

**LAKE CITY AREA SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING MINUTES
October 11, 2017**

A. CALL TO ORDER

The meeting was called to order by President Hose at 7:00 p.m.

B. PLEDGE OF ALLEGIANCE

President Hose led the assemblage in the Pledge of Allegiance.

C. ROLL CALL

Members Present: Ona Booms, Tamara Helsel, Rod Hose, Brian Kunkel, Joe McGiness and Tom Redman

Members Absent: Craig Ardis

D. APPROVE AGENDA

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

Motion Carried 6-0

E. CONSENT AGENDA

- Approve Minutes of Regular Meeting September 13, 2017
- Communications
- Activity Report
- Approval of Bills

Bills paid (General Fund)	\$529,675.75
Bills paid (Food Service)	2,421.30
Bills paid (2016 Debt Service Fund)	0.00
Bills paid (Capital Projects Fund)	0.00
Bills paid (2016 Construction Project Fund)	552,611.12
Bills paid (Sinking Fund)	51,131.22
Bills paid (Agency Funds)	19,020.04
Total	<u>\$1,154,859.43</u>

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

Motion Carried 6-0

F. COMMENTS FROM PUBLIC - None

G. AUDIT REPORT

Steve Kirinovic from Stevens, Kirinovic & Tucker, P.C. presented their auditor's report on the District's 2016-17 Financial Statements. He stated that the audit went well and that they issued an unmodified (clean) opinion on the District's financial statements.

H. ADMINISTRATIVE REPORTS

1. Elementary School – Mrs. Gill reported that the PTO Book Fair has been held this week. She also shared that 225 people have registered for the Color Run, an upcoming elementary fundraiser. The math recovery program and the electronic planning tool are both going very well.
2. Middle School, High School and Athletics – Dr. Hejnal reported that athletics are going well. Academically they are working on fine-tuning instruction and have completed 225 classroom visits so far this year. School Liaison Officer, Deputy Eric Grace, thanked the board for the opportunity to serve the district and shared some of the things he has been working on.
3. Superintendent – Mrs. Blaszak reported that she recently attended a very informative conference with Sherriff Bosscher in Traverse City on the effect of the legalization of marijuana.

I. COMMITTEE REPORTS

1. Curriculum – Mrs. Booms reported on the recent professional development on Schoology and the upcoming in-service on November 1st.
2. Personnel – Mrs. Blaszak reported that there are a few postings, including a draft for the Elementary School Principal position. On tonight's agenda is approval of the Superintendent goals and timeline.
3. Student Affairs – Mr. Kunkel reported on the Haunted Forest fundraiser for Camp Rotary and the freshman class to be held at Rachel and Cory Roger's home.
4. Operations – Mrs. Blaszak reported on the bond project pay applications, change orders and contracts on the agenda. She also reported that the Board has been asked to seek bids on some surplus assets in the District. Mr. McGiness reported that the revised construction schedule includes installation of the high school gymnasium panels to begin on Monday, October 23rd.
5. Finance – Mrs. Helsel reported on the financial reports and the audit report on the agenda. She also shared that enrollment is reported up 33 students this fall.
6. Policy – Mrs. Blaszak reported that she recently attended a 31A Legislative & Program meeting to discuss recent changes to this funding source. In addition, that the board has received sample rental fee policy for the gym and weight room.

J. ACTION ITEMS

1. Audit Report – Stevens, Kirinovic & Tucker, P.C.

Motion by Helsel, seconded by Redman, that the Board accept the 2017 audit report as presented.

Motion Carried 6-0

2. Superintendent Goals, Tool and Timeline

Motion by Kunkel, seconded by Redman, that the Board approve the Superintendent goals, the evaluation tool and the timeline to be utilized for her evaluation for the 2017-2018 school year.

Motion Carried 6-0

3. Bond Project Pay Applications

Motion by McGiness, seconded by Kunkel, that the Board approve the following payments from the Bond Project Fund:

Elementary School:

• Vell Construction	\$ 1,167.23
• Hallmark Construction	\$ 70,997.17
• Kerkstra Precast	\$ 313,812.89
• Jacklin Steel	\$ 16,591.00
• Hallmark Construction-General Trades	\$ 105,480.00
• Franklin Holwerda	\$ 26,100.00
• D & W Mechanical	\$ 21,870.00
• Isenhart Electric	\$ 58,500.00
• Pete's Contracting	\$ 45,570.60

High/Middle School:

• Vell Construction	\$ 1,620.34
• Hallmark Construction	\$ 60,746.13
• VanDellen Steel	\$ 107,958.19
• Hallmark Construction-General Trades	\$ 34,020.00
• D & W Mechanical	\$ 96,120.00
• Block Electric	\$ 29,700.00
• Pete's Contracting	\$ 18,753.30

Motion Carried 6-0

4. Bond Project Change Orders

Motion by McGiness, seconded by Helsel, that the Board approve the following change orders to the Bond Project agreements pending final Architect approval:

Elementary School:

• D & W Mechanical	Add	\$ 4,184.00
• Bouma Corporation	Deduct	\$ 7,227.50
• Hallmark Construction	Deduct	\$ 1,026.00

High/Middle School:

• Northern Michigan Glass	Add	\$ 1,154.00
• Interkal LLC	Add	\$ 6,211.00
• Block Electric	Add	\$ 3,647.30
• Pete's Contracting	Add	\$ 13,500.00
• Hallmark Construction	Add	\$ 10,022.25
• Hallmark Construction	Add	\$ 413.60
• VanDellen Steel Inc.	Add	\$ 4,097.00

Motion Carried 6-0

5. Bond Project Contracts

Motion by McGiness, seconded by Kunkel, 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. Contracts will be paid from the Bond Project Fund.

Elementary School:

- Apex Engineering for Steel Inspection \$ 1,300.00

High/Middle School:

- Apex Engineering for Steel Inspection \$ 3,900.00

Motion Carried 6-0

6. Sinking Fund Pay Application

Motion by McGiness, seconded by Helsel, that the Board approve the Application for Payment from the Sinking Fund to G. Freeland Roofing Systems, Inc. in the amount of \$14,036.50 for the High School Partial Re-Roofing project. Also, that the Board approve the Application for Payment for the retainage in the amount of \$16,900.08 to be released following an inspection of the project by the manufacturer, as well as receipt of the required closeout documents, including the manufacturer's warranty.

Motion Carried 6-0

7. Seek Bids to Sell Surplus Assets

Motion by Kunkel, seconded by Booms, that the Board authorize the Superintendent to seek and accept bids on the sale of two band saws, a planer joiner, a combination sander and 200 board feet of 1 inch red oak boards.

Motion Carried 6-0

K. OTHER ITEMS

1. Board Committee Meetings

Wednesday, November 1st @ 6:30 p.m.

Mrs. Booms, Mrs. Helsel and Mr. McGiness

Thursday, November 2nd @ 6:30 a.m.

Mr. Ardis, Mr. Kunkel, Mr. Redman

Off-Mr. Hose

2. Next Regular Board Meeting

Wednesday, November 8th @ 7:00 p.m.

High School Library

L. ADDITIONAL COMMENTS FROM PUBLIC - None

M. ADJOURNMENT

Meeting declared adjourned by President Hose at 7:39 p.m.

Respectfully submitted,

Joe McGiness, Board Secretary

Bethany Marion, Recording Secretary