

REGULAR MEETING

A Regular meeting of the Benzie County Central Board of Education was held Monday, June 6, 2022, in the Board of Education Conference Room.

Vice President Pomper called the meeting to order at 7:03 p.m.

Members Present: Mr. Barnard, Mrs. Johnston, Mr. Childs, Mrs. Pomper, Ms. Cota Hill
(tardy)

Members Absent: Mr. Noffsinger, Mrs. Brown

21-22-171 It was moved by Mrs. Johnston and supported by Mr. Childs to approve the agenda as presented.

Ayes: 4

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.

21-22-172 It was moved by Mr. Barnard and supported by Mrs. Johnston to approve Consent Grouping items as presented.

A. Minutes: May 9, 2022 Regular

B. Business: General Fund Bills – \$1,197,126.55

C. Support Staff Appointments:

- Melissa Wallington – Junior Varsity Volleyball Coach 22/23
- Olivia Brian–Crystal Lake Elementary teacher 22/23
- Eric Perez –Lake Ann Elementary teacher 22/23
- Tracy Hammar – Betsie Valley Elementary teacher 22/23
- Hannah Zielinski – Betsie Valley Elementary Intervention Specialist 22/23
- Sarah Slade - .5 Elementary Intervention Specialist 22/23

D. Staff Assignment Changes:

- Jessica Nagy – CL Custodian PM to MS Custodian PM
- Bree Beyette – MS Custodian PM to CL Custodian PM
- Ashley Pappas -Crystal Lake Paraprofessional – 5.5 to 6.5 –effective 22/23 school year
- Sandy Magnan – Betsie Valley Elementary 3rd grade to K-8 Math Coach 22/23
- Rebecca Travis-.9 Elementary Art to 1.0 Elementary Art
- Bryce Ropp - .9 Elementary Music to 1.0 Elementary Music
- Katherine Ames – Full time bus driver

E. Leave of Absence:

- **Michelle Laffleur – Paraprofessional – Betsie Valley Elementary – Requested leave for the 2022/23 school year**

Ayes: 4**Nays: 0****Motion Carried**

District Impact Team Update: Board of Education Secretary, Stephanie Johnston shared the following update: There was a lot of work being done at the DIT this past month. A survey was developed over the course of two meetings. We took all of the previous surveys that used to be sent out to all stakeholders when we were developing our Blueprint and paired down the questions, pinpointing the information needed by the DIT, creating a singular survey. MICIP (MI Integrated Continuous Improvement Process) Goals were reviewed. Last year our District goal was that 80% of students will meet grade level expectations for reading, math, SEL, and attendance. Celebrations relating to that goal include:

- 1. BV met its goal of 75% proficient for SEL!**
- 2. Amber has been relentless in pursuit of improved SEL delivery across the district.**
- 3. SEL is working if expulsions going to the board is an indication (we have 0).**
- 4. All elementary buildings have been meeting for PLC's.**
- 5. The regular sharing of data has improved our practice.**
- 6. The sharing of excellent systems is working to improve the entire district.**

In 2022 it was decided goals will be related to Early Warning Indicators for Attendance in middle school and high school and reducing truancy. We will continue with the Math, ELA, and SEL Goals. Lastly, NWEA data was reviewed using the Problem Solving Driver. Action steps were created to focus on improving our math and reading score such as:

- 1. DIT will continue to support K-12 Math/ELA Action Committees will meet monthly and report regularly to the DIT**
- 2. Math Dept will pilot 7th grade CPM, 9th grade Envision**
- 3. Cognitive Coaching/teacher leadership training/ Assessment Literacy training**
- 4. PLC schedules created for math and reading, stressing consistency and use of approved materials**
- 5. Develop NWEA student goal-setting sheet**
- 6. Goal to review NWEA data 3 times a year**
- 7. Elementary administrators to conduct weekly walkthroughs for fidelity of programs**

Student Council Report: NONE

Administration Report:

A. Retirements

- Anne Fitch-Clark – 6.5 Paraprofessional – Crystal Lake Elementary –Effective August 1, 2022
- Sarah Slade – 5th grade teacher – Lake Ann Elementary

B. NMSLA – Superintendent Erfourth shared that NMSLA will be next week. She will report at the June 27, 2022 Regular Meeting.

C. Academic Goals & Benchmark Assessments - Public Act 48 of 2021, Section 98b – Superintendent Erfourth – Superintendent Erfourth shared the following Academic Goals and Benchmark Assessments with the Board of Education [Benchmarks](#).

D. Additional Forgiven Time Request - # 16388982 – 1 day requested 2021/22 – Executive Assistant to the Superintendent, Catina Crossman, applied for the request of 1 day of additional forgiven time, given that we exceeded our 6 school day cancellations. Section 101(4) provides the State Superintendent the authority to issue up to three (3) days (and associated hours) of “forgiven time” to districts to be used when instruction was not provided due to unusual and extenuating occurrences resulting from conditions not within the control of school authorities. Examples of such conditions are severe storms, fires, epidemics, utility power unavailability, water or sewer failure, health conditions, staff or student funerals, and threats to school safety. The waiver was applied for on May 12 and was approved and granted on May 15.

E. BCCS-BCCEA – Letter of Agreement – Early Retirement Incentive – Superintendent Erfourth shared a proposed Letter of Agreement –If a teacher with ten years of service in the District gives notice of retirement from the District by May 27, 2022 the teacher shall receive a final payment of fifty (\$50) for each accumulated unused sick day, not exceeding the maximum allowed 180 days. Teachers will receive a payment to a 403b account. Should an eligible employee die, this payment shall be made to the employee’s estate.

F. Office of Civil Rights Update – Superintendent Erfourth – Superintendent Erfourth shared the Resolution Agreement for Benzie County Central Schools. OCR Docket #15-22-11-3. The agreement contains three dates between June and August in which specific requirements must be met. In addition, Benzie County Central Schools held a 504 Professional Development session in which Julie Gordon, Supervisor of Department of Continuous Improvement – Special Education shred a presentation on the *Obligation to Provide and Track Accommodations*.

G. Northwest Education Services (formerly TBAISD) 2022/2023 – Budget Overview – Superintendent Erfourth shared with the Board of Education the 2022/23 Budget Overview: General, Special, and Vocational Education. The Summary of Services Report was also provided, and entails information from 2021 and 2022 and

illustrates the value of regional programs, collaboration and economies of scale in support of Benzie Central Schools. We have 35 Benzie Central High School students who attend Career Tech Center. 186 Benzie Central students received services in 2020/21, and 172 Benzie Central students received services in 2021/22. In addition, regionally, 34 Benzie Central students were services by North Ed center based programs in 2020/21.

- H. Budget Amendment #2 – Director of Finance, Justin Weston – Mr. Weston shared that we reviewed the 2021-2022 tax rates. We covered how much in taxes we expect to receive from the winter 2021 tax levy for Operating, Debt, and Sinking Fund. State Funding per pupil for FY22 is \$8,700, with funding for 1,226 pupils. This resulted in an increase of about \$370,000 for the year. The General Fund budget increased \$2,193,374 from the original proposal. This recognizes all ESSER II funding of \$985,359, fall 2021 Child Stabilization Grants for Lake Ann & Crystal Lake of \$129,838, 31o funding awarded of \$245,910, as well as other grants and state/federal funding sources. Total budget availability including the beginning fund balance is \$21,902,241. Planned spending increased from \$15,040,137 to \$17,233,511. There were many one-time spending projects including the Brightlight Tech (FEMA Grant still pending), new intercom system, auditorium projects, additional teachers, counselors, and custodians. We experienced higher than normal costs in substitute positions as well as gasoline for buses. The fund balance is expected to grow another \$300,000 to end the year at \$4,967,480 which is 29.33% of expenditures. This number is expected to be higher when the auditors present the District information in October/November since we have many ongoing projects and supply chain issues still occurring. We will have to rollover several large purchase orders to be paid next year when the work is completed. As for the fund balance, so far we have set aside \$2,500,000 to cover the cost of District Projects/Upgrades, technology refresh, curriculum, buses/vehicles, athletics, and furniture/equipment. The remaining \$2,467,480 is used to pay District bills during times when we don't receive aid from the state for the month of September. This ensures payment for operating bills and payroll, as well as any other emergencies that may arise. Sinking fund balance is expected to end at \$1,406,201. Bond balance is expected to end at \$860,060, which is enough to cover the next payment of \$626,100 in November 2022. Uncommitted bond funds currently stand at \$963,146, all other funds are committed to projects at this time. Early Childhood balance is expected to end at \$35,168. Food Service balance is expected to end at \$302,259. We have been working to spend these funds down as we are expected to carry a balance of no more than \$180,000 - \$210,000 or 3 months of operating expenses. Student Activities account balance is expected to be at \$161,752. The State has proposed pupil foundation increases ranging from \$300 - \$450 per pupil. Those in the trenches in Lansing say they hear it could be more since revenues are above forecasted expectations. The budget adoption for 6/27/2022 will show a pupil increase for next year of \$300 for now and anything above that will be recognized in an Amendment mid next year.

I. Resignations:

- **Melvin Rogers – Bus Driver – Transportation Department – Effective May 4, 2022**
- **Melissa Wallington – Middle School Volleyball Coach**
- **Katherine Ames – Dispatcher/Admin. Asst. -Transportation Department**

Board of Education/Committee Reports –

A. Buildings and Grounds Committee –

1. **Bond Project Updates – Lake Ann Elementary is coming along nicely. Homestead Hills is working on footings, and electric and gas line prep. We are currently delayed waiting for a permit at the state level. The Weight Room addition is also currently delayed for a permit at the state level. AJ's Excavating was supposed to start on the septic today, but was held up due to rain. Concession work and high school phase II work is estimated to start on June 13, and bleacher removal and abatement on June 20. A furniture survey has also went out to staff.**
2. **Change Event Updates - [Here](#)**
3. **Building Use Forms, Procedures, and Fees – No Update.**
4. **Homestead Hills Elementary – Monument Sign – Homestead Hills Elementary Sign Design Option A was presented to the Board of Education. There was some confusion on why A was chosen over B given some height concerns. Further discussion will take place.**
5. **Weight Room Equipment Bids – Jason Katt – Mr. Katt shared information on the three bids received for weight room equipment: Rogers Athletic Company, Sorinex Exercise Equipment, Inc., and POWER LIFT Conner Athletic Products, Inc. Rogers came in at \$76,331.60 minus installation, Sorinex at \$79,553.63 and POWER LIFT at \$85,435.82. Given, the budget given, Jason recommends Rogers, minus the installation.**

B. Policy Committee –

1. **Handbook Changes Update – Superintendent Erfourth shared the major changes to the secondary student handbook is discipline, Title IX, D* Policy, ensuring Thrun compliancy. The handbooks are scheduled to be presented on June 27, with official action being taken and up for approval on July 11.**
2. **Policy 5209 Student Use of Cell Phone and Electronic Communication Devices – This policy is being discussed for possible changes. The recommendation after hearing from Administration and staff is to move toward Option 2. [Option 2 (students prohibited from using cell phones during school hours): Students may not use cell phones or other electronic devices during school hours. Cell phones or other electronic devices must be stored in the student's locker during school hours if a student chooses to bring them to school.] The Board of Education will plan to take action at the July 11 regularly scheduled Board of Education meeting.**

C. Finance Committee –Board of Education Treasurer, Jason Barnard, shared that there was no update other than Budget Amendment #2 presented by Mr. Weston earlier this evening.

- D. Educational Foundation – Superintendent Erfourth and Vice President, Pomper shared that there were (9) \$2000.00 scholarships given this year. The next meeting is June 15, at 6:00 PM in the Board of Education Conference room.
- E. Liaison/Curriculum –Trustee, Lori Cota Hill shared that there has been district calendar questions and discussion, more discussion on the early retirement agreement, and looking to keep applicants within our district even if they are not hired in the position applied for.
- F. Negotiations – Superintendent Erfourth shared that we will hold on taking action on the Paraprofessional Master Agreement, as the revised contract was shared with her late this afternoon. We will look to take action on June 27. In addition, the teachers have asked to begin negotiations next Tuesday the 14 at 5:00 PM.
- G. Benzie Academy – Superintendent Erfourth shared that the Infant/Toddler preschool room would no longer be housed at the Benzie Academy as originally planned. They will now be housed at Crystal Lake Elementary for the 2022/23 school year, and then make the move to Homestead Hills Elementary upon its completion.

Audience Participation (Agenda Items Only) – NONE

Discussion Topics: NONE

Action Topics:

21-22-173 It was moved by Mr. Barnard and supported by Mr. Childs to approve the appointments of Kyle Taylor, MS/HS/BA Principal effective July 1, 2022 and Rachel Anderson, Lake Ann Elementary Principal effective July 1, 2022.

Ayes: 5

Nays: 0

Motion Carried

21-22-174 It was moved by Mrs. Johnston and supported by Mr. Barnard to approve the Northwest Education Services (formerly TBAISD) 2022/2023 Budget Overview.

Ayes: 5

Nays: 0

Motion Carried

21-22-175 It was moved by Ms. Cota Hill and supported by Mrs. Johnston to approve Budget Amendment #2.

Ayes: 5

Nays: 0

Motion Carried

21-22-176 It was moved by Mrs. Johnston and supported by Mr. Childs to approve to table the BCCS and BCCS Paraprofessional Association Master Agreement.

Ayes: 5

Nays: 0

Motion Carried

21-22-177 It was moved by Mr. Barnard and supported by Mr. Childs to approve the Weight Room Equipment Bid as presented, Rogers Athletic Company, minus the installation.

Ayes: 5

Nays: 0

Motion Carried

Audience Participation (Open Topics): Sue Campana, 5463 Traverse Rd., Thompsonville shared information on an upcoming Town Hall Meeting CARE for Benzie; Childcare access and resources for everyone. This event will take place on Monday, June 27 at Grow Benzie. This event will be held both in person and with a virtual zoom link. Mrs. Campana expressed that we need parents, employers, educators, providers, and community members to join in these efforts to expand high-quality child care in Benzie County. Questions can be directed to Sarah May, with the Benzie Human Services Collaborative at benziehsc@gmail.com.

Board Communication:

1. Board of Education Retreat – July 17, 2022 – 9:00 AM.

Announcements:

- Commencement 2022 was a great success. Congratulations to the Class of 2022
- June 10 – Last Day of School – Early Release

21-22-178 It was moved by Mrs. Johnston and supported by Mr. Childs to adjourn the regular meeting 8:51 PM.

Ayes: 5

Nays: 0

Motion Carried

Secretary, Board of Education

Please note that June 6, 2022 Regular Board Minutes are subject for approval on June 27, 2022

Respectfully Submitted,

Catina Crossman

Executive Assistant to the Superintendent

Board of Education Administrative Assistant

Benzie County Central Schools