

Ludington Board of Education  
Public Meeting Notice Please Post

Mission: The Ludington Area School District, in partnership with parents and community, will educate and empower students to adapt and succeed in their future.

**Building & Site Committee Meeting: Electronic / Virtual**

Date: March 12, 2021

Time: 7:00 a.m.

Place: Electronic / Virtual Meeting

Ludington Area School District Administration Office  
809 E. Tinkham Avenue, Ludington, Michigan

1) CALL TO ORDER & ROLL CALL

Mike Nagle Bret Autrey Stephanie Reed

2) CITIZEN PARTICIPATION

3) AGENDA MODIFICATION

4) DISCUSSION ITEMS

- A. Hemlock Woolly Adelgid (HWA) School Forest Survey and Treatment
- B. Traffic Signal Bid Process and Bid Opening
- C. Pool Project Bid Opening Results
  - a. Paint Bid Extension Process and Bid Opening
  - b. Pool Equipment Controls System Bids
- D. Review Owner, Architect, Construction Team Meeting Notes and Progress
- E. Update on Secondary School Complex Schematic Design Meetings
- F. Review Elementary Furniture Design Process and Staff Survey
- G. Lakeview Elementary School Lot Valuation
- H. Review Bids Received for Vacant School Properties
- I. Update on Extended COVID-19 Continuity of Learning Plan
- J. Updates from Other Committees

5) OTHER ITEMS OF BUSINESS AND ANNOUNCEMENTS

6) ADJOURNMENT

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. 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, 231-845-7303. 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.

## **Meeting Notice and Meeting Access Information:**

This notice is given and published pursuant to the Epidemic Emergency Order issued by the Director of the Michigan Department of Health and Human Services.

The **Building and Site Committee** of the Board of Education for Ludington Area School District will meet on Friday, March 12, 2021 at 7:00 a.m. for a committee meeting as a virtual meeting (online and/or by phone) to protect the health, safety, and welfare of the citizens of Ludington Area School District from Coronavirus/COVID-19. This virtual meeting is authorized pursuant to the Michigan Open Meetings Act, MCL 15.263a.

Public comment will be handled using the participant controls of the Google Meet platform. These will be discussed at the start of the meeting. If you are listening by telephone only, you will be called upon by the host during the time for public participation in the meeting.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting and/or to obtain this notice in an alternative format, should contact Superintendent Jason Kennedy, Ludington Area School District at (231) 845-7303 at least twenty-four (24) hours prior to this meeting.

### **Google Meet Instructions for Participants**

#### **To join the conference by telephone:**

1. On your phone, dial the teleconferencing number provided below:
  - Phone number: (US) +1 405-459-8176
2. Enter the meeting pin number below when prompted using your touch-tone (DTMF) keypad:
  - Pin number: 751 726 535#

#### **Before the meeting:**

1. You will need a computer, tablet, or smartphone with speakers or headphones. You will have the opportunity to check your audio immediately upon joining the meeting.

#### **To join the meeting via video conference or technology device:**

1. At the start time of the meeting, click on the link below to join via computer. You may be instructed to download the Google Meet application.

Meeting Link: [meet.google.com/ngc-zhzo-iuf](https://meet.google.com/ngc-zhzo-iuf)

## **Memorandum - Office of the Superintendent**

**TO:** Board of Education  
**FROM:** Jason Kennedy, Superintendent  
**RE:** Personnel/Policy Committee Meeting ~ Agenda Notes

---

## **CITIZEN PARTICIPATION**

### **Review Board Policy 0167.3: Public Participation at Board Meetings**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

To permit fair and orderly public expression, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings. The rules shall be administered and enforced by the presiding officer of the meeting.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business, or at the discretion of the presiding officer.
- B. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- C. Each statement made by a participant shall be limited to three (3) minutes duration.
- D. No participant may speak more than once.
- E. Participants shall direct all comments to the Board and not to staff or other participants.
- F. The presiding officer may:
  1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
  2. request any individual to leave the meeting when that person does not observe reasonable decorum;
  3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
  5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
- G. The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes, but the timeframe will be extended, if necessary, so that no one's right to address the Board will be denied.
- H. Tape or video recordings are permitted. The person operating the recorder should contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and agrees to abide by the following conditions:
  1. No obstructions are created between the Board and the audience.
  2. No interviews are conducted in the meeting room while the Board is in session.
  3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.
- I. Each Board agenda will include the following statement, "Public participation shall be permitted only as indicated on the order of business."

**Revised:** January 21, 2019

Legal: M.C.L.A. 15.263(4)(5)(6), 380.1808

## **DISCUSSION ITEMS**

### **Hemlock Woolly Adelgid (HWA) School Forest Survey and Treatment**

After learning of the HWA survey that was being conducted at Ludington State Park, the District reached out to the Conservation District in an effort to have our school forest site surveyed. The Eastern Hemlock is a near threatened species, and there are a few clusters of hemlock trees in the school forest. One of those clusters was preserved as a part of the elementary school project, and the trees sit at the corner of the tree line as you enter onto the property. We were also careful not to remove any hemlock trees from the site as we built the new elementary. A survey of our school forest property was complete at no cost to the District. Unfortunately, HWA was found on one (1) of the trees deep in the school forest property. We have caught this at an early enough stage that treatment options exist, again at no cost to the District, to preserve this tree and protect the Eastern Hemlock population within the school forest. The survey and treatment are covered through a state grant administered by the Ottawa County Conservation District. The District has been working closely with conservation officials to protect the hemlock species and treat the invasive HWA. The District has submitted the appropriate grant application materials to cover the treatment cost.

### **Traffic Signal Bid Process and Bid Opening**

The traffic signal bid opening has been scheduled for March 17th at 2:00 pm to open and review bids associated with the traffic signal work that will be done at the corner of Jebavy and Bryant. We will review the traffic signal design documents with the committee.

### **Pool Project Bid Opening Results**

We will discuss the bids that the District received from trade contractors for the pool project and review the project budget.

### **Paint Bid Extension Process and Bid Opening**

The paint bid for the pool mechanical room was extended to March 17th at 2:30 pm. This was done as a result of not receiving enough bids in a category where we expected to receive additional bids more than the one (1) that we received, including from at least one local company.

### **Pool Equipment Controls System Bids**

We will discuss each of the three (3) bids for pool equipment controls systems that were received by the District.

### **Review Owner, Architect, Construction Team Meeting Notes and Progress**

We will review the most recent owner, architect, and construction team meeting notes for the elementary school project, as well as the construction progress update that has been provided to the District by the Christman Company, as a way to continue to keep the building and site committee apprised of the work and progress at the elementary school project site.

### **Update on Secondary School Complex Schematic Design Meetings**

We will review an update on the secondary school complex schematic design meetings and progress that is being made on the schematic design of this project. We will review draft schematic design concepts, as well as draft site plans.

### **Review Elementary Furniture Design Process and Staff Survey**

We will review and discuss the survey process used to collect feedback from staff regarding the selection of furniture and equipment for the elementary school project. The survey results will be shared with the committee.

### **Lakeview Elementary School Lot Valuation**

The District has reviewed the valuation of the lots at the Lakeview Elementary School site, as if the existing building was removed from the site, and the necessary excavation work was completed to sell the lots for development. The District has reviewed these numbers with the District's attorney, has consulted local real estate agents to understand the local market impact to the valuation, and has discussed this with Northern Michigan Real Estate Consultants, the firm that the District contracted with to provide the building and property appraisals. We will discuss the lot valuation at the committee meeting.

### **Review Bids Received for Vacant School Properties**

We will review and discuss the remaining bid that the District received for Lakeview Elementary School. We will discuss a course of action with the remaining bid and determine a recommendation for the bid that will be made to the whole Board of Education at its meeting on Monday, March 15, 2021.

### **Update on Extended COVID-19 Continuity of Learning Plan**

On August 20, 2020, Governor Whitmer signed House Bill 5913 into law as Public Act 149. Section 98a states that in order to receive state aid for 2020-2021, districts must provide for instruction under an extended COVID-19 Learning Plan ("Plan") that has been approved by an intermediate district or authorizing body. The Plan does not replace the District's/PSA's COVID-19 Preparedness and Response Plan, it is an additional plan that includes new assurances and sections on educational goals, instructional delivery, grading, and equitable access.

Section 98a(1)(c) states, "Thirty days after the approval of the plan under subsection (2), and every 30 days thereafter, the district must, at a meeting of the board or board of directors, as applicable, of the district, reconfirm how instruction is going to be delivered during the 2020-2021 school year. Public comment must be solicited from the parents or legal guardians of the pupils enrolled in the district during a meeting described in this subdivision." Section 98a(1)(i) states, "The district shall publicly announce its weekly interaction rates under this subdivision at each reconfirmation meeting described in subdivision (c) and make those rates accessible through the transparency reporting link located on the district's website each month."

We will review the Extended Continuity of Learning Plan Reconfirmation Meeting template and reconfirm how instruction is going to be delivered during the 2020-2021 school year, accept public comment during the meeting from parents and/or guardians on the Extended Learning Plan, and review weekly 2-way interaction rates. We will also discuss any changes to the plan. We will also complete each of these tasks at the Board meeting on Monday so that the Board can reconfirm the District's Extended Continuity of Learning Plan.

### **Updates from Other Committees**

We will review updates from each of the other committees in preparation for the Board meeting on March 15, 2021.