



CLARE-GLADWIN
REGIONAL EDUCATION SERVICE DISTRICT
Excellence in Education Services

Clare-Gladwin Regional Education Service District
Board of Education -Regular Board Meeting held at the
CGRES D Administration Building, 4041 E. Mannsiding Road, Clare, MI 48617
July 19, 2017 - 6:00 p.m.

RECORD OF MINUTES

BOARD of EDUCATION MEETING

- A. **Meeting Called to Order** at 6:00 p.m. by President Barbara Richards
- B. **Pledge of Allegiance** was recited.
- C. **Members Present** Barbara Richards, Lynn Grim and Sarah Kile
- Members Absent:** Sue Murawski and Clay Maxwell
- D. **Organizational Meeting - Election of Officers**
For the office of President, Grim nominated Richards and Kile supported. Kile moved that nominations be closed and that a unanimous ballot be cast in favor of appointing Richards President. Grim supported the motion, which passed 3-0.
- For the office of Vice-President, Grim nominated Murawski and Richards supported. Kile moved that nominations be closed and that a unanimous ballot be cast in favor of appointing Murawski Vice-President. Richards supported the motion, which passed 3-0.
- For the office of Secretary, Grim nominated Kile and Richards supported. Richards moved that nominations be closed and that a unanimous ballot be cast in favor of appointing Kile Secretary. Grim supported the motion, which passed 3-0.
- For the office of Treasurer, Grim nominated Maxwell and Richards supported. Kile moved that nominations be closed and that a unanimous ballot be cast in favor of appointing Maxwell Treasurer. Grim supported the motion, which passed 3-0.
- E. **Consent Agenda**
1. Approval of the Agenda
 2. Approval of the June 28, 2017 Board Meeting Minutes
 3. Approval of the June 28, 2017 Closed Session Minutes
 4. Approval of the Bills for June, 2017 - \$2,433,527.79
- It was moved by Kile and supported by Grim that the Board approve the Consent Agenda. The motion carried 3-0.
- F. **Communications/Expressions from the Public - None.**
- G. **Action Item: Old Business**
1. Policies and Bylaws - Second Reading and Adoption
 - a. 8300 - Continuity of Organizational Operations Plan (New)

- b. 8305 - Information Security (New)
 - c. 5111.01 - Homeless Students (Replacement)
 - d. 5111.03 - Children and Youth in Foster Care (New)
 - e. 8340 - Letters of Reference (Revised)
 - f. 5630.01 - Student Seclusion and Restraint (Replacement)
 - g. 0168.1 - Minutes (Revised Bylaw)
 - h. 2221 - Mandatory Courses (do not adopt, not appropriate for ISDs)
 - i. 2461 - Recording of District Meetings Involving Students and/or Parents (New)
 - j. 2623 - Student Assessment (do not adopt, not appropriate for ISDs)
 - k. 3120.04 - Employment of Substitutes (Revised)
 - l. 3121 - Criminal History Record Check - Professional Staff (Revised)
 - m. 4121 - Criminal History Record Check - Support Staff (Revised)
 - n. 5330.02 - Opioid Antagonists (New)
 - o. 5517.01 - Bullying and Other Aggressive Behavior Toward Students (Revised)
 - p. 5610 - Expulsions/Suspensions (Revised)
 - q. 5610.01 - Expulsions/Suspensions (Revised)
 - r. 7540.02 - Web Content, Services, and Apps (Revised)
 - s. 8330 - Student Records (Revised)
 - t. 8400 - School Safety Information (Revised)
 - u. 8500 - Food Services (Revised)
 - v. 8510 - Wellness (Revised)

Following the Board's second reading, it was moved by Kile and supported by Grim to adopt these policies and bylaws. The motion passed 3-0.

H. Action Items: New Business

1. Organizational Meeting

a. Appointment of Board Committee Members

1. Labor Relations Committee

Richards appointed Kile and Richards to serve on the committee.

2. Clare-Gladwin Area School Board Association

Richards appointed Murawski and Maxwell to serve on the association.

3. MASB/LRN Representative

Richards appointed Murawski to serve as representative.

b. Board Meeting Dates, Times and Locations

It was moved by Kile and supported by Grim to set regular board meetings for the third Wednesday of each month at 6 p.m. in the CGRESD Administrative Building for 2017-18. The motion carried 3-0.

c. Person to Assume Responsibilities on Behalf of the Board Secretary and to Implement Public Notices

Kile appointed Lisa May, Accounting Supervisor, to assume those duties.

d. Review of Board Commitment

It was moved by Richards and supported by Kile that the Board affirm its dedication to the tenets of the Board Commitment document as presented. The motion passed 3-0.

e. Resolutions

1. Establishment of Depository and Financial Institutions for All District Funds

It was moved by Grim and supported by Richards that the district designate PFM Management LLC, Mercantile Bank, Keystone Bank, PNC Bank, Isabella Bank, Members First Credit Union and Chemical Bank & Trust as depositories of

the organization. In a roll call vote, Richards voted yes; Grim voted yes; Kile voted yes; Murawski was absent; and Maxwell was absent. The motion passed 3-0.

2. Authorization for the CFO to Perform Electronic Fund Transfers

It was moved by Kile and supported by Grim to authorize Chief Financial Officer Shay Anderson and Maxwell to perform electronic fund transfers on CGRESA's behalf. In a roll call vote, Richards voted yes; Grim voted yes; Kile voted yes; Murawski was absent; and Maxwell was absent. The motion passed 3-0. The motion passed 3-0.

f. Retainer Clients

It was moved by Grim and supported by Kile that the district retain Thrun Law Firm for non-Special Education legal advice and Clark Hill PLC for Special Education legal advice. The motion passed 3-0.

2. Handbook for 2017-2018 - Area School

It was moved by Grim and supported by Kile to approve the revised handbook as presented with minor edits allowed as appropriate. The motion passed 3-0.

3. Area School Sexuality Education Curriculum

It was moved by Kile and supported by Grim to approve the recommended changes to the curriculum. The motion passed 3-0.

4. Superintendent's Conferences for 2017-2018

It was moved by Grim and supported by Richards that the board approve the Superintendent's travel requests as presented, including overnight stays as necessary. Those conferences include the MASA Fall Conference (September 20-22 in Traverse City); the MAISA Fall Meeting (Nov. 2-3 in Cadillac); the MASA Midwinter Conference (Jan. 24-26 in Kalamazoo); the MAISA Spring Meeting (Mar. 15-16 in Saginaw); and the MAISA Summer Conference (June 27-29 in Traverse City). The motion passed 3-0.

5. Contracts

Contracts were approved as follows:

- a. Clinton County RESA - Quality Preschool Partnership Database - \$13,431 (for three years)
Motion by Kile, support by Grim, passed 3-0.
- b. Intertek PSI - Construction Materials Testing and Observation Services - \$12,900
Motion by Grim, support by Kile, passed 3-0.
- c. Rebecca Idzikowski, SPARKS Director - \$46,000 (plus additional 8 days addendum)
- d. SPARKS Site Coordinators
 1. Lynda Crawford- 183 days at \$191.69 per day
 2. Kelly Humphrey - 183 days at \$191.69 per day (plus additional 8 days addendum)
 3. Chris Munger - 183 days at \$184.56 per day (plus additional 8 days addendum)
 4. Dawn Wiseman - 183 days at \$184.56 per dayMotion by Kile, support by Grim on items c and d, passed 3-0.)
- e. Midland Public Schools for McKinney-Vento Homeless Liaison Coordinator - \$20,377
Motion by Grim, support by Kile, passed 3-0.
- f. Katie Bugbee, Early Literacy Grant Coach - \$47,250
- g. Linda Stachowiak, Early Literacy Grant Coach - \$47,250
Motion by Grim, support by Kile on items f and g, passed 3-0.
- h. iEval - \$24,000
Motion by Grim, support by Kile, passed 3-0.

- i. Harrison Community Schools for Food Service for 2017-2018
Motion by Kile, support by Grim, passed 3-0.

6. Calendars for 2017-2018

It was moved by Grim and supported by Kile that the board adopt the 2017-18 calendars for CTE and the Area School as recommended, with one correction - the Area School's last day will be June 1, 2018. The motion passed 3-0.

7. School Lunch Price for 2017-2018 - \$2.65

It was moved by Grim and supported by Kile to set the Area School lunch price at \$2.65 for the upcoming school year. The motion passed 3-0.

8. Superintendent's Merit Pay

It was moved by Grim and supported by Kile to award Presler her annual merit pay, despite the Superintendent's recommendation. Additional documentation will be submitted by the Superintendent to the Board of Education in the fall. Following discussion, the motion passed 3-0.

Clay Maxwell arrived at 6:23 p.m.

9. CGRESD Mission Statement Adoption

After revising the recommended Mission Statement language, it was moved by Grim and supported by Kile to adopt the following as the new CGRESD Mission Statement: *Clare-Gladwin RESD enables and inspires the best in every student, teacher and parent.* The motion passed 4-0.

10. Hiring Recommendations

It was moved by Grim and supported by Richards that the board hire as recommended Eric Johnson as CTE Mentor and Word-Based Learning Coordinator. The motion passed 4-0.

It was moved by Kile and supported by Maxwell that the board hire as recommended Stacy Emmendorfer and Emily Numbers Dittmer as SPARKS Site Coordinators. The motion passed 4-0.

I. Administrative Information Items: Superintendent's Administrative Report

Presler shared several updates, including:

- Presler praised the recent efforts of several employees, including **Ken Chinavare**, who was recognized for his leadership with the Greater Michigan Educational Consortium and the MI State Educational Network; **Shay Anderson**, who renewed her CFO certification through the Michigan School Business Officials and who serves as president of that organization's Northern Michigan chapter; **Deb Snyder**, who is chairing the statewide General Education Leadership Network this year; and **Marty Combs** for completing his Education Specialist degree at SVSU this summer.
- At the CTE Construction Trades building, footings are being dug, the bus parking area plans are being finalized and the CGRESD recently received word from the state that the original building plans - the ones that didn't require including a fire suppression system - have been approved.
- Work on the CGRESD Universal Service Funding appeal continues in advance of the Aug. 1 submission deadline.
- The governor signed the School Aid Budget recently, with no notable changes on local impact since Presler's update to the board in June.
- Two days before this meeting, Presler, along with Anderson and Combs, met with the Medicaid Auditor. They were told that the CGRESD's financial errors were "immaterial" and the direct services errors should be relatively easy to fix, if they haven't already been corrected. Presler added the CGRESD's corrective action plan would be ready by the

following Wednesday's deadline, with word to follow in the next few months as to whether any Medicaid funds already received will have to be paid back.

- Presler said CGRESD would be posting for an Administrative Assistant to the Superintendent and the Board of Education/Human Resources Specialist. Interviews will follow in August.
- Presler reminded the board that there are no Administrator Reports in July.
- Presler reminded the board of the upcoming NMLSA meeting on July 27.

J. Board Comments

- Maxwell apologized for his late arrival to the meeting, citing a doctor's appointment.
- Maxwell commented on the Middle Michigan Development Corporation breakfast meeting that he and Sandy Russell attended earlier in the week, which stressed the importance of CTE programs.
- Richards and Grim offered comments and questions about preschool program availability for three-year-olds.
- Kile shared favorable comments she's heard about Area School students working in the Gladwin City Park this summer, leading to more discussion about Michigan Rehab Services (MRS) and the work they've done with Area School and local district students this year.

K. Meeting Adjournment - The meeting adjourned at 7:04 p.m.

Sarah Kile, Board of Education Secretary
Clare-Gladwin Regional Education Service District

Deborah Snyder, Recorder/Assistant Superintendent
for General Education