

ELK RAPIDS BOARD OF EDUCATION

MONDAY, JANUARY 21, 2019
REGULAR MEETING MINUTES

6:00 P.M.

“Where Excellence Is A Tradition!”

Regular Session (Monthly) meeting at the Elk Rapids High School in Room 124,
308 Meguzee Point Road, Elk Rapids, Michigan at 6:00 p.m.

1. CALL TO ORDER: ROLL CALL

Board of Education:

Trustee Carol Pressman	P	Trustee Martha McGuire	P
Trustee Holly Spencer	P	Trustee Jennifer Brown	P
Trustee Sherry L. Steffen	P	Trustee Andrew Raymond	P
Trustee Darryl Antcliff	E		

Central Staff:

Interim Superintendent Tom Enslin	P
Adm. Secretary Kortni Huron	P
Director of Finance Bill Melching	P

2. CHANGES AND ADDITIONS TO THE AGENDA

Change of order of special presentations. Three Lakes Association to come before Sunrise Graduates.

Student/Staff Spotlight to be tabled until February 4, 2019 regular meeting.

3. COMMUNICATIONS FROM THE PUBLIC (AGENDA ITEMS ONLY)

Time limitations: Thirty minutes total, fifteen minutes per item, five minutes per speaker per item.

4. BOARD COMMITTEE REPORTS

None to report.

5. STUDENT/STAFF SPOTLIGHT

- ~~Elk Rapids High School – AP Biology Presentation – Matt Carter~~

6. SPECIAL PRESENTATION

- School Board Recognition Month – Special Recognition by Superintendent Enslin
- Sunrise Graduates – Special Recognition by Kathy Breece
 - Luis Juarez
 - Carriann Gay
- Three Lakes Association Presentation – Clayton Friend

7.

CONSENT AGENDA

APPROVAL OF MINUTES

- December 3, 2018
- December 10, 2018
- December 17, 2018

APPROVAL OF BILLS

- General Fund Expenditures – \$235,267.22
- 2016 Technology and Facilities Bond- \$37,221.96
- 2017 School Improvement Bond - \$1,002.50

PERSONNEL

STAFF RESOURCE PERSON

80-19 APPROVAL OF JENNY PIKE AS ADMINISTRATIVE ASSISTANT

J. Ziecina

RESOLVED: That Jenny Pike be approved as Administrative Assistant at Mill Creek Elementary as of January 1, 2019.

81-19 APPROVAL OF CHRIS HINES AS A PARAPROFESSIONAL

M. Travis

RESOLVED: That Chris Hines be approved as At-Risk Mathematics Paraprofessional at ERHS and Sunrise Academy as of January 3, 2019.

82-19 APPROVAL OF LEAVE OF ABSENCE FOR LAURA COBB

B. McKenna

RESOLVED: That Laura Cobb be approved for an unpaid leave of absence beginning on January 3, 2019 and commencing on June 7, 2019.

83-19 APPROVAL OF EMILY WHITE AS A THIRD GRADE TEACHER AT LAKELAND ELEMENTARY

B. McKenna

RESOLVED: That Emily White be approved to fill Laura Cobb's leave of absence for the remainder of the 2018-2019 school year.

84-19 APPROVAL OF SAMANTHA BISSELL AS MIDDLE SCHOOL COUNSELOR

J. Haggerty

RESOLVED: That Samantha Bissell be approved as the Cherryland Middle School Counselor. Ms. Bissell is to be placed at Step 7 of the Master Agreement teacher salary schedule as of January 14, 2019.

85-19 APPROVAL OF KIM MELCHING AS MARKETING DIRECTOR

T. Enslin

RESOLVED: That Kim Melching be approved as District Marketing effective immediately.

**86-19 APPROVAL OF KIM HENDRY AS TITLE ONE
PARAPROFESSIONAL AT LAKELAND ELEMENTARY**

B. McKenna

RESOLVED: That Kim Hendry be approved as the Title One Paraprofessional at Lakeland Elementary. Mrs. Hendry is to be placed at Step 1 of the Paraprofessional Wage Scale as of January 3, 2019.

87-19 APPROVAL OF DIRECTOR OF FINANCE CONTRACT

T. Enslin

RESOLVED: That the contract for the Director of Finance, Bill Melching, for three (3) years (term November 26, 2018-June 30, 2022), be approved.

Motion by Steffen, seconded by Pressman to approve the Consent Agenda as presented.

Motion carried unanimously.

8. DISCUSSION ITEMS

1. Board Policy Update – Second Reading, Vol. 32, No. 2

- 0143.1 – Public Expression of Board Members
- 1421 –Criminal History Record Check (Administration)
- 3121 – Criminal History Record Check (Professional Staff)
- 4121 – Criminal History Record Check (Support Staff)
- 4162 – Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees Who Perform Safety Sensitive Functions
- 5111 -- Eligibility of Resident/Non Resident Students
- 7540.02 – Web Accessibility, Content, Apps and Services
- 8321 – Criminal Justice Information Security

Board Policy Update – Second Reading, Vol. 33, No. 1

- 0100 – Definitions
- 0122 – Powers and Philosophy
- 0131.1 – Functions
- 0143.1 – Membership
- 0165.6 – Meetings
- 0166 – Agenda
- 0167.1 –Voting
- 0167.2 – Closed Session
- 0167.3 – Public Participation at Board Meetings
- 0167.6 – Use of Social Media
- 1422 – Nondiscrimination and Equal Employment Opportunity (Admin)
- 1662 – Anti-Harassment
- 2112 – Parent and Family Engagement
- 2260 – Nondiscrimination and Access to Equal Educational Opportunity
- 2261 –Title I Services
- 2261.01 – Parent and Family Member Participation in Title 1 Programs
- 2261-03 – District and School Report Card

- 2271 – Post Secondary (Dual) Enrollment Option Program
- 2700 – P.A. 25 Annual Report
- 3120 –Employment of Professional Staff
- 3120.04 – Employment of Substitutes
- 3122 – Nondiscrimination and Equal Employment Opportunity (Professional Staff)
- 3130 –Assignment and Transfer
- 3362 – Anti-Harassment
- 4122 –Nondiscrimination and Equal Employment Opportunity (Support Staff)
- 4162 – Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees Who Perform Safety Sensitive Functions (Support Staff)
- 4362 –Anti-Harassment (Support Staff)
- 5330 –Use of Medications
- 5460 – Graduation Requirements
- 5517 – Anti-Harassment (Students)
- 5517.02 –Sexual Violence
- 5540 – Interrogation of Students
- 5610 – Emergency Removal, Suspension, and Expulsion of Students
- 5610.01 (Rescind) Expulsions/Suspensions – Required by Statute
- 5611 – Due Process Rights
- 5630.01 – Student Seclusion and Restraint
- 6325 –Procurement – Federal Grants/Funds
- 6350 (Rescind) Prevailing Wage Coordinator
- 8210 – School Calendar

2. Strategic Plan

Debbie Stair will facilitate the implementation meeting on March 5th, 2019 and present to the Board of Education on March 18th, 2019 with a special meeting.

9. ACTION ITEMS

STAFF RESOURCE PERSON

88-19 APPROVAL OF DONATION TO ELK RAPIDS SCHOOLS

T. Enslin

RESOLVED: That a donation in the amount of \$500, from Exxon Mobil, be accepted with great appreciation.

**Motion by Brown, seconded by Pressman to approve the resolution as presented.
Motion carried unanimously.**

89-19 APPROVAL OF 2% GRANT TO ELK RAPIDS SCHOOLS

T. Enslin

RESOLVED: That a grant in the amount of \$4,200, from The Grand Traverse Band of Ottawa and Chippewa Indians to be used specifically for the cost of students to attend Band Camp on July 14-19, 2019, be accepted with great appreciation.

**Motion by Raymond, seconded by Steffen to approve the resolution as presented.
Motion carried unanimously.**

90-19 APPROVAL OF SUMMER TAX COLLECTION

B. Melching

RESOLVED: That the Director of Finance be authorized to negotiate and approve Summer 2019 tax collection rates with the following townships:

- Elk Rapids Township
- Torch Lake Township
- Acme Township
- Milton Township
- Whitewater Township
- Clearwater Township

Motion by Pressman, seconded by Steffen to approve the resolution as presented.

Motion carried unanimously.

91-19 APPROVAL OF CHERRYLAND MIDDLE SCHOOL BASKETBALL COACHES

J. Haggerty

RESOLVED: That the following middle school girls basketball coaches be approved:

- Darren Bergquist – 7th grade team
- Amy Jenema – 8th grade team

Motion by Brown, seconded by Raymond to approve the resolution as presented.

Motion carried unanimously.

10. SUPERINTENDENT’S REPORT

- 1. With the recent below zero temperatures there was water damage to Cherryland Middle School and to the High School. As of Monday afternoon all repairs have been made.**
- 2. Upon researching the temperature threshold for canceling school there is not an official threshold but the safety of our students will remain the number one priority.**
- 3. We have made a decision to move forward and purchase School Messenger and discontinue using Remind. It will take about 4-5 weeks to be implemented with professional development days between the building principals, lead secretaries and central office.**
- 4. Weekly meetings with students at all grade levels will begin Friday, January 25th at Mill Creek Elementary. Mr. Enslin will rotate buildings weekly with a group of 8-10 students.**
- 5. In communication with community members about the housing in our area.**
- 6. Each building in our district recognized Martin Luther King Jr. Day in different and unique ways.**

11. COMMUNICATIONS FROM THE PUBLIC

Time limitations: Same as above.

- 1. Mike Pelofske, 305 River Street, Elk Rapids. Request that Martin Luther King Day be observed by district.**
- 2. Janet Beebe. Questions about the 4-5 week time gap between using Remind and School Messenger and also about PowerSchool not working for the 8th grade students. Plans to meet with Mr. Enslin.**

3. Melissa West. Emailed the Board of Education about the on goings in the district regarding the observance of Martin Luther King Day.

12. **CORRESPONDENCE TO AND FROM THE BOARD OF EDUCATION**

None

13. **SCHEDULED ACTIVITIES/FUTURE MEETINGS**

- ~~February 1, 2019 – Strategic Planning with MASB at 10am-2p.m.~~ **March 5th, 2019**
- February 4, 2019 – Facilities and Finance Committee at 5:00p.m.
- February 4, 2019 – Regular Board Meeting at 6:00 p.m.
- ~~February 25, 2019 – Debbie Stair to present Strategic Plan to BOE~~ **March 18th, 2019**

14. **COMMENTS FROM THE BOARD OF EDUCATION**

Jennifer Brown: In addition to the Grand Traverse Band of Ottawa and Chippewa Indians awarding 2% Grant to the band, Project Graduation was also awarded \$4,900. The ERHS Drama Club will be presenting Rumors this Friday, January 25th and Saturday, January 26th.

Andrew Raymond: While attending a recent basketball game a group of 7th grade students performed a jump rope routine for their community project and it was cool to watch.

14. **ADJOURNMENT**

Motion by Brown, seconded by McGuire to adjourn at 6:50 p.m.

Motion carried unanimously.

Respectfully Submitted,

SHERRY STEFFEN
Secretary

KORTNI HURON
Recording Secretary