

**LAKE CITY AREA SCHOOLS
BOARD OF EDUCATION
ORGANIZATIONAL MEETING & REGULAR MEETING MINUTES
January 10, 2018**

A. CALL TO ORDER

The meeting was called to order by Superintendent Blaszak at 7:00 p.m.

1. On behalf of the District, Superintendent Blaszak thanked each of the board members for their contribution and presented them with a certificate of appreciation.

B. PLEDGE OF ALLEGIANCE

Superintendent Blaszak led the assemblage in the Pledge of Allegiance.

C. APPOINT TEMPORARY CHAIRPERSON

Consensus of the Board was to appoint Superintendent Blaszak as temporary chairperson of the Organizational and Regular Board Meeting until the election of a Board President.

D. ROLL CALL

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

Members Absent: None

E. APPROVE AGENDA

Motion by Redman, seconded by McGiness, to amend the agenda to eliminate verbal committee reports and approve the agenda as amended.

Motion Carried 7-0

F. CONSENT AGENDA

- Approve Minutes of Regular Meeting December 13, 2017
- Approve Minutes of Special Meeting January 8, 2018
- Communications
- Activity Report
- Approval of Bills

Bills paid (General Fund)	\$695,837.64
Bills paid (Food Service)	\$54,738.05
Bills paid (Capital Projects)	\$4,812.37
Bills paid (2016 Construction Project Fund)	\$1,655,012.40
Bills paid (Sinking Fund)	\$2,337.33
Bills paid (Agency Funds)	\$18,043.20
Total	<u>\$2,430,780.99</u>

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

Motion Carried 7-0

G. COMMENTS FROM PUBLIC – None

H. ADMINISTRATIVE REPORTS –

1. Middle School, High School and Athletics – Dr. Tim Hejnal shared details of the 2nd annual career day. Josh Fairbrother reported there were 22 presenters representing 17 professions. Tim Hejnal introduced Mr. Steven Hejnal, new At Risk Teacher to the board. Steven thanked the board for the opportunity to return to his home school.
2. Elementary School – Mrs. Kay Gill was not in attendance.
3. Superintendent- Superintendent Blaszak recognized Mr. Jeff Jennette, WMISD Superintendent. Mr. Josh Hayes from K12 ETA gave an update of technology in the district.

I. COMMITTEE REPORTS – *Verbal committee reports were removed from the agenda.*

1. Curriculum – Mrs. Booms
2. Personnel – Mr. Ardis
3. Student Affairs – Mr. Kunkel
4. Operations – Mr. McGinness
5. Finance – Mrs. Helsel
6. Policy – Mr. Redman

J. INFORMATION

1. Policy Recommendations

Superintendent Blaszak has presented the Board with the following policy revision recommendations:

Policy 1421	Criminal History Record Check
Policy 1439	Administrator Discipline
Policy 2410	Prohibition of Referral or Assistance
Policy 2414	Reproductive Health and Family Planning
Policy 2418	Sex Education
Policy 3121	Criminal History Record Check
Policy 4121	Criminal History Record Check
Policy 4139	Staff Discipline
Policy 5630.01	Student Seclusion and Restraint
Policy 7540.03	Student Technology Acceptable Use and Safety
Policy 7540.04	Staff Technology Acceptable Use and Safety
Policy 7540.05	District-Issued Staff Email Account
Policy 7540.06	District-Issued Student Email Account
Policy 8142	Criminal History Record Check
Policy 8321	Criminal Justice Information Security (Non-Criminal Justice Agency)

These recommendations are submitted as a **second reading** with adoption scheduled for tonight's meeting. Copies are available for review at Central Office.

K. ACTION ITEMS

1. **MASB CHECKLIST FOR BOARD ACTION JANUARY 2018**

- A. Members holding office on January 1, 2018, and the expiration of their current terms are listed below:

Craig Ardis	term expires December 31, 2018
Joe McGinness	term expires December 31, 2018
Rod Hose	term expires December 31, 2020
Tom Redman	term expires December 31, 2020
Brian Kunkel	term expires December 31, 2020
Ona Booms	term expires December 31, 2022
Tamara Helsel	term expires December 31, 2022

- B. Election of officers

Call for nominations for President

Motion by Redman, seconded by Helsel, to nominate Rod Hose for President.

Motion Carried 7-0

Motion by Ardis, seconded by Kunkel, to nominate Tom Redman for Vice-President.

Motion Carried 7-0

Motion by Redman, seconded by Kunkel, to nominate Joe McGinness for Secretary.

Motion Carried 7-0

Motion by Kunkel, seconded by Redman, to nominate Tamara Helsel for Treasurer.

Motion Carried 7-0

(Length of office – from the organizational meeting to the next following organizational meeting in January 2019)

- C. Adoption of schedule of regular board meeting dates for the calendar year

Day – Second Wednesday

Time – 7:00 p.m.

Location – Superintendent's Office (July and August)

High School Library (September through May, except December)
High School Auditorium (June and December)

Committee Meetings (see Exhibit A)

Motion by Redman, seconded by Helsel, to adopt the checklist item C as presented.

Motion Carried 7-0

2. Appoint Committees

President Hose appointed the following Board committee chairpersons:

Curriculum – Ona Booms
Personnel – Craig Ardis
Student Affairs – Brian Kunkel
Operations – Joe McGinness
Finance – Tamara Helsel
Policy – Tom Redman

3. Policy Recommendations

The Board has had both first and second readings of the recommended Board Policies.

Policy 1421	Criminal History Record Check
Policy 1439	Administrator Discipline
Policy 2410	Prohibition of Referral or Assistance
Policy 2414	Reproductive Health and Family Planning
Policy 2418	Sex Education
Policy 3121	Criminal History Record Check
Policy 4121	Criminal History Record Check
Policy 4139	Staff Discipline
Policy 5630.01	Student Seclusion and Restraint
Policy 7540.03	Student Technology Acceptable Use and Safety
Policy 7540.04	Staff Technology Acceptable Use and Safety
Policy 7540.05	District-Issued Staff Email Account
Policy 7540.06	District-Issued Student Email Account
Policy 8142	Criminal History Record Check
Policy 8321	Criminal Justice Information Security (Non-Criminal Justice Agency)

Motion by Redman, seconded by Kunkel, that the Board approve the policies as presented.

Motion Carried 7-0

4. Bond Project Pay Applications

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

BOND PROJECT PAY APPLICATIONS FOR BOARD APPROVAL:

ELEMENTARY:

Bloxsom Roofing	\$	138,945.60
Bouma (Drywall)	\$	45,775.35
D & W Mechanical	\$	138,690.00
Feyen Zylstra	\$	8,873.33
Hallmark Construction (General Trades)	\$	72,004.75
Isenhart Electric	\$	30,527.54
Jacklin Steel	\$	8,154.00
Kerkstra Pre-Cast	\$	14,026.04
Northern Michigan Glass	\$	28,674.00
Otwell-Mawby	\$	621.90
Ritsema Insulation	\$	4,950.00
Straus Masonry	\$	313,645.50
Vell Construction	\$	44,700.00

HIGH SCHOOL:

Block Electric	\$	4,500.00
D & W Mechanical	\$	70,387.20
Feyen Zylstra	\$	13,082.90
Hallmark Construction (Concrete)	\$	18,230.00
Hallmark Construction (General Trades)	\$	13,455.00
Kerkstra Pre-Cast	\$	101,524.75
Otwell-Mawby	\$	605.50
Straus Masonry	\$	126,436.50
Thyssen Krupp	\$	30,986.10
Vell Construction	\$	14,700.00

Motion Carried 7-0

5. Bond Project Change Orders

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

BOND PROJECT CHANGE ORDERS FOR BOARD APPROVAL:

ELEMENTARY:

Isenhart Electric	\$	621.90	Increase
Isenhart Electric	\$	1,763.47	Increase

HIGH SCHOOL:

From Last Month:

Block Electric - Generator	\$	90,002.00	Increase
Hallmark Construction (Gym Floor Covering)	\$	17,300.83	Increase

Current Month:

Thyssen Krupp	\$	1,033.00	Increase
Block Electric	\$	(7,250.00)	Deduct
Northern Michigan Glass	\$	(1,342.00)	Deduct
Feyen Zylstra	\$	(1,215.26)	Deduct
Bloxsom Roofing	\$	(2,440.00)	Deduct
National Coatings	\$	(500.00)	Deduct
D & W Mechanical	\$	(4,892.00)	Deduct
Pete's Contracting	\$	(1,500.00)	Deduct

Motion Carried 7-0

6. Transfer Funds from Fifth Third Bank

Motion by Helsel, seconded by Booms that the Board authorize the Business Manager to transfer funds from Fifth Third Bank to Chemical Bank and MILAF, and close the Fifth Third Bank accounts.

Motion Carried 7-0

7. Resolution to Call Special School Election

Motion by McGiness, seconded by Redman that the Board adopt the resolution and ballot language as presented, which includes the millage restoration for 2018 and the annual operating millage for 2019 and 2020.

Motion Carried 7-0

L. OTHER ITEMS

1. Committee Meetings –

Wednesday, February 7th @ 6:30 p.m. -

Mr. Hose, Mr. McGiness, Mr. Redman

Thursday, February 8th @ 6:30 a.m. -

Mr. Ardis, Mrs. Booms, Mrs. Helsel

Off – Mr. Kunkel

2. Next Regular Board Meeting

Wednesday, February 14th @ 7:00 p.m.

High School Library

M. ADDITIONAL COMMENTS FROM PUBLIC

1. President Hose recognized retiring Board Secretary Mrs. Beth Marion for her years of service.

N. ADJOURNMENT

Meeting declared adjourned by President Hose at 7:30pm.

Respectfully submitted,

Joe McGiness, Board Secretary

Tracy Reitz, Recording Secretary