



Board of Education -Regular Board Meeting held at the
CGRES D Administration Building, 4041 E. Mannsiding Rd. Clare, MI 48617
July 18, 2018 - 6:00 p.m.

RECORD OF MINUTES

BOARD of EDUCATION MEETING

- A. Meeting Called to Order at 6:01 p.m. by President Barbara Richards
- B. Pledge of Allegiance was recited.
- C. Members Present: Sue Murawski, Clay Maxwell, Barbara Richards and Sarah Kile
- Members Absent: Lynn Grim
- Administration Present: Superintendent Sheryl Presler, Deb Snyder, Mike Simon, Sandy Russell, Elaine Reinke and Shay Anderson
- D. Organizational Meeting - Election of Officers
- For the office of President, Murawski nominated Richards and Maxwell supported. Maxwell moved that nominations be closed and that a unanimous ballot be cast in favor of appointing Richards President. Murawski supported the motion, which passed 4/0.
- For the office of Vice-President, Kile nominated Murawski. Richards moved that nominations be closed and that a unanimous ballot be cast in favor of appointing Murawski Vice-President. Motion supported by Maxwell, which passed 4/0.
- For the office of Secretary, Murawski nominated Kile. Richards moved that nominations be closed and that a unanimous ballot be cast in favor of appointing Kile Secretary. Motion supported by Richards, which passed 4/0.
- For the office of Treasurer, Murawski nominated Maxwell. Richards moved that nominations be closed and that a unanimous ballot be cast in favor of appointing Maxwell Treasurer. Motion supported by Kile, which passed 4/0.
- E. Consent Agenda
1. Approval of the Agenda
 2. Approval of the June 20, 2018 Board Meeting Minutes
 3. Approval of the Bills for June 2017 - \$2,066,549.46
- It was moved by Kile and supported by Maxwell that the Board approve the Consent Agenda. Motion carried 4/0.
- F. Communications/Expressions from the Public
None
- G. Action Item: Old Business
1. Policies and Bylaws – Second Reading and Adoption

- a. 0143.1 Public Expression of Board Members (Revised)
- b. 1421/3121/4121 Criminal History Record Check (Revised)
- c. 4162 Controlled Substance and Alcohol Policy for Commercial Motor Vehicle Drivers and Other Employees Who Perform Safety Sensitive Functions (Revised)
- d. 7530.02 Staff Use of Personal Communication Devices (Revised)
- e. 7542 Access to District Technology Resources and/or Information Resources from Personal Communication Devices (Revised)
- f. 7543 Utilization of the District's Website and Remote Access to the District's Network (Revised)
- g. 8321 Criminal Justice Information Security (Revised)

It was moved by Kile and supported by Maxwell to adopt the second reading of Policies and Bylaws as revised by Neola. Motion carried 4/0.

H. Action Items: New Business

- 1. Organizational Meeting
 - a. Appointment of Board Committee Members
 - 1. Labor Relations Committee (currently Kile and Richards)
 - 2. Clare-Gladwin Area School Board Association (currently Murawski and Maxwell)
 - 3. MASB/LRN Representative (currently Murawski)

President Richards appointed the same members to serve on the same committees again this year.

- b. Board Meeting Dates, Times and Locations

It was decided by the Board that they will continue to meet the third Wednesday of each month at 6:00 p.m. in Conference Rooms A and B of the central office building unless otherwise noted on the meeting schedule in the Central Office building foyer and on our website. (The September and November meetings will be on the fourth Wednesdays of those months). Moved by Murawski and supported by Kile to approve decision on Board meeting dates, times and locations. Motion carried 4/0.

- c. Person to Assume Responsibilities on Behalf of Board Secretary and to Implement Public Notice Requirements

Kile appointed Elaine Reinke, Administrative Assistant and HR Specialist, to assume these duties.

- d. Review of Board Commitment

No action necessary

- e. Resolutions

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

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

By roll call vote, Motion carried 4/0.

- 2. Authorization for the CFO and Accounting Supervisor to Perform Electronic Fund Transfers

Motion made by Kile and supported by Maxwell to authorize CFO and Accounting Supervisor to Perform Electronic Fund Transfers. By roll call vote, Motion carried 4/0.

- f. Retainer Client

- 1. Thrun Law Firm for Non-Special Education Legal Advice

- 2. Clark Hill PLC for Special Education Legal Advice

It was moved by Kile and supported by Murawski that the district retain Thrun Law Firm for non-Special Education legal advice and Clark Hill for Special Education legal advice.

By roll call vote, Motion carried 4/0.

2. Hiring Recommendations

- a. Agri-Science Instructor - Anthony Wood (MA, Step 16)
- b. Michelle Galeener, SPARKS Site Coord. At Gladwin HS - 185 days at \$194.57 per day
- c. Brandi Robinson, SPARKS Site Coord. At Farwell MS - 185 days at \$187.33 per day
- d. Ann Turvey, SPARKS Site Coord. At B'ton Jr/Sr HS - 185 days at \$187.33 per day

Motion made by Murawski and supported by Kile that all hiring recommendations be approved.
Motion carried 4/0.

3. Superintendent's Conferences for 2018-2019

- a. MASA Fall Conference, September 19-21 in Traverse City
- b. MAISA Fall Meeting, Nov. 1-2 in Lansing
- c. MASA Midwinter Conference, Feb. 6-8 in Detroit
- d. MAISA Spring Meeting, Mar. 14-15 in Ann Arbor
- e. MAISA Summer Conference, June 26-28 in Midland (no overnight stay)

It was moved by Kile and supported by Maxwell to approve Presler's attendance at conferences in the upcoming school year that will require an overnight stay. Motion carried 4/0.

4. Contracts

- a. Mary Pitchford, Pupil Auditor - 800 hours at \$33.75 per hour - Total \$27,000
- b. Pat Michalski, Pupil Auditor - 560 hours at \$33.75 per hour - Total \$18,900
- c. Rebecca Idzikowski, SPARKS Director - \$49,500 (plus additional 6 days addendum)
- d. SPARKS Site Coordinators
 - 1. Lynda Crawford- 185 days at \$194.57 per day
 - 2. Stacy Emmendorfer - 185 days at \$194.57 per day
 - 3. Lynn Hoerauf - 185 days at \$194.57 per day
 - 4. Kayleigh Hudson - 185 days at \$194.57 per day
 - 5. Kelly Humphrey - 185 days at \$194.57 per day
 - 6. Dawn Wiseman - 185 days at \$187.33 per day
- e. Linda Stachowiak, Early Literacy Grant Coach - \$47,250
- f. iEval - \$45,000 (\$3,750 per SPARKS site)
- g. Mid Michigan College for Maintenance Services - \$29,142

It was moved by Kile and supported by Maxwell to approve contracts as listed. Motion carried 4/0.

5. Out-of-State Travel - Supt. And CTE Personnel to Kenosha, WI for Auto Program Visit

Due to scheduling conflicts, it was determined that Don Maurer, CTE Automotive Instructor would be the only person traveling out of state to visit the Kenosha Auto Program in August. This is in preparation for the design of the new Automotive Lab at the Magnus Center.

It was moved by Maxwell and supported by Murawski to approve the Out-of-State Travel to WI for Don Maurer in August. Motion carried 4/0.

6. Handbooks

- a. Area School
- b. Early Childhood Special Education

Moved by Maxwell and supported by Kile to approve Area School and Early Childhood Special Education Handbooks. Motion carried 4/0.

7. Superintendent's Merit Pay

Moved by Kile and supported by Murawski to approve Superintendent's annual merit pay.
Motion carried 4/0.

8. Superintendent's Contract

Recommendation by Board President Richards and supported by Kile, by roll call vote, Motion to approve a five-year contract for the Superintendent carried 4/0.

9. Policy - First Reading: 5111 Eligibility of Resident/Nonresident Students (Revised)

No action required.

I. Administrative Information Items: Superintendent's Administrative Report
Presler thanked Beth and Tony Wood for their attendance at the Board meeting.

- Presler shared the following Good News:
 - Year-round employees are taking some much-deserved vacation time this summer.
 - Three Rivers, the company used to manage the construction of the new building at the Magnus Center last year, has hired a professional photographer to take pictures of our new building for their marketing purposes! We will get copies of the pictures to use in our own publications.
- Presler shared the following informational items:
 - The Farwell Board of Education accepted the resignation of Superintendent David O'Bryant and is doing an expedited search with the goal of having a new Superintendent start October 1st.
 - Farwell's Business Manager was hired by Cadillac Public Schools, so our Business Office will cover some of Farwell's business office operations until a new Business Manager is in place. That position has been advertised.
 - Weinlander-Fitzhugh provided the Board with an informational letter regarding the upcoming financial audit, and each Board member was given a copy of that letter.
 - Sandy Russell, CTE Director; Don Maurer, CTE Auto Instructor; and Sheryl met with IDI Architects/Engineers last week to begin sketching out the design of the new auto lab. The space isn't big enough for a full-blown diesel program, but it is adequate to teach the diesel components that are part of the high school auto program. A full site plan of the Magnus Center was discussed with IDI in the event that further expansion is necessary in the future.
 - Mid Michigan College is scheduled to start some major renovations in the winter of 2019 that require all of our CTE offices and classrooms that are currently located there (with the exception of Auto and Culinary Arts) to move prior to the start of this school year. Sandy Russell, CTE Director, is developing a moving plan with MMC and CTE staff. Superintendent Presler is working with Mid on a two-year agreement for space rental. Mid has stated the Culinary Arts area will no longer exist after the 2018-2019 school year, so we are actively considering other options for that program starting with the 2019-2020 school year.
 - The Michigan Association of School Boards held a "Get On Board" event at CGRESD earlier in the month to attract and inform aspiring new members for school boards. Unfortunately, only one sitting board member attended. Many thanks to Elaine Reinke for coordinating the event with MASB and for attending it.

J. Board Comments

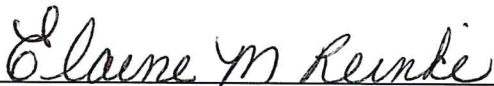
- Richards shared that she had read that Michigan was identified as being the worst state in the nation for graduation rates of special education students. Mike Simon, Director of Special Education, will learn more information and report back to the Board.
- Kile reminded everyone of the primary elections on August 7, and she asked if the RESD had ever considered paid time off to vote, especially in the primaries that typically have low turnout.

K. Adjournment - 7:03 p.m.



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

8/15/18
Date



Elaine M. Reinke, Recorder/Administrative Assistant to the
Superintendent and Board of Education/HR Specialist
Clare-Gladwin Regional Education Service District

8/20/18
Date