

Ludington Area Schools  
Board of Education  
Minutes of Regular Meeting

July 17, 2023

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Regular Meeting

- I. Call to Order & Roll Call ~ The meeting was held in the Administration Office 809 East Tinkham Avenue, Ludington, Michigan, 49431. The meeting was called to order by Board President Carlson at six o'clock p.m.  
Members Present: Steve Carlson, Dr. Bret Autrey, Mike Nagle, Stephanie Reed, Leona Ashley, Scott Foster, Sarah Lowman  
Members Absent: None
- II. Agenda Modification ~ Add math curriculum purchase to Discussion Item and Action Item.
- III. Citizen Participation ~ Five citizens addressed the Board.
- IV. Consent Agenda
- A. Ratification of Bill Payment Per Summary Dated July 17, 2023 was approved by consent.
- B. Approval of Minutes June 19, 2023 Regular, Budget Hearing & Closed Meeting were approved by consent.
- C. 2023-2024 Non-Union At-Will Contracts were approved by consent as listed:
- Mark Boon, LHS Student Enhancement Intervention Specialist
  - Misty Bolton - LECC Teacher
  - Trish Forfinski, LES At-Risk Interventionist
  - Dennis Genson, LHS At-Risk Math Support
  - Beth Gunsell, LES At-Risk Specialist
  - Michelle Holtrust - Director of Online Learning
  - Michelle Kiessel, LES At-Risk Specialist
  - Jasmine Mott - LECC Teacher
  - Andrea Sargent, LHS At-Risk Specialist
  - Jon Schoon - OJMS Dean of Students
  - Melanie Tomaski - Director of Oriole Work Based Learning Academy
  - Kirk Walden, LHS At-Risk Coordinator
  - Courtney Walters, LECC Teacher
- D. Resignation for Dan Mesyar was approved by consent
- E. 2023-2024 Student Handbooks were approved by consent.
- F. 2023-2024 Program & Curriculum DK-12 were approved by consent.
- G. 2023-2024 Distance/Virtual Learning was approved by consent.
- H. 2023-2024 Appointment of Legal Firm Thrun Law, P.C. was approved by consent.
- I. 2023-2024 Appointment of Hungerford Nichols Audit Firm was approved by consent
- Motion by Autrey, supported by Nagle, to approve the consent agenda as written and presented. Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.
- V. Board Committee Reports
- A. Mike Nagle presented the Personnel/Policy Committee Report.
- B. Dr. Bret Autrey presented the Finance Committee Report.
- C. Stephanie Reed presented the Building and Site Committee Report.
- VI. Superintendent's Report and Comments
- A. Superintendent Dr. Kyle Corlett gave an update on summer projects.
- VII. Discussion Items - The following topics were submitted for discussion:
- A. Bond Project Application and Certificate for Payment #39 was discussed.
- B. The Board Meeting Schedule was presented for regular meetings of the Board of Education for 2023-2024 school year with a starting time at 6:00 p.m. for all regularly scheduled meetings, as listed:
- | <u>Date</u>        | <u>Meeting Type</u> | <u>Location/School Building</u>            |
|--------------------|---------------------|--|
| August 21, 2023    | Regular Meeting     | Administration Office, 809 E. Tinkham Ave. |
| September 18, 2023 | Regular Meeting     | Administration Office, 809 E. Tinkham Ave. |

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October 16, 2023	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
November 20, 2023	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*December 11, 2023	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
January 15, 2024	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
February 19, 2024	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
March 18, 2024	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
April 15, 2024	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
May 20, 2024	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
June 17, 2024	Budget & Regular	Administration Office, 809 E. Tinkham Ave.

- C. School District Depositories & Authorized Signatories were presented.
- D. Electronic Transfer Officer Designees were presented.
- E. A Probationary Teaching Contract recommendation for Brad Moelker was presented.
- F. Oriole Team Room Bid Project bids were reviewed by the board committees for work categories 02, 10, 11, 14, 10, 21, 24, 27, 28 and are recommended for approval as presented:

**WC 02 – Sitework**

-Recommended Firm: Hallack Excavating  
-Base Contract Amount: \$86,400

**WC 10 – Concrete**

-Recommended Firm: Schepers Concrete  
-Base Contract Amount: \$128,950

**WC 11 – Masonry**

-Recommended Firm: JK Masonry  
-Base Contract Amount: \$140,760  
-Notes: Voluntary alternates to remove spray foam by WC 20 at (\$3,000) and change size of brick to modular at (\$22,150) included in base bid.

**WC 14 – Roofing**

-Recommended Firm: At The Peak  
-Base Contract Amount: \$21,700

**WC 20 – General Trades**

-Recommended Firm: Christman Facility Solutions  
-Base Contract Amount: \$337,660

**WC 21 – Metal Framing/Drywall**

-Recommended Firm: Ritsema Associates  
-Base Contract Amount: \$76,800

**WC 24 – Painting**

-Recommended Firm: Vork Brothers  
-Base Contract Amount: \$13,500

**WC 27 – Mechanical Systems**

-Recommended Firm: Northwest Kent  
-Base Contract Amount: \$169,900

**WC 28 – Electrical**

-Recommended Firm: C & I Electric  
-Base Contract Amount: \$97,486

- G. Fencing for Oriole Field was presented and discussed.
- H. A recommendation for the purchase of math curriculum was presented.

VIII. Action Items

- A. Motion by Autrey, supported by Reed, to approve the certificate for payment on the school bond project and to authorize the District to pay \$2,856,447.45, as certified by the architect and construction manager, and as outlined in the Certificate for Payment #39 as presented. Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

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B. Motion by Ashley, supported by Foster, to approve the Board meeting schedule for the regular meetings of the Board of Education for 2023-2024 with a starting time at 6:00 p.m. for all regularly scheduled meetings and locations as presented:

<u>Date</u>	<u>Meeting Type</u>	<u>Location/School Building</u>
August 15, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
September 19, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
October 17, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
November 21, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*December 12, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
January 16, 2023	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
February 20, 2023	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
March 20, 2023	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
April 17, 2023	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
May 15, 2023	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*June 19, 2023	Budget & Regular	Administration Office, 809 E. Tinkham Ave.

Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

C. Motion by Reed, supported by Lowman, to designate West Shore Bank and UMB Bank as official depositories of the school district and, further, to designate the Superintendent and Director of Business Services (Dr. Kyle B. Corlett, Laura Jacobs) to act as officials on behalf of the school district and as official signatories authorized to sign checks, contracts, agreements, purchase orders, and other appropriate documents, and/or authorize transfers in accounts as presented. Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

D. Motion by Autrey, supported by Ashley, to approve the Superintendent and Director of Business Services (Dr. Kyle B. Corlett, Laura Jacobs) as authorized agents of the District to complete such transactions on behalf of the Board, through Automatic Clearing House (ACH) process, be designated as the District's Electronic Transfer Officers (ETO) in accordance with the provisions of Board Policy #6144 as presented. Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

E. Motion by Autrey, supported by Ashley, to approve a probationary contract for Bradley Moelker teaching fourth grade pending successful completion of all in-service requirements and background checks per Board Policy and Michigan Law as presented. Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

F. Motion by Foster, supported by Reed, to approve the quote from Great Lakes Pet Fencing in the amounts of \$22,471 and \$24,574 as written and presented for fencing at Oriole Field. Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

G. Motion by Autrey, supported by Reed, to approve the bid package for work categories 02, 10, 11, 14, 10, 21, 24, 27, 28 as written and presented:

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-Notes: Voluntary alternates to remove spray foam by WC 20 at (\$3,000) and change size of brick to modular at (\$22,150) included in base bid.

**WC 14 – Roofing**

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-Base Contract Amount: \$76,800

**WC 24 – Painting**

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**WC 27 – Mechanical Systems**

-Recommended Firm: Northwest Kent  
-Base Contract Amount: \$169,900

**WC 28 – Electrical**

-Recommended Firm: C & I Electric  
-Base Contract Amount: \$97,486

Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

H. Motion by Foster, supported by Reed, to approve the purchase of math curriculum in the amount of \$99,770 from Big Ideas as presented. Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

I. Motion by Autrey, supported by Foster, to go into Closed Session Pursuant to Open Meetings Act Section 8(k) for the Purpose of the Emergency Operations Planning MCL 15.268. at 6:33 p.m. Roll Call Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

The Board returned to open session at 7:35 p.m.

IX. Other Items of Business and Announcements ~ None to report.

X. Adjournment ~ Motion by Autrey, supported by Reed, to adjourn the meeting at 7:36 p.m. Vote: Ayes: Carlson, Autrey, Nagle, Reed, Ashley, Foster, Lowman. Nays: None. Motion: Carries 7-0.

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Michael W. Nagle, Secretary, Board of Education

Approved on \_\_\_\_\_

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(Official minutes of the Ludington Board of Education are available for public inspection during normal business hours at the Board of Education's Administration Office, 809 E. Tinkham Avenue, Ludington, Michigan. Phone 231-845-7303.) *The Ludington Area School District is an equal opportunity employer and provider.*