

**CALHOUN INTERMEDIATE SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES OF THE REGULAR MEETING OF JANUARY 20, 2010**

***A. Call to Order – Roll Call – Pledge of Allegiance***

The regular meeting of the Calhoun Intermediate School District Board of Education was called to order on January 20, 2010, at 6:39 p.m. at the Gifford/Schultz Educational Service Center, 17111 G Drive North, Marshall, Michigan by Board President Jerry Heisler.

Present were: James Davis, Kenneth Ponds, Durwood Booher, Georgia Marsh, and Jerry Heisler

Absent was: None

Also present were: Dr. Terance Lunger, Superintendent; Mary Ellen Currie, Assistant Superintendent of Human Resources; Tim Staffen, Principal CACC; Sam Lutgring, Director of Informational Technology Services; Dean Worden, CIEA president; Dale Kimball and Peter Christ representing Educators' Task Force.

***B. Request to Approve Agenda as Presented or with Additions/Changes including the Exclusion of Selected Actions in the Consent Group:***

President Heisler asked if there were any additional agenda items or changes in the agenda. Superintendent Lunger recommended the following changes and additions be made to the agenda:

**Add to D.1.f. Consent Agenda - Employment Recommendations:**

- Retirement of Nancy Rapelje in the position of Teacher Assistant, effective January 29, 2010.

**Add to E. Special Presentations:**

- E. 2. Educator's Task Force Presentation – Dale Kimball & Pete Christ

Dale Kimball and Pete Christ will provide the board with an overview of the Educator's Task Force and current projects.

- E. 3. Organizational Improvement Team (OIT) Update – Sam Lutgring

Sam Lutgring will provide the board with an overview of the work which has been completed by the OIT committees including a first reading of the Mission, Vision and Value Statements and will discuss the progress of the NCA work with DKDC.

**Add to F. Other Items to Come Before the Board**

- F. 9. **Approve Bid for the Purchase of Networking Equipment for the Juvenile Home**

**Recommended action:** “that the CISD Board of Education accept the bid from CDW-G for the purchase of networking equipment necessary to establish a high-speed fiber optic connection between the Juvenile Home facility and the Calhoun ISD in the amount of \$23,119.”  
(Roll call vote)

F. 10. **Approve 1<sup>st</sup> Reading of CISD Mission, Vision and Value Statements**

**Recommended action:** “that the CISD Board of Education approve the 1<sup>st</sup> reading of the CISD Mission Statement, Vision and Values Statements as presented by the Organizational Improvement Team.”

F. 11. **First Reading of Board Policies:**

- Policy #2220 - Adoption of Courses of Study
- Policy #2623 – Student Assessment
- Policy #3430.01 – Family & Medical Leave
- Policy #4430.01 – Family & Medical Leave
- Policy #5460 – Graduation Requirements
- Policy #7217 – Weapons
- Policy #7530.01- Staff Use of Wireless Communication Devices
- Policy #7540.05 – Electronic Mail
- Policy #8310 – Public Records
- Policy #8330 – Student Records
- Policy #8470 – Students – Sex Offender Registry; Criminal Convictions

**Recommended action:** “that the CISD Board of Education approve the first reading of the policies as presented.”

F. 12. **Request to Approve Michigan Youth Challenge Agreement**

**Recommended action:** “that the CISD Board of Education approve the Michigan Youth Challenge Academy agreement pending approval by Battle Creek Public Schools and the recall of the number of layed-off staff necessary to run the agreed upon program.”

(Roll call vote)

**Add to H. Mileage and Per Diem – Board**

**Recommended Action:** “that mileage and per diem be approved according to policy for the special meeting of January 6, 2010.”

**Add to I. Correspondence**

- To Dr. Terance Lunger from Rebecca Moore, Westlake Elementary, Lakeview

It was moved by Ponds, supported by Marsh, that the additions and changes be made to the agenda as presented.

Motion passed unanimously.

***C. Questions and Statements from Visitors:***

Dean Worden reported on CIEA activities.

***D. Routine Matters - Consent Grouping:***

It was moved by Marsh, supported by Booher, that the CISD Board of Education approve the following recommended actions:

- Approval of minutes of the regular meeting of December 9, 2009
- Approval of minutes of executive session of December 9, 2009
- Approval of minutes of special meeting of January 6, 2010
- Review of bills and electronic fund transfers as submitted
- Receiving of financial reports / investments reports
- Employment Recommendations:
  - Employment of Angela McDonald in the position of Outreach Liaison for Nutrition and Physical Activity Education in the Department of Curriculum, Instruction and Assessment, effective January 4, 2010.
  - Employment of Nicole Asher in the position of Teacher Assistant in the Autistic Spectrum Disorder (ASD) classroom located at East Leroy Elementary in Athens, effective January 11, 2010.
  - Employment of Sharlene Arnold in the position of Teacher Assistant in the Moderate Cognitively Impaired (MoCI) classroom located at Springfield Middle School, effective January 11, 2010.
  - Retirement of Nancy Rapelje in the position of Teacher Assistant, effective January 29, 2010.
- Approval of Superintendent's Conference Request

**Post Approval**

- Terance Lunger – MVU Symposium – 2000 Connecting with Youth In a Media Rich World, Lansing, Michigan - December 2, 2009

Motion passed unanimously.

***E. Special Presentation***

- E. 1. Legislative Update – Becky Rocho, Assistant Superintendent of General Services and Legislation

*Along with her written report, Becky Rocho provided the Board with her quarterly legislative update.*

- E. 2. Educator’s Task Force Presentation – Dale Kimball & Pete Christ

*Dale Kimball and Pete Christ provided the board with an overview of the Educator’s Task Force and current projects.*

- E. 3. Organizational Improvement Team (OIT) Update – Sam Lutgring

*Sam Lutgring provided the board with an overview of the work which has been completed by the OIT committees including a first reading of the Mission, Vision and Value Statements and discussed the progress of the NCA work with DKDC.*

***F. Other Action Items to come before the Board***

*Board members requested the board and administration enter into Executive Session to discuss the tentative agreement with CIEA.*

It was moved by Marsh, supported by Booher, that the CISD Board of Education enter into executive session at 8:36 p.m. to discuss the tentative agreement with CIEA.

Roll call vote taken.

Voting yes: Ponds, Booher, Davis, Marsh and Heisler

Voting no: None

Motion passed unanimously.

Adjourn Executive Session

It was moved by Booher, supported by Marsh, that the executive session be adjourned at 8:57 p.m.

Motion passed unanimously.

- F. 1. Consideration for the Ratification of the 2009-2011 Tentative Agreement**

It was moved by Marsh, supported by Ponds, that the CISD Board of Education ratify the Tentative Agreement as presented between the Calhoun ISD Board of Education and the Calhoun Intermediate Education Association (CIEA) effective July 1, 2009, through June 30, 2011, ratified by the CIEA bargaining unit on January 12, 2010.

Roll call vote taken.

Voting yes: Heisler Ponds, Booher, Davis, and Marsh

Voting no: None

Motion passed unanimously.

F. 2. **Approval of Overnight/Out of State Field Trip for CACC 21<sup>st</sup> Century Health Careers HOSA State and National Competitions**

It was moved by Booher, supported by Davis, that the CISD Board of Education approve the overnight field trip request for the CACC 21<sup>st</sup> Century Health Careers students to attend the HOSA State Leadership Conference on April 14 – April 17, 2010, at the Grand Traverse Resort in Traverse City, MI, and further to approve the Overnight/Out of State Request for those students who qualify for the National competition to be held June 21 – June 28, 2010, at the Coronado Springs Resort, Orlando, FL.

Roll call vote taken.

Voting yes: Marsh, Heisler, Ponds, Booher, and Davis

Voting no: None

Motion passed unanimously.

F. 3. **Approve Revised Job Description – Educational Consultant (RDI)**

It was moved by Ponds, supported by Davis, that the CISD Board of Education approve the revised Educational Consultant (RDI) job description as recommended by administration.

Roll call vote taken.

Voting yes: Davis, Marsh, Heisler, Ponds, and Booher

Voting no: None

Motion passed unanimously.

F. 4. **Request Increase for Special Education Administrative Assistant Position to Full Time**

It was moved by Davis, supported by Ponds, that the CISD Board of Education approve the request to increase the Special Education Administrative Assistant position serving the Special Education Supervisor assigned to the Marshall, Mar Lee and Marshall Academy districts to full time as recommended by administration, effective immediately.

Roll call vote taken.

Voting yes: Booher, Davis, Marsh, Heisler, and Ponds

Voting no: None

Motion passed unanimously.

F. 5. **Recommendation to Terminate Employment**

It was moved by Ponds, supported by Booher, that the CISD Board of Education terminate the employment of Lindsay Jones in the position of ASD Teacher, effective December 22, 2009.

Roll call vote taken.

Voting yes: Ponds, Booher, Davis, Marsh, and Heisler

Voting no: None

Motion passed unanimously.

F. 6. **Request to Amend Food Service Management Company Contract**

It was moved by Marsh, supported by Booher, that the CISD Board of Education approve the request to amend the Food Service Management Company contract with Lakeview Schools to add the outsourcing of a ½ time Food Service position and associated costs, effective immediately.

Roll call vote taken.

Voting yes: Heisler Ponds, Booher, Davis, and Marsh

Voting no: None

Motion passed unanimously.

F. **7. Accept Bid for Vertical Machining Center at CACC**

It was moved by Booher, supported by Marsh, that the CISD Board of Education accepts the bid from Wilco Machinery Corporation of Lawton, Michigan, in the amount of \$34,360 for the purchase of a Vertical Machining Center for CACC.

Roll call vote taken.

Voting yes: Marsh, Heisler Ponds, Booher, and Davis

Voting no: None

Motion passed unanimously.

F. **8. Request for Additional Depository**

It was moved by Booher, supported by Marsh, that the CISD Board of Education approve the request to designate Chemical Bank as an allowable depository in addition to banks designated at the July organizational board meeting.

Roll call vote taken.

Voting yes: Davis, Marsh, Heisler Ponds, and Booher

Voting no: None

Motion passed unanimously.

F. **9. Approve Bid for the Purchase of Networking Equipment for the Juvenile Home**

It was moved by Ponds, supported by Marsh, that the CISD Board of Education accept the bid from CDW-G for the purchase of networking equipment necessary to establish a high-speed fiber optic connection between the Juvenile Home facility and the Calhoun ISD in the amount of \$23,119.

Roll call vote taken.

Voting yes: Booher, Davis, Marsh, Heisler and Ponds

Voting no: None

Motion passed unanimously.

F. **10. Approve 1<sup>st</sup> Reading of CISD Mission, Vision and Value Statements**

It was moved by Davis, supported by Booher, that the CISD Board of Education approve the 1<sup>st</sup> reading of the CISD Mission Statement, Vision and Values Statements as presented by the Organizational Improvement Team.

Motion passed unanimously.

F. **11. First Reading of Board Policies:**

- Policy #2220 - Adoption of Courses of Study
- Policy #2623 – Student Assessment
- Policy #3430.01 – Family & Medical Leave
- Policy #4430.01 – Family & Medical Leave
- Policy #5460 – Graduation Requirements
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- Policy #7540.05 – Electronic Mail
- Policy #8310 – Public Records
- Policy #8330 – Student Records
- Policy #8470 – Students – Sex Offender Registry; Criminal Convictions

It was moved by Booher, supported by Marsh, that the CISD Board of Education approve the first reading of the policies as presented.

Motion passed unanimously.

F. **12. Request to Approve Michigan Youth Challenge Agreement**

It was moved by Marsh, supported by Davis, that the CISD Board of Education approve the Michigan Youth Challenge Academy agreement pending approval by Battle Creek Public Schools and the recall of the number of layed-off staff necessary to run the agreed upon program.

Roll call vote taken.

Voting yes: Ponds, Booher, Davis, Marsh, and Heisler

Voting no: None

Motion passed unanimously.

**G. Information:**

- G. 1. The cash flow summary was reviewed. There were no questions or comments regarding the cash flow summary.
- G. 2. Burgy Fund report was reviewed. There were no questions or comments regarding the Burgy Fund report.

**H. Mileage and Per Diem**

It was moved by Booher, supported by Marsh, that the CISD Board of Education approve the mileage and per diem according to policy for the special meeting of January 6, 2010.

- Special meeting of January 6, 2010

<b>Name</b>	<b>Per Diem</b>	<b>Miles</b>	<b>Mileage</b>	<b>Total</b>
Durwood Booher	\$40.00	35	\$19.25	\$59.25
James Davis	\$40.00	34	\$18.70	\$58.70
Jerry Heisler	\$40.00	24	\$13.20	\$53.20
Kenneth Ponds	\$40.00	27	\$15.80	\$55.80
Georgia Marsh	\$40.00	4	\$2.20	\$42.20

It was moved by Booher, supported by Ponds, that the CISD Board of Education approve the mileage and per diem according to policy for the regular meeting of January 20, 2010.

- Regular meeting of January 20, 2010

<b>Name</b>	<b>Per Diem</b>	<b>Miles</b>	<b>Mileage</b>	<b>Total</b>
Durwood Booher	\$40.00	35	\$19.25	\$59.25
James Davis	\$40.00	34	\$18.70	\$58.70
Jerry Heisler	\$40.00	24	\$13.20	\$53.20
Kenneth Ponds	\$40.00	27	\$15.80	\$55.80
Georgia Marsh	\$40.00	4	\$2.20	\$42.20

Motion passed unanimously.

***I. Administrative Reports***

- **Superintendent's Report:** Superintendent Lunger provided information on a variety of topics which included: Juvenile Home – Reality Store; Service Consolidation Plan; Workforce Development – Proposed Renewal; Local Service Planning – Pennfield; Battle Creek Public Schools – Transportation Issues; Negotiating for the Purchase of Two Lots in Pennfield for our Technology Trades Program; and Board Appreciation.
- **Special Education:** Lynne Kesterke provided information on the following topics: School Improvement for Special Education Programs; REED: (Review Educational Evaluation Data); District Data Programs; and Special Education Program Happenings.
- **General Services/Legislation:** Becky Rocho provided an update on State Aid/Budget Update; Michigan Economics; State Budget; Flexibility and Consolidation; ARRA (American Recovery and Reinvestment Act); Race to the Top; Legislative Issues; GSL Truancy Services Expanded; Community Youth Services; Michigan Student Database System; MEAP Grand 3-8 Assessment.

**Date:**


- Annual Black History Luncheon – 10:00 a.m. to 2:00 p.m. February 24, 2010, Starr Commonwealth

***J. Next Regular Meeting of the CISD Board, February 17, 2010, 6:30 p.m., Gifford/Schultz Educational Service Center***

***K. Adjournment***

There being no further business to come before the board, it was moved by Booher, supported by Marsh, that the meeting be adjourned at 9:21 p.m.

The motion passed unanimously.

President: 

Secretary: 