

Ludington Area Schools  
Board of Education  
Meeting Minutes January 17, 2022

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

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ORGANIZATIONAL MEETING

I. Call to Order & Roll Call ~ The meeting was held in the Ludington Area Schools Administration Office, 809 East Tinkham Avenue, Ludington, Michigan, 49431. The meeting was called to order by Temporary Chairperson, Superintendent Dr. Kyle Corlett at six o'clock p.m.

Members Present: Steve Carlson, Mike Nagle, Stephanie Reed, Leona Ashley, Scott Foster  
Members Absent: Josh Snyder, Bret Autrey

II. Pledge of Allegiance

III. Election of Board President - Member Foster nominated Steve Carlson for Board President. No other nominations were heard. Motion by Foster, supported by Reed, to close nominations and elect Steve Carlson for Board President. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0. Chairperson Corlett declared Steve Carlson President of the Board and the President assumed the chair.

IV. Election of Vice President - Member Nagle nominated Bret Autrey for Board Vice President. No other nominations were heard. Motion by Member Nagle, supported by Member Foster, to close nominations and elect Bret Autrey for Vice President. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0. The President declared Bret Autrey Vice President of the Board.

V. Election of Secretary - Member Reed nominated Mike Nagle for Board Secretary. No other nominations were heard. Motion by Reed, supported by Ashley, to close nominations and elect Mike Nagle for Board Secretary. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0. The President declared Mike Nagle Secretary of the Board.

VI. Election of Treasurer - Member Ashley nominated Josh Snyder for Board Treasurer. No other nominations were heard. Motion by Member Ashley, supported by Member Nagle, to close nominations and elect Josh Snyder for Board Treasurer. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0. The President declared Josh Snyder Treasurer of the Board.

VII. Appointment of Board Secretary - Member Foster, supported by member Nagle, moved to designate the Superintendent's Administrative Assistant, Penny Schultz, as Board Secretary Designee, who will, in place of the Board Secretary, post all notices and take minutes of Board meetings. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0.

VIII. Appointment of Board Members as ESD and MASB Representatives/Recreation Board & Committee assignments as designated by the Board President. (Chairperson denoted by \*)

- WSES/WSASBA Representative: Josh Snyder
- MASB Negotiations Liaison: Bret Autrey
- Ludington Recreation Board Representative: Stephanie Reed
- Building and Site Committee Members: \*Mike Nagle, Stephanie Reed, Scott Foster
- Finance/Negotiations Committee Members: \*Josh Snyder, Steve Carlson, Bret Autrey
- Personnel Committee Members: \*Stephanie Reed, Mike Nagle, Leona Ashley
- Co-Curricular Committee Members: \*Bret Autrey, Leona Ashley, Josh Snyder

IX. Adjournment of Organizational Meeting - Motion by Foster, supported by Ashley, to adjourn the organizational meeting at 6:06 p.m. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0.

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REGULAR MEETING

- I. Call to Order - The regular meeting was called to order by Board President Carlson at 6:06 p.m.
- II. Special Presentations ~ Board Appreciation Month and Martin Luther King Jr.'s Birthday were acknowledged.
- III. Agenda Modifications - Add to the consent agenda Ludington Elementary School Handbook; and add to discussion the Traffic Threat Assessment.
- IV. Citizen Participation – Several citizens addressed the Board.
- V. Consent Agenda
  - A. Ratification of bill Payment Per Summary dated January 17, 2022 was approved by consent.
  - B. Minutes for December 13, 2021 were approved by consent.
  - C. Ludington Elementary School Handbook was approved by consent.Motion by Nagle, supported by Foster, to approve the consent as presented. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0.
- VI. Board Committee Reports
  - A. Stephanie Reed presented the discussion topics from the Personnel Committee Meeting.
  - B. Steve Carlson presented the Finance Committee Report.
  - C. Mike Nagle presented the Building & Site Committee Report
- VII. Business Manager's Report ~ None heard.
- VIII. Superintendent Report and Comments
  - A. Dr. Kyle Corlett shared that Ingrid Fournier will be retiring March 31, 2022. The position will be posted.
  - B. The Superintendent's Oriole Award was presented to Tyrone Collins. This is awarded to a staff member who received nominations from their colleagues for going above and beyond.
- IX. Discussion Items
  - A. The elementary bond project certificate for payment application in the amount of \$490,162.83 was presented.
  - B. The Distance Learning Plan was shared. In collaboration with LEA and LESPA a plan was developed to be able to continue providing instruction if the district needed to cancel in-person instruction in the future.
  - C. The sinking fund that voters approved in 2013 is due to expire at the end of this year. This fund generates over \$300,000 in additional revenues through a levy of .25 mills. These funds are used for allowable capital repairs and improvements, which continue to be a district need. The Board will hold a special meeting to discuss sinking fund needs.
  - D. A school nurse three year agreement through Spectrum Health has been developed in accordance with grant funding which will cover 100% of the costs the first year, 60% for year two, and 30% in the final year. Spectrum Health anticipates other grant funding availability to fill the gap in year two and three. The position has been posted.
  - E. The new CDC Guidelines for the Safety Mitigation Plan was discussed.
  - F. A resolution to solicit bids for Pere Marquette School Property was written and prepared by Thrun Law, Inc. The District does not need the use of space at Pere Marquette so bids will be solicited for the sale of property so the District does not incur additional costs on the building.
  - G. The threat assessment for traffic flow was presented and discussed.
- X. Action Items
  - A. Motion by Ashley, supported by Nagle, to approve the Elementary Bond Project Application and Certificate for Payment #21 in the amount of \$490,162.83 as certified by the architect

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and construction manager, and outlined in the Certificate for Payment as presented. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0.

- B. Motion by Reed, supported by Foster, to approve the appointment of Thrun Law, Inc. and approve the Retainer Fee Agreement in the amount of \$2,500 and as presented. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0.
- C. Motion by Nagle, supported by Reed, to approve the District Distance Learning Plan as presented. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0.
- D. Motion by Nagle, supported by Reed, to adopt the new CDC Guidelines to the District Safety Mitigation Plan as presented. Vote: Ayes: Carlson, Nagle, Reed, Ashley. Nays: Foster. Motion: Carries 4-1.
- E. Motion by Foster, supported by Reed, to approve the Spectrum Health School Nurse three year agreement as presented. Vote: Ayes: Carlson, Nagle, Reed, Foster. Nays: None. Abstain: Ashley. Motion: Carries 4-0-1.
- F. Motion by Ashley, supported by Foster, to approve the Resolution for the Solicitation of Bids for Pere Marquette School Property as written by Thrun Law, Inc. Vote: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0.
- G. Motion by Nagle, supported by Foster, to move to closed session for the purpose of Emergency Operations Planning pursuant to MCL 15.268 Section 8(k).  
Roll Call Vote  $\frac{2}{3}$  Majority of Full Board Required for Closed Session: Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0.

The Board convened in closed session at 6:43 p.m.

The Board returned to open session at 7:27 p.m.

- XI. Other Items of Business and Announcements ~ None heard.
- XII. Adjournment ~ Motion by Foster supported by Reed, to adjourn the meeting at 7:27 p.m. Ayes: Carlson, Nagle, Reed, Ashley, Foster. Nays: None. Motion: Carries 5-0.

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Michael W. Nagle, Secretary, Board of Education

Approved \_\_\_\_\_

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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 central business office, 809 E. Tinkham Avenue, Ludington, Michigan. Phone 231-845-7303.) *The Ludington Area School District is an equal opportunity employer and provider.*