

FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

Minutes of Regular Meeting of the Board of Education
Held on June 16, 2008

The Forest Hills Board of Education met in regular session on Monday, June 16, 2008, at the Fine Arts Center. President Fahner called the regular meeting to order at 7:30 p.m.

CALL TO ORDER

Members Present:

Buchanan, Fahner, Fischer, Josephson, Perschbacher, VanderLaan, Vonck

ATTENDANCE

Members Absent: None

Member Buchanan led the Pledge of Allegiance.

PLEDGE

Karen Lott, Assistant Superintendent for Community Services, welcomed everyone to the Fine Arts Center and indicated how honored she is to host these meetings each year. Mrs. Lott listed several of the activities that are underway in the district this summer to meet student and community needs. There are sports camps, Summer Academy, swim lessons, child care, community enrichment classes and the annual Summer Stock fine arts production. Mrs. Lott also shared information on the next season's lineup of events at the Center.

WELCOME

Dr. Fahner, Board President, introduced Ben Emdin for the seventh annual presentation of the Ben Emdin Guiding Principles in Action Award. The award was founded in 2002 to commemorate Mr. Emdin's 40 years of service to Forest Hills Public Schools. Candance Ward Hindshaw and Ellen Munson were presented with the *Ben Emdin Community Award* by Board Members Maureen Fischer and Doug VanderLaan.

7th ANNUAL
BEN EMDIN GUIDING
PRINCIPLES AWARD

Following the presentations, Ben Emdin congratulated the recipients and expressed appreciation to the Board of Education for their continued support of this award and community volunteerism.

Representative team captains and coaches of the Northern High School girls' track and field team were recognized for their athletic achievement in winning the *2008 MHSAA Division II Girls' Track and Field State Championship*. Certificates of Recognition will be sent to all team members.

NHS GIRLS TRACK
AND FIELD TEAM
RECOGNITION

Certificates of Recognition were presented to 14 members of the Northern High School girls' tennis team and coaches for their athletic achievement in winning the *2008 MHSAA Division II Girls' Tennis State Championship*.

NHS GIRLS TENNIS
TEAM RECOGNITION

Three administrators who are leaving the district were recognized with engraved plaques depicting their years of service and dedication to the community and students of Forest Hills Public Schools.

ADMINISTRATIVE
RECOGNITION

ADMINISTRATIVE
RECOGNITION
(CONTINUED)

- Scott Korpak started his teaching career in Forest Hills in 1994 as a science teacher at Northern Hills Middle School. In 1997, Scott was made the district's Elementary Science Curriculum Coordinator, and in 1999, the K-12 Science Coordinator. From 2002 to 2003, Scott served as Assistant Principal at Northern Hills Middle School, and from 2003 to 2008, as Principal of Thornapple Elementary School. Scott has accepted a position with Hamilton Community Schools as their new superintendent, effective July 1, 2008.
- Bob Langerak began his employment in Forest Hills in 1996 as Supervisor of Operations/Buildings and Grounds, and from 1997 through 2008 served as Director of Operations. Bob will retire at the end of the 2007-08 school after 12 years in Forest Hills.
- Susie Penning first began teaching in Forest Hills Public Schools at Collins Elementary from 1969 to 1970. Then after being a stay-at-home mother for 17 years, she returned to teaching at Collins in 1987. From 1990 to 1997, Susie was the reading consultant at Thornapple and Pine Ridge Elementary Schools, and from 1997 to 2003 she served as the Principal at Thornapple. When Ada Vista Elementary School opened in 2003, Susie shared her desire to return to working more closely with students and served as a reading consultant there from 2003 to 2006. Starting with the 2006-07 school year, Susie has been the Principal at Ada Vista. Susie will retire at the end of the 2007-08 school year after 22.5 years with the Forest Hills School District.

Thirty-four (34) Forest Hills Public Schools retirees were recognized by the Board of Education for their service to Forest Hills Public Schools. These individuals have given a combined total of 598 years of service. (*In attendance at meeting)

RETIREE
RECOGNITION

<u>Employee</u>	<u>Years of Service</u>	<u>Employee</u>	<u>Years of Service</u>
Chrystyna Alexander	19.5	Lorraine Miles	21
Beverly Buckner	24	Kristina Moder	20
Diana Chaterdon	10	Sherry Nelson	25
Carolyn Clark	14	*Marianne Olson	23
Michael Clark	35	*Susan Penning	22.5
Brigita Darzniek	20.5	Julie Rickert	15.5
Barbara Dragan	3.5	Constance Riewald	10.5
Bonnie Field	21	Craig Schaffer	9
Julie Grausam	20	*Priscilla Schmitt	20
Timothy Horning	12	*Ann Schroeter	22
Anne Hyde	11	F. Terrance Smith	3.5
*Barbara Isenberg	35	Carol Swartz	7.5
Sandra Joldersma	19	Sandra Taylor	9
*Marti King	26	Sharon Thorpe	17.5
*Barbara Laham	22	Donald Tuttle	7
*Robert Langerak	12	Linda Whittemore	20
Kristine Malone	33.5	*Sue Wierenga	23

President Fahner read a letter from Board Trustee Lynn Buchanan indicating her desire to resign from the Forest Hills Board of Education effective July 1, 2008.

BOARD MEMBER
RECOGNITION

Mrs. Buchanan was recognized for her six and one-half years of service on the Board of Education. Mrs. Buchanan was appointed to fill the unexpired term of Carl Meinke in December 2001, and was reelected in 2002 and 2006. She served as Board Secretary from 2004 through 2007. The Board presented Mrs. Buchanan with an engraved plaque.

All Board members and Superintendent Behm complimented Mrs. Buchanan on her dedication to the school district and shared their positive experiences in working with her over the past years.

President Fahner announced that the meeting would recess for approximately 15 minutes to allow the Emdin Award winners, retirees, and their families and guests to converse in the lobby.

RECESS

The Board of Education meeting resumed in the multi-purpose room at approximately 8:45 P.M.

There were no public comments.

PUBLIC COMMENTS

Superintendent Behm reviewed several of the items listed in the *Consent Agenda* and indicated that Robert VandenBerg, President of the Forest Hills Education Association, asked if he could make a few comments.

APPROVAL OF
CONSENT
GROUPING

Mr. VandenBerg expressed appreciation to the Board of Education and all the members of the negotiating team for the new three-year Master Agreement. Mr. VandenBerg added that the entire contract was renegotiated in a problem-solving manner and never became adversarial. Forest Hills continues to do what is best for students.

Member Fischer, Curriculum Committee, and Board Treasurer Walter Perschbacher, presented their respective committee reports for June.

Motion by Member VanderLaan, second by Member Fischer, that the Forest Hills Board of Education approve consent grouping items VI., A-D. Motion carried 7-0.

AYES: Fischer, Perschbacher, Fahner, Josephson, VanderLaan, Buchanan, Vonck

NAYS: None

- Accepted the \$24,412 in grants from the Forest Hills Educational Foundation for the 2007-2008 academic year; the \$1,500 donation to the Media Center at Eastern High School from Dorothy K. Dean; the concert baritone donated to the Music Department at Eastern High School from Ken Katerberg; the \$2,600 donation to the Odyssey of the Mind team at Central Woodlands 5/6 School for their trip to the World Finals in Maryland from Stephen Zautke; the \$10,000 donation to Pine Ridge Elementary School for the addition to their playground from the Pine Ridge P.T.O.; the \$4,000 donation to the Instruction Department to help support the professional development of the Spanish Immersion staff members attending the 2008 CARLA conference in Minnesota from the Forest Hills Public Schools Immersion P.T.O.; the \$2,000 donation to the Instruction Department toward the purchase of four data projectors for Northern Trails 5/6 School from the Northern Hills P.T.O.; and the athletic contributions donated to Central High School, valued at \$50,693.71; Eastern High School, valued at \$42,527.89; and Northern High School, valued at \$37,368.95, by the Athletic Boosters at Central, Eastern and Northern High Schools.

GIFTS TO
THE DISTRICT

- Approved the minutes of the May 12, 2008 regular meeting, and June 2, 2008 special and closed session meetings.

MINUTES

- Approved the extension of Superintendent Daniel Behm's contract for one additional year, expiring on June 30, 2013, and increased the Superintendent's salary by two percent for the 2008-2009 school year. The Board further authorizes its President and Secretary to sign these documents on behalf of the Board.

SUPERINTENDENT'S
CONTRACT
EXTENSION

(NOTE: The Superintendent's Contract, as approved, may be found in the Board Reference File, which is located in the Superintendent's Office, and identified as **Ref. No. 08-06/16-A.**)

- Approved expenditures for the payment of bills for May 1-31, 2008 as presented.

MAY 2008
BILLS

GENERAL FUND	\$ 11,046,047.37
DEBT FUND	15,249,183.40
CAPITAL PROJECTS FUND 2004	83,471.07
CAPITAL PROJECTS FUND 2007	182,069.12
SCHOOL SERVICES FUND	
1. Athletic Fund	45,013.94
2. Food Service Fund	156,398.42
3. Child Care Fund	18,475.30
TRUST AND AGENCY FUND	
Activity Fund	313,931.41
TOTAL EXPENDITURES	\$ 27,094,590.03

- Authorized renewal of the Chartwells contract for the 2008-2009 school year. CHARTWELLS CONTRACT RENEWAL

- Approved the administrative recommendation not to run a district breakfast program for the 2008-2009 school year. FOOD SERVICE BREAKFAST PROGRAM

- Approved the revised General Fund Appropriations Act Amendment Resolution with available funds of \$109,110,804 and appropriations of \$98,372,363, as presented. 2007-2008 GENERAL FUND AMENDMENT RESOLUTION

(NOTE: The total resolution, as adopted, may be found in the Board Reference File, which is located in the Superintendent's Office, and identified as **Ref. No. 08-6/16-B.**)

- Amended the 2007-2008 School Service Fund Appropriations Act Amendment Resolution, with available funds of \$6,761,610 and appropriations of \$6,185,389, as presented. 2007-2008 SCHOOL SERVICE FUND AMENDMENT RESOLUTION

(NOTE: The total resolution, as adopted, may be found in the Board Reference File, which is located in the Superintendent's Office, and identified as **Ref. No. 08-6/16-C.**)

- Adopted the 2008-2009 General Fund Appropriations Act Resolution with available funds of \$109,653,679 and appropriations of \$99,618,043, as presented. 2008-2009 GENERAL FUND APPROPRIATIONS ACT RESOLUTION

(NOTE: The total resolution, as adopted, may be found in the Board Reference File, which is located in the Superintendent's Office, and identified as **Ref. No. 08-6/16-D.**)

- Adopted the 2008-2009 School Service Fund Appropriations Act Resolution, with available funds of \$6,911,211 and appropriations of \$6,335,000, as presented. 2008-2009 SCHOOL SERVICE FUND RESOLUTION

(NOTE: The total resolution, as adopted, may be found in the Board Reference File, which is located in the Superintendent's Office, and identified as **Ref. No. 08-6/16-E.**)

- Certified the tax levy at 18.0000 mills for operating purposes on non-homestead properties, 1.0000 mill for recreation on all property, and 6.5000 mills for debt on all property for the 2008-2009 fiscal year; that 100% of the certified millage levy be authorized for collections in the City of Grand Rapids in July; that 50% of the certified millage levy be authorized for collection in the City of Kentwood, Ada Township, Cascade Township, and Grand Rapids Township in July and 50% in December, further, that 100% of the certified millage levy be authorized for collection in Cannon Township in December 2008 TAX LEVY

(NOTE: The tax levy, as approved, may be found in the Board Reference File, which is located in the Superintendent's Office, and identified as **Ref. No. 08-6/16-F.**) 2008 TAX LEVY (CONTINUED)

- Approved the Novell Software annual school license agreement, in the amount of \$20,102, from Novell, Inc.

NOVELL NETWORK
LICENSE AGREEMENT
- Approved the Cisco SmartNet annual maintenance contract, in the amount of \$61,340, from NetTech.

CISCO SMARTNET
ANNUAL CONTRACT
- Approved the increases in lunch prices, for the 2008-2009 school year at \$2.35 per meal for elementary lunches; \$2.50 per meal for secondary lunches; and \$3.50 per meal for adult lunches.

FOOD SERVICE
MEAL PRICES
- Approved the network software support contract, in the amount of \$28,109, from Weidenhammer and Computer Management Technology.

NETWORK
SOFTWARE SUPPORT
CONTRACT
- Approved the purchase of laptop computers for the district, in the amount of \$400,008, from Sehi Computer Inc.

LAPTOP
COMPUTERS
- Approved the purchase of document cameras for the district, in the amount of \$33,603, from Troxell Communications.

DOCUMENT
CAMERAS
- Approved the purchase of security camera systems for the district, in the amount of \$191,530.55, from ShareCo Communications.

SECURITY CAMERA
SYSTEMS
- Approved the purchase of video data projectors for the district, in the amount of \$44,091, from Data Image Systems.

VIDEO DATA
PROJECTORS
- Approved the installation of glycol for the cooling system at Central High School, in the amount of \$60,400, from Johnson Controls Inc.

GLYCOL
REPLACEMENT
- Approved the purchase and installation of gym flooring finishing for the district, in the amount of \$34,176, from PB Gast.

GYM FLOOR
FINISHING
- Approved the replacement of the boiler systems for Pine Ridge and Meadow Brook Elementary Schools, in the amount of \$469,000, from River City Mechanical.

BOILER SYSTEM
REPLACEMENT
- Approved commissioning for Northern High School and Northern Hills Middle School, in the amount of \$21,500, from Synergy.

COMMISSIONING
- Approved the purchase and installation of playground structures for Pine Ridge Elementary, in the amount of \$21,547 from Landscape Structures.

PLAYGROUND
STRUCTURES
- Engaged BDO Seidman, LLP to audit the 2007-2008 financial statements.

2007-2008 AUDIT
AGREEMENT
- Approved supporting Kent Intermediate School District's proposed budget.

KISD BUDGET
- Approved the K-12 Curriculum for 2008-2009, as presented.

2008-2009
K-12 CURRICULUM

(NOTE: The K-12 Curriculum for 2008-2009, as approved, may be found in the Board Reference File, which is located in the Superintendent's Office, and identified as **Ref. No. 08-06/16-G.**)

- Approved purchase of the following textbooks, as recommended by the Instruction Department:

TEXTBOOK
REQUESTS

Science – Central, Eastern & Northern Hills Middle Schools – 7th Grade
Title: *Glencoe Science Modules – Ecology; Life's Structure and Function; The Air Around You*
Cost: \$16.50 each
Total Cost: \$17,820 plus S&H

Civics – Central, Eastern, and Northern High Schools – 9th Grade
Title: *Government Alive!*
Cost: \$56.00 each
Total Cost: \$20,704 includes S&H

Biology – Central, Eastern, and Northern High Schools – 9th Grade
Title: *Glencoe Biology*
Cost: \$71.70 each
Total Cost: \$57,791 includes S&H

Criminalistics – Central and Northern High Schools – 10th – 12th Grades
Title: *Forensic Science: Fundamentals and Investigations*
Cost: \$68.00 each
Total Cost: \$4,760 plus S&H

- Approved the M.H.S.A.A. resolution indicating the Board's agreement to abide by the rules and regulations set forth in the *M.H.S.A.A. Handbook* effective August 1, 2008 until July 31, 2009.

2008-2009
M.H.S.A.A.
MEMBERSHIP
RESOLUTION

(NOTE: The total resolution, as adopted, may be found in the Board Reference File, which is located in the Superintendent's Office, and identified as **Ref. No. 08-6/16-H.**)

- Approved a two percent salary increase for the Forest Hills Bus Driver Association, the Forest Hills Child Care and Pre-School Association, the Forest Hills Administrative Support Staff Association, and the Supervisors for 2008-2009 and 2009-2010, with economics to be renegotiated for 2010-2011, to be consistent with the approval of the Forest Hills Education Association (FHEA).
- Approved unpaid leaves of absence for Jon Dempkey, Todd Tolsma, and Heather Kovicak for the 2008-2009 school year, per Article XII of the Master Agreement.
- Approved a probationary contract for Ana Tobar, as a teacher at Northern Trails, for the 2008-2009 school year.

EMPLOYMENT
CONTRACTS

LEAVE OF ABSENCE
REQUESTS

EMPLOYMENT OF
NEW TEACHERS

The Board of Education received a list of teachers who have been evaluated and recommended for probationary/tenure status for the 2007-08 school year.

PROBATIONARY/
TENURE TEACHER
STATUS

(NOTE: The total list of Probationary/Tenure Teachers for 2008-2009 may be found in the Board Reference File, which is located in the Superintendent's Office, and identified as **Ref. No. 08-6/16-I.**)

Superintendent Behm has accepted the following resignations:

RESIGNATIONS

Heather Zoerhoff, teacher at Central High School, has resigned from Forest Hills Public Schools from an unpaid child care leave of absence, effective June 30, 2008.

Joe Oprea, teacher at Eastern High and Eastern Middle Schools, has resigned from Forest Hills Public Schools from an unpaid leave of absence, effective June 30, 2008.

Kelly Clancy, teacher at Northern Hills Middle School, has resigned from the Forest Hills Public Schools, effective June 30, 2008.

Colby Walters, teacher at Meadow Brook Elementary School, has resigned from the Forest Hills Public Schools, effective June 30, 2008.

Shannon Pretorius, teacher at Central Woodlands, has resigned from the Forest Hills Public Schools, effective June 30, 2008.

Lindsey McKown, teacher at Thornapple Elementary School, has resigned from the Forest Hills Public Schools, effective June 30, 2008.

Alicia Guevara, teacher at Pine Ridge Elementary School, as resigned from the Forest Hills Public Schools, effective June 30, 2008.

The following student trips have been approved by Superintendent Behm:

STUDENT TRIP
REQUESTS

- 47 students from Northern High School visited Cedar Point Amusement Park in Sandusky, Ohio, on June 11, 2008.
- 55 students from Northern High School will attend a Broadway play and tour Cadillac Palace Theater in Chicago, Illinois, on October 8, 2008.
- 250 students from Central High School will visit New York City, New York, on November 21-26, 2008.

The following athletic trip request has been approved by Superintendent Behm:

- The Eastern Rowing Team (20 students) from Eastern High School competed at St. Catherines, Ontario, Canada, on May 29 – June 1, 2008.

The following Board Policies were presented to the Board of Education for first reading:

FIRST READING OF
BOARD POLICIES

POLICY	TOPIC	STATUS
Professional Staff 3112	Board-Staff Communications	New Policy
Professional Staff 3121.01	Criminal Conviction Review	New Policy
Professional Staff 3122	Nondiscrimination and Equal Employment Opportunity	New Policy
Professional Staff 3122.01	Drug-Free Workplace	New Policy
Professional Staff 3130	Assignment and Transfer	Replacement Policy
Professional Staff 3214	Staff Gifts	Replacement Policy
Support Staff 4121.01	Criminal Conviction Review	New Policy
Support Staff 4122	Nondiscrimination and Equal Employment Opportunity	Replacement Policy
Support Staff 4122.01	Drug-Free Workplace	Replacement Policy
Support Staff 4131	Reduction in Staff	New Policy
Support Staff 4214	Staff Gifts	New Policy
Students 5112	Entrance Age	Replacement Policy
Students 5331	Students with Special Health Care Needs	New Policy
Students 5451	Student Recognition	Delete Policy
Students 5500	Student Conduct	Replacement Policy
Students 5710	Student Grievance	Delete Policy
Students 5724	Preparing for Voter Registration	Delete Policy
Students 5810	Student Participation in School Affairs	Delete Policy
Students 5830	Fund-Raising	Revised Policy
Students 5860	Safety Patrol	Delete Policy
Finances 6144.01	Automated Clearing House (ACH) Arrangements and Electronic Transactions of Funds	New Policy
Finances 6145	Borrowing	Replacement Policy
Finances 6151	Bad Checks	New Policy
Finances 6152	Student Fees, Fines, and Supplies	Replacement Policy
Finances 6180	Truth-in-Taxation	Delete Policy
Finances 6220	Budget Preparation	Revised Policy
Finances 6220.01	General Operations Budget Fund Balance	New Policy
Finances 6420	Quantity Purchases	Delete Policy
Finances 6423	Use of Credit/Debit Cards	Replacement Policy
Finances 6510	Payroll Authorization	Replacement Policy
Finances 6660	School Service Fund	Revised Policy
Finances 6670	Trust and Agency Fund	New Policy
Finances 6680	Recognition	Replacement Policy

BOARD POLICIES
(CONTINUED)

Finances 6800	System of Accounting	Revised Policy
Property 7100	Facilities Planning	Replacement Policy
Property 7217	Weapons	Revised Policy
Property 7434	Use of Tobacco on School Premises	Revised Policy
Property 7455	Accounting System for Fixed Assets	Revised Policy
Property 7510	Use of School Facilities	Revised Policy
Property 7530	Lending District Equipment	Delete Policy
Property 7550	Joint Facility Development	Delete Policy
Operations 8462	Student Abuse and Neglect	Replacement Policy
Operations 8500	Food Services	Revised Policy
Operations 8600	Transportation	Replacement Policy
Operations 8710	Insurance	Replacement Policy
Relations 9190	Shop Project Charge	Delete Policy
Relations 9250	Communications with Parents/Guardians	Revised Policy
Relations 9270	Equivalent Education Outside the Schools (Home Schooling)	Revised Policy
Relations 9555	Partnerships With Business	Delete Policy

Superintendent Behm stated what a wonderful evening this has been as well as a wonderful year as we come to the official close of the 2007-2008 academic school year.

SUPERINTENDENT'S
REPORT

Mr. Behm announced that the Forest Hills Educational Foundation raised \$45,000 last week for the students of Forest Hills. He complimented the Foundation for their gifts of time and resources.

Superintendent Behm expressed appreciation to the entire administrative team and to all staff members and added that this was another year of growth as Superintendent. He mentioned the student tragedies that occurred this year and how wonderful the staff members had been in supporting grieving students, families and each other.

Mr. Behm thanked his Administrative Assistant, Pat Schmitt, for her service to the Forest Hills School District. Ms. Schmitt will retire at the end of June after 20 years in the district. The Board presented Ms. Schmitt with a bouquet of flowers.

President Fahner expressed appreciation to all the High School Athletic Booster Clubs for their generous donations to the district.

BOARD COMMENTS

President Fahner announced that he was saddened to receive the letter of resignation from Board Member Lynn Buchanan. Effective July 1, the district has 30 days to fill the vacant seat. Letters of application must be submitted by 4:00 PM on Monday, July 14, 2008. Candidate interviews will be held on Wednesday, July 22, and if needed, July 23.

At the conclusion of the interviews, the Board will meet in special session to appoint the new board member who would serve until June 2009. The appointed Board member can run as a candidate in the May 2009 regular election for the balance of Mrs. Buchanan's term that will expire in June 2010.

President Fahner read the following evaluation of Superintendent Behm into the minutes:

SUPERINTENDENT'S
EVALUATION

The full Board of Education of the Forest Hills Public Schools met in special session on Monday evening, June 2, 2008 for the purpose of developing a year-end performance review for Superintendent Dan Behm. Given Mr. Behm's continuing exceptional leadership and outstanding performance throughout the year as outlined in our two previous reports, the Board unanimously recommended a 2% salary increase and an additional one year extension to maintain a full five-year contract with the district. The Board looks forward with great anticipation to our continuing work with Mr. Behm as he continues to lead our district, staff and community with vision, enthusiasm and commitment to public education and our children.

Superintendent Behm thanked the Board for their continued support, and on behalf of the entire administrative team, expressed appreciation for always doing what is best for kids.

Motion by Member Fischer and second by Member Josephson to adjourn the meeting at 9:07 P.M.

ADJOURNMENT

Respectfully submitted,

Mary S. Vonck, Secretary
Forest Hills Board of Education

(MINUTES APPROVED BY THE FOREST HILLS BOARD OF EDUCATION ON JULY 2, 2008.)