

REGULAR MEETING

A Regular meeting of the Benzie County Central Board of Education was held Monday, July 11, 2022, in the Board of Education Conference Room.

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

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

Members Absent: Mr. Noffsinger, Mrs. Johnston

22-23-001 It was moved by Mr. Barnard and supported by Mr. Childs to approve the agenda as presented.

Ayes: 5

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.

22-23-002 It was moved by Ms. Cota Hill and supported by Mr. Barnard to approve Consent Grouping items as presented.

A. Minutes: NONE

B. Business: General Fund Bills – 956,792.06

C. Support Staff Appointments:

- Breann O'Shea – 6th grade Social Studies teacher
- Gregory Kempton – 7th grade Social Studies teacher
- Josh Gray – Girls Junior Varsity Basketball Coach
- Chris Batchelder – Girls Middle School Basketball Coach

D. Staff Assignment Changes:

- Elizabeth Rucki – 5.5 to 6.5 Paraprofessional – Lake Ann Elementary

E. Leave of Absence: NONE

Ayes: 5

Nays: 0

Motion Carried

District Impact Team Update: Board of Education Secretary, Stephanie Johnston was not in attendance. Vice President Pomper shared that the DIT continues to go over MICIP and goals for next year.

Student Council Report: NONE

Administration Report:

- A. NMSLA – Superintendent Erfourth shared that NMSLA is off for the Month of July. The dinner will be held on August 3, 2022 at the Hagerty Center in Traverse City at 5:30 PM.**
- B. Transportation Update – Selling (11) buses – Superintendent Erfourth shared that Director of Transportation, Mary Radtke, was working toward twelve to thirteen bus routes. This would allow for selling 11 buses. Following the Transportation Conference held at Crystal Mountain Resort, Mary is looking into an auction company. Minimum of \$1000.00 per bus**
- C. Early Childhood Handbook; including Infant/Toddler – Early Childhood Coordinator, Amber Wilson – Mrs. Wilson shared that other than the addition of the Infant/Toddler language there were not many changes made. As of right now, (8) staff members will be taking advantage of the Infant/Toddler Room. The cost is \$50 a day, and there will a discount for Benzie County Central Schools staff. Grant funds have also been allocated to help alleviate cost. Mrs. Wilson feels this is a great addition for our staff and community, allowing our youngest Huskies to be just six weeks old. Additional grants will help fund necessary furniture and equipment, such as cribs, etc... Once SEEDS complete their summer programs, licensing will be scheduled for compliancy. In addition, Benzie Central’s Early Childhood Program had (10) staff members attend the annual Michigan Early Childhood Conference, with (2) being presenters. Mrs. Wilson was pleased to share that Strong Beginnings at Crystal Lake Elementary was given one more year for their pilot. For the 2022/23 school year, there will be (3) classes at Crystal Lake Elementary, and (3) classes at Lake Ann Elementary. Currently, we have (3) high school students working for the program during the summer months, as this program continues to grow and expand.**
- D. 2022/23 Elementary Course Catalog - Executive Assistant to the Superintendent, Catina Crossman, shared that this is a pupil accounting formality as students are only allowed to take courses that have been board-approved. These course catalogs are up for annual approval.**
- E. 2022/23 Middle School Course Catalog - Executive Assistant to the Superintendent, Catina Crossman, shared that this is a pupil accounting formality as students are only allowed to take courses that have been board-approved. These course catalogs are up for annual approval.**
- F. 2022/23 High School Course Catalog - Executive Assistant to the Superintendent, Catina Crossman, shared that this is a pupil accounting formality as students are only allowed to take courses that have been board-approved. These course catalogs are up for annual approval.**

- G. 2022/23 Benzie Academy Course Catalog - Executive Assistant to the Superintendent, Catina Crossman, shared that this is a pupil accounting formality as students are only allowed to take courses that have been board-approved. These course catalogs are up for annual approval.**
- H. 2022/23 Edgenuity Course Catalog - Executive Assistant to the Superintendent, Catina Crossman, shared that this is a pupil accounting formality as students are only allowed to take courses that have been board-approved. These course catalogs are up for annual approval.**
- I. 2022/23 Michigan Virtual Course Catalog - Executive Assistant to the Superintendent, Catina Crossman, shared that this is a pupil accounting formality as students are only allowed to take courses that have been board-approved. These course catalogs are up for annual approval.**
- J. 1.0 Full Time Equivalency (FTE) Resolution – Executive Assistant to the Superintendent, Catina Crossman shared that this is a pupil accounting formality. She would like the Board of Education to approve a resolution defining what a 1.0 FTE looks like at Benzie Central. The Board of Education was provided a copy of the Resolution. Students are considered a 1.0 FTE based on the full-time bell schedule as board approved in each of the building handbooks unless students are enrolled as Dual Enrolled, Early Middle College, Career Tech Center, Work-Study, or on a personal curriculum. Students must be scheduled for a minimum of 180 days and 1098 hours per year, unless otherwise indicated in their Individualized Education Plan (IEP). Whereas;**
- Approval for BCCS students to enroll in dual enrollment courses subject to district approval, course availability, and requirements being met by interested students**
 - Approval for BCCS students to enroll in the Benzie Early Middle College program in partnership with Baker College of Cadillac**
 - Approval for BCCS students to enroll in virtual coursework through both state and district providers (Michigan Virtual, Edgenuity and Apex)**
 - Approval of BCHS, BCMS, Benzie Academy, and Elementary Course Catalogs**
 - Approval of BCHS / MS Handbook**
 - Approval of Benzie Central Elementary Handbook**
 - Approval of Benzie Academy Handbook**
 - Approval of resolution to define a full day for students**

1.0 FTE – Definitions of Student FTE

A student shall be considered a “full FTE” when that student meets at least one of the following criteria.

Elementary

- The student is enrolled and attends school for the full school day as scheduled and defined by the school district.**

- The student has an IEP and attends for a different schedule as defined and set forth by the IEP team.
- The student has a blended online schedule in which instruction is provided in coursework equivalent to the traditional school model above in at least the subjects of math, language arts, science, and social studies
- The student has a fully online schedule in which instruction is provided in coursework equivalent to the traditional school model above in at least the subjects of math, language arts, science, and social studies
- The student has been identified as homebound, verified by a doctor, and is receiving services in line with requirements of the state of Michigan for these services.

Middle / High School:

- The student has “traditional” courses offered by the school for all periods of the day as set forth in the bell schedule
- The student has a combination of traditional coursework and other courses (virtual, dual enrollment, work experience, etc.) to equate to the bell schedule as defined by the school.
- Other coursework and FTE equivalents
 - Virtual: 1 virtual course is generally equivalent to 1 traditional course EXCEPT where defined otherwise by the content provider (example: some AP coursework may count as a “2 section” course and thus is the equivalent of 2 periods in the student schedule.
 - Dual Enrollment: FTE equivalence for dual enrollment coursework is determined by determining what the minimum “Full Time” credit load is at the participating higher Ed institution compared to the number of credits in that course. (Example: Full time is considered 12 credits at Baker College. The English course is 3 credits. Therefore, the course may count as the equivalent of 0.25 FTE with the balance 0.75 coming from other coursework taken by the student) Travel time may also be considered as permitted by the pupil accounting manual.
 - CTE / CTC Courses: FTE equivalence is determined by clock hours in the program with travel time being considered as permitted by waiver. Generally one CTC program / course equates to 3 class periods in the schedule.
 - Early / Middle College: “13th Year” students must take a full-time load of coursework from a partner institution alongside completion of a math requirement in order to be considered a 1.0 FTE.

Benzie Academy:

- The student is a virtual student with a full schedule of courses in Powerschool. However, individual plans for course completion may involve focus on one or more courses “at a time” dependent on the needs of the student. These students are not required to attend formal courses at Benzie Academy and are only required in person for certain assessments and other critical activities

- The student is a “day program” student with a full schedule of courses in Powerschool. Like virtual students, plans for course completion may involve focus on one or more courses “at a time” dependent on the needs of the student. Students are not required to attend in person per Benzie Academy handbook, but FTE are counted and calculated as full virtual students.

K. Resignations:

- NONE

L. Retirements:

- NONE

Board of Education/Committee Reports –

A. Buildings and Grounds Committee –

1. **Bond Project Updates –** Superintendent Erfourth shared that there was a walk through this past week. Mrs. Erfourth shared with regret that Kris Gerke has taken another job in project management. He will be on site Wednesday, and will be onboarding Jim Vinton in his place. Virginia de Souza will be meeting with Director of Finance, Justin Weston on Wednesday to discuss budget and change order updates. Mrs. Erfourth shared that Mike Hollingshead is doing a great job ensuring no details are being missed. Plumbing and new walls are going in in the new concession area, plumbing and plumbing inspections are happening in the new locker rooms, Lake Ann Elementary concrete flooring is in and walls are going up. Abatement in the cafeteria is complete and we are currently waiting on the cloud and lighting set up. Additional block work continues at Homestead Hills Elementary. Gym floors are slated for refinishing this week, and new bleachers to be installed next week. There is a lot of cable and electrical work taking place.
2. **Building Use Forms, Procedures, and Fees –** President Brown shared that the district is moving toward the program Sys Aid that Northwest Ed. currently uses. The cost is \$428 per administrator approver.

B. Policy Committee –

1. **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 is looking to add language that would allow cell phone use during student lunch period. Superintendent Erfourth will contact Thrun Law Firm for guidance.
2. **School Wellness Policy –** Superintendent Erfourth shared that Thrun Law Firm has advised that the Board of Education vote on two items: (1) Approval of the Community Advisory Committee’s recommended policies

for the Benzie-Leelanau District Health Department for the School Wellness Program. These are practices and expectations for the BLDHD. (2) Formally approve the adoption of Policy 5707a (School Wellness Policy) for guidance on how Benzie County Central Schools will work with the Benzie-Leelanau District Health Department regarding consent for services. This would be the only official policy change for the Board of Education. The rest relate directly to the BLDHD.

- C. Finance Committee –Board of Education Treasurer, Jason Barnard – No Update
- D. Educational Foundation – Superintendent Erfourth – No Update.
- E. Liaison/Curriculum –Trustee, Lori Cota Hill – No Update.
- F. Negotiations – Superintendent Erfourth shared that we will be taking action on the Paraprofessional Master Agreement this evening. The teachers would like to reconvene in regard to step increases.
- G. Benzie Academy – Trustee, Lori Cota Hill – No Update.

Audience Participation (Agenda Items Only) – NONE

Discussion Topics: NONE

Action Topics:

22-23-003 It was moved by Ms. Cota Hill and supported by Mr. Barnard to approve the selling of (11) buses.

Ayes: 5

Nays: 0

Motion Carried

22-23-004 It was moved by Mr. Barnard and supported by Mr. Childs to approve the 2022/23 Elementary Handbook.

Ayes: 5

Nays: 0

Motion Carried

22-23-005 It was moved by Mr. Childs and supported by Ms. Cota Hill to approve 2022/23 MS/HS Handbook.

Ayes: 5

Nays: 0

Motion Carried

22-23-006 It was moved by Ms. Cota Hill and supported by Mr. Childs to approve the Benzie Academy Handbook.

Ayes: 5

Nays: 0

Motion Carried

22-23-007 It was moved by Mr. Barnard and supported by Mrs. Pomper to approve the Elementary Course Catalog.

Ayes: 5

Nays: 0

Motion Carried

22-23-008 It was moved by Mr. Childs and supported by Mr. Barnard to approve the Middle School Course Catalog.

Ayes: 5 **Nays:0** **Motion Carried**

22-23-009 It was moved by Mr. Barnard and supported by Ms. Cota Hill to approve the High School Course Catalog.

Ayes: 5 **Nays: 0** **Motion Carried**

22-23-010 It was moved by Ms. Cota Hill and supported by Mr. Barnard to approve the Benzie Academy Course Catalog.

Ayes: 5 **Nays: 0** **Motion Carried**

22-23-011 It was moved by Mrs. Pomper and supported by Ms. Cota Hill to approve the Edgenuity and Michigan Virtual Course Catalogs.

Ayes: 5 **Nays: 0** **Motion Carried**

22-23-012 It was moved by Ms. Cota Hill and supported by Mr. Barnard to approve the 1.0 FTE Resolution.

Ayes: 5 **Nays: 0** **Motion Carried**

22-23-013 It was moved by Mrs. Pomper and supported by Ms Cota Hill to approve Policy 5209 Student Use of Cell Phone and Electronic Communication Devices, Option #2, with language that students can use their cell phones and other electronic devices during their lunch period.

Ayes: 5 **Nays: 0** **Motion Carried**

22-23-014 It was moved by Mrs. Pomper and supported by Ms. Cota Hill to approve the School Wellness Policy.

Ayes: 5 **Nays: 0** **Motion Carried**

22-23-015 It was moved by Mr. Barnard and supported by Mrs. Pomper to approve the BCCS and BCCS Paraprofessional Association Mater Agreement.

Ayes: 5 **Nays: 0** **Motion Carried**

Audience Participation (Open Topics): NONE

Board Communication:

1. Board of Education Retreat – July 17, 2022 – 10:00 AM. – Board of Education Conference Room.

Announcements: NONE

22-23-016 It was moved by Ms. Cota Hill and supported by Mr. Barnard to adjourn the regular meeting 9:28 PM.

Ayes: 5

Nays: 0

Motion Carried

Secretary, Board of Education

Please note that July 11, 2022 Regular Board Minutes are subject for approval on August 15, 2022

Respectfully Submitted,

Catina Crossman

Executive Assistant to the Superintendent

Board of Education Administrative Assistant

Benzie County Central Schools