

**PINE RIVER AREA SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING MINUTES
December 10, 2018**

A Regular Meeting of the Pine River Area Schools Board of Education was held Monday, November 10th, 2018 at Pine River Middle/High School Media Center.

I. ROLL CALL

President Peterson called the meeting to order at 5:59pm

Members present: 5 – Merrylie Cameron, Kevin Delancey, Terry Koetje, Jim Peterson, Allen Peterson

Members Absent: 2 – Kim Dean, Tom Shook

Administrators/Directors present: Matt Lukshaitis, Emily Adema, Josie Hill, Brent Ruppert and Rob Sibary.

Administrators/Directors absent: Heidi Hayes

II. APPROVE AGENDA

Motion by Mr. Delancey, seconded by Mr. Koetje to approve the agenda as presented.

Ayes 7, Nays – 0, Motion carried.

III. SUPERINTENDENT'S REPORT

The following items were discussed during the Superintendent's Report:

Mr. Lukshaitis attended the Superintendent Meeting held at the Lake City High School on December 10th, 2018.

- A tour was given of Lake City's construction updates.

Also reported on the following:

- Meeting with Ellsworth/Newkirk Townships and Village of Luther to discuss possible options in renting (or lease with option to buy once debt is paid off) Luther Elementary building for office space has been scheduled for December 11th, 2018.
- A review of next school year's ISD calendar was discussed. If Pine River starts prior to Labor Day, then the Career Technical Center would also need to open their doors earlier. The PRAS calendar discussed in committee proposes an 83-day first semester and 97-day second semester calendar with a potential 8/19/2018 start date.
- The School Improvement Planning Committee's 5-year plan is winding down. Principals will work with their teams to implement a new 5-year school improvement wheel.
- Mr. Lukshaitis, Mr. Brent Ruppert and Mr. Chad Phillips will be meeting with a representative of Ferris State University on

December 18th, 2018, to discuss partnership possibilities including early college credit programs.

IV. PRESIDENT'S REPORT

Mr. Peterson reported to the Board on the following topics:

- Mr. Peterson began his report with a word of thanks to Mr. Allen Peterson for his six years of service on Pine River's Board of Education that is ending December 31st, 2018.
- Mr. Peterson welcomed Pine River's Board of Education's newly elected member, Katy Draper, and reminded attendees that the oath of office for all newly elected officers will take place at January's BOE organizational and regular meeting.
- Mr. Peterson reminded the BOE and those in attendance of January's Winter Retreat date and location. Winter Retreat is scheduled for January 28th, 2019, at 4:00 p.m. and will take place at the Kettunen Center.

V. Presentation

Tyler Lindquist, member of Pine River's Junior class and Leadership class provided updates on school events including:

- 10 Days of Christmas fundraiser for Pine River's Adopt of Family program began on December 3rd and will come to an end on Friday, December 14th, 2018.
- Members of Pine River's National Honor Society volunteered with Project Christmas at The Wex on Friday, December 7th, 2018.
- The Leadership Class will be granting "Winter Wishes" to Pine River students and will be doing their best to grant 1 wish per student. They expect to grant 300 wishes this year.

VI. PRINCIPAL'S/DIRECTOR'S UPDATE –

- **Brent Ruppert updated the Board on the following topics:**
 - ⊖ Pine River High School's Choir Concert occurred the first week of December.
 - ⊖ Pine River's Middle School and High School Concert Bands will be performing their winter concert on Tuesday, December 18th, 2018.
 - ⊖ Activity Day will take place on Friday December 21st, 2018. Part of this event will include making gift baskets for Samaritas residents (approximately 100 total).
 - ⊖ Sophomores interested in enrolling in a CTC program next school year were able to visit CTC on Tuesday, December 11th, 2018.
 - ⊖ Chad Phillips is part of a post college group that collects and reviews data of students who both enter and complete a college program. Michigan Works! in

Cadillac provided some additional Career Readiness resources to be used in assisting students with post-secondary career decision making.

• **Emily Adema updated the Board on the following topics:**

- ⊖ Enrollments are down 5 students from last June.
- ⊖ The ELA department is exploring ways to deliver subject matter so that it correlates with MSTEP.
- ⊖ Google Read/Write is becoming more prevalent. Chad Riffle provided professional development on this topic.
- ⊖ PRMS is working with Osceola County's Community Mental Health in developing services for students that center around PRIDE points and mental health education.
- ⊖ Baldwin Family Health Care Therapist working at PRMS now has 15 students on his caseload.
- ⊖ Special Education department is working diligently to clean up reports and specific data entry fields.

• **Josie Hill discussed funding updates including:**

- ⊖ Capital Projects Fund Report was given:
 - Audit has been completed and is in good standing with Department of Treasury.
 - Remaining balance will be used to reimburse General Fund account as well as to cover the cost of gym floor repairs (scheduled for summer 2019).
 - Amended Budget for remainder of 2018-2019 shows cuts in areas where spending has reduced (legal fees, heating/fuel usage). Title I and Title II have not been finalized. PRAS has had a pupil reduction of 27 students for the 2018-2019 school year however there have been recent enrollments that will be prorated so total count is to be determined. This means the budget could be amended once or twice more before June 20th, 2018.

• **Rob Sibary shared with the Board:**

- ⊖ Building over top of BBQ pit is complete.
- ⊖ Water Refill Stations have been installed in all buildings. Currently there are 2 in the high school, 2 in the middle school and 1 at the elementary. Plans are in place to have 1 installed in the wrestling room at the high school and another installed at the elementary building.
- ⊖ A bus accident involving a passenger vehicle sideswiping a Pine River Bus stopped at stop sign occurred on 11/30/2018. No injuries were sustained. Bus is in need of cosmetic repairs. Police were contacted and an accident report was filed. Parents of children on the bus at the time of the accident were notified and students were safely

transported home either by parent pick-up at the scene of the accident or by bus transportation with a bus that was sent out to pick up students.

- ⊖ Gravel driveway at cross country course has been completed.

VII. COMMUNICATIONS AND PUBLIC COMMENT – NONE

IX. CONSENT AGENDA

- A. Approve General Fund Invoices
- B. Approved minutes from the November 12th, 2018 regular board meeting (once typing errors have been corrected.)
Motion by Mrs. Cameron, seconded by Mr. Delancey to approve the consent agenda presented.
Ayes -5, Nays – 0, Motion carried.

X. OLD BUSINESS

XI. NEW BUSINESS

- A. Approved Amended 2018-2019 Budget
Motion by Mr. Delancey, seconded by Mr. A. Peterson to approve amended 2018-2019 budget as recommended by the superintendent.
Ayes-5, Nays-0, Motion carried.

- B. Approve unlimited School of Choice 105/105C openings
Motion by Mr. Koetje. Seconded by Mrs. Cameron to approve unlimited School of Choice 105/105C openings for second semester, 2018-19 school year, as recommended by the superintendent.
Ayes -5, Nays – 0, Motion carried.

- C. Approve Authorization of Account Signers
Motion by Mr. Koetje, seconded by Mr. Delancey, that the board authorize to Lake Osceola State Bank account ending in 495 which will be used to disburse HRA payments to vendors to be signed electronically by Matthew Lukshaitis and to also authorize Dawn Sizeland as a back-up signatory, as recommended by the superintendent.
Ayes -5, Nays – 0, Motion carried.

- D. Create New Temporary Position
Motion by Mr. Delancey, seconded by Mrs. Cameron to create a 2-day per week, 42 Student Days, temporary “School Manager” position in the Middle School for grades 4-7, and hire Darrell “Willy” Holmes to function as co-chief disciplinarian and administrative liaison with students, staff and the community for grades 4-7, under supervision of the building principals and the superintendent at an approximate cost of \$6,300 as recommended by the superintendent.
Ayes-5, Nays-0, Motion carried.

E. Approve January's regular Board of Education meeting date
Motion by Mr. Koetje, seconded by Mrs. Cameron to approve January's regular BOE meeting date of January 14th, 2019.
Ayes-5, Nays-0, Motion carried.

F. Approve January's Board of Education Annual Retreat meeting date
Motion by Mrs. Cameron, seconded by Mr. A. Peterson to approve January's BOE Annual Retreat meeting date of January 28th, 2019.
Ayes-5, Nays-0, Motion carried.

XII. Closed session began at 6:54pm

Motion by Mr. Koetje, seconded by Mr. A. Peterson to move meeting into closed session.

Ayes-5, Nays-0, Motion carried.

Topics of discussion included:

- Mr. Lukshaitis' evaluation

XIII. Open Session re-opened at 7:31pm

Motion by Mrs. Cameron, seconded by Mr. Koetje to approve evaluation of Mr. Lukshaitis with a final rating of Highly Effective for 2019 fiscal year.

Ayes-5, Nays-0, Motion carried.

The meeting was adjourned at 7:37pm

CERTIFICATION

I hereby certify the attached is a true copy of the proposed minutes of a Regular Meeting held on the 10th day of December, 2018, and that said proposed minutes have been approved and made available to the public at the address designated on the posted public notice of said meeting from and after the 14th day of January, 2019.



Secretary, Board of Education

