

**LAKE CITY AREA SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING MINUTES
September 13, 2017**

A. CALL TO ORDER

The meeting was called to order by President Hose at 7:01 p.m.

B. PLEDGE OF ALLEGIANCE

President Hose led the assemblage in the Pledge of Allegiance.

C. ROLL CALL

Members Present: Craig Ardis, Ona Booms, Tamara Helsel (arrived at 7:09 p.m.), Rod Hose and Tom Redman

Members Absent: Brian Kunkel and Joe McGinness

D. APPROVE AGENDA

Motion by Redman, seconded by Ardis, to approve the agenda as presented.

Motion Carried 4-0

E. CONSENT AGENDA

- Approve Minutes of Regular Meeting August 9, 2017
- Approve Minutes of Special Board August 22, 2017
- Communications
- Activity Report
- Approval of Bills

Bills paid (General Fund)	\$646,497.06
Bills paid (Food Service)	82,835.27
Bills paid (2016 Debt Service Fund)	500.00
Bills paid (Capital Projects Fund)	5,000.00
Bills paid (2016 Construction Project Fund)	267,155.37
Bills paid (Sinking Fund)	93,778.20
Bills paid (Agency Funds)	3,601.81
Total	<u>\$1,099,367.71</u>

Motion by Redman, seconded by Ardis, to approve the consent agenda as presented.

Motion Carried 4-0

F. COMMENTS FROM PUBLIC - None

G. ADMINISTRATIVE REPORTS

1. Middle School, High School and Athletics – Dr. Hejnal reported that fall sports are off to a great start. Our football team is a favorite in the Highland Conference. He is very

excited to have Jim Snyder, High School Counselor/Dean of Students, and Brian Mason, math teacher, join his team. Jim and Brian are both addressed the Board and are thankful for the opportunity and are enjoying being the District. Homecoming week is next week with many activities including the powder puff football game. Career and College Prep coordinator, Josh Fairbrother, shared with the new 3-2-1 Program to ensure all students that graduate have a post high school plan in place. He has been following up and connecting with last year's graduates.

2. Elementary School – Mrs. Gill reported the elementary is off to a fast and furious start. The drop off and pick up procedures are working very well. She is happy with the new staff at the elementary. Kimberly Fleming moved here from the Traverse City ISD and says the staff has been very welcoming. Kiely Baldwin has been with our district for three years in other positions and is a new 2nd grade teacher this year. Emily Reppuhn is a CMU graduate who moved here from Grand Rapids to accept a 2nd grade teaching position. Trustee, Craig Ardis, commented that student drop off and dismissal is going very well and that he hopes the parents recognize that the procedures have all been put in place for student safety.
3. Superintendent – Mrs. Blaszak reported it has been an exciting start to the school year, beginning with the roof leaking in July. Liaison Officer, Eric Grace, has been well received. The construction project continues to be on time and on budget.

H. COMMITTEE REPORTS

1. Curriculum – Mrs. Blaszak reported the M-Step results show the elementary made gains in five out of eight categories.
2. Personnel – Mr. Ardis reported the staff handled the start of school year well. High school teacher Michelle Peterson has resigned and Amy Hannah joined the coaching staff as a middle school volleyball coach. The District had postings for a shuttle bus driver and safety patrol advisor.
3. Student Affairs – Mrs. Blaszak reported the student count in some high school and elementary classrooms are quite large. Enrollment is at 1201, the highest it has been in many years.
4. Operations – Mrs. Blaszak reported that there are many bond project pay applications and change orders to be approved on tonight's agenda.
5. Finance – Mrs. Helsel reported that the Board reviewed the financial reports, the millage levies and capital project expenditures that are on tonight's agenda for action.
6. Policy – Mr. Redman reported that the Board reviewed the student handbook and attendance policies. The Board revisited the volunteer policy and does not intend to make any changes at this time. We have some work to do on our schools website to become ADA compliant.

I. ACTION ITEMS

1. Memorandum of Understanding with Missaukee County Sheriff's Department

Motion by Helsel, seconded by Booms, that the Board approve the Memorandum of Understanding with the Missaukee County Sheriff's Department and authorize the Superintendent to execute the agreement on behalf of the District. The position will be funded from At Risk Funds for the 2017-18 school year.

Motion Carried 5-0

2. Authorize the Levy of 18 Mills

Motion by Redman, seconded by Helsel, that the Board authorize the levy of 17.973 mills on non-homestead and non-qualifying agricultural properties for the 2017 tax collection.

Motion Carried 5-0

3. Authorize the Levy of 1.1 Mills for the Sinking Fund

Motion by Helsel, seconded by Redman, that the Board authorize the levy of 1.1 mills on all properties for the 2017 tax collection.

Motion Carried 5-0

4. Authorize the Levy of 3.84 Mills for the Bond Obligation

Motion by Redman, seconded by Booms, that the Board authorize the levy of 3.84 mills on all properties for the 2017 tax collection.

Motion Carried 5-0

5. Capital Projects Purchases

Motion by Redmen, seconded by Helsel, that the Board approve the purchase and installation of security upgrades at the Russell Street building by TYCO in an amount not to exceed \$8,000 from the Capital Projects Fund. Also, that the Board approve the purchase and installation of woodshop equipment from multiple vendors in an amount not to exceed \$8,000 from the Capital Projects Fund.

Motion Carried 5-0

6. Bond Project Pay Applications

Motion by Helsel, seconded by Ardis, that the Board approve the following payments from the Bond Project Fund:

Elementary School:

- Hallmark Construction \$100,406.65
- Kerkstra Precast \$ 18,656.10
- Jacklin Steel \$ 8,338.50
- Hallmark Construction-General Trades \$ 22,275.00
- D & W Mechanical \$ 16,650.00
- Isenhart Electric \$ 23,850.00
- Pete's Contracting \$ 52,866.00

High/Middle School:

- Hallmark Construction \$102,502.26
- Kerkstra Precast \$ 28,577.69
- VanDellen Steel \$ 88,596.00
- Hallmark Construction-General Trades \$ 18,450.00
- Total Fire Protection \$ 3,082.50
- D & W Mechanical \$ 2,250.00
- Pete's Contracting \$ 34,830.00

Motion Carried 5-0

7. Bond Project Change Orders

Motion by Ardis, seconded by Helsel, that the Board approve the following change orders to the Bond Project agreements:

Elementary School:

- Jacklin Steel Add \$ 15,850.00
- Bouma Corporation Deduct \$ 25,000.00
- Franklin Holwerda Add \$ 3,463.00
- Pete's Contracting Add \$ 18,541.00

High/Middle School:

- Bouma Corporation Deduct \$ 31,500.00
- Block Electric Add \$ 7,000.00
- Pete's Contracting Add \$ 14,275.00

Motion Carried 5-0

8. Bond Project Contracts

Motion by Helsel, seconded by Redman, that the Board authorize the Superintendent to contract on behalf of the District with the following contractors to perform the work as outlined in the Renovation and Addition to the Elementary School and to the High/Middle School Projects to be paid from the Bond Project Fund.

Elementary School:

- Apple Fence for Temporary Fencing \$ 15,011.00
- Ball Construction for Asphalt Shingle Roof \$ 63,688.72
-

High/Middle School:

- Apple Fence for Temporary Fencing \$ 12,740.00
- Otwell Mawby for Soil & Concrete Testing \$ 6,055.00

Motion Carried 5-0

9. Sinking Fund Pay Application

Motion by Redman, seconded by Ardis, that the Board approve the following payment from the Sinking Fund:

- G. Freeland Roofing Systems, Inc. \$ 44,285.22

Motion Carried 5-0

10. Sinking Fund Invoice

Motion by Helsel, seconded by Ardis, that the Board approve the following payment of Lerg Contracting, Inc. in the amount of \$5,270.00 from the Sinking Fund.

Motion Carried 5-0

11. Approve Student Handbooks and Discipline Policies

Motion by Redman, seconded by Booms, that the Board approve the Elementary School, Middle School and High School Student Handbooks, including the associated discipline policies as presented.

Motion Carried 5-0

J. OTHER ITEMS

1. Board Committee Meetings
Wednesday, October 4th @ 6:30 p.m.
Mrs. Booms, Mrs. Helsel and Mr. Kunkel
Thursday, October 5th @ 6:30 a.m.
Mr. Ardis, Mr. Hose, Mr. Redman
Off-McGinness
2. Next Regular Board Meeting
Wednesday, October 11th @ 7:00 p.m.
High School Library

K. ADDITIONAL COMMENTS FROM PUBLIC – None

L. ADJOURNMENT

Meeting declared adjourned by President Hose at 7:49 p.m.

Respectfully submitted,
Joe McGinness, Board Secretary
Bethany Marion, Recording Secretary