

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: June 17, 2024
TIME: 6:00 p.m.
PLACE: Administration Office, 809 East Tinkham Avenue, Ludington, MI 49431

BUDGET HEARING

1. CALL TO ORDER & ROLL CALL
 _ Dr. Bret Autrey _ Steve Carlson _ Mike Nagle _ Stephanie Reed _Sarah Lowman _ Leona Ashley _ Scott Foster
2. PLEDGE OF ALLEGIANCE
3. AGENDA MODIFICATION
4. CITIZEN PARTICIPATION
5. PUBLIC HEARING
 - a. Final Budget Amendment for Fiscal Year Ending June 30, 2024
 - b. Proposed Budget for Fiscal Year Ending June 30, 2025 (2024/2025)
6. ADJOURNMENT OF PUBLIC HEARING

REGULAR MEETING

7. CALL TO ORDER & ROLL CALL
 _ Dr. Bret Autrey _ Steve Carlson _ Mike Nagle _ Stephanie Reed _Sarah Lowman _ Leona Ashley _ Scott Foster
8. PLEDGE OF ALLEGIANCE
9. AGENDA MODIFICATION
10. CITIZEN PARTICIPATION
11. CONSENT AGENDA
 - a. Ratification of Bill Payment - Per Summary Dated: June 17, 2024
 - b. Approval of Minutes Dated: May 20, 2024 & Special Meeting of June 12, 2024
 - c. MASB Membership Renewal 2024/2025
 - d. MHSAA Membership Resolution for 2024/2025
 - e. Tuition Rate (Section 6 Non-Resident Students) 2024/2025
 - f. Administrative & Central Office, Non-Union Contracts 2024/2025
 - g. Probationary Teachers Contract Approval
 - h. Hiring Approvals, Resignation Acceptances & Retirement Acceptances
12. BOARD COMMITTEE REPORTS
 - a. Personnel/Policy Committee Report
 - b. Finance Committee Report
 - c. Building/Site Committee Report
13. SUPERINTENDENT'S REPORT & COMMENTS
 - a. Report on Bullying 2023/2024 School Year
14. DISCUSSION ITEMS
 - a. Bond Project Application and Certificate for Payment #50
 - b. OJ DeJonge Middle School Principal Hire of Brian Balding
 - c. Final Budget Amendment for Fiscal Year Ending June 30, 2024
 - d. Budget Adoption for Fiscal Year Ending June 30, 2025 (2024/2025)
 - e. Purchase New Staff Laptops
 - f. Regular Board Meeting Schedule for 2024-2025
 - g. West Shore Educational Service District Parent Advisory Committee Appointment 2024/2025
15. ACTION ITEMS
 - a. Bond Project Application and Certificate for Payment #50

- b. OJ DeJonge Middle School Principal Hire of Brian Balding
 - c. Final Budget Amendment for Fiscal Year Ending June 30, 2024
 - d. Budget Adoption for Fiscal Year Ending June 30, 2025 (2024/2025)
 - e. Purchase New Staff Laptops
 - f. Regular Board Meeting Schedule for 2024-2025
 - g. West Shore Educational Service District Parent Advisory Committee Appointment 2024/2025
 - h. Closed Session for the Purpose of the Personnel Evaluation of the Superintendent per MCL 15.268 Section 8(1)a, as requested by the Superintendent
 - i. Superintendent Evaluation for 2023/2024 School Year
16. OTHER ITEMS OF BUSINESS & ANNOUNCEMENTS
17. 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 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. Kyle Corlett, Superintendent
RE: Regular 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

CONSENT AGENDA

- Hiring Approvals
 - Samantha Travis - PE/Health Teacher - LHS
 - Madison Rose - Science Teacher - LHS
 - Rachel Ramont -PE Teacher - LES
 - Kylie Pachman - Special Education Teacher -OJ DeJonge Middle School
 - JoAn Navarro - CBO Receptionist/Accounts Payable (LESPA)
 - John Morningstar - Industrial Arts Teacher - OJ DeJonge Middle School
 - Kelsey Murton - Music Teacher - LES
 - Thressa Ambrose - 2nd Grade Teacher - LES
 - Mabel Scroggins - 3rd Grade Teacher - LES
 - Michael Jaskula - On-Line Instructor - LHS
- Resignation Acceptances
 - Ashela Trevino - Director, LECC
 - Wade Knoll - English/Spanish Teacher - OJ DeJonge Middle School
- Retirement Acceptances
 - Tracy Lenz - Math Teacher - LHS

SUPERINTENDENT REPORT

Report on Bullying 2023/2024 School Year

LHS - ZERO

OJ - 2

LES - 1

DISCUSSION ITEMS

Bond Project Application and Certificate for Payment #50

We will need an action item at the Board meeting to approve the certificate for payment on the school bond project and to authorize the District to pay \$1,346,694.27 as certified by the architect and construction manager, and as outlined in the Certificate for Payment. The certified pay application has been shared with the Board.

OJ DeJonge Middle School Principal Hire of Brian Balding

I am recommending the hire of Brian Balding as the new OJ DeJonge Middle School Principal. He was the unanimous selection of the hiring team that included eight OJ staff members. Mr. Balding has 18 years of administrative experience, along with experience leading PLCs, MTSS, and Harvard Change Network, which is similar to the High Impact Leadership program that OJ is participating in next school year. Most of Mr. Balding's admin experience has been in Kent County, but he's spent the past two years at a private school in Costa Rica and he plans to move to Ludington with his family later in June.

Final Budget Amendment for Fiscal Year Ending June 30, 2024

Budget Adoption for Fiscal Year Ending June 30, 2024 (2023/2024)

Purchase New Staff Laptops

100 new laptops for staff will cost \$77,900 of technology funds.

Board Meeting Schedule for 2024-2025

We will continue to meet on the third Monday of every month and will need to meet in the elementary school due to construction at the Central Business Office in July and August.

West Shore Educational Service District Parent Advisory Committee Appointment 2024/2025

LASD Parent Melissa Mutton has volunteered to serve on the SEPAC committee again for the 2024-2025 school year.

ACTION ITEMS

Bond Project Application and Certificate for Payment #50

Board President: *We will need a motion to approve the certificate for payment on the school bond project and to authorize the District to pay the certificate for payment in the amount of \$1,346,694.27 as certified by the architect and construction manager, and as outlined in the Certificate for Payment.*

Motion by Member _____, *to approve the certificate for payment on the school bond project and to authorize the District to pay the certificate for payment in the amount of \$1,346,694.27 as certified by the architect and construction manager, and as outlined in the Certificate for Payment.*

Support by Member _____.

VOTE: (Y/N) Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

OJ DeJonge Middle School Principal Hire of Brian Balding

Board President: *We will need a motion to approve the hiring of Brian Balding as the new principal at OJ DeJonge Middle School.*

Motion by Member _____, *to approve hiring Brian Balding as the principal at OJ DeJonge Middle School.*

Support by Member _____.

VOTE: (Y/N) Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

Final Budget Amendment for Fiscal Year Ending June 30, 2024 (2023/2024)

Board President: *We will need a motion to approve the Final Budget Amendment Fiscal Year Ending June 30, 2024 as written and presented.*

Motion by Member _____, *to approve the Final Budget Amendment Fiscal Year Ending June 30, 2024 as written and presented.*

Support by Member _____.

VOTE: (Y/N) Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley

(Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

Budget Adoption for Fiscal Year Ending June 30, 2025 (2024/2025)

Board President: We will need a motion to approve the Budget for Fiscal Year Ending June 30, 2025.

Motion by Member _____, to approve the Final Budget Amendment Fiscal Year Ending June 30, 2025 as written and presented.

Support by Member _____.

VOTE: (Y/N) Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

Purchase New Staff Laptops

Board President: We will need a motion to approve the purchase of 100 new laptops for staff with a cost of \$77,900 from technology funds.

Motion by Member _____, to approve the purchase of 100 laptops for staff with a cost of \$77,900 from technology funds.

Support by Member _____.

VOTE: (Y/N) Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

Regular Board Meeting Schedule for 2024-2025

Board President: We will need a motion to approve the requirements of the Regular Board Meeting Schedule as presented.

Motion by Member _____, to approve the Regular Board Meeting Schedule as presented.

Support by Member _____.

VOTE: (Y/N) Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

West Shore Educational Service District Parent Advisory Committee Appointment 2024/2025

Board President: We will need a motion to appoint Melissa Mutton as the representative for Ludington Area School District on the SEPAC for the 2024/2025 school year.

Motion by Member _____, to appoint Melissa Mutton as the Ludington representative to the WSESD SEPAC for the 2024/2025 school year.

Support by Member _____.

VOTE: (Y/N) Dr. Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

Closed Session for the Purpose of the Personnel Evaluation of the Superintendent

Per MCL 15.268 Section 8(1)a, and as requested in writing through this communication with the Board by the Superintendent, the Board will enter into a closed session to conduct the periodic, annual

evaluation of the Superintendent.

Board President: *We will need a motion to convene in closed session at the request of the Superintendent for the Personnel Evaluation of the Superintendent Pursuant to Open Meetings Act Section 81(a).*

Motion by Member _____, *to move to closed session for the purpose of the Personnel Evaluation of the Superintendent Pursuant to Open Meetings Act Section 81(a).*

Support by Member _____.

MAJORITY VOTE: VOTE: (Y/N) Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: ____ NAYES: ____ MOTION: Passes / Fails.

Convene in Closed Session at _____ p.m.

Return to Open Session at _____ p.m.

Superintendent Evaluation for 2023/2024

The Board will return to open session and an action item is needed to approve the Board evaluation of Superintendent Dr. Kyle B. Corlett, as discussed, and to assign an _____ rating to the Superintendent for the 2023/2024 school year.

Board President: *We will need a motion to approve the Personnel Evaluation and rating of the Superintendent.*

Motion by Member _____, *to approve the Personnel Evaluation and rating of the Superintendent.*

Support by Member _____.

VOTE: (Y/N) Bret Autrey (Y/N) Steve Carlson (Y/N) Mike Nagle (Y/N) Stephanie Reed (Y/N) Leona Ashley (Y/N) Scott Foster (Y/N) Sarah Lowman. AYES: ____ NAYES: ____ MOTION: Passes / Fails.