

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: May 21, 2018
TIME: 6:00 p.m.
PLACE: Administration Office, 809 E. Tinkham Avenue, Ludington, Michigan

REGULAR MEETING

1. CALL TO ORDER & ROLL CALL
() Steve Carlson () Bret Autrey () Mary Jo Pung () Kelly Thomsen () Mike Nagle () Josh Snyder () Stephanie Reed
2. PLEDGE OF ALLEGIANCE
3. SPECIAL PRESENTATION
 - a. Ludington O'Bots
4. AGENDA MODIFICATION
5. CITIZEN PARTICIPATION
6. CONSENT AGENDA
 - a. Ratification of Bill Payment - Per Summary Dated May 21, 2018
 - b. Approval of Minutes Regular & Closed April 16, 2018
 - c. MHSAA Membership Resolution 2018-2019
 - d. MASB Membership Renewal 2018-2019
7. BOARD COMMITTEE REPORTS
 - a. Finance Committee Report May 17, 2018
 - b. Personnel Committee Report May 18, 2018
 - c. Building & Site Committee Report May 18, 2018
8. BUSINESS MANAGER'S REPORT - Spring 2018 Pupil Accounting Audit Results
9. SUPERINTENDENT'S REPORT and COMMENTS
 - a. Strategic Plan Update - Facilities Assessment
 - b. Franklin Elementary Principal's Position Update
 - c. Professional Staff Resignations/Retirements
10. DISCUSSION ITEMS
 - a. Deadlines for November 6, 2018 Election
 - b. Second Reading: NEOLA Policy Update Volume 32, Number 2
 - c. First Reading: NEOLA Policy Update: Technology Phase IV
 - d. Director of Curriculum, Instruction, and Assessment
11. ACTION ITEMS
 - a. L-4029 Millage Rate Form for 2018/2019
 - b. Lakeview Roof Replacement
 - c. Updated Bus Purchase Plan
 - d. Pool Locker Purchase
 - e. NEOLA Policy Update Volume 32, Number 2
 - f. Closed Session Pursuant to OMA Sec. 8(a) for the Superintendent's Formative Evaluation
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 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

SPECIAL PRESENTATION

Ludington O'Bots - Robotics Team

Students and faculty advisors from the Ludington O'Bots robotics team will discuss the success of our first year robotics team, discuss their participation in the World Robotics Championship meet in Detroit, and model the robot that our team built.

BUSINESS MANAGER'S REPORT

Spring 2018 Pupil Accounting Audit Results

The district received the results of the spring 2018 pupil accounting audit. Lakeview Elementary School was selected for audit, along with the desk audit of the entire district. No student records had FTE adjustments as a part of this audit, and it was noted by the auditor that the district "did a good job reporting for pupil accounting."

SUPERINTENDENT'S REPORT/COMMENTS

Strategic Plan Update - Facilities Assessment

Christman and GMB, along with the superintendent, will provide a presentation to the Board of Education according to the following agenda:

- 1) Transformation Think Tank / 21st Century Skills Update: How we got here?
- 2) Facilities Assessment Summary
 - a) Discuss Overall Summary
 - b) Discuss Known Facility Needs
- 3) Draft Solutions
 - a) Discuss Proposed Solution
 - b) Discuss Cost Scenarios
 - c) Discuss Funding Alternatives
- 4) Timeline Moving Forward
 - a) Next Steps: Community Forum on May 31, 2018 at 6:00 PM - Peterson Auditorium

Franklin Elementary Principal's Position Update

After the announcement of Jan Jackoviak's retirement, effective June 30, 2018, the District posted the elementary principals position. The posting closed on May 4, 2018. Seventeen (17) applications were received from the District. A screening process was used following the Blueprint template, and seven (7) candidates were selected for interview as having met or exceeded the criteria that we were looking for in an applicant. One of the applicants declined an interview, citing that she has already accepted an elementary principal position in another district. Interviews were conducted with the remaining six (6) candidates following the Board committee meetings on Friday, May 18, 2018. The top candidates selected by the interview team will be invited back for a second round of interviews, which will include a site visit to Franklin Elementary School during the week of May 22, 2018.

Resignations/Retirements

- Mary Cefaratti: Resigned
- Geri Fellows, Sue Vengen: Retirements

DISCUSSION ITEMS

Deadlines for November 6, 2018 Election

A copy from Thrun Law explaining the important dates and deadlines for the November 6, 2018 election of Board candidates (for those seats whose terms expire) will be provided to the Board at the meeting, and has been attached to this memo. This information will be shared during the meeting on Monday as a public notice.

NEOLA Policy Update Approval - 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.

First Reading NEOLA Policy Update - Technology Phase IV

7530 - Lending of Board Owned Equipment

This policy has been updated to reflect the Board's position on lending Board Owned Equipment. The policy also addresses personally identifiable information (PII) on these devices.

7530.02 - Staff Use of Personal Communication Devices

This policy is being updated to address the duty to maintain confidentiality of student personally identifiable information.

7542 - Access to District Technology Resources and/or Information Resources from Personal Communication Devices

This policy addresses the use of a guest network for use by students, parents, and other visitors while on school property.

7543 - Utilization of the District's Website and Remote Access to the District's Network

This policy is being revised to update resources that are available to parents, students, staff, and the community on the District's website.

Director of Curriculum, Instruction, and Assessment

We will discuss the development of a proposed position to support curriculum, instruction, and assessment, as well as state and federal programs to gauge the interest of the Board in supporting such a position.

ACTION ITEMS

L-4029 Millage Rate Form for 2018/2019

Each year, we are required to inform the city, county, and townships of how many mills we are levying in order to finance our operations. The uses include: the 18-mill non-homestead levy; our sinking fund levy in the amount of .25 mills on all qualified property; and levies totalling 1.64 mills to fund our debt payments due during the 2018/19 school year, which is levied on all qualified property. We will have the information necessary to finalize our levy in late May or early June. Attached is a preliminary worksheet indicating the millage we will need. There is no change in the proposed overall millage rates from the previous year, and these levies will adequately fund us for the upcoming school year. Therefore, I recommend that you approve the millage rates as they are proposed.

Lakeview Roof

The rubber membrane on the Lakeview roof over the gymnasium section has contracted, pulling away the metal trim from the wooden blocking. Water then is getting under the current membrane, and is leaking through the original built-up roof underneath. G. Freeland Roofing has quoted us \$18,800 to replace the entire rubber membrane over the gymnasium, and \$7,100 to simply repair the outer perimeter of the gymnasium. This was discussed with the Finance Committee, and the recommendation is to replace the membrane. We will need an action item to approve the replacement of the rubber membrane and to repair the outer roof perimeter.

Updated Bus Purchases

At a previous Board meeting, the Board approved the purchase of three buses, numbers 14 - 16 of our planned 20-bus rotation, which was comprised of one transit bus and two conventional buses. On April 27, Tom Hoekstra offered to substitute 2 demo-buses for the two conventional buses we previously ordered, to be delivered after June 30, 2018.

The swap would save the school district \$4,000. The following is a summary of the differences between the demo and stock buses. The stock buses we ordered are 2019 models, and the demos are 2018. Furthermore, the demos have rear-view and front and side-view monitoring, a 210 amp alternator vs a 170 amp alternator, and a third battery. The demos are also wired for wifi, and have anti-rocking technology installed. Also, the demos have sway alarms which will alert you if you drift into the other lane. The demos also have tire pressure monitors, and adjustable brake/accelerator controls. These options would cost the school district \$4,134 per vehicle.

Furthermore, our warranty for the demo buses would start the day we received them, not at zero miles. This was shared with the Finance Committee, and I recommend you approve the proposed buses, as presented.

Pool Lockers

Last year, we obtained competitive pricing on metal and plastic lockers to replace the boys lockers. Also, we looked at refurbishing the girls lockers as well. We did not pursue this project due to lack of funds available through the sinking fund for that fiscal year. The Board indicated that it may be something they came back to. Bruce Doggett confirmed that the low bid for plastic lockers, Brainard Industries, is willing to honor their pricing for the boys locker room, in the amount of \$21,700. However, the low bid to completely refurbish the girls locker room was \$11,558, and we would still be left with metal lockers. The plastic lockers will last 30 years, in that they will not rust; therefore, I recommend that you authorize replacing both locker rooms with these plastic lockers, from the Sinking Fund, to occur after June 30, 2018.

We will need an action item to approve the purchase of lockers for the men's and women's locker rooms using the proceeds from the sinking fund bond totaling \$21,700 per locker room.

NEOLA Policy Update Approval - Volume 32, Number 2

We will need an action item to approve the adoption of the following policies:

0143.1 - Public Expression of Board Members

1421/3121/4121 - Criminal History Record Check

4162 - Controlled Substances and Alcohol Policy for Commercial Motor Vehicles

5111 - Eligibility of Resident / Nonresident Students

7540.02 - Web Accessibility, Content, Apps, and Services

8321 - Criminal Justice Information Security

Closed Session Pursuant to OMA Sec. 8(a) for the Superintendent's Formative Evaluation

We will need an action item to enter closed session to begin the process of developing the superintendent's formative evaluation for the 2017 - 2018 school year, at the request of the superintendent.

RATIFICATION OF BILL PAYMENT

May 21, 2018

Period: 4/12/2018 through 5/15/2018

GENERAL OPERATING FUND

Payroll 04/13/18	522,196.89
Payroll 04/27/18	566,575.42
Payroll 05/11/18	<u>564,409.65</u>

Total Payroll	1,653,181.96
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Bills (04/12/18 through 05/15/18)	<u>575,885.35</u>
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TOTAL GENERAL OPERATING FUND	2,229,067.31
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TOTAL ATHLETIC FUND	11,663.48
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Bills (04/12/18 through 05/15/18)	
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TOTAL LUNCH FUND	60,875.38
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Bills (04/12/18 through 05/15/18)	
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GRAND TOTAL ALL FUNDS	2,301,606.17
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Bills (04/12/18 through 05/15/18)	
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**LUDINGTON AREA SCHOOLS
BALANCE SHEET
For the Month Ending April 30, 2018**

	<u>Current Year</u>
<u>Assets</u>	
Savings/Checking Accounts	\$ 44,313
Investments	\$ 4,121,634
Taxes Receivable	\$-
Accounts Receivable	\$ 1,300
Due From Other Funds	\$ 58,016
Capital Projects Receivable	\$-
Inventory	\$ -
Prepaid Expenses	\$ 27,447
Other Expenses	\$-
Total Assets	<u>\$ 4,252,710</u>
 <u>Liabilities and Fund Equity</u>	
Liabilities:	
Accounts Payable	\$ 30,955
Payroll Liabilities	\$ 24,647
Accrued Expenses	\$-
Due to Other Funds	\$ -
Due to Other Governmental Units	\$ -
Deferred Revenue	\$ -
Note Payable	\$-
Total Liabilities	<u>\$ 55,602</u>
Fund Equity:	
Inventory (Reserved)	\$ -
Other Fund Balance	<u>\$ 4,197,108</u>
Total Fund Balance	<u>\$ 4,197,108</u>
Total Liabilities and Fund Equity	<u>\$ 4,252,710</u>

Prepared by the Business Office

**LUDINGTON AREA SCHOOLS
GENERAL FUND
STATEMENT OF REVENUES AND EXPENDITURES
For the Month Ending April 30, 2018**

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Local	\$ 15,416,276	\$ 15,475,665	\$ (59,389)	100.39%	98.17%
Intermediate	\$ -	\$ -	\$ -	0.00%	0.00%
State	\$ 4,348,142	\$ 2,656,730	\$ 1,691,412	61.10%	62.83%
Federal	\$ 687,500	\$ 271,467	\$ 416,033	39.49%	40.08%
Transfers	<u>\$ 571,300</u>	<u>\$ 240,696</u>	<u>\$ 330,604</u>	42.13%	47.96%
 Total Revenue	 \$ 21,023,218	 \$ 18,644,558	 \$ 2,378,660	 88.69%	 86.78%
 EXPENDITURES:					
Instruction/Basic	\$ 10,545,960	\$ 7,626,911	\$ 2,919,049	72.32%	69.86%
/Added Needs	\$ 3,217,591	\$ 2,409,756	\$ 807,835	74.89%	74.09%
/Unclassified	\$ -	\$ -	\$ -	0.00%	0.00%
Support Service/Pupil	\$ 808,453	\$ 617,599	\$ 190,854	76.39%	83.42%
/Instructional	\$ 542,539	\$ 420,184	\$ 122,355	77.45%	78.03%
/Gen. Admin.	\$ 385,888	\$ 300,983	\$ 84,905	78.00%	86.24%
/School Admin.	\$ 1,530,365	\$ 1,283,932	\$ 246,433	83.90%	82.80%
/Business	\$ 427,248	\$ 420,308	\$ 6,940	98.38%	77.85%
/Oper. & Maint.	\$ 1,687,402	\$ 1,379,334	\$ 308,068	81.74%	80.81%
/Transportation	\$ 834,641	\$ 707,666	\$ 126,975	84.79%	80.34%
/Central Services	\$ 282,625	\$ 182,977	\$ 99,648	64.74%	84.02%
/Athletics	\$ 641,204	\$ 574,473	\$ 66,731	89.59%	80.63%
/Comm Services	\$ 111,084	\$ 86,237	\$ 24,847	77.63%	82.70%
/Transfers	\$ 47,365	\$ 45,700	\$ 1,665	0.00%	98.59%
 Total Expenditures	 \$ 21,062,365	 \$ 16,056,060	 \$ 5,004,640	 76.23%	 75.01%
Excess of Revenue over Expenses		\$ 2,588,498			
 Estimated Fund Balace 6/30/17	 \$ 1,526,708	 \$ 1,608,610			
 Ending Fund Balance	 \$ 4,115,206	 \$ 4,197,108			

Prepared by the Business Office

LUDINGTON AREA SCHOOLS
Building and Site Funds
STATEMENT OF REVENUES AND EXPENDITURES
For the Month Ending April 30, 2018

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Tax Revenue Sinking	\$ 317,725	\$ 314,937	\$ 2,788	99.12%	99.88%
Interest Sinking Fund	\$ 500	\$ 1,036	-	0.00%	60.25%
Sale of Bonds	\$ -	\$ -	-	0.00%	0.00%
Other	\$ -	\$ -	-	0.00%	0.00%
Total Revenue	\$ 318,225	\$ 315,973	\$ 2,252	99.29%	99.83%
 EXPENDITURES:					
Equipment	\$ -	\$ -	-	0.00%	0.00%
Construction Sinking	\$ 328,000	\$ 327,146	\$ 854	99.74%	103.65%
Total Expense	\$ 328,000	\$ 327,146	\$ 854	99.74%	103.65%
 Fund Balace 6/30/17	 \$ 27,404	 \$ 31,614			
 Ending Fund Balance	 \$ 20,441				

Prepared by the Business Office

LUDINGTON AREA SCHOOLS
Technology Fund
STATEMENT OF REVENUES AND EXPENDITURES
For the Month Ending April 30, 2018

REVENUES:	Budget	year to date	Balance	% spent	Prior Year YTD %
Tax Revenue	\$ -	\$ -	\$ -	0.00%	0.00%
Interest	\$ 5,000	\$ 7,309	\$ (2,309)	146.18%	117.38%
Sale of Bonds	\$ -	\$ -	\$ -	0.00%	0.00%
Transfers	\$ -	\$ -	\$ -	0.00%	0.00%
Total Revenue	\$ 5,000	\$ 7,309	\$ (2,309)	146.18%	117.38%
EXPENDITURES:					
Closing Costs Bonds	-	\$ -	\$ -	0.00%	
Planning	80,000	\$ 95,349	\$ (15,349)	8.40%	46.03%
Equipment	164,500	\$ 186,843	\$ (22,343)	0.00%	20.74%
Construction	12,500	\$ -	\$ 12,500	0.00%	4.37%
Total Expense	257,000	\$ 282,192	\$ (25,192)	109.80%	22.51%
Fund Balance 6/30/17	\$ 3,163,269	\$ 3,408,421			
Ending Fund Balance		\$ 3,133,538			

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	18,644,558	-	-
% Budget	1.40%	5.50%	40.19%	72.76%	75.50%	79.01%	79.75%	82.69%	84.77%	88.69%	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	16,056,060	-	-
% Budget	2.5%	4.8%	14.7%	23.6%	31.4%	39.5%	48.6%	56.8%	67.5%	76.2%	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 April 16, 2018

REGULAR MEETING

I. Call to Order & Roll Call

Board President Steve Carlson called the meeting to order at 6:00 p.m., at Foster Elementary School, 505 East Foster Street, Ludington, Michigan.

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

Members Absent: None

II. Agenda Modification - None to report.

III. Citizen Participation - None heard.

IV. Consent Agenda

A. Ratification of bill payment per summary dated April 16, 2018

- General Operating Fund Total \$3,618,882.61
- Athletic Fund Total \$7,523.16
- Lunch Fund Total \$22,393.27
- Total All Funds \$3,648,799.04

B. Approval of minutes for the Regular & Closed Meetings March 19, 2018

C. Approval of MHSAA Cooperative Hockey Agreement Renewal 2018-2020

D. Approval of Contracted Service Agreement for Jon Erickson serving as Student Services

Coordinator at OJ DeJonge Middle School through the remainder of the school year.

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

V. Board Committee Reports

A. Kelly Thomsen presented the Finance Committee report for April 11, 2018. The committee discussed the following topics: WSES D 2018-2019 General Fund Budget Resolution, the Hungerford Nichols audit timeline, and staff survey results.

B. Mike Nagle presented the report for the Personnel Committee for April 13, 2018. The committee discussed the following items: middle school temporary student services coordinator position, read a letter to the Board on the student walkout, read the Thrun Law Notes and survey results.

C. Mike Nagle presented the Building and Site Committee report for April 13, 2018. The committee reviewed the tennis court resurfacing project bids and also video monitoring system upgrade bids. School safety was discussed and next steps for security upgrades. The Pledge of Allegiance at board meetings was a topic of discussion and staff surveys.

VI. Principal's Report ~ Brian Dotson, Foster Principal, presented the Foster School building report.

VII. Business Manager Report - A budget proposal comparison from the House, Senate and Governor was presented.

VIII. Superintendent's Report and Comments

A. Mr. Kennedy shared information on preschool and kindergarten roundup. He discussed state assessments and school accountability. He acknowledged staff appreciation week May 7-11th.

IX. Discussion Items

A. Mr. Kennedy discussed a BPA travel request for national competition, Neola policy updates Volume 32 Number 2, school safety updates and next steps for facilities planning. He also presented information on the use of contraband detection canines.

X. Action Items

A. Motion by Pung, supported Nagle, to approve the WSES D 2018-2019 General Fund Operating Budget as presented. Ayes: 6. Nays : 1. Motion: Carries.

B. Motion by Thomsen, supported by Autrey, to approve the Annual Audit year ending June 30, 2018 and authorize Bret Autrey to sign the letter of intent. Ayes: All. Nays: None. Motion: Carries.

C. Motion by Snyder, supported by Reed, to approve the bid for tennis court resurfacing to

Ludington Area Schools
Board of Education
Meeting Minutes April 16, 2018

Racquet Sports in the amount of \$32,540 as presented. Ayes: All. Nays: None. Motion: Carries.

D. Motion by Nagle, supported by Thomsen, to approve the bid from Electromedia for video monitoring system upgrades inclusive of licenses and software as presented to be paid from Technology Bonds in the amount of \$73,892. Ayes: All. Nays: None. Motion: Carries.

E. Motion by Autrey, supported by Pung, to approve BPA travel to national competition as presented. Ayes: All. Nays: None. Motion: Carries.

F. Motion by Pung, supported by Reed, to approve the Tuition Rate at \$1.00 for Non-Resident Students and approve the School of Choice for the 2018-2019 school year. Ayes: All. Nays: None. Motion: Carries.

G. Motion by Autrey, supported by Pung, to go into closed session pursuant to 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 7:12 p.m.

The Board resumed in open session at 7:40 p.m.

XI. Other Items Of Business - None heard.

XII. Adjournment

A. Motion by Autrey, supported by Pung, to adjourn the meeting at 7:40 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.*

Principals' Board Reports

May 21, 2018

Ludington High School



Ludington High School has been awarded a **Silver Medal** by US News for the second straight year. LHS is ranked 82 out of roughly 950 schools in the state of Michigan and 2,146 out of 21,000 schools nationwide. We are very proud of our students, staff, community, school board, and superintendent for all of the support in making this happen. This speaks to our commitment to high academic standards. In the district's strategic plan, our goal is to ensure that our students graduate from a top performing school. I'm proud to say that we continue to improve in all areas. Our staff will continue to ensure all students are college, career, and job ready when they graduate from LHS.

LHS expanded their **varsity letter** program. This was featured in the Ludington Daily News. We have a well-rounded, full comprehensive high school that values all involvement in school activities. Guidelines have been put in place with each advisor and coach to allow students to earn a varsity letter in every club or sport we offer. This has expanded to BPA, Robotics, Choir, Band, Jazz band, Color guard, Fishing club, Drama club, and Quiz bowl.

Thank you for sponsoring the **Alpha Banquet** again this year. We truly value your support in this evening celebration. We awarded 45 students who've earned a 3.75 gpa or higher during their high school career.

Prom was held at the Stearns ballroom again this year. We had a wonderful evening with no student issues. Our prom king was JT Walunas. We had a tie for prom queen with Claire Leikert and Kate Kirby being crowned LHS queens. A parent committee was in charge of the post-prom activities and that was hosted at LHS.

We have two big assemblies this week. Our **scholarship** assembly is on Thursday, May 17, from 12:30-2:30 and our **athletic and academic** awards assembly is Friday, May 18, from 9:00-10:30. We are excited that dozens and dozens of our students will be awarded for their amazing work as a student for the past four years..

~Respectfully Submitted by Dan Mesyar, LHS Principal

Principals' Board Reports

May 21, 2018

O. J. DeJonge Middle School

Community Partnerships: Each year, several eighth grade students participate in the Michigan Middle School Leadership Initiative (MMLI) camp under the leadership of advisor Amy Marsh. Each cohort of MMLI students takes on a service project to enhance the culture and climate of the OJ DeJonge Middle School community. The 2017-2018 cohort has taken on the ambitious task of hosting a concert to raise funds for the Childhood Cancer Campaign of Ludington, as well as to raise funds to purchase teen-appropriate materials for the recreation rooms at DeVos Children's Hospital and Pine Rest. The "Music Saves Lives" concert will take place on Saturday, June 2 at 2 pm in Waterfront Park. This work has been a true community partnership; Ted Malt and the West Shore Community College Performing Arts Department is donating all of the sound equipment needed to run the concert, AM Custom Creations is working with students to design a concert t-shirt for concert goers, Barley and Rye hosted a "Breakfast with Benefits" brunch to raise the funds necessary to put the concert on, and many more local businesses have donated to this worthy cause. The OJMS Student Council will also host a lemonade stand at the concert in an effort to raise funds for the Childhood Cancer Campaign. This event is sure to make the LASD community proud!

Instruction and Assessment: The faculty at OJMS continually strives to create authentic learning experiences for all students. Teresa Eriksen, OJMS science teacher, and Jenn Mackey, OJMS ELA teacher, have recently partnered to create a cross-curricular learning opportunity in which students will author a children's book based on a STEAM learning experience then will share their books with students at Franklin Elementary. To enhance student learning, the teachers invited published author Leona Ashley to share her experiences in publishing. This is one of many experiential learning opportunities that we share with our students to deepen their knowledge and understanding.

We are currently finishing the battery of M-STEP and NWEA assessments to help inform instruction and also help us understand the growth our students have experienced throughout the school year. We also eagerly await the results of the PSAT 8/9 assessment to allow us to compare with schools across Michigan and across the country.

Transition to Middle School: We will be hosting the parents of rising 6th grade students on Wednesday, May 23 at 7 pm in Peterson Auditorium. We will also host the rising 6th grade students for a morning visit to OJMS on Thursday, May 24 from 8-10 am. Student leaders and our school counselors will assist our incoming students in easing the transition to secondary school.

BPA and Robotics Success: Three OJMS students recently participated in the BPA National Conference in Grapevine, TX. Our students, under the leadership of Melanie Tomaski, experienced great success at the national conference. OJ students placed in events such as video game design, extemporaneous speech, and financial literacy. The OJMS robotics team recently participated in their inaugural competition in Vassar. The team, led by Karen Shindeldecker, exceeded rookie expectations and the students look forward to continuing their success in the 2018-19 school year.

~Respectfully submitted by Mike Hart, OJMS Principal

Principals' Board Reports

May 21, 2018

Foster Elementary School

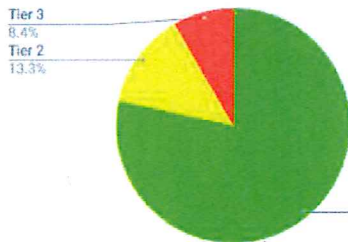
Community Partnership: Family S.T.E.A.M.S. night was a huge success and plans are being developed to continue and expand the engaging night next year. Trinity Church has finished installing the Gaga Ball pit at Foster Elementary. Students have really enjoyed having the new game on the playground. In fact, there are so many students interested in playing, a second pit is in discussion for installation in the fall. Attached is a photo of our Gaga Ball pit.



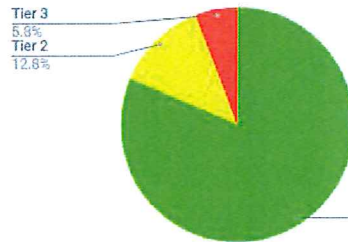
Positive Behavior Intervention Supports: As the year comes to a close, the PBIS team analyzes end of year triangular data. This year our numbers have not changed too much, but our tier three student's numbers have risen by

one percent. We believe that this may be related to the closing of the severe emotional impairment classroom and the increase of students with emotional impairments at Foster Elementary. Our building has built many structures and plans for students in need of tier three behavior supports and are working to adjust the plans as needed.

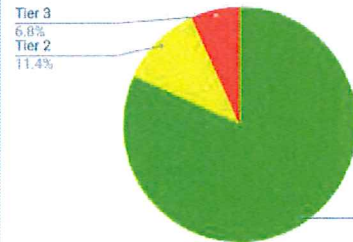
2015-2016



2016-2017



2017-2018



Assessment & Instruction: Since the second week in April, Foster students have been actively involved in the Michigan Student Test of Educational Progress, M-STEP. At the end of the fifth grade test window, 100% of our 5th graders had completed all required assessments: math, reading, social studies and science. Currently the third grade and fourth grade window is open and 100% of Foster third graders have completed their required math and reading assessments. Fourth grade students have started and are working for completion by the end of this week. Teachers have the tough task of also getting in the NWEA and Fountas and Pinnell assessments before the end of the year. On a different note, a thank you to Mason County Eastern superintendent, Paul Shoup, for applying for an ESD wide grant for Cereal City Science units. Ludington Area Schools will receive \$24,754.54 through this grant. All money must be spent on Cereal City supplies. Teachers are working through the science curriculum council to determine needs and wants to spend the money.

~Respectfully Submitted by Brian Dotson, Foster Principal

Principals' Board Reports

May 21, 2018

Franklin Elementary School

Instructional Rounds: Instructional Rounds are a systematic manner for teachers to work together to improve instruction and student learning. Franklin teachers, special teachers, Carrie Moeggenberg, and myself took part in a second round of the process in May. A new set of teacher observers looked for 5D indicators around engagement while in classrooms. During the debriefing, the team reviewed data connected to the building focus. It was determined that progress in the area of student engagement has been made throughout the building. A decision was made to add on to the existing Instructional Rounds Action Plan. The addition consisted of strategies for teachers to use to help teachers be mindful of responding to student answers with a response that encourages students to provide evidence for answers and expand on their ideas.

STEAM:

Through the use of Oriole Foundation grants, two STEAM nights were held at Franklin. One highlighted current literacy initiatives during a parent session led by Wendy Rasbach while students engaged in listening to a story and buildt houses of their own design. During the other STEAM night families were able to choose from many STEAM related activities throughout the building. Carrie Moegenberg led a station with the Dash and Dot Robots, which was a hit with students and parents alike. Student and parent feedback indicated that the events were very well received!



~Respectfully Submitted by Jan Jackoviak, Franklin Principal

Principals' Board Reports

May 21, 2018

Lakeview Elementary

Fun Run: Lakeview held their annual Fun Run on May 11th and a good time was had by all! Our families raised right around \$9,000 for special programming at our school. Our PTC sponsors this event and they use the money to provide field trips, birthday books for each child, Muffins with Mom, Doughnuts with Dad events, teacher appreciation luncheons and so much more. We are beyond grateful to have their support!



Preschool to Kindergarten Transition Night: Our kindergarten teachers put on a very nice transition night for our preschoolers and their families. It was a fantastic opportunity for students to learn right alongside their parents the kinds of skills they will need to have to be successful in a kindergarten classroom. It was great to see all of the fresh new faces that will become Little O's next fall!

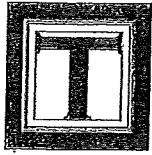
2nd Grade Transition Opportunities: Our transition opportunities for 2nd graders has also begun. Our special education teacher and our school counselor brought a small group of students over to Foster to meet the staff. This visit takes place prior to our grade level visit in an effort to help our special education students as well as students who might be nervous about attending a new school feel welcome and excitement about their new adventure. It was a great day and our kiddos are looking forward to starting 3rd grade in the fall!

Teach Children to Save: Lakeview Elementary partnered with Chemical Bank for the Teach Children to Save program. Bankers from Chemical Bank came in to teach a lesson to all of our 2nd graders and the students earned a certificate for learning about financial literacy. We always enjoy the community partnerships we have available to us!

Principals' Board Reports

May 21, 2018

~Respectfully Submitted by Amber Kowatch, Lakeview Principal



THRUN LAW FIRM, P.C.

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April 27, 2018

RECEIVED
MAY 01 2018

per

Superintendent of Schools
Ludington Area School District
809 E. Tinkham Avenue
Ludington, Michigan 49431-1594

Re: Regular School Election on November 6, 2018

Dear Ms. Large:

To help you prepare for the upcoming November 2018 regular school election, enclosed please find:

- 1) A calendar of Local School District Deadlines for the November 6, 2018 election;
- 2) An "Election Responsibilities" guide; and
- 3) A summary of millage in effect, based on our records, with expiration dates.

Please send me a copy of the District's 2017 L-4029 form, as well as a draft of the 2018 L-4029 form, and the 2018 L-4028 and/or L-4034 form(s) when they become available, relative to the District's existing millage, so I can evaluate and advise regarding possible Headlee restorations, and operating millage or sinking fund millage renewals. The L-4028, L-4034 and L-4029 forms should be emailed to me at jsoles@thrunlaw.com, if you have not already done so. I will contact you after reviewing the forms to discuss whether a millage proposition should be considered by the Board.

If the Board intends to present to the electorate a bond proposition, and/or a proposition at the November 2018 election to renew millage, restore millage or for new millage (unless already in process by our office), please contact me as soon as possible so I can prepare draft ballot language for your review.

Public notice of the upcoming board election and petition filing deadlines for interested candidates are no longer the legal responsibility of the District under Michigan election law. However, the District should consider whether a process is in place to identify and encourage the candidacy of qualified people. This is typically addressed by several methods, including:

- adopting a resolution calling the regular election;



Ms. Andrea D. Large
April 27, 2018
Page 2

- advertising the board election in newsletters, newspapers, the District's website and other media;
- board members and administrators identifying potential candidates; and
- volunteerism in the community.

The Board also should consider publicizing the deadline for nominations (Tuesday, July 24, 2018) if that will not be addressed by the local election clerk.

Resolutions calling the regular election and/or certifying ballot propositions will only be sent upon request, but I will review the status of your tax levy without charge if the District is a retainer client or a regular election client.

Very truly yours,

THRUN LAW FIRM, P.C.

By

Jeffrey J. Soles

JJS/klg
Enclosures

**LOCAL SCHOOL DISTRICT DEADLINES
NOVEMBER 6, 2018 REGULAR SCHOOL ELECTION**

ACTION	DEADLINE
Nomination of Board candidate(s) (Affidavit of Identity and Petition or \$100 filing fee)	Tuesday, July 24, 2018 - 4:00 p.m. (with County Clerk/Election Coordinator)
Withdrawal of Board candidate(s), in writing	Friday, July 27, 2018 - 4:00 p.m.
NOTE: Contact Thrun Law Firm at least two weeks before your board meeting for advice on millage propositions	
Election Resolution	must be adopted at a legal meeting <i>no later than Monday, August 13, 2018</i>
Election Resolution, including ballot language, filed with Election Coordinator/Election Clerk	on or before Tuesday, August 14, 2018 - 4:00 p.m.
Absentee Ballots	must be available to voters by Saturday, September 22, 2018
Registration Notice publication	once, on or before Tuesday, October 2, 2018
Last Day of Registration	Tuesday, October 9, 2018
Write-in candidates must file Declaration of Intent	on or before Friday, October 26, 2018 - 4:00 p.m.
Election Notice publication	once, on or before Tuesday, October 30, 2018

ELECTION RESPONSIBILITIES

DUTY	CANDIDATE	SCHOOL DISTRICT	COUNTY CLERK ¹	LOCAL CLERK
Candidate Petition Availability			✓	✓
Filing Affidavit of Identity and Petition or \$100 Fee	✓		✓	✓ ²
Certification of Ballot Proposition and Provision of Ballot Summary		✓		
Registration Notice Publication			✓	✓ ²
Printing of Ballots			✓	✓ ²
Election Notice Publication			✓	✓ ²
Receive Completed Absentee Ballots			✓	✓ ²
Training of Election Workers			✓	
Provision of Election Forms			✓	✓ ²
File Certification of Election or Determination with School District (MCL 168.307)			✓	
File Certification of Election or Determination with County Treasurer(s) (if millage proposition) and ISD (MCL 211.203)		✓ ³		
Certification of Election to Winning Candidate(s) (MCL 168.308)			✓ ⁴	
Post-Election Filing Requirements (Including Acceptance of Office)	✓		✓	✓ ²
Oath of Office	✓	✓		

¹ Except where School District is located entirely within a city or a township.

² If designated by County Clerk as Election Clerk or if School District is entirely within municipal/township boundaries.

³ Unless Clerk verifies filing millage election results with county treasurer(s).

⁴ On behalf of Board of Canvassers

**SUMMARY OF MILLAGE IN EFFECT FOR
LUDINGTON AREA SCHOOL DISTRICT**

.25 mill, sinking fund, 2013 to 2022, inclusive

18.393 mills, operating millage, non-homestead, 2014 to 2023, inclusive

**LUDINGTON AREA SCHOOLS
PRELIMINARY L-4029 MILLAGE LEVY WORKSHEET
2018 TAX YEAR**

TAXABLE VALUE PRELIMINARY 1,282,587,391 (2017 = \$1,251,304,772)

	NEEDED	LEVIED MILLS	LEVIED AMOUNT
GENERAL FUND	18.0 MILLS	18.00	NOT APPLICABLE
SINKING FUND	.25 MILLS	0.25	320,646.85
2003 DEBT FUND HS RENOVATIONS			
NOV INT	43,875		
MAY INT	43,875		
MAY DEBT	595,000		
	682,750	0.58	743,900.69
2012 DEBT FUND TECH PURCHASE			
NOV INT	4,300		
MAY INT	4,300		
MAY DEBT	430,000		
	438,600	0.35	448,905.59
2013 DEBT FUND BUS PURCHASE			
NOV INT	-		
MAY INT	-		
MAY DEBT	-		
	-	-	-
2016-A, 2ND SERIES TECH			
NOV INT	31,597.00		
MAY INT	31,597.00		
MAY DEBT	635,850.00		
	699,044.00	0.55	705,423.07
2016- B, 2ND SERIES BUS			
NOV INT	8,654.00		
MAY INT	8,654.00		
MAY DEBT	174,150.00		
	191,458.00	0.16	205,213.98
Total Debt Mills:		1.64	

Adjustments may be required; but total combined levy for all debt shall not be in excess of 1.64 mills.
Total mills levied, including Debt, Sinking Fund and Non-Homestead mills, shall not exceed 19.89 mills.