Organizational & Regular Meeting of the Board of Education  
Monday, July 10, 2017  
7:00 p.m.  
Alberta B. Martin Board Room  
11425 Torrey Road  
Fenton, Michigan 48430  
MINUTES  
I. CALL TO ORDER  
The meeting was called to order at 7:00 p.m. by President Godlewski.  
II. PLEDGE OF ALLEGIANCE  
President Godlewski led the group in reciting the Pledge of Allegiance.  
III. ROLL CALL OF MEMBERS  
Present: Katherine Carswell, Mike Cicalo, Chris Fletcher, Larry Godlewski, Heidi Howieson, Bob Hutchins, Orlin Knuth  
Absent: None  
Administration: Julie Williams, Superintendent, Katy Wade, Recording Secretary  
Others: Mr. & Mrs. Garrett Skerjance  
IV. APPROVAL OF AGENDA  
Secretary Howieson presented the agenda with no changes.  
Motion by Secretary Howieson, supported by Trustee Fletcher, to accept the agenda as presented. President Godlewski called for a voice vote to accept the agenda as presented.  
The motion carried unanimously, 7 – 0.  
V. PUBLIC COMMENTS  
None  
VI. PRESENTATIONS  
A. Superintendent Williams reported on the following: MS D-wing renovation project, HS AC unit, HS signage, MS driveway, MS bleacher removal, and bond project timeline. Supt. Williams also presented her First Quarter Focal Points as Superintendent.  
B. Superintendent Williams presented the NEOLA Policy Special Update for first reading. After discussion, President Godlewski stated the item will be presented at the next board meeting for second reading and action.  
➢ Policy 5630.01 - Student Seclusion and Restraint  
VII. APPROVAL of CONSENT AGENDA for the DESIGNATION OF THE 2017 - 2018 ORGANIZATIONAL ITEMS OF BUSINESS  
President Godlewski presented the consent agenda items for approval.  
A. BANKING  
1. Bank Depositories  
   a. The State Bank - General Fund, Electronic Funds Checking, Kris Hudson Scholarship Fund, Sinking Fund, Scholarship Fund, Change for Kids  
   b. Huntington Bank - Payroll Fund, General Fund, Student Funds  
2. Check Signatures for General Fund, Electronic Funds Checking, Payroll, Sinking Fund - School Board Treasurer, School Board Secretary, Superintendent, Director of Finance
3. Check Signatures for School Accounts
   a. Student Funds - Superintendent, Director of Finance, Building Principals
   b. Scholarship/Memorial Funds - School Board Treasurer, School Board Secretary, Superintendent, Director of Finance
4. Signatures for Transfers and Investment of Funds - Superintendent, Director of Finance

B. RETAINER CONTRACTS
1. District Auditor - Taylor & Morgan, P.C., 2302 Stonebridge Drive, Flint, Michigan 48532, (810) 230-8200

C. DISTRICT ATTORNEY
1. Legal Services - Collins and Blaha, P.C., 31440 Northwestern Hwy, Suite 170, Farmington Hills, MI 48334, (248) 406-1140
2. Client Retainer - Thrun Law Firm, P.C., 2900 West Road, Suite 400, P.O. Box 2575, East Lansing, MI 48826-2575, (517) 484-8000
3. Bonding, Borrowing and Election Ballot Language - Thrun Law Firm, P.C., 2900 West Road, Suite 400, P.O. Box 2575, East Lansing, MI 48826-2575, (517) 484-8000

D. POSTING OF MEETING NOTICES AND LOCATION
1. Posting of Notices - The superintendent, or his designee, shall have the responsibility of posting notices of all meetings of the Board of Education in compliance with the requirements of the Michigan Open Meetings Act.
2. Posting Locations - The locations for posting notices of public meetings shall be:
   a. Administrative Services Office, 11425 Torrey Rd., Fenton, Michigan 48430
   b. Lake Fenton High School, 4070 Lahring Rd., Linden, Michigan 48451
   c. Lake Fenton Middle School, 11425 Torrey Rd., Fenton, Michigan 48430
   d. Torrey-Hill Intermediate School, 12410 Torrey Rd., Fenton, Michigan 48430
   e. West Shore Elementary School, 3076 Lahring Rd., Fenton, Michigan 48430

E. ASSISTANT TO THE BOARD SECRETARY - Katy Wade, Executive Assistant to the Superintendent, shall serve as the 2017 – 2018 Assistant to the Board Secretary.

F. OFFICIAL PUBLICATIONS - The Tri County Times and/or The Flint Journal shall be utilized as the official publications.

G. DISTRICT NON-DISCRIMINATION AND EQUAL EMPLOYMENT COMPLIANCE OFFICER - A District Compliance Officer shall be appointed annually to ensure compliance with Policy 1422: Nondiscrimination and Equal Employment Opportunity and Policy 2260: Nondiscrimination and Access to Equal Educational Opportunity. - Dianne Finkbeiner, Director of Finance and Dan Ferguson, MS Principal shall be appointed to serve as the 2017 –2018 District Compliance Officers.

H. DISTRICT ANTI-HARASSMENT COMPLIANCE OFFICER - An Anti-Harassment Compliance Officer shall be appointed annually to ensure compliance with Policy 0145: Discriminatory Harassment, Policy 1662: Anti-Harassment, Policy 3362: Anti-Harassment of Professional Staff, Policy 4362: Anti-Harassment of Support Staff and Policy 5517: Anti-Harassment of Students. - Dianne Finkbeiner, Director of Finance and Dan Ferguson, MS Principal shall be appointed to serve as the 2017 –2018 District Anti-Harassment Compliance Officers.

I. DISTRICT 504 COMPLIANCE OFFICER/ADA COORDINATOR - A District 504 Compliance Officer/ADA Coordinator shall be appointed annually to ensure compliance to Policy 2260.01: Section 504/ADA Prohibition Against Discrimination Based on Disability. - Jennifer Reinfelder, Special Education Coordinator and Dan Ferguson, MS Principal shall be appointed to serve as the 2017 – 2018 District 504 Compliance Officers/ADA Coordinators.

J. Adoption of the 2017 – 2018 Michigan High School Athletic Association (MHSAA) Membership Resolution

Motion by Vice President Cicalo and supported by Trustee Hutchins to accept the consent agenda items as presented.

President Godlewski asked for discussion.

Discussion: Hearing none, President Godlewski called for a roll call vote.

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Upon request to the Superintendent, the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting. Any person with a disability who needs accommodations for participation in this meeting should contact Julie A. Williams, Superintendent, at 810.591.2532 at least five (5) days in advance of the meeting to request assistance.
Ayes: Carswell, Cicalo, Fletcher, Godlewski, Howieson, Hutchins, Knuth
Nays: None

The motion carried unanimously, 7 – 0.

VIII. ACTION ITEMS

A. Recommendation to Approve the Offer of Employment to Garrett Skerjance for the 2nd Grade Instructional Position

Motion by Trustee Fletcher and supported by Trustee Carswell for the Lake Fenton Community Schools Board of Education to approve the offer of employment for the 2nd Grade instructional position to Garrett Skerjance at a MA – Step 1 (pending verification of transcripts) per the 2017 – 2019 LFEA Master Agreement as presented.

President Godlewski asked for discussion.

Discussion: Supt. Williams introduced Mr. Skerjance and briefly highlighted his career and recommendation from previous employer. Hearing no other discussion, President Godlewski called for a roll call vote.

Ayes: Carswell, Cicalo, Fletcher, Godlewski, Howieson, Hutchins, Knuth
Nays: None

The motion carried unanimously, 7 – 0.

B. Recommendation to Approve the Board of Education Meeting Minutes

Motion by Trustee Hutchins and supported by Secretary Howieson for the Lake Fenton Community Schools Board of Education to approve the meeting minutes for the following dates as presented.
1. June 12, 2017 - Public Hearing/Truth in Taxation Meeting
2. June 12, 2017 - Committee of the Whole Meeting
3. June 12, 2017 - Closed Session Notes
4. June 26, 2017 - Regular Meeting

President Godlewski asked for discussion.

Discussion: Hearing none, President Godlewski called for a voice vote.

The motion carried unanimously, 7 – 0.

C. Recommendation to Approve the Financial Reports Ending June 30, 2017

Motion by Treasurer Knuth and supported by Trustee Fletcher for the Lake Fenton Community Schools Board of Education to approve the cash disbursements by check paid for the month ending June 30, 2017 in the amount of $747,919.76 as presented.

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$708,280.50</td>
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<tr>
<td>Sinking Fund</td>
<td>$ 23,301.98</td>
</tr>
<tr>
<td>Lunch Fund</td>
<td>$ 14,789.28</td>
</tr>
<tr>
<td>Community Services Fund</td>
<td>$ 1,548.00</td>
</tr>
<tr>
<td>Trust/Scholarship Fund</td>
<td>---------</td>
</tr>
<tr>
<td>Total Disbursements</td>
<td>$747,919.76</td>
</tr>
</tbody>
</table>

President Godlewski asked for discussion.

Discussion: Hearing none, President Godlewski called for a voice vote.

The motion carried unanimously, 7 – 0.

D. Recommendation to Approve the 2017-2018 Board of Education Meeting Dates, Times and Places

Motion by Secretary Howieson and supported by Vice President Cicalo for the Lake Fenton Community Schools Board of Education to approve the 2017-2018 Board of Education meeting dates, times and places as presented.

Committee of the Whole meetings of the Board of Education for the 2017-2018 school year will be the second Monday of each month at 7:00 p.m., unless indicated*. Regular meetings of the Board of Education for the 2017-2018 school year will be the fourth Monday of each month at 7:00 p.m., unless indicated**. Unless
otherwise posted, all 2017-2018 Committee of the Whole meetings and Regular Board of Education meetings will be held at Lake Fenton Community Schools, Alberta B. Martin Board Room, 11425 Torrey Road, Fenton, Michigan 48430.

**Committee of Whole Meetings**
- Monday, August 14, 2017
- Monday, September 11, 2017
- Monday, October 9, 2017
- Monday, November 13, 2017
- December - No meeting*
- Monday, January 8, 2018
- Monday, February 12, 2018
- Monday, March 12, 2018
- April – No Meeting*
- Monday, May 14, 2018
- Monday, June 11, 2018
- July - No meeting*

**Regular Meetings**
- Monday, August 28, 2017
- Monday, September 25, 2017
- Monday, October 23, 2017
- Monday, November 27, 2017
- Monday, December 11, 2017
- Monday, January 22, 2018
- Monday, February 16, 2018
- Monday, March 26, 2018
- Monday, April 16, 2018
- Tuesday, May 29, 2018
- Monday, June 25, 2018
- Monday, July 16, 2018

*Torrey Hill Intermediate School Media Center, 12410 Torrey Road, Fenton, MI 48430
1Lake Fenton High School Auditorium, 4070 Lahring Road, Linden, MI 48451
2Lake Fenton Middle School Media Center, 11425 Torrey Road, Fenton, MI 48430
3West Shore Elementary School Media Center, 3076 Lahring Road, Fenton, MI 48430
4Second Monday of the Month
5Third Monday of the Month
6Fourth Tuesday of the Month

Advance notice will be given if it is necessary to add additional meetings or to change a meeting date, time or location.

President Godlewski asked for discussion.

**Discussion:** President Godlewski stated the location for the high school meeting in October will be held in the auditorium in anticipation of additional community members attending due to the bond project. The auditorium will be reserved for the committee of the whole meeting in October as a contingent plan if increased attendance is anticipated because of the bond project proposal. Hearing no other discussion, President Godlewski called for a voice vote.

**The motion carried unanimously, 7 – 0.**

**E. Recommendation to Approve the 2017-2018 Board of Education Compensation for Meeting Attendance**

President Godlewski asked for discussion prior to the motion because the motion requires a starting point for consideration. He stated the board was compensated $10.00 per meeting last year and asked for input from the board as to whether it needed to be changed. All were in consensus with the same amount for this year. The board also had to consider whether payment would be made to those who are in attendance via electronic communication. The board was in agreement that a board member must be physically present at a meeting to receive compensation.

Motion by Vice-President Cicalo and supported by Treasurer Knuth for the Lake Fenton Community Schools Board of Education to approve the 2017-2018 Board of Education compensation amount of $10.00 to each board member attending a meeting where a roll call vote is taken as presented. Board members in attendance via electronic communication are not eligible for compensation.

President Godlewski asked for discussion.

**Discussion:** Hearing none, President Godlewski called for a voice vote.

**The motion carried unanimously, 7 – 0.**

*Upon request to the Superintendent, the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting. Any person with a disability who needs accommodations for participation in this meeting should contact Julie A. Williams, Superintendent, at 810.591.2532 at least five (5) days in advance of the meeting to request assistance.*
F. Recommendation to Approve the 2017-2018 Membership in the Michigan Association of School Boards (MASB)

Motion by Treasurer Knuth and supported by Secretary Howieson for the Lake Fenton Community Schools Board of Education to approve the 2017-2018 school year membership to the Michigan Association of School Boards (MASB), at an annual cost of $4,513.00 which includes a renewal contribution to the Legal Trust Fund as presented.

President Godlewski asked for discussion.

Discussion: Hearing none, President Godlewski called for a voice vote.

The motion carried unanimously, 7 – 0.

G. Recommendation to Approve the Application for Preliminary Qualification of Bonds

Motion by Secretary Howieson and supported by Vice President Cicalo for the Lake Fenton Community Schools Board of Education to approve the Application for Preliminary Qualification of Bonds for the Michigan School Bond Qualification and Loan Program as presented.

President Godlewski asked for discussion.

Discussion: Supt. Williams detailed the recent meeting with the Michigan Treasury Department in preparation for seeking approval for the bond proposal. During the meeting, it was suggested Instructional Technology be added for every building, should excess funding be available after priority projects have been completed. Hearing no other discussion, President Godlewski called for a roll call vote.

Ayes: Carswell, Cicalo, Fletcher, Godlewski, Howieson, Hutchins, Knuth
Nays: None

The motion carried unanimously, 7 – 0.

H. Recommendation to Accept the Donation of $300.00 from Walters Financial Group

Motion by Vice President Cicalo and supported by Secretary Howieson for the Lake Fenton Community Schools Board of Education to accept the donation of $300.00 from Walter’s Financial Group for the purpose of supporting Lake Fenton employees at the Back to School Breakfast as presented.

President Godlewski asked for discussion.

Discussion: Supt. Williams explained the donation is used to offset the cost of the Welcome Back Breakfast for staff. Hearing no other discussion, President Godlewski called for a voice vote.

The motion carried unanimously, 7 – 0.

IX. PUBLIC COMMENTS

None

X. COMMUNICATIONS

None

XI. ITEMS FROM TRUSTEES/ADMINISTRATORS

A. President Godlewski stated the board will need to set goals for the 2017 - 2018 school year. He would like to add a goal for the board to select a district superintendent. He spoke to the options available as given by District Attorney Blaha: 1) Superintendent Search 2) Presentation of District Vision by Interim Superintendent Williams with an interview with the board during a board workshop.

Vice President Cicalo left the meeting at 8:45 p.m.

Trustee Fletcher stated he liked Supt. Williams presentation of her focal points as given at the meeting tonight and he would support Mrs. Williams as the superintendent in a year or even sooner. Treasurer Knuth stated the board of education has a succession plan in place and it needs to be followed. That plan has the Asst. Superintendent taking over as Superintendent. Trustee Carswell stated she was initially hesitant and cautious because of the
unexpected announcement of Supt. Wright’s resignation. Since that time, Mrs. Williams has been very transparent and professional and she would support Mrs. Williams as superintendent. Trustee Hutchins was supportive of our succession plan and was certain the district would not find anyone with more background and knowledge of our district than Mrs. Williams. Secretary Howieson was in support of Mrs. Williams being appointed superintendent. President Godlewski stated the appointment of Julie A. Williams to superintendent will be brought before the board for action at the next meeting on Monday, August 14, 2017. The removing of the interim tag for the Curriculum Director position will be brought for action before the board at the regular meeting on Monday, August 28, 2017.

President Godlewski thought a goal regarding the bond proposal should be added to the Board’s Goal #3 which supports the district goal to commit to managing and utilizing resources that support our mission and vision to ensure success for all students.

President Godlewski asked the board of education to review the goals and determine revisions and additions. Board goals will be a topic for discussion at the August Committee of the Whole meeting with approval slated for the August Regular meeting. Supt. Williams will then develop her goals based on district and board of education goals.

President Godlewski stated there was a need for the board to have a board workshop prior to the committee of the whole meeting.

I. **ACTION ITEM: Recommendation to Approve the Notice of Call to Hold a Special Board Meeting**

Motion by Trustee Hutchins and supported by Treasurer Knuth for the Lake Fenton Community Schools Board of Education to hold a special board meeting for the purpose of a board workshop on Monday, August 7, 2017 at 3:00 p.m. in the Alberta B. Martin Boardroom, 11425 Torrey Rd., Fenton, MI 48430 as presented.

President Godlewski asked for discussion.

**Discussion:** Hearing none, President Godlewski called for a voice vote.

The motion carried unanimously, 6 – 0.

B. Trustee Carswell updated the board on her status of completing the 100 Level MASB/CBA Classes. All will be complete prior to the end of 2017.

C. President Godlewski reminded the board to add items to the document on Google for future board workshop topics and Succession Plan needed to be added.

D. Supt. Williams informed the board of her meeting with Transportation Supervisor, Laura O’Lewin. The transportation contract will be re-opened this year to address two areas of concern.

XII. **ADVANCED PLANNING**

A. MASB Summer Leadership conference, 8/11-8/13, Mackinac Island, MI (RSVP to Katy)

B. August Committee of the Whole Meeting, TBD

C. August Regular Board of Education Meeting, TBD

D. Open Houses
   - LF High School - 8/29, 5:00-7:00 p.m.
   - West Shore Elementary - 8/30, 4:30-6:30 p.m.
   - Torrey Hill Intermediate - 8/30, 5:00-7:00 p.m.
   - LF Middle School - 8/30, 6:00-8:00 p.m.

- Welcome Back Breakfast, 8/31, 7:30 a.m., LF High School Commons
- District Flu Shot Clinic, 8/31, 10:30 a.m.-1:00 p.m., LF High School Commons

XIII. **ADJOURNMENT**

There being no further business, President Godlewski adjourned the organizational and regular meeting at 9:05 p.m.

Respectfully submitted,
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Upon request to the Superintendent, the District shall make reasonable accommodation for a person with disabilities to be able to participate in this meeting. Any person with a disability who needs accommodations for participation in this meeting should contact Julie A. Williams, Superintendent, at 810.591.2532 at least five (5) days in advance of the meeting to request assistance.