

REGULAR MEETING

A Regular meeting of the Benzie County Central Board of Education was held Monday, March 21, 2022, in the Board of Education Conference Room.

President Brown called the meeting to order at 7:00 p.m.

Members Present: Mr. Barnard, Mrs. Brown, Mrs. Pomper, Mrs. Johnston, Mr. Childs, Mr. Noffsinger, (Maya Musgrave, Student Representative (Non-voting member))

Members Absent: Ms. Cota Hill

21-22-128 It was moved by Mrs. Johnston and supported by Mr. Barnard to approve the agenda as presented.

Ayes: 6

Nays: 0

Motion Carried

Opening Statement:

We are a team. We leave our personal opinions at the door and we are bound by Policy 2302 to faithfully discharge the office of a board member and keep in mind our primary concern is the educational welfare of students focusing on governance and fiduciary obligations of the district including duties of loyalty and care, placing the District's interests above the Board member's personal interests.

21-22-129 It was moved by Mr. Barnard and supported by Mr. Childs to approve Consent Grouping items as presented.

A. Minutes: February 21, 2022 Regular

B. Business: General Fund Bills – 645,743.45

C. Support Staff Appointments:

1. Matthew Chandler – Junior Varsity Baseball Coach

2. Corey Bechler – Varsity Volleyball Head Coach

3. Chantelle Jones – Secretary – Middle School/High School

D. Staff Assignment Changes: NONE

E. Leave of Absence:

1. Wakako Wynkoop – (continued extension)

Ayes: 6

Nays: 0

Motion Carried

District Impact Team Update: Board of Education Secretary, Stephanie Johnston, has been unable to attend March meetings, so Superintendent Erfourth shared the following update: Each building shared BIT team updates with the DIT. Betsie Valley has shared an academic update. The DIT plans to focus on reviewing the MICIP plan at the first meeting in April. The DIT meeting scheduled for tomorrow, March 22, 2022 has been cancelled.

Student Council Report: Student Council Board of Education Representative, Maya Musgrave shared that the student council, along with the Bay Area Youth Initiative, recently put out a survey to students regarding school climate. They are also looking at respect and empathy and different ways to recognize both students and staff.

The National Honor Society released their top ten for the Class of 2022:

Olivia Bailey, Elise Johnson, Nate Childers, Quinn Zickert, Ethan Lemmen, Evelyn Putney, Hannah Markey, and Allison Barker.

Valedictorian, Maya Musgrave and Salutatorian, Cassidy Pallin.

In addition, spring sports are underway.

Administration Report:

- A. NMSLA – Superintendent Erfourth shared that the Governor's budget update was provided. The general sense is that the Governor is doing a 5% increase to school-based funds. A potential tax cut could happen and would impact the state aid fund. Computer Coding may be approved as a foreign language. Transparency bills are gaining traction. Expect to see some type of requirement for reporting standards and curriculum taught throughout the year
- B. 2nd hour Life Skills Presentation – Pride Project – Teacher, Jill Bradford – Mrs. Bradford, along with her teacher's aide, Katie Quick, presented their Pride Project to the Board of Education; *Benzie Throughout the Years*. Mrs. Bradford shared that she has been a Special Education teacher for 24 years. She was inspired to go into this field because her brother had developmental delays and his experience with Special Education was not a positive one. She loves to advocate for all of her students so they can be successful in all opportunities that our district can provide for them. Her TA, Katie Quick, is a junior who plays basketball, softball, and just participated in the musical, *Footloose*. She currently is enrolled at CTC as a teacher academy students. She TA's for the Life Skills class, and hopes to pursue a career in Special Education. The Life Skills course teaches self-advocacy, communication skills, team work, decision making, problem solving, skills beyond high school, and employability skills. To honor Benzie Central, the class would like to make a quilt with t-shirts and sweatshirts from Benzie Central from throughout the years. Please consider donating. When completed, they would like to frame and showcase in the secondary lobby. If they can collect enough t-shirts/sweatshirts, they would also like to make quilts for each elementary building in the district as well. They also are working on bulletin board throughout the secondary buildings with topics such as Benzie Pride, Stop Bullying, Teacher and Student Appreciation, College Acceptance Recognition, FFA, Change your words and Change your mind set, and LGBTQ.
- C. Crystal Lake Elementary Update – Principal, Steve Graetz - Mr. Graetz shared on the Crystal Lake Elementary 2021-2022 Community Service Project: Habitat for Humanity Volunteering and Fundraising through the Festival of Trees. Learning about Habitat for Humanity: Classroom teachers taught a Social Studies lesson prior to November 19. The teacher designed a lesson taught to all Crystal Lake Elementary students in their classroom and used to teach the required social studies content standards as well as incorporate the concepts of volunteerism

and community service. The topic of the lesson is centered on Habitat for Humanity of Benzie County. Habitat for Humanity of Benzie County will receive the financial benefit of sales of wreaths and decorated trees our students created for the Festival of Tress auction which took place the weekend after Thanksgiving. Mr. Graetz provided the Board of Education with a slide show of a Habitat for Humanity construction timeline.

- D. Lake Ann Elementary Update – Principal, Larry Haughn – Mr. Haughn presented on the 2021-2022 Lake Ann Elementary ISSN Building Team. Social Emotional Learning and the (5) ways they are supporting it: Good Behavior Game Process (K-2) - GBG – all K-2 teachers; this process has begun with support from John Hopkins University.
- Check-in-Check-out- Three students are currently on this program, forms are created and modified for each student, staff identified to support check-in-check out, forms completed throughout the day.
 - Restorative Circles – Pilot beginning in lower elementary- Implemented in 4th grade (Pilot/1 month), meet weekly or as needed, schedule for April implementation for Kindergarten.
 - Caught being good – Currently during Pride Assembly (once a month), “Super Star” Weekly with announcement and bulletin board, two per classroom per week.
 - CIP (Tier One) – Carrie is leading/Teachers are implementing, lesson being taught with modifications, integrate into lessons.
- E. Twisted Trails Permit Renewal – Superintendent Erfourth - Donna Humphrey has shared that they are happy to renew the contract we agreed to last year which was \$2500/year with insurance coverage for 2 million. She was unable to attend tonight, but hopes to come to the April or May meeting to give an update on projects planned for this summer.
- F. High School/Middle School Phase 2 Remodel Bids – Kris Gerke, Wolgast Corporation – Mr. Gerke shared that bids were opened on March 16 with (11) bidders. Lowest eight bidders, two bidders missing, missed a couple of bid divisions. We are 6.429 million over budget. The following post bid summary was provided to the Board of Education: post bid summaries on High School/Middle School Phase 2.
- *Project Budget \$6,429,387.92*
 - *Read low bids \$6,632,664.00*
 - *Over budget by \$203,276.08 or 3%*
 - *Missing Lab Equipment and Casework Bidders*
 - *Alternate #1 (Casework Demo) did not receive a bid amount. (clarification requested)*
 - *Alternate #2 (Ceiling Tiles) add of \$43,935.00*
 - *Alternate #3 (Exterior Window) add of \$550,782.00*
 - *Alternate #4 (Cafeteria Renovation) add of \$288,064.00*
 - *Alternate #5 (Destrat fans) add of \$10,090.00*

- *Alternate #6 (Admin A/C) add of \$65,294.00*
- *Alternate #7 (Room 427 A/C) add of \$73,647.00*

There is currently \$767,366.10 remaining in the transportation budget. If you fund the overage (\$203,276.03) that would leave \$564,090.07 remaining to cover casework.

The windows are quoted at \$550,782.00 however the contractor thought there may be some saving with different manufacturers, or modifications to some fixed and casement style units. Northern Michigan Glass is looking into the potential for saving and will report back. This can always be done as a change order if able to be funded.

The Cafeteria remodel totals \$288,064.00 this cost could be reduced with conventional lay-in ceiling and conventional lay-in lights. The painter and my calculation has included his painting of the cafeteria in his base bid. If this portion does not move forward a reduction of \$57,813.00 to his amount above would be the revised base bid cost.

Items that are NOT accounted for in this summary:

- *Asbestos Abatement*
- *Stored material costs*
- *Technology*
- *Casework*
- *Fume Hoods*
- *Lab room appliances*
- *AE scope clarification on Alternate #1 and Alternate #4*

Superintendent Erfourth shared that her recommendation would be to decide if the Board wants to spend down the remaining Transportation funds (about \$767,366.10). We would need to reduce that amount by the overage of this project (\$203,276.03) which would leave \$564,090.07 remaining to cover casework/cafeteria/etc. We then would need to decide on if the board is supportive of working with the approved low bidders to approve contracts and approve any additional contracts (alternates that we can afford). My recommendation would be to approve using the transportation funds to cover the overage, cover the cabinets/science equipment, and approve alternate 4 (cafeteria). We could then prioritize remaining items and allocate left over funds to cover those projects.

G. Platte River Elementary – NMCAA Preschool Update – Superintendent Erfourth –
 Superintendent Erfourth shared that the Preschool NMCAA Lease will expire at the end of June. The Road Commission's insurance company will not allow them to take possession of the building while they have renters. Their insurance does not provide coverage for that. The Road Commission would like to close on June 30 or July 1 2022 once the lease expires.

H. Crystal Lake Cooperative Preschool One Year Renewal Agreement – 2022/2023-

Superintendent Erfourth shared that they are seeking a one-year renewal of their contract. We will not be able to commit for longer than one year.

- I. **2022/2023 Northwest Ed. Cooperative Schools of Choice Application** – This application needs to be approved by the Board of Education as TBAISD has changed to Northwest Education Services.

J. **Resignations:**

- Matthew Chandler – Middle School Baseball Coach
- Katrina Grose – Secondary Secretary | Athletics, Registrar
- Corey Bechler – Middle School Girls Basketball
- Michael Purkiss – Maintenance and Grounds – Effective May 20, 2022

K. **Retirements:**

- Carol Moore – Bus Driver – Transportation Department – Effective April 29, 2022

Board of Education/Committee Reports –

A. **Buildings and Grounds Committee –**

1. **Bond Project Updates** – Middle/High School Phase 2 Bids up for approval this evening. New Elementary, Weight Room Addition, Locker Room Remodel, Betsie Valley Elementary Upgrades, and Lake Ann Elementary addition all underway. The Board of Education will be planning a ground breaking ceremony for the new elementary school, as well as a time capsule.
2. **Transportation Building Update** – Decision on how to allocate remaining transportation dollars.
3. **Paging System Update** - Betsie Valley Elementary and Lake Ann Elementary both have 100% cabling installed and systems have been transferred over. The phones will be set up by Monday. The MS/HS will be transferred over to the new system during spring break. The bell schedule needs to be approved by MS/HS staff. Training will include in-person and training binder materials.

B. **Policy Committee –**

1. ***Policy 5407 Curriculum, Instruction, and Parent/Guardian Involvement –***

Superintendent Erfourth shared that the Policy Committee was unable to meet, so she recommends tabling policy 5407. She is asking that the Policy Committee plan to meet on March 23 from 3:30-4:30 PM to review this policy and discuss the Building Use Forms, Procedures, and Fees, handbooks, and Administrator guidelines for 18 credit diploma.

- C. **Finance Committee** –Board of Education Treasurer, Jason Barnard, shared that he and Finance Director, Justin Weston, met for on March 17.

FY 2021-2022 – The District is eligible and applied for Supply Chain Assistance Funds in the amount of \$26,768.21. Applications are due to the state by March 31, 2022, so we expect to receive notification sometime in April 2022.

The District received notification from MDE that we have excess funds in our Food Service Fund by \$257,415.53. We received notification that MDE would like additional information on our spend down plan, so everything will be submitted by Friday, March 18th. The total plan submitted to the state totaled \$291,645.52 as we anticipate having excess in the current year as well. At this time, due to time constraints, projects totaling approximately \$75,000 will not be expended by June 30, 2022, but should be completed and paid for by Fall 2022.

31o Application (Counselors/Nurse) has been submitted. The state has requested the amount planned to be spent for the positions. Those will be submitted before March 30.

American Rescue Plan ESSER III allocations were granted/awarded to the District in February. The initial allocation/plan was approved for \$1,475,318, with an additional \$739,233 left to allocate which will be done for FY22-23. The state frequently sends out documents to help with the understanding of the complex school aid financial makeup.

FY 2022-2021 - Budget planning for next year is well underway. The Governor has proposed an increase of \$435.00 per pupil for the year bringing the Foundation Allowance of \$9,135. The impact to the District looks like this:

- **\$554,425 Additional Foundation Funding**
- **\$946 Additional Rural Funding**
- **\$161,725 Additional 31a At-Risk Funding**
- **\$70,201 Additional Special Education Funding**
- **\$604 Additional Career & Technical Education Funding**

D. Educational Foundation – Superintendent shared that the Ed. Foundation is currently exploring options and one is a potential merge with another community foundation; which could pool resources and allow for bigger investments.

E. Liaison/Curriculum –Mrs. Erfourth shared that the next meeting is tomorrow, Tuesday March 22.

F. Negotiations – Superintendent Erfourth shared that the Custodians will be meeting on March 23 at 4:30 PM with Board of Education members Amber Pomper and Chris Noffsinger. Paraprofessional will be meeting on April 12 at 4:30 PM with Board of Education members Amber Pomper and Stephanie Johnston.

G. Benzie Academy – Board of Education Trustee, Lori Cota Hill was not in attendance so Superintendent Erfourth shared that they were in the planning stages of implementing an infant/toddler room. There will be 8 allocated slots. The hope is to alleviate infant/toddler care for our Benzie Central staff.

Brian Childs exited the meeting due to time constraints.

21-22-130 It was moved by Mr. Barnard and supported by Mrs. Johnston to approve to go into Closed Session for Purposes of Superintendent Evaluation after audience participation.

Ayes: 5

Nays: 0

Motion Carried

Audience Participation (Agenda Items Only) – NONE

21-22-131 It was moved by Mrs. Johnston and supported by Mrs. Pomper to return to Open Session.

Ayes: 5

Nays: 0

Motion Carried

Discussion Topics:

1. **Return to Benzie Plan** – Superintendent Erfourth shared the update to quarantine guidance. Close contacts from school or community can mask and return to work or school without symptoms (no 5 day mandatory quarantine) for 10 days. Household contacts must mask for 10 days and should test at least once between days 3-7. If masks cannot be worn, they must remain at home for 10 days.

Action Topics:

21-22-132 It was moved by Mrs. Johnston and supported by Mr. Barnard to approve the Twisted Trails Permit Renewal.

Ayes: 5

Nays: 0

Motion Carried

21-22-133 It was moved by Mrs. Johnston and supported by Mrs. Pomper to approve the High School/Middle School Phase 2 Remodel Bids spending down the transportation allocation overage of base bid, prioritizing cafeteria ceiling and kitchen server.

Ayes: 5

Nays: 0

Motion Carried

21-22-134 It was moved by Mr. Barnard and supported by Mrs. Johnston to approve the Crystal Lake Cooperative Preschool One Year Renewal Agreement – 2022/2023.

Ayes: 5

Nays: 0

Motion Carried

21-22-135 It was moved by Mrs. Pomper and supported by Mr. Barnard to approve the 2022/2023 Northwest Ed. Cooperative Schools of Choice Application.

Ayes: 4

Abstain: N. Brown

Nays: 0

Motion Carried

21-22-136 It was moved by Mrs. Johnston and supported by Mr. Barnard to approve to table the Building Use Forms, Procedures, and Fees.

Ayes: 5

Nays: 0

Motion Carried

21-22-137 It was moved by Mrs. Johnston and supported by Mrs. Pomper to approve to table Policy 5407 Instructional Program and Curriculum Involvement.

Ayes: 5

Nays: 0

Motion Carried

21-22-138 It was moved by Mrs. Pomper and supported by Mrs. Johnston to approve The Return to Benzie Plan with the added language: Update to quarantine guidance. Close contacts from school or community can mask and return to work or school without symptoms (no 5 day mandatory quarantine) for 10 days. Household contacts must mask for 10 days and should test at least once between days 3-7. If masks cannot be worn, they must remain at home for 10 days.

Ayes: 4

Nays: 1

Motion Carried

21-22-139 It was moved by Mr. Barnard and supported by Mrs. Johnston to approve the Benzie Bus Water Bottles donation.

Ayes: 5

Nays: 0

Motion Carried

21-22-140 It was moved by Mrs. Johnston and supported by Mrs. Pomper to approve the Rock Climbing Wall Donation – Betsie Valley Elementary.

Ayes: 5

Nays: 0

Motion Carried

21-22-141 It was moved by Mr. Barnard and supported by Mrs. Johnston to approve the \$960.00 gravel donation from Gerhart's Tree Service, LLC.

Ayes: 5

Nays: 0

Motion Carried

21-22-142 It was moved by Mr. Barnard and supported by Mrs. Pomper to approve the Superintendent Evaluation, Amiee Erfourth.

Ayes: 5

Nays: 0

Motion Carried

Audience Participation (Open Topics): Mary Chandler took the podium sharing her concern that there are not enough counselors at the secondary level. She is concerned that they do not have enough time to support students with scheduling and standardized testing. At the elementary, there are more paraprofessional which is helpful. However, there is only one at the secondary level. Mrs. Chandler urges to free up counselors at look at hiring more paraprofessionals.

Board Communication: NONE

Announcements:

- **Congratulations to our drama students on their amazing Footloose performance**
- **Congratulations to our Varsity Boys Basketball Team – District Championship**
- **Congratulations to Mylie Kelly – 5th All American – Nike Indoor Nationals**
- **Congratulations to Hunter Jones – Nike Indoor *National Champion* -5000m**
- **Congratulations High School Symphonic Band – Division 2 Excellent Rating**
- **Congratulations to our Middle School Band – Straight Division 1 Superior Rating**

- Congratulations to our Middle School Choir-Excellent Rating of 1 – District Choral Festival
- Congratulations to our Chamber Choir – Excellent Rating of 1 –District Choral Festival
- Congratulations to our High School Choir – Rating 2 – District Choral Festival
- Congratulations to Cambrie Lawrence – Wrestling State Finals Qualifier
- Spring Break – March 28th – April 1st
- Please consider donating any Benzie Central t-shirts to Mrs. Bradford’s Life Skills Class PRIDE PROJECT
- Kindergarten Round Up
- April 12, 2022 - Crystal Lake Elementary
- April 13, 2022- Lake Ann Elementary
- April 14, 2022 - Betsie Valley Elementary

21-22-143 It was moved by Mr. Barnard and supported by Mr. Noffsinger to adjourn the regular meeting 9:48 PM.

Ayes: 5

Nays: 0

Motion Carried

Top 10 – Class of 2022

***Olivia Bailey, Elise Johnson, Nate Childers, Quinn Zickert, Ethan Lemmen, Evelyn Putney, Hannah Markey, and Allison Barker.
Valedictorian, Maya Musgrave and Salutatorian, Cassidy Pallin.***

Secretary, Board of Education

Please note that March 21, 2022 Regular Board Minutes are subject for approval on April 11, 2022

Respectfully Submitted,

Catina Crossman

Executive Assistant to the Superintendent

Board of Education Administrative Assistant

Benzie County Central Schools