

REGULAR MEETING

A Regular meeting of the Benzie County Central Board of Education was held Monday, May 8, 2023, in the Board of Education Conference Room.

President Childs called the meeting to order at 7:00pm

Members Present: Mr. Childs, Mr. Barnard, Mr. Gray, Mrs. Gillison, Mr. Smith, Ms. Cota Hill (tardy)

Members Absent: Mr. Noffsinger, Gloria Stepanovich (non-voting member)

22-23-124 It was moved by Mr. Barnard and supported by Mr. Smith to approve the agenda as presented, with one amendment; *Approval to go into closed session for purposes of attorney/client privileged information.*

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.

22-23-125 It was moved by Mr. Smith and supported by Mrs. Gillison to approve Consent Grouping items as presented.

A. Minutes: April 10, 2023 Regular

B. Business: General Fund Bills – \$4,257,749.50

C. Support Staff Appointments:

- Paige McLeod – Elementary Teacher 2023/24

- Paul Campana – Middle School Soccer Head Coach

D. Staff Assignment Changes:

- Emily Burrus – 10th-12th Secondary Counselor to MS Social Studies and Health Teacher

E. Leave of Absence:

- NONE

F. Recommendation for Tenure:

- Allison Pfeuffer – Lake Ann Elementary
- Susan Wagar-Dameron- Crystal Lake Elementary
- Michaela MacGirr – Crystal Lake Elementary

Ayes: 5

Nays: 0

Motion Carried

District Impact Team Update: Board of Education Trustee, Matt Smith reported the following:

Betsie Valley Elementary shared information about a problem of practice relating to attendance and strategies to solve the problem. Strategies that were discussed focused on positive reinforcement for good attendance. Also discussed ways to engage parents knowing that they are responsible for getting kids to school at early ages.

Crystal Lake shared information about the roll out of a form used to both log behavior data, but also to seek support for students in crisis. Had everyone fill out a sample form and asked ways to improve the form and how to best implement with staff.

The High School and Middle School are working to improve testing attendance and to add more intrinsic rewards. There are already extrinsic motivators in place. How do we get the students to be more self-motivated to take tests and improve scores?

The Middle School is working on their CSI plan and have already begun working on some of the required strategies in the plan.

RCD training is scheduled June 15-16 from 8:00-3:30 pm. There was discussion on how to promote the event to encourage staff to attend.

There was an ELA discussion asking how can the levels of efficacy and interdependence be raised among members of the K-12 Literacy Committee.

Student Council Report: Student Council Board of Education Representative, Gloria Stepanovich was not in attendance. No update.

Administration Report:

- A. NMSLA – Superintendent Erfourth shared the following report from her May 8 NMSLA meeting: Representative Betsy Coffia shared the work she is doing to increase awareness about the costs of transportation and get additional funding in the 23-24 school aid budget. House and Senate Appropriations Committees voted out both budgets in their respective committees along party lines. House and Senate Appropriations Committees voted out both budgets in their respective committees along party lines. Priorities for the Senate are foundation allowance increase, raising minimum teacher wage to \$50,000, special education funding, and increasing GSRP slots. The House priorities are 1% MPSERS one-time unfunded liabilities offset, 2-year blended count, and transportation funding.**
- B. Early Graduation Update – Carmyn Brodbent – Carmyn thanked the Board of Education for approving her Early Graduation Request. She was pleased to report that she was going into the Air Force to become a paralegal or lawyer.**

- C. 18-Hole Disc Golf Course – Freshmen Class – High School Science Teacher, Jalen Williams – Mr. Williams provided the Board of Education with the Proposal for a Benzie Central Disc Golf Course. The freshmen class is proposing an 18-basket disc golf course that utilizes the wooded property behind the school. All 9th grade students gave input into the course design. Students were given the following criteria:**
- Try not to cut down any new trees – only use the trails and areas that have previously been cut down for last year’s forestry cutting.
 - Existing trails (marked purple) may be used as fairways, but baskets and trees may not be constructed off trail.
 - The first tee should start near the baseball/softball parking lot (east of the ballfields).
 - The course should consist of two loops.
 - The first loop (baskets 1-9, red) will be behind the baseball/softball fields, far from school buildings.
 - The second, optional loop (baskets 10-18, blue) is near both school buildings.
 - Both loops should ideally end near the baseball/softball parking lot or on a trail that leads to it.
 - Try to avoid interfering with proposed further athletic expansions (baseball fields, bleachers, etc.)
 - There should be a mix of different shapes, sizes, and features for each hole.
- Mr. Williams shared that there was potential grant money available.
- D. Teach Michigan – Partnership with Benzie – Superintendent Erfourth – Superintendent Erfourth shared that Benzie Central was one of five cohorts in the state of Michigan that were selected to partner with Teach Michigan. They are offering 4 tracks- Early Career, National Board Certification, Aspiring Leaders, and Superintendent cohorts. 3 cohorts receive \$35000 in incentives. The superintendent cohort does not receive compensation but they are able to travel to 6 different states to view high performing schools. All cohorts have learning projects to complete and receive mentors.**
- E. Director of Curriculum Instruction, and Professional Development– Superintendent Erfourth shared that this would be a new position funded through CARES funds to oversee curriculum, review maps, plan professional development, oversee coaches/PLCs, support best practices, and assist the central office to support instruction. This position would be through June 30, 2024, at which time the position would be re-evaluated.**
- F. Sleeping Bear Gateway Council/Benzie County Road Commission - The Benzie County Road Commission is proposing a potential split of their property to allow for the Sleeping Bear Gateway Council to pursue funding options to potentially renovate the existing Platte River Elementary gymnasium and to repurpose some of the classrooms for housing.**
- G. Middle/High School Update/High School Pottery/Ceramics Course Update – MS/HS Principal, Kyle Taylor reported that it has been such an amazing year for**

the MS/HS; students, climate, culture. Science Olympiad went to state, Robotics made it to Worlds, both band and choir achieved state recognition. With that, he was pleased to recommend a High School Ceramics/Pottery Class to the Board of Education for this evening's approval. This High School Ceramics/Pottery course provides a comprehensive study in methods of ceramics, including hand-built clay construction and basic wheel throwing techniques. Students will explore three-dimensional design while developing both useful and sculptural clay forms. Creativity and quality craftsmanship will be emphasized. Students will be required to have taken another High School Art Class before taking Ceramics/Pottery, or with teacher approval. Students will be required to bring in or purchase some supplies and tools throughout the school year.

- H. **Inter-District Open Enrollment Policy** – Superintendent Erfourth explained that we are required to approve the inter-district open enrollment policy every 3 years. The law on schools of choice and inter-district enrollment has not changed since 2020. Accordingly, there are no statutory changes that require policy revisions. All but 3 schools participate in our ISD (Glen Lake, Northport, and Bellaire do not opt in). *The Board of Education, in conjunction and cooperating with the Board of Education which are constituent to Northwest Education Services and which have adopted an identical and reciprocal policy, shall permit the enrollment of students from any participating District in accordance with this policy and the Administrative Guidelines established to implement this policy.*
- I. **Northwest Education Services 2023/2024 Budget Overview** – The Board of Education was provided the Northwest Education Services 2023/2024 Budget Overview (General, Special, and Vocational). A Regional Summary was provided that offers information from 2022 and 2023 and illustrates the value of regional programs, collaboration and economics of scale in support of local public-school districts served by the ISD. The Benzie Central Report Summary offers information from 2022 and 2023 and illustrates the value of regional programs, collaboration, and economies of scale in support of Benzie County Central Schools.
- J. **Twisted Trails Off Road Park Update** – Donna Humphrey – Donna was not in attendance but did communicate that they would return the renewal application within the next week. They were given two options: \$5,000.00 and compensation for all taxes annually, or \$10,000.00 annually.
- K. **Bus Purchases** – Director of Transportation, Mary Radtke – Mrs. Radtke was pleased to announce that the Transportation Department, providing Board of Education approval, has the opportunity to purchase a 2024 Model Year IC School Bus, 71 passenger, 65 gal. fuel tank. The price \$118,500.00 and the estimated delivery would be June 2023. Mary also shared that field trips and athletic trips were going well.
- L. **Math Curriculum Committee Purchase Update** – Assistant Principal, Michael Hammar – Mr. Hammar presented to the Board of Education in April on two

curriculums; College Preparatory Mathematics (CPM) and Envision. At that time, and after piloting, he recommended to the Board, CPM. The Board of Education had additional questions, before making an action item in May. Questions that arose were: *What other districts were using it, Is there a comparable to Benzie Central that has used CPM and how is it going, Is there research around the program that shows how well it works for schools who implement it, Is there any local, state, and/or national data that shows how well this program is working, specifically locally, and What are the parent resources that are available for this program that can be utilized when the child is at home?* Mr. Hammar provided answers to all questions to the Board of Education. In addition, he provided to CPM webpage to Explore with General information about the resources, as well as instructions on how to get electronic copies of the CPM text books. Mr. Hammar shared that there was a piloting program for roughly \$500.00 per class. Professional Development is included through local ISD support.

- M. Elementary Handbook Update – Principal, Sharyl Corey – Mrs. Corey shared that there was a major overhaul to the elementary handbook in 2022/23, and as a result, there were minimal changes to the 2023/24 handbook. The first, was of course the removal of Crystal Lake Elementary, to be replaced with Homestead Hills Elementary. The second was updates and additions to the Health and Wellness Procedures, and the third was the Benzie Central School Bus Rules under Transportation Services.
- N. Chartwell’s Food Service Update – Director of Food Service, Lisa Purchase – Mrs. Purchase shared the following Chartwells Food Service Update:
- Continuing to work on the spend down. Working closely with Director of Finance, Justin Weston, to make sure we are where we need to be.
 - Lake Ann Elementary - new garbage disposal, single door reach-in fridge, 2 new carts
 - Middle/High School- Air fryer, Single door fridge, milk cooler
 - Removing dish machine from Crystal Lake Elementary and installing at Lake Ann Elementary after the summer programs are done, as Homestead Hills Elementary will get all new equipment. Cost effective, not spending dollars just to spend them. Being fiscally responsible with the food service dollars.
 - Currently working on the combined application for NSLP/SPSP with Director of Finance, Justin Weston. Should be ready for submission next week.
 - SFSP will run at Lake Ann Elementary from June 19 – Aug 18 and at Crystal Lake Elementary from June 26 – Aug 3rd
 - Presenting our 7th scholarship this year at Senior Night for \$1,500. We have provided a total of \$8,250 in scholarships since we started the scholarship.
 - Held Beach day at the elementary buildings again this year. Students really look forward to this day. Staff dress for it as well. Looking to expand with additional activities next year. Currently we provide hula hoops, beach balls and leis. Will be adding a “selfie” wall for pics and looking at purchasing beach towels for all the elementary students to take home.

- **New lunch tables arriving beginning of August for Betsie Valley Elementary and Homestead Hills Elementary.**
 - **Looking at purchasing picnic tables for the common area outside the cafeteria at Homestead Hills Elementary.**
- O. RFP Food Service Bid – Superintendent Erfourth shared that we are required to rebid every 5 years. This year was a rebid year. We had 3 vendors show up for our pre-bid meeting. Only one company put in for a bid-; Chartwell K-12. The total cost for services next year will be \$732,570.71. This breaks down to \$3.46 per meal. Price is based on a projected 211,622 meals. This is a one-year contract renewable for 4 years.**
- P. Sinking Fund Certificate of Deposit – 5 months -Superintendent Erfourth, along with Director of Finance, Justin Weston, shared that we are requesting Board of Education approval to open an interest-bearing account of 4.5% to deposit our sinking funds into for 5 months.**
- Q. Open Michigan Liquid Asset Fund Plus (MILAF) Account for Fund Balance – Superintendent Erfourth, along with Director of Finance, Justin Weston shared that we are requesting Board of Education approval to open a MILAF account to deposit our fund balance dollars into. This account yields 4.89%, and the money must stay in the account for a minimum of 10 days.**
- R. Resignations:**
- **Breann O’Shea – 6th grade Social Studies Teacher**
 - **Emily Burrus – 10th-12th Counselor**
 - **Joshua Gray – Junior Varsity Basketball Coach**
- S. Retirements:**
- **NONE**

Board of Education/Committee Reports –

A. Buildings and Grounds Committee –

- 1. Bond Project Updates –Board of Education President, Brian Childs, along with Senior Field Manager Chris Kuhl from Wolgast Corp., shared the following: Homestead Hills Elementary is coming along nicely, electrical panels are scheduled to be here on July 10, 2023 and we are still on track for a Fall 2023 Grand Opening. Parking lots at the MS/HS campus will be paved this summer, along with Phase 2 projects. Additional work will continue at Betsie Valley Elementary and Lake Ann Elementary throughout the summer.**
- 2. Construction Update – Board of Education Treasurer, Scott Gray shared that there was no update.**

- B. Policy Committee – Superintendent Erfourth shared that she would like the Policy Committee to meet soon to discuss the implementation of Thrun Retainer Client – Policy Student and Employee Handbooks.**

- C. Finance Committee –Board of Education Vice-President, Jason Barnard, and Board of Education Treasurer, Scott Gray shared that they met with Director of Finance, Justin Weston, and the district is fiscally sound. They continue to implement the new LINQ Software.**
- D. Educational Foundation – Board of Education Trustee Lori-Cota Hill shared that scholarships were assigned at the last meeting. There will be a special meeting on May 22 to discuss the pros and cons of joining with Manistee/and or Grand Traverse Foundations.**
- E. Liaison/Curriculum –Board of Education Trustee Lori Cota Hill shared that there was discussion on end of the year wrap-up; Establishing procedures to pack up classrooms and who will be doing the moving and packing.**
- F. Negotiations – Superintendent Erfourth shared that our teacher contracts are required by state law (MCL 380.1250) to include a merit-based incentive. Here is the proposed language:**

The parties agree in this LOA to the following terms:

- **Benzie County Central Schools will offer a merit-based pay incentive.**
- **For the remainder of the 22-24 contract, the following applies:**
 - **If a teacher ends the school year with an effective rating they will receive an additional \$150 stipend in their classroom budget for the following school year.**
 - **If a teacher ends the school year with a highly effective rating, they will receive an additional \$250 stipend in their classroom budget for the following school year.**
- **This LOA shall expire June 30, 2024. The District is not obligated to provide additional compensation.**

Audience Participation (Agenda Items Only) – NONE

Discussion Topics:

- 1. Benzie Wellness and Aquatic Center – Superintendent Erfourth shared that the BWAC has provided a proposal for the purchase of Crystal Lake Elementary. The Proposal was sent to Thrun for review Thrun returned information to us late this afternoon. At this time, we still have many details to determine- which parcels are legally included, provisions suggested in the contract, and determining if the purchase price meets the Board of Education’s expectations. This is a discussion topic only at this time, and given the attorney/ client privileged information returned this afternoon, the discussion will be continued in closed session after the second audience participation as the agenda was amended.**
- 2. May Open Enrollment – Homestead Hills Elementary – Superintendent Erfourth shared that our open enrollment policies for the district are (2) weeks before school starts into the first 2 weeks of school and then (2) weeks before the semester until 2 weeks into the second semester. She is requesting that we**

allow IN DISTRICT open enrollment from now until Friday, May 26 to help with teacher assignments and classroom planning for Homestead Hills and our other (2) elementary schools for the 2023-24 school year.

3. **Business Accelerator and Incubator – Superintendent Erfourth shared that we have had a request to have a Board of Education member and/or the superintendent join a work group focused on business acceleration in Benzie County. This Mi-HQ program and facility would bring new business and employment to Benzie County and offer University Study programs that local school systems can participate in.**

Action Topics:

22-23-126 It was moved by Mr. Barnard and supported by Mr. Smith to approve 18-Hole Disc Golf Course.

Ayes: 6

Motion Carried

22-23-127 It was moved by Mr. Gray and supported by Mr. Smith to approve the High School Ceramics/Pottery Course.

Ayes: 6

Nays: 0

Motion Carried

22-23-128 It was moved by Mr. Barnard and supported by Mr. Gray to approve the Inter-District Open Enrollment Policy.

Ayes: 6

Nays: 0

Motion Carried

22-23-129 It was moved by Ms. Cota Hill and supported by Mr. Gray to approve the Northwest Education Services 2023/2024 Budget Overview.

Ayes: 6

Nays: 0

Motion Carried

22-23-130 It was moved by Mr. Gray and supported by Mr. Barnard to approve the Twisted Trails Off Road Park Land Use Agreement; contingent upon \$10,000.00 per year.

Ayes: 6

Nays: 0

Motion Carried

22-23-131 It was moved by Mr. Gray and supported by Mr. Smith to approve the bus purchase; a 2024 Model Year IC School Bus from Zarembo Equipment, Inc., 71 passenger, 65 gal. fuel tank. The price \$118,500.00.

Ayes: 6

Nays: 0

Motion Carried

22-23-132 It was moved by Mr. Barnard and supported by Mr. Gray to approve the Math Curriculum Committee Purchase Recommendation - College Preparatory Mathematics (CPM) going with the pilot programming rate.

Ayes: 6

Nays: 0

Motion Carried

22-23-133 It was moved by Mr. Gray and supported by Ms. Cota Hill to approve the RFP Food Service Bid; Chartwells K-12.

Ayes: 6

Nays: 0

Motion Carried

22-23-134 It was moved by Mr. Smith and supported by Mr. Barnard to approve to transfer Sinking Fund to Certificate of Deposit.

Ayes: 6

Nays: 0

Motion Carried

22-23-135 It was moved by Ms. Cota Hill and supported by Mr. Barnard to approve to Open a Michigan Liquid Asset Fund Plus (MILAF) Account for Fund Balance.

Ayes: 6

Nays: 0

Motion Carried

Audience Participation (Open Topics): – NONE

CLOSED SESSION FOR PURPOSES OF: *Attorney/Client Privileged Information.*

BACK TO OPEN SESSION

Board Communication: NONE

Announcements:

- **May 11 – Spring Pops Concert**
- **May 17- Special Board Meeting**
- **May 18 – Spring Band Concert**
- **May 25 – Senior Night**
- **May 26 – Early Release | Teacher Professional Development**
- **May 29 – No School – Memorial Day**
- **May 30 – CTC Annual Awards Ceremony – Grand Traverse Resort**
- **June 4 – Commencement Ceremony – 3:00 PM**
- **June 5 – Regular Board of Education Meeting**
- **Top Ten 2023**
 - ***Wyatt Noffsinger – Valedictorian***
 - ***Dorian Olson – Salutatorian***
 - ***Autumn Wallington***
 - ***Rylee Lane***
 - ***Gloria Stepanovich***
 - ***Brooklyn Barker***
 - ***Ella Gaylord***
 - ***Gregory Reed***
 - ***Mackenzie Wysocki***
 - ***Larisa Stone***

22-23-136 It was moved by Mr. Barnard and supported by Mr. Smith to adjourn the regular meeting 10:02 pm.

Ayes: 6

Nays: 0

Motion Carried

Secretary, Board of Education

Please note that May 8, 2023 Regular Board Minutes are subject for approval on June 5, 2023

Respectfully Submitted,

Catina M. Crossman

Executive Assistant to the Superintendent

Board of Education Administrative Assistant

Pupil Accounting Specialist

Benzie County Central Schools