The meeting was called to order by President Shawn White at 5:00 p.m. The meeting began with the Pledge of Allegiance.

Present: Brad Wait, Bob Sayles, Dan Griswold, Shawn White, Phil LaMaire, Bill Balluff, Craig Staudinger
Absent: NONE
Admin: Geoff Bontrager, Cari Bushinski, Laurie Lewis, Scott Buchler, Mark Short, Paula Louagie, Eric Kelly, Aaron Bush Cindy Devereaux (Recording Secretary)
Visitors: Approximately 15 in attendance

1.A. **Recognition of Audience**
President Shawn White welcomed everyone in attendance and thanked them for attending the Board Meeting.

2.A. **Recognition Resolution – Dede Rush**
Moved by LaMaire, seconded by Wait, that the Board of Education approve the resolution in recognition of Dede Rush for outstanding professional leadership and dedication as the SHIFT Coordinator for Northwest Community Schools, as presented.
**Roll Call Vote:** Ayes: Bill Balluff, Dan Griswold, Brad Wait, Shawn White, Bob Sayles, Craig Staudinger, Phil LaMaire
Nays: NONE

2.B. **Recognition Resolution – Karen Fodor**
Moved by LaMaire, seconded by Sayles, that the Board of Education approve the resolution in recognition of Karen Fodor for outstanding professional leadership and dedication during her service as a Nurse for Northwest Community Schools, as presented.
**Roll Call Vote:** Ayes: Bill Balluff, Dan Griswold, Brad Wait, Shawn White, Bob Sayles, Craig Staudinger, Phil LaMaire
Nays: NONE

2.C. **Recognition Resolution – Bill Balluff**
Moved by Griswold, seconded by Sayles, that the Board of Education approve the resolution in recognition of Bill Balluff for his 6 years of service as a member of the Northwest Board of Education, and for the outstanding leadership and dedication he has shown while serving as Secretary and Trustee during his tenure as an elected member of the Board of Education for Northwest Community Schools, as presented.
**Roll Call Vote:** Ayes: Phil LaMaire, Craig Staudinger, Bob Sayles, Shawn White, Brad Wait, Dan Griswold
Abstain: Bill Balluff
Nays: NONE
2.D. **Board Communications**  
NONE

3. **Community Comment**  
- Marnie Hade, High School Teacher, updated the Board on Adopt-a-Family and thanked everyone for their support.

4. **Consent Agenda**  
Moved by Staudinger, seconded by Sayles, that the Board of Education approve the consent agenda as follows:  
~ Minutes of the Regular Board of Education Meeting of November 12, 2018, as presented.  
~ Minutes of the Special Board of Education Meeting of November 26, 2018, including minutes from the closed session, as presented.  
~ Minutes of the Special Board of Education Meeting of December 3, 2018, as presented.  
~ Resignation of Rikki Bethke as Lead Toddler Teacher at Northwest Preschool and Child Care Center, effective November 14, 2018, with appreciation for her 1+ years of service to the District.  
~ Resignation of Karen Foder as a Contracted Nurse for Northwest Community Schools, effective December 12, 2018, as presented, with appreciation for her 21 years of service to the District.  
~ Resignation of Jan Gloar as a Cook’s Helper at Northwest Early Elementary School, effective January 4, 2019, with appreciation for her 4+ years of service to the District.  
~ Resignation of Nick Rush as Girls Varsity Tennis Coach, effective December 4, 2018, with appreciation for his 3 years of service as a Coach for the District.  
~ Employment of Christina Arbrouet as a History Teacher at Northwest Kidder Middle School for the 2018-2019 school year, effective December 17, 2018, pending a successful unprofessional conduct and criminal records check. Ms. Arbrouet will be placed on Step 3 of the Bachelor’s Salary Schedule.

Moved by LaMaire, seconded by Sayles, that the Board of Education approve a field trip for approximately 7 Student Government students to attend the MASC (Michigan Association of Student Councils) Conference in Grand Rapids, Michigan. The students will leave at 1:30 p.m. on Saturday, March 23, 2019, and will return at approximately 2:00 p.m. on Monday, March 25, 2019. **Motion Carried 7-0.**

6. **Business Report and Approval of Bills**  
Laurie Lewis, Director of Business and Finance, presented an update on activities taking place in the Business Office. Ms. Lewis noted that everything was within normal limits for this time of year.

Moved by LaMaire, seconded by Balluff, that the Board of Education approve November checks in the amount of $2,126,325.40. **Motion Carried 7-0**
7.A. **Student Liaison to the Board of Education**
Rhonda Drumm, Student Government Advisor, presented a report on events and activities at Northwest High School in the absence of Shaelyn Paulis, Student Liaison to the Board of Education. Highlights included: Community Outreach band performances; the addition of a second Jazz Band; Holiday Choir Concert at the First United Methodist Church in Downtown Jackson on Tuesday, December 11, 2018; Information on a district-level robotics competition to be hosted by Northwest on March 21-23, 2019.

7.B. **Elementary Building Administrator Updates**
The elementary building updates were presented on successes and activities taking place to support the education of students:
- Paul Smith, Teacher at Northwest Elementary School, presented information on the STEM program at Northwest Elementary School, including a review of the activities and projects that are part of the curriculum. Mr. Smith noted that his class is a Specials class and all Northwest Elementary students attend.
- Mark Short and Paula Louagie, Northwest Early Elementary Principal and Dean of Students, respectively, presented an update of activities, projects, and fundraisers that are taking place in their building: professional learning communities, Downtown Jackson Christmas Parade, Sweets for Soldiers, Holiday Reading Night with Santa, and the Music Program.

8. **Curriculum Update**
NONE

9. **Business Items**
NONE

10.A. **Region 7 Board of Directors**
Information was provided to the Board on becoming an eligible candidate for the MASB Board of Directors. The filing deadline is January 9, 2019.

10.B. **Board Update**
NONE

10.C. **Superintendent Update**
A superintendent update was presented. Below are highlights of that update:
- Kudos to Brian Rochowiak and Phil Gutierrez for having 100% of the buses pass the recent Bus Inspection.
- Coffee with the Superintendent – December 12, 2018, 7:30am-9:00am – Biggby Coffee on Springport Road.
- Holiday Breakfast for all Northwest Employees – Wednesday, December 19, 2018 – 6:30am-9:30am in the High School Cafeterium.
- Dean Transportation donated $500 to the Peer Connections Program at Northwest High School, and would like to become more involved in that program on a regular basis.
Minutes of the Regular Board Meeting, December 10, 2018

10.C. Superintendent Update (cont’d)
   - A facilities update was provided. It was noted that the Board did approve the five-year plan at a Special Board Meeting on December 3, 2018, and the district will start working towards meeting the needs assessments. The projects were reviewed. Superintendent Bontrager noted that project costs will be funded through sponsorships, donations, loans, and the general fund.

11. Community Comment
    NONE

Moved by LaMaire, seconded by Sayles, that the meeting be adjourned. Motion Carried 7-0. The meeting adjourned at 5:50 p.m.

Respectfully submitted,

Cindy Devereaux,
Recording Secretary

[Signature]
Secretary, Board of Education

Date Approved 1/14/2019