

**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 16, 2019  
**TIME:** 6:00 p.m.  
**PLACE:** Administration Office, 809 East Tinkham Avenue, Ludington, Michigan 49431

1. CALL TO ORDER & ROLL CALL
  - ☐ Steve Carlson ☐ Kelly Thomsen ☐ Bret Autrey ☐ Mary Jo Pung ☐ Mike Nagle ☐ Stephanie Reed ☐ Josh Snyder
2. PLEDGE OF ALLEGIANCE
3. AGENDA MODIFICATION
4. CITIZEN PARTICIPATION
5. CONSENT AGENDA
  - a. Ratification of Bill Payment - Per Summary Dated September 16, 2019
  - b. Approval of Minutes Regular, Special & Closed August 19, 2019; Special & Closed August 28, 2019
  - c. Approval of Oriole Work Based Learning Academy Programming & Curriculum
6. BOARD COMMITTEE REPORTS
  - a. Finance Committee Report September 12, 2019
  - b. Personnel/Policy Committee Report September 13, 2019
  - c. Building & Site Committee Report September 13, 2019
7. PRINCIPAL'S REPORTS-OJ DeJonge Middle School Report by Mike Hart/Abby Schaperkotter
8. BUSINESS MANAGER'S REPORT - District Out of Formula Tracking Tool - Jesse Rickard
9. SUPERINTENDENT'S REPORT & COMMENTS
  - a. Opening Day and Current Enrollment Update
  - b. Update on the State School Aid Budget
  - c. Spring 2019 State Assessment Scores (SAT, PSAT, and M-STEP)
  - d. Student Honored as 2020 National Merit Semifinalist
10. DISCUSSION ITEMS
  - a. GMB Schematic Design Presentation
  - b. Bond Project Update: Site Development and Mechanical Systems
  - c. Timber Sale Management Proposal: Ecosystems Management, LLC
  - d. Tour of Foster Elementary School / Marketing of Buildings
  - e. School Food Service / Acoustical Consultant Proposals
11. ACTION ITEMS
  - a. Spectrum Health Professional Services Contract Renewal 2019-2020
  - b. Approval of Mechanical System Type for Elementary School
  - c. Single Track Showdown Race Approval
12. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
13. ADJOURNMENT

Official minutes of the Ludington Board of Education are available for public inspection during normal business hours at the Board of Education's Administration 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

**FROM:** Jason Kennedy, Superintendent

**RE:** Regular Meeting ~ Agenda Notes

---

## Regular Meeting

### **BUSINESS MANAGER REPORT**

#### **District Out of Formula Tracking Tool**

Jesse Rickard will provide an overview of what it means for a district to be in formula funded versus out of formula funded and the difference between the two. He has developed a tracking tool that allows the District to project the per pupil foundation amount and enrollment needed based on several assumptions associated with increases in the taxable value of the District. He will provide a general overview at the Board meeting on Monday, September 16, 2019.

### **SUPERINTENDENT'S REPORT & COMMENTS**

#### **Opening Day Enrollment Update**

We will discuss enrollment on opening day and where our enrollment currently stands, with an understanding that pupil membership count day is not until the first Wednesday in October. It is important to recognize that there are always fluctuations in enrollment between opening day and the pupil membership count; however, this is a great sign for the District. The audited fall 2018 pupil membership count was 2,107, and the District budgeted a blended enrollment count of 2,108 for the fall 2019 pupil membership count. On opening day, the District's enrollment was 2,172, and as of September 11, 2019, the District's enrollment was 2,175. This is an improvement in enrollment of 67 students. The District will remain cautiously optimistic of this improvement until the fall 2019 pupil membership count has taken place and the numbers have been audited.

#### **Update on the State School Aid Budget (Source: MASA)**

On Thursday of this week, the Conference Committee for HB 4242, the State School Aid budget, acted on the Conference Report (CR). This bill was crafted, reportedly, without the input of the governor's office. There are a lot of details in the budget that will need to be sorted through yet, but below is an overview of a few key points in the CR. A Conference Report cannot be amended on the floor, so this is the document that legislators are expected to vote on next week. Unless negotiations resume between the House, Senate, and the Governor, this is presumed to be the budget that will be sent to Governor Whitmer's desk for consideration.

- \$120-\$240 per-pupil (2X foundation allowance increase)
- \$5 million increase for at-risk, but penalty language for redirection of funds is maintained
- \$30 million increase for special education, raising reimbursement by 1%
- Cyber schools maintain their current foundation allowance
- \$14 million increase for literacy coaches, but maintains a local match requirement
- The CR does not include a high school per-pupil premium
- \$10 million increase for English language learner grants, bringing the total to \$16 million

On Friday afternoon, about one-hundred (100) superintendents, including myself, participated in a

teleconference town hall meeting with Governor Whitmer to review her stance on the CR, to hear from her personally, and to gain a better understanding of where she stands on the State School Aid budget. If presented to her as above, the governor stated that she is likely to approve the per pupil funding allocation as outlined; however, there may be some line items that tie directly to vendor driven projects or special interests that may be subject to line item veto. If this holds true, this budget would represent a per pupil foundation allowance increase of \$60 over what was budgeted by the District in June 2019.

### **Spring 2019 State Assessment Scores (SAT, PSAT, and M-STEP)**

The Spring of 2019 State Assessment Scores have been released from embargo, and a presentation will be provided to the Board of Education outlining the performance of our students on the M-STEP, PSAT, and SAT assessments. Once again, LASD continues to outperform local, state, and national averages on these assessments, and the District has a lot to be proud of and celebrate, while we continue to make improvements and strive for continual growth in instructional excellence.

### **Student Honored as 2020 National Merit Semifinalist**

Ludington High School Senior Charlotte Glanville has been named a 2020 National Merit Semifinalist. She is the only area student to earn this honor. High school students enter the National Merit Program by taking the Preliminary SAT/National Merit Scholarship Qualifying Test. This serves as the initial screen of approximately 1.6 million entrants each year. Of those entrants, approximately 50,000 students with the highest PSAT/NMSQT® Selection Index scores qualify for recognition in the National Merit® Scholarship Program. Then, about 16,000 students, or approximately one-third of the 50,000 high scorers, are notified that they have qualified as Semifinalists. To be considered for a National Merit® Scholarship, Semifinalists must advance to Finalist standing in the competition by meeting high academic standards, along with various other requirements. In February, approximately 15,000 semifinalists will be notified that they have advanced to Finalist standing. High school principals are notified and provided with a certificate to present to each Finalist. Beginning in March and continuing to mid-June, approximately 7,500 Finalists will be notified that they have been selected to receive a Merit Scholarship® award. The District will invite Charlotte and her family to a board meeting in the spring to recognize her accomplishment. We wish her the best of luck as she continues through this process as one of the very best students in the nation!

## **DISCUSSION ITEMS**

### **Bond Project Update: Site Development and Mechanical Systems**

Meetings were held with GMB to review site development plans on September 6, 2019 and mechanical systems on September 11, 2019. The first meeting focused on finalizing the square footage needed to carry out the schematic design as approved by the Board, and the second meeting focused on a discussion around a cost and benefit analysis of a geothermal system versus a more traditional HVAC system. Installation of a geothermal system would be at a premium cost of an additional \$1.1 million dollars. This system was not a part of our original budget estimates used to develop our original plans.

### **GMB Schematic Design Presentation**

We will review the bond schematic design deliverable that has been presented to the District by GMB Architecture and Engineering. GMB is on track with a September 20th deliverable date to provide the finalized schematic design package to the Christman Company so that the first budget check can be completed. Completion of the schematic design package essentially locks down the

square footage of the building and the major adjacencies of spaces in relation to one another, and allows us to move into the next phase of design.

### **Timber Sale Management Proposal: Ecosystems Management, LLC.**

The District has worked closely with Dr. Josh Shields, an outreach forester with the Manistee and Mason-Lake Conservation Districts. The District will contract with Jack Boss, a wildlife biologist from Ecosystems Management, LLC to manage the sale of timber from the Outcalt Property where the elementary school complex will be built. Ecosystems Management, LLC (EM) is also assisting the District in writing a Forest Stewardship Management Plan through grant support from the Michigan Department of Natural Resources. EM will manage the timber sale with a range of fees depending upon the gross timber sales. If the gross timber sale is less than \$10,000, the fee for managing the timber sale will be \$1,500. If the timber sale exceeds \$15,000, the fee for managing the timber sale will not exceed \$2,250. The work will also include a \$300 retainer fee to cover time and expenses associated with tree marking, as well as making a determination of an estimated wood volume and standing timber valuation. EM will prepare and circulate a timber sale notice, soliciting bids from at least eight (8) prospective timber buyers in western lower Michigan. EM will also coordinate the development of a contract between the District and the timber buyer, and will conduct at least three oversight inspections during the harvest operation.

If the surveyor is able to flag the section of land where the elementary site complex is to be built by September 20, 2019, Ecosystems Management, LLC will begin to paint mark the select harvest trees within the proposed elementary school area between September 20 and 24, 2019. If not, EM will mark the trees immediately after October 3, 2019. This will then allow EM to determine an estimated wood volume and timber sale valuation so that the timber sale announcement can be publicly distributed seeking bids. The site clearing must be completed no later than March 15, 2020 for us to stay on schedule for a spring 2020 ground breaking.

### **Tour of Foster Elementary School / Marketing of Buildings**

Craig Patterson, Senior Vice President with Woda Cooper Companies, Inc., toured Foster Elementary School on Thursday, September 12, 2019. Craig contacted the District and stated that his company is interested in the property because they want to develop affordable workforce housing in Ludington. Craig shared that his company has done similar school historical preservation and adaptive reuse projects in Michigan, including Portland, Durand, and Corunna. In the coming months, the District will begin developing a marketing plan for the buildings once they become vacant so that interested parties may submit proposals to the District.

### **School Food Service / Acoustical Consultant Proposals**

Based on the size and scope of our project, GMB Architecture and Engineering has recommended that we engage a food service consultant and an acoustical consultant to help with the design and specification of the kitchen and acoustical equipment. The food service consultant would be responsible for producing design concepts for the kitchen/serving layout and would provide open specifications for all food service equipment that would be bid as part of the Christman Company's construction package. The consultant would also help to provide budgeting for the associated equipment layouts. The company would not be the same company that would purchase and install the equipment. GMB will develop an RFP process to seek bids from these consultants.

### **ACTION ITEMS**

#### **Spectrum Health Professional Services Contract Renewal 2019-2020**

We will discuss the renewal of the contract for Professional Services with Spectrum Health. The contract for these services is \$9,000, and remains the same cost as in the previous school year. The School Health Program includes, but is not limited to: Spectrum Health providing a local nurse who does staff training (CPR/BLS/First aid/AED, etc.), medication administration training, and any other trainings deemed pertinent, Spectrum Health providing a local nurse who supplies the district

with Narcan and epi pen training and provides assistance in developing and coordinating any student health care plans (seizure disorders, type 1 diabetics, etc.), recommends and assists in the implementation of any school health changes related to programs or facilities, and provides access to the nurse hub via telephone call or virtual visits to manage and assist with the daily health needs of students. It is my recommendation that this contract be continued and approved, as they are providing outstanding service to the District at an outstanding price and benefit to our students and families.

### **Approval of Mechanical System Type for Elementary School**

A recommendation will be made to approve the mechanical system type for the new elementary school that the Board would like to pursue as part of the schematic design phase of the project at Monday's Board meeting. It is important to select the system type that the District will pursue so that as we enter into the design development phase of the project, accurate budgeting and design can be completed. Each type of system (geothermal system vs. traditional boiler/chiller system) requires different design elements.

### **Single Track Showdown Race Request**

The Shoreline Cycling Club is seeking approval again this year to use the school forest for the Club's race on November 30, 2019. This is the seventh year for the event, and it raises money to support grooming the trails in the forest during the winter months. The school is a named insured party up to 1,000,000. It is my recommendation that the Board approve the Club's usage of the school forest for this event.