

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 School District, in partnership with parents and community, will educate and empower students to adapt and succeed in their future.

MEETING: Regular Meeting
DATE: July 17, 2017
TIME: 6:00 p.m.
PLACE: Ludington Area Schools Central Business Office/Administration Building
 809 E. Tinkham Avenue, Ludington, Michigan

1. CALL TO ORDER & ROLL CALL
 - Steve Carlson Kelly Thomsen Bret Autrey Mary Jo Pung Mike Nagle Stephanie Reed Josh Snyder
2. SPECIAL PRESENTATION/RECOGNITION
 - a. International HOSA Gold Medalists - Moira O'Brien & Marissa Stickney
3. AGENDA MODIFICATION
4. CITIZEN PARTICIPATION
5. CONSENT AGENDA
 - a. Ratification of Bill Payment - Per Summary Dated July 17, 2017
 - b. Approval of Minutes –Budget/Regular & Closed Meetings June 26, 2017; Special Meeting June 30, 2017
 - c. Approval of 2017/2018 Student Handbooks
 - d. K-12 Curriculum and Course Offerings
 - e. Epi-Pen Renewals
 - f. Non-Union Contracts & Service Agreements
6. BOARD COMMITTEE REPORTS
 - a. Finance Committee Report July 12, 2017
 - b. Personnel Committee Report July 14, 2017
 - c. Building & Site Committee Report July 14, 2017
7. BUSINESS MANAGER'S REPORT
 - a. Sinking Fund Project History and Current Updates
8. SUPERINTENDENT'S REPORT and COMMENTS
 - a. New Teacher Recommendation
 - b. MedNow at School - Spectrum Health School Nurse
9. DISCUSSION ITEMS
 - a. School Lunch Prices 2017/2018
 - b. Single Track Showdown Race Request - School Forest
10. ACTION ITEMS
 - a. Set Board Meeting Schedule 2017/2018 (Dates, Times, Locations)
 - b. School Lunch Prices 2017/2018
 - c. Appointment of Audit Firm 2017/2018
 - d. School District Depositories & Authorized Signatories Designated
 - e. Electronic Transfer Officer Designees
 - f. NEOLA Policies Volume 31 Number 2; Tech Collection Phase II
 - g. New Teacher Contract
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: Regular Meeting ~ Agenda Notes

Regular Meeting

***CONSENT AGENDA**

Non-Union Contracts & Service Agreements

- ❖ Mark Boon, LHS Student Enhancement Intervention Specialist, annual contract, 6 hours per day, salary not to exceed \$27,447
- ❖ Kirk Walden, LHS At-Risk Coordinator, 6 hours/day, salary not to exceed \$17,836
- ❖ Michelle Holtrust, LHS Student Success Coordinator, \$29,795 annual contract (plus full benefit package)
- ❖ Dennis Genson, LHS At-Risk, hourly contract \$21.02/hour, 2 hours/day, 3 days/week
- ❖ Becky Erickson, OJ At-Risk Behavioral Support Specialist, hourly contract, \$17.17/hour, 4 hours/day
- ❖ Michelle Kiessel, Foster At-Risk Specialist, annual salary \$34,131
- ❖ Brent Gillett, Foster Dean of Students, full-time, 8 hrs/day, annual salary \$50,500
- ❖ Sarah Mikesell, Foster At-Risk Interventionist, part-time, annual salary \$27,034
- ❖ Jennifer Shaw, Lakeview At-Risk Specialist, full-time annual contract \$34,814
- ❖ Deb Stephens - Franklin At Risk Specialist 2.5 days/week \$26.76/hour, 15 hours/week [\$16,362 per year]
- ❖ Susan Bogart, 2 days/week \$20.20/hour/ up to 15 hours/week (11,742 per year)
- ❖ Tricia Hale, PMECC 4 Yr P. Teacher, hourly contract, \$14.57/hour, 7 ½ hours/day, M-TH
- ❖ Courtney Walters, PMECC 3 Yr P. Teacher, hourly contract, \$14.57/hour, 4 hours/day M-Th
- ❖ Julie Marshall, PMECC Director, hourly contract, \$25.25/hour, 20 hours/week

BUSINESS MANAGER'S REPORT

We will provide an overview of the historical use of sinking fund revenue since the 2011 - 2012 school year, discuss updates to the current projects that have taken place this summer, and review plans for each of the upcoming years of the sinking fund plan. It is important to revisit our short and long range sinking fund plans and to communicate this with our community through our Open Meeting.

SUPERINTENDENT REPORT

Staffing/New Hire

Carl Lindenau - OJ PE/Health

Mr. Lindenau is a graduate of Grand Valley State University, where he received a Bachelor's of Science with a K-12 major in physical education and a minor in school health education. Mr. Lindenau completed his student teaching with Cliff Perez and is currently employed as a Children's Care Manager at West Michigan Community Mental Health (CMH). He has served as an assistant JV football coach at Mason County Central Schools, and has served as a long-term substitute at Baldwin Community Schools. LASD has had a positive and productive working relationship with Mr. Lindenau in his role at CMH, and we believe that he has talents that will serve our school and district well in his new role as a health and physical education teacher.

MedNow at School - Spectrum Health School Nurse

While this does not formally require Board approval, it is important to share the partnership that we have established with Spectrum Health regarding the integration of Telehealth nursing services at OJ Middle School and Franklin Elementary as a pilot for this upcoming school year. The cost of this partnership is \$3,000. A link to a brief video that outlines the program can be found below. A workflow document that outlines how the process will work and another document outlining the services that are covered in the agreement are attached. If all goes well with the pilot this year, it would be our intent to expand this opportunity to all schools in the district. As school nurses have gone away over the years, the need for student care for things like diabetes, respiratory and tracheostomy tube care, and others, have not.

<https://www.spectrumhealth.org/healthier-communities/our-programs/school-health-program>

DISCUSSION ITEMS

School Lunch Prices

It is recommended that we maintain the 2016/17 pricing for food service breakfasts, lunches, and milk, for the upcoming school year. Last year, we were cited by the MDE for having too much fund balance in the Food Service Fund, which makes it hard to raise prices for our paying customers. At the same time, we are required to charge our full-pay students the federal reimbursement rate for meals by 2021. We will have to raise pricing to our customers in the future, but for the 2017/18 school year, I recommend that you accept the recommendation to maintain current prices.

Single Track Showdown Race Request - School Forest

The Shoreline Cycling Club would like permission to use the school forest for their Singletrack Showdown bike race on Saturday, November 25, 2017. The event raises money for the club to support their trail-building and maintenance efforts. The course will be appropriately marked and LASD will be a co-insured party to the club's insurance for the event.

ACTION ITEMS

Set Board Schedule 2017/2018

<u>Tentative Date</u>	<u>Time</u>	<u>Meeting Type</u>	<u>Location/School Building</u>
July 17, 2017	6:00 p.m.	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
August 21, 2017	6:00 p.m.	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
September 18, 2017	6:00 p.m.	Regular Meeting	OJ DeJonge MS, 706 E. Tinkham Avenue
October 16, 2017	6:00 p.m.	Regular Meeting	Ludington HS, 508 N. Washington Avenue
November 20, 2017	6:00 p.m.	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*December 11, 2017	6:00 p.m.	Regular Meeting	PMECC, 1115 S. Madison Street
January 15, 2018	6:00 p.m.	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
February 19, 2018	6:00 p.m.	Regular Meeting	Lakeview School, 502 W. Haight Street
March 19, 2018	6:00 p.m.	Regular Meeting	Franklin School, 721 E. Anderson Street
April 16, 2018	6:00 p.m.	Regular Meeting	Foster School, 505 E. Foster Street
May 21, 2018	6:00 p.m.	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*June 25, 2018	6:00 p.m.	Budget & Regular	Administration Office, 809 E. Tinkham Ave.

School Lunch Prices

I recommend you approve the lunch prices for 2017/2018 school year as written and presented.

School District Depositories & Authorized Signatories Designated

We will need a motion to designate West Shore Bank as official depository of the school district and, further, to designate the Superintendent and Director of Business Services (Jason Kennedy, Bruce Doggett) to act as officials on behalf of the school district and as official signatories authorized to sign checks, contracts, agreements, purchase orders, and other appropriate documents, and/or authorize

transfers in accounts.

School District Electronic Transfer Officer Designees

We will need a motion to recommend the Superintendent and Director of Business Services (Jason Kennedy, Bruce Doggett) as authorized agents of the District to complete such transactions on behalf of the Board, through Automatic Clearing House (ACH) process, be designated as the District's Electronic Transfer Officers (ETO) in accordance with the provisions of Board Policy #6144.

Appointment of Audit Firm

I recommend Hungerford Nichols as the district's audit firm for the 2017/2018 school year.

NEOLA Policy Update: Volume 31, Number 2; Tech Collection Phase II

We will need a motion to approve the updates to the NEOLA policies for Volume 31, Number 2 and the Tech Collection Phase II also. These policies have been reviewed at the required Board of Education meetings, as well as the policy committee meetings.

Bylaw 0168.1 – Open Meeting (Revised)

This revision clarifies that minutes can be approved at either a subsequent regular or special meeting. This revision reflects the current state of the law and should be adopted to maintain accurate policies.

Policy 2221 - Mandatory Courses (Revised)

Recent legislative changes to M.C.L. 380.1168 require school districts to include age-and grade-appropriate instruction about genocide, including, but not limited to, the Holocaust and the Armenian Genocide. The legislature recommends a combined total of 6 hours of this instruction during grades 8 to 12. The revision to this policy includes reference to this requirement.

Policy 2461 - Recording of District Meetings Involving Students and/or Parents (New)

This new policy provides the structure for districts to limit unauthorized recordings of meetings and other interactions with district personnel, given the availability of technology strategies identified in the Legal Alert – AngelSense Technology in Schools.

Policy 2623 – Student Assessment (Revised)

This policy has been revised to bring specific test references up to date with current requirements, including the assessments required by the new third grade reading legislation.

Policy 3120.04 - Employment of Substitutes (Revised)

This policy has been revised to clarify the district's rights and obligations under the statute with respect to the employment status of substitute teachers.

Policy 3121/4121 - Criminal History Record Check (Revised)

These policies have been revised in order to be consistent with compliance requirements of the Michigan State Policy/Federal Bureau of Investigation (MSP/FBI) requirements for access and handling of criminal history record information. These revisions reflect the current compliance requirements of MSP/FBI and should be adopted to maintain accurate policies.

Policy 5330.02 – Opioid Antagonists (New)

Districts should adopt this policy if they intend to train personnel to administer opioid antagonists as allowed under the newly enacted M.C.L. 380.1179b.

Policy 5517.01 - Bullying and Other Aggressive Behavior toward Students (Revised)

The revisions to this policy are optional and are based on changes to M.C.L. 380.1310b, which "encourage" Districts to include provisions for considering use of restorative practices in its anti-bullying policy. The restorative practices described in the optional language are based on newly enacted M.C.L. 380.1310c.

Policy 5610 - Emergency Removal, Suspension, and Expulsion of Nondisabled Students (Revised)

The revisions to this policy require consideration of specific factors when making decisions relating to suspensions and expulsions. The revisions are mandated by newly enacted M.C.L. 380.1310d and should be adopted, to be effective as of 8/1/2017, by the District to maintain accurate policies.

Policy 5610.01 - Expulsions/Suspensions - Required by Statute (Revised)

The revisions to this policy are also based on M.C.L. 380.1310d and include the consideration of specific factors as in Policy 5610 and standards for assessing weapons violations, to be effective as of 8/1/2017. See note regarding Policy 5610 above.

Policy 7540.02 - Web Content, Services and Apps (Revised)

The revisions to this policy add a reference to the newly passed Student Online Personal Protection Act. While SOPPA deals with what "operators" can do with data, as opposed to Districts, including reference to SOPPA in this policy is recommended.

Policy 8330 – Student Records (Revised)

The revisions to this policy were made to comply with the new M.C.L. 380.1136, which prohibits the sale of personally identifiable information that is part of a student's education record (with noted exceptions), provision of information to parents about disclosure of personally identifiable information upon request, compilation of a list of data and disclosures and provision of notices, and provision of an opt-out form (see Form 8330 F17 below) for disclosure of directory information on an annual basis. These changes are required by law and should be adopted by the Districts.

Policy 8400 – School Safety Information (Revised)

The revision to this policy was made to reflect the change to M.C.L. 380.1308, which was made in conjunction with the changes to suspension/expulsion.

Policy 8510 – Wellness (Revised)

Revisions to this policy are in response to the issuance of the final rule of the Healthy, Hunger-Free Kids Act by the USDA. Additional requirements call for the assessment of the District's Wellness Policy at least once every three (3) years, regulation of all foods and beverages available on the school campus during the school day, regulation of marketing and advertising of foods and beverages, and expanding public involvement in the District's wellness initiatives. Revisions to this policy reflect current USDA regulations and should be adopted to maintain accurate policies.

SPECIAL RELEASE – FEBRUARY, 2017 TECHNOLOGY COLLECTION - PHASE II (MICHIGAN)

Policy 8300 – Continuity of Organizational Operations Plan (New)

Policy 8305 – Information Security (New)

Policy 5111.01 – Homeless Students (Replacement)

Policy 5111.03 – Children and Youth in Foster Care (New)

Policy 8340 – Letters of Reference (Revised)

New Teacher Contract Approval

I recommend that you approve a probationary teacher contract for Carl Lindenau, pending successful completion of all inservice requirements and background screenings per Board policy and Michigan law.

PRESS RELEASE



Contacts:

Lynda Matson, CTE Principal
lmatson@wsesd.org
231.843.5935

CTE Allied Health Instructor
Sally Wright, swright@wsesd.org

For Immediate Release
June 29, 2017

CTE ALLIED HEALTH STUDENTS PLACE AT THE TOP OF INTERNATIONAL HOSA COMPETITION

Two local students from West Shore ESD Career & Technical Education (CTE) Allied Health students competed recently at the International HOSA Leadership Conference in Orlando, Florida and brought home the gold medal in CPR/1st Aid. Ludington High School students, Moira O'Brien and Marissa Stickney, received the honor at Saturday night's Grand Awards Ceremony.

According to Sally Wright, the CTE Allied Health instructor and HOSA advisor, Stickney and O'Brien were among 180 teams who competed in the CPR/1st aid event at the international event. The event began with a round 1 written test which included questions on Basic Life Support (BLS), 1st aid and Anatomy Physiology. The top 30 teams then proceeded on to the 2nd round which is a skill event. The skill scenario this year included adult CPR with an automatic external defibrillator (AED) and a severely burned victim.

"To be number one in the world for this event is an incredible accomplishment! The competition is getting tougher every year with many programs having 3-4 year programs and our program is a one year program" said Wright. "Last year was the first year for the Junior High division of HOSA which means in upcoming years many of the students may be competing for their 6th time at international competition".

HOSA-Future Health Professionals has over 217,000 members worldwide from 51 chartered associations from across the United States, American Samoa, Canada, Germany, Italy, Puerto Rico and District of Columbia and had over 10,000 students who earned the privilege to compete at the international level in Orlando, Florida this June.

In addition to the competition, the students had the opportunity to participate in educational symposiums, a college and career expo, leadership seminars, and the opening session with entertainment and special guest speaker Josh Sundquist.

"I'm so glad I made the decision to participate in HOSA. Winning first place at internationals was both an unexpected and unforgettable experience!" said Stickney. Stickney is pursuing a career in Veterinary medicine, while O'Brien plans to pursue a career as a physician.

For more information on Career & Technical Education programs or the Allied Health program, visit www.WSESD.org or like the West Shore ESD Career & Technical Education [Facebook Page](#).

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West Shore Educational Service District

2130 West US-10 • Ludington, Michigan 49431

June 28, 2017

Moira O'Brien
6766 Duneview Drive
Ludington, MI 49431

Dear Moira:

On behalf of the Board of Education and Administration of West Shore ESD I congratulate you on the outstanding honor and achievement of placing first in the world in CPR/First Aid at the National HOSA competition in Orlando, FL. What a tremendous accomplishment! You certainly have made your school, your family, and your community very proud of you.

At the June 27th regular board meeting, the West Shore ESD board took formal action offering their congratulations to you and to your instructor Mrs. Wright and instructing me to send this letter to you in recognition of your accomplishment.

I'm certain that this outstanding accomplishment will be recognized and lauded by many and be followed by more great accomplishments in your bright future.

We are indeed proud of you.

Sincerely,

A handwritten signature in cursive script that reads "Randall Howes".

Randall Howes
Superintendent

Cc. Jason Kennedy, Ludington Area Schools Superintendent
Lynda Matson, WSESD Assistant Director/Principal CTE & ASM Tech
Sally Wright, WSESD Allied Health Instructor
Brian Whiston, State Superintendent/Michigan Department of Education
West Shore ESD Board of Education



West Shore Educational Service District

2130 West US-10 • Ludington, Michigan 49431

June 28, 2017

Marissa Stickney
815 E. Loomis Street
Ludington, MI 49431

Dear Marissa:

On behalf of the Board of Education and Administration of West Shore ESD I congratulate you on the outstanding honor and achievement of placing first in the world in CPR/First Aid at the National HOSA competition in Orlando, FL. What a tremendous accomplishment! You certainly have made your school, your family, and your community very proud of you.

At the June 27th regular board meeting, the West Shore ESD board took formal action offering their congratulations to you and to your instructor Mrs. Wright and instructing me to send this letter to you in recognition of your accomplishment.

I'm certain that this outstanding accomplishment will be recognized and lauded by many and be followed by more great accomplishments in your bright future.

We are indeed proud of you.

Sincerely,

A handwritten signature in cursive script that reads "Randall Howes".

Randall Howes
Superintendent

Cc. Jason Kennedy, Ludington Area Schools Superintendent
Lynda Matson, WSESD Assistant Director/Principal CTE & ASM Tech
Sally Wright, WSESD Allied Health Instructor
Brian Whiston, State Superintendent/Michigan Department of Education
West Shore ESD Board of Education



West Shore Educational Service District

2130 West US-10 • Ludington, Michigan 49431

June 28, 2017

Sally Wright
3444 Deren Road
Ludington, MI 49431

Dear Sally:

On behalf of the Board of Education and Administration of West Shore ESD I want to congratulate you on the outstanding honor and achievement of having two of your students placing first in the world in CPR/First Aid at the National HOSA competition in Orlando, FL. What a tremendous accomplishment! I am very aware that this competition has become more competitive with evolving programs that expose students to more instruction over a longer period of time. This makes the accomplishment of your students and even greater honor considering how challenging the competition is.

At the June 27th regular board meeting, the West Shore ESD board took formal action offering their congratulations to you and to your two students and instructing me to send this letter to you in recognition of your part in their accomplishment.

We are indeed proud of you and appreciate greatly all that you do for the students you teach at West Shore ESD.

Thank you!

Sincerely,

A handwritten signature in black ink that reads "Randall Howes".

Randall Howes
Superintendent

Cc. Jason Kennedy, Ludington Area Schools Superintendent
Lynda Matson, WSESD Assistant Director/Principal CTE & ASM Tech
Brian Whiston, State Superintendent/Michigan Department of Education
West Shore ESD Board of Education

RATIFICATION OF BILL PAYMENT

July 17, 2017

Period: 6/20/2017 through 7/12/2017

GENERAL OPERATING FUND

Payroll 06/23/17 700,780.78

Payroll 07/12/17 460,182.35

Total Payroll 1,160,963.13

Bills (06/20/17 through 07/12/17) 513,228.12

TOTAL GENERAL OPERATING FUND 1,674,191.25

TOTAL ATHLETIC FUND

3,360.00

Bills (06/20/17 through 07/12/17)

TOTAL LUNCH FUND

33,942.35

Bills (06/20/17 through 07/12/17)

GRAND TOTAL ALL FUNDS

1,711,493.60

Bills (06/20/17 through 07/12/17)

Ludington Area Schools
Board of Education
Meeting Minutes June 26, 2017

BUDGET HEARING

I. Call to Order and Roll Call

President Carlson called the regular meeting to order at 6:07 p.m, in the Administration Office Boardroom, 809 E. Tinkham Avenue, Ludington, Michigan.

Members Present: Steve Carlson, Mary Jo Pung, Kelly Thomsen, Bret Autrey, Mike Nagle, Stephanie Reed, Josh Snyder

Members Absent: None

Administrators Present: Andrea Large, Bruce Doggett, Dan Mesyar, Steve Forsberg, Mike Hart, Jan Jackoviak, Kristi Zimmerman, Randy Fountain, Brian Dotson, Amber Kowatch, Julie Marshall

Others Present: Andy Klevorn, Carrie Moeggenberg; Faculty Judy Bussey, Brenda Massie, Mark Willis, Laura Holmes, Todd Schipper, Amber Nasson, Kelley Chapman, Emily Szumila; Media-Patti Klevorn-LDN

II. Agenda Modification – None to report.

III. Citizen Participation – Emily Szumila addressed the Board to express appreciation for the opportunity to teach at LHS and explain her circumstances for a change of career path.

IV. Budget Hearing

A. Bruce Doggett, Director of Business Services presented the proposed 2017-2018 budget.

V. Adjournment

A. Motion by Pung, supported by Nagle, to adjourn the budget hearing at 6:28 p.m.
Ayes: All. Nays: None. Motion: Carries.

REGULAR MEETING

VI. Call to Order – President Carlson called the regular meeting to order at 6:28 p.m.

VII. Special Presentation

A. Wayne Andersen presented the Hamlin Watershed Management Plan and is seeking support of Ludington Area Schools.

B. Randy Fountain presented the athletes earning all state recognition and coaching awards.

C. The Transformation Think Tank was presented by Carrie Moeggenberg.

VIII. Agenda Modification – None to report.

IX. Citizen Participation – None to report.

X. Consent Agenda

A. Ratification of Bill Payment Per Summary Dated June 26, 2017, was approved by consent.

1. General Operating Fund Total \$2,200,094.75

2. Athletic Fund Total \$22,619.86

3. Lunch Fund \$30,534.69

4. Total All Funds \$2,253,249.30

B. Approval of Regular Special & Closed Meeting Minutes for May 15, 2017, were approved by consent.

C. MHSAA 2017-2018 Membership Renewal Resolution was approved by consent.

D. MASB 2017-2018 Membership Renewal was approved by consent.

Motion by Autrey, supported by Nagle, to approve the consent agenda as written and presented. Ayes: All. Nays: None. Motion: Carries.

XI. Board Committee Reports

Ludington Area Schools
Board of Education
Meeting Minutes June 26, 2017

- A. Steve Carlson presented the Finance Committee meeting report for June 23, 2017. Administrative and non-union contracts were reviewed along with the proposed budget presentation, healthcare, a refresher on the Open Meetings Act, and renewal of the Gateway To Success Academy Transportation Agreement.
 - B. Mike Nagle presented the Personnel/Policy Committee meeting topics for June 19, 2017. Neola Policies were reviewed.
 - C. Mike Nagle presented the Building and Site Committee report for June 21, 2017. The committee discussed the summer projects and other topics covered under superintendent report.
- XII. Superintendent's Report and Comments**
- A. Mrs. Large gave hiring recommendations to the board. Kimmie Conrad teaching second grade at Franklin, Zack Korienek teaching kindergarten at Lakeview and Rachael Wilber teaching science at Ludington High School.
 - B. Mrs. Large reported on sinking fund projects.
- XIII. Discussion Items**
- A. Neola Policies Volume 31 No. 2; Tech Collection Phase II- The following Neola Policies were a topic of discussion:

Bylaw 0168.1 - Open Meeting (Revised)

This revision clarifies that minutes can be approved at either a subsequent regular or special meeting.

This revision reflects the current state of the law and should be adopted to maintain accurate policies.

Policy 2221 - Mandatory Courses (Revised)

Recent legislative changes to M.C.L. 380.1168 require school districts to include age- and grade-appropriate instruction about genocide, including, but not limited to, the Holocaust and the Armenian Genocide. The legislature recommends a combined total of 6 hours of this instruction during grades 8 to 12. The revision to this policy includes reference to this requirement.

Policy 2461 - Recording of District Meetings Involving Students and/or Parents (New)

This new policy provides the structure for districts to limit unauthorized recordings of meetings and other interactions with district personnel, given the availability of technology strategies identified in the Legal Alert - AngelSense Technology in Schools.

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Ludington Area Schools
Board of Education
Meeting Minutes June 26, 2017

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Revisions to this policy are in response to the issuance of the final rule of the Healthy, Hunger-Free Kids Act by the USDA. Additional requirements call for the assessment of the District's Wellness Policy at least once every three (3) years, regulation of all foods and

Ludington Area Schools
Board of Education
Meeting Minutes June 26, 2017

beverages available on the school campus during the school day, regulation of marketing and advertising of foods and beverages, and expanding public involvement in the District's wellness initiatives. Revisions to this policy reflect current USDA regulations and should be adopted to maintain accurate policies.

SPECIAL RELEASE – FEBRUARY, 2017 TECHNOLOGY COLLECTION - PHASE II (MICHIGAN)

Policy 8300 – Continuity of Organizational Operations Plan (New)

Policy 8305 – Information Security (New)

Policy 5111.01 – Homeless Students (Replacement)

Policy 5111.03 – Children and Youth in Foster Care (New)

Policy 8340 – Letters of Reference (Revised)

These policies should be adopted to maintain accurate policies and will be moved to action in July.

XIV. Action Items

- A. Motion by Autrey, supported by Pung, to approve Tuition Rate Section 6 Non-Resident Students at \$1.00 and approve School of Choice for the 2017-2018 school year. Ayes: All. Nays: None. Motion: Carries.
- B. Motion by Nagle, supported by Reed, to approve the transportation renewal agreement between Ludington Area School District and Gateway to Success Academy as written and presented. Ayes: All. Nays: None. Motion: Carries.
- C. Motion by Snyder, supported by Nagle, to approve the 2016-2017 Budget Amendment as written, presented and attached to the meeting minutes. Ayes: All. Nays: None. Motion: Carries.
- D. Motion by Pung, supported by Autrey, to adopt the 2017-2018 General Operating Budget as written and presented and attached to the meeting minutes. Ayes: All. Nays: None. Motion: Carries.
- E. Motion by Nagle, supported by Thomsen, to set the July regular board meeting schedule, dates, times for July 17, 2017 at 6:00 p.m. at 809 E. Tinkham Avenue, Ludington, Michigan. Ayes: All. Nays: None. Motion: Carries.
- F. Motion by Pung, supported by Autrey, to approve support of the Hamlin Watershed partnership as written and presented. Ayes: All. Nays: None. Motion: Carries.
- G. New Teacher Contracts ~ Motion by Thomsen, supported by Reed, to approve probationary teaching contracts for Kimmie Conrad, Zachary Korienek, and Rachael Wilber pending successful completion of all in-service requirements and background checks per board policy and Michigan law. Ayes: All. Nays: None. Motion: Carries.
- H. Motion by Nagle, supported by Pung, to approve the Superintendent's Evaluation. Steve Carlson read a summary letter on behalf of the Board and commended Mrs. Large on being a Highly Effective Leader and thanked her for her four years of leadership as Superintendent and total of 16 years in the district. Ayes: All. Nays: None. Motion: Carries.
- I. Motion by Autrey, supported by Nagle, to go into Closed Session for the Purpose of Collective Bargaining Strategy. Ayes: All. Nays: None. Motion: Carries.
- The Board convened in closed session at 7:15 p.m.
The Board resumed to open session at 8:24 p.m.

XV. Other Items of Business and Announcements – None to report.

XVI. Adjournment - Motion by Autrey, supported by Reed, to adjourn the meeting at 8:24 p.m. Ayes: All. Nays: None. Motion: Carries.

Ludington Area Schools
Board of Education
Meeting Minutes June 26, 2017

Mary Jo Pung, Secretary, Board of Education

Approved _____

(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. Phone 231-845-7303.) *The Ludington Area School District is an equal opportunity employer and provider.*

Ludington Area Schools
Board of Education
Meeting Minutes June 30, 2017

SPECIAL MEETING

- I. Call to Order and Roll Call
President Carlson called the meeting to order at 7:00 a.m., in the Administration Office Boardroom, 809 E. Tinkham Avenue, Ludington, Michigan.
Members Present: Steve Carlson, Mike Nagle, Kelly Thomsen, Bret Autrey, Stephanie Reed, Josh Snyder, Mary Jo Pung
Members Absent: None
Administrators Present: Andrea Large, Bruce Doggett
Others Present: Karen Hamilton, Jennie Vandervest, Eric Jensen, Judy Bussey
- II. Agenda Modification – None to report.
- III. Citizen Participation – None heard.
- IV. Action Items
- A. Motion by Snyder, supported by Autrey, to approve probationary teaching contracts for Abigail Jones and Karen Shindelcker pending successful completion of all inservice requirements and background checks per board policy and Michigan law. Ayes: All. Nays: None. Motion: Carries.
- B. Motion by Nagle, supported by Thomsen, to approve a one year contract extension for administrative, central office and non-union staff as presented with a one percent increase and a step for those qualifying for a step, (Bruce Doggett, Dan Mesyar, Steve Forsberg, Kristi Zimmerman, Mike Hart, Jan Jackoviak, Randy Fountain, Brian Dotson, Amber Kowatch, Mary Jo Heyse, Mary Marble, Laura Kassanos, Penny Schultz, Andy Klevorn, Carrie Moeggenberg, Jen Collins, Donna Garrow, and Deb Wilsey). Ayes: All. Nays: None. Motion: Carries.
- C. Motion by Autrey, supported by Nagle, to approve the LESPA Master Bargaining Agreement Contract Ratification 2017-2018 as negotiated and presented. LESPA agreed to the same proposal that was approved for the administrative and non-union staff, which is awarding each member a 1% increase and a step. Ayes: All. Nays: None. Motion: Carries.
- V. Other Items of Business and Announcements - None heard.
- VI. ADJOURNMENT
- A. Motion by Autrey, supported by Pung, to adjourn the meeting at 7:04 a.m. Ayes: All. Nays: None. Motion: Carries.

Mary Jo Pung, Secretary, Board of Education

Approved _____

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LUDINGTON AREA SCHOOLS			
SINKING FUND PROJECTS			
For School Years 2011/12 Onward			
11/12 Projects			
	Windows Franklin	45,000	
	Foster Roofing	120,000	
	Pool Privacy Stalls	12,000	
	Electrical/Cabling	8,800	
	Foster Signage	8,000	
	Track Resurfacing	<u>42,000</u>	
		235,800	
12/13 Projects			
	Grounds Work Foster	18,450	
	Fire System Infrastructure Foster	6,400	
	Middle School/Auditorium Roof (80,000 sqr feet)	242,000	Finished 13/14
	Upgrade Middle School Doors	<u>1,800</u>	
		268,650	
13/14 Projects (Year 1 of renewal)			
	Security issues: Foster gates, new doors	5,000	
	CBO Furnace Replace	5,000	
	LAKEVIEW Cafeteria tables in-wall	45,000	
	Foster Energy Management Upgrade	80,000	
	PM Energy Management Upgrade	43,000	
	CBO Windows	<u>76,000</u>	
		254,000	
14/15 Summer Projects			
	Security Gates and Doors OJ, various locations	32,000	
	Asphalting CBO, Bus Garage, Franklin	200,000	
	Auditorium Wall/Drainage	9,700	
	Hawley Gym Roof	53,000	
	Sidewalk Drainage, replacement Auditorium	7,000	
	Oirole Field Scoreboard	94,000	
	Carpet replacement 3 rooms Lakeview	8,400	
	Energy upgrade Lakeview unit vents (2)	12,500	
	Replace CBO outside HVAC system	6,500	
	Ongoing lighting/energy projects	20,000	
	Auditorium Stage replacement	<u>25,200</u>	
		468,300	
	Fund Balance, less Accounts Payable OJ Bleachers:		\$ 172,115.00
15/16 Projects (starts 6/15/15)		Revenues:	\$ 294,463.00
	Bleachers OJ, ADA compliant, powered	22,800	
	HS Gym Mezzanine (compliance with current safety standards)	46,200	
	Ongoing lighting/energy projects	45,800	
	High School Domestic water boiler	27,500	
	Fire Doors FOS, PM	17,500	
	Various flooring projects LVW, FR	42,030	
	Lakeview HVAC Units/Controls Replacement Foster	20,100	
	Foster Boilers replaced (was 16/17)	49,800	
	Pressbox renovations	<u>96,300</u>	
		368,030	
	Actual Fund Balance 6/30/2016		\$ 80,404.00
16/17 Projects		Revenues:	\$ 307,050.00

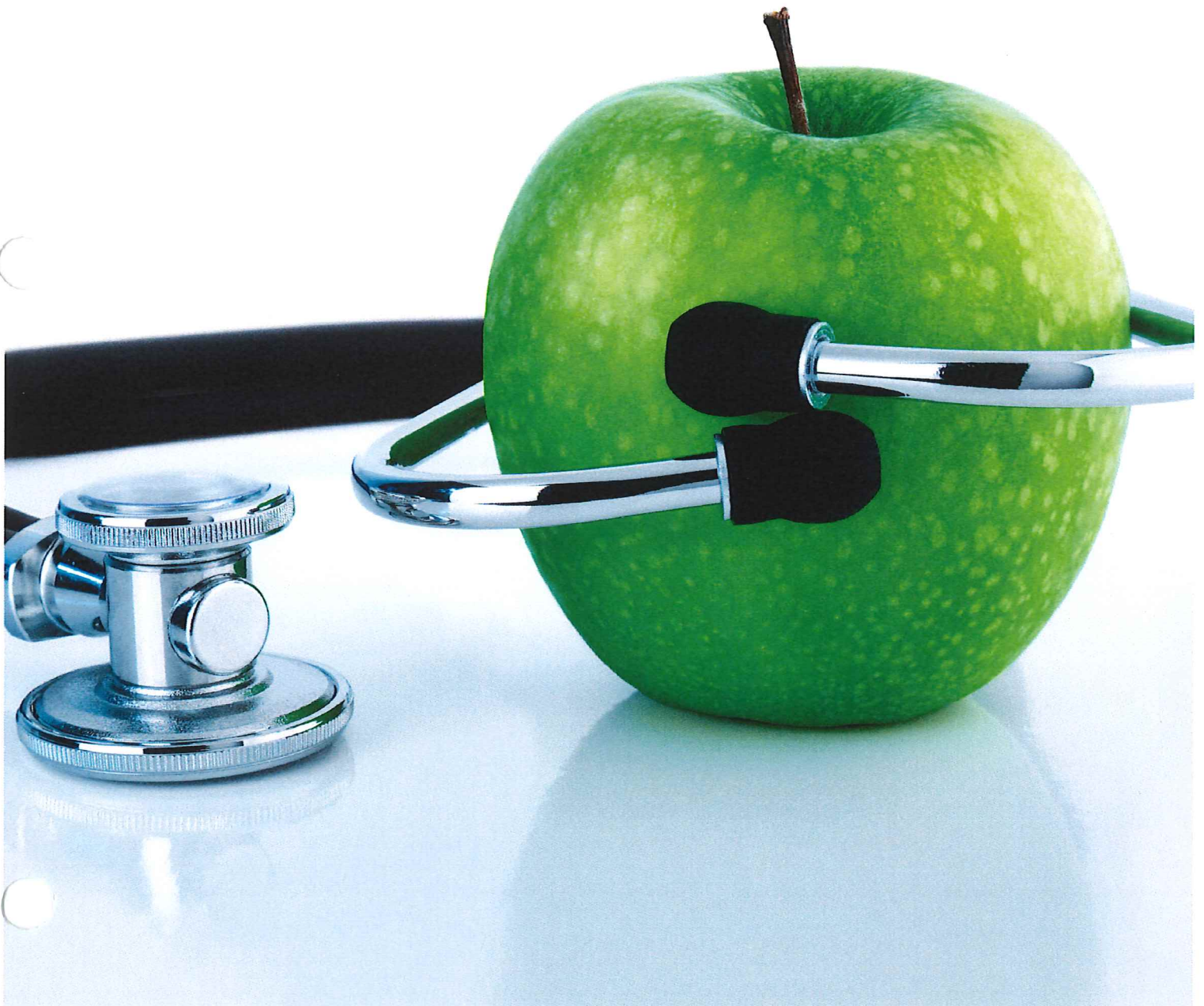
Auditorium carpet and seating			251,370	
Fire Doors PM, FOS			14,860	
Bleacher Motor Replace			12,450	
Ongoing lighting/energy projects			29,000	
Franklin Energy Project			24,500	
Baseball Diamond, Grounds, Signage			13,540	
Various flooring projects FR, PM, FOS			<u>10,130</u>	
			355,850	
		Actual Fund Balance 6/30/17		\$ 31,614.00
17/18 Projects (Yr 5)		Expected Revenues:		\$ 310,000.00
Pool Area, new pool deck, pool tile, pool mechanical			90,000	
Franklin Energy Controls & Unit Vents			200,000	
HS HVAC Controls(\$80,000)			-	
Ongoing lighting/energy projects			23,000	
Lakeview Carpet 2 rooms			6,200	
Franklin Carpet 3 rooms			6,200	
Exterior fire doors replacement			10,000	
PM Carpet			<u>6,200</u>	
			341,600	
		Expected Fund Balance 6/30/18		\$ 14.00
18/19 Projects		Expected Revenues:		\$ 310,000.00
		Original	Revised	
High School Bleachers		120,000	-	
Ongoing lighting/energy projects		55,000	30,000	
Middle School Carpet 4 rooms		12,500	8,000	
Franklin Carpet 4 rooms		12,500	8,000	
Franklin add vestibule south end		20,000	-	
Safety Projects			60,000	
Finish Foster Exterior doors			20,000	
Pool Lockers			32,500	
Tennis Resurface			55,000	
Roof Repair/Brick Restoration			15,000	
Foster Playground			20,000	
Baseball Field			10,000	
Lakeview Unit Vents		40,000	-	
Foster Carpet 2 rooms		6,300	8,000	
Lakeview Carpet 2 rooms		<u>6,300</u>	<u>8,000</u>	
		272,600	274,500	
		Expected Fund Balance 6/30/19		\$ 35,514.00
19/20 Projects		Expected Revenues:		\$ 310,000.00
		Original	Revised?	
Lakeview Carpet 4 rooms		12,500		
Franklin Carpet 2 rooms		6,300		
External Doors HS		40,000		
Franklin tile 3 areas		7,500		
Hamlin Roof		60,000		
Energy Lighting		30,000		
Unit Vents LV		40,000		
Cafeteria Tables HS		25,000		
Foster Carpet 4 rooms		12,500		
Track Resurfacing		50,000		
Middle School Carpet 4 rooms		<u>12,500</u>		
		296,300		
		Expected Fund Balance 6/30/20		\$ 49,214.00
20/21 Projects		Expected Revenues:		\$ 310,000.00
		Original	Revised?	

Tennis Resurfacing	65,000		
HS HVAC System Office/Counseling	28,000		
Energy Projects	50,000		
Foster Gym Floor	80,000		
Foster Carpet 4 rooms	14,000		
	237,000		
	Expected Fund Balance 6/30/21		\$ 122,214.00
21/22 Projects	Expected Revenues:		\$ 310,000.00
	Original	Revised?	
Foster Roofing Project	82,000		
Foster exterior doors	30,000		
Franklin doors replaced	40,000		
PM exterior doors	30,000		
Franklin Kitchen	20,000		
Lakeview Kitchen	20,000		
Lakeview tile 4 areas	20,000		
Middle School Carpet 4 rooms	14,000		
HS Carpet 4 Rooms	14,000		
Elementary Carpet 4 rooms	14,000		
Middle School Tile	36,000		
	320,000		
	Expected Fund Balance 6/30/22		\$ 112,214.00
22/23 Projects (Year 10)	Expected Revenues:		\$ 310,000.00
	Original	Revised?	
Franklin Library and Kitchen glass replace	50,000		
Foster Gym Floor	70,000		
HS Carpet 4 rooms	14,000		
MS Carpet 4 rooms	14,000		
Foster Carpet 4 rooms	14,000		
Foster Exterior doors	30,000		
Franklin Storage areas in all rooms	60,000		
Lakeview Roof	60,000		
	312,000		
	Expected Fund Balance 6/30/23		\$ 110,214.00
Other needs/wishes:			
HS Parking Lot?		100,000	
Foster in-wall cafeteria tables		65,000	
Pool Locker Work		50,000	
Middle School Commons Area		400,000	
Lakeview Parking Lot		7,500	

Healthier Communities

School Health Program

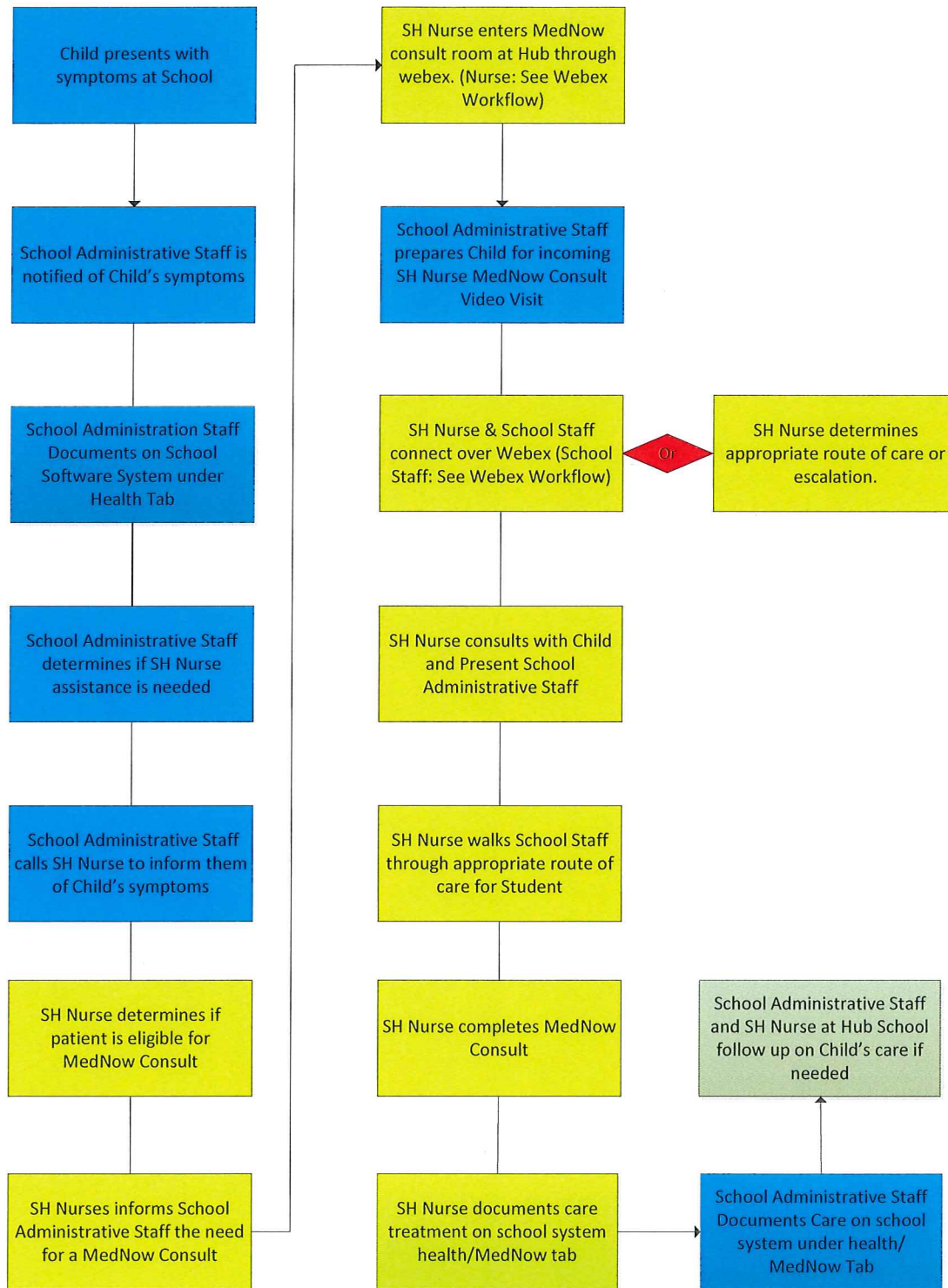
Healthy, Safe and Ready to Learn



Services	Consultative/ Educational	Direct Care
Provide administrative health program support (program management and access to a medical director for guidance and emergency medications)	✓	✓
Collect data and measure outcomes	✓	✓
Triage phone calls (diabetes care, illness, injury, rashes, etc.) and provide virtual support (Spectrum Health MedNow)	✓	✓
Identify, prioritize and assist school administrators with the most critical health and safety issues in the district, such as reviewing Individualized Health Plans (IHPs), and creating Emergency Action Plans (EAPs)	✓	✓
Virtual and onsite consulting, as needed: <ul style="list-style-type: none"> Conduct policy revision and ensure district compliance with state mandates Facilitate staff education/training <ul style="list-style-type: none"> Chronic conditions in schools Medical emergency response team (CPR/AED) First Aid Epinephrine in schools Narcan Medication administration Participate in staff wellness, 504, Individualized Education Plans (IEPs), attendance and advisory council meetings when necessary 	✓	✓
Provide on-site student health education, such as HIV/AIDS, handwashing, health conditions		✓
Maintain Automated External Defibrillator (AED)		✓
Supervise medication administration (quality assurance)		✓
Coordinate care <ul style="list-style-type: none"> Certified athletic trainer consults Medical, dental and behavioral/mental health referrals Hearing, vision and dental screenings 		✓
Provide RN case management of students with chronic health conditions, such as asthma, diabetes, anaphylaxis, seizures		✓
Assist with communicable disease reporting		✓
Provide diabetes care, such as daily blood sugar checks and insulin administration		✓
Administer daily medications and treatments		✓
Provide daily first aid		✓
Assist with immunization reporting (MCIR)		✓
Bill Medicaid for eligible students		✓
Maintain health room inventory		✓
Other <ul style="list-style-type: none"> Apply for grants Conduct community outreach Attend school community events Organize wellness activities in the district 		✓

Program services and costs are based on a district's needs and enrollment numbers.

MedNow at School Workflow



Ludington Area Schools

Director of Business Services

809 E. Tinkham Avenue

Ludington, MI 49431-1594

Memorandum

To: Jason Kennedy

From: Bruce Doggett

Date: July 13, 2017

Please consider this as recommendation that, in accordance with Section 205 of the Healthy, Hunger-Free Kids Act of 2010, we do not change our food service pricing for the 2017/18 School Year. According to this federal act, we have until 2021 to charge the full-pay students an amount at least equal to the federal subsidy for "Free" pay students, which is currently \$2.65 for lunches.

Previous to this we increased prices for the: 2015/16 school year (\$.20); 2011/12 school year (\$.05); the 2009/10 school year (\$.25); for the 2004/05 school year (\$.25); and for the 1999/2000 school year (\$.25). As you know, we have tried very hard to maintain stable pricing over the last decade, and we keep track of every increase undertaken over the last 20 years. I recommend that there be no change in any of the prices charged to our customers, as indicated below.

Type-A Lunch	\$	2.25
Third Entrée Type-A Lunch High School		2.50
Adult		3.25
Adult Third Entrée Type-A Lunch High School		3.50
Milk		.35
Breakfast		1.25
Adult Breakfast		2.25
Reduced Lunch		.40
Reduced Breakfast		.30

Preliminary numbers show that the food service fund equity be approximately \$210,000 as of June 30, 2017. This is very close to the cap allowed by the Michigan Department of Education for food service fund balances, which is defined as three months of expenses. In June, 2017, we purchased four computerized ovens from the fund balance overage we accrued as of June 30, 2016.