

REGULAR MEETING

A Regular meeting of the Benzie County Central Board of Education was held Monday, November 14, 2022, in the Board of Education Conference Room.

Vice President Cota Hill called the meeting to order at 7:01p.m.

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

Members Absent: Mrs. Brown, Mr. Noffsinger

22-23-048 It was moved by Mr. Childs and supported by Mr. Barnard 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.

22-23-049 It was moved by Mrs. Johnston and supported by Mr. Gray to approve Consent Grouping items as presented.

A. Minutes: October 10, 2022 Regular

B. Business: General Fund Bills – \$6,709,726,73

C. Support Staff Appointments:

- Amy Potes 6.5 Paraprofessional – Crystal Lake Elementary
- Chris Geetings – Bus Driver – Transportation Department – Extra Trips

D. Staff Assignment Changes: NONE

E. Leave of Absence: Michaela MacGirr – Extended Leave of Absence through January 20, 2023. Expected return date is January 23, 2023.

Ayes: 5

Nays: 0

Motion Carried

District Impact Team Update: Board of Education Secretary, Stephanie Johnston shared the following:

10/11

1. **Results Driven Accountability (General Supervision)** is evaluating all processes/protocols that improve outcomes for special education students. These goals need to be SMART and based on Cohort data. They also need to be part of our MiCIP plan.
2. **Attendance goals and how to measure** were discussed. Procedures and protocols revolving around attendance were discussed and tabled for the next meeting.

3. **Crystal Lake presented a great problem of practice. How can Tier I instruction be effectively delivered at grade-level while simultaneously addressing the many identified skill deficits?**

10/25

1. **Betsie Valley presented three problems of practice. #1. How do we create a plan to repair the learning gaps in students performing at dramatically varying academic levels? #2. How do we create a structure where all students are challenged and monitored at a level for optimal learning? #3. How do we create a culture that promotes best effort in all academic pursuits including required testing?**
2. **BCHS presented their problem of practice. How can we support our students who are failing multiple classes in the 9th grade on a building/system level? How can these programs be structured in our current system?**

11/1

1. **K-5 SELWEB district data was shared. The problem of practice belongs to the district.**
2. **NWEA Data was reviewed with the problem of practice being determined to be a Tier I problem. Action plans will be discussed next week.**

11/8 (these were the action items determined from the previous data review on the 1st)

1. **Strand analysis of NWEA data by grade level in both math and english. Are all teachers comfortable reading data? Does training need to occur there? Make sure to review data 3 times a year. TEACHER/ADMIN**
2. **Core instructional minute review and time out of class for teachers during core instruction. Do our intervention times align with core times, do we have the appropriate infrastructure to do this. ADMIN**
3. **Work on student engagement and formative checks during individual lessons. Chunk and Check.**

Student Council Report: Benzie Central Senior, Gloria Stepanovich will be the 2022/23 Student Council Board of Education Representative. Gloria is the 2023 class president. She thanked the Board of Education for the opportunity to serve on the Board of Education. Gloria reported that she loves this school, the clubs, the sports and all that it has to offer as it makes it a better place. She added that Homecoming 2022 was more unified and positive, and dance attendance was at its highest. Gloria was proud to introduce the success board and hopes to build on it going forward.

Administration Report:

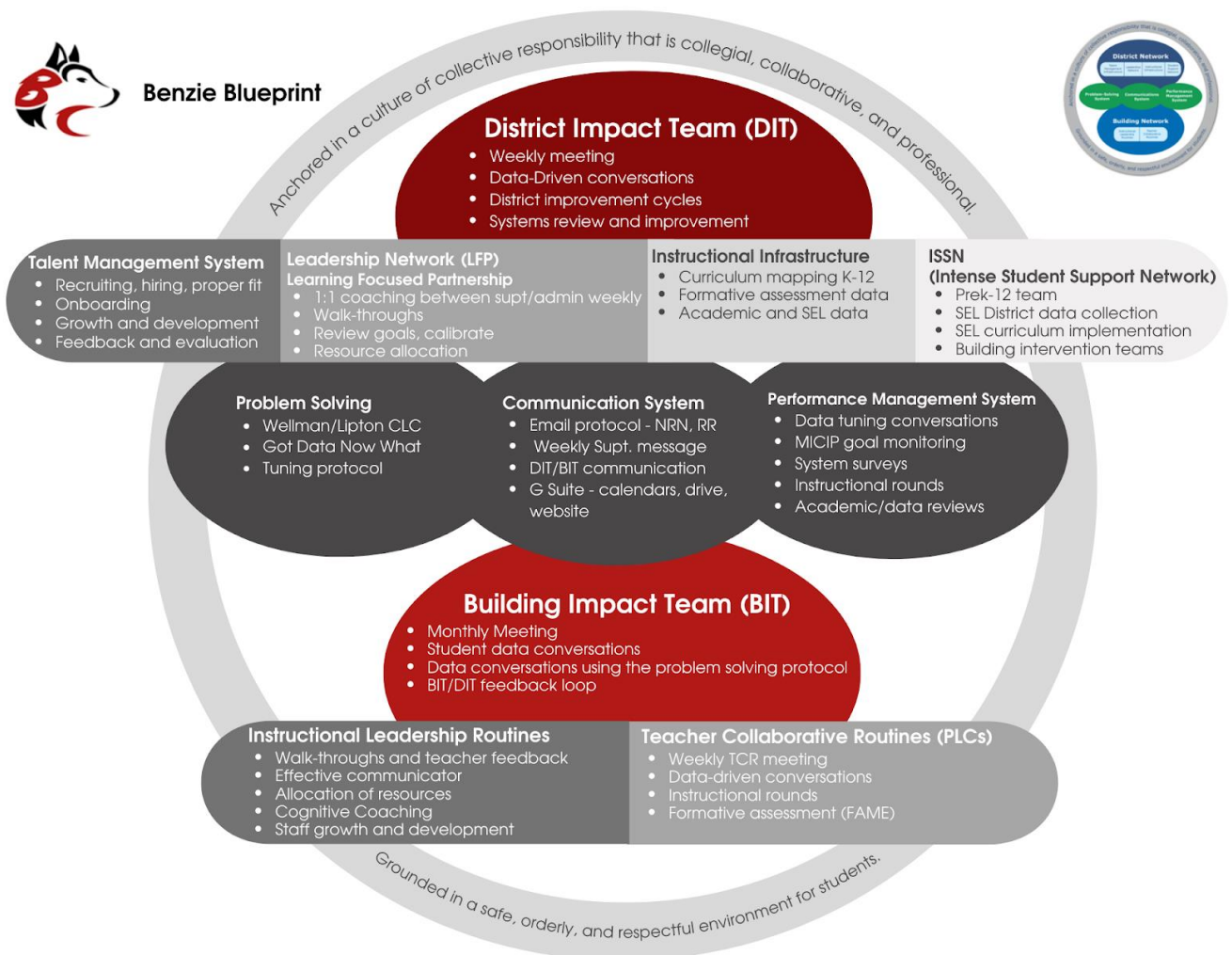
- A. NMSLA – Superintendent Erfourth shared that Betsy Coffia is the only Northern Michigan legislator in the majority party. We are planning to meet with her soon and hope she will be on the appropriations committee. Lame duck will be limited but NMSLA is still hoping to move on the retirement bill (reducing the time retirees have to sit out) and ISD school safety grants. Possible legislation that we may see movement on due to the newly controlled democrat house, senate, and governor- 3rd grade reading bill repealed and teacher evaluation changes that reduce the growth percentage tied to teacher effectiveness. Some other items to watch for may union issues that include prevailing wage and negotiation rules and possibly elimination of the retirement tax.**
- B. Fall 2022 General Collection Update – “Count Day” – Executive Assistant to the Superintendent/Pupil Accounting Specialist, Catina Crossman – Catina shared that most of us refer to it as count day, which can often be pretty daunting. This fall, the district sits at a 1,235 head count, with a combined special education and general education FTE of 1,231.43. Mrs. Crossman explained that FTE count being lower than head counts results in shared time students, and homeschool and non-public school district residents who attend CTC. In addition, she shared that this 1,235 count included (6) 1755 students, but did not include the additional (35) students in our GSRP Fall 2022 General Collection. Catina explained to the Board of Education that this is an unofficial, unaudited DS4061. Field audits will occur on December 19 for the high school and December 20 for the Benzie Academy. Middle School and Elementary will receive desk audits mid-January/early February.**
- C. Data Update – NWEA – Superintendent Erfourth – Mrs. Erfourth shared NWEA student achievement and District Impact Team goals with the Board of Education.**

[Fall 2022 NWEA Data](#)

DIT Team Goals

1. Understanding the Data
 - a. Helping students understand the test and data
 - Explain the why
 - Goal setting
 - Celebration
 - b. Helping teachers review the data
 - c. District Math and Literacy Committees to review district areas of impact
2. Protecting Core/checking on intervention schedules
 - a. Administration/Kim Gramzow/Sandy Magnan
3. Work on student engagement and formative checks during individual lessons. Chunk and Check.
 - a. PLC/Lifts to support lesson planning
 - b. Google form walkthrough tool with administration focusing engagement and formative assessments.

- D. Transportation Update – Director of Transportation, Mary Radtke – Mary gave an update on inventory and staffing numbers for the Transportation Department. The district has 18 buses; (16) 71 passengers, and (2) 76 passengers. 14 drivers including Mary, 2 substitute drivers, 2 extra trip drivers, encompassing 12 routes. This has been a challenge, as Mrs. Radtke has managed to take 18 routes down to 12, due to bus driver shortages. The district runs approximately 1,765 miles per day, with the average route being 145 miles per day. She was pleased to announce that they were able to accommodate all extra trips this month and she is confident they will be in even better shape next month. Currently, the longest route in our district is approximately an hour and a half, with the shortest being just around an hour. Mary is hopeful that we will have our new buses by the end of the school year, with the next round coming in October 2023.**
- E. Crystal Lake Elementary Update – Principal, Steve Graetz – Principal Graetz shared Crystal Lake Elementary Tuning Protocol, geared around the Benzie Blueprint, District Impact Team, and Building Impact Teams.**



The Building Impact Team (BIT) meets monthly, has student data conversations, uses data conversations using the problem-solving protocol BIT/DIT feedback loop as illustrated above. The *problem* of practice: How can Tier I math instruction be effectively delivered at grade-level while simultaneously addressing the many identified skills deficits?

- Alignment to MICIP student goals: 80% of students at or above Grade Level / Proficiency Math
 - Examine benchmarking datasets from NWEA MAP and AIMSweb+ from Fall 2022
The *solutions*: Learning Loss/Recovery Teacher, Sarah Dodge.
 - Position currently budgeted through ESSER funding
 - Math Interventions – There are currently 69 students during the school day, Monday through Friday utilizing this solution.
 - Math Tutoring – There are currently 33 students, after school, Monday through Friday taking advantage of the extra supports.
- F. Benzie Academy Update – Principal, Kyle Taylor, Elaine Taghon, and Rebecca Kik- Benzie Academy Counselor, Rebecca Kik shared their focus for Benzie Academy. *Our hope is to give our students multiple options after they graduate from high school, possible career opportunities and skilled trade apprenticeships. To build awareness of manufacturing businesses and careers in northwestern Michigan for students who may be interested in these lifestyles.*
- Academy event coming up:
- NMC-Kevin A'lessandro-TCAPS Early College & Commitment Scholarship Coordinator November 16, 2022 10:00-11:30, 11:30-12:00 Parent session
 - Parents/students can request a Google Meet with Kevin if they are working and cannot make the appointment time on Wednesday
 - Machining Tours-Clark Manufacturing and Skilled Manufacturing LLC, Northwestern Michigan Skills Lab
 - November 22, 2022 8:30-2:40, 2 sessions: 9:45-11:15 and 12:30-2:00
December 2022-Implementing XELLO, with Academy students to explore career ideas and focus on their skills and strengths for their futures

Apprenticeships-February 2023, we are in the process of setting up a panel of skilled trade experts for students to ask questions regarding their career. And, we are planning a community meeting with the same experts, and offering it to our students who have dropped out in the past.

- Tim Babcock, Electrical Union
- Clint Steele, Tyler Carson Pipefitters Union
- Tim VanderMeulen, CTC Instructor and Union Teacher
- Jane Breederland from Michigan Works Apprenticeship Program

Future Endeavors:

In Person-Manufacturing Advisory Board Meeting-Monday, November 14, 2022

NMC, Shoreline Fruit, Lear, Thompson Surgical, Skilled Manufacturing/Aerospace, Clark, Sara Lee, Antrim Machine, Century, Tool North, DMC, PKC-Global Commercial Vehicle Industry, StarCutter-Precision Cutting Tools, ThermaVance-Personal Climate Control, Cone Drive-Gearbox Manufacturing, Coherent Lasers, Trantek Automation

Academy Highlights:

- **NWEA (more than 47 students in the Fall), doubled from last year**
- **2 students attended College visits, 1st time ever asked to attend**
- **3 dual enrollment students, Baker and NMC**
- **Changing the perception of the Academy to “alternative setting”, it is a work in progress as we have to change our peers, the community and other students’ perception**
- **Addition 5-10 new students since the beginning of October, growing the program.**

G. Pilot for Supplemental SEL Kikori 6-12 – BA/MS/HS Principal, Kyle Taylor-
Principal Taylor shared that the Building Impact Team came to him with concerns about the current SEL platform, *Move this World*, deeming it unrelatable to the MS/HS age group. Given the concern, Mr. Taylor explored the Kikori Platform. He would like to roll out a 90-day pilot program, get some feedback as to how the students are responding, and move forward if successful, rolling it out during the January 2023 Professional Development. This would be a supplement to *Move this World*, allowing kids to move, talk, and reflect. Currently, Mr. Taylor could get 28 licenses for \$999.00. It is the hope that this will save time, build confidence planning and leading SEL activities, increase engagement, and expand sense of community.

H. Casework Bid Updates – Superintendent Erfourth – Superintendent Erfourth shared that we received 3 bids. The low bidder, Stonecreek, had a base bid amount is \$200,485.00 and does not include the alternate pricing. Alternate Pricing for the Districts consideration and approval:

- **Alternate No. 1 – Provide additional wall cabinets and mobile cabinets for the additional amount of \$55,800.00. (classroom cabinets and wall cabinets for the science rooms)**
- **Alternate No. 2 – Provide water distillation unit in Prep Room #507 for the additional amount of \$3,350.00. (for the chemistry/science rooms as the current one is not operational)**
- **Alternate No. 3 – Provide Extraction Arm Fume Hoods in Science Classroom #505 and Prep Room #507 for the additional amount of \$17,750.00.**

Any approved alternates would be added to the recommended base bid amount of \$200,485.00.

- I. Special Education Parent Representative – Superintendent Erfourth – Mrs. Erfourth shared information on the Special Education Parent Representative. Ms. Betty Kincaid would serve as Benzie County Central Schools parent representative for the Special Education Parent Advisory Committee hosted through Northwest Ed. if the Board of Education approves.**

SEPAC is composed of a group of parents of special needs students from Antrim, Benzie, Grand Traverse, Kalkaska, and Leelanau County school districts. Together, this group works to provide a supportive environment for students, families, and educators that will help each student achieve their potential. Families often find their greatest support in other families who are in a similar situation. SEPAC members work as a resource for others who are unfamiliar with regional services or are looking for information that might support the special needs of their child. A SEPAC representative is willing to share their insight as you navigate your journey through special education. They need to be willing to attend a meeting and listen to ideas and possibly share ideas on special education supports/services in the region from a parent lens.

- J. Audit Update – Budget Amendment Timeline- Director of Finance, Justin Weston Mr. Weston shared that the audit is still ongoing, but we are getting close to being done. We are still shooting to have it done and filed by December 1. The auditors have reviewed all seven District funds. Continued reviews consist of Federal Programs such as ESSER and Food Service. They have taken a close look at the Bond projects, Sinking Fund and of course General Fund. We are close to having the disposal of assets complete on the sale of Platte River Elementary. Our biggest challenge has been our financial operating system. We had to do many entries to fix things we didn't expect or had any knowledge about. We are already looking at new financial systems so that doesn't continue to be a problem in the future.**

K. Resignations: NONE

L. Retirements: NONE

Board of Education/Committee Reports –

A. Buildings and Grounds Committee –

- 1. Bond Project Updates – Board of Education Trustee, Brian Childs, shared that a walkthrough with Kingscott has taken place, and concerns and frustrations are being exhibited in a less than pilot manner. A locker room walkthrough has taken place, and an inspection took place today. Paint color changes have taken place. The wrong red was color matched and we now have the correct red. The gray color has also been corrected. The architects and interior designer met on Wednesday to review colors and furniture. They will meet again next Wednesday in person to review the colors and finishes for Homestead Hills. Incorrect brick for Homestead Hills Elementary. Locker room/concession/referee room have final inspections planned for Monday, November 14. The weight room work continues. Exterior brick is completed. Work continues on the columns. The roof is completed. The electrical panel is complete. We are waiting on**

solutions for the septic tank/drain field concern. Lake Ann's addition is coming along. The grading work has been completed as well as the outside sidewalk. Walls/electrical/ceilings/cabinets have been installed. We are waiting on flooring in the bathroom to continue with the tile work and other flooring. We are still waiting on egress windows and they won't be in until late December. Homestead Hills has a roof on the PreK/early elementary wing. Exterior walls continue in the upper elementary wing. We have not received a final confirmation on the gym floor but our insurance company is communicating with Wolgast's insurance company. They have secured two bids so far. We need a determination letter and denial letter before we can move forward.

- B. **Construction Update – Board of Education Trustee, Scott Gray – Mr. Gray, recently rejoining the Board of Education has been doing bond construction research, walkthroughs, deciphering contracts and getting up to speed. He too shares concerns and frustrations with Kingscott and Wolgast, and is attending meetings, asking questions, wanting numbers, wanting options to remedy errors on their part, and wanting financial documents indicating overages, change events, and an overall timeline and budget. Going forward, Mr. Gray plans to continue in supporting the Building and Grounds Committee work through these issues. Mr. Gray feels when we are not getting the project as planned, during the timeline promised, it then becomes a breach of contract.**
- C. **Policy Committee – Superintendent Erfourth shared that there is no update, but the committee does need to schedule a meeting to discuss student drivers to both sporting events and CTC, as well as to establish a limit of the superintendent can approve without Board of Education approval, recommending reaching the threshold of having to receive 3 bids.**
- D. **Finance Committee –Board of Education Treasurer, Jason Barnard shared there is no report as Director of Finance, Justin Weston gave an update this evening.**
- E. **Educational Foundation – Superintendent Erfourth shared that the foundation will be meeting on Wednesday, November 16.**
- F. **Liaison/Curriculum –Vice President, Lori Cota Hill – Ms. Cota Hill shared that the committee met and the following concerns were expressed: Communication, Board of Education members visiting classrooms, substitute teacher shortages, having to put Intervention Specialist teachers into the classroom as a result, standards based report cards, reimbursements for within district travel from building to building, lesson plans and the time to create them, benchmark assessments and teacher and staff supports.**
- G. **Negotiations – Superintendent Erfourth shared that there is no update.**

Audience Participation (Agenda Items Only) – Lorraine Nordbeck, 5376 Benzie Hwy., Benzonia. Mrs. Nordbeck thanked the Building and Grounds Committee for their bond construction report as she feels the community deserves to know all of this information. She appreciates Mr. Gray pushing for numbers. She came here this evening to express concerns over the lack of urgency regarding the gym floor as she thought it should be priority. She now understands that there are heavier and bigger

issues.

Karen Reidlinger, 3515 Wallaker Rd, Benzonia. Karen shared that she didn't realize that there were other issues going on with construction and projects, resulting in constant, daunting road blocks. She asked for septic field clarification, and thanked the board of education for their communication, as she will have a different perception leaving, then what she did coming in tonight. She shared her concerns on the 2023 seniors already missing a lot due to COVID-19 trauma

Shannon Gillison, 6494 Putney Rd. Arcadia. Shannon inquired as to whether or not the Board of Education had looked into, inquired, gotten quotes on temporary gym flooring, so that space could be utilized as normal.

Discussion Topics: NONE

Action Topics:

22-23-050 It was moved by Mr. Gray and supported by Mrs. Johnston to approve the Supplemental SEL Kikori 6-12 Pilot.

Ayes: 5

Nays: 0

Motion Carried

22-23-051 It was moved by Mrs. Johnston and supported by Mr. Childs to approve the Casework Bids; Alternate Numbers 1, 2, and 3.

Ayes: 5

Nays: 0

Motion Carried

22-23-052 It was moved by Mrs. Johnston and supported by Mr. Barnard to approve the Special Education Parent Representative.

Ayes: 5

Nays: 0

Motion Carried

Audience Participation (Open Topics): Karen Reidlinger, 3515 Wallaker Rd, Benzonia. Karen shared with the Board of Education, that what she was about to read was originally directed toward the Board of Education, but now she understands that her frustration is with the architect and contractors and their carelessness and delays. In summary, she read a statement in support of the class of 2023 and protecting this year and making it as normal as possible, given they have missed so much already as a result of COVID-19 and juvenile mental health being at an all-time high.

Board Communication: Superintendent Erfourth shared that we had two newly elected members as a result of the November election. Both Shannon Gillison and Matt Smith introduced themselves. Both Gillison and Smith will begin their terms in January 2023.

Announcements:

- **November 28 – Community Blood Drive**
- **December 12 – Regular Board of Education Meeting**

22-23-053 It was moved by Mr. Childs and supported by Mr. Gray to adjourn the regular meeting 9:18 PM.

Ayes: 5

Nays: 0

Motion Carried

Secretary, Board of Education

Please note that November 14, 2022 Regular Board Minutes are subject for approval on December 12, 2022.

Respectfully Submitted,

Catina Crossman

Executive Assistant to the Superintendent

Board of Education Administrative Assistant

Benzie County Central Schools