

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: November 20, 2017
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 Kelly Thomsen Bret Autrey Mary Jo Pung Mike Nagle Stephanie Reed Josh Snyder
- II. SPECIAL PRESENTATIONS
 - A. Equestrian Team State Championship Recognition
 - B. State Recognition
 - C. Travel Report/New Request ~ Tim Keith
- III. AGENDA MODIFICATION
- IV. CITIZEN PARTICIPATION
- V. CONSENT AGENDA
 - A. Ratification of Bill Payment - Per Summary Dated November 20, 2017
 - B. Approval of Minutes October 16, 2017
 - C. Non-Union Contract
 - D. Annual Resolution and Summer Tax Agreements
- VI. BOARD COMMITTEE REPORTS
 - A. Finance Committee Report November 15, 2017
 - B. Personnel Committee Report November 16, 2017
 - C. Building & Site Committee Report November 16, 2017
- VII. PRINCIPAL'S REPORT
- VIII. SUPERINTENDENT'S REPORT and COMMENTS
 - A. 8th Grade Camp Donation in Memory of Dalton Holt
 - B. Strategic Plan - Master Facilities Improvement Plan; Transformation Think Tank
 - C. State Superintendent Brian Whiston Site Visit Report
- IX. DISCUSSION ITEMS
 - A. Travel Requests
 - B. Snow Plow Competitive Bid Process
 - C. Mason County Promise Zone Authority
 - D. Neola Policy Update: Volume 32, Number 1; Technology Policy Updates
- X. ACTION ITEMS
 - A. New Teacher Contract Approvals
 - B. Mason County Disc Golf Association Parking Area Cleanup
 - C. Travel Requests
 - D. City Recreation Board Appointment
 - E. Radio Purchase
 - F. Student Discipline Resolution 2017-2018-1
 - G. Student Discipline Resolution 2017-2018-2
- XI. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
- XII. ADJOURNMENT

Memorandum - Office of the Superintendent

TO: Board of Education
FROM: Jason Kennedy, Superintendent
RE: Regular Meeting ~ Agenda Notes

Regular Meeting

CONSENT AGENDA

- Non-Union Contract - Amy Wojcicki, ELL Coordinator, \$5,000 annual contract, ELL Services

SUPERINTENDENT REPORT

8th Grade Camp Donation in Memory of Dalton Holt

The Board of Education will be presented with a card received from Sally Reed, the daughter of Dalton Holt recognizing a recent donation by the family of Dalton Holt in his memory to support 8th grade camp at OJ DeJonge Middle School.

Strategic Plan - Master Facilities Improvement Plan; Transformation Think Tank

We will review the minutes of the November 7th kick-off meeting for the discussion of 21st century educational skills and the master facilities planning process for the District. We will also review the agenda that has been established for the November 29th working group meeting, and the plan moving forward.

State Superintendent Brian Whiston Site Visit Report

A brief report will be provided to the Board of Education highlighting the recent visit to the District by State Superintendent, Brian Whiston, as not all Board members were able to be present for the superintendent's visit to the District.

DISCUSSION ITEMS

Travel Requests ~ (2) French Department; (1) Spanish Department

There are three trip proposals for consideration and the brochures are included in your packet. The French Department is seeking approval for trips to France and Montreal/Quebec City, and the Spanish Department is seeking approval for a trip to Peru. Dan Mesyar will be present to answer any questions you have. If the board approves these trips, they are seeking approval to begin fundraising and wish to secure travel arrangements.

Snow Plow Competitive Bid Process

We will seek Board approval for the award of the snow plowing bid for the District in December. We will continue using our current contractor until a successor bid is awarded. The bid was issued on November 3rd, a walkthrough of the property was scheduled for November 17th, with a due date of December 4th as the deadline for the competitive bids. We have added some angle parking and the sidewalk along the playground at Foster, and the old tennis parking lot in front of the OJ main entrance.

Mason County Promise Zone Authority

The District has been approached about supporting the development of a Promise Zone Authority that would ultimately support college scholarships for students in Mason County who qualify to attend West Shore Community College, or for trade and certificate programs, or for whatever similar purpose the Promise Zone Authority Board decides. We have been in contact with the Michigan Department of Treasury, who has confirmed our eligibility as a Promise Zone Authority. There will be more details to follow; however, a community meeting is being planned by Annette Quillan for November 27, 2017. The tentative

meeting times are at 2:00 PM, and then another at 5:30 PM on November 27th to learn more about this process. The meeting will be held at the Ludington Area Center for the Arts.

Neola Policy Update Volume 32 Number 1

We will review the first reading of the NEOLA Policy updates for Volume 32, Number 1, which was recently released. The policy updates include:

- 1421/3121/4121 - Criminal History Record Check
- 1439/3139/4139 - Administrator / Staff Discipline
- 2410 - Prohibition of Referral
- 2414 - Reproductive Health and Family Planning
- 2418 - Sex Education
- 5630.01 - Student Seclusion and Restraint
- 8142 - Criminal History Record Check
- 8321 - Criminal Justice Information Security

ACTION ITEMS

New Teacher Contract Approvals

Hallie Utter - 3rd Grade Teacher

A recommendation to approve the hiring of Hallie Utter will be provided to the Board of Education to replace Chad Riffle, who has accepted a position with the Wexford - Missaukee ISD.

Hallie Utter completed her student teaching at Foster Elementary School under the supervision of Lindsey Boyd and Kathy Larson. Miss Utter has been a great addition to our school and has taken her role of student-teacher with the utmost sincerity. She has been actively seeking professional development to better acclimate herself with the culture of Ludington and Foster Elementary. Hallie will be a graduate of Ferris State University upon completion of her student teaching (which was completed on November 17th). At Ferris State University, Hallie earned the President's Award for being a top scholar athlete. She served on the executive board for a student organization, and was also a varsity softball player at Ferris State. She then became the varsity softball student-assistant coach.

Kara Jensen ~ Middle School Mathematics Teacher

A recommendation to approve the hiring of Kara Jensen will be provided to the Board of Education to replace Austin Matthews, who recently resigned his position. I am pleased to recommend Kara Jensen for the open mathematics teaching position at OJ DeJonge Middle School. Kara is currently an elementary math teacher at Mason County Eastern, where she is responsible for instructing students in grades three through five. Kara is an LASD alumnus, and graduated from Michigan State University in 2012 with a Bachelor of Arts with Honors. She is certified K-5 all subjects and K-8 mathematics. Kara is steeped in professional learning and leadership experiences, having led MCC elementary as their data coach, PBIS leader and formative assessment coach, as well as being a frequenter presenter to staff on research based teaching practices.

Mason County Disc Golf

We will need approval for Mason County Disc Golf to remove the shrubbery and brush located in the front of the parking lot to the Disc Golf Course on Tinkham Avenue, as discussed at our last meeting.

Mobile Heating Cabinets

As you already know, due to the size of the fund balance in the Food Service Fund, the MDE is requiring the fund to invest in the food service department. This year, Donna Garrow would like to purchase eight (8) mobile heating cabinets (also called "hot boxes") used to satellite food from the High School Kitchen to the various buildings. We purchased our current hot boxes from 2000 to 2002. This

equipment is in need of repair, refurbishment, or replacement.

We have obtained pricing from Hospital Purchasing Service (HPS) on eight (8) Crescor H-138-S-1834D units, which satisfies State of Michigan bidding requirements, as follows:

Stafford-Smith	\$35,684.44
HPS	\$32,514.96
Merchandise Equipment	\$35,048.88

I recommend that you award the bid to HPS in the amount of \$32,514.96, which is the low bid.

City Recreation Board Appointments

The Ludington City Recreation Program is advised by a board on which the Ludington Area Schools has three representatives, Mary Jo Pung, Randy Fountain and Dan Mesyar. Randy Fountain's term will expire at the end of this year. I recommend that you re-appoint Randy Fountain to the City Recreation Board.

Radio Purchase

As we discussed at the October Board Meeting, Tele-Rad is phasing out analog radio communications systems, and is instituting a digital system throughout Michigan. Furthermore, they are discontinuing the Walkerville repeater, which will diminish our 'already spotty' reception throughout the southern part of our School District. Our analog radios are 14 years old, and in need of replacement regardless. Tele-Rad uses Motorola exclusively, and has quoted us a Motorola system in the amount of \$21,650. The system allows for GPS monitoring, and has an emergency communication capability. This purchase is a technology upgrade, and as such would be purchased through our Technology Bond. I recommend that you approve the purchase of this radio communication system.

Dear Friends of Ludington
School

I present to you \$1,165⁰⁰
in memorials in honor of
my Dad, Dalton D. Holt
a retired teacher from O.J.
DeJonge. Dear Ol Dad passed
away at the wonderful age
of 97. He loved teaching and
had a passion for the 8th
grade camp. There is not a



more fitting place for
these tributes to go.

With much appreciation
to all the people from
Ludington School that
touched the heart of
Dad.

Sally Reed
Daughter

Tender Thoughts

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TECB20855400G
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ALL State Athletes, Team and Coach Awards

Tennis

All State Honorable Mention

Trent Meeker Rob Killips: Regional Coach of the Year
 Joshua Meisenheimer
 JT Walunas

Soccer

First Team All State Kris Anderson : District and Regional Coach of the YEAr

Benjamin Knoer

Second Team All State

Caleb Schoon

Third Team All State

Zachary Peterson

Equestrian State Champions

Individual State Titles

Carly Holcomb

Saddleseat Equitation- State Champ

Huntseat Bareback- State Champ

Claire Leikert

Saddleseat Bareback- State Champ

Huntseat Equitation State- Champ

Saddleseat Pattern State- Champ

Reserve State Titles (2nd place)

Claire Leikert

Saddleseat Equitation- Reserve (2nd place in State)

Saddleseat Bareback- Reserve (2nd place in State)

Western Equitation- Reserve (2nd Place in State)

Carly Holcomb

Saddleseat Bareback - Reserve (2nd place in State)

Saddleseat Pattern - Reserve (2nd Place in State)

Ella Wickham

Western Bareback - Reserve -(2nd place in State)

Cross Country

First Team All State

Ruby Strahan

Girls Swim

Equestrian Roster:

Zach McMaster

Garrett Bennett

Ella Wickham

Brianna Hindman

Carley Hindman

Carly Holcomb

Claire Leikert

Jasmin Martinez

COPY
 This was not in
 Board packet.
 For your FYI



La Belle France

PLAN YOUR ADVENTURE

Overview

Itinerary

Highlights

[\(https://worldstrides.com/destinations/rome-italy-student-travel-highlights/\)](https://worldstrides.com/destinations/rome-italy-student-travel-highlights/)

Reviews

Beloved French icons from the Louvre to Chartres to Versailles

Experience Paris with your students on our La Belle France Tour! Visit Notre Dame Cathedral, the Louvre, and Eiffel Tower. You'll see Versailles, home to kings of the Golden Age, the magnificence of the Chartres Cathedral, Château de Amboise, the magical Mont St. Michel. Then, the Battle of Normandy Museum, and the American Military Cemetery.

Price This Itinerary

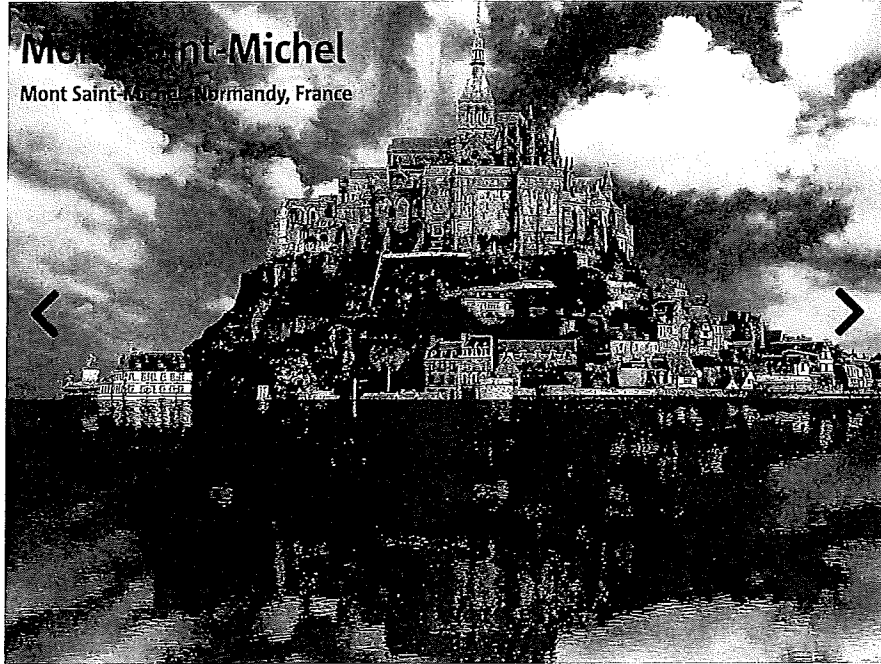
We often offer seasonal and early registration pricing incentives on selected trips all over the world. Contact us today to find out the price for this itinerary.

[Price This Trip » \(/request-info/\)](#)

We Can Help

Don't see what you're looking for? No problem. We can help you customize an option that works for you. Click on the button below to start.

[Let Us Help » \(/request-info/\)](#)



Your Adventure, Day by Day

9 Days

0.0

No Reviews Write the First Review

<https://worldstrides.com/write-a-review/?>

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22528809e514&pr_merchant_group_id=47975&pr_page_id=1972)

Day 1 : Depart from North America

- **Flight to Paris:** Relax and enjoy your scheduled flight from North America.

Day 2 : Arrive in Paris

- **Welcome to France!** Fly through the night to the captivating capital city of France. Begin to explore.

Day 3 : Paris and Louvre

- **Explore Paris with a local guide:** From the romantic cafs surrounding the Arc de Triomphe to the sweeping Champs-lyses, the Eiffel Tower, and Les Invalides, join a local guide for a view of the City of Lights. Tour the tremendous Notre Dame Cathedral, home of the fictional hunchback.

- **Visit the Louvre Museum:** Smile at da Vinci's Mona Lisa in the Louvre Museum.

- **Travel to the top of the Eiffel Tower:** Ascend to the top of the Eiffel Tower for a bird's eye view of the city.

Day 4 : Paris

- **Add on: Monet's Home in Giverny:** Visit the beautiful home of Impressionist Claude Monet in Giverny (before April 1 Van Gogh's last home at Auvers-sur-Oise will be substituted).

- **Take a Walking Tour of Montmartre:** This evening, enjoy a walking tour of Sacre Coeur and the artists' quarter of Montmartre, recognizable in many of Toulouse-Lautrec's posters.



LEAP Activity | Cover the Canvas

Live the artist's life. Explore line, color, perspective, negative space and form, then paint a masterpiece inspired by the beauty of Paris.

Day 5 : Versailles and Chartres

- **Discover the Palace of Versailles:** Picture the flow of royalty through the vast grounds and gardens of Louis XIV's Palace of Versailles, and en route Seize the Chateau! Tour the Hall of Mirrors, the royal apartments and the gardens

- **Visit the Chartres Cathedral:** Admire the interior of Chartres Cathedral en route to the Loire Valley.

- **Continue to the Loire Valley:** Enjoy the ride along the French countryside.



LEAP Activity | Seize the Château!

A lively role-play puts you in the shoes of the monarchy, clergy, nobility, bourgeoisie, or peasantry to explore the issues underlying the French Revolution.

Day 6 : Loire Château

- Discover Loire Chateaus: Appreciate centuries of history in the beautiful Chteau of Chenonceau. Explore the Chteau of Amboise.



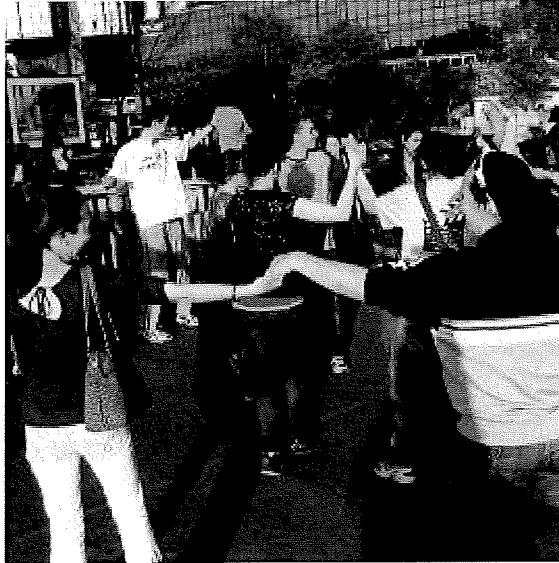
LEAP Activity | Bon Appetit

Slice, dice, and stir! Savor the French country lifestyle by creating (and eating) traditional Loire Valley cuisine.

Day 7 : Mont St. Michel

- **Visit Mont St. Michel:** While on the Breton Coast, visit Mont St. Michel, a fortified island adorned by a monastery.

- **Continue to St. Malo:** Continue to St. Malo, city by the sea.



LEAP Activity | Medieval Merriment!

Grab your dancing shoes and learn the visual language of medieval dance. Discover the important role it played during French medieval times, where there was a dance for every occasion, and a special meaning behind each step in the choreography.

Day 8 : Normandy

- **Return to Paris:**



LEAP Activity | Soldiers' Stories

Step into the shoes of U.S. servicemen as they land in Normandy on D-Day. Learn about their lives and their experiences to gain personal and historical perspective.

Day 9 : Return Home OR Extend your Stay

- **Flight to the US:** Our rewarding and enjoyable tour comes to an end as our Tour Director accompanies us to the airport on our final day, or choose to extend your stay in Paris or Nice.



Extend your stay | Paris or Nice

An Extra Day in Paris:

Don't end your stay in Paris just yet! Add an extra day to explore this amazing European city. Check out some of the places you loved or explore new locations throughout the city; it's up to you to decide how to spend your day.

Visit Nice!

Jump on the TGV and ride to the south of France. The bright blue waters of the Mediterranean beckon you, and the bustling streets and squares of Nice are just begging to be explored. Spend two days discovering all that Nice has to offer.

HIDE FULL ITINERARY

Destination Spotlights

WRITE THE FIRST REVIEW ([HTTPS://WORLDSTRIDES.COM/WRITE-A-REVIEW/?PR_ID=1972&PR_MERCHANT_ID=920821&PR_API_KEY=C6ED5B97-E3D5-41D2-AB3A-22528809E514&PR_MERCHANT_GROUP_ID=47975&PR_PAGE_ID=1972](https://worldstrides.com/write-a-review/?PR_ID=1972&PR_MERCHANT_ID=920821&PR_API_KEY=C6ED5B97-E3D5-41D2-AB3A-22528809E514&PR_MERCHANT_GROUP_ID=47975&PR_PAGE_ID=1972))



5 Days Montreal and Quebec City / by train

June 18 to 22, 2018

Monday, June 18, 2018

- 04:00 AM The day has arrived! The trip you've been waiting for is finally here!! Hop aboard your locally chartered luxury motorcoach, get comfortable and get ready for your adventure!
- 05:15 AM Arrive at the Windsor Train Station and get ready for departure!
- 05:30 AM Depart aboard Via Rail train #XYZ towards Montreal (there will be a stop in Toronto).
- 04:47 PM Hooray! You've arrived at the Montreal Train Station. Gather your luggage and belongings before you meet up with your tour leader and hop on a locally chartered motorcoach. The fun starts now :)
- 05:30 PM Tonight's dinner will be at the Vieux-Port Steakhouse, right in Old Montreal. Enjoy!
- 07:00 PM Follow a storyteller through the streets of Old Montreal and discover some of the most gruesome legends and stories, mixed with some anecdotes of unexplained phenomena during your Ghost Tour of what was formerly known as Ville-Marie.
- 08:30 PM Experience Old Montreal's bustling night life full of street performers and artists in Place Jacques-Cartier. Who knows maybe you'll be inspired and join in on the fun!
- 09:30 PM Departure for the hotel.
- 10:00 PM Arrive at the hotel and unload the motorcoach. Hang in there a few more minutes as your tour leader gives you instructions for proper hotel conduct and for the next day full of exciting activities!
- Spend the night at the Sandman Hotel
999 De Sérigny, Longueuil, Quebec
PH: 1(450) 670-3030

Tuesday, June 19, 2018

- 07:30 AM Everybody ready? Time to leave the hotel with your luggage for your next activities! Your tour leader will fill you in on all the fun we have in store for you.
- 08:00 AM Let's start the day with a breakfast of champions at La Petite Marche, a quaint French restaurant in the Plateau Mont Royal.
- 09:15 AM Let's retrace the steps that De Maisonneuve took to the top of city's iconic Mont-Royal. We'll make our way up to the Chalet de la Montagne for a stunning view of the greater Montreal area.
- 10:15 AM At Café Graffiti, local graffiti artists are going to show you how to (legally!) create your own urban masterpieces. Let's see your wildest wild style!
- 12:30 PM Take in the sights and sounds of Le Marché Jean-Talon, Montreal's busiest outdoor market, as you partake in our Grocery Scavenger Hunt. Don't forget to grab lunch along the way (at individual expense).
- 02:00 PM Free time in Montreal's famous Underground City, a network of malls, museums and restaurants! Your tour leader will give you a meeting place and time. Enjoy!
- 03:30 PM All aboard! Next stop: Quebec City. Your tour leader will fill you in on what to expect from this magnificent city. You'll have some time to recharge your batteries before arrival.
- Discover how the people of Quebec managed to brave the difficult winters through the tradition of maple syrup production as your tour leader shares his/her Sugar Shack story.

5 Days Montreal and Quebec City / by train

June 18 to 22, 2018

- 06:30 PM Get ready to party like it's 1699! At Érablière du Cap, an authentic French Canadian cabane à sucre, you're going to feast on a 17th Century meal and get down to traditional songs and dances. You'll even break a sweat attempting to make your own maple butter. Don't forget to add some syrup to your pea soup (we're not kidding).
- 09:00 PM Departure for the hotel.
- 09:30 PM Spend the night at Hotel Quartier
2955 boul Laurier, Quebec, Qc, G1V 2M2
PH: 418-650-1616

Wednesday, June 20, 2018

- 08:00 AM Breakfast and orientation session at the hotel with your tour leader.
- 09:00 AM Everybody ready? Time to head out for your activities! Your tour leader will fill you in on all the fun that's in store.
- 09:30 AM Let's explore this beautiful city with a local guide. Your sightseeing tour will feature all of Quebec's greatest hits, including the Plains of Abraham, Parliament, Grande Allée, Quartier Petit Champlain, Place Royale and Château Frontenac, a.k.a. the most photographed hotel in the world!

Stop to admire "La Fresque des Québécois". See how many characters of Quebec's history you can identify!
- 12:00 PM Now that you're familiar with Old Quebec, let's enjoy some free time! Here's your chance to explore with your friends, grab lunch (at individual expense), and practice your conversational French. Your tour leader will give you a meeting place and time. Enjoy!
- 02:30 PM Québec City got its name from "Kébec", a Franco-Algonquin term that roughly translates to "where the river narrows". You're going to learn why it earned this name on your ferry ride across the St. Lawrence River, where you'll get not only a spectacular view of the Château Frontenac but also a glimpse of neighbouring Lévis.
- 03:30 PM Depart for the hotel to relax and unwind before dinner.
- 06:00 PM All aboard! Check out the beautiful view of the mighty Fleuve St-Laurent during your drive along the Boulevard Champlain. Look out for the famous Pont de Québec, the longest cantilever bridge span in the world, as you make your way to dinner.
- 06:30 PM Mama mia! It's time for dinner at Spag&tini, a family-owned Italian restaurant overlooking the fleuve Saint-Laurent.
- 08:00 PM It's already time to line up for the boat cruise! How excited are you?!
- 08:30 PM Okay party people, time to sail away aboard the S.S. Louis Jolliet for a dance boat cruise on the Saint-Lawrence River. Your DJ will play all the latest and greatest hits; you'll bust a move, you'll make new friends, and you'll admire the Quebec City coastline in all its glory (pending confirmation of the cruise's schedule to be released in February).
- 10:30 PM Departure for the hotel.

Thursday, June 21, 2018

- 08:30 AM Everybody ready? Time to leave the hotel with your luggage for your next activities! Your tour leader will fill you in on all the fun we have in store for you.
- 09:00 AM Begin your day with croissants and a bowl of chocolat chaud at le Café Paillard, a delicious bakery in the middle of the Old Walled City.
- 10:00 AM All aboard! Head out for an expedition on the Beaurpré Coast! See the outdoor bread ovens, the mares and the ancestral lands leading to your next activity.
- 10:30 AM The Montmorency Falls is a Quebec icon. They're the tallest waterfalls in the Province; they're also the site of historic battles and legends. John Keats even references them in his poetry. Keats! There's also a sweet suspended bridge that spans the top and you're about to walk across it. Acrophobics: prepare to conquer your fear!

5 Days Montreal and Quebec City / by train

June 18 to 22, 2018

- 12:00 PM Poutine - what's that? Try it for lunch at Chez Bolduc, a local casse-croûte (at individual expense).
- 01:15 PM Observe beautiful mosaics and a replica of Michelangelo's Pieta during your visit of the Ste-Anne de Beaupré shrine.
- 02:15 PM Meet Marie, the bread lady, in her family's homestead built in 1652 as you stop by for a snack. (Scoop: it will consist of fresh bread and maple butter! Yum!)
- 03:30 PM Experience the daily military life of a British soldier in Quebec City as you become a soldat de la tour at the Martello Tower.
- 05:30 PM We hope you're hungry, because it's time to chow down on an out of this world dinner at Restaurant Le Cosmos (get it??) located on charming Grande-Allée.
- 07:00 PM All aboard! Next stop: Montreal!
- 10:00 PM Spend the night at the Sandman Hotel
999 De Sérigny, Longueuil, Quebec
PH: 1(450) 670-3030

Friday, June 22, 2018

- 07:00 AM You won't believe it, but the time has come to leave the hotel with your luggage and head over to the Montreal Train Station.
- 07:45 AM Arrive at the Montreal Train Station and have breakfast at the station's food court (a \$15 meal voucher is included).
- 08:30 AM Hugs and handshakes as you bid farewell to your tour leader and get ready for departure.
- 08:55 AM Depart aboard Via Rail train #XYZ towards Windsor (there will be a stop in Toronto).
- 09:56 PM Scheduled time of arrival at the Windsor Train Station. Gather your luggage and belongings before your meet up with your motorcoach operator and head back to your school.
- 11:15 PM This is when you're expected to arrive back at your school, where your family and friends will be eager to hear all about your adventure!

**Spanish Department Proposed
2019**

Spanish Department- Destination: Peru

**Highlight Locations: Lima, Cuzco, Machu Picchu, Puerto
Maldonado (Amazon Jungle)**

Cost: \$3871

Dates: End of June, 2019

Duration: 9 days

Departure: Grand Rapids, MI

Chaperones: Mr. Keith and spouse, Mr. Knoll and spouse

Organizing company: WorldStrides

Link to trip

info: <https://worldstrides.com/itineraries/lima-cuzco-and-the-amazon/>

Approximate Prices-

Québec \$1360

France \$4,200

RATIFICATION OF BILL PAYMENT

11/20/2017

Period: 10/12/2017 through 11/13/2017

GENERAL OPERATING FUND

Payroll 10/13/17	567,693.83
Payroll 10/27/17	565,683.05
Payroll 11/10/17	<u>625,747.22</u>

Total Payroll	1,759,124.10
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Bills (10/12/17 through 11/13/17)	505,885.34
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TOTAL GENERAL OPERATING FUND	2,265,009.44
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TOTAL ATHLETIC FUND

Bills (10/12/17 through 11/13/17)	31,847.25
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TOTAL LUNCH FUND

Bills (10/12/17 through 11/13/17)	47,103.12
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GRAND TOTAL ALL FUNDS

Bills (10/12/17 through 11/13/17)	2,343,959.81
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**LUDINGTON AREA SCHOOLS
BALANCE SHEET
For the Month Ending October 31, 2017**

		<u>Current Year</u>
<u>Assets</u>		
Savings/Checking Accounts	\$	69,110
Investments	\$	11,681,580
Taxes Receivable	\$	-
Accounts Receivable	\$	-
Due From Other Funds	\$	12,019
Capital Projects Receivable	\$	-
Inventory	\$	-
Prepaid Expenses	\$	-
Other Expenses	\$	-
Total Assets		<u>\$ 11,762,709</u>
 <u>Liabilities and Fund Equity</u>		
Liabilities:		
Accounts Payable	\$	37,268
Payroll Liabilities	\$	-
Accrued Expenses	\$	-
Due to Other Funds	\$	4,046
Due to Other Governmental Units	\$	-
Deferred Revenue	\$	-
Note Payable	\$	-
Total Liabilities		<u>\$ 41,314</u>
Fund Equity:		
Inventory (Reserved)	\$	-
Other Fund Balance	\$	11,721,395
Total Fund Balance		<u>\$ 11,721,395</u>
Total Liabilities and Fund Equity		<u>\$ 11,762,709</u>

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

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Local	\$ 15,454,376	\$ 14,559,293	\$ 895,083	94.21%	98.12%
Intermediate	\$ -	\$ -	\$ -	0.00%	0.00%
State	\$ 3,926,299	\$ 459,716	\$ 3,466,583	11.71%	5.57%
Federal	\$ 684,500	\$ -	\$ 684,500	0.00%	1.07%
Transfers	<u>\$ 576,300</u>	\$ -	\$ 576,300	0.00%	0.00%
 Total Revenue	 \$ 20,641,475	 \$ 15,019,009	 \$ 5,622,466	 72.76%	 69.81%
 EXPENDITURES:					
Instruction/Basic	\$ 10,298,681	\$ 2,142,664	\$ 8,156,017	20.81%	17.77%
/Added Needs	\$ 3,180,893	\$ 683,175	\$ 2,497,718	21.48%	21.32%
/Unclassified	\$ -	\$ -	\$ -	0.00%	0.00%
Support Service/Pupil	\$ 794,003	\$ 170,815	\$ 623,188	21.51%	21.57%
/Instructional	\$ 586,907	\$ 153,352	\$ 433,555	26.13%	26.00%
/Gen. Admin.	\$ 383,803	\$ 117,697	\$ 266,106	30.67%	38.08%
/School Admin.	\$ 1,498,414	\$ 488,928	\$ 1,009,486	32.63%	32.01%
/Business	\$ 464,468	\$ 155,220	\$ 309,248	33.42%	37.43%
/Oper. & Maint.	\$ 1,677,631	\$ 481,158	\$ 1,196,473	28.68%	29.61%
/Transportation	\$ 831,048	\$ 227,856	\$ 603,192	27.42%	24.75%
/Central Services	\$ 299,364	\$ 64,451	\$ 234,913	21.53%	29.75%
/Athletics	\$ 625,257	\$ 202,597	\$ 422,660	32.40%	27.73%
/Comm Services	\$ 118,276	\$ 18,311	\$ 99,965	15.48%	15.65%
/Transfers	\$ -	\$ -	\$ -	0.00%	0.00%
 Total Expenditures	 \$ 20,758,745	 \$ 4,906,224	 \$ 15,852,521	 23.63%	 22.65%
Excess of Revenue over Expenses		\$ 10,112,785			
 Estimated Fund Balce 6/30/17	 \$ 1,526,708	 \$ 1,608,610			
 Ending Fund Balance	 \$ 11,639,493	 \$ 11,721,395			

Prepared by the Business Office

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

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Tax Revenue Sinking	\$ 313,383	\$ 299,240	\$ 14,143	95.49%	92.14%
Interest Sinking Fund	\$ 500	\$ 57	\$ 443	11.40%	0.00%
Sale of Bonds	\$ -	\$ -	\$ -	0.00%	0.00%
Other	\$ -	\$ -	\$ -	0.00%	0.00%
Total Revenue	\$ 313,883	\$ 299,297	\$ 14,586	95.35%	92.04%
EXPENDITURES:					
Equipment	\$ -	\$ -	\$ -	0.00%	0.00%
Construction Sinking	\$ 312,000	\$ 322,150	\$ (10,150)	103.25%	90.19%
Total Expense	\$ 312,000	\$ 322,150	\$ (10,150)	103.25%	90.19%
Fund Balace 6/30/17	\$ 27,404	\$ 31,614			
Ending Fund Balance		\$ 8,761			

Prepared by the Business Office

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

	Budget	year to date	Balance	% spent	Prior Year YTD %
Tax Revenue	\$ -	\$ -	0.0%	0.00%	0.00%
Interest	\$ 5,000	\$ 1,123	22.5%	0.00%	58.04%
Sale of Bonds	\$ -	\$ -	-	0.00%	0.00%
Transfers	\$ -	\$ -	-	0.00%	0.00%
Total Revenue	\$ 5,000	\$ 1,123	22.5%	22.46%	58.04%
Closing Costs Bonds	-	\$ -	0.0%	0.00%	0.00%
Planning	80,000	\$ 16,461	20.6%	8.40%	20.46%
Equipment	164,500	\$ 100,726	-	0.00%	27.67%
Construction	12,500	\$ -	-	0.00%	4.37%
Total Expense	257,000	\$ 117,187	45.6%	45.60%	26.28%
Fund Balace 6/30/17	\$ 3,163,269	\$ 3,408,421			
Ending Fund Balance	\$ 3,292,357				

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	-	-	-	-	-	-	-	-
% Budget	1.40%	5.50%	40.19%	72.76%	0.00%	0.00%	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	-	-	-	-	-	-	-	-
% Budget	2.5%	4.8%	14.7%	23.6%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

	July	August	September	October	November	December	January	February	March	April	May	June
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 Schools
Board of Education
Meeting Minutes October 16, 2017

- I. CALL TO ORDER & ROLL CALL
President Carlson called the regular meeting to order at 6:00 p.m, in the Ludington High School Library, 508 N. Washington Avenue, Ludington, Michigan.
Members Present: Steve Carlson, Mike Nagle, Stephanie Reed, Josh Snyder, Bret Autrey, Mary Jo Pung
Members Absent: Kelly Thomsen
- II. SPECIAL PRESENTATIONS
 - A. The superintendent's presentation of the "SAT 1500 Club" was awarded to Trent Thompson and Kaleb Hatch for their outstanding performance on the SAT college readiness assessment last spring. Each student scored at least a 1500 out of 1600 on the assessment, placing them in the top 2% of all test takers nationally on the SAT.
 - B. 2016-2017 Financial Accounts Audit Exit Teleconference was presented by the accountants at Hungerford Nichols. The district received an Unqualified Opinion, the highest of ratings with no material deficiencies. The Director of Business was commended for his work on the financial accounts for the district. The auditors stated that the district is receiving good timely information from the business office.
- III. AGENDA MODIFICATION ~ None to report.
- IV. CITIZEN PARTICIPATION ~ None heard.
- V. CONSENT AGENDA
 - A. Ratification of Bill Payment - Per Summary Dated October 16, 2017
 - 1. General Operating Fund Total \$2,012,257.36
 - 2. Athletic Fund Total \$ 20,859.85
 - 3. Lunch Fund Total \$43513.21
 - 4. Total All Funds \$2,076,630.42
 - B. Approval of Minutes September 18, 2017 Regular Meeting
Motion by Autrey, supported by Snyder, to approve the consent agenda as written and presented. Ayes: All. Nayes: None. Motion: Carries.
- VI. BOARD COMMITTEE REPORTS
 - A. The Finance Committee Report for October 12, 2017, was presented by Bret Autrey. The committee discussed the audit results, enrollment numbers, the custodial chemicals and supplies bids, the lighting changeover at Foster School and radio upgrades from analog to digital and that the purchase qualifies as technology upgrade and is eligible to come from Technology Funds.
 - B. The Personnel/Negotiation Committee Report for October 13, 2017, was presented by Mike Nagle. The committee discussed a leave of absence and a secondary math position, the JV basketball coaching position, and the Neola policy updates have arrived and will be reviewed next month.
 - C. The Building & Site Committee Report for October 13, 2017, was presented by Mike Nagle. The topics covered under this committee are all covered under the Superintendent Report and action on the meeting agenda. The committee discussed the Mason County Golf Association updates. Rob Killips and Great Lakes Casting were acknowledged for their donation which covered the replacement cost of all nets at the Schoenherr Tennis Center.
- VII. PRINCIPAL'S REPORT
 - A. The Ludington High School report was presented by Dan Mesyar and Steve Forsberg. They congratulated the Equestrian Team on their State B Championship. They expressed appreciation to the entire LHS staff, Board of Education, Jason Kennedy, administrators, the Ludington Education Association, Community Mental Health, WSESD for their support over the last week and a half during the difficult days after losing an LHS student in a car accident. The principal report highlighted the building

Ludington Area Schools
Board of Education
Meeting Minutes October 16, 2017

focus this year is STEM opportunities, AP Science offerings, the robotics program is beginning and they talked about the work of the Building Network Team and shared leadership. Dan and Steve discussed the reading/writing focus this year, transitions from middle school to high school, Oriole Time, and an expansion of Work Based Learning opportunities.

VIII. BUSINESS MANAGER'S REPORT

- A. Bruce Doggett presented budget accuracy comparisons of forty schools that are most similar to Ludington. These numbers were to review our process and ensure the best possible accuracy and budgeting process.

IX. SUPERINTENDENT'S REPORT & COMMENTS

- A. Mr. Kennedy presented the personal growth plan developed by the superintendent, in alignment with the goal focus areas identified by the Board president and the superintendent. This is the same goal setting process that all administrators follow within the district.
- B. Mr. Kennedy presented the grant awards by the Oriole Foundation. He discussed the Dancing With the Stars Event October 21, 2017.
- C. Mr. Kennedy reported the tennis court nets have been replaced by the tennis team on Tuesday, October 10th and Wednesday, October 11th. The new nets were purchased with proceeds from a donation received from Great Lakes Castings, with special mention of Rob Killips, Sr. taking the lead on this initiative. The courts are scheduled to be resurfaced in the spring/summer 2018. There is a maintenance fund established for the courts. Mr. Kennedy shared The Oriole Community Tennis Courts Maintenance Fund, held within the Oriole Foundation, has a balance of \$44,299.29. The entire balance of the fund can not be spent on the project, and thus, proceeds of the sinking fund will be used to offset the total cost of the project.

X. DISCUSSION ITEMS

- A. Mr. Kennedy reported the pupil membership count was 2154. While the numbers from Wednesday, October 4, 2017, will need to be certified, the preliminary number on pupil count day is an increase of eleven (11) students over last year's fall headcount of 2,143, and 14.1 FTE over the 2,146 students that were budgeted for the 2017-2018 school year, when taking into account the partial student count that we receive for providing services to students at LAC, less any students that have partial or pro-rated schedules. The fall count is 90% of the school's budget, and thus will have an approximate net impact of increasing revenue for this school year by \$96,850. The district's foundation allowance is \$7,632 per student for this school year.
- B. Mr. Kennedy discussed the results of the custodial chemicals and supplies bids which were discussed in board committee meetings and the recommendation the award of the contract to the local vendor, X-Cel. When accounting for the single point delivery to each of our buildings, X-Cel was the lowest bid at \$44,780.89.
- C. Mr. Kennedy discussed moving forward with the energy efficient lighting project at Foster School with work to be done over Christmas break.
- D. Mr. Kennedy shared the update from Mason County Disc Golf Association following the tragedy in the school forest. In evaluating processes to more quickly respond to an emergency in the course they wish to post maps on-site, clear scrub brush and remove trees along the road so it is more visible for law enforcement monitoring the area and upgrade the parking lot area and add a light and propose closing the lot at night. Work on the project would be done by volunteers if approval is granted by the district. This will be up for consideration as an action item at the November meeting. Mr. Kennedy will work with personnel from the MCDGA on the scope of work.
- E. Mr. Kennedy reviewed the Strategic Plan focus area on facilities. While a group of

Ludington Area Schools
Board of Education
Meeting Minutes October 16, 2017

school, business, and community leaders and the WSESD are working to develop a steering committee to facilitate a study that will review 21st Century Education throughout the WSESD, Ludington has established a strategic goal statement within its strategic plan that states that we will: "Develop and prepare a facilities improvement plan that will evaluate the cost effectiveness of upgrading existing facilities versus new construction." The strategic plan lists the objective under this strategic goal statement as being to: "Create a committee of administrators, teachers, other school personnel and community members to develop a long-term facilities plan through consultation with a construction management firm." It is the recommendation of the administration that we proceed with both of these studies in parallel to one another. This will allow for the district to participate in the discussion that centers on 21st century education within the WSESD community, while also beginning to develop a plan that analyzes the needs of our facilities so that the district can prioritize the use of its sinking fund dollars, in addition to developing long range plans for the district that align with the outcome of the 21st Century Education Think Tank. A timeline and list of recommendations for moving forward will be provided to the Board of Education.

XI. ACTION ITEMS

- A. Motion by Pung, supported by Reed, to approve the 2016-2017 Financial Accounts Audit as written and prepared by Hungerford Nichols. Ayes: All. Nays: None. Motion: Carries.
- B. Motion by Nagle, supported by Autrey, to approve the custodial chemicals and supplies bid award to X-Cel in the amount of \$44,780.89. Ayes: All. Nays: None. Motion: Carries.
- C. Motion by Pung, supported by Reed, to approve the resolution proclaiming October 2017 as Principals Month at Ludington Area Schools, and publicly thank our principals for their leadership and commitment to students and their learning. Ayes: All. Nays: None. Motion: Carries.

XII. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS - No other items of business were heard.

XIII. ADJOURNMENT - Motion by Autrey, supported by Pung, to adjourn the meeting at 7:20 p.m. Ayes: All. Nays: None. Motion: Carries.

Mary Jo Pung, Secretary, Board of Education

Approval Date _____

(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.*

Principals' Board Reports

November 20, 2017

Ludington High School

We were excited to host a community Veterans Assembly this year at Peterson Auditorium. We worked with Michelle Hemmer who is the President of the Mason County Allied Veterans Council. The LHS senior class attended and it was highlighted by our choir singing the National Anthem as well as several individual students performing during the ceremony. The class officers and school mayor also helped greet and seat veterans at the event.

LHS is ranked as one of the top STEM programs across the state. We are ranked #128 out of all the high schools across the state of Michigan. We are committed to increasing STEM and STEAM opportunities for all students. One program that is starting up for us in the high school is our Robotics Team. The team had their initial meeting to set expectations for the upcoming season. They will begin building after the holiday break.

We are nearing the end of our first trimester. Our staff continues to make great strides in our reading and writing initiatives across all content areas. Teachers have been sharing common lessons with a variety of techniques to help students be successful in all classes. We anticipate our juniors getting their PSAT test results back in December so we can look at the data and help each student game plan on what they need to work on.

Our faculty attended the Tall Cop Presentation held at MCC High School this month. The information that was discussed with the educators in the community shed light on the drug problems around the country. This information will be followed up at our District Safety Meeting held at the end of the month.

We have three requests for trips out of the country. Our Spanish Department is seeking permission to take a trip to Peru in June of 2019. Details about the trip are attached in your board packet. Instructors Wade Knoll and Tim Keith will be at the board meeting to answer any questions you may have.

The French Department is seeking permission to take a trip to Montreal and Quebec City in June of 2018 and also a trip to France during Spring Break of 2019. Details about the trips are attached in your board packet. Susan Shoup will be at the board meeting to answer any questions you may have.

~Respectfully Submitted by Dan Mesyar, LHS Principal

Principals' Board Reports

November 20, 2017

O. J. DeJonge Middle School

Parent-Teacher Conferences: we held first trimester parent-teacher conferences with approximately 55% attendance. Many students came to conferences, which we encourage. We were pleased to receive many positive comments about students' experience at OJMS, in particular about the dedication of our staff in promoting students' learning and growth.

Activity Night: Melanie Tomaski and the OJ BPA chapter provided the first Activity Night of the year, on October 27. It was Halloween themed and provided a variety of holiday crafts and games, along with open swim. Mrs. Tomaski is our Activities Director, and she and the BPA will provide a December, holiday themed evening, along with a Valentine's Day Dance and a springtime Activity Night that features a 3-on-3 basketball tournament, among other events.

Engaging Students with Poverty in Mind: Mike Hart, Susan Shoup, Amy Marsh, Lynette Keillor, Kristie Dila and I are taking a monthly three-hour class provided by the ESD on Eric Jensen's work related to teaching and engaging students who experience poverty. The reality, we are finding, is that our learning would benefit all students. We are making plans for how to construct professional learning sessions for our staff from the deep study we are doing in this class.

Awards/Awards Assemblies: after discussing the matter for a couple of months with our Building Network Team, Mike and I have decided to discontinue our awards program and the accompanying trimester awards assemblies we used to hold. We realized that such activities were not in keeping with our vision or with promoting a "growth mindset" which is essential for building perseverance in students. Our Mike and I will discuss with our BNT if we will be replacing these activities with something else.

Veterans Day Breakfast: we were pleased to be able to honor local veterans with a complimentary, hot breakfast buffet. Donna Garrow and her staff fixed a delicious breakfast that veterans and their families enjoyed, and we were able to bring in OJMS students to also enjoy breakfast with their relatives. Special thanks to Amy Marsh and the Mid-Michigan Leadership Initiative (MMLI) students for greeting and serving our guests! All of our students contributed to a U. S. flag made of their traced hands with messages of honor written for the veterans.



Principals' Board Reports

November 20, 2017

~Respectfully submitted by Kristi Zimmerman, OJMS Principal
Foster Elementary School

Community Partnership: Foster Elementary third grade students will get to experience a robotics demonstration from G2S Academy on Monday, November 20th. The G2S Robotics team, led by Dan Lubin, will consist of three stations: Station 1: Force Fair - students will engage in an activity to learn about balanced vs unbalanced forces, Station 2: Engineering Exercises - students will participate in an engineering activity, Station 3: Robotics Competition - students will cheer on the robots during three robotics competition matches. The Optimist reading program OSCAR, began round two in early November. The session will run through December and celebrate on Friday, December 15th.

Positive Behavior Intervention Supports: The PBIS team initiated school wide O-Bucks on November 1st and students have already started shopping to spend their O-Bucks. The goal is to decrease disruptive behaviors by rewarding positive behaviors. The O-Buck store was created by numerous donations and by at-risk money that was allocated for PBIS through the school improvement plan. Art teacher, Mr. Scott Bentz designed the front signage. Teachers can sign out the O-Buck store for their classrooms whenever they'd like.



Assessment & Instruction: Staff celebrated data at our last PLC day on November 8th. The staff dug into NWEA School Conditional Growth Percentiles from 2016-2017, which were of the highest rank. Each grade level ranked above 96 percentile and majority was even at the 99 percentile rank among schools across the nation. What this means is that Foster Elementary School has shown more student growth in both reading and mathematics than 96-99 percent of the nation. The Building Network Team held a discussion with staff to make a change to our award ceremonies. From the discussion, the staff decided that in order to continue to foster a sense of community and create a positive self image, a change was in order. For trimester one and two, we will no longer hold our award ceremonies in the gym like we have the previous years. Instead, we would like students to take ownership of what they are proud of and to celebrate their personal accomplishments. We will still have an end-of-year awards ceremony for each grade level, but throughout this year, staff will discuss the awards given out and make decisions based on what is best for all students. Again, our goal is to promote positive self image and build a sense of community among students. Parent, student and staff surveys have been developed by the ESD for Foster Elementary and will be available online during conferences and the week after. Information from surveys is used to develop school improvement plans and encourage parent involvement in decision making.

~Respectfully Submitted by Brian Dotson, Foster Principal

Principals' Board Reports

November 20, 2017

Franklin Elementary School

Franklin Family Night: Franklin students and families participated in the Franklin Family Night during the month of October. The theme of the evening was Super Heroes. Each classroom throughout the building hosted an activity that was related to reading, writing, math or super heroes just for fun. Families were able to enjoy super hero flavored ice cream donated by the House of Flavors. Photo booths were available for families to use for taking fun family pictures. At the end of the night each student received a Super Reader bracelet as well as a choice of a book to take home. Parent surveys completed at the end of the evening indicated that families enjoyed the evening overall and appreciated the wide variety of learning activities available.



Med Now: Franklin has access to a school nurse via telehealth during our school day. This program provides the opportunity for school staff to connect via MedNow with DeVos nurses for triage help in regard to diabetes care, illness, or injuries. Our onsite local nurse, Kelly Barnhardt, also offers various forms of support as needed in the building. This week we will engage in our first meeting with MedNow nurses from DeVos using the MedNow system. Ms. Barnhardt, parents, staff and myself will collaborate to support a diabetic student in our building. During this meeting our goal will be to review the student plan, Individualized Care for School, with all stakeholders. We are looking forward to ensuring that we are providing the best possible care for our students.

~Respectfully Submitted by Jan Jackoviak, Franklin Principal

Principals' Board Reports

November 20, 2017

Lakeview Elementary



STEAM Family Night: Lakeview had a fantastic turnout for our STEAM family night. Families had an opportunity to do several different activities. They started by listening to a story on kindness and they then created kindness rocks to share with our community. Following that activity, students got to visit several different stations to practice a variety of science, math and engineering feats including the ever challenging stacking of candy corn. It was a fun night for everyone!



PLC: Lakeview teaching staff is in the process of doing a book study called *Better Conversations*. This book study has helped us all reflect on our skills as a communicator and learn about how that impacts the culture in our building. So far we have read 3 chapters and have focused on learning about the beliefs of conversation, the habits required to be successful and how empathy plays a huge role in being an active listener. Staff even had the opportunity to take an empathy assessment and reflect on their skillset in this area.

Other PLC activities have included doing some PBIS work such as behavior note fidelity checks, learning how to complete the Individualized Reading Improvement Plan and learning strategies for literacy instruction. Our heavy focus on reading this year is going to make a positive impact on our student achievement.

After School Programs: Lakeview has two after school programs running this year and both are STEAM related. Our second graders have the opportunity to join Mrs. Holmes' Coding Club to learn about coding and our first graders have the opportunity to join Mrs. Kanine's Arts and Engineering Club. Our students are loving their experiences in these programs and we feel very fortunate to be able to offer them!

~Respectfully Submitted by Amber Kowatch, Lakeview Principal

Principals' Board Reports

November 20, 2017

Athletics

The fall season is finished and the Winter athletic season is underway. LHS had a very successful fall campaign, winning three Conference championships, one District championships, one Regional championship, one Runner Up State Championship and one State Championship. LHS also had ten All State athletes, one District Coach of the year and two Regional Coaches of the year. LHS is also home to 2 Academic All State teams. All winter sports practices are underway and games began Saturday with hockey playing at home. We have added freshman boys and girls basketball and competitive cheer as an LHS club sport. Those teams have a combined 38 athletes participating with no apparent negative impact on other teams numbers. Out of 20 winter coaches we have 11 new or returning coaches in new positions. It is an exciting time at LHS for athletics, we are excited to begin the winter schedule!

~Respectfully Submitted by Randy Fountain, Athletic Director

NEOLA Volume 32, Number 1 Policy Update
Ludington Area Schools
November 20, 2017 - First Reading

1421/3121/4121 - Criminal History Record Check

These policies have been revised to be consistent with policy 8321, Criminal Justice Information Security. These policies require criminal history record information (CHRI) to be maintained in a confidential file that is separate from the employee file.

1439/3139/4139 - Administrator / Staff Discipline

A provision to these policies has been added as a result in a change in law that requires the authorization of a financial penalty to any staff member who refers or assists a student with an abortion. This change adds "financial penalty in accordance with Michigan Law" to the policy as a step in the discipline process.

2410 - Prohibition of Referral

This new policy is issued in accordance with MCL 388.1766, which prohibits any officer, agent, or employee of the Board from referring a pupil for an abortion or assisting a pupil in obtaining an abortion. The law requires the district to adopt such a policy starting with the 2019 - 2020 school year. Therefore, immediate action is not required, but discussion is taking place now to make everyone aware prior to implementation of the policy. If it is determined that this law is violated, the Board **shall** apply a financial penalty against the individual that referred or provided assistance to the pupil equivalent to not less than 3% of that person's annual compensation.

2414 - Reproductive Health and Family Planning

This policy has been changed to reflect the abortion citation that is now included in Michigan statute. The change also references a prohibition against any person affiliated with the District from dispensing or otherwise distributing a family planning drug or device to a student.

2418 - Sex Education

This policy provides the necessary authorization and structure for the district to provide sex education instruction. The policy outlines teacher qualifications, the requirements of the sex education advisory board for the district, along with the abortion prohibition outlined in the prior policies discussed.

5630.01 - Student Seclusion and Restraint

This policy updates the current Michigan law regarding seclusion and restraint of students and is in alignment with the State Board of Education model policy.

8142 - Criminal History Record Check

This policy has been revised to be consistent with policy 8321, Criminal Justice Information Security. These policies require criminal history record information (CHRI) to be maintained in a confidential file that is separate from the employee file.

8321 - Criminal Justice Information Security

This policy has been modified to include the revisions to the procedures required of conducting criminal history record information checks by the FBI and the Michigan State Police. These changes include items such as record keeping requirements for training of personnel, the transportation of criminal history records, and providing alerts to the District administration in the event of a process failure.

7540.03 / 7540.04 - Student and Staff Acceptable Use and Safety

These policies update staff and student Acceptable Use and Safety agreements to ensure that staff and students recognize that they shall not have an expectation of privacy while using district owned equipment or networks.