

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: November 15, 2021
TIME: 6:00 p.m.
PLACE: Ludington High School Peterson Auditorium
 508 North Washington Avenue, Ludington, Michigan 49431

- I. CALL TO ORDER & ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. SPECIAL PRESENTATION - 2020/2021 Audit Exit Conference Hungerford Nichols
- IV. AGENDA MODIFICATION
- V. CITIZEN PARTICIPATION
- VI. CONSENT AGENDA
 - A. Ratification of Bill Payment - Per Summary Dated November 15, 2021
 - B. Approval of Minutes: October 18, 2021 Regular Meeting; October 25, 2021 Special & Closed Meetings; November 1, 2021 Special Meeting; November 2, 2021 Special Meeting; November 8, 2021 Special Meeting
- VII. BOARD COMMITTEE REPORTS
 - A. Personnel Committee Report November 10, 2021
 - B. Finance Committee Report November 11, 2021
 - C. Building & Site Committee Report November 12, 2021
- VIII. BUSINESS MANAGER'S REPORT
- IX. INTERIM SUPERINTENDENT'S REPORT and COMMENTS
 - A. Ludington Elementary School Transition Planning and Progress
- X. DISCUSSION ITEMS
 - A. Ludington Elementary School Open House Planning
 - B. Review Bids on Foster Elementary School Property
 - C. Review Bids on Pickleball Court Resurfacing
 - D. Sub Teacher Rates
 - E. Elementary Bond Project Application and Certificate for Payment #19
 - F. First Reading - NEOLA Policy Updates Volume 36 Number 1
- XI. ACTION ITEMS
 - A. Approval of 2020/2021 Financial Accounts Audit
 - B. Elementary Bond Project Application and Certificate for Payment #19
 - C. Bid Resolution Foster Elementary School Property
 - D. Bid Award Pickleball Court Resurfacing
 - E. Sub Teacher Rates
 - F. Superintendent Contract Approval
- 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 Interim Superintendent Dr. Peg 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: 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

Regular Meeting

SPECIAL PRESENTATION: Audit Exit Conference - Hungerford Nichols

Auditors from Hungerford Nichols have completed the financial audit for the year ending June 30, 2021 and they will present the audit report via distance connection to complete the audit exit conference with the Board. Our auditors will be available for questions on the audit report via a distance connection at Monday's Board meeting.

SUPERINTENDENT'S REPORT

Ludington Elementary School Transition Planning and Progress

I will have an update at the meeting on Monday.

DISCUSSION ITEMS

Ludington Elementary School Open House Planning

We continue to work on planning for the open house which is scheduled for December 11th. I will give an update on Monday at the meeting.

Review Bids on Foster Elementary School Property

The window for accepting bids on the Foster Elementary School property closed at 4:00 pm on November 10th. One bid has been received. The bid will be reviewed to determine if the district is prepared to accept or reject it.

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.

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. We are proposing increasing the daily rate to \$125.00 per day from \$85.00 per day.

Elementary Bond Project Application and Certificate for Payment #19

We will need 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.

First Reading - NEOLA Policy Volume 36, Number 1

These new regulations will require some revision to current policies. Neola has conducted a thorough review of policy and administrative guidelines templates and has provided appropriate revisions and additions in this update to ensure that the District meets the compliance.

The update includes revisions to the following District policies:

- Bylaw 0100 - DEFINITIONS
- Policy 3120 - EMPLOYMENT OF PROFESSIONAL STAFF
- Policy 6114 - COST PRINCIPLES - SPENDING FEDERAL FUNDS

- Policy 6152 - STUDENT FEES, FINES, AND CHARGES
- Policy 8310 - PUBLIC RECORDS
- Policy 8320 - PERSONNEL FILES
- Policy 8330 - STUDENT RECORDS

ACTION ITEMS

Approval of 2020/2021 Financial Accounts Audit

We will need an action item to accept the financial accounts audit provided by Hungerford Nichols for the year ending June 30, 2021.

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.

Bid Resolution Foster School Property

We will have a proposed recommendation for the meeting on Monday.

Bid Award Pickleball Court Resurfacing

We will have a proposed recommendation for the meeting on Monday.

Sub Teacher Rates

We will need a motion to approve the increase in daily substitute teacher rate to \$125.00 as presented.

Superintendent Contract Approval

Proposed motion: "I move to approve the three and one half year contract as written and negotiated, for Dr. Kyle Corlett as the new superintendent of Ludington Area Schools, effective January 1, 2022."