bajema, Haidle, Thorne, Zinger and Joseph
Nays: None
Motion declared to have carried.

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Assistant Superintendent Sullivan requested a modification to the personnel recommendations and asked that #15 under appointments be removed, stating that we would not be moving forward with that hire.

Upon motion of Member Zinger supported by Member Bajema, it was resolved to combine and approve action items 1-4 with the ability to discuss each agenda item separately.

It was resolved to accept the amended personnel recommendations regarding resignations and terminations, appointments, new assignments and/or contract adjustments, leaves of absence, and temporary contract employees and he revisions to the student handbooks. A copy of the recommendations is included with the legal minutes of this meeting.

It was further resolved that Kent Intermediate School District continue to employ Stella Williams, Nurse/Bus Attendant as a sub-contracted employee through Community Care Givers.

It was resolved to approve the revisions to the student handbook for Kent Transition Center for 2013-14.

It was resolved to approve the revisions to the student handbook for Kent Career Technical Center for 2013-14.

It was resolved to approve the revisions to the student handbook for Kent Innovation High School for 2013-14.

Member Haidle asked if the students are required to sign anything stating that they had read the handbooks. Principal Kraus said that KCTC students receive the handbook at orientation and do take a quiz on the contents. The quiz has a signature line, although this is often delivered using MOODLE, so there are lots of online permissions. The students are responsible for the content.

President Joseph commended the principals on how the changes were laid out and stated that he liked that the parents are also involved and sign the handbook.

Ayes: Members Haidle, Thorne, Zinger, Bajema and Joseph
Nays: None
Motion declared to have carried.

Upon motion of Member Haidle, supported by Member Thorne, it was resolved to approve the fiber connection project bid from IS Fiber Services in the amount of $125,901.80. This project will help local districts connect to a county-wide ring. Many districts are inter-district connected, but are not connected to Kent ISD. This project helps to complete the connection and provides opportunities to collaborate, as the State desires. While Kent ISD will reimburse some of this cost, most will be billed back to Comstock Park and Rockford schools. The goal is to have this technology infrastructure available to connect all the districts, but we didn't get funds to accomplish this at this time. Assistant Superintendent Hagerty showed a graph indicating which counties have infrastructure currently in place. Member Haidle asked which districts are connected. Kent County currently has five northern districts connected, and are working to expand this. Member Zinger asked why two bids

were received from IS Fiber. Two separate options were offered in case additional work was required. It was decided that the alternate work was not necessary, and thus the lower bid was accepted.

Ayes: Members Thorne, Zinger, Bajema, Haidle and Joseph
Nays: None
Motion declared to have carried.

Upon motion of Member Bajema, supported by Member Zinger, it was resolved to approve the Kent Innovation High audio visual equipment and installation bid from Central Interconnect in the amount of $117,522. Assistant Superintendent Hagerty stated that we only received one bid for this project; companies said they were busy and/or couldn't meet our time frame. We have worked with Central Interconnect in the past, and they have done a good job.

Ayes: Members Zinger, Bajema, Haidle, Thorne and Joseph
Nays: None
Motion declared to have carried.

Upon motion of Member Thorne, supported by Member Haidle, it was resolved to approve the disposition of surplus equipment pursuant to Board policy. Kent ISD will offer the equipment to the constituent districts on a first-come, first-serve basis. Any equipment remaining would be sold in bulk to a vendor or disposed of in an appropriate manner pursuant to Board policy. Member Zinger asked how the value of surplus equipment is determined. Director Peraino said that he works with staff and online resources to best determine the value of this equipment.

Ayes: Members Bajema, Haidle, Thorne, Zinger and Joseph
Nays: None
Motion declared to have carried.

Communication:
First Reading of Kent ISD Bylaws & Policies # 4215 – Use of Tobacco by Classified Staff. Assistant Superintendent Sullivan said that a makeshift task force from the Michigan State Board of Education has developed a "model policy" with common language for all districts. This recommended change, which prohibits tobacco use at any district related event, is a good idea as we expand and puts us in compliance with their recommendations.

Items from Board Members:
President Joseph shared an article from the Detroit News regarding the Common Core. The current legislation and implications were discussed. Superintendent Konarska said that work on the Common Core is continuing across the state and won't stop as it is Best Practices also. President Joseph said that this work helps provide consistency for students. President Joseph commented on a recent article regarding high school graduates being unprepared for college. Superintendent Konarska said that while support is needed for students, the numbers reported appear higher than they actually are, since this article only reports on students attending GRCC that scored less than 18 on the ACT. For example, while 50% of EGR students are reported as unprepared, this would only equate to seven students. We continue to work with GRCC with the goal to meet all student needs.

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Report from Superintendent Konarska:

Superintendent Konarska reported on State Superintendent Flanagan's request for consolidation of districts and consolidation of services under ISD's. While we engage local districts and continue to find more ways to collaborate, the districts ultimately decide and drive our consolidation work. He stated that Superintendent Flanagan's list of consolidation areas is not exhaustive and misses some areas such as KIH and Early Childhood Education. We continue to look at data to see what collaboration will best help our local districts. Member Haidle asked if there was any talk of consolidating ISD's, which there does not seem to be at this time. Superintendent Konarska said that various taxation differences would make this difficult. He stated that we need to look at efficiencies and quality, not just the price of services.

Superintendent Konarska said that an announcement may be coming out soon regarding priority and focus schools in our local districts. Closing achievement gaps due to ESL, etc. continues to be a challenge. Superintendent Konarska stated that he will be traveling to Connecticut next week for the AEAS summer conference and executive council meetings.

The meeting was adjourned by President Joseph at 4:51 p.m.

Minutes Approved: August 19, 2013

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Steve Zinger, Secretary

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Bill Joseph, President

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