

REGULAR MEETING

A Regular meeting of the Benzie County Central Board of Education was held Monday, October 14, 2024, in the Board of Education Conference Room.

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

Members Present: Mr. Childs, Mr. Smith, Mr. Gray, Mrs. Gillison, Mr. Barnard, Sophie McLaren (non-voting member)

Members Absent: Mr. Noffsinger, Ms. Cota Hill

24-25-038 It was moved by Mr. Barnard and supported by Mr. Smith to approve the agenda with two amendments; *the addition of Administration Item I. Northwest Education Services Special Education Parent Advisory Committee (SEPAC) – Parent Representative, Tina Lentz and Action Item E. the approval of Administrative Item I.*

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.

24-25-039 It was moved by Mr. Smith and supported by Mr. Barnard to approve Consent Grouping items as presented.

A. Minutes: September 9, 2024

B. Business: General Fund Bills – 1,125,430.52

C. Support Staff Appointments:

- Robin Talsma – Bus Driver – Transportation Department

D. Staff Assignment Changes:

- NONE

E. Leave of Absence:

- NONE

F. Recommendation for Tenure:

- Brian Parent – Secondary Teacher - Band

G. Recommendation for Termination following Probationary Period

- NONE

H. Recommendation for Termination:

- NONE

I. Contract Updates:

- NONE

Ayes: 5

Nays: 0

Motion Carried

- **District Impact Team Update:** Board of Education Trustee, Matt Smith reported the following: *Norms and Expectations Review:* The team revisited the norms and expectations for DIT, ensuring that our processes and objectives remain aligned with district goals.
- **MICIP Monitoring Plans:** We discussed the Michigan Integrated Continuous Improvement Process (MICIP) monitoring plans, focusing on how effectively the district is tracking progress.
 - We reviewed the six key competencies outlined in a portfolio report and engaged in a discussion to determine if the current focus areas are the best fit or if changes should be made. The main focus was:
 - Curriculum:
 - Instruction:
 - Leadership
 - Competency:
 - Organization - Infrastructure: Examining both district-wide data systems and the overall organizational structure.
 - **Key Questions Discussed:**
 - Are the current activities effective, or should we explore different approaches?
 - How are we monitoring progress, and is the process working?
- **General Supervision Determination Data:** The DIT reviewed and updated data from the latest General Supervision Determination. We also discussed action steps based on the updated data, ensuring compliance and improvement where necessary.
- **iReady Data Review:** We conducted an in-depth analysis of K-8 iReady data for both Math and ELA.
 - The data was broken down to assess the percentage of students at grade level versus those below, across multiple domains.
 - Following this, we identified two key areas in both Math and ELA to prioritize in terms of Tier 1 instruction.
 - **Instructional Audits:** Administrative staff will be auditing master schedules to verify that the allocated instructional time for Math and ELA is appropriate. Additionally, spot checks of lesson plans and walk-throughs will be conducted to ensure that schedules are being followed accurately.
- **HS Tuning Protocol:** We reviewed data related to student support for struggling students and had productive discussions about how best to use this data moving forward.
- **General Supervision Monitoring (GSM) Review:** The team examined a model and action plan system for GSM to improve accountability.
- **Upcoming Training:** There will be no DIT meeting this week, as most of the team will be attending Restorative Practices training.

Student Council Report: Student Council Board of Education Representative, Sophie McLaren – Sophie shared that the student council held elections this fall.

Sophie McLaren – President

Lily Grandstaff – Vice President

Mya Heinz – Secretary

Sophie shared that they are bring parade floats back this year, with the help of community sponsors. The theme is *Seasons*. Homecoming is Saturday, October 26 with the parade at 11:00 AM, the game at 1:00 PM, and the dance at 8:00 PM.

Administration Report:

- A. NMSLA – Superintendent Erfourth – Superintendent Erfourth shared the following: State Representative Regina Weiss provided a legislative update including the Governor signing the 31aa supplemental funding for mental health and school safety along with House Bill 5803 to permanently reduce the payroll rate that school districts pay into the Michigan Public School Employee Retirement System (MPSERS). Our NMSLA group also discussed the importance of the transportation offset and would like to see that extend into the FY26 budget. Possible bills that might be brought up during the Lame Duck legislative session include the 80/20 hard cap for insurance, criminal sexual conduct liabilities, and potentially changing the required age of education from 26-40 years**
- B. Lake Ann Elementary Update – Principal, Sharyl Corey – Mrs. Corey shared a fall update for Lake Ann Elementary:**
- **Fall Fest. – September 27, 2024**
 - **Practicing REPS**
 - **Paws of Fame**
 - **Responsibility Centered Discipline and Restorative Practices**
 - **Assembly; Responsibility, Empathy, Perseverance, Self-Discipline**
 - **Continuous Improvement**
- C. Board of Education Resolution – Manistee County Community Foundation Common Grant Application – Betsie Valley Elementary – Janene Gee, 1st grade teacher at Betsie Valley Elementary, has written a grant to the Minger Foundation on behalf of Betsie Valley. This grant is for Manistee County and is intended to help with physical fitness and outdoor recreation. BV is located in Manistee County so they can qualify for this grant. She has requested a new playground structure, ADA-compliant swing, and a fence around the perimeter. The BV PTS has fundraised \$10,000 and we have committed \$14,000 toward the project. The BV PTS will transfer their funds to the school district as an activity account line item so the funds can be combined. The school district would have to be the fiduciary agency and the entity requesting the grant funds. The Minger Foundation grant has a 10% match requirement. We met with the grant committee Oct 2 to review the request and answer questions. The Foundation Board is requesting an official approval of the board supporting this project and**

committing the matching funds. We should know if our project was selected by Nov 1.

D. Snow Plow Bids 2024/25 - Our current snow plow contracts are up and we need to rebid. This would be a bidding package for Lake Ann Elementary, Betsie Valley Elementary, Homestead Hills Elementary, MS/HS and Bus Garage. We are looking for a season bid, Monday-Saturday by 6:00 AM; 2 inch minimum, snow removal is also included.

E. 2013 International Max Force Engines Bus Sales/Bids –

- 13D 110,240 miles
- 13E 102,919 miles

These buses are posted on our website for sale, with a minimum price of \$6,000.00 each.

F. Finance Update – Director of Finance, Danielle Banasiak – Danielle Banasiak shared the following in regard to the audit:

- **Audit Update-** Despite all efforts, we are anticipating the audit being delayed. We are working through posting issues in MIS and figuring out discrepancies. We have engaged DGN as a consultant to assist with this process in an effort to expedite the problem solving. The cost of services versus the cost of time was weighed carefully to determine that the support they can provide was the most effective path to proceed in an effort to resolve the issues and proceed with the audit in a timely manner.
- **FY23 Consolidated Application-** When working through audit issues and discrepancies, it was discovered that the FY23 dollar amounts that were marked as EOY receivables were never relieved from the account, indicating the amounts were not booked. Further investigation showed the funds were never drawn and there is concern, after conversation with MDE, that the report was not filed. We are in contact with our caseworker at MDE to see if there is a way to recoup these funds, though there has not been solid resolution on this so far. The total amount was the combination of Title I funds and Title II, equaling \$351,755.
- **Linq-** We are working through process training with Linq to move forward with the system. We are getting close now to full implementation.

G. Resignations:

- Candace Swander – Middle School Softball
- Jennifer Harris – Middle School Softball
- Kylie Jensen – 6.5 Paraprofessional – Middle/High School
- Kyle Jensen – Middle School Cheer Coach
- Jeff Nordbeck – Girls Varsity Basketball Head Coach

H. Retirements:

- NONE

- I. Northwest Education Services Special Education Parent Advisory Committee (SEPAC) – Parent Representative, Tina Lentz – Each year the Board of Education is asked to elect a representative.

Board of Education/Committee Reports –**A. Buildings and Grounds Committee –**

1. Bond Project Update – Representatives from both Kingscott and Wolgast were on site to provide an update. Transportation Building - Dan Tryles, Kingscott, shared that they are investigating using unit heaters in place of radiant tube heaters. SES has confirmed the change is acceptable as it has the same overall MBH rating. This change was required because the prefabricated steel structure being thicker than the original Kingscott drawing. Due to the size of the beams, the planned radiant heat system would need to be modified significantly to ensure that it would fit and not melt the paint. Trustee Gillison asked why this was not caught sooner. The answer was that it was not reviewed when the bids were accepted in January and that it just discovered when they begin installing the hangers for the radiant heat. D&W is investigating the return of the radiant tube heaters and will provide cut sheets on the unit heaters. D&W wants direction on heater sizing and placement.
2. Construction Update – NONE
3. Building and Grounds Modifications Request – NONE

B. Policy Committee –NONE**C. Finance Committee –Board of Education Treasurer, Scott Gray – Board of Education Trustee, Matt Smith – NONE****D. Educational Foundation – Board of Education Trustee Lori-Cota –NONE****E. Liaison/Curriculum –Board of Education Trustee Lori Cota Hill – NONE****F. Negotiations – Superintendent Erfourth – NONE**

Audience Participation (Agenda Items Only) – NONE

Discussion Topics:

- A. Current District Enrollment Summary Review – Exit Out v. Transfer In – Executive Assistant to the Superintendent/Pupil Accounting Specialist, Catina Crossman – Mrs. Crossman shared the district wide enrollment summary broken down by school and grade level as of October 10, 2024. The district currently rests at 1204. This number includes our Early Childhood Population of 63. Catina shared that of the 1204, roughly 1140 will be accounted for in the Fall 2024 General Collection. This

number could be less, provided we cannot account for attendance during the thirty-day window. Early Childhood collections will take place at a later time. Mrs. Crossman will have six desk audits for 2024/25, one for each building, and two field audits; one for Benzie Academy and one for High School. In addition, Catina shared an exit out v. transfer in report, which tracks students both withdrawing and enrolling.

- B. **BWAC Zoning - Diane Tracey has asked that the board provide the following statement to the Zoning Board:**

Dear Friends,

On behalf of the Benzie Central School District, I acknowledge that the Benzie Wellness and Aquatic Center is applying for a variance to use a small portion of the Crystal Lake Elementary School parcel designated as steep slopes for a part of the proposed building, being mindful of using existing elevations and minimally disturbing this parcel and neighboring ones.

The Benzie Wellness and Aquatic Center has been working for many months on its due diligence to determine the constructability of its facility on this parcel, and our school system as well as the greater community will benefit from the successful completion of what the Benzie Wellness and Aquatic Center hopes to accomplish. Being without a place where our entire community (especially our children!) can learn swim skills and water safety is a public safety issue.

Thank you for your consideration. I am happy to answer any questions you might have.

The Board of Education discussed the request to write a letter on behalf of the Board, reviewing their previous practice on remaining neutral but also understanding that the Zoning Board likely needs confirmation that the School District is aware that BWAC is making this request. The Board ultimately agreed to send a letter, however, they only wanted to send the first paragraph of the proposed letter to the Zoning Board.

Action Topics:

24-25-040 It was moved by Mr. Smith and supported by Mrs. Gillison to approve the Board of Education Resolution – Manistee County Community Foundation Common Grant Application – Betsie Valley Elementary with the condition that the Foundation corrects the grammatical errors.

Ayes: 5

Nays: 0

Motion Carried

24-25-041 It was moved by Mr. Barnard and supported by Mr. Smith to approve to accept bus sale/bids for (2) 2013 Internationals, minimum of \$6,000.00 each.

Ayes: 5

Nays: 0

Motion Carried

24-25-042 It was moved by Mrs. Gillison and supported by Mr. Barnard to approve to go into *CLOSED SESSION after Audience Participation (Open Topics)* for purposes of *Employee A – Employee Determination*.

Ayes: 5

Nays: 0

Motion Carried

24-25-043 It was moved by Mr. Smith and supported by Mrs. Gillison to approve the Northwest Education Services Special Education Parent Advisory Committee (SEPAC) – Parent Representative, Tina Lentz.

Ayes: 5

Nays: 0

Motion Carried

Audience Participation (Open Topics):

Diane Tracey, 1926 Ness Rd., Frankfort – Diane shared that the BWAC is requesting a letter from the Board of Education regarding zoning to present to Benzonia Township. BWAC is appreciative of the 90-day extension for the Crystal Lake Parcel. The biggest challenge is lack of sewer; primary and secondary waste water drain fields. There are also steep slopes on the parcel. Diane shared a conceptual rendering of the site plan to better explain the need for a variance to the zoning ordinance.

CLOSED SESSION 8:36 PM

RETURN TO OPEN SESSION 9:11 PM

Board Communication:

- **Early Graduation Follow-Up Correspondence – Brodbent, Carmyn**

Announcements:

- **November 11, 2024 – Regular Board Meeting – 7:00 PM**
- **October 20, 2024 -Elijah Tallent and Reno Leffew Funeral – Visitation 12:00 PM – Funeral to follow at 1:00 PM. Luncheon at conclusion – High School Gymnasium.**

24-25-044 It was moved by Mr. Gray and supported by Mr. Smith to adjourn the regular meeting 9:16 pm.

Ayes: 5

Nays: 0

Motion Carried

Secretary, Board of Education

Please note that October 14, 2024 Regular Board Minutes are subject for approval on November 11, 2024.

Respectfully Submitted,

Catina M. Crossman

Executive Assistant to the Superintendent

Board of Education Administrative Assistant

Pupil Accounting Specialist

Director of Communications

Benzie County Central Schools

Go Huskies!