

REGULAR MEETING

A Regular meeting of the Benzie County Central Board of Education was held Monday, October 10, 2022, in the Board of Education Conference Room.

President Brown called the meeting to order at 7:02p.m.

Members Present: Mrs. Brown, Mr. Childs, Ms. Cota Hill, Mr. Noffsinger, Mr. Barnard, Mrs. Johnston, Mr. Gray

Members Absent: NONE

22-23-042 It was moved by Mr. Noffsinger and supported by Mr. Barnard to approve the agenda as presented.

Ayes: 7

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.

22-23-043 It was moved by Mrs. Johnston and supported by Mr. Gray to approve Consent Grouping items as presented, with the exception of amending the September 26, 2022 Special Meeting minutes, moving Board of Education Vacancy interview follow up discussion to *Discussion Topics* rather than *Board Communication*.

A. Minutes: September 12, 2022 Regular | September 26, 2022 Special

B. Business: General Fund Bills – \$407,764.28

C. Support Staff Appointments:

- Heather Hall – 5.5 Paraprofessional – Betsie Valley Elementary
- Dylan Lightfoot – Substitute Teacher – Benzie County Central Schools
- Rachel Evans- Social Studies Teacher – High School

D. Staff Assignment Changes: NONE

E. Leave of Absence: NONE

Ayes: 7

Nays: 0

Motion Carried

District Impact Team Update: Board of Education Secretary, Stephanie Johnston missed the last DIT meeting. Superintendent Erfourth shared the following: The District Impact Team has been working on our District MICIP goals, including professional development, reviewing survey data, and setting the calendar for dates when data will be shared from Building Impact Teams to the DIT. DIT is also reviewing our processes and procedures to improve the outcomes for our special education students through Results Driven Accountability.

Student Council Report: NONE**Administration Report:**

- A. NMSLA – Superintendent Erfourth shared that Representative John Damoose presented to the association. He shared the work he is doing and that he is running for a Senate seat. His wife is a school board member so he understands the challenges that schools have faced these last two years. He wants to ensure that schools have what they need to be successful. He is proud of his work to help close the school funding gap. He also shared that there are only four days of session left before November elections. The association encouraged him to support changing the retirement rules to allow for retirees to return to work after sitting out for 30 days. School resource officer grants are now open; however, Benzie would not be eligible since we currently have a resource officer.**
- B. New Board of Education member introduction – President, Nicki Brown – Mrs. Brown introduced Mr. Scott Gray as the newest trustee to the Board of Education. Scott was appointed by the Board of Education on September 26, 2022 after a rigorous interview process. Mr. Gray has recently served a six year term on the Benzie County Central Schools Board of Education, and is happy to be back and serve the school district and community.**
- C. State Savings Bank: Update Signers on Accounts – Savings Account Ending in 7920.**

Certificate of Deposit Account Ending 4300**Public Checking Account Ending 0606****Remove Signors:**

- Norm Campbell
- David Clasen
- Catherine Hahn

Add Signors:

- Justin Weston
- Amiee Erfourth
- Danielle Banasiak

For State Savings Bank Accounts: Update Title on Account to Benzie County Central Schools (Currently Our Nametz Midwest Talent Search Trust). The accounts are currently linked to the District's Tax ID number, the bank is asking that we update the account name, to BCCS per IRS request.

Savings Account Ending 7920

Certificate of Deposit Account Ending 4300

- D. CETUSA Update – CETUSA Exchange Coordinator, Ann Parker - Council for Educational Travel, USA (CETUSA) is a non-profit organization dedicated to helping Americans and those from other cultures to gain a better understanding of one another....reaching out to encourage a lifelong journey of global peace and understanding. Since 1995, together with international partners and academic institutions from over 50 countries, CETUSA has helped tens of thousands of**

students, families, young professionals and employers' benefit from the integration of diverse cultures. CETUSA operates all of its programs in accordance with the regulations of the United States Department of State and is designated to issue the DS-2019 enabling program participants to obtain the J-1 visa. We are fully accredited by the Council on Standards for International Educational Travel (CSIET), an organization that evaluates exchange organizations. CETUSA endorses and upholds CSIET standards and the U.S. State Department's regulations. CETUSA Community Coordinators, like myself, arrange host families for international students participating in our High School, Private School and Community College Programs. Together with our main offices and global partners, Community Coordinators arrange all of the details for each student's attendance of a U.S. school. They also provide friendly mentorship and supervision to both students and host families while the students are in the U.S. CETUSA Community Coordinators are located in hundreds of communities nationwide. Mrs. Parker shared that American students get world ready when alongside people from other cultures. Mrs. Parker has coordinated 127 students, with the majority attending Benzie Central. Ann shared that culture and diversity are key and she is readily available to her students, families, and school staff. With that, Mrs. Parker introduced our (5) 2022/23 Foreign Exchange students and their host families:

- *Pol Molins Rallo - Spain – Marv and Amy Jones*
- *Janeka Iivi Selena Tikkanen – Finland – Asa and Traci Kelly*
- *Bianca Delogu – Italy – Marc and Bridget Grossnickle*
- *Jiwon Kang – South Korea – Larry and Jackie Abeyta*
- *Ane Aramendia Irigoyen – Spain – Shane and Chrissy Iverson*

E. Chicago Trip – Choir/Band – Band Director, Brian Parent & Choral Director, Kirsten Cline – Superintendent Erfourth shared details regarding the Benzie Central High School Music trip to Chicago. The trip would be held February 17 and 18 of 2023.

PROJECTED PRICE:

\$484 per person based on 52-54 participants – Quad Occ.-Students

\$496 per person based on 52-54 participants – Triple Occ.-Students

\$518 per person based on 52-54 participants – Double Occ.-Students

\$588 per person based on 52-54 participants – Single Occ.-Adults

TWO COMPLIMENTARY TRIP(S) BASED ON 52-54 PARTICIPANTS.

PRICE ADJUSTMENT BASED ON NUMBER OF PARTICIPANTS:

#'s Quad Occ. Triple Occ. Double Occ. Single Occ.

49-51 \$500 \$512 \$536 \$606

46-48 \$518 \$530 \$552 \$622

43-45 \$536 \$548 \$572 \$642

Note: If the number of paying participants drops below 43, the trip price will be recalculated.

Note: Empty bus seats are covered in these prices.

ONE DELUXE MOTOR COACH(S) for round trip from BENZIE CENTRAL HS, MI to CHICAGO, IL plus ground transportation to and from events. Coaches are equipped with DVD, WI-FI, CHARGING PORTS

FIRST CLASS ACCOMMODATIONS AT HOTEL for ONE NIGHT)

SECURITY WILL BE PROVIDED FOR GROUP AT HOTEL EACH NIGHT.

Meals and Activity Admissions would be included in the above prices as well as the following additional services.

ADDITIONAL SERVICES INCLUDE:

- Full time (24/7) Tour Director who will travel with your group. They are all retired band, orchestra and choir directors of extremely successful programs – very detailed and know all our travel destinations extremely well
- Preferred Tour Operator Pricing
- \$6,000,000.00 Liability Insurance
- Only contracting with in-state based motor coaches when possible
- Bus Driver tips
- Private Night Time Security Guards dedicated to your group
- Luggage Tags provided
- A Travel Protection Plan including Cancel for Any Reason (CFAR) is available
- Free Clinic available for HS Ensembles by Bennett Travel
- Trip meeting with all participants prior to departure
- Additional meetings with director/boosters as needed
 - * Further changes to itinerary will be made if requested or needed

Both the Choir and Band will fundraise to help defer out of pocket costs.

F. Food Service Update – Chartwells Food Service Director, Lisa Purchase – Mrs. Purchase was pleased to share that the cafeteria server is complete, and all new equipment is in place with the exception of two pieces due to inaccurate measurements. Currently, there is a positive fund balance. The balance sits at a surplus of over \$468,690.13. Breakfast and lunch counts continue to increase; breakfast up 12% and lunch up 18%. The spend down has taken place encompassing the following purchases:

- Completed the restructuring of MS/HS serving line. Includes new sinks, new hot/cold/freezer wells, double stack steamer, new tables, shelving and dish machine.
- New flooring at MS/HS and BV
- New outdoor industrial size grill.
- Updated electrical at the MS/HS
- New stainless-steel prep tables at BV and LA.
- Upgraded kitchen sanitary systems including the grease trap.

Chartwells is pleased to report that they have provided THREE scholarships for the graduating class of 2022; \$1000.00, \$500.00, and \$250.00. They have been moved to full CEP status district wide, they were the recipient of the 10 cent a meal grant for SY 2022/23, and they also have applications submitted for new breakfast blender equipment through the “Moolah for Schools” grant. They are looking forward to Apple Crunch Day on October 17. The food service contract is in year five, and will go to bid later this winter/early spring.

- G. Lake Ann Elementary Update – Principal, Rachel Anderson – Principal Anderson shared that there are currently 48 preschool students and 211 Kindergarten through 5th grade students attending Lake Ann Elementary. New staff additions for 2022/23 are Patrick Mangan 2nd Grade, Eric Perez 3rd Grade, Winona Roper 2nd/3rd split, Lisa Cook Paraprofessional, and Amber Pomper Paraprofessional. Mrs. Anderson was pleased to announce that the new preschool room was completed and operational. Lake Ann Elementary has implemented “*Caught You Being Great*”, increasing membership and belonging for ALL students. Staff is looking for students displaying any of the (5) SEL competencies through the school day: 1. Self-Awareness, 2. Self-Management, 3. Social Awareness, 4. Relationship Skills, and 5. Responsible Decision Making. In nine days, a total of 161 C.Y.B.G slips were given, and monthly C.Y.B.G. Awards Ceremonies have been scheduled. Teacher Professional Learning continues to take place: Data Day: Dissecting NWEA and AIMS web testing results, Defining Professional Values: Safety and Communication, and Intro Restorative Practices. In addition, NWEA, AIMS web, and SEL testing are complete for Data Day Review and IRIPs, Building Level Committees have been formed and will begin meeting this month, Child Study is teaming up with Northwest Ed. staff and LA staff, and parent-teacher conferences are Wednesday and Thursday of this week. Lake Ann Elementary is hosing Fall Fest and a Book Fair in this month.**
- H. Bus Request – (2) New Buses – Director of Transportation, Mary Radtke- Mary was not in attendance. Superintendent Erfourth reported on her behalf. Mary Radtke is requesting we proceed with purchasing two new buses. We would work with Zaremba, which is a pre-approved vendor with competitive bid pricing. We are still waiting on the 4 new buses we ordered in July 2021. They are scheduled for a late November/December arrival. The cost is approximately \$106,192.00 per bus, with an anticipated arrival of eight to nine months. The hope would be to have the by the Fall of 2023. In addition, Mrs. Radtke has consolidated (18) routes down to (12) routes, and has hired two new bus drivers for athletic trips. She was also able to sell (10) buses at an auction for a combined total of \$16,447.00. The Board of Education requested a transportation update for the regular November 14, 2022 meeting; to include number of buses of the current fleet, number of drivers, routing and consolidation updates and projected cycle of bus purchases going forward.**
- I. Resignations:**
- Katherine Ames – Bus Driver – Transportation Department
 - Tina Taylor-Leeball – Bus Driver – Transportation Department
- J. Retirements: NONE**

Board of Education/Committee Reports –

A. Buildings and Grounds Committee –

1. **Bond Project Updates – Board of Education President, Nicki Brown, shared that weekly CORE team meetings happen on Wednesdays at 7:30 AM and contractor meetings are happening on Wednesdays at 2:00 PM. We have worked with Wolgast and Kingscott to streamline the process of invoicing,**

- scheduling, and change orders. Project Updates- Lake Ann Elementary inside room is now open for PreK. The other two rooms continue to receive drywall and windows. Waiting until Nov. for egress part of window. Roof top unit is delayed until January. Concession area is waiting for roll up doors. They should arrive next week with install around the 19th of October. It was discovered that this door required electrical connection and tie into the fire system since the doors are on a corridor. Cabinets are coming the 3rd week of October. CBO office received cabinets this week. Install is ongoing. Locker room has hard ceilings. Painting is ongoing. Lockers are going in. Flooring will be installed this coming week. It will take 5 days. Lighting and fixtures still need to be installed. We are hoping to have this space ready by October 31. We need special permission for occupancy since this project and concession area were tied to the weight room. Dan Tryles has applied to the state for this. Weight room will get a roof this week. Brick work is ongoing. Electrical panel will be installed in the next week or so. Homestead Hills has a roof over 100 section. Concrete floors going in. Interior and exterior walls continue to go up. The road commission has started the new Henry Rd. section. Once the road is in we can have DTE run the gas line in the easement. Betsie Valley Elementary will get corridor doors to the gym/stage installed next week during conferences and the no school day. Topline is investigating whether or not we need to run GFS line or if it can be grounded to the box. We should have an answer next week. The nurse's station and social worker space are mostly completed just waiting on sink installation and decals for windows.
- B. Policy Committee –
 - 1. No Update
 - C. Finance Committee –Board of Education Treasurer, Jason Barnard shared that the audit is delayed and an extension may be needed.
 - D. Educational Foundation – Superintendent Erfourth shared that the foundation is exploring joining with the Manistee Community Foundation or the Grand Traverse Community Foundation. They also shared approximately \$2000, to be divided equally between each building, for teacher professional development courtesy of the Kim Lathwell fund.
 - E. Liaison/Curriculum –Trustee, Lori Cota Hill – Ms. Cota Hill shared that the committee last met on September 27, discussing scales and longevity. The next meeting will be held on October 18.
 - F. Negotiations – Superintendent Erfourth shared that there is no update.

Audience Participation (Agenda Items Only) – NONE

Discussion Topics: NONE

Action Topics:

22-23-044 It was moved by Mr. Noffsinger and supported by Mrs. Johnston to approve the State Savings Bank: Update signers on account.

Savings Account Ending 7920

Certificate of Deposit Account Ending 4300

Public Checking Account Ending 0606

Remove Signors:

- Norm Campbell
- David Clasen
- Catherine Hahn

Add Signors:

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Ayes: 7

Nays: 0

Motion Carried

22-23-045 It was moved by Mr. Childs and supported by Mr. Barnard to approve the Chicago Trip for Choir/Band.

Ayes: 7

Nays: 0

Motion Carried

22-23-046 It was moved by Ms. Cota Hill and supported by Mrs. Johnston to approve the purchase of (2) new buses.

Ayes: 7

Nays: 0

Motion Carried

Audience Participation (Open Topics): Shane Iverson, 912 Orchard St. Benzonia – Scout Master for Girls Troop 1225 shared that the girls were here this evening as part of their service project to earn their citizenship and community badges.

Board Communication: The Board of Education is looking ahead to schedule to schedule (2) Board of Education Workshops for 2023. The tentative dates are as follows:

- January 22 – 9:00 AM – 12:00 PM
 - June 25 – Time to be determined
- Dates and times are subject to change.

Announcements:

- **October 12 & 13 - Parent Teacher Conferences – Half Days**
- **October 14 – No School**
- **October 15 – Lucky 200 Drawing**
- **November 14 – Regular Board of Education Meeting**

22-23-047 It was moved by Mr. Noffsinger and supported by Mr. Childs to adjourn the regular meeting 8:20 PM.

Ayes: 7

Nays: 0

Motion Carried

Secretary, Board of Education

Please note that October 10, 2022 Regular Board Minutes are subject for approval on November 14, 2022.

Respectfully Submitted,

Catina Crossman

Executive Assistant to the Superintendent

Board of Education Administrative Assistant

Benzie County Central Schools