The meeting was called to order by Superintendent Geoff Bontrager at 5:00 p.m. The meeting began with the Pledge of Allegiance.

Present: Brad Wait, Dan Griswold, Shawn White, Craig Staudinger, Bob Sayles, Phil LaMaire, Nick Rush
Absen: NONE
Admin: Geoff Bontrager, Laurie Lewis, Dan Brooks, Cory Parrott, Scott Buchler, Amanda Anspaugh, Phil Sczykutowicz, Jim Upright
Cindy Devereaux (Recording Secretary)
Visitors: Approximately 15 in attendance

1.A. Recognition of Audience
Superintendent Geoff Bontrager welcomed everyone in attendance and thanked them for their attendance.

The Oath of Office was administered to Bob Sayles and Nick Rush.

Board Organizational Matters

A. Election of Officers
The following nominations were received for the Office of President: Shawn White
As there were no other nominations, nominations were declared closed. Moved by Griswold, seconded by LaMaire, that a unanimous ballot be cast to elect Shawn White to the Office of President. Motion Carried 7-0.

Shawn White assumed the role of President.

The following nominations were received for the Office of Vice President: Brad Wait
As there were no other nominations, nominations were declared closed. Moved by LaMaire, seconded by Sayles, that a unanimous ballot be cast to elect Brad Wait to the Office of Vice President. Motion Carried 7-0.

The following nominations were received for the Office of Secretary: Phil LaMaire
As there were no other nominations, nominations were declared closed. Moved by Wait, seconded by Griswold, that a unanimous ballot be cast to elect Phil LaMaire to the Office of Secretary. Motion Carried 7-0.

The following nominations were received for the Office of Treasurer: Bob Sayles
As there were no other nominations, nominations were declared closed. Moved by Griswold, seconded by Wait, that a unanimous ballot be cast to elect Bob Sayles to the Office of Treasurer. Motion Carried 7-0.
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2.A. **American Heart Association – Presentation of CPR Classroom Kit for Northwest High School**
Lisa DeMar, American Heart Association, presented a CPR Classroom Kit to Superintendent Geoff Bontrager. The kit was sponsored by Alro Steel for use at Northwest High School.

2.B. **School Board Recognition Month**
On behalf of the students, staff, and the community, Superintendent Geoff Bontrager noted his appreciation of the Board of Education and thanked the Board for their efforts, leadership, and support to the district. In honor of School Board Recognition Month, Board Members were presented with recognitions and tokens of appreciation for their service to the District.

2.C. **Board Communications**
NONE

3. **Community Comment**
Marnie Hade, Teacher at Northwest High School, presented an update on the Adopt-a-Family project and thanked everyone who participated in the fundraiser.

4. **Consent Agenda**
Moved by LaMaire, seconded by Staudinger, that the Board of Education approve the consent agenda as follows:
- Minutes of the Regular Board of Education Meeting of December 10, 2018, as presented.
- Minutes of the Special Board of Education Meeting of December 17, 2018, including minutes of the closed session, as presented.
- Resignation of Kelly Szymanski as 8th Grade Volleyball Coach (B Team), effective January 7, 2019, with appreciation for her 4 years of service as a Volleyball Coach for Northwest Community Schools.
- Resignation of Steve Wolvin as Assistant Football Coach, effective January 9, 2019, with appreciation for his 2 years of service to the district.
- Resignation of Tony Smith as JV Boys Soccer Coach, effective January 9, 2019, with appreciation for his 2 years of service as the JV Boys Soccer Coach for Northwest Community Schools.
- Resignation of Jodace Massey as an Infant/Toddler Caregiver at Northwest Preschool and Child Care Center, effective January 7, 2019, with appreciation for her service to the District.
- Resignation of Cassandra Nelson as an Infant/Toddler Caregiver at Northwest Preschool and Child Care Center, effective December 18, 2018, with appreciation for her service to the District.
- Resignation of Tami Norton as an ABC Supervisory Aide at Northwest High School, effective January 18, 2019, with appreciation for her service to the District.
- Resignation of Jeff Kinney as a Supervisory Aide (Playground) at Northwest Early Elementary School, effective December 21, 2018, with appreciation for his service to the District.
- Resignation of Laurie Lewis, for the purpose of retirement, as Director of Business & Finance, effective December 30, 2019, with appreciation for her 34+ years of service to the District.
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4. **CONSENT AGENDA (cont’d)**

- Employment of Carly Petersen as a Behavior Specialist at Northwest Early Elementary School, effective February 19, 2019, pending a successful unprofessional conduct and criminal records check.
- Employment of Melissa Shaw as a Physical Education Teacher at Northwest Early Elementary School, effective January 21, 2019, pending a successful unprofessional conduct and criminal records check. Ms. Shaw will be placed on Step 6 of the Master’s Salary Schedule.
- Employment of John Radecki as a Teacher at Northwest Kidder Middle School, effective January 22, 2019, pending a successful unprofessional conduct and criminal records check. Mr. Radecki will be placed on Step 13 of the Master’s Salary Schedule.
- Unpaid Parenting Leave of Absence for Lindsay Bamm, Secretary at Northwest Kidder Middle School, beginning January 7, 2019 through September 29, 2019. Ms. Bamm will return to work on September 30, 2019.

**Motion Carried 7-0**

5. **Field Trip Requests**

NONE

6. **Business Report and Approval of Bills**

Laurie Lewis, Director of Business and Finance, provided information on paying bills with a credit card and, in doing so, receiving a rebate check. Ms. Lewis noted that the rebate has grown each year. Ms. Lewis also noted that everything was within normal limits for this time of year.

Moved by Griswold, seconded by Wait, that the Board of Education approve December checks in the amount of $1,545,993.05. **Motion Carried 7-0**

7.A. **Student Liaison to the Board of Education**

Shaelyn Paulis, Student Liaison to the Board of Education, presented the student liaison report on events and activities taking place at Northwest High School.

7.B. **ABM/GCA Update**

Todd Fleming and Kerry Kelley presented an update on the ABM/GCA transition. Highlights included: information on the merger of GCA and ABM; recent accomplishments; review of goals; future initiatives; upcoming safety and training; and employee recognitions. Superintendent Bontrager noted that the transition has been successful and Ms. Kelley has done a great job. He also noted that the amount of custodial work that took place over the Holiday Break showed immense dedication. Mr. Fleming noted that Northwest is one of his best accounts, and he very much appreciates the open dialogue.

7.C. **Dean Transportation Update**

Lee Helmer and Brian Rochowiak presented an update on the Dean Transportation transition. Highlights included: Receiving a 100% passing on the recent bus inspection; nine buses have been added; PBIS training; employee opportunities; and autism and trauma training. Mr. Helmer noted that he recently filled in as a dispatcher at Northwest and said that the team is great and everyone works together very well. Superintendent Bontrager noted that he very seldom gets phone calls in regards to transportation--kudos to the partnership with Dean.
7.D. **Taher Update**
Mark Broderson and Liz Evans presented an update on Taher. Mr. Broderson noted his thanks for allowing Taher the opportunity to serve Northwest. Highlights of the presentation included: 90% of the students are eating school lunch; promotions and special days and events; education programs; farm to school program; the impact of CEP (all students receive CEP food for free); visiting chef program; equipment improvements; goals for the 2018-2019 school year; and catering services. Mr. Broderson noted that the Food Service Department is completely self-funded. Mr. Broderson also noted that in recognition of Board Member Recognition Month, Taher will provide dinner for the Board at their upcoming workshop. Superintendent Bontrager noted that all the extras that Taher provides for the students at Northwest is very much appreciated.

7.E. **Secondary Building Administrator Updates**
- Scott Buchler, High School Principal, presented a building update on communications that take place at the High School in an effort to keep staff informed (announcements, highlights from the previous week, difference makers, office trends, facility updates, SWIS update, PBIS update, highlight teacher or student work, weekly school improvement goal, PBIS update, and upcoming dates of interest).
- Dan Brooks, Northwest Kidder Middle School Principal, presented a building update. Highlights included: Information on a reward activity held prior to the holiday break; review of SWIS data; staff activities held prior to the holiday break; Girls Coding Club; Spelling and Geography Bees; parent teacher conferences on January 24, 2019; and the start up of winter sports.
- Jim Upright, Director of Alternative Programs, presented a building update. Highlights included: PBIS; celebrate reaching 75% attendance to promote coming to school; looking for new students and identifying students who could benefit from their services; group counseling with Family Service and Children’s Aide; and non-violent communication practices.

8. **Curriculum**
   NONE

9. **Business Items**
   NONE

10.A. **Board Update**
   NONE
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10.B. **Superintendent Update**

A superintendent update was presented. Below are highlights of that update:

- MASB Winter Institute will be held February 8-10, 2019, in Detroit at the Marriott at the Renaissance Center. If you would like to attend, please confirm with Cindy Devereaux.
- A special board meeting was scheduled for Monday, January 28, 2019, at 5:00 p.m. for a mid-year budget review and facilities work session. Taher will provide dinner in appreciation for Board Recognition Month.

11. **Community Comment**

NONE

Moved by LaMaire, seconded by Staudinger, that the meeting be adjourned. **Motion Carried 7-0.** The meeting adjourned at 6:15 p.m.

Respectfully submitted,

Cindy Devereaux,
Recording Secretary

\[Signature\]
Secretary, Board of Education (Acting)

Date Approved 2-11-19