

LUDINGTON BOARD OF EDUCATION - LUDINGTON AREA SCHOOL DISTRICT
809 E. Tinkham Avenue, Ludington, Michigan 49431 – Phone 231-845-7303

This is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.

Mission: The Ludington Area Schools, in partnership with the community, will achieve excellence in a positive environment where motivation and quality instruction ensure learning and equip students for success in society.

MEETING: Regular Meeting
DATE: October 21, 2024
TIME: 6:00 p.m.
PLACE: Ludington Elementary School, 5771 W. Bryant Road, Ludington, MI 49431

REGULAR MEETING

1. CALL TO ORDER & ROLL CALL
 _ Dr. Bret Autrey _ Steve Carlson _ Mike Nagle _ Stephanie Reed _ Sarah Lowman _ Leona Ashley _ Scott Foster
2. PLEDGE OF ALLEGIANCE
3. AGENDA MODIFICATION
4. SPECIAL PRESENTATION
 - a. Kylee Johnson, LHS Mayor
 - b. Tim Keith, LHS Spanish Teacher, Presenting On Trip to South America
5. CITIZEN PARTICIPATION
6. CONSENT AGENDA
 - a. Ratification of Bill Payment - Per Summary Dated: October 21, 2024
 - b. Approval of Minutes Dated: September 16, 2024 Regular & Special Meetings
 - c. Hiring Approvals & Resignation Acceptances
7. BOARD COMMITTEE REPORTS
 - a. Personnel/Negotiation Committee Report
 - b. Finance Committee Report
 - c. Building/Site Committee Report
8. SUPERINTENDENT'S REPORT & COMMENTS
 - a. Soaring Oriole Award
9. DISCUSSION ITEMS
 - a. First Read Neola Policy Update 39.1
 - b. Bond Project Application and Certificate for Payment #54
 - c. Spanish Trip 2026
 - d. Tennis Court Resurfacing
 - e. Snow Plow Bid
10. ACTION ITEMS
 - a. Bond Project Application and Certificate for Payment #54
 - b. Spanish Trip 2026
 - c. Tennis Court Resurfacing
 - d. Snow Plow Bid
11. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
12. ADJOURNMENT

Official minutes of the Ludington Board of Education are available for public inspection during normal business hours at the Board of Education's Central Business Office, 809 E. Tinkham Avenue, Ludington, Michigan. The Ludington Area School District is an equal opportunity employer and provider. If you are an individual with a disability who is in need of special accommodations to attend or participate in a public meeting please contact Superintendent 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: Dr. Kyle Corlett, Superintendent
RE: Regular Meeting Agenda Notes

CITIZEN PARTICIPATION

Review Board Policy 0167.3: Public Participation at Board Meetings

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

To permit fair and orderly public expression, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings. The rules shall be administered and enforced by the presiding officer of the meeting.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business, or at the discretion of the presiding officer.
- B. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- C. Each statement made by a participant shall be limited to three (3) minutes duration.
- D. No participant may speak more than once.
- E. Participants shall direct all comments to the Board and not to staff or other participants.
- F. The presiding officer may:
 1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
 2. request any individual to leave the meeting when that person does not observe reasonable decorum;
 3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
 5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
- G. The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes, but the timeframe will be extended, if necessary, so that no one's right to address the Board will be denied.
- H. Tape or video recordings are permitted. The person operating the recorder should contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and agrees to abide by the following conditions:
 1. No obstructions are created between the Board and the audience.
 2. No interviews are conducted in the meeting room while the Board is in session.
 3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.
- I. Each Board agenda will include the following statement, "Public participation shall be permitted only as indicated on the order of business."

Revised: January 21, 2019

Legal: M.C.L.A. 15.263(4)(5)(6), 380.1808

Regular Meeting

CONSENT AGENDA

- Hiring Approvals
 - Michaela Newton - Bus Driver
 - Steve Horwoski - Bus Driver
 - Eric Sherman - Student Aide
 - Lindsay Eitniewski - Student Aide
 - Mackenzie Raney - Student Aide
 - Teri Reed - Food Service Aide
 - Grace White - Freshman Girls Basketball Coach
 - Ronald Swanson - LHS Math Teacher
- Resignation Acceptances
 - Melanie Tomaski - Director of Workbased Learning
 - Tiffany Coughlan - Student Aide
 - Jolene Erndtman - Student Aide (end of 2024-2025 school year)
 - Leah Snyder - Student/Library Aide

SUPERINTENDENT REPORT

I will present the monthly Soaring Oriole Award recipient.

DISCUSSION ITEMS

First Read Neola Policy Update 39.1

We will discuss the new Neola policy updates Volume 39 Number 1:

Policy 2264 - Nondiscrimination of the Basis of Sex in Education Programs or Activities (technical correction) (rejected)

An instance of “notice of discrimination” has been changed to “notice of nondiscrimination”.

Policy 3120.08 - Employment of Personnel for Co-Curricular/Extra-Curricular Activities (revised) Public Act 37 makes it necessary to require any individual serving as a high school athletic coach to hold a valid certification in CPR and the use of an AED beginning with the 2025-2026 school year. This policy has been revised to reflect this forthcoming requirement.

Policy 5330.02 - Opioid Antagonists (revised)

This policy has been revised to reference Narcan, to make it easier to find in searches of this manual and miscellaneous grammar/punctuation changes.

Policy 5340 - Student Accidents (revised)

Public Act 36 makes it necessary to develop a cardiac response plan. This policy has been revised to reflect this requirement.

Policy 5500 - Student Conduct (revised)

This policy has been revised to include provisions addressing use of academic honesty and optional provisions addressing use of artificial intelligence.

Policy 7440.03 - Small Unmanned Aircraft Systems (technical correction) (rejected)

This template has been updated to cross-reference the appropriate administrative guideline and miscellaneous corrections to grammar/punctuation.

Policy 7540.09 - Artificial Intelligence (“AI”) (New)

This policy has been added to address the use of artificial intelligence (AI) by district staff and students. We anticipate that this policy will evolve as this tool evolves.

Policy 8321 - Criminal Justice Information Security (Non-Criminal Justice Agency)

(revised)

This policy has been revised to reflect the updated requirements of the Michigan State Police (MSP).

Volume 39, Number 1 - EDGAR/UGG Revisions

The Office of Management and Budget revised several parts of the OMB Guidance for Grants and Agreements, now called the OMB Guidance for Federal Financial Assistance, located in title 2 of the Code of Federal Regulations (CFR). OMB’s revisions are intended to improve Federal financial assistance management, transparency and oversight through more accessible and easily understandable guidance.

Policy 1130/3113/4113 - Conflict of Interest

Policy 6110 - Grant Funds (Uniform Grant Guidance)

Policy 6111 - Internal Controls

Policy 6112 - Cash Management of Grants

Policy 6114 - Cost Principles - Spending Federal Funds

Policy 6325 - Procurement -Federal Grants/Funds

Policy 6550 - Travel Payment & Reimbursement

Policy 7310 - Disposition of Surplus Property

Policy 7450 - Property Inventory

Bond Project Application and Certificate for Payment #54

The bond payment is for \$1,264,267.20 as certified by the architect and construction manager, and as outlined in the Certificate for Payment.

Spanish Trip 2026

Destination: Spain (Madrid, Sevilla, and Costa del Sol w/ 1 day excursion to Morocco)

Dates: June 22-30, 2026

Price: \$5,261

Travel Company: Worldstrides (Same company with which we've traveled on multiple occasions)

Tennis Court Resurfacing

The proposed quote for eight courts to be resurfaced, including crack repair and paint, with Armor Crack Repair by Pro Surfaces for \$84,000.

Snow Plowing Quote

There was one bid, Larsen’s, received for snow removal for the 2024-2025, 2025-2026, and 2026-2027 school year.

ACTION ITEMS

Bond Project Application and Certificate for Payment #54

Board President: We will need a motion to approve the certificate for payment on the school bond project and to authorize the District to pay the certificate for payment in the amount of \$1,264,267.20 as certified by the architect and construction manager, and as outlined in the Certificate for Payment.

Motion by Member _____, to approve the certificate for payment on the school bond project and to authorize the District to pay the certificate for payment in the amount of \$1,264,267.20 as certified by the architect and construction manager, and as outlined in the Certificate for Payment.

Support by Member _____.

VOTE: (Y/N) Dr. Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Sarah Lowman (Y/N) Scott Foster. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

Spanish Trip 2026

Board President: We will need a motion to approve the LHS Spanish group's trip to Spain in 2026 as presented.

Motion by Member _____, to approve the LHS Spanish group's trip to Spain in 2026 as presented.

Support by Member _____.

VOTE: (Y/N) Dr. Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Sarah Lowman (Y/N) Scott Foster. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

Tennis Court Resurfacing

Board President: We will need a motion to approve the resurfacing of eight tennis courts by Pro Surfaces for the proposed amount of \$84,000.

Motion by Member _____, to approve the resurfacing of eight tennis courts by Pro Surfaces for the proposed amount of \$84,000.

Support by Member _____.

VOTE: (Y/N) Dr. Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Sarah Lowman (Y/N) Scott Foster. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

Snow Removal

Board President: We will need a motion to approve the snow plow bid from Larsen's Landscaping, LLC as presented.

Motion by Member _____, to approve the snow plow bid to Larsen's Landscaping, LLC as presented.

Support by Member _____.

VOTE: (Y/N) Dr. Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Sarah Lowman (Y/N) Scott Foster. AYES: ____ NAYES: ____ MOTION: Passes / Fails.