

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.

FINANCE COMMITTEE

Date: November 11, 2021

Time: 5:30 p.m.

Place: Ludington Area School District Administration Office
809 East Tinkham Avenue, Ludington, Michigan

- 1) CALL TO ORDER & ROLL CALL
- 2) CITIZEN PARTICIPATION
- 3) AGENDA MODIFICATION
- 4) DISCUSSION ITEMS
 - a) Ludington Elementary School Open House Planning
 - b) Review Financial Audit Documents & Audit Exit Conference 2020-2021
 - c) Review Results of Food Service Program Administrative Review
 - d) Review Bids on Foster Elementary School Property
 - e) Review Bids on Pickleball Court Resurfacing
 - f) Health Insurance Renewal
 - g) Sub Teacher Rates
 - h) Elementary Bond Project Application and Certificate for Payment #19
 - i) 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 Interim Superintendent Dr. Peggy A. Mathis 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: Dr. Peg Mathis, Interim Superintendent
RE: 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

Ludington Elementary School Open House Planning

Planning information for the new elementary school open house on December 11, 2021 will be discussed.

Review Financial Audit Documents & Audit Exit Conference 2020-2021

The auditors at Hungerford Nichols have completed the financial statements and the Schedule of Expenditures of Federal Awards (SEFA). We will review these documents in preparation for the audit exit conference. The auditors from Hungerford Nichols will be presenting virtually at the Board meeting on Monday, November 15, 2021, as we have done in past years.

Review Results of Food Service Program Administrative Review

The district recently completed a food service program administrative review that was conducted by the Michigan Dept. of Education (MDE). As a result of the pandemic, the district has provided many additional opportunities for students and families to access free meals all week long, both in normal school settings, as well as outside of school. Increased federal and state funding has been made available to support the increased costs of providing these meals, but with increased funding, comes new rules and regulations. The administrative review covered meal programming going all the way back to March 2020. We received notice from MDE on October 28, 2021 that the review has been completed with no findings or technical assistance identified.

Review Bids on Foster Elementary School Property

The window for accepting bids on the Foster Elementary School property comes to a close at 4:00 pm on November 10th. Bids received by this time will be reviewed to determine if the district is prepared to accept or reject any bids. At the current time only one bid has been received. All bids will be reviewed in further detail.

Review Bids on Pickleball Court Resurfacing

The district has solicited bids for resurfacing the eight (8) pickleball courts at Oriole Field. This need has been identified due to multiple areas of the courts where cracking has become significant. The cracking has been filled repeatedly within the last year, proving it is only a temporary fix, and more substantial resurfacing work has become necessary. This scope of work can be funded using the Sinking Fund instead of the General Fund. The bids received will be reviewed in further detail.

Health Insurance Renewal

District provided health insurance plans will renew on January 1, 2022. Renewal rates have been provided by MESSA and SET Seg, both of which are current district providers for different employee groups. The district continues to seek competitive rates for consideration annually, and no changes are expected for the upcoming year. This will be discussed in more detail.

Sub Teacher Rates

Substitute teacher pay rates will be reviewed as, like many schools in the state, it is difficult to find enough subs to cover all of the daily staff vacancies.

Elementary Bond Project Application and Certificate for Payment #19

We will need an action item at the Board meeting on Monday to approve the certificate for payment on the elementary school bond project and to authorize the District to pay the certificate for payment in the amount of **\$1,476,005.79**, as certified by the architect and construction manager, and as outlined in the Certificate for Payment. The District received the pay application information from the construction manager to process on November 4, 2021. This information will be shared with the committee prior to the committee meeting.

Updates from Other Committees

We will review updates from each of the other committees in preparation for the Board meeting on Monday.