

# NOTICE OF PUBLIC MEETING

## 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:** Organizational & Regular Meeting

**DATE:** January 15, 2018

**TIME:** 6:00 p.m.

**PLACE:** Ludington Area Schools Administration/Central Office, 809 E. Tinkham Avenue, Ludington

### ORGANIZATIONAL MEETING

1. CALL TO ORDER & ROLL TEMPORARY CHAIRPERSON  
 Steve Carlson  Kelly Thomsen  Bret Autrey  Mary Jo Pung  Mike Nagle  Stephanie Reed  Josh Snyder
2. ELECTION OF BOARD PRESIDENT; SEATING OF BOARD PRESIDENT
3. ELECTION OF VICE PRESIDENT
4. ELECTION OF SECRETARY
5. ELECTION OF TREASURER
6. APPOINTMENT BY BOARD SECRETARY & SECRETARY DESIGNEE
7. APPOINTMENT OF BOARD MEMBERS REPRESENTATIVES TO ESD & MASB
8. COMMITTEE APPOINTMENTS (Direction Given to Members by President)
9. ADJOURNMENT OF ORGANIZATIONAL MEETING

### REGULAR MEETING (Following Adjournment of Organizational Meeting)

1. CALL TO ORDER
2. SPECIAL PRESENTATIONS
  - a. Martin Luther King, Jr. Birthday
  - b. Board of Education Recognition Month
3. AGENDA MODIFICATION
4. CITIZEN PARTICIPATION
5. CONSENT AGENDA
  - a. Ratification of Bill Payment - Per Summary Dated January 15, 2018
  - b. Approval of Regular Meeting Minutes December 11, 2017
  - c. Approval of Section 152 Health Insurance Measurement Short Year
6. BOARD COMMITTEE REPORTS
  - a. Personnel Committee Report January 10, 2018
  - b. Finance Committee Report January 12, 2018
  - c. Building & Site Committee Report January 12, 2018
7. BUSINESS MANAGER REPORT
  - a. General Fund Budget Amendment 2017/2018
8. SUPERINTENDENT'S REPORT & COMMENTS
  - a. PA 75 and 3% Healthcare Contributions
  - b. Update on January 11, 2018 Revenue Consensus Estimates
  - c. Update on Middle School Principal's Position
  - d. Release of MDE Parent Transparency Dashboard
  - e. Mid-Year Report on Superintendent's Goals / Evaluation
9. DISCUSSION ITEMS
  - a. Review 21st Century Facilities Study Site Visits
  - b. Section 99h: Competitive FIRST Robotics Grant Award / Robotics Credit
  - c. Houghton Mifflin Mathematics Materials Request
  - d. Update on Mason County Promise Zone Authority
10. ACTION ITEMS
  - a. General Fund Budget Revision 2017/2018
  - b. Snow Plowing / Mowing Bid Award
11. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
12. 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

**TO:** Board of Education  
**FROM:** Jason Kennedy, Superintendent  
**RE:** Organizational & Regular Meeting Agenda Notes

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## ORGANIZATIONAL MEETING FORMAT

### **TEMPORARY CHAIRPERSON**

The Superintendent will act as Temporary Chairperson and call the meeting to order.

### **ROLL CALL:**

( ) Steve Carlson ( ) Mary Jo Pung ( ) Kelly Thomsen ( ) Bret Autrey ( ) Mike Nagle ( ) Stephanie Reed ( ) Josh Snyder

### **ELECTION OF BOARD PRESIDENT:**

\_\_\_\_\_ nominated by \_\_\_\_\_

\_\_\_\_\_ nominated by \_\_\_\_\_

**\*\*MULTIPLE NOMINEES:** The Chairperson calls for voting on the nominees.

For \_\_\_\_\_: Members: \_\_\_\_\_

For \_\_\_\_\_: Members: \_\_\_\_\_

**\*\*MOTION FOR ONE NOMINEE:**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that nominations be closed and that \_\_\_\_\_ be elected President.

Voting YES: \_\_\_\_\_ Voting NO: \_\_\_\_\_ MOTION: \_\_\_\_\_

The Chairperson declares \_\_\_\_\_ elected President of the Board. The Board President assumes the chair.

### **ELECTION OF VICE PRESIDENT: (following same format)**

\_\_\_\_\_ nominated by \_\_\_\_\_

\_\_\_\_\_ nominated by \_\_\_\_\_

**\*\*MULTIPLE NOMINEES:** The Chairperson calls for voting on the nominees.

For \_\_\_\_\_: Members: \_\_\_\_\_

For \_\_\_\_\_: Members: \_\_\_\_\_

**\*\*MOTION FOR ONE NOMINEE:**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that nominations be closed and that \_\_\_\_\_ be elected Vice President.

Voting YES: \_\_\_\_\_ Voting NO: \_\_\_\_\_ MOTION \_\_\_\_\_

The President declares \_\_\_\_\_ elected Vice President of the Board.

**ELECTION OF SECRETARY: (following same format)**

\_\_\_\_\_ nominated by \_\_\_\_\_

\_\_\_\_\_ nominated by \_\_\_\_\_

**\*\*MULTIPLE NOMINEES:** The Chairperson calls for voting on the nominees.

For \_\_\_\_\_: Members: \_\_\_\_\_

For \_\_\_\_\_: Members: \_\_\_\_\_

**\*\*MOTION FOR ONE NOMINEE:**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that nominations be closed and that \_\_\_\_\_ be elected Secretary.

Voting YES: \_\_\_\_\_ Voting NO: \_\_\_\_\_ MOTION \_\_\_\_\_

The President declares \_\_\_\_\_ elected Secretary of the Board.

**ELECTION OF TREASURER: (following same format)**

\_\_\_\_\_ nominated by \_\_\_\_\_

\_\_\_\_\_ nominated by \_\_\_\_\_

**\*\*MULTIPLE NOMINEES:** The Chairperson calls for voting on the nominees.

For \_\_\_\_\_: Members: \_\_\_\_\_

For \_\_\_\_\_: Members: \_\_\_\_\_

**\*\*MOTION FOR ONE NOMINEE:**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, that nominations be closed and that \_\_\_\_\_ be elected Treasurer.

Voting YES: \_\_\_\_\_ Voting NO: \_\_\_\_\_ MOTION \_\_\_\_\_

The President declares \_\_\_\_\_ elected Treasurer of the Board.

**APPOINTMENT BY BOARD SECRETARY - SECRETARY DESIGNEE: Recommendation**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to designate the Superintendent's Administrative Assistant (Penny Schultz) as the Board Secretary Designee, who will, in place of the Board Secretary, post all notices and take minutes of Board of Education meetings.

Voting YES: \_\_\_\_\_ Voting NO: \_\_\_\_\_ MOTION \_\_\_\_\_

**APPOINTMENT OF BOARD MEMBERS AS ESD AND MASB REPRESENTATIVES:**

Each year the Board is asked to designate one Board Member to each of several committees or organizations. It is recommended that the President request volunteers and designate members to the following committees/organizations (current member listed in parenthesis):

WSESD - WSASBA (West Shore Area School Boards Assoc.): ~~XXXXXXXXXXXXXXXXXXXX~~ Josh Snyder)

MASB LRN Member - (Legislative Relations Network): ~~XXXXXXXXXXXXXXXXXXXX~~ Mike Nagle)

MASB Negotiations Liaison : ~~XXXXXXXXXXXXXXXXXXXX~~ Bret Autrey)

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to appoint Board Member Representatives as designated above.

Voting YES: \_\_\_\_\_ Voting NO: \_\_\_\_\_ MOTION \_\_\_\_\_

**COMMITTEE APPOINTMENTS:**

The Board President may direct Board members as to the process for the appointment of Ad Hoc Committee members, (proposed members).

Personnel Committee (\*Nagle, Snyder, Reed)

- Personnel Issues, Grievances

Co-Curricular Committee (\*Pung, Snyder, Autrey)

- Athletics, Extra-curricular Activities, Coaches

Finance/Negotiations Committee (\*Thomsen, Carlson, Autrey)

- Budget Development/Adjustments, Works with Community-Budget Planning, Negotiations,

Building and Site Committee (\*Nagle, Reed, Pung)

- Facilities, Capital Improvements

**ADJOURNMENT OF ORGANIZATIONAL MEETING:**

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn the Organizational Meeting.

Voting YES: \_\_\_\_\_ Voting NO: \_\_\_\_\_ MOTION \_\_\_\_\_

The organizational meeting adjourned at @@@@@@@@

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## REGULAR MEETING CALLED TO ORDER BY BOARD PRESIDENT

### **SPECIAL PRESENTATIONS**

**Martin Luther King, Jr Birthday** - Our district is in session on Martin Luther King, Jr. Day, and we will use this day as an opportunity to teach students about Martin Luther King, Jr.

### **Board of Education Recognition Month**

We will take a brief moment to recognize and honor our Board members for their commitment and dedication to the students and families of our community. Our Board is committed to leadership and accountability of all to ensure that all children have the opportunity to succeed, and we will honor and recognize the tireless effort that is put forth by our Board in the pursuit of excellence in education on behalf of the students and families of our community. The Board will be presented with a Certificate of Proclamation that was issued by Governor Snyder.

### **CONSENT AGENDA**

#### **Approval of Section 152 Health Insurance Measurement Short Year**

As of July, 2017, MESSA changed their plan year from a fiscal year, running from July through June, to a calendar year, beginning January 1, 2018. In order to help facilitate this, we were given insurance rates which are in effect for 18 months, spanning from July 1, 2017 through December 31, 2018. As part of our contract negotiations, we agreed to language stating that our health insurance cap amounts "will be adjusted to reflect the State-decreed cap amounts for 2018, to the extent allowed by law." In order to facilitate this, we are instituting a 'short year' spanning from July 2017 through December 2017, and subsequently our next plan measurement year will be calendar year 2018. The cost of this adjustment is already in the budget; and arguably, the cost will be recouped by having stable health insurance rates for 18 months rather than 12 months.

### **BUSINESS MANAGER REPORT**

#### **General Fund Budget Revision 2017-2018**

An oral presentation to the Board of Education will be made highlighting the updated financial position of the District. We will discuss the changes in revenue, expenditures, and fund balance since the original budget was adopted. The amended use of fund balance in January 2018 is projected to be (\$45,714), which is an improvement over the original budget that projected a (\$117,270) use of fund balance in June 2017.

### **SUPERINTENDENT REPORT**

#### **PA 75 and 3% Healthcare Contributions**

The Supreme Court has ruled that PA 75 of 2010, which was in effect from July 2010 until September 2012 and mandated that members contribute 3% of their compensation to the Retiree Healthcare Fund, is unconstitutional and that member contributions shall be refunded to members. This represents more than \$607,000 worth of refunds for the employees of Ludington Area Schools. ORS is working to implement the Supreme Court's decision and return contributions to the school districts where the contributions were withheld. We expect that this money will be returned to the District on January 22, 2018. The list of employees and what needs to be returned to them was distributed to Districts the evening of January 9, 2018. We have been working hard to figure out all of the IRS and ORS implications for returning this money, and are optimistic that we will be able to return the money earned by current employees during that time frame to them on the pay immediately following the return of the money to the District. We are hoping that this will be on February 2, 2018, but this is not guaranteed. Postcards were to all past employees that were employed by the District during that time asking that addresses and contact information be updated so that we can issue paper checks to all of the past employees that worked for us during this time. We are hopeful to have all checks issued to past employees by March 2, 2018. Bruce will be attending a conference next week in Lansing on this topic, and we will be consulting with our finance attorneys at Thrun Law to ensure that we

are properly following the rules for returning this money to employees.

### **Update on January 11, 2018 Revenue Consensus Estimates**

The Revenue Consensus Estimating Conference was held on January 11, 2018. Representatives from the State Budget Office, the Senate Fiscal Agency, the House Fiscal Agency, and the Michigan Department of Treasury convened to develop consensus around state revenue estimates for the current and upcoming year. These estimates provide the foundation for the development of the State's budget. While most numbers tend to trend upward, these numbers are subject to change based upon the many factors that impact the economy. A 3.1% increase over FY 2017 in revenue exists within the State School Aid Fund. This represents an increase in the State School Aid Fund of more than \$400 million over FY 2017, and a \$114 increase over the estimate in May. The bottom line is that revenue is growing, but not at the rate that Districts should expect to see large increases in per pupil foundation allowances for this budget year.

### **Update on Middle School Principal's Position**

The posting for the position will close on January 17, 2018. First rounds interviews will take place on Monday, January 22, 2018, second round interviews will take place on Tuesday, January 23, 2018, and a final recommendation to hire the top candidate for the position will appear no later than the February Board of Education meeting. In the meantime, Mike Hart will serve as the interim principal, with Steve Forsberg assisting, along with other members of the complex administrative team, as needed. If an internal candidate is selected for the position, that person's position would be posted and we would work through a process of filing that role. As of today, there are a dozen or so applicants for the position, with a few more applications that I am aware of still yet to be received. I am hopeful to receive at least 20 or so applications for the position.

### **Release of MDE Parent Transparency Dashboard**

The board will be provided with an overview of the new parent transparency dashboard that was recently released to the public by the Michigan Department of Education.

### **Mid-Year Report on Superintendent's Goals / Evaluation**

An overview of the superintendent's goals and mid-year progress will be shared with the committee prior to sharing this during the superintendent's report at the regular board meeting.

## **DISCUSSION ITEMS**

### **Review 21st Century Facilities Study Site Visits**

We will review the schedule of site visits and the attached documents. The first three site visits will be scheduled for January 18, 2018, January 29, 2018, and February 6, 2018.

### **Section 99h: Competitive FIRST Robotics Grant Award / Robotics Credit**

The list of schools that were awarded Section 99h competitive FIRST Robotics grants has been posted and we are pleased to report that Ludington High School has received a \$9,000 grant, which is the highest grant award issued under this year's grant program. A special thanks goes out to Karen Shineldecker (Head Robotics Coach) and Carrie Moeggenberg (Assistant Robotics Coach) for all of their work on this program. I am really excited about the potential that exists with this program for students. One of the grant requirements is that the District is willing to offer credit toward graduation and a high school diploma if a student completes at least 60 hours of time in a qualified robotics program.

### **Houghton Mifflin Mathematics Materials Request**

The District Mathematics Curriculum Council made a recommendation to purchase mathematics materials from Houghton Mifflin to support the implementation of the Math Expressions Program that is used in the

District. The request is a deferred payment plan that saves the District 40% over the next three years with an initial down payment of \$24,342.29. This is the portion of the \$97,389.16 purchase that can be attributed as technology expenses, and thus attributed to the technology bond, as has been done in the past with the purchase of these materials. A recommendation to approve this purchase will be provided to the Board at the February 2018 meeting.

**Update on Mason County Promise Zone Authority**

The County Board of Commissioners met on January 9, 2018 at 9:00 AM to review and adopt the final resolution needed to complete our application to Treasury. A brief update on the remaining process will be provided to the Board of Education.

**ACTION ITEMS**

**General Fund Budget Revision 2017-2018**

We will need an action item to approve the January 2018 budget amendment resolution that was provided to the Board of Education earlier this evening.

**Snow Plowing / Mowing Bid Award**

We will need an action item to approve the snow plowing and mowing bid to Larsen's Landscaping, LLC in the amount of \$124,383.

**OTHER ITEMS**

The LEA is planning to have pizza delivered for you at the conclusion of the meeting for Board Appreciation. Thank you for all you do for students and the community of Ludington!

# RATIFICATION OF BILL PAYMENT

January 15, 2018

Period: 12/9/2017 through 1/10/2018

## GENERAL OPERATING FUND

Payroll 12/22/17	590,906.75
Payroll 1/05/18	<u>513,486.37</u>

Total Payroll	1,104,393.12
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Bills (12/9/17 through 1/10/18)	<u>660,521.96</u>
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<b>TOTAL GENERAL OPERATING FUND</b>	<b>1,764,915.08</b>
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## TOTAL ATHLETIC FUND

8,889.61

Bills (12/9/17 through 1/10/18)

## TOTAL LUNCH FUND

17,058.94

Bills (12/9/17 through 1/10/18)

## GRAND TOTAL ALL FUNDS

1,790,863.63

Bills (12/9/17 through 1/10/18)



**LUDINGTON AREA SCHOOLS  
BALANCE SHEET  
For the Month Ending December 31, 2017**

	<u>Current Year</u>
<b><u>Assets</u></b>	
Savings/Checking Accounts	\$ 26,748
Investments	\$ 9,650,097
Taxes Receivable	\$ -
Accounts Receivable	\$ 25,700
Due From Other Funds	\$ 89,969
Capital Projects Receivable	\$ -
Inventory	\$ -
Prepaid Expenses	\$ -
Other Expenses	\$ -
Total Assets	<b><u>\$ 9,792,514</u></b>
 <b><u>Liabilities and Fund Equity</u></b>	
Liabilities:	
Accounts Payable	\$ 5,995
Payroll Liabilities	\$ -
Accrued Expenses	\$ -
Due to Other Funds	\$ 66,532
Due to Other Governmental Units	\$ -
Deferred Revenue	\$ -
Note Payable	\$ -
Total Liabilities	<b><u>\$ 72,527</u></b>
Fund Equity:	
Inventory (Reserved)	\$ -
Other Fund Balance	\$ 9,719,987
Total Fund Balance	<b><u>\$ 9,719,987</u></b>
Total Liabilities and Fund Equity	<b><u>\$ 9,792,514</u></b>

*Prepared by the Business Office*

**LUDINGTON AREA SCHOOLS  
GENERAL FUND  
STATEMENT OF REVENUES AND EXPENDITURES  
For the Month Ending December 31, 2017**

<b>REVENUES:</b>	<b>Budget</b>	<b>year to date</b>	<b>Balance</b>	<b>% spent</b>	<b>Prior Year YTD %</b>
Local	\$ 15,454,376	\$ 14,750,472	\$ 703,904	95.45%	99.48%
Intermediate	\$ -	\$ -	\$ -	0.00%	0.00%
State	\$ 3,926,299	\$ 1,337,959	\$ 2,588,340	34.08%	26.50%
Federal	\$ 684,500	\$ -	\$ 684,500	0.00%	1.07%
Transfers	<u>\$ 576,300</u>	<u>\$ 220,715</u>	\$ 355,585	38.30%	47.67%
 Total Revenue	 \$ 20,641,475	 \$ 16,309,146	 \$ 4,332,329	 79.01%	 77.10%
 <b>EXPENDITURES:</b>					
Instruction/Basic	\$ 10,298,681	\$ 3,716,693	\$ 6,581,988	36.09%	35.53%
/Added Needs	\$ 3,180,893	\$ 1,196,950	\$ 1,983,943	37.63%	40.02%
/ Unclassified	\$ -	\$ -	\$ -	0.00%	0.00%
Support Service/Pupil	\$ 794,003	\$ 308,032	\$ 485,971	38.79%	40.97%
/Instructional	\$ 586,907	\$ 250,941	\$ 335,966	42.76%	37.02%
/Gen. Admin.	\$ 383,803	\$ 178,902	\$ 204,901	46.61%	53.28%
/School Admin.	\$ 1,498,414	\$ 725,082	\$ 773,332	48.39%	49.97%
/Business	\$ 464,468	\$ 211,695	\$ 252,773	45.58%	53.19%
/Oper. & Maint.	\$ 1,677,631	\$ 707,226	\$ 970,405	42.16%	44.30%
/Transportation	\$ 831,048	\$ 368,387	\$ 462,661	44.33%	38.60%
/Central Services	\$ 299,364	\$ 99,464	\$ 199,900	33.22%	40.08%
/Athletics	\$ 625,257	\$ 380,208	\$ 245,049	60.81%	40.11%
/Comm Services	\$ 118,276	\$ 54,190	\$ 64,086	45.82%	49.01%
/Transfers	\$ -	\$ -	\$ -	0.00%	58.27%
 Total Expenditures	 \$ 20,758,745	 \$ 8,197,770	 \$ 12,560,975	 39.49%	 40.06%
Excess of Revenue over Expenses		\$ 8,111,376			
 Estimated Fund Balance 6/30/17	 \$ 1,526,708	 \$ 1,608,610			
 Ending Fund Balance	 \$ 9,638,084	 \$ 9,719,987			

*Prepared by the Business Office*

**LUDINGTON AREA SCHOOLS**  
**Building and Site Funds**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**For the Month Ending December 31, 2017**

	Budget	year to date	Balance	% spent	Prior Year YTD %
<b>REVENUES:</b>					
Tax Revenue Sinking	\$ 313,383	\$ 301,285	\$ 12,098	96.14%	92.36%
Interest Sinking Fund	\$ 500	\$ 89	\$ -	0.00%	22.00%
Sale of Bonds	\$ -	\$ -	\$ -	0.00%	0.00%
Other	\$ -	\$ -	\$ -	0.00%	0.00%
Total Revenue	\$ 313,883	\$ 301,374	\$ 12,509	96.01%	92.27%
<b>EXPENDITURES:</b>					
Equipment	\$ -	\$ -	\$ -	0.00%	0.00%
Construction Sinking	\$ 312,000	\$ 322,150	\$ (10,150)	103.25%	86.86%
Total Expense	\$ 312,000	\$ 322,150	\$ (10,150)	103.25%	86.86%
Fund Balance 6/30/17	\$ 27,404	\$ 31,614			
Ending Fund Balance		\$ 10,838			

Prepared by the Business Office

**LUDINGTON AREA SCHOOLS**  
**Technology Fund**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**For the Month Ending December 31, 2017**

	Budget	year to date	Balance	% spent	Prior Year YTD %
<b>REVENUES:</b>					
Tax Revenue	\$ -	\$ -	0.0%	0.00%	0.00%
Interest	\$ 5,000	\$ 4,258	85.2%	0.00%	0.00%
Sale of Bonds	\$ -	\$ -	\$ -	0.00%	0.00%
Transfers	\$ -	\$ -	\$ -	0.00%	0.00%
Total Revenue	\$ 5,000	\$ 4,258	85.2%	85.16%	0.00%
<b>EXPENDITURES:</b>					
Closing Costs Bonds	-	\$ -	0.0%	0.00%	0.00%
Planning	80,000	\$ 27,682	34.6%	8.40%	8.40%
Equipment	164,500	\$ -	\$ -	0.00%	0.00%
Construction	12,500	\$ -	\$ -	0.00%	0.00%
Total Expense	257,000	\$ 27,682	10.8%	10.77%	1.80%
Fund Balance 6/30/17	\$ 3,163,269	\$ 3,408,421			
Ending Fund Balance		\$ 3,384,997			

Prepared by the Business Office

**Ludington Area Schools**  
**Revenue and Expenses to Final Expense by Month**  
**2017/18**

	July	August	September	October	November	December	January	February	March	April	May	June
Revenue												
Balance	287,957	1,135,495	8,296,647	15,019,009	15,583,512	16,309,146	-	-	-	-	-	-
% Budget	1.40%	5.50%	40.19%	72.76%	75.50%	79.01%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
History												
% of Final	1.10%	4.40%	36.20%	62.30%	69.60%	72.90%	76.60%	79.30%	82.90%	85.50%	90.30%	100.00%
16 17	287,957	1,039,025	8,468,506	14,162,501	14,903,296	15,642,317	16,349,323	16,878,227	17,338,556	17,795,033	18,733,210	20,519,099
15 16	221,268	807,893	7,583,334	12,317,091	14,151,893	14,627,433	15,425,251	15,955,375	16,766,680	17,264,057	18,262,308	20,177,918
14 15	169,985	839,054	6,280,232	11,916,528	13,817,620	14,620,747	15,447,475	16,059,794	16,985,245	17,609,475	18,635,042	20,920,755
	679,210	2,685,972	22,332,072	38,396,120	42,872,809	44,890,497	47,222,049	48,893,396	51,090,481	52,668,565	55,630,560	61,617,772
Expenses												
Balance	527,633	991,664	3,056,609	4,906,224	6,951,978	8,197,769	-	-	-	-	-	-
% Budget	2.5%	4.8%	14.7%	23.6%	31.4%	39.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
History												
% Final	1.70%	6.10%	13.80%	21.50%	30.30%	38.90%	50.60%	58.40%	67.60%	74.50%	81.70%	100.00%
16 17	97,875	1,046,220	2,768,983	4,595,858	6,284,751	8,126,490	10,263,761	11,876,553	14,134,089	15,473,291	17,096,677	20,558,477
15 16	612,559	1,260,319	2,786,236	4,053,655	6,069,149	7,693,354	10,157,168	11,774,911	13,395,139	14,893,576	16,201,554	20,029,912
14 15	312,576	1,421,953	2,906,260	4,484,214	6,176,390	7,958,885	10,540,099	12,046,356	13,801,770	15,174,054	16,651,009	20,575,676
	1,023,010	3,728,492	8,461,479	13,133,727	18,530,290	23,778,729	30,961,028	35,697,820	41,330,998	45,540,921	49,949,240	61,164,065

LUDINGTON AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
Regular Meeting Minutes December 11, 2017

**CALL TO ORDER**

Steve Carlson Board President called the meeting to order at 6:00 PM at this month's meeting location at Pere Marquette Early Childhood Center, 1115 S Madison Street, Ludington MI 49431.

**ROLL CALL**

Board Members present: Steve Carlson, Kelly Thomsen, Mary Jo Pung, Mike Nagle, Stephanie Reed and Josh Snyder.

Board Members absent: Brett Autrey.

Also present: Administrators: Jason Kennedy, Superintendent; Bruce Doggett; Brian Dotson; Steve Forsberg; Randy Fountain; Mike Hart; Jan Jackoviak; Andy Klevorn; Amber Kowatch; Julie Marshall; Dan Mesyar; Kristi Zimmerman. Others present: Bruce Mangum (WSESD); Sarah Cooper (PMECC); Andy Hamilton (Ludington Daily News); Kaye Ferguson Holman (Mayor, City of Ludington); Adam Morris, Katrina Morris, Jordan Morris (LHS student and parents); Laura Kassanos (recording secretary).

**SPECIAL PRESENTATIONS**

The Board recognized LHS senior Jordan Morris for his academic achievement of earning an Associate of Science degree from West Shore Community College while simultaneously enrolled at LHS and participating in a variety of co-curricular activities. Congratulations to Jordan.

The Board recognized Amber Kowatch, Principal at Lakeview Elementary who was identified by the Michigan Elementary and Middle School Principals Association as an "Outstanding Practicing Principal of the Year". LASD is located in the eight county area identified as MEMSPA Region 12.

**AGENDA MODIFICATIONS**

Steve Carlson stated there would be one modification to the agenda moving the Neola Policy Update from Discussion Items (A) to Action Items (C). Mr. Carlson stated there would be no Principal reports heard as written reports were previously provided to the Board members and are included in their Board packets.

**CITIZEN PARTICIPATION**

Andy Klevorn speaking on behalf of the Shoreline Cycling Club thanked the Board for the use of the school forest. The Club grooms the trails that are enjoyed by cyclists, skiers and hikers.

Kaye Ferguson Holman spoke in support of Action Item 11b, possible approval of a full-time School Resource Officer. Ms. Holman spoke of the benefits she feels this position will provide to our students and community.

**CONSENT AGENDA**

Motion made by Mary Jo Pung and supported by Stephanie Reed to accept the items listed in the Consent Agenda. Ayes: All. Nays: None. Motion carried.

\* **RATIFICATION OF BILL PAYMENT** - Bills ratified by consent as per summary dated December 11, 2017 for the period of November 14, 2017 through December 8, 2017.

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**CONSENT AGENDA (continued)**

General Operating Funds \$1,675,828.26

Total Athletic Fund \$1,262.99

Total Lunch Fund \$40,923.10

Grand Total All Funds \$1,718,014.35

\***APPROVAL OF MINUTES** – Regular, Special and Closed Meeting Minutes of November 20, 2017 were approved by consent.

**BOARD COMMITTEE REPORTS**

No verbal report.

**PRINCIPALS' REPORTS**

Written reports were submitted to the Board.

**BUSINESS MANAGER REPORT**

Bruce Doggett directed the Board to the report prepared by Consumers Energy titled "Top Ten Recommendations for Energy Efficiency Impact". Mr. Doggett thanked LASD Administrators, staff, members of the Board of Education and the greater community for supporting the District in the work towards continuous energy efficiency. Additionally, Mr. Doggett thanked Erik Bratschi (Building/Grounds/Maintenance) for Erik's efforts and attention with these tasks.

**SUPERINTENDENT REPORT**

- A. Mr. Kennedy extended invitations to the Board to attend the next regular meeting of the WSCC Board scheduled December 18, 2017. Please respond to Penny Schultz before December 15, 2017.
- B. Mr. Kennedy thanked OxyChem for their donation of Peladow Premier Snow and Ice Melter with an estimated value of \$2500.
- C. Mr. Kennedy discussed his role representing nearly 550 school superintendents on the Assessment RFP Workgroup. The group's task is to review potential vendors for the MDE in search of acceptable assessments to be used throughout the state.
- D. Mr. Kennedy shared card received from the Food Service Department thanking the Board for the recent purchase of stove and "hot boxes".
- E. Mr. Kennedy gave a report on his recent trip to California sponsored by Code.org which recognized school districts for their successful implementation developing computer science coding programs for students.
- F. Kristi Zimmerman and Bruce Mangum gave a District Network Team update.

**DISCUSSION ITEMS**

- A. Neola Policy Updates were moved to Action Items per Agenda Modification.
- B. MDE Grant Award –LASD has been awarded \$8,236.98 for use in the administration of a qualified tool to monitor the development of early literacy and reading skills of students in kindergarten through grade 3.
- C. Mowing/Plowing Bid award has been postponed until January in order to provide the committee time to obtain clarification on bids received.

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**DISCUSSION ITEMS (continued)**

- D. Mason County Promise Zone Authority resolution has been prepared with the Mason County Administrator and will be considered by the Mason County Board. If approved a letter of intent will be filed with MDE and then County Board of Commissioners will authorize the development of an authority board and plan to be submitted to the Department of Treasury.
- E. 21<sup>st</sup> Century Education Study and Facilities Improvement Planning a review of the November 29, 2017 meeting and a review of the December 13, 2017 agenda.

**ACTION ITEMS**

- A. CBD Transformation Think Tank Facilitation Motion by Josh Snyder with support from Mike Nagle. Ayes: All. Nays: None. Motion carried.
- B. Approval of a Full Time School Resource Office – Motion by Kelly Thomsen supported by Stephanie Reed. Ayes: All. Nays: None. Motion carried.
- C. Neola Policy Updates – Motion to approve Neola Policies 1421/3121/4121; 1439/3139/4139; 2414; 2418; 5630.01; 8142; 8321 and to approve Policy 2410 with a delay of implementation until July 1, 2019. Motion by Mike Nagle supported by Mary Jo Pung. Ayes: All. Nays: None. Motion carried.

**OTHER ITEMS OR BUSINESS & ANNOUNCEMENTS**

No other items of business or announcements were heard.

**ADJOURNMENT**

Motion by Steve Carlson supported by Mike Nagle to adjourn the meeting at 7:22 PM.

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Mary Jo Pung, Secretary, Board of Education

Approval Date \_\_\_\_\_



**RESOLUTION FOR AMENDMENT  
BY THE BOARD OF EDUCATION—LUDINGTON AREA SCHOOL DISTRICT  
2017/18 GENERAL FUND BUDGET**

RESOLVED, That this resolution shall AMEND the General Appropriations of the Ludington Area School District for the fiscal year ending June 30, 2018;

AN ACT to make appropriations; to provide for the expenditures of the appropriations; and to provide for the disposition of all income received by the Ludington Area School District;

BE IT FURTHER RESOLVED, that the total estimated revenues and appropriated fund balance available for appropriations in the GENERAL FUND of Ludington Area School District for the fiscal year ending June 30, 2018, is amended as follows:

ACCOUNT CODE	<u>REVENUES</u>	<u>ADOPTED BUDGET 6/26/17</u>	<u>PROPOSED BUDGET 01/15/18</u>
100	Local	15,383,176	15,345,076
100	Athletics	71,200	71,200
300	State	3,926,299	5,053,142
400	Federal	684,500	687,500
500	Incoming transfers & Transactions	<u>576,300</u>	<u>571,300</u>
GENERAL FUND			
Total Revenue and other transactions Expected		20,641,475	21,728,218
Unreserved Fund Balance 6/30/17		1,526,708	1,608,610
GENERAL FUND AVAILABLE TO APPROPRIATE			
		22,168,183	23,336,828

BE IT FURTHER RESOLVED, that \$23,336,828 of the total available to appropriate in the GENERAL FUND is hereby amended in the amounts and for the purposes set forth below:

ACCOUNT CODE	<u>EXPENSES</u>	<u>ADOPTED BUDGET 6/26/17</u>	<u>PROPOSED BUDGET 01/15/18</u>
110	Instruction: Basic	10,298,681	10,545,960
120	Added Needs	3,180,893	3,795,670
210	Support Services: Pupil	794,003	808,453
220	Instructional	586,907	542,539
230	General Administration	383,803	385,888
240	School Administration	1,498,414	1,530,365
250	Business	464,468	427,248
260	Operations/Maintenance	1,677,631	1,687,402
270	Transportation	831,048	834,641
280	Central Office	299,364	463,478
290	Other	0	0
300	Community Services	118,276	111,084
500	Athletics	625,257	641,204
500	Transfers & Other	<u>0</u>	<u>0</u>
GENERAL FUND: TOTAL NET EXPENDITURES AND OTHER TRANSACTIONS			
		20,758,745	21,773,932
Excess Revenue Over Expenditure		<u>(117,270)</u>	<u>(45,714)</u>
Expected Unreserved Balance 6/30/18		1,409,438	1,562,896

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budgets adopted by the Board and shall hold department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary statement hitherto adopted by the Board.

BE IT FURTHER RESOLVED, that for the purpose of meeting emergency needs of the school district, expenditures, transfers, and appropriations may be made upon written authorization of the Superintendent. When the Superintendent makes such a change, it shall be presented to the Board of Education for its approval at the next regularly scheduled meeting.

BE IT FURTHER RESOLVED, that for purposes of meeting the needs of the school district, specific line item changes may be made by the Superintendent within the general line items listed above, but the total budget amount may not be increased without approval of the Board of Education.

This Appropriation Resolution is to take effect on January 16, 2018.