

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

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

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

MEETING: Regular Meeting
DATE: October 16, 2017
TIME: 6:00 p.m.
PLACE: Ludington High School
 508 N Washington Avenue, Ludington, Michigan

- I. CALL TO ORDER & ROLL CALL
 - Steve Carlson Kelly Thomsen Bret Autrey Mary Jo Pung Mike Nagle Stephanie Reed Josh Snyder
- II. SPECIAL PRESENTATIONS
 - A. Superintendent's Presentation of the SAT "1500 Club"
 - B. 2016-2017 Financial Accounts Audit Exit Conference - Hungerford Nichols
- III. AGENDA MODIFICATION
- IV. CITIZEN PARTICIPATION
- V. CONSENT AGENDA
 - A. Ratification of Bill Payment - Per Summary Dated October 16, 2017
 - B. Approval of Minutes September 18, 2017
- VI. BOARD COMMITTEE REPORTS
 - A. Finance Committee Report October 12, 2017
 - B. Personnel Committee Report October 13, 2017
 - C. Building & Site Committee Report October 13, 2017
- VII. PRINCIPALS' REPORTS - Dan Mesyar/Steve Forsberg
- VIII. BUSINESS MANAGER'S REPORT
 - A. Budget to Actual Comparison and Percent to Equity - Budget Accuracy
- IX. SUPERINTENDENT'S REPORT and COMMENTS
 - A. Superintendent's Evaluation Professional Growth Plan Goals
 - B. Ludington Area Schools Oriole Foundation - Grant Awards and DWTS Update
 - C. Schoenherr Tennis Center Update
- X. DISCUSSION ITEMS
 - A. Pupil Membership Count Day Enrollment
 - B. Custodial Chemicals and Supplies Bids
 - C. Foster Energy Efficiency Project - Lighting
 - D. Mason County Disc Golf Association Update
 - E. Strategic Plan - Focus Area: Facilities
- XI. ACTION ITEMS
 - A. 2016-2017 Financial Accounts Audit Approval
 - B. Custodial Chemicals and Supplies Bid Award
 - C. Recognition of October as Principal's Month
- XII. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
- XIII. 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 PRESENTATIONS

1500 Club - SAT

We will honor two students, Kaleb Hatch and Trent Thompson for their outstanding performance on the SAT college readiness assessment last spring. Each student scored at least a 1500 out of 1600 on the assessment, placing them in the top 2% of all test takers nationally on the SAT.

Audit Exit Conference

The auditors from Hungerford and Nichols will be presenting the audit exit conference to the Board of Education at the board meeting on October 16, 2017. The auditors will do so in a teleconference to start the meeting at 6:00 PM and will be available to answer questions that you may have about the audit, including a review of the financial position of the district and the fund balance numbers that are highlighted above. We have received the highest opinion statement that an auditor provides (unmodified opinion), along with no findings on our statement of findings.

BUSINESS MANAGER'S REPORT

Budget to Actual Comparisons and Percent to Equity

We will review budget to actual comparisons for Ludington Area Schools and the 40 schools that are most similar to LASD for comparison purposes. We review these numbers to scrutinize our process and ensure the best possible accuracy through the budgeting process.

SUPERINTENDENT'S REPORT

Superintendent's Evaluation Professional Growth Plan Goals

The personal growth plan developed by the superintendent, in alignment with the goal focus areas identified by the Board president and the superintendent, will be shared with the Board of Education. This is the same goal setting process that all administrators follow within the district. The personal growth plan will include growth activities that will support the goal focus area, timelines for each of the activities, and supports needed to meet the expectation outlined by the Board for the superintendent.

Ludington Area Schools Oriole Foundation - Dancing with the Stars

The Oriole Foundation was established December 2003 to enrich the Ludington Area School District's tradition of excellence. The Foundation's mission is to raise public support for innovative programs and activities sponsored by the school district, enhance and strengthen the education of all individuals and groups within the school district, find resources to assist the development of exceptional educational programs not normally funded through regular fiscal resources, and to fill the unique educational needs of our community. We are hosting our second fundraising event, "Dancing with the Local Stars", on October 21. If you are not able to attend you will still have the opportunity to make a donation to support your favorite couple. \$1 = 1 Vote. Donations to the Oriole Foundation can be made online through the Mason County Community Foundation website, or through our school's webpage.

Oriole Foundation Grant Awards

Congratulations to those that applied for grants through the Oriole Foundation! This was the largest total award ever issued by the Foundation with more than \$48,000 dollars being awarded to teachers and staff. A one time STEM donation of \$25,000 was matched at last year's Dancing with the Stars event, allowing us to provide STEM based grants during this grant cycle. An award letter with details on the process was sent to grant award recipients.

Oriole Foundation Grant Award Recipients are as follows:

- Brenda Massie - \$2499 Alternative classroom seating (3 stools per 5th grade)
- Laura Holmes - \$139.17 Growth mindset
- Jennifer Rowe - \$1313.73 Tower Garden: STEM
- Ashley Sheren- \$690.23 Book bags and wiggly stools
- Stacey Kraft - \$328.45 Coding Club for kids: STEM
- Rich Kirby - \$1830.00 Train heroic: TECHNOLOGY
- Beth Kirby - \$4550.00 Leveled Literacy Intervention
- Karen Hamilton- \$289.01 US Postcard Project
- Karen Shindelcker - \$25,000 Robotics (grades 6-12): STEM
- Tracy King - \$5000 Logic of English
- Kristi Zimmerman- \$520 - TECHNOLOGY: Buzzer equipment, \$980 Foundation
- Ronni Sniegowski - \$126.35 Sit Spots
- Mark Willis - \$2000 AP Environmental Science Supplies: STEM
- Anita Winterhalter - \$1300.00 Lexia Reading Core 5
- Melissa Ruboyanes- \$1360.78 Flexible seating
- Mallory Sarnowski - \$400 STEM books: STEM
- Jan Jackoviak- \$540 Families and Franklin Full STEAM Ahead: STEM

Next Oriole Foundation grant applications are due: January 12, 2018

Schoenherr Tennis Center Update

In an effort to update the community on plans to update the Schoenherr Tennis Center, we will provide the following update so that the plan is publicly known:

- Tennis nets have been replaced by the tennis team on Tuesday, October 10th and Wednesday, October 11th; The new nets were purchased with proceeds from a donation received from Great Lakes Castings, with special mention of Rob Killips, Sr. taking the lead on this initiative.
- Quotes for the resurfacing of the courts will be sought after through a competitive bidding process, with plans to resurface the courts next spring / early summer. The Oriole Community Tennis Courts Maintenance Fund, held within the Oriole Foundation, has a balance of \$44,299.29. The entire balance of the fund can not be spent on the project, and thus, proceeds of the sinking fund will be used to offset the total cost of the project.

DISCUSSION ITEMS

Enrollment Update

While the numbers from Wednesday, October 4, 2017 will need to be certified by the pupil accounting auditors yet, the preliminary number on pupil count day is outlined below. This represents an increase of eleven (11) students over last year's fall headcount of 2,143, and 14.1 FTE over the 2,146 students that were budgeted for the 2017 - 2018 school year, when taking into account the partial student count that we receive for providing services to students at LAC, less any students that have partial or pro-rated schedules. The fall count is 90% of the school's budget, and thus will have an approximate net impact of increasing revenue for this school year by \$96,850. The district's foundation allowance is \$7,632 per student for this school year. Please be aware that as the numbers fluctuate during the count period, this number may also change.

These numbers are still preliminary at this point (and have even changed for the better since being

reported to the LDN); however, are a good indication of where our enrollment stands. Section 25e allows for money to follow transfer students between the count periods in a year, and we are still determining whether students who were absent on count day can be included in our final numbers.

Ludington High School				
Grade 9	Grade 10	Grade 11	Grade 12	Total
187	145	174	152	658
OJ DeJonge Middle School				
Grade 6	Grade 7	Grade 8		
171	169	156		496
Foster Elementary				
Grade 3	Grade 4	Grade 5		
151	155	189		495
Franklin Elementary				
Grade K	Grade 1	Grade 2		
97	99	92		288
Lakeview Elementary				
Grade K	Grade 1	Grade 2		
72	75	70		217
Total Enrollment				2154

Custodial Chemicals and Supplies

We have provided a summary of the custodial chemical bids that we have received. We will recommend the award of the custodial chemical contract to the local vendor, X-Cel. When accounting for the single point delivery to each of our buildings, X-Cel was the lowest bid. A summary of the bids is outlined below.

LUDINGTON AREA SCHOOLS					
CUSTODIAL SUPPLY NUMBERS					
	Yearly	X-Cel	Nichols	Action	Enviro Clean
Description	Totals	Pricing	Pricing	Pricing	Pricing
TOILET PAPER 9" ply 1000', 12 per case	215	6,138.25	5,362.10	4,095.75	6,574.70
BROWN ROLL TOWEL 7.875X800', 6 per case	322	8,001.70	6,971.30	6,874.70	9,292.92
LARGE TRASH LINERS 40-45 gal 250 x box	134	4,334.90	3,859.20	5,764.68	4,601.56
SMALL TRASH LINERS 16 Gal, 500 per case	108	3,871.80	2,040.12	7,394.76	3,412.80
WAXED PAPER LINER (9X10X3.25)	29	551.00	466.61	582.90	651.05

Hand Soap 1000 ML 6 per case	2	89.44	94.22	129.30	83.24
Urinal Screens 12 per case	17	310.08	323.68	176.97	437.24
60-gallon bags (38x58) 100 per case	23	868.25	622.38	991.76	516.58
Hair/body shampoo, case, (6 x 1000ml)	47	<u>2,050.14</u>	<u>2,214.17</u>	<u>3,096.83</u>	<u>2,516.85</u>
Supplies Only:		26,215.56	21,953.78	29,107.65	28,086.94
Everything, including chemicals:		44,780.89	41,914.44	44,770.33	41,048.94
Add Labor for single-location delivery: (1 hour 38 weeks, w/ fica & retirement)		-	4,100.00	4,100.00	4,100.00
Total:		44,780.89	46,014.44	48,870.33	45,148.94

Foster Energy Efficiency Project - Lighting

While this project does not require Board of Education approval due to the dollar amount of the project, it is important that we communicate our desire to replace lighting at Foster Elementary School in the gym so that it is upgraded to the same LED technology that we have begun to install throughout the district. The total cost of the project will be approximately \$5,300 and is being planned to be completed during Christmas break.

Mason County Disc Golf Annual Update

We will discuss a recommendation from the Mason County Disc Golf Association regarding the disc golf property and school forest. These recommendations include: 1) Clearing the scrub brush and small trees between the practice area and the road to provide a line of sight for law enforcement officers patrolling the area, 2) Adding a light in the parking area for increased visibility of the parking lot at night, and 3) Potentially closing the parking area at night. In addition, the Mason County Disc Golf Association has been developing a plan to expand and upgrade the parking lot. Also, course maps will be posted so that law enforcement and emergency personnel are able to find someone in distress easier.

Strategic Plan - Strategic Focus Area: Facilities

While a group of school, business, and community leaders and the WSESD are working to develop a steering committee to facilitate a study that will review 21st Century Education throughout the WSESD, Ludington has established a strategic goal statement within its strategic plan that states that we will: "Develop and prepare a facilities improvement plan that will evaluate the cost effectiveness of upgrading existing facilities versus new construction." The strategic plan lists the objective under this strategic goal statement as being to: "Create a committee of administrators, teachers, other school personnel and community members to develop a long-term facilities plan through consultation with a construction management firm." It is the recommendation of the administration that we proceed with both of these studies in parallel to one another. This will allow for the district to participate in the discussion that centers on 21st century education within the WSESD community, while also beginning to develop a plan that analyzes the needs of our facilities so that the district can prioritize the use of its sinking fund dollars, in addition to developing long range plans for the district that align with the outcome of the 21st Century Education Think Tank.

ACTION ITEMS

2016-2017 Financial Accounts Audit Approval - We will need an action item to accept the financial accounts audit provided by Hungerford and Nichols for the year ending June 30, 2017.

Custodial Chemicals and Supplies Bid Award - We will need an action item to approve awarding the custodial chemicals and supplies bid to the local vendor, X-Cel, as outlined above.

Recognition of October as Principals Month - We will need an action item to approve the proclamation in honor of October as Principals month.

RATIFICATION OF BILL PAYMENT

October 16,2017

Period: 9/12/2017 through 10/11/2017

GENERAL OPERATING FUND

Payroll 9/15/17	543,353.22
Payroll 09/29/17	<u>577,929.90</u>

Total Payroll	1,121,283.12
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Bills (09/12/17 through 10/11/17)	<u>890,974.24</u>
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2,012,257.36

TOTAL GENERAL OPERATING FUND

TOTAL ATHLETIC FUND

20,859.85

Bills (09/12/17 through 10/11/17)

TOTAL LUNCH FUND

43,513.21

Bills (09/12/17 through 10/11/17)

GRAND TOTAL ALL FUNDS

2,076,630.42

Bills (09/12/17 through 10/11/17)

**LUDINGTON AREA SCHOOLS
BALANCE SHEET
For the Month Ending September 30, 2017**

	<u>Current Year</u>
<u>Assets</u>	
Savings/Checking Accounts	\$ 88,035
Investments	\$ 6,792,113
Taxes Receivable	\$ -
Accounts Receivable	\$ -
Due From Other Funds	\$ 104,399
Capital Projects Receivable	\$ -
Inventory	\$ -
Prepaid Expenses	\$ -
Other	\$ -
Total Assets	<u>\$ 6,984,547</u>
<u>Liabilities and Fund Equity</u>	
Liabilities:	
Accounts Payable	\$ 40,040
Payroll Liabilities	\$-
Accrued Expenses	\$-
Due to Other Funds	\$ 95,860
Due to Other Governmental Units	\$ -
Deferred Revenue	\$ -
Note Payable	\$-
Total Liabilities	<u>\$ 135,900</u>
Fund Equity:	
Inventory (Reserved)	\$-
Other Fund Balance	<u>\$ 6,848,647</u>
Total Fund Balance	<u>\$ 6,848,647</u>
Total Liabilities and Fund Equity	<u>\$ 6,984,547</u>

Intermediate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	U.UU%
/General	\$ 3,926,299	\$ -	\$ -	\$ 3,926,299	\$ -	\$ -	\$ -	\$ -	0.00%
/Transfers	\$ 684,500	\$ -	\$ -	\$ 684,500	\$ -	\$ -	\$ -	\$ -	0.00%
	\$ 576,300	\$ -	\$ -	\$ 576,300	\$ -	\$ -	\$ -	\$ -	0.00%
Total Revenue	\$ 20,641,475	\$ 8,296,647	\$ 12,344,828	\$ 40.19%	\$ 41.74%				
EXPENDITURES:									
Instruction/Basic	\$ 10,298,681	\$ 1,190,408	\$ 9,108,273	\$ 11.56%	\$ 9.00%				
/Added Needs	\$ 3,180,893	\$ 387,783	\$ 2,793,110	\$ 12.19%	\$ 11.64%				
/Unclassified	\$ -	\$ -	\$ -	\$ 0.00%	\$ 0.00%				
Support Service/Pupil	\$ 794,003	\$ 91,030	\$ 702,973	\$ 11.46%	\$ 11.72%				
/Instructional	\$ 586,907	\$ 98,973	\$ 487,934	\$ 16.86%	\$ 15.81%				
/Gen. Admin.	\$ 383,803	\$ 88,510	\$ 295,293	\$ 23.06%	\$ 30.21%				
/School Admin.	\$ 1,498,414	\$ 352,898	\$ 1,145,516	\$ 23.55%	\$ 22.72%				
/Business	\$ 464,468	\$ 132,561	\$ 331,907	\$ 28.54%	\$ 29.70%				
/Oper. & Maint.	\$ 1,677,631	\$ 345,719	\$ 1,331,912	\$ 20.61%	\$ 20.42%				
/Transportation	\$ 831,048	\$ 141,774	\$ 689,274	\$ 17.06%	\$ 16.19%				
/Central Services	\$ 299,364	\$ 48,174	\$ 251,190	\$ 16.09%	\$ 20.70%				
/Athletics	\$ 625,257	\$ 169,922	\$ 455,335	\$ 27.18%	\$ 24.81%				
/Comm Services	\$ 118,276	\$ 8,858	\$ 109,418	\$ 7.49%	\$ 8.51%				
/Transfers	\$ -	\$ -	\$ -	\$ 0.00%	\$ 0.00%				
Total Expenditures	\$ 20,758,745	\$ 3,056,610	\$ 17,702,135	\$ 14.72%	\$ 13.65%				
Excess of Revenue over Expenses	\$ -	\$ 5,240,037							
Estimated Fund Balance 6/30/17	\$ 1,526,708	\$ 1,608,610							
Ending Fund Balance	\$ 6,766,745	\$ 6,848,647							

Prepared by the Business Office

REVENUES:	Budget	Year to date	Balance	% spent	YTD %
Revenue Sinking	\$ 313,383	\$ 209,427	\$ 103,957	66.83%	45.27%
Interest Sinking Fund	\$ 500	\$ 27	\$ 475	5.40%	14.33%
Sale of Bonds	\$ -	\$ -	\$ -	0.00%	0.00%
Other	\$ -	\$ -	\$ -	0.00%	0.00%
Total Revenue	\$ 313,883	\$ 209,454	\$ 104,429	66.73%	61.68%

EXPENDITURES:	Budget	Year to date	Balance	% spent	YTD %
Equipment	\$ -	\$ -	\$ -	0.00%	0.00%
Construction Sinking	\$ 312,000	\$ 256,510	\$ 55,490	82.21%	88.73%
Total Expense	\$ 312,000	\$ 256,510	\$ 55,490	82.21%	88.73%

Fund Balance 6/30/17	\$ 27,404	\$ 31,614			
Ending Fund Balance	\$	\$ 80,553			

Prepared by the Business Office

Interest	\$	5,000	\$	572	11.4%	0.00%	58.04%
of Bonds	\$	-	-	-	-	0.00%	0.00%
offers	\$	-	-	-	-	0.00%	0.00%
Total Revenue	\$	5,000	\$	572	11.4%	11.44%	58.04%
EXPENDITURES:							
Closing Costs Bonds	\$	-	\$	-	0.0%	0.00%	0.00%
Planning	\$	80,000	\$	16,461	20.6%	8.40%	17.05%
Equipment	\$	164,500	\$	72,173	43.9%	0.00%	25.40%
Construction	\$	12,500	\$	-	-	0.00%	4.38%
Total Expense	\$	257,000	\$	88,634	34.5%	34.49%	23.35%

Fund Balance 6/30/17 \$ 3,163,269 \$ 3,408,421

Ending Fund Balance \$ 3,320,359

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	-	-	-	-	-	-	-	-	-
% Budget	1.40%	5.50%	40.19%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	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	-	-	-	-	-	-	-	-	-
% Budget	2.5%	4.8%	14.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	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 September 18, 2017

- I. CALL TO ORDER & ROLL CALL
President Carlson called the regular meeting to order at 6:00 p.m, in the OJ DeJonge Middle School Library, 706 E. Tinkham Avenue, Ludington, Michigan.
Members Present: Steve Carlson, Kelly Thomsen, Mike Nagle, Stephanie Reed, Josh Snyder, Bret Autrey, Mary Jo Pung
Members Absent: None
- II. AGENDA MODIFICATION ~ Add Item C to Superintendent's Report for MSTEP Report.
- III. CITIZEN PARTICIPATION ~ None heard.
- IV. CONSENT AGENDA
- A. Ratification of Bill Payment - Per Summary Dated August 21, 2017
1. General Operating Fund Total \$1,260,982.86
 2. Athletic Fund Total \$35, 888.59
 3. Lunch Fund Total \$29,384.82
 4. Total All Funds \$1,326,256.27
- B. Approval of Minutes August 21, 2017 Regular Meeting
Motion by Pung, supported by Autrey, to approve the consent agenda as written and presented.
Ayes: All. Nays: None. Motion: Carries.
- V. BOARD COMMITTEE REPORTS
- A. The Finance Committee Report for September 13, 2017, was presented by Bret Autrey. The committee discussed the audited fund balance and the reduced enrollment. Opening enrollment was 2165 if those numbers remain we will need to add additional support staff at the lower levels. The exit conference for the audit will be presented at the October meeting. Bids were reviewed for the sale of buses, ovens and DRA kits. Life Insurance policies for administrative retirees was discussed. More information will be gathered on this topic.
- B. The Co-curricular Committee Report for September 15, 2017, was presented by Mike Nagle. The committee discussed the legal update from Thrun Law for their retainer clients.
- C. The Personnel/Negotiation Committee Report for September 15, 2017, was presented by Mike Nagle. The committee discussed the sinking fund projects and the resurfacing of our tennis courts, skunk removal at Franklin School and runoff at Foster School Elementary.
- VI. PRINCIPAL'S REPORT
- A. The OJ DeJonge Middle School report was presented by Kristi Zimmerman and Mike hart. They acknowledged Enviroclean Staff present at the meeting and highlighted educational opportunities and instructional programming for middle school students.
- VII. SUPERINTENDENT'S REPORT & COMMENTS
- A. Mr. Kennedy stated that he was contacted by staff of the Office of the President for WSCC and they would like to hold their off-site board meeting in our district on December 18, 2017 and take our Board to dinner after this meeting. Mr. Kennedy reported that he contacted legal counsel to be sure we were in compliance with the Open Meetings Act on this event and it is permissible under the OMA 1626 #10 for social gatherings as long as there is no deliberations. Mr. Kennedy ask if board members would be able to attend. Affirmative responses were given by all.
- B. Mr. Kennedy discussed the Michigan State Police Bus Inspection Report for 2016-2017 school year that was just released and published in the media. He described the process and collaboration between the Michigan State Police and school districts to keep buses safe for students. All district buses were repaired, re-inspected by July 19, 2017. The bus fleet is safe. Our mechanics are top notch and do an excellent job maintaining the buses. Safety and security is a top priority.

Ludington Area Schools
Board of Education
Meeting Minutes September 18, 2017

- C. Mr. Kennedy discussed the MSTEP results and gave a presentation showing how Ludington compares around the state and with comparison districts.

VIII. DISCUSSION ITEMS

- A. Mr. Kennedy reported the annual Audit Exit Conference will be presented at the October 16, 2017 regular board meeting. This was discussed in committee meetings and no further discussion was held.
- B. Mr. Kennedy gave an update on the community concern and requests for improvements to the grounds at Foster School. More research on synthetic surfaces will be explored and reports will be submitted to the board for review and consideration.
- C. Mr. Kennedy discussed the application process to the West Michigan Conference. He will keep the board apprised of the status of our application.
- D. Bruce Doggett gave an update on sinking fund projects including the pool, Franklin HVAC and auditorium restrooms.
- E. Mr. Kennedy gave a review of the bid tabulations for the sale of buses and food service ovens.
- F. Mr. Kennedy gave an update of opening day enrollment numbers which are increased from projected number of 2145 and currently are at 2170. There are increased numbers throughout the district which could result in added support staff time for extreme behaviors and help address issues with numbers.

IX. ACTION ITEMS

- A. Motion by Autrey, supported by Nagle, to designate Shannon Miller at the WSESD Parent Advisory Committee Representative for Ludington. Ayes: All. Nays: None. Motion: Carries.
- B. Motion by Nagle, supported by Autrey, to approve the purchase of scoreboards from the District funds which would be reimbursed by donated funds through the Oriole Foundation as presented. Ayes: All. Nays: None. Motion: Carries.

X. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS - No other items of business were heard.

XI. ADJOURNMENT - Motion by Autrey, supported by Thomsen, to adjourn the meeting at 7:33 p.m. Ayes: All. Nays: None. Motion: Carries.

Mary Jo Pung, Secretary, Board of Education

Ludington Area Schools
Board of Education
Meeting Minutes September 18, 2017

Approval Date _____

(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.*

Comparison Budget to Actual Revenue Accuracy
J Schools (Per MDE 1014 Report) Using 2015/16 Data

School	Budget Revenue	Actual Revenue	% Accurate
Portland Public Schools	18,509,977	18,531,651	99.88%
Ludington Area School (15/16)	20,249,942	20,222,763	99.87%
Mt. Morris Consolidated Schools	20,905,577	20,875,069	99.85%
Tri County Area Schools	18,049,546	18,023,044	99.85%
Sault Ste. Marie Area Schools	22,167,877	22,131,795	99.84%
Paw Paw Public School District	19,594,638	19,629,657	99.82%
Carrollton Public Schools	21,463,319	21,423,669	99.82%
Bangor Township Schools	22,311,590	22,270,358	99.82%
Imlay City Community Schools	19,334,709	19,296,938	99.80%
Chelsea School District	25,778,079	25,723,975	99.79%
Chippewa Hills School District	25,778,079	25,723,975	99.79%
Otsego Public Schools	20,536,963	20,489,493	99.77%
Crosswell-Lexington Community	19,871,512	19,929,475	99.71%
Whitehall District Schools	20,745,229	20,683,177	99.70%
Ludington Area School (16/17)	20,581,788	20,519,099	99.70%
Godwin Heights (In Violation 621)	24,745,966	24,826,203	99.68%
Milan Area Schools	23,934,136	23,849,868	99.65%
Comstock Park Public Schools	20,555,349	20,628,790	99.64%
Spring Lake Public Schools	24,777,200	24,686,812	99.64%
Bullock Creek School District	18,279,110	18,210,871	99.63%
MI Great Lakes Virtual Academy	18,161,026	18,091,372	99.62%
Belding Area School District	18,113,193	18,021,175	99.49%
Yale Public Schools	17,161,700	17,260,774	99.42%
Eaton Rapids Public Schools	23,099,649	22,963,643	99.41%
Lake Fenton Community Schools	18,506,232	18,396,775	99.41%
Alma Public Schools	20,924,233	20,798,090	99.40%
Pennfield Schools	19,405,926	19,528,124	99.37%
Goodrich Area Schools	18,421,745	18,284,346	99.25%
Escanaba Area Public Schools	22,757,328	22,566,778	99.16%
North Branch Area Schools	20,546,357	20,793,475	98.80%
South Haven Public Schools	20,295,186	20,046,660	98.78%
Kelloggsville Public Schools	22,756,468	23,062,626	98.65%
Fremont (In Violation 621)	20,325,525	20,612,814	98.59%
Oakridge Public Schools	19,299,163	18,962,015	98.25%
Westwood (In Violation 621)	23,325,021	23,772,419	98.08%
Cesar Chavez Academy	22,261,683	21,816,978	98.00%
West Branch-Rose City Area	21,702,366	21,236,474	97.85%
Dowagiac Union School District	21,695,172	21,211,391	97.77%
Benton Harbor Area Schools	26,761,159	25,976,790	97.07%
Chandler Park Academy	21,248,504	20,562,499	96.77%

Average Accuracy: 99.21%

Comparison Budget to Actual Expense Accuracy
J Schools (Per MDE 1014 Report) Using 2015/16 Audit Data

	Budget Expense	Actual Expense	% Accurate
North Branch Area Schools	20,353,073	20,348,101	99.98%
Croswell-Lexington Community	19,896,545	19,868,938	99.86%
Chelsea School District	25,847,623	25,811,012	99.86%
Chippewa Hills School District	25,847,623	25,811,012	99.86%
Tri County Area Schools	18,581,388	18,545,663	99.81%
Whitehall District Schools	20,738,568	20,692,974	99.78%
Comstock Park Public Schools	21,451,676	21,386,618	99.70%
MI Great Lakes Virtual Academy	18,161,026	18,091,372	99.62%
Bangor Township Schools	21,935,351	21,796,668	99.37%
Ludington Area School (16/17)	20,703,068	20,558,477	99.30%
Mt. Morris Consolidated Schools	21,007,394	20,844,222	99.22%
Ludington Area School (15/16)	20,248,974	20,055,412	99.04%
Escanaba Area Public Schools	23,741,463	23,504,571	99.00%
Pennfield Schools	19,373,904	19,167,543	98.93%
Eaton Rapids Public Schools	23,006,941	22,698,882	98.66%
Belding Area School District	18,511,080	18,261,306	98.65%
Otsego Public Schools	19,978,521	19,698,172	98.60%
Spring Lake Public Schools	24,769,300	24,416,337	98.57%
Kelloggsville Public Schools	22,126,927	21,807,161	98.55%
Bullock Creek School District	18,418,383	18,097,394	98.26%
Paw Paw Public School District	19,741,454	19,391,366	98.23%
Portland Public Schools	18,705,963	18,345,327	98.07%
Carrollton Public Schools	20,899,684	20,495,878	98.07%
Alma Public Schools	20,994,888	20,542,621	97.85%
Yale Public Schools	18,353,900	17,944,846	97.77%
Milan Area Schools	24,412,545	23,854,681	97.71%
Goodrich Area Schools	18,374,264	17,948,090	97.68%
Sault Ste. Marie Area Schools	22,026,249	21,509,061	97.65%
Lake Fenton Community Schools	18,749,039	18,228,083	97.22%
Imlay City Community Schools	19,761,162	19,209,926	97.21%
Oakridge Public Schools	19,026,466	18,465,533	97.05%
Cesar Chavez Academy	20,618,887	19,985,527	96.93%
South Haven Public Schools	20,079,047	19,462,082	96.93%
Dowagiac Union School District	22,509,941	21,558,421	95.77%
Chandler Park Academy	20,867,283	19,914,125	95.43%
West Branch-Rose City Area	20,837,809	19,604,644	94.08%
Benton Harbor Area Schools	29,300,000	27,510,329	93.89%

Average: 98.17%

Three Districts were in violation of Act 621

Fremont (In Violation 621)	20,623,108	20,696,704	100.36%
Westwood (In Violation 621)	22,420,548	22,591,518	100.76%
Godwin Heights (In Violation 621)	25,350,299	25,989,867	102.52%

**Comparison of Budget to Actual Accuracy, Combined Revenues and Expenses
J Schools (Per MDE 1014 Report) Using 2015/16 Audit Information**

	Budget Revenue	Actual Revenue	Budget Expense	Actual Expense	Rev + Exp %
Tri County Area Schools	18,049,546	18,023,044	18,581,388	18,545,663	99.83%
Chelsea School District	25,778,079	25,723,975	25,847,623	25,811,012	99.82%
Chippewa Hills School District	25,778,079	25,723,975	25,847,623	25,811,012	99.82%
Croswell-Lexington Community	19,871,512	19,929,475	19,896,545	19,868,938	99.79%
Whitehall District Schools	20,745,229	20,683,177	20,738,568	20,692,974	99.74%
Comstock Park Public Schools	20,555,349	20,628,790	21,451,676	21,386,618	99.67%
MI Great Lakes Virtual Academy	18,161,026	18,091,372	18,161,026	18,091,372	99.62%
Bangor Township Schools	22,311,590	22,270,358	21,935,351	21,796,668	99.59%
Mt. Morris Consolidated Schools	20,905,577	20,875,069	21,007,394	20,844,222	99.54%
Ludington Area School (16/17)	20,581,788	20,519,099	20,703,068	20,558,477	99.50%
Ludington Area School (15/16)	20,249,942	20,222,763	20,248,974	20,055,412	99.45%
North Branch Area Schools	20,546,357	20,793,475	20,353,073	20,348,101	99.39%
Otsego Public Schools	20,536,963	20,489,493	19,978,521	19,698,172	99.19%
Pennfield Schools	19,405,926	19,528,124	19,373,904	19,167,543	99.16%
Fremont (In Violation 621)	20,325,525	20,612,814	20,623,108	20,696,704	99.13%
Spring Lake Public Schools	24,777,200	24,686,812	24,769,300	24,416,337	99.11%
Escanaba Area Public Schools	22,757,328	22,566,778	23,741,463	23,504,571	99.08%
Belding Area School District	18,113,193	18,021,175	18,511,080	18,261,306	99.07%
Eaton Rapids Public Schools	23,099,649	22,963,643	23,006,941	22,698,882	99.04%
Paw Paw Public School District	19,594,638	19,629,657	19,741,454	19,391,366	99.02%
Portland Public Schools	18,509,977	18,531,651	18,705,963	18,345,327	98.97%
Carrollton Public Schools	21,463,319	21,423,669	20,899,684	20,495,878	98.95%
Bullock Creek School District	18,279,110	18,210,871	18,418,383	18,097,394	98.94%
Sault Ste. Marie Area Schools	22,167,877	22,131,795	22,026,249	21,509,061	98.75%
Milan Area Schools	23,934,136	23,849,868	24,412,545	23,854,681	98.67%
Westwood (In Violation 621)	23,325,021	23,772,419	22,420,548	22,591,518	98.65%
Alma Public Schools	20,924,233	20,798,090	20,994,888	20,542,621	98.62%
Kelloggsville Public Schools	22,756,468	23,062,626	22,126,927	21,807,161	98.61%
Yale Public Schools	17,161,700	17,260,774	18,353,900	17,944,846	98.57%
Godwin Heights (In Violation 621)	24,745,966	24,826,203	25,350,299	25,989,867	98.56%
Imlay City Community Schools	19,334,709	19,296,938	19,761,162	19,209,926	98.49%
Goodrich Area Schools	18,421,745	18,284,346	18,374,264	17,948,090	98.47%
Lake Fenton Community Schools	18,506,232	18,396,775	18,749,039	18,228,083	98.31%
South Haven Public Schools	20,295,186	20,046,660	20,079,047	19,462,082	97.86%
Oakridge Public Schools	19,299,163	18,962,015	19,026,466	18,465,533	97.66%
Cesar Chavez Academy	22,261,683	21,816,978	20,618,887	19,985,527	97.49%
Dowagiac Union School District	21,695,172	21,211,391	22,509,941	21,558,421	96.75%
Chandler Park Academy	21,248,504	20,562,499	20,867,283	19,914,125	96.11%
West Branch-Rose City Area	21,702,366	21,236,474	20,837,809	19,604,644	96.01%
Benton Harbor Area Schools	26,761,159	25,976,790	29,300,000	27,510,329	95.41%

Average All Districts: 98.71%

Administrator Evaluation: District Leader Personal Growth Plan

Goal Area #1: Strategic Plan - Master Facilities Assessment

Personal Growth Plan For: Jason Kennedy
Date Developed: September 2017

Position: Superintendent
Period Covered: 2017-2018 School Year

Rubric Alignment:

Domain 2 - Leadership; Factor: Leadership Behavior; Characteristics: Strategic and Systemic
 Domain 3 - Systems Alignment; Factor: High Quality and Reliability Instructional Programs; Characteristics: Research Based and Differentiated Instruction

Current Performance Level: Not Previously Rated

Target Performance Level: Highly Effective

Personal Growth Activity	Timeline for Activity	Resources Needed	Support Needed
Partner with Communications by Design (CBD) to develop a school and community based steering committee responsible for studying 21st Century Educational models and needs within LASD.	2017 - 2018	<ul style="list-style-type: none"> • Communications by Design (CBD) • Support for site visits 	<ul style="list-style-type: none"> • Communications by Design (CBD) • Support for site visits • Release time for staff
Partner with a construction management company, architectural, or engineering firm (to be determined) to complete a comprehensive facilities study, as outlined in the LASD Strategic Plan.	2017 - 2018	<ul style="list-style-type: none"> • Review of sample master facilities management plans and desired outcomes 	<ul style="list-style-type: none"> • Master facilities management planning company to coordinate study.
Actively participate in the WSESD's 21st Century Educational Think Tank, responsible for envisioning learning models within our county.	2017 - 2018	<ul style="list-style-type: none"> • WSESD • Business and Community Leaders 	<ul style="list-style-type: none"> • WSESD • Business and Community Leaders

Evidence of Meeting Goal: Report on 21st Century Educational Models facilitated by CBD, Completed facilities study and needs analysis, and WSESD 21st Century Educational Think Tank documentation.

Date Goal Met:

New Performance Level:

Administrator Evaluation: District Leader Personal Growth Plan
 Goal Area #2: Budget and Finance

Personal Growth Plan For: Jason Kennedy **Position:** Superintendent
Date Developed: September 2017 **Period Covered:** 2017-2018 School Year

Rubric Alignment:

Domain 3 - Systems Alignment; Factor: Safe, Effective, Efficient School Operations; Characteristics: Fiscal and Material Resource Management
 Domain 4 - Processes: School and District Improvement: Systematic Use of Multiple Data Sources

Current Performance Level: Not Previously Rated

Target Performance Level: Highly Effective

Personal Growth Activity	Timeline for Activity	Resources Needed	Support Needed
Budget Amendment: Monitor and adjust the District's annual operating budget in January or February to reflect the most up to date financial position of the District.	2017 - 2018	<ul style="list-style-type: none"> Partner with business manager to complete 	<ul style="list-style-type: none"> Partner with business manager to complete
Develop final budget amendment with the intent of adding to fund balance; Board goal of establishing a 10% fund balance.	2017 - 2018	<ul style="list-style-type: none"> Partner with business manager to complete 	<ul style="list-style-type: none"> Partner with business manager to complete
Complete financial benchmarking to comparable districts and develop priority areas within the budget.	2017 - 2018	<ul style="list-style-type: none"> Access to EIDEX bench marking system 	<ul style="list-style-type: none"> Access to EIDEX bench marking system

Evidence of Meeting Goal: Budget amendment, final budget, audited fund balance, and financial benchmarking report.

Date Goal Met: **New Performance Level:**

Administrator Evaluation: District Leader Personal Growth Plan

Goal Area #3: Stakeholder Surveys, Staff Morale, and Collective Bargaining

Personal Growth Plan For: Jason Kennedy
Date Developed: September 2017

Position: Superintendent
Period Covered: 2017-2018 School Year

Rubric Alignment:

Domain 4 - Processes; Factor: Community Building; Internal and External Stakeholder Relations

Current Performance Level: Not Previously Rated

Target Performance Level: Highly Effective

Personal Growth Activity	Timeline for Activity	Resources Needed	Support Needed
Partner with the Ludington Education Association (LEA), staff, students, and parents, to conduct stakeholder surveys that address superintendent performance.	2017 - 2018	<ul style="list-style-type: none"> • Time to Collaborate • Access to survey • Posting access to web / social media 	<ul style="list-style-type: none"> • Time to Collaborate • Access to survey • Posting access to web / social media
Develop positive relationships with the Ludington Educational Support Personnel Association (LESPA) and the LEA through a collaborative bargaining process that leads to successful contract negotiations.	2017 - 2018	<ul style="list-style-type: none"> • Collaborative bargaining support 	<ul style="list-style-type: none"> • Collaborative bargaining support

Evidence of Meeting Goal: Completed stakeholder surveys from staff, students, and parents; Approval of successor contract agreements with the Ludington Education Association (LEA) and the Ludington Educational Support Personnel Association (LESPA).

Date Goal Met:

New Performance Level:

Administrator Evaluation: District Leader Personal Growth Plan

Goal Area #4: Curriculum, Instruction, and Assessment - Student Achievement

Personal Growth Plan For: Jason Kennedy
Date Developed: September 2017

Position: Superintendent
Period Covered: 2017-2018 School Year

Rubric Alignment:

Domain 2 - Leadership; Factor: Leadership Behavior; Characteristics: Strategic and Systemic
 Domain 3 - Systems Alignment; Factor: High Quality and Reliability Instructional Programs; Characteristics: Research Based and Differentiated Instruction
 Domain 5 - Capacity Building; Human Development Factors

Current Performance Level: Not Previously Rated

Target Performance Level: Highly Effective

Personal Growth Activity	Timeline for Activity	Resources Needed	Support Needed
Curriculum: Curriculum warehousing systems review and continued implementation of curriculum council process.	2017 - 2018	<ul style="list-style-type: none"> • Time to review and implement • Financial resources 	<ul style="list-style-type: none"> • Time to review and plan implementation • Financial resources
Instruction: Evaluation process for administrators following the law and the School Advance systems for administrator evaluations.	2017 - 2018	<ul style="list-style-type: none"> • Review of sample master facilities management plans and desired outcomes 	<ul style="list-style-type: none"> • Master facilities management planning company to coordinate study.
Assessment: Participate on the state Joint Evaluation Committee (JEC) for Request for Proposal (RFP) for administration of statewide K-8 assessment system.	2017 - 2018	<ul style="list-style-type: none"> • Time in Lansing to serve on committee 	<ul style="list-style-type: none"> • Time in Lansing to serve on committee

Evidence of Meeting Goal: Curriculum committee meeting schedule, review of curriculum warehousing system proposals, administrator evaluation samples and protocol, Joint Evaluation Committee Assessment documentation

Date Goal Met:

New Performance Level:

Administrator Evaluation: District Leader Personal Growth Plan

Goal Area #5: Career and College Readiness

Personal Growth Plan For: Jason Kennedy

Position: Superintendent

Date Developed: September 2017

Period Covered: 2017-2018 School Year

Rubric Alignment:

Domain 2 - Leadership; Factor: Leadership Behavior; Characteristics: Strategic and Systemic
 Domain 3 - Systems Alignment; Factor: High Quality and Reliability Instructional Programs; Characteristics: Research Based and Differentiated Instruction

Current Performance Level: Not Previously Rated

Target Performance Level: Highly Effective

Personal Growth Activity	Timeline for Activity	Resources Needed	Support Needed
Mason County Promise: Facilitate and lead the process for the development of the Mason County Promise; Provides scholarship to students in Mason County.	2017 - 2018	<ul style="list-style-type: none"> • Time to Collaborate • Possible need for substitute teachers 	<ul style="list-style-type: none"> • Support for the concept • Fundraising support
Partner with the business community to develop school and business partnerships; Participate on the Mason County Talent 2025 Workforce Development Group	2017 - 2018	<ul style="list-style-type: none"> • Time to Collaborate • Possible need for substitute teachers 	<ul style="list-style-type: none"> • Support for the concept
Host State Superintendent of Instruction, Brian Whiston, to discuss career and college readiness and to demonstrate what LASD has done to align with his agenda	2017 - 2018	<ul style="list-style-type: none"> • Support for site visit • Space to host meeting 	<ul style="list-style-type: none"> • Support for site visit • Space to host meeting

Evidence of Meeting Goal: Mason County Promise Application to Treasury; Development Plan; Talent 2025 Work Group documents;

Date Goal Met:

New Performance Level:

Principals' Board Reports

October 16, 2017

Ludington High School

We are very thankful for the outreach from the community on the loss of one of our students. During this time our Crisis Response Team assembled quickly to develop and work through our response. This team consisted of counselors and social workers from LASD, WSESD, and CMH. Extra counseling supports were in place and our staff helped direct students to seek additional supports.

We have Coffee with the Principal October 17, 7:00am at the House of Flavors. The theme is getting our students college and career ready and what parents need to know. We will provide additional information about college prep sessions being offered by the LHS counseling department.

Homecoming Recap- Homecoming started off with an amazing evening of Powder Puff Football on Monday. Fans came out and enjoyed themselves and our pep band kept everyone entertained. There were several competitive games and in the end the seniors won an overtime contest.

Throughout the week we had theme days that allowed for students to dress up and show their school spirit. Lunch games were created by student council and it enabled many student an opportunity to participate in lunch games.

Friday the school had its March to the Field assembly. With a police escort and our band leading the way, we took 658 students to Oriole Field for our Homecoming assembly. We are proud to say that we did not have a single issue down and back. Lakeview little O's were able to enjoy the assembly with us that day.

Saturday, at the recommendation of the crisis response team, we went ahead with the Homecoming Dance. Extra counselors were on hand all night and nearly 400 students attended.

Steve and I are excited to host the board meeting next week. We look forward to sharing some of the exciting initiatives we have in place this year at LHS.

We've had a very successful start to the school year. Our enrollment is slightly up in the high school. We are very pleased with the enthusiasm and dedication of our staff. They are working extremely hard to make sure all students are successful in their classes. We've had many positive comments from parents about the atmosphere in the high school.

LHS college and career readiness scores continue to improve over the last two year.. LHS is committed to reaching every student to ensure they are ready to be successful when they leave our school system. We have several new programs that we will share at our October board meeting at the high school.

Respectfully Submitted by Dan Mesyar, LHS Principal

Principals' Board Reports

October 16, 2017

O. J. DeJonge Middle School

NWEA Fall Assessment: we just finished our fall administration of the NWEA Measures of Academic Progress tests in reading and math for all students. We will be digging into the NWEA data, as well as M-STEP and PSAT data later this month to help us plan instructional approaches. We will use a data dialogue process to help teachers analyze the sources of data and draw conclusions that will help inform instructional decisions moving forward.

8th Grade Camp: we had another successful camp experience at Grace Youth Adventures. School staff, parents and community members helped facilitate the week for our students as they participated in waterfront activities, ziplining, science experiments, arts and crafts, horseback riding and a host of other activities while in groups. Thank you to the camp staff as well as the teachers who stayed back at school to cover classes. Next year we will mark a half century of providing this outdoor education experience for Ludington 8th graders.

Professional Learning: we are providing professional development regarding three building-wide teaching goals—student talk, questioning and collaboration routines. Currently we are focusing on methods to teach students how to have academic conversations in every subject area. The ultimate goal is to teach students the nature of each discipline and have them independently and skillfully have deep conversations with little to no teacher prompting. We are using a workshop model that involves teacher collaboration and support at bi-weekly faculty meetings.

Parent-Teacher Conferences: we look forward to meeting with families for our first conferences of the year, on October 19. As in the past, we will offer afternoon and evening sessions of two hours each. We encourage students to attend to be part of the conversation about their learning and performance.

Robotics Team: we are in the sign-up process for establishing a middle school First Robotics Team. Karen Shindeldecker, science teacher and robotics coach, has been actively seeking grants to support the formation and maintenance of a team and was recently awarded a \$25,000 grant from the Oriole Foundation! Karen will also be coaching the first LHS FRC team this year.

Classroom Award for Keith Kuczynski: Megan Hilyard, 8th grader and first chair flutist, presented Mr. K with a \$500.00 classroom award from Preferred Credit Union. Megan's name was drawn in a contest that allowed her to select any teacher in her K-8 experience to award, and she chose her instrumental music instructor. In presenting the award, Megan shared that she had misgivings when she decided to try band, not being sure if she would really like it but knowing she could drop it if need be. She said that Mr. K changed her whole way of thinking and she realizes the importance of music and now is first chair. She indicated she may pursue music even at the college level. Mr. K was provided the check for \$500.00, which will enable him to purchase materials for his own classroom use.

~ Respectfully Submitted by Kristi Zimmerman, OJMS Principal

Principals' Board Reports

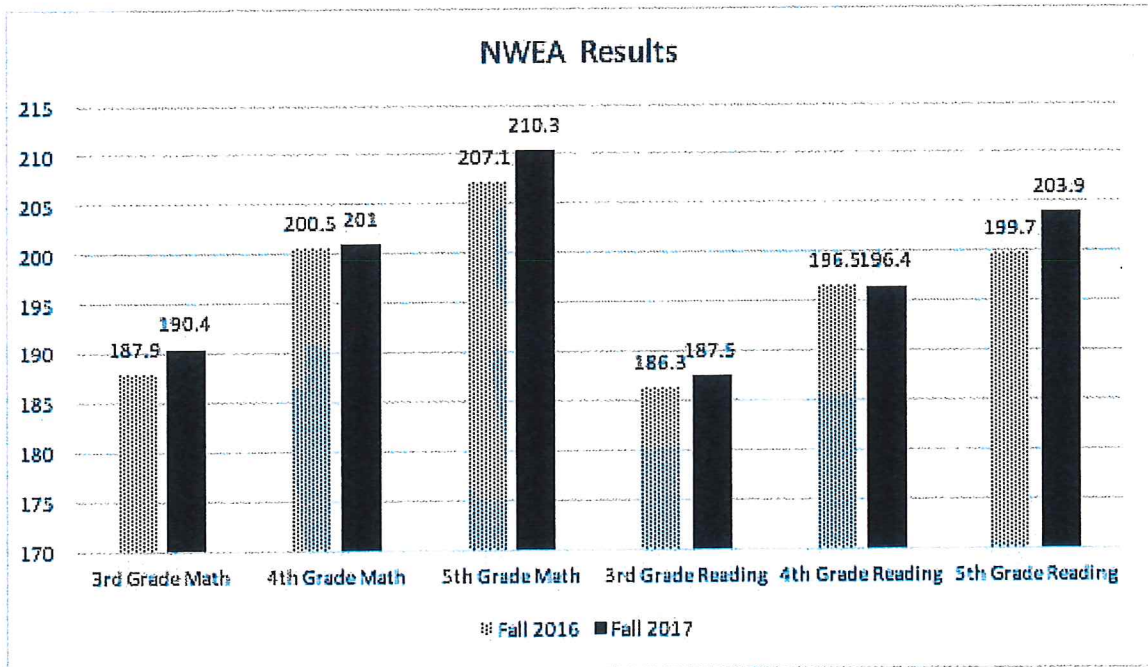
October 16, 2017

Foster Elementary School

Community Partnership: This month Trinity Evangelical Free church begins their mentoring program, Kids Hope. The Kids Hope program is one our tier three behavioral supports for students that has been successful for many years at Foster Elementary School. Another area church, Emmanuel Lutheran Church, is interested in helping Foster Elementary financially as well. Brad Chapman and the Rotary Club handed out dictionaries to all Foster Elementary third grade students on Friday, October 13th. We are very thankful at Foster Elementary to have such an outpouring of support from the community.

Positive Behavior Intervention Supports: The O-Buck store is being developed as I type, to get ready for action next month. Students will be able to earn O-Bucks as a reward for positive behavior and purchase items at the O-Buck store. This is a PBIS committee initiative that third grade started a few years ago, and we are now going to go use the idea school wide. Prizes include school supplies, books, extra recess with Mr. Gillett, dodgeball with Mr. Dotson, small toys and more.

Assessment & Instruction: NWEA testing window is closed and our results show higher starting points then previous years. We sent out the information to our families via our school newsletter and are excited to continue to make growth with an even higher starting point. The data was used to create IRIPs for 3rd grade students that are below 70 percentile for reading, develop reading groups for Title I reading, develop math groups for Title I after school math support, set instructional levels, and assist in the development of individualized goals. NWEA is a nationally normed assessment that allows us to compare levels with students across the nation. The data is also very helpful when students are being considered for special education services.



~Respectfully Submitted by Brian Dotson, Foster Principal

Principals' Board Reports

October 16, 2017

Franklin Elementary School

Fire Safety Week: Franklin students visited the Ludington Fire Station for a field trip. The Ludington Firefighters hosted the Franklin students teaching them about the importance of fire safety. The students were welcomed by the firefighters, given a tour of the fire department, an opportunity to sit in a fire truck, a smokehouse interaction, and shown a demonstration of the gear firefighters have to wear. The students enjoyed themselves and this trip was a great way for students to connect with community rescue workers!



Franklin Fun Walk: Franklin students participated in the Franklin Fun Walk to raise money for school activities. The fun walk was organized and managed by Franklin PTC members and it was a fabulous, fun whole-school event. Students participated in the monitored walking event where they walked laps on the playground for 30 minutes. After each lap walked students received rubberbands. At the end of the 30 minutes, students were able to determine the number of laps they walked by counting their rubberbands. After the walk, students collect donations from friends, relatives, and neighbors based on their pledges and their personal performance in the walk. Supporters can donate per lap or simply make a flat donation to the PTC.

NWEA: This fall students participated NWEA assessments. This assessment measures what students know and informs teachers what students are ready to learn next. By adjusting to each student's performance, it creates a personalized assessment experience that accurately measures performance- whether a student performs on, above, or below grade level. Students will set goals based on their individual assessment results. The results of the assessments for Franklin are:

	<u>Reading</u>		<u>Math</u>	
	<u>FR Mean RIT</u>	<u>Norm Grade Level Mean Rit</u>	<u>FR Mean RIT</u>	<u>Norm Grade Level Mean Rit</u>
Kindergarten:	141.5	140.3	138.7	139.3
1st Grade:	165.3	161.6	162	159.9
2nd Grade:	175.7	174	178.2	176.2

~Respectfully Submitted by Jan Jackoviak, Franklin Principal

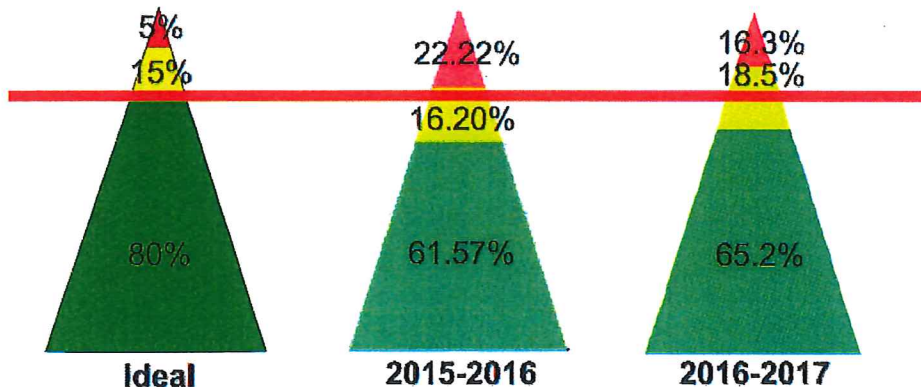
Principals' Board Reports

October 16, 2017

Lakeview Elementary

Our first month back has been a busy one but exciting things are happening at Lakeview! Our enrollment is steady and we've even welcomed a few new kiddos to our school, our newest teacher, Zack Korienek is off to a great start, staff have welcomed our families back with open arms, student routines have been established and learning is happening! We love this time of year!

PBIS and SWIS Data: At Lakeview Elementary we regularly review our behavior data closely to monitor our interventions and determine whether or not they are successful. We strive every day to meet the needs of all students and our in depth behavior analysis really helps us understand the needs our students have. The triangles below represent an overview of our yearly data. In an ideal setting, 80% or more of our students would respond to Tier 1 interventions. These are interventions that all staff uses for all kids. 15% or less of kids would need an additional Tier 2 support that may include Responsibility Center, reteaching of an expected behavior, etc... and less than 5% of our students would need Tier 3 individualized supports. As you can see from the triangles, our data is showing signs of improvement however, we have not yet accomplished what we would consider to be ideal. Our PBIS program helps us continue to improve and move toward the success we hope to see! Our Little O's keep working hard to Be Safe, Respectful, and Responsible!



NWEA Data: Lakeview students recently completed the Northwest Evaluation Association (NWEA) Assessment. This is an assessment that is taken on the iPads and it is used to measure student growth in Math and Reading. Students complete this assessment three times per school year. NWEA is a computer adaptive assessment which means that if your child answers a question correctly, the test follows up with a more challenging question. If your child answers incorrectly, the test follows up with an easier question. This gives us a very accurate picture of your child's strengths and opportunities for growth. Students at Lakeview also participate in goal setting based on the NWEA scores. This helps students be a larger part of their learning and gives them some ownership in the process. As educators we value this assessment information but also recognize that it is just one piece of information and we take that into consideration whenever we are working together to make decisions for your child's

Principals' Board Reports

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educational experience. If you have any questions about this assessment please don't hesitate to contact your child's teacher. The table below shows our grade level average scores for fall.

2017 Fall NWEA Scores

Grade	Mean RIT*	Normed Grade Level RIT**
K	137.5	139.3
1	165	161.6
2	175	176.2

*A **RIT score** is an estimation of a student's instructional level and also measures student progress or growth in school.

** A **Normed score** is an average score as compared to other students across the country.

~Respectfully Submitted by Amber Kowatch, Lakeview Principal

Principals Month - October 2017

WHEREAS, energetic and inspiring school leadership is essential if Ludington's schools are to continue to prepare students for success, both during their K-12 program of study and throughout life after graduation; and,

WHEREAS, principals serve as educational visionaries, instructional leaders, assessment experts, disciplinarians, community builders, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives. They are also entrusted with the educational development of young people; and,

WHEREAS, principals set the academic tone for their schools and work collaboratively with teachers and parents to develop and implement a clear mission, high curriculum standards and performance goals; and,

WHEREAS, principals play a vital role in the success of students by creating school environments that facilitate great teaching and learning and continuous improvement; and,

WHEREAS, much of the success of grade K-12 students can be attributed to principals who act as the liaison between the school and the community it serves, ensuring that parents and the greater school community are aware of student and school achievements; and,

WHEREAS, the celebration of Principals Month would honor elementary, middle level, and high school principals and assistant principals, and recognize the importance of school leadership in ensuring that every child has access to a high-quality education; and,

WHEREAS, during this month, we join with educators, parents and students throughout our school community to raise awareness of the importance of educational leadership. We also recognize and thank the hard-working principals in our schools who set exemplary examples of service;

NOW THEREFORE, we, the Board of Education at Ludington Area Schools, do hereby proclaim October 2017 as Principals Month at Ludington Area Schools, and we publicly thank our principals for their leadership and commitment to students and their learning.

Steve Carlson - President
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