



MUSKEGON HEIGHTS PUBLIC SCHOOLS

2603 Leahy Street • Muskegon Heights, Michigan 49444 • Phone 231-830-3221 • Fax 231-830-3560

AGENDA

SPECIAL BOARD MEETING

**BOARD OF EDUCATION
2603 LEAHY STREET
MUSKEGON HEIGHTS, MICHIGAN**

CONFERENCE ROOM

**MONDAY, JANUARY 9, 2012
6:00 P.M.**

1. Call to Order
2. Roll Call
3. Secretary's Report and Approval of Minutes
4. Communications & Presentations
 - Donald Swick, Brickley DeLong, CPA
5. Action Items
 - a. 2010/2011 Financial Audit
 - b. Adult/Alternative Education Program
 - c. Treasurer's Report
6. Report from the Interim Superintendent
7. From the Board
8. Concerns of Parents/Citizens and Recognition of Guests

Adjournment

**BOARD OF EDUCATION
of the
SCHOOL DISTRICT
of the
CITY OF MUSKEGON HEIGHTS, MICHIGAN

SPECIAL BOARD MEETING

MONDAY, JANUARY 9, 2012
6:00 P.M.

OFFICIAL PROCEEDINGS**

1. **The Special Board Meeting, Muskegon Heights Board of Education, Conference Room, 2603 Leahy Street, Muskegon Heights, Michigan, was called to order by President Burrel at 6:12 p.m.**
2. **President Burrel, instructed Secretary Brewer, to call the roll and note Board Members and Administrative Staff present.**

BOARD MEMBERS: Mr. Avery Burrel, President; Mr. Ronald Jenkins, Vice President; Mr. Franklin Brewer, Secretary; Mr. Ivory Morris, Treasurer; Mr. Nathaniel Johnson, Trustee; Mrs. Trinell Scott, Trustee; Mrs. Kassandra Kitchen, Trustee

BOARD MEMBERS ABSENT: Mr. Jenkins, Mr. Morris, Mrs. Kitchen

ADMINISTRATIVE STAFF: Mr. David Sipka, Interim Superintendent; Mrs. Rosie Holmes, Director of Curriculum; Mrs. Glenda Robinson-Scott, Director of Adult/Alternative Education

ADMINISTRATIVE STAFF ABSENT: Mrs. Robinson-Scott

3. SECRETARY'S REPORT AND APPROVAL OF MINUTES

BE IT RESOLVED, that the minutes for the Special Board Meeting of December 12, 2011, be approved and placed on file.

Mr. Johnson **MOVED** and Mrs. Scott **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel ABS Jenkins ABS Morris YES Brewer
 YES Johnson YES Scott ABS Kitchen

4. COMMUNICATIONS & PRESENTATIONS

- Donald Swick, Brickley DeLong, CPA

5. ACTION ITEMS

5a. 2010/2011 FINANCIAL AUDIT

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the 2010/2011 financial audit submitted by Brickley DeLong, CPA.

Mrs. Scott **MOVED** and Mr. Brewer **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel ABS Jenkins ABS Morris YES Brewer
 YES Johnson YES Scott ABS Kitchen

5b. ADULT/ALTERNATIVE EDUCATION

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the closing of the Muskegon Heights Adult/Alternative Education Program, effective January 20, 2012.

Mr. Brewer **MOVED** and Mr. Johnson **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel ABS Jenkins ABS Morris YES Brewer
 YES Johnson YES Scott ABS Kitchen

5c. TREASURER'S REPORT

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the monthly budgetary control report, invoices and miscellaneous expenses as follows:

Total bills for the months of June 2011, in the amount of \$298,846.20; total bills for the month of July 2011, in the amount of \$534,867.87, representing total bills for the months of June 2011, and July 2011, in the amount of \$833,714.07 and the same are hereby approved for payment and that warrants to be acknowledged and placed on file.

Mr. Johnson **MOVED** and Mr. Brewer **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel ABS Jenkins ABS Morris YES Brewer
 YES Johnson YES Scott ABS Kitchen

6. **REPORT FROM THE INTERIM SUPERINTENDENT**

- Marios Demetriou – Financial Update

7. **FROM THE BOARD**

8. **CONCERNS OF PARENTS/CITIZENS AND RECOGNITION OF GUESTS**

Mary Byrd
Kimberly Fisher
Derrick Collins
Saformia Pierce
Shawndra Sain

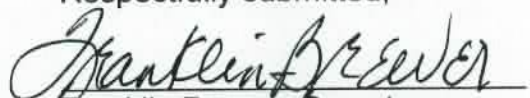
ADJOURNMENT

RESOLVED, that the Special Board Meeting for Monday, January 9, 2012, adjourned at 7:25 p.m.

Mrs. Scott **MOVED** and Mr. Johnson **SECONDED** the adoption of the resolution:

YEAS - ALL NAYS - 0

Respectfully submitted,


Franklin Brewer, Secretary



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AGENDA

REGULAR BOARD MEETING

BOARD OF EDUCATION
2603 LEAHY STREET
MUSKEGON HEIGHTS, MICHIGAN

CONFERENCE ROOM

MONDAY, JANUARY 23, 2012
7:30 P.M.

1. Call to Order
 2. Roll Call
 3. Secretary's Report and Approval of Minutes
 4. Closed Session
 - Negotiations
 5. Action Items
 - a. Personnel Matters
 - b. Business Services
 - c. Student Expulsion
 - d. Custodial Services Contract
 - e. Transportation Services Contract
 - f. Clerical Services Contract
 - g. Deficit Elimination Plan
 - h. Administration Building
 - i. Retirees Insurance
 - j. Head Start Program
 - k. Great Start Readiness Program (GSRP)
 - l. Policy Update
 6. Report from the Interim Superintendent
 7. From the Board
 8. Concerns of Parents/Citizens and Recognition of Guests
- Adjournment

**BOARD OF EDUCATION
of the
SCHOOL DISTRICT
of the
CITY OF MUSKEGON HEIGHTS, MICHIGAN
REGULAR BOARD MEETING
MONDAY, JANUARY 23, 2012
7:30 P.M.
OFFICIAL PROCEEDINGS**

1. **The Regular Board Meeting, Muskegon Heights Board of Education, Conference Room, 2603 Leahy Street, Muskegon Heights, Michigan, was called to order by President Burrel at 7:35 p.m.**
2. **President Burrel, instructed Secretary Brewer, to call the roll and note Board Members and Administrative Staff present.**

BOARD MEMBERS: Mr. Avery Burrel, President; Mr. Ronald Jenkins, Vice President; Mr. Franklin Brewer, Secretary; Mr. Ivory Morris, Treasurer; Mr. Nathaniel Johnson, Trustee; Mrs. Trinell Scott, Trustee; Mrs. Cassandra Kitchen, Trustee

BOARD MEMBERS ABSENT: Mr. Johnson

ADMINISTRATIVE STAFF: Mr. David L. Sipka, Interim Superintendent; Mrs. Rosie Holmes, Director of Curriculum

ADMINISTRATIVE STAFF ABSENT:

3. SECRETARY'S REPORT AND APPROVAL OF MINUTES

BE IT RESOLVED, that the minutes for the Special Board Meeting of January 9, 2012, be approved and placed on file.

Mrs. Scott **MOVED** and Mr. Brewer **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

4. **CLOSED SESSION**

- Negotiations

4a. **BE IT RESOLVED**, that the Muskegon Heights Board of Education moved into closed session at 7:38 p.m.

Mrs. Scott **MOVED** and Mr. Jenkins **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
ABS Johnson YES Scott YES Kitchen

4b. **BE IT RESOLVED**, that the Muskegon Heights Board of Education moved out of closed session at 8:59 p.m.

Mrs. Scott **MOVED** and Mrs. Kitchen **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
ABS Johnson YES Scott YES Kitchen

5. **ACTION ITEMS**

5a-1. **PERSONNEL MATTER – STAFF APPOINTMENT**

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the appointment of Glenda Robinson-Scott, Principal of King Elementary, effective January 23, 2012.

Mr. Jenkins **MOVED** and Mrs. Kitchen **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
ABS Johnson YES Scott YES Kitchen

5a-2. **PERSONNEL MATTER - STAFF RETIREMENTS**

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the retirement of the following individuals:

- a. Jesse Starr, Principal of King Elementary, effective December 30, 2011.
- b. Marilyn Newell, Title I Paraeducator, Edgewood Elementary, effective January 31, 2012.
- c. Diane Nelson, Head Start Facilitator, Ellen Grace Loftis Early Childhood Academy, effective February 3, 2012.

Mrs. Scott **MOVED** and Mr. Jenkins **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
ABS Johnson YES Scott YES Kitchen

5a-3. PERSONNEL MATTER – RECEPTIONIST/SUB FINDER

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the elimination of the reception/sub finder position, effective January 30, 2012.

Mrs. Kitchen **MOVED** and Mrs. Scott **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

5a-4. PERSONNEL MATTER – DATA TECHNICIAN

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the elimination of the data technician position, effective January 30, 2012.

Mrs. Scott **MOVED** and Mr. Jenkins **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

5b. BUSINESS SERVICES

BE IT RESOLVED, that the Muskegon Heights Board of Education approves of moving all business services to MAISD as soon as possible.

Mrs. Scott **MOVED** and Mr. Brewer **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

5c. STUDENT EXPULSION

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the expulsion of Student A for 180 days, effective January 23, 2012. It is further recommended that Student A be referred to the You Turn Program.

Mr. Jenkins **MOVED** and Mrs. Kitchen **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

5d. CUSTODIAL SERVICES CONTRACT

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the contract with Enviro-Clean to provide custodial services as soon as possible.

Mrs. Scott **MOVED** and Mr. Brewer **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson NO Scott NO Kitchen

5e. TRANSPORTATION SERVICES CONTRACT

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the contract with Pioneer Resources to provide transportation services as soon as possible.

Mrs. Scott **MOVED** and Mr. Jenkins **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson NO Scott NO Kitchen

5f. CLERICAL SERVICES CONTRACT

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the contract with PCMI to provide clerical services as soon as possible.

Mrs. Scott **MOVED** and Mr. Jenkins **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson NO Scott NO Kitchen

5g. DEFICIT ELIMINATION PLAN

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the deficit elimination plan that will be submitted to the Department of Education and/or Treasury by February 3, 2012.

Mr. Jenkins **MOVED** and Mrs. Kitchen **SECONDED** the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

5h. ADMINISTRATION BUILDING

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the closing of the administration building, effective June 30, 2012.

Mr. Jenkins MOVED and Mrs. Scott SECONDED the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

5i. RETIREES INSURANCE

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the elimination of the retirees insurance.

Mrs. Scott MOVED and Mr. Brewer SECONDED the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson NO Scott YES Kitchen

5j. HEAD START PROGRAM

BE IT RESOLVED, that the Muskegon Heights Board of Education approves of moving the Head Start program to MAISD, effective July 1, 2012.

Mrs. Scott MOVED and Mr. Jenkins SECONDED the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

5k. GREAT START READINESS PROGRAM (GSRP)

BE IT RESOLVED, that the Muskegon Heights Board of Education approves of moving GSRP to MAISD, effective July 1, 2012.

Mrs. Scott MOVED and Mrs. Kitchen SECONDED the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

5l. POLICY UPDATE

BE IT RESOLVED, that the Muskegon Heights Board of Education approves the policy (3120.04) update.

Mr. Brewer MOVED and Mrs. Scott SECONDED the adoption of the resolution:

ROLL CALL - YES Burrel YES Jenkins YES Morris YES Brewer
 ABS Johnson YES Scott YES Kitchen

6. **REPORT FROM THE INTERIM SUPERINTENDENT**

7. **FROM THE BOARD**

Mrs. Scott

Mrs. Scott asked Mr. Sipka to inform the public about the meeting that was held with other school districts in the county regarding Muskegon Heights Public Schools.

8. **CONCERNS OF PARENTS/CITIZENS AND RECOGNITION OF GUESTS**

Randy Logan
Fredia Day
Shandra Sain
Joy Robinson

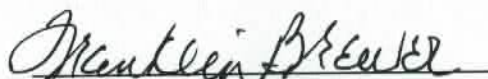
ADJOURNMENT

RESOLVED, that the Regular Board Meeting for Monday, January 23, 2012, adjourned at 9:46 p.m.

Mrs. Scott **MOVED** and Mr. Jenkins **SECONDED** the adoption of the resolution:

YEAS - ALL NAYS - 0

Respectfully submitted,


Franklin Brewer, Secretary