

School District of the City of Highland Park
Highland Park Renaissance Academy
15900 Woodward Avenue
Highland Park, Michigan 48203

Schedule

Special Board of Education Meeting

Tuesday, October 8, 2013

6:00 p.m.

**SCHOOL DISTRICT OF THE CITY OF HIGHLAND PARK
SPECIAL MEETING OF THE BOARD OF EDUCATION**

Highland Park Renaissance Academy
15900 Woodward Avenue, Third Floor
Highland Park, Michigan 48203
Tuesday, October 8, 2013
6:00 p.m.

Minutes

I. Call to Order

The Special Meeting of the Board of Education of the School District of the City of Highland Park was called to order by President Edwards in the Highland Park Renaissance Academy, 15900 Woodward Avenue, Highland Park, Michigan 48203, on Tuesday, October 8, 2013 at p.m. at 6:07 p.m.

II. Roll Call

Secretary McDonald conducted the roll call.

Present: Glenda McDonald, John Holloway, Soyini Williams, Debra Humphrey and Jamille Edwards

Absent: Member Robert Davis

A quorum was present.

Also present were: Joel Wortley—Governmental Compliance Officer, Barbara Oliver—Administrator and citizens of Highland Park.

III. Reading of the Special Meeting Notice

The notice of the Special Meeting was read by Secretary Glenda McDonald.

By the action of the Board President, The Board of Education of the School District of the City of Highland Park will hold a **Special Meeting on Tuesday, October 8, 2013 at 6:00 p.m. at the Highland Park Renaissance Academy, 15900 Woodward Avenue, Highland Park, Michigan 48203**

To discuss and/or take action on the following item:

- To select and appoint a new Board Member.

This notice is given in compliance with ACT 267 of the 1976 Public Act of the State of Michigan.

Glenda McDonald
p.p. Glenda McDonald, Secretary
Board of Education

Posted: Monday. September 30, 2013 at 4:30 p.m.

No legal opinion from the attorney will be discussed in public session.

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IV. New Business

A. Approve the Application/Interview/Appointment Process and Timeline.

Moved By: Secretary McDonald

Supported By: Vice President Humphrey

President Edwards read the appointment process and timeline into the record.

Application/Interview/Appointment Process and Timeline

September 19, 2013	Announcement Posted
September 27, 2013	Deadline to submit completed cover letter and resume to School Board Liaison.
October 1, 2013	Deadline to submit completed cover letter and resume to School Board Liaison as posted in (Michigan Citizen)
Sept 19-Oct. 2	As candidates submit their cover letters and resumes they will be given an application to complete by October 2, 2013.
October 4 2013	Board Members will be mailed the cover letters and resume's submitted along with board packets for special and regular meeting.
October 8, 2013 <div style="border: 1px solid black; padding: 2px; display: inline-block;">Special Meeting</div>	Interviews will be conducted at the Special meeting tentatively at 6:00 pm . Following discussion, the Board will select and recommend/not recommend the appointment of the new member using a question and ranking system in an open meeting. (Board will generate approximately 10 questions from those suggested by MASB. Please see: "Filling a Board Vacancy by Appointment, a Simple Guide to the Fundamentals of Board Vacancies")
October 8, 2013 <div style="border: 1px solid black; padding: 2px; display: inline-block;">Regular Meeting</div>	If it is the Board's pleasure, a new member will be appointed by the board at the Regular Meeting 7:00 p.m.

Within 3 days,

After the appointment is made, the secretary of the board must notify the school district election coordinator, in writing, of the name, address and office of the person who vacated the office as well as the person filling the office.

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Within 10 business

Days:

The newly appointed board member must file an acceptance of office and take the oath of office prescribed by law. A copy of the acceptance of office must also be forwarded to the school district election coordinator (Emergency Manager's office)

Term Dec 31, 2014

In this case, the remainder of the office's unexpired term and the November 2014 election coincide.

Suggested Motion:

The Board of Education approve the Application/Interview/Appointment Process and Timeline for filling the seat unexpired term for a vacant office.

Moved by: Secretary, McDonald

Supported by: Vice President Humphrey

Ayes: Members: McDonald, Williams, Holloway, Humphrey and Edwards

Nays: None

Absent: Member Davis

Motion Carried

B. Interview and vote for a candidate to appoint to the Highland Park Board of Education to fill the vacancy created by the resignation of Ms. Alma Greer on September 10, 2013.

Candidate: Mr. Kurt C. Griggs Swanson

Interview:

1. **President Edwards** introduced the candidate and if he met the following requirements.

1. Are you a registered voter in the School District of the City of Highland Park?
2. At least 18 years of age?
3. A citizen of the United States?
4. A resident of the State of Michigan for at least 30 days?
5. A resident of the school district on or before the 30th day prior to the date of the appointment?

Answer: The Candidate answered yes to all.

Each member asks 1-2 questions of the candidate specific to the issues faced by Board of Education members, school and community. The

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candidate answered the questions from the Board members. After the Board completed their interview, President Edwards asked Mr. Kurt Griggs-Swanson to tell the citizens about himself. He shared his upbringing and relationship to the school and the district and his desire to be appointed to fill the vacancy.

Suggested Motion

That the Board of Education recommend Mr. Kurt C. Griggs-Swanson to complete the remainder of the four year term of the office of former Member Alma Greer. The term expires December 2014.

Moved by: Secretary, McDonald

Supported by: Member Holloway

Ayes: Members: McDonald, Williams, Holloway, Humphrey and Edwards

Nays: None

Absent: Member Davis

Motion Carried

V. Board of Education Affairs

None

VI. Citizen Participation

Each citizen will be allotted two minutes to voice their concerns.

None.

VII. Adjournment



Ms. Glenda McDonald, Secretary
Board of Education

Minutes Adopted:

November 19, 2013