

NOTICE OF PUBLIC MEETING

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 School District, in partnership with parents and community, will educate and empower students to adapt and succeed in their future.

MEETING: Regular Meeting
DATE: April 16, 2018
TIME: 6:00 p.m.
PLACE: Foster Elementary School, 505 E. Foster Street, Ludington, Michigan

AGENDA

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 April 16, 2018
 - b. Approval of Minutes – Regular & Closed Meeting March 19, 2018
 - c. MHSAA Cooperative Hockey Agreement Renewal
 - d. Contracted Service Agreement - Temporary MS Student Services Coordinator
5. BOARD COMMITTEE REPORTS
 - a. Finance/Negotiation Committee Report April 11, 2018
 - b. Personnel/Policy Committee Report April 13, 2018
 - c. Building & Site Committee Report April 13, 2018
6. PRINCIPALS' REPORTS - Brian Dotson, Foster Elementary Principal
7. BUSINESS MANAGER'S REPORT - Budget Proposal Comparison (Governor, House, and Senate)
8. SUPERINTENDENT'S REPORT and COMMENTS
 - a. Preschool and Kindergarten Roundup
 - b. M-STEP, PSAT, and SAT Assessments
 - c. Michigan School Index System - School Accountability
 - d. Staff Appreciation: Week of May 7-11, 2018
9. DISCUSSION ITEMS
 - a. BPA Travel Request National Competition
 - b. NEOLA Policy Update - Volume 32, Number 2
 - c. School Safety Update (Access Control Intercoms, Response to Questions at School Safety Forum)
 - d. Use of Contraband Detection Canines
 - e. Next Steps: Facilities Improvement Plan
10. ACTION ITEMS
 - a. WSESD 2018/2019 General Fund Budget Resolution
 - b. Annual Audit - Year Ending June 30, 2018
 - c. Competitive Bids for Tennis Court Resurfacing Project
 - d. Competitive Bids for Video Monitoring System Upgrades - Technology Bond Purchase
 - e. BPA Travel Request Nationals Competition
 - f. Tuition Rate (Section 6 Non-Resident Students); School of Choice 2018/2019
 - g. Closed Session Pursuant to OMA Section 8(c)~Collection Bargaining Strategy
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 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

- **MHSAA Cooperative Hockey Agreement Renewal 2018-2020** ~ We plan to continue the cooperative hockey program we have established with surrounding schools. This program has been very successful for many years and continues to be a viable sport for many athletes in Ludington and in the surrounding area. The team consists of members from 5 schools, the members of the cooperative are Manistee, Ludington, Mason County Central, Manistee Catholic and Hart. The two year agreement is due for renewal this year.
- **Contracted Service Agreement** ~ Jon Erickson, Middle School Student Services Coordinator, temporary position through the remainder of the 2017-2018 school year.

BUSINESS MANAGER'S REPORT

Budget Proposal Comparison (Governor, House, and Senate)

We will discuss the preliminary budget proposals that have been released from the State Executive Budget Office (Governor), the House of Representatives, and the Senate.

SUPERINTENDENT'S REPORT

Preschool and Kindergarten Roundup

Preschool roundup will take place on April 26, 2018 at 6:00 PM. Kindergarten roundup took place at Lakeview Elementary School on April 11, 2018 at 6:00 PM. Families met in the gymnasium for a presentation led by Mrs. Kowatch, Mrs. Jackoviak, and Ms. Wilsey. After the presentation, families attended a presentation in one of our classrooms to learn more about what it is like to be a kindergarten student, as well as the expectations of school. Families also completed enrollment paperwork and had an opportunity to have copies made of the required enrollment documentation. The numbers were slightly down, as expected because of the lower than average pre-school enrollment this year; however, we will continue to work with families to get students enrolled in these programs for next year.

M-STEP, PSAT, and SAT Assessments

The state assessment calendar will be reviewed with to the Board for all statewide summative assessments required of schools. A special thank you goes out to our technology department, all of our testing coordinators, our teaching and support staff, and our administrators for all of their hard work to help make the testing process a huge success, as a tremendous amount of coordination and effort has gone into preparing for all of our M-STEP, PSAT, and SAT testing.

Michigan School Index System - School Accountability

We will discuss the release of the Michigan School Index System, which is the state's new accountability system for schools. The index can be found online.

Staff Appreciation Week of May 7-11th

The week of May 7-11, 2018 marks the celebration of Staff Appreciation Week in schools throughout the country. I want to take a minute to thank all of our staff for the countless hours of hard work that is put forth on behalf of the success of our students.

DISCUSSION ITEMS

BPA Travel Request for Nationals Competition

Mr. Hart will introduce students who have qualified for the national Business Professionals of America (BPA) competition in Texas. Nathan Biggs and Aiden Mueller qualified to compete in the Digital Game Design using our Coding 4 Kids program, and each student will also compete in Financial Literacy. Ludington students took half of all rankings at the state competition. A huge part of the success of our program is the community service and fundraising projects that are done in Ludington that help prepare our students for success.

Adrian Salazar will be competing in Extemporaneous Speech. As a sixth grader, he did an amazing job and will be going up against 7th and 8th grade students!

The high school chapter was recognized and honored to receive the Ambassador Torch Award; the highest honor a student can receive as a member of BPA. Also, students are being honored for service. All students will be taking open event competitions, serving as BPA interns, are enrolled in workshops, and will be exposed to a great deal of information regarding business leadership at this conference.

Eleven total students qualified for the competition and conference; while six have expressed interest in attending the event. The National Leadership Conference is the culmination of the BPA year filled with hard work and dedication put into competitions, Torch Awards, leadership development, service, and more. The event will be held from May 9-13, 2018 in Dallas, Texas. Melanie Tomaski will be available to discuss the travel plans for students.

NEOLA Policy Update - Volume 32, Number 2

0143.1 - Public Expression of Board Members: This update is optional, but serves as a reminder that social media communications, whether on the District's network or on a private network, may be subject to the provisions of the Open Meetings Act.

1421/3121/4121 - Criminal History Record Check: This policy has been revised to include accessibility and confidentiality provisions of policy 8321, and should be adopted to maintain compliance with MSP and FBI requirements.

4162 - Controlled Substances and Alcohol Policy for Commercial Motor Vehicles: This policy has been revised to comply with Federal regulations that went into effect in January 2018. The regulations specify which substances must be tested, and broadens the scope of the policy to include employees who perform safety sensitive functions, as opposed to drivers only.

5111 - Eligibility of Resident / Nonresident Students: This policy has been revised to reflect Federal regulation changes to enrollment procedures and requirements. The policy details the communication and notification requirements, as well as alternate documents that can verify age and residency requirements.

7540.02 - Web Accessibility, Content, Apps, and Services: This policy has been replaced by entirely new language that governs web accessibility, web content, apps, and services to reflect the growing number of compliance requirements placed upon Districts.

8321 - Criminal Justice Information Security: This policy has been revised to include the latest revisions to the information security required of criminal history records information (CHRI) that is required by the FBI and the MSP.

School Safety Update

In response to concern expressed at the community safety forum, the District acted quickly to seek quotes from multiple companies who were able to work within the spring break time frame provided to the vendors to complete this project. Windemuller (Wayland, MI) submitted a quote to LASD in the amount of \$15,570, Brooks Security (Baldwin, MI) submitted a quote to LASD in the amount of \$18,242.60 for the door stations and master station for the intercom system, plus an additional quote for \$26,440 which would add key card door access panels. The District

also contacted West Coast Integration (Mears, MI). The District used Windemuller to install six (6) Aiphone Intercom Door Access Control Systems, one at the main entrance to each of the instructional buildings in the District.

Use of Contraband Detection Canines

Board of Education policy 5771, Search and Seizure, states: “The Board also authorizes the use of canines, trained in detecting the presence of drugs or devices, when the Superintendent has reasonable suspicion that illegal drugs or devices may be present in a school.” After reviewing staff and community input, and in a manner consistent with the continual improvement of safety protocols put in place in our schools, it is the recommendation of the superintendent that we enter into an agreement with Interquest Detection Canines for the random inspection of our school property, according to Board of Education policy. Interquest Detection Canines are passive alert trained canines that detect firearms, ammunition, explosives, prescription and illegal drugs, and alcohol.

A web link to learn more about the school based services that Interquest Detection Canines offers can be found by clicking on the following link: <http://interquestk9.com/school-services/>

Next Steps: Facilities Improvement Plan

A meeting has been scheduled between myself and Dan Lamore at Christman Construction and Jeff Hoag at GMB Architecture and Engineering to discuss the preliminary facilities study outline. The following schedule outlines the remaining dates and times to complete the facilitation of the Think Tank process and development of the facilities assessment.

April 25, 2018	4:00 PM - 5:30 PM	LHS Library	Update community on facilities study progress; Present draft recommendations and begin developing facilities plan.
May 9, 2018	4:00 PM - 5:30 PM	LHS Library	Refine draft recommendations into a plan that can be presented to the Board and the community.
Week of May 14, 2018	7:00 AM	CBO Board Room	Presentations to the Board of Education Committees; Refine plan with Board input.
May 21, 2018	6:00 PM	CBO Board Room	Presentation of the plan and recommendations to the Board.

ACTION ITEMS

WSESD 2018/2019 General Fund Budget Resolution

The 2018 - 2019 General Fund Budget for West Shore Educational Service District (WSESD) has been reviewed. Constituent districts must approve the ESD budget each year. It is my recommendation that the Board of Education approve the 2018 -2019 General Fund Budget for WSESD.

Annual Audit - Year Ending June 30, 2018

We will discuss the letter of understanding between Ludington Area Schools and Hungerford Nichols, the District’s Auditing Firm. The Board Treasurer will be required to sign the letter of understanding to move the process forward. The audit will take place according to the following timeline:

Pre-Audit Meetings: May 17 and May 18, 2018

Final Audit Meetings: August 6 and 7, 2018

The engagement administration, costs, and fees are outlined within the letter of understanding provided by Hungerford Nichols. It is my recommendation that we continue to use the auditing services of Hungerford

Nichols and that Treasurer Autrey be authorized to sign the letter of engagement on behalf of the Board of Education.

Competitive Bids for Tennis Court Resurfacing Project

We will need a motion to approve a contract with Racquet Sports in the amount of \$32,540 to complete the work as outlined in the bid response, and presented to the Board.

Video Monitoring System Upgrades - Technology Bond Purchase

We will need a motion to approve a contract with ElectroMedia of Spring Lake, Michigan in the amount of \$73,892.00 for the Video Monitoring System to be paid with funds from bond proceeds.

BPA Travel Request for Nationals Competition

We will need a motion to approve the request for students from OJ DeJonge Middle School and Ludington High School who qualified to travel to the national Business Professionals of America competition in Dallas, TX from May 9-13, 2018.

Tuition Rate (Section 6 Non-Resident Students)/School of Choice 2018/2019

By state law, tuition cannot be charged for non-resident students under Section 105 or 105c, Schools of Choice. However, also required by state law, tuition must be charged to non-resident students who are released by their resident district after the Section 105 or 105c, Schools of Choice application deadline has passed. These are called Section 6 non-resident students.

“Motion to accept School of Choice students and set the tuition charge for Section 6 non-resident students, as accepted by the Ludington Superintendent of Schools and released by their resident district, at \$1.00 per student for the 2018/2019 school year; such tuition due and payable upon final acceptance for attendance in the Ludington Area Schools.”

RATIFICATION OF BILL PAYMENT

April 16, 2018

Period: 3/15/2018 through 4/11/2018

GENERAL OPERATING FUND

Payroll 03/16/18	620,163.43
Payroll 03/30/18	<u>572,836.09</u>

Total Payroll	1,192,999.52
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Bills (03/15/18 through 04/11/18)	<u>2,425,883.09</u>
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TOTAL GENERAL OPERATING FUND	3,618,882.61
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TOTAL ATHLETIC FUND	7,523.16
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Bills (03/15/18 through 04/11/18)	
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TOTAL LUNCH FUND	22,393.27
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Bills (03/15/18 through 04/11/18)	
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GRAND TOTAL ALL FUNDS	3,648,799.04
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Bills (03/15/18 through 04/11/18)	
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**LUDINGTON AREA SCHOOLS
BALANCE SHEET
For the Month Ending March 31, 2018**

<u>Assets</u>	<u>Current Year</u>
Savings/Checking Accounts	\$ 294,297
Investments	\$ 4,855,879
Taxes Receivable	\$ -
Accounts Receivable	\$ 25,700
Due From Other Funds	\$ 30,858
Capital Projects Receivable	\$ -
Inventory	\$ -
Prepaid Expenses	\$ 24,347
Other Expenses	\$ -
Total Assets	<u>\$ 5,231,081</u>
<u>Liabilities and Fund Equity</u>	
Liabilities:	
Accounts Payable	\$ -
Payroll Liabilities	\$ -
Accrued Expenses	\$ -
Due to Other Funds	\$ 15,175
Due to Other Governmental Units	\$ 525
Deferred Revenue	\$ -
Note Payable	\$ -
Total Liabilities	<u>\$ 15,700</u>
Fund Equity:	
Inventory (Reserved)	\$ -
Other Fund Balance	\$ 5,215,381
Total Fund Balance	<u>\$ 5,215,381</u>
 Total Liabilities and Fund Equity	 <u>\$ 5,231,081</u>

Prepared by the Business Office

**LUDINGTON AREA SCHOOLS
GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES
For the Month Ending March 31, 2018**

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Local	\$ 15,416,276	\$ 15,045,966	\$ 370,310	97.60%	97.90%
Intermediate	\$ -	\$ -	\$ -	0.00%	0.00%
State	\$ 4,348,142	\$ 2,273,815	\$ 2,074,327	52.29%	54.03%
Federal	\$ 687,500	\$ 271,467	\$ 416,033	39.49%	40.08%
Transfers	\$ 571,300	\$ 231,025	\$ 340,275	40.44%	46.98%
Total Revenue	\$ 21,023,218	\$ 17,822,273	\$ 3,200,945	84.77%	84.55%
 EXPENDITURES:					
Instruction/Basic	\$ 10,545,960	\$ 6,685,303	\$ 3,860,657	63.39%	63.92%
/Added Needs	\$ 3,217,591	\$ 2,120,256	\$ 1,097,335	65.90%	67.23%
/Unclassified	\$ -	\$ -	\$ -	0.00%	0.00%
Support Service/Pupil	\$ 808,453	\$ 551,042	\$ 257,411	68.16%	75.93%
/Instructional	\$ 542,539	\$ 365,715	\$ 176,824	67.41%	61.40%
/Gen. Admin.	\$ 385,888	\$ 267,625	\$ 118,263	69.35%	80.41%
/School Admin.	\$ 1,530,365	\$ 1,152,920	\$ 377,445	75.34%	76.96%
/Business	\$ 427,248	\$ 400,963	\$ 26,285	93.85%	76.50%
/Oper. & Maint.	\$ 1,687,402	\$ 1,237,561	\$ 449,841	73.34%	73.36%
/Transportation	\$ 834,641	\$ 612,197	\$ 222,444	73.35%	74.24%
/Central Services	\$ 282,625	\$ 158,078	\$ 124,547	55.93%	75.84%
/Athletics	\$ 641,204	\$ 540,813	\$ 100,391	84.34%	70.16%
/Comm Services	\$ 111,084	\$ 77,329	\$ 33,755	69.61%	77.32%
/Transfers	\$ 47,365	\$ 45,700	\$ 1,665	0.00%	93.35%
Total Expenditures	\$ 21,062,365	\$ 14,215,502	\$ 6,845,198	67.49%	68.52%
Excess of Revenue over Expenses		\$ 3,606,771			
 Estimated Fund Balance 6/30/17	 \$ 1,526,708	 \$ 1,608,610			
 Ending Fund Balance	 \$ 5,133,479	 \$ 5,215,381			

Prepared by the Business Office

LUDINGTON AREA SCHOOLS
Building and Site Funds
STATEMENT OF REVENUES AND EXPENDITURES
For the Month Ending March 31, 2018

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Tax Revenue Sinking	\$ 317,725	\$ 308,907	\$ 8,818	97.22%	99.88%
Interest Sinking Fund	\$ 500	\$ 195	\$ 305	39.00%	60.25%
Sale of Bonds	\$ -	\$ -	\$ -	0.00%	0.00%
Other	\$ -	\$ -	\$ -	0.00%	0.00%
Total Revenue	\$ 318,225	\$ 309,102	\$ 9,123	97.13%	99.83%
 EXPENDITURES:					
Equipment	\$ -	\$ -	\$ -	0.00%	0.00%
Construction Sinking	\$ 328,000	\$ 327,146	\$ 854	99.74%	102.52%
Total Expense	\$ 328,000	\$ 327,146	\$ 854	99.74%	102.52%
Fund Balace 6/30/17	\$ 27,404	\$ 31,614			
Ending Fund Balance	\$ 13,570				

Prepared by the Business Office

LUDINGTON AREA SCHOOLS
Technology Fund
STATEMENT OF REVENUES AND EXPENDITURES
For the Month Ending March 31, 2018

	Budget	year to date	Balance	% spent	Prior Year YTD %
REVENUES:					
Tax Revenue	\$ -	\$ -	\$ -	0.00%	0.00%
Interest	\$ 5,000	\$ 7,059	\$ (2,059)	0.00%	117.38%
Sale of Bonds	\$ -	\$ -	\$ -	0.00%	0.00%
Transfers	\$ -	\$ -	\$ -	0.00%	0.00%
Total Revenue	\$ 5,000	\$ 7,059	\$ (2,059)	141.18%	117.38%
EXPENDITURES:					
Closing Costs Bonds	-	\$ -	\$ -	0.00%	0.00%
Planning	80,000	\$ 61,832	\$ 18,168	8.40%	46.03%
Equipment	164,500	\$ 156,746	\$ 7,754	0.00%	20.74%
Construction	12,500	\$ -	\$ 12,500	0.00%	4.37%
Total Expense	257,000	\$ 218,578	\$ 38,422	85.05%	22.51%
Fund Balance 6/30/17	\$ 3,163,269	\$ 3,408,421			
Ending Fund Balance		\$ 3,196,902			

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	15,583,512	16,309,146	16,765,422	17,384,855	17,822,273	-	-	-
% Budget	1.40%	5.50%	40.19%	72.76%	75.50%	79.01%	79.75%	82.69%	84.77%	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	6,519,978	8,197,769	10,234,739	11,957,652	14,215,502	-	-	-
% Budget	2.5%	4.8%	14.7%	23.6%	31.4%	39.5%	48.6%	56.8%	67.5%	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	7,958,985	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 March 19, 2018

REGULAR MEETING

I. Call to Order & Roll Call

Board President Steve Carlson called the meeting to order at 6:00 p.m., at Franklin Elementary School, 7221 East Anderson Street, Ludington, Michigan.

Members Present: Steve Carlson, Bret Autrey, Mary Jo Pung,
Mike Nagle, Stephanie Reed, Josh Snyder

Members Absent: Kelly Thomsen

II. Agenda Modification - None to report.

III. Citizen Participation - Mark Tenant addressed the board regarding the student walkout on March 14, 2018.

IV. Consent Agenda

A. Ratification of bill payment per summary dated March 19, 2018

- General Operating Fund Total \$1,864,395.44
- Athletic Fund Total \$8,181.72
- Lunch Fund Total \$38,275.40
- Total All Funds \$1,910,852.56

B. Approval of minutes for the Regular Meeting February 19, 2018

Motion by Autrey, supported by Reed, to approve the consent agenda as written and presented. Ayes: All. Nays: None. Motion: Carries.

V. Board Committee Reports

A. Bret Autrey gave the Finance Committee report for March 14, 2018. The committee discussed the following topics: the sinking fund projects, looked at the Marshall Plan for Talent, funding for education alignment, the federal audit results, notification from the LEA of intent to bargain, and heard an update on the Promise Zone.

B. Mike Nagle gave the report for the Personnel Committee for March 16, 2018. The committee discussed the following personnel items: recommendation for the assistant principal position, the LHS special education position which is reposted until May, the central office position, a second year maternity leave request, an internal complaint, internal controls for athletics listing priority for current sport over a new one, and discussed administrative alignments. The Thrun Law Update was also reviewed.

C. Mike Nagle gave the Building and Site Committee report for March 16, 2018. The committee reviewed sinking fund priorities, safety and security discussion continues, next steps on the facilities plan were discussed.

VI. Business Manager Report - None heard.

VII. Principal's Report ~ Jan Jackoviak, Franklin Principal, presented her building report. Wendy Rasbach shared in the presentation on initiatives at Franklin in regards to the Third Grade Reading Legislation. District requirements under the legislation were shared along with expected outcomes and assessment predictions and results.

VIII. Superintendent's Report and Comments

A. Mr. Kennedy shared the list of sinking fund priorities, the Governor's Marshall Plan for Talent, next steps for Facilities Improvement Plan and gave an update on the Mason County Promise Zone Authority and the fundraising campaign.

IX. Discussion Items

A. Mr. Kennedy discussed needed upgrades to video surveillance equipment. A recommendation will be brought to the Board in April.

B. The LEA provided notice to the District of their intent to bargain so there is a closed session on the agenda for collective bargaining strategy.

C. A letter of retirement notice was received from Jan Jackoviak, Franklin Elementary Principal, who will be done June 30, 2018. This position will be posted internally and externally.

D. Mr. Kennedy shared communication of school safety and discussed the district response

Ludington Area Schools
Board of Education
Meeting Minutes March 19, 2018

from the community forum.

X. Action Items

A. Motion by Autrey, supported by Pung, to designate Josh Snyder as the representative from Ludington to attend WSESD special meeting on the Proposed General Fund Operating Budget held on April 10, 2018. Ayes: All. Nays: None. Motion: Carries.

B. Motion by Pung, supported by Nagle, to approve the administrative contract for OJ DeJonge Middle School Assistant Principal, Abby Schaperkotter, for the 2018-2019 school year pending successful completion of all inservice requirements per Board policy and Michigan law. Ayes: All. Nays: None. Motion: Carries.

C. Motion by Nagle, supported by Autrey, to go into closed session pursuant to the Michigan Open Meetings Act Section 8 (c) for the purpose of collective bargaining strategy. Ayes: All. Nays: None. Motion: Carries.

The Board moved to closed session at 6:57 p.m.

The Board resumed in open session at 7:48 p.m.

XI. Other Items Of Business - An announcement regarding the invitation to the WSCC Spring Banquet was heard.

XII. Adjournment

A. Motion by Autrey, supported by Reed, to adjourn the meeting at 7:49 p.m. Ayes: All. Nays: None. Motion: Carries.

Mary Jo Pung, Secretary, Board of Education

Approved On _____

(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.*

WEST SHORE EDUCATIONAL SERVICE DISTRICT
GENERAL FUND

DETAIL BUDGET PROJECTION
FOR THE FISCAL YEARS ENDING JUNE 30, 2018 AND JUNE 30, 2019

	Actual 2016/2017	Current Adopted 2017/2018	Current Proposed 2017/2018	Current Proposed 2018/2019
REVENUES				
Local Sources	\$ 1,136,358	\$ 1,162,488	\$ 1,177,732	\$ 1,187,385
State Sources	3,711,868	4,110,650	3,968,166	4,300,989
Federal Sources	36,527	28,061	249,698	209,327
TOTAL REVENUES	\$ 4,884,753	\$ 5,301,199	\$ 5,395,596	\$ 5,697,701
Incoming Transfers / Transactions	-	-	-	-
TOTAL REVENUES & INCOMING TRANSFERS / TRANSACTIONS	\$ 4,884,753	\$ 5,301,199	\$ 5,395,596	\$ 5,697,701
EXPENDITURES				
INSTRUCTION				
Basic Programs	\$ 1,038,193	\$ 1,286,778	\$ 1,231,268	\$ 1,279,604
Added Needs				
SUPPORT SERVICES				
Pupil	138,546	120,153	120,208	117,083
Instructional Staff	1,597,000	1,845,639	1,877,688	2,341,248
General Administration	290,531	265,189	267,251	285,272
School Administration	91,826	134,520	118,202	104,199
Business	279,429	584,178	592,178	307,859
Operation / Maintenance	100,345	41,700	45,700	44,200
Pupil Transportation	3,321	5,564	5,564	3,000
Central	405,466	376,571	376,435	374,292
COMMUNITY SERVICES	60,370	150,132	156,188	218,114
TOTAL EXPENDITURES	\$ 4,005,027	\$ 4,810,424	\$ 4,790,682	\$ 5,074,871
Outgoing Transfers / Other Transactions	1,243,683	1,120,618	1,136,467	961,518
TOTAL APPROPRIATED	\$ 5,248,710	\$ 5,931,042	\$ 5,927,149	\$ 6,036,389
EXCESS REVENUES (APPROPRIATIONS)	\$ (363,957)	\$ (629,843)	\$ (531,553)	\$ (338,688)
BEGINNING FUND BALANCE ACTUAL				
NON-SPENDABLE	\$ 72,143	\$ 38,782	\$ 38,782	\$ -
FUND BALANCE MINIMUM	1,458,243	1,574,613	1,574,613	1,778,145
RESTRICTED	-	-	-	-
ASSIGNED	373,755	829,852	829,852	502,000
UNASSIGNED	847,180	(55,883)	(55,883)	(424,334)
TOTAL	\$ 2,751,321	\$ 2,387,364	\$ 2,387,364	\$ 1,855,811
ENDING FUND BALANCE				
NON-SPENDABLE	\$ 38,782	\$ -	\$ -	\$ -
FUND BALANCE MINIMUM	1,574,613	1,779,313	1,778,145	1,810,917
RESTRICTED	-	-	-	-
ASSIGNED	829,852	502,000	502,000	480,000
UNASSIGNED	(55,883)	(523,792)	(424,334)	(773,794)
TOTAL	\$ 2,387,364	\$ 1,757,521	\$ 1,855,811	\$ 1,517,123

The 2017/2018 and 2018/2019 budgets are based on the levying of .2760 mills on all property located in the West Shore Educational Service District.

West Shore Educational Service District
General Fund Operating Budget
RESOLUTION

A regular meeting of the Board of Education of the Ludington Area School District was held at Foster Elementary School, 505 East Foster Street, Ludington, Michigan, on April 16, 2018, at 6:00 p.m.

Members present were: () Steve Carlson () Bret Autrey () Mary Jo Pung
() Kelly Thomsen () Mike Nagle () Josh Snyder () Stephanie Reed

Members absent were:

The following preamble and resolution were offered by Member _____ and seconded by Member _____.

The West Shore Educational Service District (WSESD) Board of Education held a special meeting on Tuesday, April 10, 2018 in the Mason-Lake Room of WSESD, 2130 W. US 10, Ludington, Michigan. At this meeting WSESD submitted its 2018-2019 proposed general fund operating budget to a board member of each constituent district for their review.

THEREFORE BE IT RESOLVED THAT:

The West Shore ESD General Fund Operating Budget for the 2018-2019 school year be approved as presented at the April 10, 2018 West Shore ESD Board of Education Special Meeting.

Ayes: Members:
Nayes: Members:

Motion declared _____.

Mary Jo Pung, Board Secretary

Ludington Area Schools

Memorandum

To: Jason Kennedy

Date: April 12, 2018

From: Bruce Doggett

Re: Tennis Resurfacing Project

On March 9, 2018, we sent out a request for proposal (RFP) for the resurfacing of our nine tennis courts at the Schoenherr Tennis Complex. We advertised locally, and sent the RFP to the following vendors: Racquet Sports (the original installer); Callendar Coatings; Sport Court; Goddard Coatings; Star Trac Enterprises; and Pro Track and Tennis, Inc.

We received one response, from Racquet Sports. Their bid for two coats of acrylic finish and two-color scheme is \$29,600. Their bid to paint all the net posts is \$1,500. Also, they recommend an upgraded crack-filler component at the competition court. This application will contract and expand beneath the acrylic finish. This crack occurred because there is no expansion joint at the competition court. The proposal to accommodate this expansion and contraction in the future would cost \$1,440. The work includes leveling the courts, filling cracks, and all lines being re-done. The grass around the outside edges would also be edged.

Recommendation: I recommend that you accept the bid response above, inclusive of the crack-filler proposal at the competition court, and painting the net posts. The budget for this project is \$55,000, and the work will cost far less than this. The primary reason for the underage is due to the excellent shape of the courts, which were finished in 2009.

Total recommended outlay: \$32,540.



BID REVIEW REPORT

REVIEW DATE	April 9, 2018
SELECTED BIDDERS	ElectroMedia
CONTRACT	\$73,892.00
DESIGNER APPROVAL	Carl VanderZee
OWNER APPROVAL	Andy Klevorn

IN REVIEW OF BID(S), THE FOLLOWING DUE DILIGENCE WAS PERFORMED:

A	Reviewed provisions, specifications, requirements with various bidder representatives via direct telephone call, conference call and email communication.
B	Contacted bidder references and reviewed prior installation activity with references.
C	Conducted post bid interviews with low bidders on April 2, 2018 to review installation experience, product offerings, schedule, system materials and service procedures.
D	Conducted vendor software demonstration on April 6, 2018 to review user friendly interface capabilities.

RECOMMENDATION	Board Motion
	To approve a contract with ElectroMedia of Spring Lake, Michigan in the amount of \$73,892.00 for the Video Monitoring System Upgrades to be paid with funds from bond proceeds.



Communications
BY DESIGN

Ludlington Area School District

Bid Tabulation

Name: Video Monitoring Renovations
Date: March 21, 2018 at 2:30pm

#	Bidder Name	Contract Form (Y/N)	Security (Bond/Check)	Familial Statement (Y/N)	References (Y/N)	Contract Exceptions (Y/N)	Electronic Version (Y/N)	Section 28 23 00 Video Monitoring	NOTES:
1	ElectroMedia	Y	B	Y	Y	Y	Y	\$ 73,892.00	
2	Secant	Y	B	Y	Y	Y	Y	\$ 68,452.00	Incomplete bid response.
3	Knightwatch	Y	B	Y	Y	Y	Y	\$ 74,065.69	Incomplete bid response.
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