

## REGULAR MEETING

A Regular meeting of the Benzie County Central Board of Education was held Sunday, January 26, 2025, in the Board of Education Conference Room.

President Childs called the meeting to order at 9:03 am.

**Members Present:** Mr. Childs, Mrs. Gillison, Mr. Barnard, Mr. Smith, Mrs. Campana, Mr. Kempton

**Members Absent:** Mr. Noffsinger, Sophie McLaren (non-voting member)

**24-25-074** It was moved by Mr. Barnard and supported by Mr. Smith to approve the agenda as presented.

**Ayes: 6**

**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.

**24-25-075** It was moved by Mr. Kempton and supported by Mrs. Gillison to approve Consent Grouping items as presented.

**A. Minutes: NONE**

**B. Business: General Fund Bills – NONE**

**C. Support Staff Appointments:**

- NONE

**D. Staff Assignment Changes:**

- NONE

**E. Leave of Absence:**

- NONE

**F. Recommendation for Tenure:**

- NONE

**G. Recommendation for Termination following Probationary Period**

- NONE

**H. Recommendation for Termination:**

- NONE

**I. Contract Updates:**

- NONE

**Ayes: 6**

**Nays: 0**

**Motion Carried**

- **District Impact Team Update:** Board of Education Trustee, Matt Smith shared the following: NONE

**Administration Report:**

**A. NONE**

**B. Resignations:**

- **NONE**

**C. Retirements:**

- **NONE**

**Board of Education/Committee Reports –**

**A. Buildings and Grounds Committee – NONE**

**B. Policy Committee – NONE**

**C. Finance Committee – NONE**

**D. Liaison Committee–Board of Education President, Brian Childs– NONE**

**E. Negotiations – Superintendent Erfourth – NONE**

**Audience Participation (Agenda Items Only) – NONE**

**Discussion Topics:**

- A. 9:00 AM – 10:00 AM - Summer 2025 Projects & Financial Projections & Sinking Fund Renewal (Expires December 2026) -Director of Operations, Mike Zielinski & Director of Finance, Danielle Banasiak –**

**Mike Zielinski shared the following summer of 2025 Sinking Fund Projects:**

**Lake Ann Elementary**

- **Recommissioning of temperature controls for the 1999 section of school.**
- **Replace in-floor heat manifolds in classrooms.**
- **Repair and paint Exterior Insulation and Finish System (EIFS), caulk around windows outside wall of library.**
- **Replace outside doors and frames and west ends of hallway.**

**Betsie Valley Elementary**

- **Remodel (5) single bathrooms and (2) gang bathrooms**
- **Remodel front canopy, rap columns with brick, drop ceiling and new lighting.**
- **Remodel kitchen, new serving line, new hood system and make-up air. New walk-in freezer. Replace outside door and frame.**

**High School**

- Replace outside doors and frames north and east hallways of section 500 and outside doors and frame near library. Add access control east and north doors.

#### **Middle School**

- Replace (3) sets of doors and frames in and near gym.
- Install new flooring 1999 section of 700 wing – (2) classrooms, main office and teacher’s lounge.

#### **Athletics**

- Resurface running track.
- Enlarge baseball/softball parking lot. Add paved walking trail from north end of lot, for handicap access.

**Mike shared the following summer of 2026 Sinking Fund Projects:**

#### **Lake Ann Elementary**

- Replace bathroom partitions in (4) gang bathrooms.
- Replace all bathroom faucets.
- Replace all bathroom hand dryers.
- New concrete pad east-end out to the playground.

#### **Betsie Valley Elementary**

- Replace old 1963 windows
- Replace old sidewalks.
- Replace lockers

#### **High School**

- Replace old 1963 classroom windows.
- Remodel (4) small bathrooms and (2) gang bathrooms.
- Replace lockers
- HVAC system for Welding class

#### **Middle School**

- Replace old 1963 classroom windows.
- Replace concrete pad out the playground.
- Replace lockers.

#### **Auditorium**

- Replace (5) outside doors

#### **Athletics**

- Stadium concession bathroom remodel/new building.

#### **Maintenance**

- New maintenance building

**Bids are scheduled to go out in March 2025, with April 2025 Board of Education approval.**

**Danielle Banasiak shared the following:**

Estimated revenues and expenditures were presented to inform the board on availability of funds for summer project planning. A spreadsheet tracking this information was made available to the Board depicting beginning balances, expected revenues, and existing expenses. Additionally, a spreadsheet was also provided to allow the Board to review accepted bids and their impact on the applicable fund.

**Sinking Fund:** The Sinking Fund had a FY25 beginning balance of \$3,345,803. Expected Revenues are \$1,016,000 for FY25. Once current and expected expenses are removed, there is an anticipated \$1,096,183 for summer projects. With the assumption that the rollback amount will be the same as this year, there will be another projected \$1,003,706 available for use in the summer following FY26.

**Food Service:** The Food Service Fund began FY25 with \$297,669, current revenues are \$749,709. All items from the FY24 Spend Down Plan were completed prior to the close of FY24. Based on current Revenues minus Expenditures, there is \$286,804 in the Food Service Fund. This does not account for any future revenues or expenditures. The maximum allowable carryover for the FS Fund is 3 months operating costs, or approximately \$255,000.

**B. 10:00 AM – 11:00 AM – Superintendent Erfourth Goals – Rick Vandermolen –**

**Superintendent Growth Plan Timeline**

<b><u>August</u></b>	<b><u>December/January</u></b>	<b><u>February</u></b>	<b><u>March</u></b>
<b>Present Goals – Regular Meeting</b>	<b>Updates Goals and Progress Updates – Regular Meeting</b>	<b>Superintendent Evaluation – Regular Meeting (Go into Closed Session)</b>	<b>Approval of Superintendent Evaluation - Regular Meeting</b>

Superintendent Erfourth shared with the Board of Education the six (6) goals she has been focusing on. Rick Vandermolen facilitated the Board of Education as they reviewed her growth plan and the action steps that she has taken thus far. Rick will continue to lead the Board of Education through protocol to review goals and provide feedback going forward. Superintendent Erfourth’s evaluation is scheduled for March 2025.

**C. 11:00 AM -12:00 PM – Strategic Planning – The Board of Education discussed Strategic Planning for the district over the course of the next 3-5 years. Customized strategic planning and goal-setting provides a framework for getting input from stakeholders, creates opportunities to develop or revise the mission and vision of the district, develops a process for establishing short- and long-term goals, creates**

a plan for implementation, evaluation and improvement, among others. The Board of Education discussed whether or not to utilize a Michigan Association of School Boards (MASB) Consultant or a Northwest Education Services Consultant. The Board of Education agreed to lean toward MASB, and hope to have the foundation set by June 23, 2025 at their regularly scheduled Board of Education Meeting Retreat.

Mr. Barnard exited the meeting at 11:20 am.

Action Topics: NONE

Audience Participation (Open Topics): NONE

Board Communication: NONE

Announcements:

- February 10, 2025 – Board of Education Meeting - 7:00 PM

24-25-076 It was moved by Mr. Smith and supported by Mrs. Gillison to adjourn the regular meeting 12:20 pm.

Ayes: 5

Nays: 0

Motion Carried

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Secretary, Board of Education

*Please note that January 26, 2025 Regular Board Minutes are subject for approval on February 10, 2025.*

*Respectfully Submitted,*

*Catina M. Crossman*

*Executive Assistant to the Superintendent*

*Board of Education Administrative Assistant*

*Schools of Choice Coordinator*

*Pupil Accounting Specialist*

*Director of Communications*

*Benzie County Central Schools*

*Go Huskies!*