



# **MONROE PUBLIC SCHOOLS**

**BOARD MEETING #22**

**December 9, 2014**

**7:00 p.m.**

## **BOARD OF EDUCATION**

**MR. ROBERT YEO, PRESIDENT**

**MR. LAWRENCE VANWASSHENOVA, VICE-PRESIDENT**

**MS. WENDY SPICER, SECRETARY**

**DR. TEDD MARCH, PARLIAMENTARIAN**

**MR. AARON N. MASON, TRUSTEE**

**MR. RYAN PHILBECK, TRUSTEE**

**MRS. CYNTHIA TAYLOR, TRUSTEE**

**SUPERINTENDENT OF SCHOOLS**

**DR. BARRY N. MARTIN**

*“Monroe Public Schools is committed to being the premier education organization in the region. We are devoted to promoting high expectations for all in a state-of-the-art 21st century curriculum. We recognize that the students and communities we serve are our customers, and we promise to make all decisions in their best interest.”*

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**Prepared by the Office of the Superintendent, Gayle Lambert, Secretary**

**MONROE PUBLIC SCHOOLS BOARD OF EDUCATION**

Board Meeting #22  
Tuesday, December 9, 2014  
**7:00 p.m.**

**AGENDA**

**Page**

<b>A. Roll Call and Call to Order</b>	Mr. Yeo	1
1. Pledge of Allegiance to the Flag	Mr. Yeo	
2. Recognition of Board Members	Dr. Martin	
3. Student Art Projects	Dr. Martin/ Mr. Simon	
4. Mark Havericak – Sodexo	Mrs. Eighmey	
<b>(15 Minute Recess for Refreshments)</b>		
<b>B. Public Commentary – Agenda Items Only</b>	Mr. Yeo	
<b>C. Discussion and Action Items</b>		
1. <b>Approval of Minutes</b>	Mr. Yeo	2
Move to approve the minutes of the following meetings as submitted:		
<ul style="list-style-type: none"><li>• November 25, 2014, Board Work Session</li><li>• November 25, 2014, Board Meeting #21</li><li>• December 2, 2014, Special Board Meeting</li><li>• December 2, 2014, Closed Meeting</li></ul>		
2. <b>Reports and Updates</b>	Mr. Yeo	9
a. Informational Report – Contracted Services Recommendations and Contracted Coaches		
b. December 1, 2014, Board Personnel Committee Meeting Minutes		
3. <b>Clerical Appointment</b>	Dr. Martin	13
Move to approve the appointment of Susan Alston as secretary with Monroe Public Schools effective Monday, December 15, 2014, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.		
4. <b>Teacher Appointment</b>	Dr. Martin	15
Move to approve the appointment of Brett Pfahler as a teacher with Monroe Public Schools effective December 10, 2014, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.		

<p><b>5. District/Community Engagement Coordinator</b>  Move to approve the appointment of Bobb Vergiels as the District/Community Engagement Coordinator through TSSI beginning immediately and continuing for twelve months ending in December of 2015 upon which time contract extension will be considered based on performance and continued need for the position.</p>	<p>Dr. Martin</p>	<p>18</p>
<p><b>6. Textbook Purchase – Orchard Center High School</b>  Move to approve the purchase of the Prentice Hall World History textbooks from Follett School Solutions for OCHS in the amount of \$5,968.80. This purchase will be paid from the Orchard Center High School textbook account.</p>	<p>Dr. Martin</p>	<p>19</p>
<p><b>7. Adoption of Board Policy 6000 - Negotiations</b>  Move to adopt Board Policy 6000 – Negotiations as written effective December 9, 2014.</p>	<p>Dr. Martin</p>	<p>22</p>
<p><b>8. Superintendent’s Comments</b></p>	<p>Dr. Martin</p>	
<p><b>9. Old Business</b></p>	<p>Mr. Yeo</p>	
<p><b>10. New Business</b></p>	<p>Mr. Yeo</p>	
<p><b>11. Public Commentary – Any Topic</b></p>	<p>Mr. Yeo</p>	
<p><b>12. Adjournment</b>  Move that the December 9, 2014, Board Meeting #22 of the Monroe Public Schools Board of Education be adjourned.</p>	<p>Mr. Yeo</p>	<p>31</p>

**ROLL CALL**

	<u>Present</u>	<u>Absent</u>
Dr. March	_____	_____
Mr. Mason	_____	_____
Mr. Philbeck	_____	_____
Ms. Spicer	_____	_____
Mrs. Taylor	_____	_____
Mr. VanWasshenova	_____	_____
Mr. Yeo	_____	_____

**APPROVAL OF MINUTES**

**ENCLOSURES**

- November 25, 2014, Board Work Session Minutes
- November 25, 2014, Board Meeting #21 Minutes
- December 2, 2014, Special Board Meeting Minutes

**RECOMMENDATION**

Move to approve the following minutes as submitted:

- November 25, 2014, Work Session
- November 25, 2014, Board Meeting #21
- December 2, 2014, Special Board Meeting
- December 2, 2014, Closed Meeting

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mrs. Cynthia Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

# MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Work Session

Tuesday, November 25, 2014

5:30 p.m.

## MINUTES

### **Roll Call and Call to Order**

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary Wendy Spicer, Trustee Aaron N. Mason (arrived at 6:36 p.m.), Trustee Ryan Philbeck (arrived at 5:48 p.m.), and Trustee Cynthia Taylor

Board Members Absent: Parliamentarian Dr. Tedd March

Administrators Present: Barry Martin, Julie Everly, Ryan McLeod, Katherine Eighmey, Jerry Oley, David Payne

Administrators Absent: None

Others Present: John Ray, Doug Schade

President Yeo called the meeting to order at 5:32 p.m.

### **Best Practice Incentives**

Mrs. Eighmey reviewed this year's requirements for Best Practice Incentives that will come before the board as a resolution in January or February. We must meet seven of the nine best practices in order to receive a \$50 per pupil allocation for the 2014/15 school year. Once MDE has received the school board resolution and confirmed that we have met seven of the nine eligibility requirements, the \$50 per 2014-15 blended pupil membership will be paid out in accordance with MCL 388.1617b. This will amount to just under \$300,000.

Mrs. Eighmey summarized changes made to the Budget Transparency guidance which was revised by the Michigan Department of Education to include changes made to the legislation under PA 196 of 2014.

### **Drug and Alcohol Policy for Athletics**

Dr. Ray reviewed the current athletic code of conduct and the proposed changes recommended by the MHS Athletic Advisory Committee. There are a lot of loopholes in the current policy, and the goal of the committee was to close those loopholes, or to close as many as possible. The current policy is limited to in-season incidents only. The proposed policy would be in effect 365 days a year, 24 hours a day. Dr. Ray reviewed violations and the recommended consequences in the new policy.

Concern was expressed that violations are weighted the same, i.e. tobacco and drug violations, and athletes could be punished for a violation that happened during the summer. Dr. Ray will take the suggestions and concerns to the advisory committee, and refine the policy as needed.

### **iPads and the Swim Team**

Swim Coach Doug Schade shared a video of swimmers that was filmed under water using an iPad. This technology is very effective in showing kids what they're not doing, or what needs improvement because it provides instant feedback to the swimmer. He received the iPads towards the end of the girl's season

and it played a huge role in the team's success. This is an excellent use of technology and a very powerful tool for swimmers.

**Adjournment**

Motion by Mr. Mr. Philbeck; support by Mr. VanWasshenova that the 5:30 p.m., November 25, 2014, Work Session of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 6-0 hand vote at 6:58 p.m.

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**Wendy Spicer, Secretary**

# MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #21

November 25, 2014

7:00 p.m.

## MINUTES

### **Roll Call and Call to Order**

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary Wendy Spicer, Trustee Aaron N. Mason, Trustee Ryan Philbeck, and Trustee Cynthia Taylor

Board Members Absent: Parliamentarian Dr. Tedd March

Administrators Present: Barry Martin, Julie Everly, Ryan McLeod, Katherine Eighmey, Jerry Oley, David Payne

Administrators Absent: None

President Yeo called the meeting to order at 7:03 p.m.

### **Red Cross Award**

Monroe Middle School swim class teacher Chuck Kern presented a Certificate of Merit Award from the American Red Cross to Jett Swihart for rescuing a struggling swimmer during class at the end of last school year. This is the highest award given by the American Red Cross.

### **Public Commentary-Agenda Items Only**

Selma Rankins expressed his concern about hiring another white teacher. He had the opportunity to talk to her and believes she is a good person. He hopes to be invited to her classroom because he believes black kids are not learning.

### **Approval of Minutes**

Motion by Mr. VanWasshenova; support by Mr. Philbeck to approve the minutes of the following meetings as submitted:

- November 11, 2014, Board Meeting #20
- November 11, 2014, Closed Meeting

Vote: Motion carried by a 5-1 roll call vote. Mrs. Taylor abstained.

### **Reports and Update**

The October 20 and November 17, 2014, Board Curriculum Committee Minutes; the November 13, 2014, Board Policy Committee Meeting Minutes; and the Informational Report – Contracted Services and Contracted Coaches were received.

### **Teacher Appointment**

Motion by Mr. Philbeck; support by Mr. VanWasshenova to approve the appointment of Rachel Kowalczyk as a teacher with Monroe Public Schools effective December 1, 2014, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

Discussion: Ms. Kowalczyk worked at MHS as an interventionist and she is an advocate for all students. Because she was working as an interventionist, we know the quality of her work and feel confident she



will serve all of our students very well.

Vote: Motion carried by a 6-0 roll call vote.

### **Staff Resignation**

Motion by Mr. VanWasshenova; support by Mr. Taylor to approve the resignation from Monroe Public Schools of Tracy DeBlair effective December 1, 2014.

Vote: Motion carried by a 6-0 roll call vote.

### **Board Policy Section 6000 – First Reading**

Motion by Mr. Mason; support by Ms. Spicer to approve Board Policy Section 6000 Negotiations as a first reading.

Vote: Motion carried by a 6-0 roll call vote.

### **Reinstatement Committee Recommendation**

Motion by Mr. VanWasshenova; support by Mrs. Taylor to approve the recommendation of Monroe Public Schools Reinstatement Committee that Student #1 be reinstated to Orchard Center High School and student #2 be reinstated. If approved, this will be effective immediately.

Vote: Motion carried by a 6-0 roll call vote.

### **Superintendent Comments**

I had a chance to stop in to the new school store that will soon be opening at Monroe High School. The store is being set up by the Monroe High School MOCI class under the direction of teacher Lauren Rhoades. The store looks great and should be a real positive addition to the activities offered at Monroe High School.

Orchard students have now taken two trips to MCCC; one for an event that was put on by the college called XTECH and another during college week where they participated in an informational meeting about the college. DTE paid for their transportation for X-Tech and Monroe County Community College paid for dinner. As a culmination to their field trips to the community college, they celebrated college week as well. A counselor from MCCC came to Orchard as a guest speaker for our seniors. All seniors filled out a college application for MCCC, and they learned about and are scheduled to take the Compass Test in the spring. All of our OCHS students logged into Career Cruising and took the inventory tests to find out about potential careers and college possibilities. They also have the counselors from MCCC scheduled to come and help parents with the FASFA application in February. Orchard is really making strides in connecting students with a plan beyond their diploma. They have a trip planned next month to a trade school as well. Dr. Kojo Quartey, president of MCCC, and Peter, the director of the Technology Center came to eat lunch with Orchard students on Thursday of last week. He gave out certificates to all of the students that participated in XTECH, spoke to our students about creating a positive plan for their future, and talked about certificate programs that could help our students get to work in a great job in a short amount of time. Before Dr. Quartey left, there was a wonderful conversation with him about creating an introductory course for Orchard students that would be offered in the evening, once a week at the college for the purpose of introducing students to technology tracks that lead to employment. Things are in the designing phase, but we are hoping that it will kick off in the spring, and that Orchard students might be able to receive a college credit for taking the course.

We just received word today that we will be receiving a \$4,000 grant from Chrysler Dundee Engine Manufacturing Plant to be used towards a Monroe High School STEM initiative in the CTE department.

A special thank you goes to Mr. Henry Smith, maintenance director at the Dundee plant, for his support of the grant process.

The GM foundation contributed the \$5,000 entry fee for the Monroe Trojan Robotics Team. This support is critical to the continued success of this popular program.

Finally, there was a very successful Regional Lego Tournament at the high school on Saturday. Over 40 teams participated. There will be a state level competition at Monroe High on Saturday, December 6<sup>th</sup>.

**Old Business**

Mr. Yeo welcomed Matt Bunkelman and Floreine Mentel who will join the board in January.

**New Business**

Ms. Spicer is excited to be working with Jasmine for the positive behaviors at MMS, as well as the New York and Washington DC trips.

**Public Commentary-Any Topic**

Selma Rankins compared Monroe Public Schools to Ferguson. He visited a school today and had a good conversation with a teacher. He thinks citizens should be given more time to address the board.

Mr. Mason noted that nine years ago public commentary time was doubled. Public commentary was added to the beginning of the meeting, which was in addition to public commentary at the end of the meeting.

**Adjournment**

Motion by Mr. VanWasshenova; support by Mr. Mason that the November 25, 2014, Board Meeting #21 of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 6-0 hand vote at 7:30 p.m.

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**Wendy Spicer, Secretary**

**MONROE BOARD OF EDUCATION**  
**1275 North Macomb Street, Monroe, Michigan 48162**  
**Special Board Meeting, Tuesday, December 2, 2014**  
**5:00 p.m.**

**MINUTES**

**Roll Call and Call to Order**

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Parliamentarian Tedd March, Trustee Aaron N. Mason, and Trustee Cynthia Taylor

Board Members Absent: Secretary Wendy Spicer, Trustee Ryan Philbeck

Others Present: Barry Martin, Ryan McLeod, James Davies, Jeff McVeigh, Sue Sacks, student's (1202) mother, grandmother and sister

Mr. Yeo called the meeting to order at 5:03 p.m.

**Closed Session**

Motion by Mr. VanWasshenova, support by Mrs. Taylor to convene in closed session for the purpose of conducting a student disciplinary hearing. Open Meeting Act; Section 8(b).

Vote: Motion carried by a 5-0 hand vote at 5:03 p.m.

**Reconvene Board Meeting**

Motion by Mr. Mason, support by Dr. March that the closed session adjourn and the 5:00 p.m., December 2, 2014, Special Board Meeting reconvene.

Vote: Motion carried by a 5-0 hand vote at 5:14 p.m.

**Recommendation**

Motion by Dr. March, support by Mr. Mason to expel the student.

Vote: Motion carried by a 5-0 roll call vote at 5:15 p.m.

**Adjournment**

Motion by Mr. VanWasshenova, support by Mrs. Taylor that the December 2, 2014, Special Board Meeting of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 5-0 hand vote at 5:25 p.m.

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Wendy Spicer, Secretary

## **REPORTS AND UPDATES**

### **BOARD COMMITTEES/OTHER REPORTS**

- Informational Report – Contracted Services Recommendations and Contracted Coaches
- December 1, 2014, Board Personnel Committee Meeting Minutes

**Informational Report**  
**Contracted Services Recommendations**

To update you on the Temporary School Staff employees who are assigned to our district:

We have received a letter of resignation from Michael Lynch from his Positive Climate Liaison position at Monroe High school effective 12/12/2014.

We have recommended Shona (Jill) Wener at the Assistant to the Community of Education effective 12/3/2014.

Custer and Monroe High Schools are in the process of reviewing candidates for their vacant School Climate Liaison positions

**Informational Report**  
**Contracted Coaches**

We have received letters of resignation from Stacie Ourlian from 8<sup>th</sup> Grade Girls Basketball at MMS and from Dustin Palik from JV Tennis at MHS. Both positions have been posted.

## Monroe Public Schools Board Personnel Committee Meeting Minutes

**Date of Meeting:** December 1, 2014

**Present:** Aaron Mason, Ryan Philbeck and Robert Yeo  
Barry Martin, Julie Everly, Ryan McLeod and Holly Scherer

**Next Meeting:** January 5, 2015

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1. **Call to Order:** The meeting was called to order at 5:11 pm
2. **Minutes:** November minutes previously approved by Board
3. **Public Commentary:** None
4. **Staffing Updates:** Mrs. Scherer shared the latest staffing chart updates; noting that changes since last meeting are highlighted. Mrs. Everly pointed out that we continue to have teaching vacancies. At present time we are seeking candidates for special education at Manor; music at Custer; MHS English and MHS Math. We are also seeking to fill the Community Engagement Coordinator and School Climate Liaisons at MHS (due to resignation) and Custer (new position). Mr. Mason expressed concern with the turnover of positions and the impact on the students. Mr. Philbeck asked what the purpose of the staffing chart is. Mrs. Scherer explained that this is a one year snap shot of movement within the district.
5. **HR Director Position:** Dr. Martin asked for a discussion on the concept of reinstating an HR Director position and shared his rationale for this position. He asked for input from the committee on their support for this position. Mr. Mason thought the rationale makes sense. He suggested administration consider if a public relations position was necessarily needed, or if some of those duties could be combined with an HR position; and by doing so allocate those funds to this position. Mr. Philbeck would support the concept of an HR position, noting that with 6000 students; 800 employees; budget @ 60 million – any other agency would have an HR person. Mr. Yeo agreed that the numbers would justify an HR person, but expressed concern whether adding this position would have a direct impact on student achievement or free up the time of the current administration as suggested. Further conversations on the impact of the position on morale, student achievement, perceived issues and pros/cons of the current arrangement with curriculum and HR combined; the potential of sharing services with another district and the financial impact were also discussed. It was noted that many of the board have felt we need a more direct HR approach, it was uncertain that there was full board support on this. Dr. Martin noted this is not something that administration plans to do right away, but wanted to start the discussion to see if there would be support to look at the administrative structure and start planning for the future. The committee had conflicting opinions on whether or not they would support the position, those varied based on when administration would propose implementing. Dr. Martin clarified that this topic was brought up specifically for discussion and for administration to get thoughts and ideas from the board. He appreciates the discussion and administration does plan to keep looking at this concept and discussing further. It was suggested that the topic be brought to a board workshop for consideration of the board as a whole due to the high profile nature of this position.

6. **Old Business:** Dr. Martin updated the board that seven people were interviewed for the Community Engagement Coordinator. It was noted that administration was focused on two specific needs – to have someone on site to deal with issues, to be in the buildings talking to people and to be available to deal with the media; but also someone who would be able to market the district. Unfortunately with these two special needs, no one candidate interviewed could do both. Administration is now considering whether a hybrid type plan would better meet our needs. If we could split the duties, hiring someone capable of handling the daily on site type of things at a lower rate than we were previously paying; and utilize the difference in funds to outsource some of the marketing pieces. Mr. Mason acknowledged the same type of divide was discussed when this position was last filled. Dr. McLeod shared that administration has reviewed the pros/cons of the previous position and does have a clearer idea of what would best fit the needs of the district. Mrs. Everly noted that we need someone in this position who can run and win a campaign – we will have sinking fund, technology millage, and like it or not we will likely need to go for a bond issue to update our buildings. Dr. Martin shared the idea that we could contract with someone to develop a larger scale marketing plan that the onsite person would be responsible to implement. Dr. Martin will plan to put this topic out to the Board for further comments and will summarize those discussions and report back to the Board as a whole.
7. **New Business:** None noted
8. **Future Agenda Items:** None
9. **Next Meeting:** January 5, 2014 at 5:00 PM
10. **Adjournment:** The meeting was adjourned at 6:20 PM

**CLERICAL APPOINTMENT**

**BACKGROUND**

On behalf of the administration and the interview panel I am recommending the appointment of Susan Alston as Classification II Secretary with Monroe Public Schools. Ms. Alston will be assigned to Waterloo Elementary School for the 2014/15 school year.

Ms. Alston has previously worked for Monroe Public Schools as a substitute secretary. She was most recently employed by the University of Michigan.

Members of the interview panel were: Lisa McLaughlin, principal; Christina Campbell and Michelle Young, secretaries; Cheryl Bindus, teacher; and Julie Everly, assistant superintendent.

**ENCLOSURE**

Resume

**RECOMMENDATION**

Move to approve the appointment of Susan Alston as secretary with Monroe Public Schools effective Monday, December 15, 2014, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



## Susan Alston

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**OBJECTIVE:** To obtain a position as a secretary for Waterloo Public School. While being a substitute secretary for Monroe Public Schools in the past I fell in love with the job. I have been a member of the Waterloo PTO and have worked closely with Lisa McLaughlin and the staff at Waterloo for over 6 years. I would love to bring my passion and dedication to a school and school district that deserves it.

### EDUCATION:

April 2011 – December 2012	Stautzenberger College	Maumee, OH
Practical Nursing Diploma IV Certified License #: 4703111416		
Oct 2005 – Nov 2005	Mercy Memorial Hospital	Monroe, MI
Heart Monitor Technician Training (Certificate of Completion)		

### PROFESSIONAL EXPERIENCE:

May 2014 – Present	University of Michigan	Canton, MI
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#### **LPN – Canton Health Center**

- Float Nurse - Work in all departments
- Patient Care - Geriatric and Pediatrics
- Assist doctors with medical procedures
- Calling patients with medical results
- Patient documentation
- Patient prescription refills
- Administering patient medication
- Proficient with Epic – MI Chart paperless charting

May 2013 – Present	Glacier Hills	Ann Arbor, MI
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#### **LPN – Rehabilitation and Care Center**

- Administer patient medication
- Skilled at wound care
- Administer skilled nursing care to 12 – 15 patients
- Outstanding interpersonal skills, including strong patient rapport, excellent ability to relate to patient's families, and capacity to interact with nurses and other staff
- Report changes to patient's conditions and other matters of concerns requiring prompt attention
- Communication and involvement with Physicians, Physical Therapy, Occupational Therapist, Speech Therapist, and Massage Therapist to support a healthy team
- Proficient in AOD paperless charting

Jan 2010 – June 2011	Mercy Memorial Hospital	Monroe, MI
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#### **Monitor Tech – Emergency Room and Med Surg**

- Interpreted telemetry strips
- Assisted nurses in high pressure emergencies by contacting all necessary personnel
- Operated multi-line phone system and took and relayed messages for nurses and physicians
- Provided patients with superior customer service
- Maintained patient confidentiality by following HIPPA laws
- Maintained accurate patient account information and charts

July 2006 – April 2010	Ironworkers Local 25	Novi, MI
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#### **Receptionist / Assistant**

- Maintained the daily office needs of 3 business agents
- Generated monthly reports using various Microsoft Office tools
- Analyzed data and entered it using Microsoft Access
- Assisted union members with needs they had on a daily basis such as: benefits, disputes, and monthly union dues payments
- Worked in a partnership mode to answer all incoming phone calls

#### **Academic and Professional Activities**

- Treasurer of Waterloo PTO (2009-Present) – Monroe, MI
- Volunteer work at Faith Works Medical Clinic (Present) – Monroe, MI
- Monroe High School Track Coach (1998 – 2003) – Monroe, MI

**TEACHER APPOINTMENT**

**BACKGROUND**

On behalf of the administration I am recommending the appointment of Brett Pfahler as a teacher with Monroe Public Schools. Mr. Pfahler will be assigned as a math teacher at Monroe High School for the 2014/15 school year.

Mr. Pfahler holds a Bachelor of Science degree from Aquinas College majoring in mathematics in May, 2014. He was most recently employed as an Independent Business Owner.

Members of the interview panel were: Val Orr, principal; Jeff McVeigh, assistant principal; Eric Rausch and Matt Steele, teachers.

**ENCLOSURE**

Resume

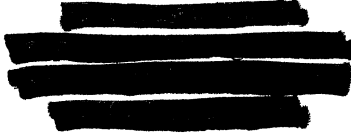
**RECOMMENDATION**

Move to approve the appointment of Brett Pfahler as a teacher with Monroe Public Schools effective December 10, 2014, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

# Brett Ryan Pfahler



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## OBJECTIVE

To serve as a positive, influential role model, to inspire every child to succeed, and to promote the learning process in students' lives to ensure lifelong learning.

## QUALIFICATIONS

Distinguished work ethic and key leadership skills through a variety of extracurricular activities and experience in a classroom setting. Versatile communication skills from a differentiated employment history.

## EDUCATION

**Aquinas College** – Grand Rapids, MI  
Bachelor of Science  
Emphasis: **Secondary Education**  
Major: **Mathematics (EX)**  
Minor: **Physical Education (MB)**  
Cumulative GPA: 3.44

**August 2009 – May 2014**

## INSTRUCTIONAL EXPERIENCE

### **Co-Coordinator – Basketball Basics**

**April 2013 – Present**

Demonstrate and teach the fundamentals and team-oriented strategies of basketball to boys and girls ages 11-18.

### **Academic Tutor – Grand Rapids Catholic Central High School**

**Sept. 2013 – May 2014**

Operated an academic tutoring center for student assistance at Catholic Central High School.

## OTHER EMPLOYMENT

### **Independent Business Owner**

**June 2014 – Present**

Own and manage a sports nutrition endorsement business.

### **Server – Fajita Republic Cantina**

**March – August 2014**

Responsible for effectively communicating with customers and kitchen staff to ensure that quality service is managed during the course of a meal.

### **Team Leader – We Do Windows! Incorporated**

**May 2011 – August 2012**

Presided over daily operations including transportation, execution of company initiatives and managing a crew of team members.

## **SKILLS**

### **Organization**

- Strong use of time management skills in creating unit and lesson plans during student teaching.
- Design daily practice plans to guide basketball players and their development of the fundamental skills.

### **Leadership**

- Daily demonstration of assertive decision making as a 2-year captain of the Men's Varsity basketball team at Aquinas College.
- Active promoter of success through action and spoken word as a current coach for Basketball Basics.

### **Communication**

- Demonstrate effective communication skills with customers and employees through specialized instruction during my employment at Fajita Republic Cantina and We Do Windows! Incorporated.

## **ACHIEVEMENTS**

### **College**

- Wolverine-Hoosier Athletic Conference All-Academic Team (2013)
- Dean's List Recipient – 3 Semesters (2009 – 2014)

### **Coopersville High School**

- Finished 7<sup>th</sup> in class of 186 students (2009)
- Senior Male Athlete of the Year (2009)
- All-State: basketball and track (2009)

## **EXTRACURRICULAR ACTIVITIES**

### **College**

- Intercollegiate Men's Basketball (2009 – 2014)
- Member of the Student Athlete Advisory Board (2011 – 2013)
- Referee for intramural sports (2009 – 2014)
- Michigan-Certified basketball official(2009 – Present)
- Attend Resurrection Life Church – Grandville, MI (2011 – Present)
- Interfaith group of Grand Rapids, MI (2013)

## **REFERENCES**

**APPOINTMENT OF DISTRICT/COMMUNITY ENGAGEMENT  
COORDINATOR**

**BACKGROUND**

Following the interview of seven candidates for the position of District/Community Engagement Coordinator on November 12, 2014, we are recommending that Bobb Vergiels be assigned this position through TSSI, and that he be compensated at an annual rate of \$45,000 and receive a twelve month contract for his services. Interview panel members included Barry Martin, Ryan McLeod, Julie Everly, David Payne and Cindy Flynn.

**RECOMMENDATION**

Move to approve the appointment of Bobb Vergiels as the District/Community Engagement Coordinator through TSSI beginning immediately and continuing for twelve months ending in December of 2015 upon which time contract extension will be considered based on performance and continued need for the position.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

**ORCHARD CENTER HIGH SCHOOL  
WORLD HISTORY BOOK PURCHASE**

**BACKGROUND**

Orchard Center High School is in need of World History books for the instruction of their students. During the first trimester, we were trying to share textbooks between MHS and OCHS. We need to supplement the existing supply of World History books. This purchase is for additional, previously approved curriculum, used textbooks that will ensure that we have the books necessary for both OCHS and MHS.

We have contacted numerous textbook suppliers and Follett is the only source that can provide 80 used copies of the textbook. The used Follett price is 50% of the cost that the publisher could provide the same number of new textbooks. At this time, we do not think it makes fiscal sense to purchase new 2009 version textbooks so we are recommending this purchase from Follett.

**ENCLOSURE(S)**

Quote from Follett School Solutions for the Prentice Hall World History books

**RECOMMENDATION**

Move to approve the purchase of the Prentice Hall World History textbooks from Follett School Solutions for OCHS in the amount of \$5,968.80. This purchase will be paid from the Orchard Center High School textbook account.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Dr. March	_____	_____	_____	_____
Mr. Mason	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

**Melissa Zienert**

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**Subject:** FW: Emailing: Follett School Solutions - Hold Letter

## Follett

December 4, 2014

MONROE PUBLIC SCHOOLS  
ATTN:RYAN MCLEOD  
1275 NORTH MACOMB  
P O BOX 733  
MONROE, MI 48162

Dear Mr. McLeod:

Educational Materials on the attached list are **on hold** for you and awaiting your authorization to ship.

Order Number:	1762959A		
Order Total:	\$5,968.80		
Sales Tax:	0.00	Publisher/Manufacturer Price:	\$7,757.60
Shipping/Handling:	0.00	Your FSS Price:	\$5,968.80
	=====		=====
<b>TOTAL:</b>	<b>\$5,968.80</b>	<b>Total Maximum Savings:</b>	<b>\$1,788.80</b>
x		(If all items ship)	

**Don't miss your opportunity for these significant savings!**

E-mail, fax, mail, or call us with your purchase order, procurement/credit card or authorization to ship.

Please note, until FSS receives authorization to ship, quantities are subject to change. Please provide us with your authorization to ship as soon as possible.

Thank You!

Trish Fee  
[tfee@follett.com](mailto:tfee@follett.com)  
800-621-4272 ext. 4763

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Follett School Solutions, Inc. • Phone 800-621-4272 630-972-5600 • Fax 800-638-4424

**Follett School Solutions  
Order Status**

ORDER	ORDER DATE	MEDIA	HELD BY	ORDER STATUS
1762959A	12/04/14	PHONE	PATRICIAF	HOLD FOR PO

FILE NO. 2167

**BILL TO:** 2167850  
 MONROE PUBLIC SCHOOLS  
 1275 NORTH MACOMB  
 P O BOX 733  
 MONROE, MI 48162  
 PO# NONE

**SHIP TO:** MONROE PUBLIC SCHOOLS  
 ATTN:RYAN MCLEOD  
 1275 NORTH MACOMB  
 P O BOX 733  
 MONROE, MI 48162

Description	Qty Ordered	Qty	Status	FSS \$	Total \$
(1) PREN 2009 WORLD HISTORY ISBN: 0-13-365191-6 ISBN-13: 9780133651911 Book	80	80	READY TO SHIP	74.61	5,968.80

TOTAL READY TO SHIP: 5,968.80  
 SALES TAX: 0.00  
 SHIPPING: 0.00

TOTAL ON ORDER / IN TRANSIT: 0.00  
 SALES TAX: 0.00  
 ESTIMATED SHIPPING: 0.00

**TOTAL AVAILABLE: 5,968.80**

Issue your PO for \$5,968.80 for all books expected to be available.

**Ready to Ship:** These books are currently in stock and "Ready to Ship" pending your approval. Allow 3-7 business days for delivery.

**Available:** "Available to order" upon request, subject to publisher availability.

**In Transit to FSS:** These books are expected to arrive at FSS shortly. Pre-owned books need to pass our quality control inspections before confirmed as available. Quantities subject to change.

**Sourcing:** These books are actively being sought but are not guaranteed available.

**Out of Stock:** These books are not available to order at this time.



**BOARD POLICY SECTION 6000 – ADOPTION**

**BACKGROUND**

The attached Board Policy Section 6000 – Negotiations has been brought before the Board of Education for a first reading. This policy is being recommended for final approval by the full Board of Education.

**ENCLOSURE**

Section 6000 – Negotiations

**RECOMMENDATION**

Move to adopt Board Policy 6000 – Negotiations as written effective December 9, 2014.

**MOTION:** \_\_\_\_\_ **SUPPORT:** \_\_\_\_\_ **ACTION:** \_\_\_\_\_

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Mason	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Spicer	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

**6000—NEGOTIATIONS**

(This section on negotiations is confined to professional employees negotiating under the Public Employment Relations Act, MCL 423.201 *et seq.*)

- 6001 Goals and Objectives
- 6050 Recognition of Bargaining Units
- 6100 Board Negotiating Agents
- 6150 Superintendent’s Role in Negotiations
- 6200 Confidentiality of Negotiations Information
- 6400 Contract Ratification

## **Section 6000 – Negotiations – 12-9-14**

6001 Goals and Objectives

6001

The Board recognizes its legal obligation to negotiate wages and terms and conditions of employment with duly and legally recognized employee groups. It is the intent of the Board and its authorized representatives to adhere to the confines of the law and to discharge its obligations in an orderly and positive manner within the restrictions of the Public Employment Relations Act.

It is the intent of the Board to participate in the negotiations process in order to maintain the primary function of the District, which is the education of students.

Approved:

LEGAL REF: MCL 423.201

**Section 6000 – Negotiations – 12-9-14**

6050 Recognition of Bargaining Units

6050

The Board shall not recognize by stipulation any bargaining unit within the District. All units desiring recognition by the Board shall do so through an election conducted by the Michigan Employees Relations Commission as provided by statute.

Approved:

LEGAL REF: MCL 423.212-214

**Section 6000 – Negotiations – 12-9-14**

6100 Board Negotiating Agents

6100

The Board shall appoint a member of the staff, or the Superintendent, or an outside consultant, to serve as chief negotiator in its negotiations with each employee group recognized under the Public Employment Relations Act.

The Board shall appoint administrative staff to each negotiating team to assist and counsel the chief negotiator.

The appointed chief negotiator shall be fully empowered to reach a tentative agreement on collective bargaining agreements on behalf of the Board within the parameters established by the Board.

Approved:

LEGAL REF: MCL 423.211

## **Section 6000 – Negotiations – 12-9-14**

### 6150 Superintendent's Role in Negotiations

6150

The Superintendent may serve as the chief negotiator for the Board at the discretion of the Board. If the Superintendent is not serving as the chief negotiator, he/she may serve as a negotiating team member or as a consultant to the negotiating team.

The Superintendent shall serve as the liaison between the Board and the bargaining team and shall be responsible to keep the Board informed on the progress of negotiations.

The Superintendent shall arrange for the chief negotiator, if other than him/herself, to meet with the Board to develop negotiation goals and objectives, establish parameters and provide periodic updates on the progress of negotiations.

The chief negotiator shall be expected to maintain close communication with the Superintendent on the status of negotiations including proposals discussed or offered at the bargaining table.

Approved:

## **Section 6000 – Negotiations – 12-9-14**

6200 Confidentiality of Negotiations Information

6200

Board members and administrators are to keep information regarding the progress, status, or issues involved in negotiations confidential unless authorized by a majority vote of the full Board to serve as a spokesperson to release information to the staff, media representatives, or the public. Unless otherwise determined by the Board, only the Superintendent is authorized to release negotiations information.

Board members violating this policy are subject to discipline by the Board that may include removal from a Board officer role, removal from committee assignments, and/or public censure.

Administrative staff members violating this policy are subject to discipline as determined by the Superintendent.

Approved:

**Section 6000 – Negotiations – 12-9-14**

6400 Contract Ratification

6400

Before the ratification of any negotiated master contract, the Superintendent shall conduct or direct a thorough proofreading of all substantive changes to the master contract.

The Superintendent shall forward the final draft of any substantive changes to the negotiated master contract, along with a front “summary sheet” outlining those contract articles that have been substantively changed, to each Board member not less than three (3) calendar days before the Board’s scheduled ratification meeting. Unless noted on the list of changes to the master agreement, or the summary sheet, the Board shall assume that other sections of the master contract remain unchanged, with the possible exception of non-substantive, minor spelling, grammatical, punctuation, or format corrections.

Approved:



## **Section 6000 – Negotiations – 12-9-14**

6400-R Contract Ratification

6400-R

The proofreading of each negotiated master contract shall be under the supervision of the Superintendent. The draft copy of any negotiated master contract that is submitted to the Board prior to final ratification shall have the following conditions met:

1. The master contract draft shall contain all amendments, additions, and changes in wage rates indicated in “bold” lettering.
2. The final draft of the negotiated master contract shall be given to each Board member in the period as provided for in policy.
3. The Superintendent shall prepare a written motion for the Board to ratify the proposed agreement.

**ADJOURNMENT**

**RECOMMENDATION**

Move to adjourn the December 9, 2014, Board Meeting #22.

**HAND VOTE**

MOTION: \_\_\_\_\_ SUPPORT: \_\_\_\_\_ ACTION: \_\_\_\_\_

TIME: \_\_\_\_\_