



East Lansing Board of Education

509 Burcham Drive, East Lansing, MI 48823

Regular Meeting
August 14, 2023 - 7:00 PM
Board Room
509 Burcham Drive
East Lansing, Michigan 48823



Agenda

I. Opening of Meeting

A. *Call to Order*

B. *Roll Call*

C. *Mission Statement: Nurturing Each Child, Educating All Students, Building World Citizens*

D. *Approval of Agenda*

Motion: The Board of Education approves the agenda for the August 14, 2023 regular meeting, as presented.

E. **Approval of Minutes**

Motion: The Board of Education approves the minutes from the July 24, 2023, special meeting, July 24, 2023, regular meeting, and the August 4, 2023, special meeting, as presented.

-	1. July 24, 2023 Special Meeting - Goal Setting	4
	2. July 24, 2023 regular meeting	5
	3. August 4, 2023 special meeting	10

II. Recognition

III. Superintendent's Report

IV. Consent Agenda

Motion: The Board of Education approves the consent agenda to include the following items:

A. Amended New Hires

1. Hiring of **Sara Thompson**, as a conditional hire until certification is issued - 1.0 FTE high and middle school English and Theater teacher at BA Step 3 effective August 21, 2023. The previous board submission was incorrectly approved at MA Step 3.

2. Hiring of **Anna Threatt** - 1.0 FTE 2nd Grade Teacher at Glencairn Elementary at BA Step 3 effective August 21, 2023. Previously, the board submission was incorrectly approved at BA Step 5. 14

B. New Hires **15**

1. Hiring of **Aliya Bright**, as a conditional hire until certification is issued - 1.0 FTE 3rd Grade Teacher at Marble Elementary at BA Step 3 effective August 21, 2023.

2. Hiring of **Lauren Hackerd** - 1.0 FTE 3rd Grade Teacher at Donley Elementary at BA Step 3 effective August 21, 2023.

3. Hiring of **Sophonie Carlson** - 1.0 FTE 6th Grade Science Teacher at MacDonald Middle School at BA Step 5 effective August 21, 2023.

4. Hiring of **Amy McAllister** - 1.0 FTE Spanish Teacher at East Lansing High School and MacDonald Middle School at MA Step 15 effective August 21, 2023.

5. Hiring of **Maya Hoene** as a conditional hire until certification is issued - 1.0 FTE Young 5s Teacher at Red Cedar Elementary at BA Step 3 effective August 21, 2023.

6. Hiring of **Jennifer Shipley** as a conditional hire under the Welcome Back Proud Michigan Educators Program - 1.0 FTE 2nd Grade Science Teacher at Robert L Green Elementary School School at BA Step 6 effective August 21, 2023.

V. **Public Comment:** This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

VI. **Board Vacancy Interviews** **19**

A. Mike Feldpausch 20

B. Gary Holbrook 21

C. Adam DeLay 29

VII. **Committee Reports**

A. Academic and Technology Committee

B. Facilities Committee

C. Finance Committee

D. Intergovernmental Relations

E. Personnel Committee

F. Policy Committee

VIII. Announcements

IX. Adjournment

Respectfully Submitted,

*Dori Leyko
Superintendent*

I. Opening of Meeting

I.A. Call to Order

Board President Terah Chambers called the meeting to order at 3:33 pm.

I.B. Roll Call

Dr. Terah Chambers: Present
Ms. Amanda Cormier: Present
Dr. Kath Edsall: Absent
Ms. Tali Faris-Hylen: Present
Ms. Monica Fink: Present
Dr. Elizabeth Lyons: Absent
Mr. Chris Martin: Present
Ms. Dori Leyko Present

Present: 6, Absent: 2.

Trustee Edsall arrived at 3:40 pm.

I.C. Mission Statement: Nurturing Each Child, Educating All Students, Building World Citizens

The mission statement was read by Trustee Amanda Cormier.

I.D. Approval of Agenda

Motion 23-24/001: The Board of Education approves the agenda of the July 24, 2023 Board/Administration Goal-Setting Session, as presented.

This motion, made by Mr. Chris Martin and seconded by Ms. Amanda Cormier, Passed.

Dr. Kath Edsall: Absent, Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Mr. Chris Martin: Aye

Aye: 5, Nay: 0, Absent: 2

II. Public Comment: This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

No Public Comment.

III. 2023-24 ELPS District Goal-Setting with facilitator Debbie McFalone

IV. Adjournment

The meeting adjourned at 6:21 pm.

President

Secretary

I. Opening of Meeting

I.A. Call to Order

Board President Terah Chambers called the meeting to order at 7:01 pm.

I.B. Roll Call

Dr. Terah Chambers:	Present
Ms. Amanda Cormier:	Present
Dr. Kath Edsall:	Present
Ms. Tali Faris-Hylen:	Present
Ms. Monica Fink:	Present
Dr. Elizabeth Lyons:	Absent
Mr. Chris Martin:	Present
Ms. Dori Leyko	Present

Present: 7, Absent: 1.

I.C. Mission Statement: Nurturing Each Child, Educating All Students, Building World Citizens

The mission statement was read by Trustee Tali Faris-Hylen.

I.D. Approval of Agenda

Motion 23-24/002: The Board of Education approves the agenda for the July 24, 2023 regular meeting, as presented.

This motion, made by Dr. Kath Edsall and seconded by Ms. Tali Faris-Hylen.

A friendly amendment to include item VI.A.9 Hiring of **Heather Martin** - 1.0 FTE 4th Grade Teacher at Robert L. Green Elementary at BA Step 12 effective August 21, 2023.

This motion was made by Dr. Kath Edsall and seconded by Ms. Tali Faris-Hylen, Passed.

Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Absent: 1

I.E. Approval of Minutes

Motion 23-24/003: The Board of Education approves the regular and closed session minutes of the June 26, 2023 regular meeting.

This motion, made by Mr. Chris Martin and seconded by Dr. Kath Edsall, Passed.

Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Absent 1

II. Recognition

No recognition

III. Superintendent Report

- New hires;
- Summer school has been taking place;
- HS and MMS 101 will be starting soon;
- ELEF Golf Outing was successful;
- The administration and the Board of Education just spent 3 hours on goal-setting and will bring to the staff and community stakeholders; goals will be brought to the Board at an upcoming meeting;
- Teachers return for professional development on August 21 and 22; students return to school on August 23.

Discussion followed.

IV. **Public Comment:** This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

No public comment.

V. Presentation

V.A. Safe Routes to Schools, Ginger Ogilvie and Karin Pfeiffer

Discussion followed

VI. Consent Agenda

Motion 23-24/004: *The Board of Education approves the consent agenda to include the following items:*

VI.A. New Hires

VI.A.1. Hiring of **Gary Lake** as a conditional hire until certification is issued - 1.0 FTE 3rd Grade Teacher at Robert L Green Elementary at BA Step 3 effective August 21, 2023.

VI.A.2. Hiring of **Klarissa Bell** - 1.0 FTE P E Teacher at Robert L Green Elementary at BA Step 5 effective August 21, 2023.

VI.A.3. Hiring of **Madelyn Panganis** - 1.0 FTE 1st Grade Teacher at Red Cedar Elementary at MA Step 7 effective August 21, 2023.

VI.A.4. Hiring of **Holly Thornton** - 1.0 FTE Band Director at MacDonald Middle School at MA Step 15 effective August 21, 2023.

VI.A.5. Hiring of **Caitlin Forhan** - 1.0 FTE Social Studies Teacher at MacDonald Middle School at BA Step 5 effective August 21, 2023.

VI.A.6. Hiring of **Natalie Paiz** - 1.0 FTE Orchestra and Band Teacher at MacDonald Middle School at BA Step 3 effective August 21, 2023.

VI.A.7. Hiring of **Caroline Moore** - 1.0 FTE Moderate Cognitive Impairments Teacher at MacDonald Middle School at BA Step 3 effective August 21, 2023.

VI.A.8. Hiring of **Anna Threatt** - 1.0 FTE 2nd Grade Teacher at Glencairn Elementary at BA Step 5 effective August 21, 2023.

VI.A.9 Hiring of **Heather Martin** - 1.0 FTE 4th Grade Teacher at Robert L. Green Elementary at BA Step 12 effective August 21, 2023.

This motion, made by Dr. Kath Edsall and seconded by Ms. Tali Faris-Hylen, Passed.

Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Absent 1

VII. Action Items

VII.A. **Approval of Contract for Molly Williams, Whitehills Elementary Principal**

Motion 23-24/005: The Board of Education approves the contract for Molly Williams, Whitehills Elementary Principal, as presented.

This motion, made by Ms. Tali Faris-Hylen and seconded by Dr. Kath Edsall, Passed.

Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Absent 1

VII.B. **Approval of Contract for Matt Morales, Director of Health and Safety**

Motion 23-24/006: The Board of Education approves the contract for Matt Morales, Director of Health and Safety, as presented.

This motion, made by Mr. Chris Martin and seconded by Dr. Kath Edsall, Passed.

Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Absent 1

VII.C. Approval of Contract for Heather Findley, District Mental Health Coordinator

Motion 23-24/007: The Board of Education approves the contract for Heather Findley, District Mental Health Coordinator, as presented.

This motion, made by Dr. Kath Edsall and seconded by Mr. Chris Martin, Passed.

Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Absent 1

VII.D. Approval of Contract for Paul Shanks, Behavior Systems Specialist

Motion: 23-24/008: The Board of Education approves the contract for Paul Shanks, Behavior Systems Specialist, as presented.

This motion, made by Ms. Tali Faris-Hylen and seconded by Dr. Kath Edsall, Passed.

Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Absent 1

VII.E. Approval of Board Committee Descriptions

Motion 23-24/009: The Board of Education approves the descriptions for the following Board Committees, as presented.

VII.E.1. Academic and Technology Committee

VII.E.2. Facilities Committee

VII.E.3. Finance Committee

VII.E.4. Intergovernmental Committee

VII.E.5. Personnel Committee

VII.E.6. Policy Committee

This motion, made by Dr. Kath Edsall and seconded by Ms. Amanda Cormier

A friendly amendment was made by Trustee Chris Martin to revise Board Committee descriptions to have them all be similar with the capitalization of District.

This motion, made by Dr. Kath Edsall and seconded by Ms. Amanda Cormier, Passed.

Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Absent: 1

Discussion followed.

VIII. Committee Reports

VIII.A. Academic and Technology

- No report.

VIII.B. Facilities Committee

- The next meeting is August 17, 2023, at 12:30 pm.

VIII.C. Finance Committee

- No report.
- The Audit will be starting soon.

VIII.D. Intergovernmental Committee

- No meeting.
- [Intergovernmental Notes](#)

VIII.E. Personnel Committee

- No report.
- Completed Superintendent Evaluation at the June 26 Board of Education meeting.

VIII.F. Policy Committee

- The next meeting is July 25, 2023, at 1:30 pm.

IX. Announcements

Trustee Chris Martin stated he is excited for the start of the school year.

X. Adjournment

The meeting adjourned at 7:53 pm.

President

Secretary

I. Opening of Meeting

I.A. Call to Order

President Terah Chambers called the meeting to order at 4:02 pm.

I.B. Roll Call

Dr. Terah Chambers:	Present
Ms. Amanda Cormier:	Absent
Dr. Kath Edsall:	Present
Ms. Tali Faris-Hylen:	Present
Ms. Monica Fink:	Absent
Dr. Elizabeth Lyons:	Absent
Mr. Chris Martin:	Present
Ms. Dori Leyko	Present

Present: 5, Absent: 3.

I.C. Approval of Agenda

Motion: 23-24/010: The Board of Education approves the agenda of the August 4, 2023 special meeting, as presented.

This motion, made by Mr. Chris Martin and seconded by Dr. Kath Edsall, Passed.

Ms. Amanda Cormier: Absent, Ms. Monica Fink: Absent, Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Chris Martin: Aye

Aye: 4, Nay: 0, Absent: 3

II. Consent Agenda

Motion: 23-24/011: The Board of Education approves the consent agenda to include the following item:

II.A. Hiring of **Alyssa Jennings** - 0.43 FTE School Nurse at East Lansing Public Schools at BA Step 6.5 effective August 4, 2023.

This motion, made by Mr. Chris Martin and seconded by Dr. Kath Edsall, Passed.

Ms. Amanda Cormier: Absent, Ms. Monica Fink: Absent, Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Chris Martin: Aye

Aye: 4, Nay: 0, Absent: 3

III. Public Comment: This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

No public comment.

IV. Board Discussion

IV.A. Process of filling the vacant Board seat.

- Letters of interest are due August 11, 2023 at noon.

- Interviews will be scheduled for the next board meeting on August 14 with an option to zoom in. If you have a conflict and are unable to interview on this evening, please contact Kelly Hocquard.

- Trustee Martin moves the BOE adopts the process for a new BOE member similar to the process adopted in February 2023 with the letter of interest deadline being Friday, August 11 at noon, with the expectation that in-person will follow at the August 14, 7 pm meeting with the option of virtual attendance via zoom (with additional accommodations as necessary).

- Trustee Edsall makes motion to accept interview questions as presented.

V. Action Items

V.A. Process for Filling Board Vacancy Seat

Motion: 23-24/012: The Board of Education approves the process for filling the Board Seat vacated by Amanda Cormier on July 30, 2023.

This motion, made by Mr. Chris Martin and seconded by Dr. Kath Edsall, Passed.

Ms. Amanda Cormier: Absent, Ms. Monica Fink: Absent, Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Chris Martin: Aye

Aye: 4, Nay: 0, Absent: 3

Subsidiary Motion 23-24/013: The Board of Education accepts the interview questions as presented.

1. Why are you interested in serving on the East Lansing Board of Education? In addition, what qualifications, skills, and attributes would you bring to the Board and what experience have you had in the district? Some details you might share include your experience volunteering, attending board meetings, serving on school/community councils, and/or supporting fundraising efforts.

- 2. What do you believe to be the roles and responsibilities of an effective school board member?
- 3. What are 2-3 issues or priorities that would be important to you in your role as a Board member?
- 4. The average month for a school board member includes 2-3 Board meetings, 1-3 other school meetings, and possibly other community-related activities. In addition, there is email correspondence, background reading required for Board and committee meetings, and district updates. How do you imagine managing these multiple activities with your current personal and professional responsibilities?

This motion, made by Dr. Kath Edsall and seconded by Mr. Chris Martin, Passed.

Ms. Amanda Cormier: Absent, Ms. Monica Fink: Absent, Dr. Elizabeth Lyons: Absent, Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Chris Martin: Aye

Aye: 4, Nay: 0, Absent: 3

VI. Adjournment

The meeting adjourned at 4:40 pm.

President

Secretary



East Lansing
Public Schools

MEMORANDUM

TO: Board of Education

FROM: Dori Leyko
Superintendent of Schools

SUBJECT: Human Resources Action Item

DATE: August 8, 2023

Hire

It is recommended that the Board approve the hiring of **Sara Thompson**, as a conditional hire until certification is issued - 1.0 FTE high and middle school English and Theater teacher at BA Step 3 effective August 21, 2023. The previous board submission was incorrectly approved at MA Step 3.



East Lansing
Public Schools

MEMORANDUM

TO: Board of Education

FROM: Dori Leyko
Superintendent of Schools

SUBJECT: Human Resources Action Item

DATE: August 8, 2023

Hire

It is recommended that the Board approve the hiring of **Anna Threatt** - 1.0 FTE 2nd Grade Teacher at Glencairn Elementary at BA Step 3 effective August 21, 2023. Previously the board submission was incorrectly approved at BA Step 5.



East Lansing
Public Schools

MEMORANDUM

TO: Board of Education

FROM: Dori Leyko
Superintendent of Schools

SUBJECT: Human Resources Action Item

DATE: August 4, 2023

Hire

It is recommended that the Board approve the hiring of **Sophonie Carlson** - 1.0 FTE 6th Grade Science Teacher at MacDonald Middle School at BA Step 5 effective August 21, 2023.



East Lansing
Public Schools

MEMORANDUM

TO: Board of Education

FROM: Dori Leyko
Superintendent of Schools

SUBJECT: Human Resources Action Item

DATE: August 4, 2023

Hire

It is recommended that the Board approve the hiring of **Amy McAllister** - 1.0 FTE Spanish Teacher at East Lansing High School and MacDonald Middle School at MA Step 15 effective August 21, 2023.

It is recommended that the Board approve the hiring of **Maya Hoene** as a conditional hire until certification is issued - 1.0 FTE Young 5s Teacher at Red Cedar Elementary at BA Step 3 effective August 21, 2023.



East Lansing
Public Schools

MEMORANDUM

TO: Board of Education

FROM: Dori Leyko
Superintendent of Schools

SUBJECT: Human Resources Action Item

DATE: August 8, 2023

Hire

It is recommended that the Board approve the hiring of **Aliya Bright**, as a conditional hire until certification is issued - 1.0 FTE 3rd Grade Teacher at Marble Elementary at BA Step 3 effective August 21, 2023.

It is recommended that the Board approve the hiring of **Lauren Hackerd** - 1.0 FTE 3rd Grade Teacher at Donley Elementary at BA Step 3 effective August 21, 2023.



East Lansing
Public Schools

MEMORANDUM

TO: Board of Education

FROM: Rulesha Glover-Payne
Chief Human Resources Officer

SUBJECT: Human Resources Action Item

DATE: August 11, 2023

Hire

It is recommended that the Board approve the hiring of **Jennifer Shipley** as a conditional hire under the Welcome Back Proud Michigan Educators Program - 1.0 FTE 2nd Grade Science Teacher at Robert L Green Elementary School School at BA Step 6 effective August 21, 2023.

Board Vacancy Interview Questions
August 14, 2023

Board Candidate Name: _____

1. Why are you interested in serving on the East Lansing Board of Education? In addition, what qualifications, skills, and attributes would you bring to the Board and what experience have you had in the district? Some details you might share include your experience volunteering, attending board meetings, serving on school/community councils, and/or supporting fundraising efforts.
2. What do you believe to be the roles and responsibilities of an effective school board member?
3. What are 2-3 issues or priorities that would be important to you in your role as a Board member?
4. The average month for a school board member includes 2-3 Board meetings, 1-3 other school meetings, and possibly other community-related activities. In addition, there is email correspondence, background reading required for Board and committee meetings, and district updates. Are you able to commit to the time required to fulfill these responsibilities? How do you imagine managing these multiple activities with your current personal and professional responsibilities?

August 6, 2023

Michael R. Feldpausch
1945 N. Harrison Rd.
East Lansing, MI 48823

Tali Faris-Hylen
Secretary of the Board of Education
East Lansing Public Schools
501 Burcham Dr. East Lansing, MI 48823

Dear Tali:

I am emailing this letter to apply for the East Lansing Board of Education position recently vacated by Amanda Cormier. I bring to the board a perspective outside of education, rich in real world experience of evaluating and hiring for my small business, making decisions based on the marketplace and succeeding over 15 years after a start from scratch. I am college educated with a bachelor degree from Michigan State University. I spoke at most board meetings during a one-year period in 2021 and 2022. The focus in my business life is on results. My focus as a board member would be the same. I volunteered as a Big Brother for 10 years, coached youth basketball, football and baseball in Lansing and East Lansing, including for my two East Lansing elementary school sons. I have served on church councils and have been an election volunteer in East Lansing. It would be an honor to serve on the East Lansing Board of Education and I thank the board for its consideration.

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Sincerely,

Michael R. Feldpausch
(517) 582-1083
mfeldpausch62@gmail.com

Interest in school board vacancy

Gary Holbrook <gholbrook@digitalintuition.com>

Thu 8/10/2023 11:35 PM

To: Kelly Hocquard <kelly.hocquard@elps.us>

 2 attachments (52 KB)

Gary Holbrook Original 2023.docx; School Board Letter of Interest.docx;

Hi Kelly and the ELPS Board of Trustees!

Earlier this year when I expressed interest in filling the school board's vacancy, I sent the two attachments. They are both as pertinent today as they were then.

I am writing again to express an interest in public service with the school board. In addition to the attachments I thought it might be good to look at some considerations the board will examine when looking for a suitable replacement for Ms. Cormier. The following is not a comprehensive list, but some primary considerations that came to mind while I thought about this.

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- Commitment
- Community Alignment
- Ability to Collaborate
- Conflict(s) Of Interest
- Skills and Experience

I will address each item below.

Commitment

In 2023 I believe I have been to more board and committee meetings than any other non-board community member. Rather than suggesting I am committed, I have demonstrated it.

Community Alignment

During the last seven months I have read through much of the policy manual and have attended several policy committee meetings. I have not found anything in the school board's policies which I take issue with. When I attended the board meeting which discussed resource officers, I noted that about 75% of the public was not in favor of moving police into our schools. Members of the board listened attentively and then laid out their reasons for their positions. Again, I found myself agreeing with the general public consensus and members of the board. While I am a more vocal member of the community, I also appear to be generally aligned with the public in terms of what our community expectations are for our schools.

Ability to Collaborate

In my entire professional history I have yet to find someone that I wasn't able to work with. As members of the board have noticed, I'm vocal and ask a lot of questions. I also do my best to check my ego as I listen to the responses to my questions. Often, the person who responds presents an excellent explanation to my query and it changes my thinking. One of the keys I have found when working with others is that listening is more important than talking. It is the beginning of a mutually respectful relationship and is a necessity for working well with others.

Conflicts of Interest

I have three potential conflicts of interest. The first is that I am one of two administrators of a community social media group which I could potentially use to try swaying public opinion inappropriately. If I were selected for this vacancy, I would remove myself from administration of the group and find another member of the community to help in my place.

The second conflict of interest is that my spouse works in the school district. I would need to remove myself from votes related to issues directly impacting our family. This would most likely involve contract votes. Fortunately the board is usually aligned on large votes and there would not likely be a negative impact.

The third potential conflict of interest is one that all the members of the board have. I have students in the district and would need to recuse myself in the event that one of my students presented an issue to the board which required a vote.

Skills and Experience

I have been on a (small) school board in the past. I spent 15 years working closely with MASB and MASA as a member of the school insurance community. My wife was a paraprofessional when we were first married and has been a teacher since 2010, in East Lansing. In 2012 I earned my Master's of Business Administration from MSU. This collective experience means that I'm able to more easily understand how the school operates and why it might sometimes do counterintuitive-seeming things. As an example, MPERS continues to be an ongoing challenge for schools. Last week I spoke with a retired teacher who had no idea that schools have to effectively pay a premium on direct hires due to issues with the state retirement system.

In addition to the experiences highlighted above, I have 25 years of technical expertise in computer network administration, data administration, and software development. I'm a (bad) multi-instrument musician, and I enjoy wood and metal-working in my free time. This broad background helps tremendously when I work with others as it helps in finding common ground with my counterparts and facilitates understanding their needs.

I hope you will give consideration to me as a strong potential colleague on the board. Should you have questions, I am happy to address them with the caveat that I am presently visiting family out of state and will not be able to attend the board meeting in person on the 14th. I would be happy to connect via Zoom though.

Sincerely,
Gary

GARY HOLBROOK

(517) 663-0437 ▪ gholbrook@digitalintuition.com ▪ linkedin.com/in/garylholbrook

EXECUTIVE SUMMARY

Senior business and technology leader with 20 years of industry experience. Manager with unique combination of high-level business experience and on-the-ground, front-end technical experience. Demonstrated ability to build and inspire cross-functional teams that get results for clients.

PROFESSIONAL EXPERTISE

Enterprise Architecture ▪ Business Analysis ▪ Consulting ▪ Software Development
Supervision ▪ Staff & Infrastructure Development ▪ Business & Technical Communication
Project Management ▪ Process Improvement ▪ Financial Oversight

TECHNICAL ACUMEN

C# ▪ Linux ▪ SQL Server ▪ JavaScript ▪ SharePoint ▪ Crystal Reports
Python ▪ TCP/IP Networking ▪ ITIL ▪ HTML ▪ iSeries
Java ▪ Splunk ▪ SAS ▪ Shell scripting

23

WORK EXPERIENCE

Enterprisemarketdesk (EMD)

September 2021-Present

Matching independent consultants with Workday clients.

Operations Manager, Partner

In my first full time year with EMD I oversaw the implementation and automation of processes and teams which facilitated a seamless growth from \$6M to \$12.5M in revenue. I am ultimately responsible for product delivery, technology, and risk management for our entire organization. As we continue to grow I am also responsible for systematizing new processes developed by our marketing, finance, and recruiting teams.

Key Accomplishments

- Created administration and fulfillment team
- Implemented software to systematize our fulfillment process from first contact with applicants through onboarding applicants to specific client jobs
- Streamlined incentive payment system to facilitate maintainability
- Developed organizational policy framework to ensure good practice at all levels of the organization
- Implemented corporate reporting environment to foster strong, evidence-based decision making for all members of the organization
 - Reporting system combines data from ticketing, finance, and placement systems
- Implemented ticketing system to ensure repeatable, high-quality product delivery

Linq

December 2020 - September 2021

LINQ Brings Together People and Technology

Our vision is to continually improve K-12 education through our technology and our people.

ERP Team Engineering Manager

As the manager of a large, high-velocity software-engineering team I pull together the resources we need to continue development, develop relationships with our peer departments, work with our team to establish and enforce good practice, and take final responsibility for product releases for the ERP Engineering team.

Key Accomplishments

- Managed on-time delivery of customer-facing features with a team of 15 engineers
- Successfully rolled out new features to new class of client on-time
- Developed data mapping tools to translate customer supplied data into proprietary database format
- Developed team steering reports to facilitate oversight of a large team
- Implemented feature-based team subset development approach to reduce refinement time
- Established good practice for the development team
 - Created forum for team to document good practice and discuss issues impacting development
 - Used pull request comments to create our team's first style guide
 - Created onboarding process and documentation to reduce cycle time when adding new contractors
- Worked closely with product and implementation teams to ensure final customer satisfaction²⁴

Rapid Stack Technologies

May 2018-December 2020

Supplying end to end SAS expertise at all layers of the technology stack including virtual machine, operating system, and application software.

Consultant

Provide expertise and technical support for both routine and unusual SAS events. Maintain the health of managed SAS environments by installing hotfixes regularly, applying good practices to the host, and monitoring the environment.

Key Accomplishments

- Developed software using C# to copy time entries from Toggl and customer data from Insightly into SQL Server database using APIs. Subsequently wrote software for scheduling automated management reports. Automated monthly invoice generation.
- Streamlined customer interaction by developing documentation to support common processes.
- Developed software using C# to assist with hotfix analysis and issue tracking.
- Wrote SAS programs to assist in the tracking and management of data feeds and SAS datasets.
- Developed scripts to support centralized logging, routine reporting, and data retention policy enforcement in Linux environments
- Developed and executed qualified data migration scripts using Windows and Linux platforms for a Forbes Global 2000 pharmaceutical company.

G. HOLBROOK, PAGE 2

SET SEG Insurance Services Agency
Lansing, MI

2003-May 2018

Offering comprehensive benefits and insurance programs for 500+ Michigan public schools. We develop technical services in modular fashion, allowing us to quickly bring products to market.

Chief Information Officer

Mar. 2012-May 2018

Oversee technical and financial management of Information Services. Supervise two managers and team of eight.

Key Accomplishments

- Oversaw technical development of new Affordable Care Act (ACA) tracking product, generating revenue increase of 10%
- Implemented new claims and underwriting package, positioning organization to leverage expertise of an experienced, multi-national partner in the industry

Business Process Development Manager

Nov. 2009-Mar. 2012

Key Accomplishments

- Created information technology (IT) department from inception to implementation
- Supervised 5 IT staff; designed and initiated IT policy tracking and auditing systems
- Generated 2,000+ customer-facing documents for 400+ policies; after implementation, customer loss declined from 50 to 1
- Implemented Business Objects company-wide; integrated Dynamics CRM and Business Objects
- Automated and integrated iSeries data with SQL Server using a combination of Java and C#

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Business Process & Technology Specialist

Nov. 2008-Nov. 2009

Key Accomplishments

- Converted iSeries printed billing reports to electronic PDFs saving 30 labor hours/month
- Implemented Kofax document scanning solution for handling enrollment workflows via SharePoint
- Supervised third party administration (TPA) claim and enrollment teams

Network Programmer

May 2003-Nov. 2008

Key Accomplishments

- Wrote business applications using C#, SQL Server, Crystal Reports, and iSeries
- Developed Workers' Compensation underwriting application
- Created a custom CRM application for tracking and targeting customers
- Coordinated corporate website development based on DotNetNuke

Consultant; Kennedy Technologies
Dimondale, MI
Key Accomplishments

2002-2003

- Developed iSeries barcode scanning tool for automotive part and system supplier using VB .Net
- Implemented distributed Citrix environment for Michigan-based bank
- Established scripting environment supporting deployment of 5,000 workstations, resulted in central management of IT infrastructure and reduced downtime in remote offices
- Installed Cisco switching equipment

Analyst; State of Michigan, Attorney General Department
Lansing, MI

2000-2002

Web Developer; Alliance Consulting, LLC
Taos, NM

1998-2000

VOLUNTEER LEADERSHIP

East Lansing High School TEALS Program teaching Java, 2017-2018
Foster Parent, Dec. 2016-2019
Island City Academy Board Member, 2012-2016
Big Brother/Big Sisters Mentor, 2006-2011

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EDUCATION

ITIL Foundation Certificate, IT Service Management
BCS: The Chartered Institute for IT, 2016

MBA, Michigan State University, 2012
Case study finalist

BBA, Baker College, 2009
Summa Cum Laude

Ms. Faris-Hylen,

I am writing to express my interest in filling the school board vacancy. This is a challenging time for the school board. It is easy for members of the community to complain about the performance of the board but it is another matter for members of the public to help share the load. Community service is an important ideal for me and I can offer a wide variety of experience which may be useful for the board.

My interest in being a member of the school board sprouts from a variety of sources. We are a very ELPS family. We have two ELPS students, an ELPS teacher, and an ELPS dog. We moved to East Lansing because we wanted our children to grow up in this community and experience what the schools have to offer.

My wife and I both went to school in a small town about thirty minutes south of Lansing. When we had our first child we decided to enroll them in a small charter school. My wife later became a teacher for East Lansing Public Schools. As we compared the experience offered to students in our homogenized small town with the variety of cultures represented in East Lansing Public Schools we decided that our child needed to go to East Lansing in order to develop a well-rounded world perspective. We initially utilized schools of choice, and we moved into the district in 2015.

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In 2016 we became foster parents and enrolled our second student in ELPS as a kindergartener. Our first foster placement became our last. In 2019 we became adoptive parents. Our journey through the foster system and into adoption was illuminating. As a white family from a small white town we had never worried about someone mistreating our child due to the color of their skin. About six months into our foster experience, we took a family trip. During that trip a family quickly ushered their kids out of the pool when we brought our foster child for a swim. Rather than leaving, they stayed nearby but made a point of telling their children not to interact with our child. While this appeared to be an overt act of racism we have learned in the intervening years that racism often comes in more insidious and subtle forms.

At a book fair when our child was young, I was struck by the lack of diversity represented on the book covers. I wondered what message this was sending to our young students of color. As public servants I believe it is important for members of the board to ask critical questions about how well the district is serving *all* their students.

Regarding my qualifications to be member of the school board, I have a master's degree in business from Michigan State University. Professionally I have 13 years of experience in business management and leadership. I also spent 15 years working for a Michigan non-profit business which specializes in providing insurance to Michigan schools. During this time I worked with several dozen members of Michigan districts from business managers to superintendents.

As a community volunteer I have been a Big Brother through Big Brothers/Big Sisters of Lansing (five years). For approximately four years I was on the board for a small charter school. In 2018 I volunteered at the ELHS to teach Java programming to our students.

Thank you for considering my interest, and please do not hesitate to let me know if you have any additional questions I can address.

Sincerely,
Gary Holbrook

August 11, 2023

East Lansing Board of Education
501 Burcham Dr.
East Lansing, MI 48823

Dear Board Members:

My name is Adam DeLay and I am writing to apply for the vacant seat on the East Lansing Board of Education.

I am interested in serving because I have a daughter who is entering the Young Five's program this year, and have a one-year-old son that will also be attending East Lansing Public Schools. My wife and I intend to have both of our children graduate from East Lansing High School, and so we have a long-term vested interest in our schools.

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I have had a long career in public service, with stints working in the Michigan Senate, for Senator Debbie Stabenow, Governor Gretchen Whitmer, and now with the Michigan Department of Health and Human Services. I've previously served as an elected official as a member of the Lansing Township Board of Trustees, and also currently serve as Chair of the East Lansing Parks and Recreation Advisory Commission. I believe these experiences have given me the skills necessary to serve as a member of the board, and have also provided me with experience in dealing with the stressful and difficult situations and decisions that are often faced by public bodies.

In terms of involvement with the district, I had the privilege of serving on the Dr. Robert L. Green committee that was involved with the renaming of Pinecrest Elementary School and placing a historical marker outside of Dr. Green's home. I was thrilled with the board's enthusiasm in pursuing that project.

I appreciate your consideration of my application and look forward to discussing my qualifications for this position further. Thank you.

Sincerely,

Adam DeLay

Adam DeLay

804 Bon Air Road | Lansing, MI 48917 | 734-558-0179 | adamtdelay@gmail.com

PROFESSIONAL EXPERIENCE

Legislative Analyst - Michigan Department of Health and Human Services July 2020 – Present
Lansing, MI

- Serve as a liaison between Legislative Offices, the Governor's office, and the Department.
- Assist Legislative offices and the Governor's officer with constituent issues/complaints.
- Navigate complex health care and assistance program policy to assist the public.
- Write responses to inquiries from the general public on behalf of Director Hertel.

Deputy Director of Constituent Services – Office of Governor Gretchen Whitmer Jan. 2019-July 2020
Lansing, MI

- Serve as Deputy Director of Governor's Constituent Services Division.
- Support Director with oversight of division, consisting of 10 full time staff and 6 interns. Directly oversee interns.
- Serve as head of the division when Director is away from the office.
- Specialize in constituent casework/issues dealing with Unemployment, Department of Insurance and Financial Services, Auto No-Fault, and more.
- Assist with reviewing all Special Tributes submitted by Legislative offices for the Governor's signature.
- Draft written responses from the Governor for constituents on a number of issues, including Auto No-Fault
- Assist with managing and updating the division's customer relations management database.

Constituent Services Representative – Office of U.S. Senator Debbie Stabenow Jan. 2016-December 2018
East Lansing, MI

- Staff the Senator at events around the state and attend events on her behalf
- Performed Regional Manager duties in Macomb county from Apr. 2016-Jan 2017
- Assist constituents who contact the office with state, county and local government concerns
- Write correspondence on Senator's behalf such as constituent letters, letters of rec, letters of support, etc
- Specialized in assisting constituents with Social Security and Medicare issues

Trustee - Charter Township of Lansing April 2016-Present
Lansing Township, MI

- Elected member of the Board of Trustees for Lansing Charter Township
- Represent the interests of township residents on numerous local government issues
- Member of the Public Safety Committee, Parks Committee, and Election Commission

Staff Assistant – Office of U.S. Senator Debbie Stabenow Jan. 2015-Dec. 2015
East Lansing, MI

- Answer main phone line for the Senator's East Lansing Office
- Staff events with the Senator in and around Mid-Michigan

- Process constituent issues/concerns and assign to appropriate staff member for assistance

Legislative Aide – Office of State Senator Hoon-Yung Hopgood

Mar. 2011-Dec. 2014

Lansing, MI

- Organize, promote, and staff Senator’s townhalls, coffee hours, and other events
- Resolve constituent complaints and issues.
- Write correspondence Senator’s behalf, such as constituent letters, letters of rec, congratulatory letters, etc.

EDUCATION

Michigan State University – BA, Journalism (2010)

Michigan State University – BA, Social Relations and Policy (2010)

SKILLS

- Nearly a decade’s worth of experience interacting with the public and conveying information on complex issues 31
- Experience working in local, state, and federal government
- Able to work well and communicate with others, as well as listen to those with differing views