

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: September 18, 2017
TIME: 6:00 p.m.
PLACE: OJ DeJonge Middle School - Library
 706 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. AGENDA MODIFICATION
3. CITIZEN PARTICIPATION
4. CONSENT AGENDA
 - a. Ratification of Bill Payment - Per Summary Dated September 18, 2017
 - b. Approval of Minutes August 21, 2017
 - c. Non-Union Annual Contract/Service Agreement
5. BOARD COMMITTEE REPORTS
 - a. Finance Committee Report September 13, 2017
 - b. Personnel/Policy Committee Report September 15, 2017
 - c. Building & Site Committee Report September 15, 2017
6. PRINCIPAL'S REPORTS-OJ DeJonge Middle School Report by Kristi Zimmerman/Mike Hart
7. SUPERINTENDENT'S REPORT & COMMENTS
 - a. WSCC Off-Site Board Meeting - December 18, 2017
 - b. End of Year Michigan State Police Bus Inspection Report
8. DISCUSSION ITEMS
 - a. Audit Exit Conference - October 16, 2017
 - b. Improvement to Grounds at Foster Elementary School
 - c. Application to the West Michigan Conference
 - d. Update on Sinking Fund Projects (Pool, HVAC at Franklin, Auditorium Restroom)
 - e. Review Bid Tabulation for the Sale of Buses and Ovens
 - f. Staffing and Enrollment Update
9. ACTION ITEMS
 - a. WSESD Parent Advisory Committee Representative Designation 2017/2018
 - b. Use of Donation to Oriole Foundation - Replace Scoreboards at Hawley Gymnasium
10. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
11. 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 Annual Contract/Service Agreement

- Dale Horowski, Teacher Evaluation Services; \$5,000

SUPERINTENDENT'S REPORT & COMMENTS

WSSC Off-Site Board Meeting - December 18, 2017

We have received a request from the Office of the President at West Shore Community College to hold their off-site board meeting at Ludington Area Schools Administration Office. They hold meetings off-site in April and November at the local districts. Their meeting in November is the same day as ours, so December would be the next available date on their calendar that would not conflict with our board meeting dates. I will discuss this request further at our meeting on Monday.

End of Year Michigan State Police Bus Inspection Report

In response to the recent press coverage of the Michigan State Police Bus Inspection Report for the 2016-2017 school year, I have received many inquiries on our bus fleet. It is important to note that the Michigan State Police inspect buses throughout the state. They inspect every bus that transports students annually. The inspection cycle runs from September 1 through August 31, and the report that was recently released was for the 2016 - 2017 school year.

Ludington school buses were inspected in May and June, with final re-inspections taking place on July 19, 2017. All of our buses are currently green tagged and have passed inspection. It is important to know that our buses are safe, we have high quality people with lots of experience fixing our buses, and we are fortunate to have the support of our community with the bus bond. I will discuss this more at our meeting on Monday.

DISCUSSION ITEMS

Audit Exit Conference - October 16, 2017

The auditors from Hungerford and Nichols will be presenting the audit exit conference to the Board of Education at the board meeting on October 16, 2017. The auditors will do so in a teleconference to start the meeting at 6:00 PM and will be available at the start of the meeting to answer questions that you may have about the audit, including a review of the financial position of the district and the fund balance numbers that are highlighted above.

Improvement to Grounds at Foster Elementary School

I was approached this past week by a citizen who shared a concern from one of the city council members, who expressed concern over the conditions of the grounds at Foster. We will be making repairs to the fence around the playground, while developing a plan to address the condition of the field on the playground.

Application to the West Michigan Conference

The West Michigan Conference (WMC) Athletic Directors voted to approve the expansion of the WMC by a vote of 5-3. This moves moves the process of expansion to the principal’s executive committee of the conference, where a two-thirds majority vote is required to move the process onto a site visit committee and final Board of Education approval. The approval requires that two-thirds of the schools in the conference have approval from their Board of Education before expansion. We will review the WMC timeframe for your reference on this process.

Update on Sinking Fund Projects (Pool, HVAC at Franklin, Auditorium Restroom)

We will give a brief update of these projects as it was discussed at our building and site committee meeting on September 15, 2017.

Review Bid Tabulation for the Sale of Buses and Ovens

Sale of Buses - We have awarded all five (5) of the used buses to Kalamazoo Metal Recyclers. The bids that were received are outlined in the table below, with the high bid for each bus being highlighted. The sale of these buses resulted in revenue of \$5,939. This was at the high range of our estimates that placed the total value of all five (5) buses between \$4,000 - \$6,000.

Bid Source	Bus 97	Bus 99-1	Bus 99-3	Bus 00-A	Bus 00-2
KMR	\$1,553.00	\$1,011.00	\$911.00	\$1,553.00	\$911.00
Richard Anes	\$600.00	\$600.00	\$400.00	\$500.00	\$600.00
Russell Carlson	\$1,431.00	---	---	---	---
Herb Marten	---	---	---	---	\$265.00

Sale of Ovens - We have awarded the sale of the ovens to Ebels General Store. The bids that were received are outlined in the table below, with the high bid for each oven being highlighted. The sale of these ovens resulted in revenue of \$4,000. The highest bid also included an in-store meat credit of \$500 at Ebels General Store.

Bid Source	Unit #1	Unit #2	Both Units
Ebels General Store	---	---	\$4,000.00
On Line	\$950.00	---	---
Country View Bakery	\$1,200.00	\$1,200.00	---
Jerry VanSickle	---	---	\$2,650.00

Staffing and Enrollment

We have included the enrollment for the opening day of school in the table outlined below. The budget for the 2017 - 2018 school year was based upon a blended FTE count of 2,145 students. This number included the LAC students that we are able to claim a prorated FTE for as we provide art, music, and physical education support to students at LAC. The number below does not include these students yet. While there is always movement of students between opening day and the pupil count day at the start of October, if these numbers hold, we will see a slight increase in enrollment from what was budgeted. However, **these numbers should be used with caution** because there are always a few of these students that we only receive a partial FTE for, and a few students who are absent on count day that we can never end up claiming. This is a positive sign though.

Ludington High School				
Grade 9	Grade 10	Grade 11	Grade 12	Total
188	147	178	155	668
OJ DeJonge Middle School				
Grade 6	Grade 7	Grade 8		
172	168	156		496
Foster Elementary				
Grade 3	Grade 4	Grade 5		
151	159	189		499
Franklin Elementary				
Grade K	Grade 1	Grade 2		
98	100	92		290
Lakeview Elementary				
Grade K	Grade 1	Grade 2		
73	75	69		217
Total Enrollment				2170

ACTION ITEMS

WSESD Parent Advisory Committee Representative Designation 2017/2018

I recommend the designation of Shannon Miller as the SEPAC Representative for Ludington Area School District for the 2017-2018 school year.

Use of Donation / Oriole Foundation - We will need a recommendation to approve the purchase of replacement scoreboards for the Hawley Gymnasium. This purchase will be made from the donated proceeds of the family of John R. Houk as a memorial to the Oriole Foundation. The Board's approval is necessary for the funds to be released from the Oriole Foundation, per the Foundation's original Fund Agreement. More information will be provided at the Board meeting on Monday.

RATIFICATION OF BILL PAYMENT

September 18, 2017

Period: 8/11/2017 through 9/11/2017

GENERAL OPERATING FUND

Payroll 08/18/17	496,508.80
Payroll 09/01/16	<u>492,713.25</u>

Total Payroll	989,222.05
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Bills (08/11/2017 through 9/11/2017)	271,760.81
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TOTAL GENERAL OPERATING FUND	1,260,982.86
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TOTAL ATHLETIC FUND

Bills (08/11/2017 through 9/11/2017)	35,888.59
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TOTAL LUNCH FUND

Bills (08/11/2017 through 9/11/2017)	29,384.82
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GRAND TOTAL ALL FUNDS

Bills (08/11/2017 through 9/11/2017)	1,326,256.27
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**LUDINGTON AREA SCHOOLS
BALANCE SHEET
For the Month Ending August 31, 2017**

		<u>Current Year</u>
<u>Assets</u>		
Savings/Checking Accounts	\$	932,249
Investments	\$	620,282
Taxes Receivable	\$	-
Accounts Receivable	\$	1,565
Due From Other Funds	\$	216,585
Capital Projects Receivable	\$	-
Inventory	\$	-
Prepaid Expenses	\$	-
Other Expenses	\$	-
Total Assets		<u>\$ 1,770,681</u>
 <u>Liabilities and Fund Equity</u>		
Liabilities:		
Accounts Payable	\$	4,435
Payroll Liabilities	\$	-
Accrued Expenses	\$	-
Due to Other Funds	\$	13,793
Due to Other Governmental Units	\$	-
Deferred Revenue	\$	12
Note Payable	\$	-
Total Liabilities	\$	<u>18,240</u>
 Fund Equity:		
Inventory (Reserved)	\$	-
Other Fund Balance	\$	<u>1,752,441</u>
Total Fund Balance	\$	<u>1,752,441</u>
Total Liabilities and Fund Equity		<u>\$ 1,770,681</u>

Prepared by the Business Office

**LUDINGTON AREA SCHOOLS
GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES
For the Month Ending September 30, 2016**

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Local	\$ 15,454,376	\$ -	\$ 15,454,376	0.00%	59.88%
Intermediate	\$ -	\$ -	\$ -	0.00%	0.00%
State	\$ 3,926,299	\$ -	\$ 3,926,299	0.00%	0.00%
Federal	\$ 684,500	\$ -	\$ 684,500	0.00%	0.00%
Transfers	\$ 576,300	\$ -	\$ 576,300	0.00%	0.00%
Total Revenue	\$ 20,641,475	\$ -	\$ 20,641,475	0.00%	41.74%
EXPENDITURES:					
Instruction/Basic	\$ 10,298,681	\$ -	\$ 10,298,681	0.00%	9.00%
/Added Needs	\$ 3,180,893	\$ -	\$ 3,180,893	0.00%	11.64%
/Unclassified	\$ -	\$ -	\$ -	0.00%	0.00%
Support Service/Pupil	\$ 794,003	\$ -	\$ 794,003	0.00%	11.72%
/Instructional	\$ 586,907	\$ -	\$ 586,907	0.00%	15.81%
/Gen. Admin.	\$ 383,803	\$ -	\$ 383,803	0.00%	30.21%
/School Admin.	\$ 1,498,414	\$ -	\$ 1,498,414	0.00%	22.72%
/Business	\$ 464,468	\$ -	\$ 464,468	0.00%	29.70%
/Oper. & Maint.	\$ 1,677,631	\$ -	\$ 1,677,631	0.00%	20.42%
/Transportation	\$ 831,048	\$ -	\$ 831,048	0.00%	16.19%
/Central Services	\$ 299,364	\$ -	\$ 299,364	0.00%	36.70%
/Athletics	\$ 625,257	\$ -	\$ 625,257	0.00%	0.00%
/Comm Services	\$ 118,276	\$ -	\$ 118,276	0.00%	8.51%
/Transfers	\$ -	\$ -	\$ -	0.00%	0.00%
Total Expenditures	\$ 20,758,745	\$ -	\$ 20,758,745	0.00%	13.65%
Excess of Revenue over Expenses		\$ -			
Estimated Fund Balace 6/30/17	\$ 1,526,708	\$ 1,608,610			
Ending Fund Balance	\$ 1,526,708	\$ 1,608,610			

Prepared by the Business Office

LUDINGTON AREA SCHOOLS
Building and Site Funds
STATEMENT OF REVENUES AND EXPENDITURES
For the Month Ending September 30, 2016

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Tax Revenue Sinking	\$ 313,383	\$ -	\$ 313,383	0.00%	45.27%
Interest Sinking Fund	\$ 500	\$ -	\$ -	0.00%	14.33%
Sale of Bonds	\$ -	\$ -	\$ -	0.00%	0.00%
Other	\$ -	\$ -	\$ -	0.00%	0.00%
Total Revenue	\$ 313,883	\$ -	\$ 313,883	0.00%	61.68%
EXPENDITURES:					
Equipment	\$ -	\$ -	\$ -	0.00%	0.00%
Construction Sinking	\$ 312,000	\$ -	\$ 312,000	0.00%	88.73%
Total Expense	\$ 312,000	\$ -	\$ 312,000	0.00%	88.73%
Fund Balance 6/30/17	\$ 27,404	\$ 31,614			
Ending Fund Balance		\$ 31,614			

Prepared by the Business Office

LUDINGTON AREA SCHOOLS
Technology Fund
STATEMENT OF REVENUES AND EXPENDITURES
For the Month Ending September 30, 2016

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Tax Revenue	\$ -	\$ -		0.0%	0.00%
Interest	\$ 5,000	\$ -		0.0%	58.04%
Sale of Bonds	\$ -	\$ -	\$ -	0.00%	0.00%
Transfers	\$ -	\$ -	\$ -	0.00%	0.00%
Total Revenue	\$ 5,000	\$ -		0.0%	0.00%
 EXPENDITURES:					
Closing Costs Bonds	-	\$ -		0.0%	0.00%
Planning	80,000	\$ -		0.0%	8.40%
Equipment	164,500	\$ -	\$ -	0.00%	25.40%
Construction	12,500	\$ -	\$ -	0.00%	4.38%
Total Expense	257,000	\$ -		0.0%	0.00%
Fund Balance 6/30/17	\$ 3,163,269	\$ 3,408,421			
Ending Fund Balance			\$ 3,408,421		

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	-	-	-	-	-	-	-	-	-	-
Budget	1.40%	5.50%	0.00%	0.00%	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	-	-	-	-	-	-	-	-	-	-
Budget	2.5%	4.8%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
History												
% Final	1.70%	6.10%	13.80%	21.50%	30.30%	38.90%	50.60%	58.40%	67.60%	74.50%	81.70%	100.00%
16 17	97,875	1,046,220	2,768,983	4,595,858	6,284,751	8,126,490	10,263,761	11,876,553	14,134,089	15,473,291	17,096,677	20,558,477
15 16	612,559	1,260,319	2,786,236	4,053,655	6,069,149	7,693,354	10,157,168	11,774,911	13,395,139	14,893,576	16,201,554	20,029,912
14 15	312,576	1,421,953	2,906,260	4,484,214	6,176,390	7,958,885	10,540,099	12,046,356	13,801,770	15,174,054	16,651,009	20,575,676
	1,023,010	3,728,492	8,461,479	13,133,727	18,530,290	23,778,729	30,961,028	35,697,820	41,330,998	45,540,921	49,949,240	61,164,065

Ludington Area Schools
Board of Education
Meeting Minutes August 21, 2017

- I. CALL TO ORDER & ROLL CALL
President Carlson called the regular meeting to order at 6:00 p.m, in the Administration Office Boardroom, 809 E. Tinkham Avenue, Ludington, Michigan.
Members Present: Steve Carlson, Kelly Thomsen, Mike Nagle, Stephanie Reed, Josh Snyder, Bret Autrey, Mary Jo Pung
Members Absent: None
- II. SPECIAL PRESENTATION ~ New teachers were present at the meeting. Principals introduced each of their new staff members to the Board: Megan McVannel, Sarah Mikesell, Anita Winterhalter, Abigail Jones, Zack Korienek, Carl Lindenau, Karen Shindelcker, Jenn Mackey, Austin Matthews. Rachael Wilber could not attend the meeting.
- III. AGENDA MODIFICATION ~ None to report.
- IV. CITIZEN PARTICIPATION ~ None heard.
- V. CONSENT AGENDA
A. Ratification of Bill Payment - Per Summary Dated August 21, 2017
1. General Operating Fund Total \$1,782,817.23
2. Athletic Fund Total \$12, 873.69
3. Lunch Fund Total \$6,562.60
4. Total All Funds \$1,802,253.52
B. Approval of Minutes July 17, 2017 Regular Meeting
Motion by Pung, supported by Snyder, to approve the consent agenda as written and presented.
Ayes: All. Nays: None. Motion: Carries.
- VI. BOARD COMMITTEE REPORTS
A. The Finance Committee Report for August 16, 2017, was presented by Kelly Thomsen. The committee discussed the milk and bread bids and bids for sale of buses, food service ovens and DRA kist. The committee discussed the Hawley lighting project LED changeover and reported out the savings to the district.
B. The Co-curricular Committee Report for August 18, 2017, was presented by Mary Jo Pung. The committee discussed freshman sports for boys and girls, and discussed submitting an application to the WMI Conference.
C. The Personnel/Negotiation Committee Report for August 18, 2017, was presented by Mike Nagle. The committee reviewed the staff recommendations for hiring, discussed the LESPA Bump Day for bus drivers and aides, and reviewed the letter from legal counsel for retainer clients on Seclusion and Restraint. All staff members will receive this training through SafeSchools Training Modules and the information is included in student handbooks.
- VII. BUSINESS MANAGER'S REPORT ~ None heard.
- VIII. SUPERINTENDENT'S REPORT & COMMENTS
A. Mr. Kennedy gave a presentation on Eidex Peer and Notably Successful District Data Review.
B. Mr. Kennedy discussed the Superintendent Evaluation process and goals to include:
1. Smart goals and district priorities
2. Evaluation cycle and timeline
3. Student growth process and growth plan
4. Self assessment and final evaluation profile
Mr. Kennedy also addressed areas of the strategic plan of working toward the 10% fund balance by 2020, developing partnerships for career and employability skills for the 21st Century, addressing a facility study and plan.
- IX. DISCUSSION ITEMS
A. Mr. Kennedy discussed the Hawley Gym Lighting Project of which there is no action. He discussed the savings and significant reduction of wattage used from 400 watts to less

Ludington Area Schools
Board of Education
Meeting Minutes August 21, 2017

than 100 which will pay for themselves over time. He said the plan is to replace the lights in Hawley Gym with energy-efficient LED lights. The original price of the project was \$28,000; and this was amended down to \$24,000, then it became a \$20,000 project. Today, the cost of the lights and materials will be slightly under \$9,900. We will most likely contract the installation out, costing us an additional \$4,500. Additionally, Consumers Energy will be paying us an energy rebate check for approximately \$5,100 as part of their ongoing incentive program. This will make the net cost of this project to the school district less than \$10,000.

- B. Mr. Kennedy discussed freshmen athletics and gender equity. There is an interest in offering freshman boys basketball this year. We have received support from both from Coach Shank, as well as from members in the community, due to increased participation and numbers that are projected to be on this year's junior varsity team. There are expected to be approximately 20 student athletes or more that will tryout for JV basketball. There has been this level of interest for the past two (2) years. Title IX requires that we have balanced programs by gender. At this time, we offer one (1) more boys sport than we do girls; however, we remain in compliance because the additional program is a cooperative program for hockey with Manistee. Adding freshmen basketball will result in non-compliance without considering other offerings. Other solutions may be:

- Offer freshman volleyball or basketball for females
- Eliminate one of the other boys teams where participation may be low
- Add another female sport such as competitive cheer

It is the recommendation of the athletic director, high school principal, and superintendent that we offer freshmen boys basketball and freshmen girls basketball for the 2017 - 2018 school year. In years to follow, freshmen volleyball may be a consideration if the numbers do not support a freshmen girls basketball team.

X. ACTION ITEMS

- A. Motion by Autrey, supported by Nagle, to approve probationary teaching contracts for Anita Winterhalter, Megan McVannel and Austin Matthews 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 Autrey, to approve the Single Track Showdown Race November 25, 2017, to be held in the School Forest as presented. The course will be appropriately marked and LASD will be a co-insured party to the club's insurance for the event. Ayes: All. Nays: None. Motion: Carries.
- C. Motion by Autrey, supported by Pung, to award Aunt Millies Bakery the bread bid and Prairie Farms the milk bid as written and presented for the 2017-2018 school year. Ayes: All. Nays: None. Motion: Carries.
- D. Motion by Snyder, supported by Autrey, to approve the sale of five (5) buses valued at \$800-\$1,200 each, buses 97, 00-2, 00-A, 99-1, 99-3. Ayes: All. Nays: None. Motion: Carries.
- E. Motion by Thomsen, supported by Autrey, to approve the sale of four convection oven units. Ayes: All. Nays: None. Motion: Carries.
- F. Motion by Autrey, supported by Nagle, to approve the sale of Developmental Reading Kits as presented. Ayes: All. Nays: None. Motion: Carries.

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

XII. ADJOURNMENT - Motion by Autrey, supported by Thomsen, to adjourn the meeting at 7:15. p.m. Ayes: All. Nays: None. Motion: Carries.

Ludington Area Schools
Board of Education
Meeting Minutes August 21, 2017

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

September 18, 2017



Ludington High School

We've had a very successful start to the school year. Our enrollment is slightly up in the high school. We are very pleased with the enthusiasm and dedication of our staff. They are working extremely hard to make sure all students are successful in their classes. We've had many positive comments from parents about the atmosphere in the high school.

LHS college and career readiness scores continue to improve over the last two year.. LHS is committed to reaching every student to ensure they are ready to be successful when they leave our school system. We have several new programs that we will share at our October board meeting at the high school.

- **Oriole Time**- is a mentoring / seminar time for all high school students
- **Academic Center for Excellence in Mathematics**- program designed to support 9th grade students as they transition to the high school
- **Reading and Writing Initiative**- English department using data from PSAT / SAT to help all content areas to support student literacy
- **AP Computer Science**- This is our 9th AP course offering.
- **Work Based Learning Expansion**- We are excited to extend this experience to more of our students. 60 of our students will be engaging in a meaningful work / internship with an area business that fits each individual student's career pathway.

Respectfully Submitted by Dan Mesyar, LHS Principal

Principals' Board Reports

September 18, 2017

O. J. DeJonge Middle School

We could not be more pleased with the upbeat start of the 2017-18 school year. Students seem excited to be back and staff are working hard to assist all students in starting off on the right foot. Our 6th graders are handling the transition well and we are receiving positive feedback from students, families and staff. We continue to take deliberate steps to create a welcoming and supportive culture and climate throughout our school, as well as provide what is needed for staff and students to continuously improve teaching and learning. At the LASD board meeting on Monday evening, Mike and I will share the following initiatives we're pursuing for this school year:

- Focus on building **community**
- Changes to homeroom programming
- New Student Services Office
- New "OJ Reach Out" icon on student iPads
- Professional learning focused on poverty research, and how to effectively instruct and engage all learners
- Three building wide teaching goals and associated professional learning, in the areas of questioning, student talk and learning routines
- *Math Recovery* training
- Instructional coaching support in math
- New Tier II interventions: Math Lab and ELA Lab

~ Respectfully Submitted by Kristi Zimmerman, OJMS Principal

Principals' Board Reports

September 18, 2017

Franklin Elementary School

Franklin started off the year with a team effort to have our building up and running in time to welcome our students and their families back to school. Franklin's new HVAC system has been installed, new carpet has been installed, and the playground had three drains installed to stop erosion. Our Back-To-School night was a great success! Families were able to visit classroom and meet our Franklin staff, and we were able to share with them the academic excellence we strive for as well as the personal attention and care we give to each of our students.

Our focus will be carrying out Franklin's school mission statement which has student-friendly descriptions embedded so that our young learners can know what to expect from school each day at Franklin: *I feel safe and cared for at school. I can share what I've learned. I can set goals for new learning.* These statements are the driving force of life at Franklin School. Franklin staff strives continually to provide the best education and school experience possible.

PBIS expectation training sets the foundation for the school year. We are teaching students to SOAR in all areas of the school by being Responsible, Respectful, and Safe. All staff provide behavior training for each area of the school so expectations are clear to students and modeled for them.



~Respectfully Submitted by Jan Jackoviak, Franklin Principal

Principals' Board Reports

September 18, 2017

Lakeview Elementary

Lakeview Elementary has had a great start to the year! It's always an exciting time for students and staff as they both prepare for the year to come. Students were beaming on the first day and smiling from ear to ear. We welcomed a brand new kindergarten teacher and one new paraprofessional this year and they have been a great fit for our team. We are all looking forward to having a fantastic year together!

PBIS (Positive Behavior Interventions and Support): Our PBIS program is in full swing once again at Lakeview. Each year brings new and exciting work that gets us closer to our ultimate goal of being able to put interventions and supports in place to help students be successful. We completed our first round of location training for students, have started our Monday Morning Assemblies which help us recognize students and create a positive culture, and we have continued to focus on building consistency in all of our processes for acknowledging students, identifying needs, and teaching behavior expectations.

Testing Window: Testing has begun and we are all looking forward to identifying our students strengths and opportunity areas. The data we receive during this window will provide us with the information needed to determine interventions and supports that each child needs and it will also guide instruction in the classroom. Our teachers and interventionists have been training and preparing for their work with students this year and we have high expectations for student growth. With the addition of the Logic of English and Fountas & Pinnell, we hope to help our students achieve even greater success. To culminate our testing period, staff will work together during our data review time to reflect on academic achievement, data trends, and opportunity areas for both staff and students.

2017-2018 Focus: This year our focus at Lakeview Elementary will continue to be building a positive culture for both our students and staff. The PBIS work we are doing will be one of the driving forces behind this focus. Our goal is to create an environment where students and staff can be successful and feel good about the work they do! Staff will be participating in a book study called *Better Conversations* which will also support this work.

~Respectfully Submitted by Amber Kowatch, Lakeview Principal

Principals' Board Reports

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Athletic Report

The fall sports season is off and running. We have a few summer projects finishing up. The pool deck and tiling project has been completed and the girls swim season is in full speed. The athletic boosters helped fund the replacement of the four metal fan shaped backboards in OJ gym with glass rectangular boards. With the sinking fund we have invested in LED lighting at Hawley Gym this will improve game conditions and increase energy savings. Great Lakes Castings have donated nine new nets to the Schoenherr Tennis Center.

MHSAA State tournaments for the fall season are as follows:

Girls Golf- Regionals, Big Rapids

Boys Tennis - Regionals, Ludington

Equestrian- Districts, Ludington

Volleyball - Districts, Kingsley

Soccer - Districts, Hart

Under Spectrum Health Medical Group's Sports Medicine program, Ludington High School receives National Athletic Trainers' Association Safe Sports School Award



Ludington, MI, September 12, 2017—Ludington High School has recently been named one of only 23 high schools in Michigan as the recipient of the National Athletic Trainers' Association (NATA) Safe Sports School award for its Orioles athletic program. The award champions safety, recognizes high schools that provide safe environments for student athletes and reinforces the importance of providing injury prevention and treatment.

“Ludington High School is honored to receive this first team recognition from NATA, and we remain committed to keeping our student athletes safe during physical education classes, team practices and games so they can accomplish their own goals of great competition, winning records, fair sportsmanship and good health. Our goal is to lead our athletics program to the highest safety standards for our players and the Spectrum Health Medical Group's Sports Medicine program is helping us to do just that,” said Randy Fountain, Athletic Director, Ludington Orioles.

“When I first started working with Ludington High School a little over a year ago, I knew I wanted to achieve this award from the NATA,” said Jenn Mroz, Spectrum Health Medical Group's athletic trainer assigned to Ludington Area Schools. “It was about bringing Ludington High School beyond the minimum standards of athlete safety. Working with Randy, we gradually implemented all of the stringent requirements for eligibility. It's a great accomplishment for a high school that only one year ago got a full-time athletic trainer. It shows how committed the school is to our sports medicine program and to providing the very best for their student athletes.”

In order to achieve Safe Sport School status, athletic programs must do the following:

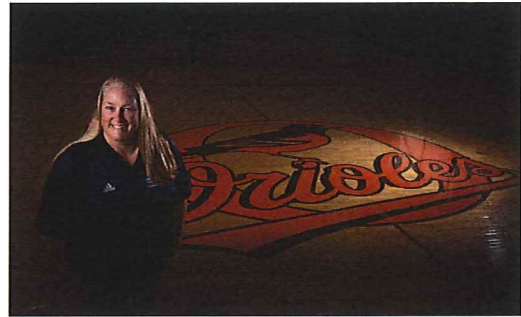
- Create a positive athletic health care administrative system
- Provide or coordinate pre-participation physical examinations
- Promote safe and appropriate practice and competition facilities

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- Plan for selection, fit function and proper maintenance of athletic equipment
- Provide a permanent, appropriately equipped area to evaluate and treat injured athletes
- Develop injury and illness prevention strategies, including protocols for environmental conditions
- Provide or facilitate injury intervention
- Create and rehearse a venue-specific Emergency Action Plan
- Provide or facilitate psychosocial consultation and nutritional counseling/education
- Be sure athletes and parents are educated of the potential benefits and risks in sports as well as their responsibilities

Funding for this award was provided by the Great Lakes Athletic Trainers' Association.



~Respectfully Submitted Randy Fountain, Athletic Director

Informal discussions about school business between individual school board members are not “meetings” under the OMA as long as the content of the one-on-one discussions are not shared with other board members.

Further, Section 3(10) narrows the application of the “meeting” definition by providing that the OMA does not apply to “a meeting which is a social or chance gathering or conference not designed to avoid this act.” However, the OMA provides little direct guidance as to the precise scope of the exception contained in Section 3(10). Nowhere in the act, for example, are the terms “social or chance gathering” or “conference” defined. Thus, the Attorney General has been called on to author several opinions that have interpreted Section 3(10) and clarified the difference between a meeting and a permissible gathering.

Examples of Permissible Gatherings

Conferences and Workshops. A majority of the members of a school board may attend state and national conferences, including MASB seminars and classes, without violating the OMA—if certain prerequisites are met. For example, members of a school board, sufficient in number to constitute a quorum, may attend a conference focused on issues of general concern and intended primarily to provide training or background information, if all three of the following conditions are met:

1. The purpose of the workshop, seminar, or conference must be to consider issues broader than those which affect the particular school district only.
2. The workshop, seminar, or conference must be open to members of other public bodies or to the public generally.
3. The members of the school board must carefully refrain from any collective discussion of matters of public policy while attending the event. 1982 OAG 6074.

Presentations by Groups. Members of a school board may meet with a neighborhood organization or group without meeting OMA requirements as long as the sole purpose is merely to observe or gather information and the school board members in attendance do not make any decisions or hold any deliberations towards arriving at a decision. The board members’ role in this situation is limited to listening to presentations by their constituents or observing demonstrations. But if a gathering designed solely to provide information develops into deliberations on matters of public policy or leads to decisions on matters within the jurisdiction of the public body, the act has been violated. 1978 OAG 5364; 1982 OAG 6074.

Social Gatherings. Social gatherings and genuinely chance meetings are not school board meetings, even if a quorum of board members is present, as long as the school board members in attendance do not deliberate towards or make a decision or discuss school district business. Section 3(10); 1977 OAG 5183. Common examples include holiday parties, graduation ceremonies, student events, or car trips to conferences, as long as there is no discussion of board business by a majority of the board members present.

Political Matters. If members of a school board get together to discuss purely political matters, which are of personal concern (such as their individual election, fundraising, or formation of a campaign committee), they are not considering matters of public policy and, therefore, need not follow the OMA. But if public policy matters are intertwined with political matters, open meeting requirements apply. 1979 OAG 5444.

Examples of Illegal Meetings

Constructive Quorums and Round Robin Communications. Successive nonpublic meetings of subquorum groups intentionally held to avoid complying with the OMA create a “constructive quorum” and violate the OMA. In other words, a constructive quorum is established when discussions between less than a quorum of school board members are communicated to enough other board members so that the total number deliberating constitutes a quorum. For example, in *Booth Newspapers, Inc v Wyoming City Council*, 168 Mich App 459 (1988), two separate meetings were