

REGULAR MEETING

A Regular meeting of the Benzie County Central Board of Education was held Monday, December 13, 2021, in the Board of Education Conference Room. *MDHHS has amended its order to now allow for in-person board meetings that are exempt from the 25 person capacity limit. Updates can be found [here](#). It is recommended that if we are holding an in-person board meeting, we not allow virtual public comment but only allow those in attendance to comment. (If a school board is not conducting a virtual meeting in whole or in part under OMA, MASB recommends that the board limit public comment to individuals who are attending the meeting in person.)*

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President Childs called the meeting to order at 7:01 p.m.

Members Present: Mr. Childs, Mr. Barnard, Mrs. Brown, Mrs. Pomper, Ms. Cota Hill

Maya Musgrave, Student Representative (Non-voting member)

Members Absent: Mr. Noffsinger, Mrs. Johnston

21-22-067 It was moved by Mrs. Brown and supported by Ms. Cota Hill to approve the agenda as presented.

Ayes: 5

Nays: 0

Motion Carried

21-22-068 It was moved by Mr. Barnard and supported by Mrs. Pomper to approve Consent Grouping items as presented.

A. Minutes: November 8, 2021 Regular | November 29, 2021 Special

B. Business: General Fund Bills – \$830,658.32

C. Support Staff Appointments: NONE

D. Staff Assignment Changes: NONE

E. Leave of Absence:

1. Wakako Wynkoop – (continued extension)

2. Renee Nowak

Ayes: 5

Nays: 0

Motion Carried

District Impact Team Update: Superintendent Erfourth shared the following on behalf of Board of Education secretary, Stephanie Johnston: The District Impact Team continues to meet weekly. Tuning protocols are in full swing. We looked at Behavior Data from Crystal Lake and Betsie Valley. This process showed that we need system-wide support for substitutes, bus drivers, specials teachers and new teachers in what requires a behavior intervention verses how to handle situations on the spot. Lake Ann shared their behavior data as well and thoughts were shared about calming hot spots within the building. Lastly, behavior data for the high school was shared with support needed for both staff and a specific group of students. The Special Education PLC team has kept us abreast of the work that is being done with the biggest push right now related to a district general supervision survey. The goal of this team is to support student learning

and outcomes for Special Education Students. Additionally, the DIT completed at CLC Protocol with Fall NWEA Data where we discovered the biggest discrepancy was the math achievement data. A math committee team comprised of elementary, secondary, and Special Ed/Title teachers is being assembled and charged with improving math outcomes for the district. Lastly, the new elementary counselor reviewed SEL data giving our district a great base-line from which to begin.

With that, Mrs. Johnston had shared Acronyms and terms as requested by the Board of Education on November 8, 2021.

DIT – District Impact Team comprised of staff both teaching and admin from all buildings as well as NWEA (TBAISD). Meets weekly.

BIT – Building Impact Teams comprised of select staff from each building. Meeting frequencies vary per building but at minimum monthly.

PLC – Professional Learning Community is time given to staff of a similar content area or grade level for collaboration

SEL – Social Emotional Learning; all of the ‘stuff’ outside of traditional education like emotion recognition, social perspective-taking or problem-solving, and self-control.

CLC – A data analysis tool/process where causal theories are developed while examining a specific data set and action plans are derived based on priority.

NWEA -- Northwest Evaluation Association; provider of assessments

Student Council Report: Student Council Board of Education Representative, Maya Musgrave. Maya shared that the student council has been very busy planning the holiday luncheon that will take on Tuesday, December 21 and the activities and raffle that will take place on Wednesday, December 22. Maya shared that members of the high school Interact Club and National Honor Society volunteered at the Toys for Tots and the Trinity Lutheran Church. Maya noted that tomorrow was their next scheduled student council meeting and she asked the board of education what, if anything, they would like Maya to share with the students. Superintendent Erfourth suggested the student voice culture/climate survey and student recognition ideas.

Events coming up:

- Sounds of the Season Choir Concert (MS/HS) – December 16, 2021 7:00 PM.

Administration Report:

- A. NMSLA – Superintendent Erfourth shared the following December 13, 2021 NMSLA Update.

Legislative Update

This week, the House Appropriations Committee began hearings on [House Bill 5523](#) which contains supplemental funding for the Department of Health and Human Services. Like the bills passed last week for public safety and water infrastructure, this is one more bill to spend some of the federal funds from the America Rescue Plan Act. We expect to continue to see issue or department specific bills to appropriate all of the funds received from the federal government well into the new year.

This bill includes \$300 million for COVID-19 tests for schools. The tests would be purchased by DHHS and distributed to Intermediate School Districts who would then distribute them to local districts. Districts could opt to purchase their own tests rather than getting them through the ISD and then request reimbursement from DHHS.

The bill is expected to be approved by the committee at its next hearing.

Senate Education Begins Hearing on Substitute Teacher Change

The Senate Education and Career Readiness Committee began hearings on [House Bill 4294](#) this week. This bill would allow districts to use a current employee as a substitute teacher, even if they do not have a teaching certificate. The person would need to have a high school diploma or equivalent and be employed by or work for the district. It specifies that the employee would be paid the higher of either their normal salary or the substitute pay rate. This provision would sunset on June 30, 2022.

House Education Approves Seizure Training Bill

On Tuesday, the House Education Committee approved House Bill 4970, which would require school personnel to take training on seizure recognition and first-aid responses. The training would have to be done biennially. The district would also have to ensure that students who are being treated for a seizure disorder have an action plan on file as part of the student's record.

Concerns were raised about adding more training requirements for all staff on top of the many that are already required by law. It was suggested that the bill be scaled back to limit the impact on staff. Proponents spoke to the benefits to students with seizure disorder in receiving first aid instead of waiting for paramedics to respond to a 911 call.

The bill was approved unanimously and now goes to the full House for consideration.

Student Count Flexibly- Stomas and Schmidt sponsored to allow for flexibility in the number of days students are in attendance has stalled and will not be reviewed until January.

Proposed bills about dyslexia, association dues are both stalled and likely not coming for a vote.

House has approved 50 million in expenditures for school resource officers. This will likely be a grant schools will need to apply for to receive funds.

A pro-voucher group was able to get their ballot language approved by the secretary of state office. Petitions for this may begin to circulate.

- B. Benzie Academy Update – Principal, David Clasen – Mr. Clasen shared with the Board of Education an enrollment overview for Benzie Academy. Currently, there are 100 students enrolled in Benzie Academy; 56 males and 44 females. Students at Benzie Academy have the opportunity to attend AM sessions, PM sessions, and 100% virtual. There are 14 students who attend the AM session on a regular basis, and 7 students that attend in the afternoon, with Friday being a drop in work day for additional supports. These students combined are enrolled in approximately 700 sections. Students have access to athletics, art, gym, band, choir, CTC, Dual Enrollment, and Advanced and AP Courses. Principal Clasen introduced lead teacher, Elaine Taghon. Elaine is assisted throughout the day by Nancy Reed, Dan Long, and Tami Roeske for two-way communication and subject content supports. Dylan Lightfoot is the designated building substitute. Ann Donn, SafeNet Prevention Specialist from Centra Wellness, Jamie Vanduin from Third Level, and Greg Sudell GTB Youth Intervention provide additional supports and resources throughout the week. Superintendent Erfourth was pleased to announce that Benzie Central just posted for a secondary counselor at Benzie Academy to provide additional support to the growing student population.**
- C. Fall Sports Update – Athletic Director, Eli Harris – Athletic Director Harris shared high school participation numbers for fall sports.**

SPORT	BOYS	GIRLS	TOTAL
Football	41	0	41
Cross Country	13	12	24
Soccer	13	0	13
Volleyball	0	20	20
Cheerleading	0	6	6
TOTAL	67	38	105

Mr. Harris shared that there are currently 335 students enrolled at the high school. Of that 105 participated in fall sports; 100 from the high school and 5 from Benzie Academy. This indicates that 29.8% of our high school student body and 5% of the Benzie Academy student population were involved in athletics for the fall 2021 season.

Several recognitions were mentioned:

Senior All-Star Football Game – Michael Wooten

Record –Eagle Dream Team – Mylie Kelly (Cross Country), Hunter Jones (Cross Country), and Kevin Hubbell (Soccer.)

All-State Athletes – Kevin Hubbell 2nd team All-State (3rd year), Elise Johnson 21st in the state (Cross Country), Mylie Kelly 6th in the state, Hunter Jones 3x state champion (Cross Country).

Team Academic All-State – Football, Volleyball, Boys Cross Country, Girls Cross Country. Currently, we are still awaiting soccer results.

Individual Academic All-State – Hunter Jones, Mylie Kelly, Maya Musgrave, Elise Johnson, Michael Musgrave, Nate Childers, Devon Harris, Ike Koscielski, Ethan Lemmen, and Quinn Zickert.

Mr. Harris added that the Athletic Department is in the informational stage of ArbiterPay.

- D. Growth Plan Update – Superintendent Erfourth – Superintendent Erfourth shared the two areas of focus from her growth plan this year and the work she is doing to support that area of growth.**

The district leader ensures clear and measurable goals are established for all relevant areas of responsibility that are focused on the most critical needs for improving student achievement.

- Use DIT to set district goals for math, reading, SEL, and attendance
- BITs then will set individual goals for math, reading, SEL, and attendance
- Report progress to board- original goals, progress at each benchmark
- Work with Rick and Cindy to create a MICIP monitoring system to support admin and track progress

The district leader ensures that district-level programs, curricula, and other initiatives can be adequately addressed in the time available to the district and schools.

- Weekly LFPS and walkthroughs with building admin to calibrate, support teacher/admin growth with a focus on instructional techniques, formative assessment, differentiation, and curriculum planning
- Bring Terry Morgan to Benzie for 4 PD days to support formative assessment work and use of instructional rounds
- Every building will have weekly PLCs to discuss instruction, student growth, and best practices

Superintendent Erfourth's recommendation is to update goals and progress in December, move to closed session in February for Evaluation, take action in March for Evaluation approval, and once again present goals for the year in August.

- E. Fall Student Data Report – Superintendent Erfourth – Superintendent Erfourth shared the fall NWEA data:**

Reporting Category	Fall 2021	
	Reading	Math
All Students	51%	48%
English Learner	N/A	N/A
Female (169)	43%	33%

Male (205)	41%	44%
African American	60%	53%
American Indian	34%	32%
Asian	N/A	N/A
Hispanic	55%	77%
Multi-ethnic	54%	56%
White	53%	56%

Reporting Category	Fall 2021	
	Reading	Math
All Students	35%	31%
English Learner	N/A	N/A
Female	38%	23%
Male	32%	39%
African American	1%	5%
American Indian	14%	15%
Asian	N/A	N/A
Hispanic	13%	77%
Multi-ethnic	91%	80%
White	28%	31%

Reporting Category	Fall 2021	
	Reading	Math
All Students	59%	51%
Econ. Disadvantaged	49%	38%
Special Education	53%	15%
English Learner	N/A	N/A
Female	63%	47%
Male	54%	54%
African American	0%	0%
American Indian	50%	25%
Asian	66%	33%
Hispanic	33%	33%
Multi-ethnic	22%	38%
White	61%	52%

F. Parent Advisory Council Report – Superintendent Erfourth – Mrs. Erfourth shared that we held our first parent advisory council on December 7. We had representatives from BV, CL, MS, and HS. Some members were unable to attend. We discussed the purpose of this group (Share what is happening in each building, collaborate on ways to improve the school/community, Provide Input on the District’s Strategic Plan, serve as a voice for parents), shared an update on bond projects, and parents shared out concerns/ideas related to their buildings. Our next meeting will be on January 18 at 6:00 PM in the Board Of Education Conference Room. Agenda topics include Deputy Miller and our emergency preparedness plans and roundtable update from buildings.

- G. ARP Esser III Use of Funds Survey Results – Superintendent Erfourth shared that we had 217 responses to our survey. Top survey results were upgrading HVAC/improving indoor air quality, improving facilities, hiring additional staff, providing PPE, providing mental health services/counselors, tutoring, summer learning, planning for closure/technology, technology upgrades/use of technology for learning loss, project-based learning, and strengthening community relationships. Justin is completing our ESSER plan but we are planning for the following: hiring a counselor for Benzie Academy, paying online learning platforms (Edgenuity/Pathblazer), HVAC upgrades for busses/buildings, UV light technology for cleaning in all buildings for paying for staffing, auditorium upgrades, paging system, summer school, hiring additional support staff/designated substitutes, and technology.**
- H. Benzie Academy 6-12 Course Catalog, updated to accommodate growing student population – Executive Assistant to the Superintendent, Catina Crossman, shared that each fall the Board of Education approves board approved courses in the form of a course catalog. This past fall, the Board of Education approved the 2021/22 Edgenuity Course Catalog. Given the population of the Benzie Academy is growing, now at 100 students, there is a need to add the following:**
- Online Seminar
 - College and Career Development (Career Tech Center)
 - Dual Enrollment
 - Advanced Placement and Advanced CORE subjects
 - Virtual Synchronous Learning
 - Special Education Supports in CORE, Elective subjects, and seminar based on Individualized Education Plans (IEPS).
- I. Auditorium Support/Upgrades Update – Superintendent Erfourth shared that Cody Bower was resigning from his lights and sound support role for the auditorium effective January 1, 2022. Mrs. Erfourth also met with Bret Emerson, our technology consultant, to review the scope of the project for light and sounds upgrades. Mr. Emerson took photos and toured the auditorium. He is compiling his findings to create a project proposal to put out for bid in January 2022.**
- J. Lake Ann Elementary Classroom Bids – Superintendent Erfourth shared that Kris Gerke, Wolgast, will be available online to talk through our bid opening. We are over budget but have reviewed the scope of work and cannot eliminate anything. We are proposing that the board accept the low bidders and that we take 2% contingency from all other projects to cover the overage.**
- K. Resignations:**
- Sarah Ross – Head Coach – Girls Varsity Basketball
- L. Retirements:**
- Dan Long – Benzie Academy and Computer Technology Teacher - Secondary

Board of Education/Committee Reports –

A. Buildings and Grounds Committee –

1. **Bond Project Updates – Board of Education President Brian Childs spoke on behalf of the Buildings and Grounds CORE team. Mr. Childs shared that the first two projects that went out for bid were over budget. The bus garage was a big shocker, so reducing the scope of work will be necessary to bring down the cost. The cost of steel is up (up 60% from 2 years ago), the cost of sight work is up, and diesel costs have doubled. Superintendent Erfourth added that we have eliminated approximately 6,000 square feet from the new elementary. We are hoping this will help with the overages from the projects. We are meeting to determine how to change the scope of the transportation department since it came in about \$900K. Possible reductions include reduced site work, raising the site, eliminating concrete, eliminating electrical posts, shrinking parking spots, eliminating the wash bay. We have also reduced the size of the weight room by taking a 4 ft. slice out which removes a window and a column. The HS remodel and addition phase 1 is out for bid. Betsie Valley is going out for bid this week. Openings are scheduled for January 5. Mrs. Erfourth also added information regarding the Henry Road Update. The road commission is investigating the feasibility of moving Henry Rd closer to the DTE substation or if it is possible to build Henry Rd on the school's property (we would give them an easement) and then Henry would cross back over at the one DTE approved crossing. Matt Skeels is following up with DTE. President, Brian Childs, urged the members of the Board of Education to reach out and thank our county commissioners for working with our school district.**

2. **Platte River Elementary Update – Purchase Agreement – Superintendent Erfourth provided the Board of Education with a proposed purchase agreement. This agreement is authorizing Benzie County Central Schools to enter into a purchase agreement with the Road Commission for the transfer of Platte River Elementary. The board will also need to authorize Superintendent Erfourth to modify and execute closing documents, subject to legal review, on the district's behalf. This will need to be included in the motion that is made. In addition, Kirk Herald, Thrun Law Firm, was able to get Homestead Township to sign off on all documents. He has asked that the board reapprove the easement and sign all documents with December 13th as the closing date. This way all of the attachments are the agreed-upon attachments. This item will be officially completed on this evening if approved.**

3. **Paging System Upgrades Update – Commtech Design – Superintendent Erfourth shared that Bret Emerson, Dave W, Bernie Killeen and Dennis Bailey met with her last week to kick off the paging upgrade. Each building administrator has reviewed the zone set up and has approved their plan. Work is scheduled to begin next week on second shift. The plan is to start with Betsie Valley Elementary and then move to Lake Ann Elementary and end with the MS/HS. The whole project is set to be completed by end of**

February 2022.

B. Policy Committee –

The Policy Committee met to review the following policies. The Board of Education will vote on these policies January 10, 2022 at their regularly scheduled Board of Education meeting.

1. **Policy 2201 Board Powers/General Powers and Policy 4601 General:** *These existing policies provide authority to the Superintendent to manage the day-to-day operations of the district even where there is not a specific policy addressing a particular issue. This change is intended to address changes to health and safety circumstances that occur as a result of the COVID-19 pandemic.*
2. **Policy 3119 Experimental or Pilot Programs:** *This optional new policy provides a framework for implementing pilot or experimental programs in the district.*
3. **Policy 4205 Hiring and Background Checks:** *This existing policy was updated to include confidentiality measures for maintaining criminal background check information and reference 4205-AG-1.*
4. **4205-AG-1 Criminal Justice Information Security (Non-Criminal Justice Agency):** *Thrun Law Firm has been in contact with the Michigan State Police (“MSP”) to develop this Administrative Guideline to ensure compliance with state and federal requirements for maintaining criminal background information for employees and applicants. The MSP reviewed this Administrative Guideline and approved its contents. If your district is undergoing an audit by the MSP, the district must provide this Administrative Guideline to pass the audit. Because this Administrative Guideline is not optional, it is being provided to all policy subscribers. For those districts that subscribe to the Administrative Guidelines and Forms, the previous 4205-AG is referred to 4205-AG-2 in the updated Table of Contents.*

C. Finance Committee – Superintendent Erfourth shared that our audit has been postponed until January 2022 due to a death in the family of our auditor.

D. Educational Foundation – NONE

E. Liaison/Curriculum –NONE

F. Negotiations – NONE

G. Benzie Academy – NONE

Audience Participation (Agenda Items Only) – NONE

Discussion Topics:

1. **Return to Benzie Plan – Superintendent Erfourth shared that MDHHS has released new guidance on how to apply contact tracing. This new update allows for students that have been masked to stay in class and alert families to monitor for symptoms. If students are unmasked at for 15 minutes or more, they are considered a close contact requiring a quarantine. The change is that students now have three options: Quarantine for 10 days, Quarantine for but test on day 6 or 7 and if negative, return on day 8, or the new change test daily and they may attend school if symptom-free and negative test results. Superintendent Erfourth's recommendation is that we accept this update. I would also encourage the policy committee to meet soon to discuss how we will handle masking and what thresholds will be used, as we are hearing that the order may be dropped in January 2022.**

Action Topics:

21-22-069 It was moved by Mrs. Brown and supported by Mr. Barnard to approve Barrie Kreiner – Assistant Director of Operations – Effective January 24, 2022.

Ayes: 5

Nays: 0

Motion Carried

21-22-070 It was moved by Ms. Cota Hill and supported by Mrs. Pomper to approve the Benzie Academy 6-12 Course Catalog, updated to accommodate growing student population.

Ayes: 5

Nays: 0

Motion Carried

21-22-071 It was moved by Mrs. Pomper and supported by Mrs. Brown to approve the Lake Ann Elementary Classroom Bids

Ayes: 5

Nays: 0

Motion Carried

21-22-072 It was moved by Mr. Barnard and supported by Ms. Cota Hill to approve to enter into a purchase agreement with the Benzie County Road Commission for Platte River Elementary property transfer, authorizing Superintendent Erfourth to modify and execute closing documents, subject to legal review, on the district's behalf.

Ayes: 5

Nays: 0

Motion Carried

21-22-073 It was moved by Mr. Brown and supported by Ms. Cota Hill to approve the Return to Benzie Plan with updated contact tracing guidelines.

Ayes: 5

Nays: 0

Motion Carried

21-22-074 It was moved by Mrs. Brown and supported by Mrs. Pomper to approve to STRIKE F. *Adjourn to closed session for purposes of Superintendent Goals Update and Pre-Evaluation discussion* and ADD G. *Amend the agenda to reapprove the easement with Homestead Township and sign all documents with December 13 as the closing date.*

Ayes: 5

Nays: 0

Motion Carried

Audience Participation (Open Topics): Kendra McIntyre 17658 Almira Rd. Lake Ann took the podium. Kendra praised our elementary schools and the change of culture which has allowed for elementary students district wide to feel approached as all “onebenzie”. She shared that her experience at the middle school has been mostly positive with staff but there are still challenges with a few staff in regard to her child. Mrs. McIntyre shared her experience with autism, often referred to as the invisible disability. She expressed her concern for violation of her sons’ rights and urges for our staff to be trained and supported.

Board Communication: President Brian Childs announced that this will be his last official meeting in the role of President for the Board of Education. He would like to continue on the board for the next five years as a trustee and urges members to make a motion in January when delegating new positions.

Announcements:

- Congratulations to our band students on a successful *Sounds of the Season* concert.
- Holiday Choral Concert – December 16 – 7:00 PM
- Middle School Winter Dance, *Snow Ball 2021*– December 17 – 5:00 PM-7:00 PM
- Holiday Break Begins – December 22 – Half Day
- Winter/Holiday Break – December 23-January 2
- School Resumes – January 3
- End of first making period – January 21- Half Day

21-22-075 It was moved by Mrs. Pomper and supported by Mr. Barnard to adjourn the regular meeting 9:26 PM

Ayes: 5

Nays: 0

Motion Carried

Secretary, Board of Education

Respectfully Submitted,

Catina Crossman

Executive Assistant to the Superintendent

Board of Education Administrative Assistant

Benzie County Central Schools