

**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 comment 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 18, 2021  
**TIME:** 6:00 p.m.  
**PLACE:** Ludington High School, Peterson Auditorium  
 508 North Washington Avenue, Ludington, Michigan

1. CALL TO ORDER & ROLL CALL  
 Steve Carlson   Bret Autrey   Mike Nagle   Stephanie Reed   Josh Snyder   Leona Ashley   Scott Foster
2. PLEDGE OF ALLEGIANCE
3. AGENDA MODIFICATION
4. CITIZEN PARTICIPATION \*  
 "Public participation shall be permitted only as indicated on the order of business."
5. CONSENT AGENDA
  - a. Ratification of Bill Payment - Per Summary Dated: October 18, 2021
  - b. Approval of Minutes Dated: September 20, 2021 Regular, Special & Closed
6. BOARD COMMITTEE REPORTS
  - a. Finance Committee Report
  - b. Building/Site Committee Report
  - c. Personnel/Negotiation Committee Report
7. BUSINESS MANAGER'S REPORT
8. INTERIM SUPERINTENDENT'S REPORT/COMMENTS
  - a. Recognition of October as Principal's Month
9. DISCUSSION ITEMS
  - a. Enrollment Update
  - b. Solicitation of Bids for Foster School
  - c. Health Liaison Position
  - d. Safety Mitigation Plan
10. ACTION ITEMS
  - a. Elementary Bond Project Application and Certificate for Payment #18
  - b. Resolution to Solicit Bids on Foster School Property
  - c. Approval of Final Construction Cleaning Bid Award
  - d. Purchase of Transit Vans
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 Interim Superintendent Dr. Peg Mathis 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. Peg Mathis, Interim Superintendent  
RE: Regular Meeting Agenda Notes

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## 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**

### **DISCUSSION ITEMS**

#### **Enrollment Update**

We will give an update on count day enrollment numbers.

#### **Solicitation of Bids for Foster School Property**

We will discuss the process for solicitation of bids for Foster School.

### **ACTION ITEMS**

#### **Elementary Bond Project Application and Certificate for Payment #18**

We will need an action item at the Board meeting to approve the certificate for payment on the elementary school bond project and to authorize the District to pay \$1,631,101.30, as certified by the architect and construction manager, and as outlined in the Certificate for Payment. The certified pay application has been shared with the Board.

#### **Solicitation of Bids Foster School Property**

The district has been working with Thrun Law Firm to develop a formal process for soliciting bids for the sale of Foster Elementary School. We will discuss an appropriate timeline for the bid window, as well as the authorizing resolution that the board could take action on as soon as this Monday to move forward with this process.

#### **Approval of Elementary Final Cleaning Bid Award**

The Christman Company has solicited pricing for the final clean of Ludington Elementary School before the building is occupied. We were only able to find two responsive bidders for this scope of work after sharing proposals with seven (7) different vendors. The District has received bid proposals from Star Cleaning and Green Cleaning, and Star Cleaning provided the low bid. It is the recommendation of The Christman Company and the District that we proceed with awarding this scope of work to Star Cleaning in the amount of \$25,550.00.

#### **Purchase of Transit Vans**

We will discuss the need to purchase two (2) 10-passenger transit vans to support smaller athletic and other group needs. There are multiple small student groups that could be transported using a 10-passenger van instead of a bus, and would result in savings to the district. This also provides the district with the flexibility to transport a group of students with an employee that has a chauffeur license instead of a CDL.