

REGULAR MEETING MINUTES

L'ANSE AREA SCHOOLS BOARD OF EDUCATION

July 18, 2016

1. The Regular Meeting of the L'Anse Area Schools Board of Education was called to order by President Ayres at 5:00 p.m. in the High School Board Room.
2. ROLL CALL OF MEMBERS:
The following members were in attendance:
Mr. Fedie, Mr. Dantes, Mr. Ayres, Mrs. Bugni, and Mrs. Collins,
Excused: Mrs. Hatfield & Mrs. Koski.

Administrative personnel in attendance:
Superintendent Mrs. Tollefson, High School Principal Ms. Scroggs and Elementary Principal Mr. Nawrot.

5:01 p.m. Mrs. Hatfield entered the meeting.
3. ADOPTION OF AGENDA:
Motion by Mr. Fedie, supported by Mrs. Collins to approve the Agenda for the July 18, 2016 Regular Board of Education Meeting. Motion carried.
4. APPROVAL OF MINUTES:
 - A. Motion by Mrs. Collins, supported by Mrs. Bugni to approve the minutes of the Budget Hearing Board of Education meeting held on June 20, 2016. Motion carried.
 - B. Motion by Mrs. Hatfield, supported by Mr. Fedie to approve the minutes of the Regular Board of Education meeting held on June 20, 2016. Motion carried.
5. PRESENTATION:
Military Leave of Absence by John VanDusen, teacher, presented his Military duties while on leave for the past 3 years from teaching.
6. HORNET HIGHLIGHTS:
 - A. Jr/Sr High School – Principal, Ms. Scroggs, reported Johnson & Berry donated a conditioning sled for the football team. Thank you to coaches for volunteering time for conditioning with the football teams.
 - B. Elementary – Principal, Mr. Nawrot, PTO received a \$15,000 grant for the playground.
7. STAFF PARTICIPATION: None.
8. CORRESPONDENCE and COMMUNICATIONS:
 - A. *Thank You* letter – Kim LaBerge, BCMH Fitness Center Coordinator
9. STUDENT REPORTS: None
10. DISTRICT BUSINESS ORGANIZATION:
 - A. Motion by Mr. Dantes, supported by Mr. Fedie to approve to hold regular meetings of the Board of Education on the Third Monday of each month at 5:00

p.m. in the Board Room of the L'Anse High School with the exception of February in which the Regular Board of Education meeting will be held on Tuesday, February 21, 2017 at 5:00 p.m. in the Board Room. Motion carried.

- B. Motion by Mr. Fedie supported by Mrs. Hatfield to approve to adopt the depository resolution for Superior National Bank & Trust Company, First Merit Bank and Michigan School District Asset Fund Plus as depositories of district funds. Motion carried.
- C. Motion by Mrs. Hatfield supported by Mrs. Bugni to approve Susan Tollefson, Superintendent, and Laura Mathieu, Business Manager, as signatories for the following accounts: Superior National Bank & Trust Company, First Merit Bank and Michigan Liquid Asset Fund as stated with the exception under Superior National Bank (High School Activities Account and Vending Machine Account – Melissa Scroggs and Susan Tollefson; Elementary Activity Account – John Nawrot and Susan Tollefson). Motion carried.
- D. Motion by Mrs. Collins supported by Mrs. Hatfield to approve to appoint Laura Mathieu, Business Manager, Assistant Treasurer and Electronic Transaction Officer to receive, record and deposit school funds at the discretion of the Board of Education. The Electronic Transaction Officer will be responsible for the ACH agreements that include payment approval, accounting, reporting and compliance with ACH policy. Motion carried.
- E. Motion by Mrs. Bugni supported by Mrs. Hatfield to approve to set the Treasurer's Bond at \$25,000.00. Motion carried.
- F. Motion by Mr. Fedie supported by Mrs. Bugni to approve to designate the Superintendent as the Board representative for posting public notice of meetings. Motion carried.
- G. Motion by Mrs. Hatfield supported by Mr. Fedie to approve the adoption of MASB (Michigan Association of School Board), NAFIS (National Association of Federally Impacted Schools) and CCASB (Copper Country Association of School Boards) Board Affiliations. Motion carried.
- H. Motion by Mrs. Bugni supported by Mrs. Hatfield to approve the firm of Thrun Law Firm, P.C. and Graybill and Mead, P.L.L.C. as the Law firm to use of legal consultation. Motion carried.
- I. Motion by Mr. Dantes supported by Mrs. Collins to approve the firm of Rukkila | Negro & Associates as the auditing firm of record. Motion carried.
- J. Motion by Mr. Fedie supported by Mrs. Collins to approve the authorization for the Superintendent to represent the school district with regard to Public Act 874 Impact Aid matters. Motion carried.

11. FINANCES:

- A. Motion by Mrs. Hatfield supported by Mrs. Bugni to approve the payment of bills as presented. Motion carried.

12. OLD BUSINESS: None.

13. NEW BUSINESS:

- A. Motion by Mr. Fedie, supported by Mrs. Bugni to approve the contract addendum for Melissa Scroggs, Jr/Sr High School Principal, effective July 1, 2016. Motion carried.
- B. Motion by Mrs. Bugni, supported by Mrs. Hatfield to approve the contract addendum for John Nawrot, Elementary Principal, effective July 1, 2016. Motion carried

- C. Motion by Mr. Dantes, supported by Mr. Fedie to approve the contract addendum for Laura Mathieu, Business Manager, effective July 1, 2016. Motion carried.
- D. Motion by Mrs. Hatfield, supported by Mr. Fedie to approve the contract addendum for Joanne Hochstein, Administrative Assistant, effective July 1, 2016. Motion carried.
- E. Motion by Mr. Fedie, supported by Mrs. Bugni to approve the contract addendum for Michael Roth, Maintenance-Custodial-Transportation Supervisor, effective July 1, 2016. Motion carried.
- F. Motion by Mrs. Hatfield, supported by Mrs. Bugni to approve the contract for Theresa Bianco, effective July 1, 2016. Motion carried.
- G. Motion by Mrs. Hatfield, supported by Mrs. Bugni to approve the contract addendum for Sonya Evans, Library Director, effective July 1, 2016. Motion carried.
- H. Motion by Mr. Fedie, supported by Mrs. Hatfield to approve the Support Staff Employee Handbook for the 2016-2017 fiscal year. Motion carried.
- I. Motion by Mr. Dantes, supported by Mr. Fedie to approve the Extracurricular & Athletic Handbook for the 2016-2017 fiscal year. Motion carried.
- J. Motion by Mrs. Hatfield, supported by Mrs. Bugni to accept a letter of resignation from Elisa Post, Elementary Guidance Counselor, effective July 7, 2016, with regret. Motion carried.

Resignations: Candy Kanninen – *Varsity Girls Volleyball Coach*
 Ryan Dove – *JV Boys Football Assistant*

New Hires: Callie Budweg – *Varsity Girls Volleyball Coach for 2016-17 school year*
 Kris Thompson – *JV Boys Football Assistant for 2016-17 school year*
 Mary Stafford – *Freshman Volleyball Coach (pending recommendation of Athletic Director due to student participation)*

Volunteers: Nicole Collins – *7th Grade Girls Basketball*
 April Thor – *7th & 8th Grade Cheerleading*
 Jessica Juntunen – *JV Cheerleading*
 Chad Rice – *8th Grade Girls Basketball*

- K. Motion by Mrs. Bugni, supported by Mr. Fedie to approve allocating up to \$11,800 from the Capital Projects fund for the softball field fencing, if other outside agency funding does not become available. Motion carried.
- L. Motion by Mrs. Hatfield, support by Mrs. Collins to approve funding of an AmeriCorp worker in the elementary school for the 2016-2017 school year pending the approval of the elementary principal and superintendent.
- M. Motion by Mr. Fedie, supported by Mrs. Bugni to approve the new and revised Board Bylaws and Policies suggested by NEOLA and as stated. Motion carried.
 - i. Bylaw 0140 (0144.3) – Conflict of Interest (revision)
 - ii. Policy 1130 – Conflict of Interest (revision)
 - iii. Policy 3110 – Conflict of Interest (revision)
 - iv. Policy 4110 – Conflict of Interest (revision)
 - v. Policy 6110 – Grant Funds (revision)
 - vi. Policy 6111 – Internal controls (new)
 - vii. Policy 6112 – Cash Management of Grants (revision)
 - viii. Policy 6114 – Cost Principles – Spending Federal Funds (revision)

- ix. Policy 6116 – Time and Effort Reporting (revision)
- x. Policy 6325 – Procurement – Federal Grants/Funds (revision)
- xi. Policy 6550 – Travel Payment & Reimbursement (revision)
- xii. Policy 7300 – Disposition of Real Property (revision)
- xiii. Policy 7310 – Disposition of Surplus Property (revision)
- xiv. Policy 7310 – Property Inventory (revision)
- xv. Policy 7450 – Food Services (revision)
- xvi. Policy 8500 – Food Services (revision)
- xvii. Policy 1240 – Evaluation of the Superintendent (revision)
- xviii. Policy 1420 – School Administrator Evaluation (revision)
- xix. Policy 2623 – Student Assessment (revision)
- xx. Policy 3131 - Staff Reductions/Recalls (revision)
- xxi. Policy 3220 – Professional Staff Evaluation (revision)
- xxii. Policy 6146 – Post-Issuance Compliance for Tax-Exempt and Tax-Advantage Obligations (revision)
- xxiii. Policy 6424 – Purchasing Card (no revisions)
- xxiv. Policy 7217 – Weapons (revision)
- xxv. Policy 8142.01 - Weapons (revision)

14. ADMINISTRATIVE REPORTS: Were presented.

- A. Special Programs Coordinator – Title VII Ojibwa class in session.
- D. Rough draft of Matrix is included with board report.
- E. Meadowbrook property is out on bids, and fence at football field is installed.

15. BOARD COMMITTEE REPORTS:

- B. Extra-Curricular – Handbook was updated; Coach’s Handbook has been updated also.

16. PUBLIC PARTICIPATION:

Roy Gourneau, community member, inquired about properties out on bid.
Chris Ford, L’Anse Sentinel, announced this is his last Board meeting, he is moving.

17. BOARD MEMBER COMMENTS:

Mr. Fedie thank the PTO for all their efforts towards fundraising for the playground equipment.
Mrs. Hatfield announced with her term expiring, she will not be running for re-election for her seat on the Board of Education.

18. ADJOURNMENT:

Motion by Mrs. Bugni, supported by Mrs. Hatfield to adjourn the meeting at 6:20 p.m.
Motion carried.

CHRISTINE COLLINS, Secretary

JASON AYRES, President