

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: October 21, 2019
TIME: 6:00 p.m.
PLACE: Administration Office, 809 East Tinkham Avenue, Ludington, Michigan 49431

- I. CALL TO ORDER & ROLL CALL
 - ☑ Steve Carlson ☑ Josh Snyder ☑ Bret Autrey ☑ Mike Nagle ☑ Stephanie Reed ☑ Leona Ashley ☑ Scott Foster
- II. PLEDGE OF ALLEGIANCE
- III. SPECIAL PRESENTATIONS
- IV. AGENDA MODIFICATION
- V. CITIZEN PARTICIPATION
- VI. CONSENT AGENDA
 - A. Ratification of Bill Payment - Per Summary Dated October 21, 2019
 - B. Approval of Minutes September 16, 2019
 - C. Approval of Hockey Cooperative Agreement: Addition of Bear Lake Schools
- VII. BOARD COMMITTEE REPORTS
 - A. Personnel Committee Report October 13, 2019
 - B. Finance Committee Report October 14, 2019
 - C. Building & Site Committee Report October 15, 2019
- VIII. PRINCIPALS' REPORTS - Dan Mesyar/Steve Forsberg
- IX. BUSINESS MANAGER'S REPORT: Jesse Rickard - Audit Exit Conference Scheduling
- X. SUPERINTENDENT'S REPORT and COMMENTS
 - A. Superintendent's Evaluation Professional Growth Plan Goals
 - B. Ludington Area Schools Oriole Foundation Grant Awards
- XI. DISCUSSION ITEMS
 - A. Spanish Class Trip Request by Tim Keith/Wade Knoll
 - B. Pupil Membership Count Day Enrollment Update
 - C. Bond Project Update: Schematic Design Updates
 - D. Update on Vacant Property Marketing
 - E. Progress of Timber Sale Bid: Managed by Ecosystems Management, LLC
 - F. Curriculum, Instruction, and Assessment Support and Visioning
- XII. ACTION ITEMS
 - A. Recognition of October as Principal's Month
 - B. Award of Food Service Consultant Bid: JRA Food Service Consultants, LLC
- XIII. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
- XIV. 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

Regular Meeting

CONSENT AGENDA

Hockey Cooperative Agreement - Addition of Bear Lake Schools to Program

While the cooperative agreement for hockey has already been approved by the Board, superintendents of schools within the hockey cooperative agreement (Mason County Central, Manistee, Hart, Shelby, Manistee Catholic Central, Ludington) have agreed to add Bear Lake Schools to the cooperative program. Adding this school does not impact the cooperative program in terms of division alignment and playoff positioning of the program. Adding Bear Lake Schools will allow for one student athlete who plays hockey to join the team. This would make 12 players on the team, instead of the current 11. It is my recommendation that Bear Lake Schools be added to the hockey cooperative program.

BUSINESS MANAGER'S REPORT

Audit Exit Conference

The auditors from Hungerford and Nichols will be presenting the audit exit conference to the Board of Education at the November meeting. The auditors will do so in a teleconference to start the meeting at 6:00 PM and will be available to answer questions that you may have about the audit, including a review of the financial position of the district and the fund balance numbers. We have received the highest opinion statement that an auditor provides (unmodified opinion), along with no findings on our statement of findings. We will be adding to the District's fund balance for the General Fund by \$5,155. There is still a final review in process, but we do not anticipate any changes from these final numbers.

SUPERINTENDENT REPORT

Superintendent's Evaluation Professional Growth Plan Goals

The personal growth plan developed by the superintendent, in alignment with the goal focus areas identified by the Board president and the superintendent, will be shared with the Board of Education at the meeting on Monday. This is the same goal setting process that all administrators follow within the district. The personal growth plan will include growth activities that will support the goal focus area, timelines for each of the activities, and supports needed to meet the expectations outlined by the Board for the superintendent.

Oriole Foundation Fall 2019 Grant Awards

The Oriole Foundation received grant requests totaling \$52,266.38 for the fall grant application window. The fund balance of the Foundation allows for the Board to authorize grants totaling \$43,900 for the year, so this was a tough decision for the Foundation to determine what was to get funded. The District is also working to identify financial means to support grants that did not get awarded, where possible. Congratulations to the following grant proposals that have been funded by the Oriole Foundation:

Tricia Hale	Garden Project	\$1068.65
Melissa Carrier	Clubhouse Climber	\$728.99
Heidi Urka	Franklin Rocks!	\$400.00
Katie Eisinger	Calm Down Corners	\$1584.00
Franklin K Teachers	Sensory Bins	\$800.00

Emily Kanine	STEAM Station	\$785.65
Zach Korienek	Mystery Reader Books	\$350.00
Lakeview 1st Grade	Hands-on Cooking	\$450.00
Traci King	Oriole ConneXtion	\$500.00
Susan VanGills	Lending Library	\$232.37
Todd Schipper	Desk Atlas Maps	\$3561.60
Karen Shineldecker	Underwater ROV	\$4600.00
Teresa Eriksen	STEAM Supplies	\$839.63
Deb Follrath	Aquatic Workout	\$425.00
Sarah Foster	Daily Financial Skills	\$50.00
J. Stowe/E. Venglar	Gone Boarding	\$1080.00
Kelley Chapman	Brain Trauma	\$1000.00

DISCUSSION ITEMS

Spanish Class Trip Request by Tim Keith/Wade Knoll

We will discuss a Spanish class trip request. Tim Keith & Wade Knoll hope to lead a group of students on a trip to Quito, Ecuador and the Galapagos Islands. The trip would take place during the last third of June 20th-28th, 2021. The student cost for those who enroll while taking advantage of the several available discounts is \$3,985. The trip is offered by Worldstrides Educational Travel (same company with which they've traveled in the past). The teachers will be present at the Board meeting to discuss the request and answer any questions you may have.

Pupil Membership Count Day Enrollment Update

We will discuss enrollment for the fall pupil membership count period, which is the first Wednesday in October. Enrollment on pupil membership count day is provided below. We will review guidance from the Michigan Department of Education on Student Count Day and School Funding Information for a general overview of how school funding works.

Ludington Area School District

Building Name	Number of Students	Total FTE
Franklin	255	254.2
Lakeview	210	210.0
Foster	482	482.0
OJ	531	529.5
LHS	682	682.0
LAC	74	6.0
District Total	2,234	2,163.7

Budget Impact: The increased enrollment of 55.7 full-time equivalent (FTE) students over the original budgeted enrollment of 2,108 results in an increased revenue of \$451,838. The increased per-pupil foundation allowance increase of \$60 over what the District originally budgeted (from \$180 per pupil to \$240 per pupil) results in an increased revenue of an additional \$129,822, for a total revenue increase of \$581,660. Please note that the enrollment numbers are still subject to final audit yet.

Bond Project Update: Schematic Design Update

We will review updates that have been made to the schematic design of the elementary school building, as well as review the updated content regarding the building project that has been posted to the District's web page for the public since our last meeting. A major milestone in the schematic design process will be a page turn that the District completes with GMB Architecture and Engineering on Tuesday, October 22, 2019. Weekly updates continue to be posted to the District's webpage at the following link: <https://www.lasd.net/district/post-may-2019-election-bond-information/>.

Update on Vacant Property Marketing

We will discuss updates on the progress being made to market the vacant properties once the elementary complex is built and open for occupancy in the fall of 2021. We will also discuss the need to seek a third party independent appraisal to assess the valuation of Foster School, Lakeview Elementary, and Pere Marquette Early Childhood Center.

Progress of Timber Sale Bid: Managed by Ecosystems Management, LLC

Ecosystems Management, LLC prepared and circulated a timber sale notice, soliciting bids from prospective timber buyers in western lower Michigan. This notice has been on the District's website for the public as well. Jack Boss from Ecosystems Management, LLC has also been working to solicit bids from local timber buyers. We will discuss progress on the solicitation of timber sale bids from Ecosystems Management, LLC at the Board meeting on Monday.

Curriculum, Instruction, and Assessment Support and Visioning

We will begin to discuss and study the development of a plan to address academic program support through the building design and construction project over the next several years.

ACTION ITEMS

Recognition of October as Principals Month

We will need an action item to approve a proclamation in honor of October as Principals month.

Award of Food Service Consultant Bid: JRA Food Service Consultants, LLC

GMB Architecture and Engineering prepared and circulated a request for food service consultant pricing. In addition to posting the request for pricing, the request for pricing was sent to three food service consultants: JRA Food Service Consultants, LLC, Bakergroup, and Merchandise Equipment and Supply. Merchandise Equipment and Supply declined submitting a proposal and recommended JRA Food Service Consultants, and the Bakergroup declined submitting a proposal. We will review the Food Service Design and Engineering proposal from JRA Food Service Consultants, LLC. It is my recommendation to award the service of designing and engineering the food service program for the new elementary school to JRA Food Service Consultants, LLC in the amount of \$14,700.