

**LUDINGTON BOARD OF EDUCATION - LUDINGTON AREA SCHOOL DISTRICT**  
**809 E. Tinkham Avenue, Ludington, Michigan 49431 – Phone 231-845-7303**

*This is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.*

**Mission:** The Ludington Area Schools, in partnership with the community, will achieve excellence in a positive environment where motivation and quality instruction ensure learning and equip students for success in society.

**MEETING:** Regular Meeting  
**DATE:** August 19, 2019  
**TIME:** 6:00 p.m.  
**PLACE:** Ludington Area Schools Central Business Office/Administration Building  
 809 E. Tinkham Avenue, Ludington, Michigan

- I. CALL TO ORDER & ROLL CALL  
     ☑ Steve Carlson ☑ Bret Autrey ☑ Mike Nagle ☑ Stephanie Reed ☑ Josh Snyder ☑ Leona Ashley ☑ Scott Foster
- II. SPECIAL PRESENTATION
- III. AGENDA MODIFICATION
- IV. CITIZEN PARTICIPATION
- V. CONSENT AGENDA
  - A. Ratification of Bill Payment - Per Summary Dated: August 19, 2019
  - B. Approval of Minutes June 24, 2019; July 15, 2019
  - C. Approval of Non-Union Contracts
- VI. BOARD COMMITTEE REPORTS
  - A. Finance Committee Report: August 15, 2019
  - B. Building/Site Committee Report: August 16, 2019
  - C. Personnel/Negotiation Committee Report: August 16, 2019
- VII. BUSINESS MANAGER'S REPORT
- VIII. SUPERINTENDENT'S REPORT & COMMENTS
  - A. 2019 - 2020 Staffing Update and Recommended Hirings
  - B. Superintendent Evaluation Cycle, Timeline, Goals, and Use of Student Growth Data
- IX. DISCUSSION ITEMS
  - A. Bond Project Update: GMB Proposed Schematic Designs
- X. ACTION ITEMS
  - A. Geotechnical Soil Boring Proposal
  - B. Milk & Bread Bid Awards
  - C. Request for Cooperative Programs - Middle School Cross Country
  - D. Approval of Third Grade Teacher Hiring
- XI. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
- XII. ADJOURNMENT

Official minutes of the Ludington Board of Education are available for public inspection during normal business hours at the Board of Education's Central Business Office, 809 E. Tinkham Avenue, Ludington, Michigan. The Ludington Area School District is an equal opportunity employer and provider. If you are an individual with a disability who is in need of special accommodations to attend or participate in a public meeting please contact Superintendent Jason J. Kennedy at 231-845-7303 at least 24 hours prior to the meeting or as soon as possible.

# Memorandum - Office of the Superintendent

**FROM:** Jason Kennedy, Superintendent

**RE:** Regular Meeting ~ Agenda Notes

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## Regular Meeting

### CONSENT AGENDA

#### Non-Union Contract Approvals

- Sarah Cooper - Director of PMECC, annual contract
- Brent Gillett - Director of Recreation Programs, annual contract
- Melanie Tomaski - Director of Oriole Work Based Learning Academy, annual contract
- Michelle Holtrust - Director of Online Learning, annual contract

### SUPERINTENDENT REPORT

#### Staffing Update

- **Director of Recreation Programs:** It is my recommendation that the Board of Education hire Brent Gillett to serve as the Director of Recreation Programs. Brent currently serves as the Dean of Students at Foster Elementary School, is a varsity assistant football coach, and possesses a Bachelor of Science degree from Central Michigan University in Sports and Recreation Management. This will create the need for the District to post and fill the Dean of Students position at Foster Elementary School.
- **Director of PMECC:** It is my recommendation that the Board of Education hire Sarah Cooper to serve as the Director of Pere Marquette Early Childhood Center. Sarah currently is employed by West Shore Educational Service District as a Great Start Readiness Preschool teacher in Ludington, and will replace Julie Marshall who retired effective June 30, 2019.
- **Resignation of Rachael Wilber:** The District has received the resignation of Rachel Wilbur, who had been assigned to teach science at OJ DeJonge Middle School for the upcoming school year, after having taught at the high school the past few years. Rachel has accepted a science position at L'Anse Public Schools in the Upper Peninsula.
- **Assignment of Kelley Hatch to Middle School Science:** Kelley Hatch requested a reassignment to the middle school science position that was created with the resignation of Rachel Wilbur. The District has granted this request.
- **Third Grade Teacher:** It is my recommendation to hire Sara Roesler to fill the vacant 3rd grade teaching position at Foster Elementary School. Sara earned a Bachelor of Arts and a Masters of Teaching from Michigan State University. She began teaching in Kansas in both upper elementary and middle school settings. She moved back to Michigan in 2015 and was hired as the Site Coordinator for Project FOCUS for first through fourth grades at Spitler Elementary in Hart. Outside of teaching, Sara is already invested in the Ludington community as a certified Youth Yoga instructor and has been featured for her storybook yoga throughout the community. We look forward to her joining our team!

## DISCUSSION ITEMS

### Bond Project Update: GMB Proposed Schematic Designs

We will discuss the elementary site bond schematic design proposals that have been presented to the District by GMB Architecture and Engineering. The Board will select the schematic design concept so that GMB can begin designing the scheme and seeking staff, student, and community feedback through the design process.

## ACTION ITEMS

### Bond Project Update: GMB Proposed Schematic Designs

We will discuss the elementary site bond schematic design proposals that have been presented to the District by GMB Architecture and Engineering. The Board will select the schematic design concept so that GMB can begin designing the scheme and seeking staff, student, and community feedback through the design process.

### Geotechnical Soil Boring Proposal

GMB Architecture and Engineering has received two (2) bids to have the necessary geotechnical soil boring samples completed on the elementary school complex site. The table below summarizes the bids received by the District's architect.

<b>Driesenga &amp; Associates</b>	
Base Scope	\$9,210
Additional Scope (Remobilization and addendum to report)	\$3,665
Additional drilling per foot depth	\$21 per LF
<b>Total</b>	<b>\$12,875 + \$21 per LF</b>
<b>Nordlund &amp; Associates</b>	
Base Scope	\$7,200
Additional Scope (Remobilization and addendum to report)	\$400
Additional drilling per foot depth	\$15 per LF
<b>Total</b>	<b>\$7,600 + \$15 per LF</b>

It is the superintendent's recommendation to award the geotechnical soil boring bid to the low bid and local contractor, Nordlund & Associates, in the amount of \$7,600 + \$15 per LF.

### Milk and Bread Bid Awards

A recommendation to approve the award of the milk bid to Prairie Farms, and the bread bid to Aunt Millie's will be presented to the Board. The Board received bids from Prairie Farms for milk, and from Aunt Millie's for bread. The bread costs remain unchanged from the prior year, while the milk costs have increased slightly overall:

- 1% white milk decreased from .2275 cents to .2250 cents per half pint
- Fat free white milk increased from .2291 cents to .2445 cents per half pint
- 1% chocolate milk increased from .2275 cents to .2490 cents per half pint
- 1% strawberry milk increased from .2263 cents to .2490 cents per half pint

The Board will be asked to approve the bid award to Prairie Farms for milk, and the bid award to Aunt Millie's for bread. These vendors have been approved by the Board each of the last two years.

### **Request for Cooperative Middle School Program Participation**

The District has received a request to allow students from Ludington Area Catholic School and Covenant Christian School to participate in a cooperative program at the middle school level. Three student athletes who participate in cross country and track from these schools are seeking to participate with students at our middle school. Middle school cross country and track are non-cut sports at LASD. While both schools are MHSAA member schools, they do not have the numbers to participate as a team for their respective schools. We will discuss the request.

**Approval of Third Grade Teacher:** It is my recommendation to hire Sara Roesler to fill the vacant 3rd grade teaching position at Foster Elementary School. Sara earned a Bachelor of Arts and a Masters of Teaching from Michigan State University. She began teaching in Kansas in both upper elementary and middle school settings. She moved back to Michigan in 2015 and was hired as the Site Coordinator for Project FOCUS for first through fourth grades at Spitler Elementary in Hart. Outside of teaching, Sara is already invested in the Ludington community as a certified Youth Yoga instructor and has been featured for her storybook yoga throughout the community. We look forward to her joining our team!