

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 Meeting

Date: July 11, 2018

Time: 7:00 a.m.

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

- 1) CALL TO ORDER & ROLL CALL  
 Kelly Thomsen    Steve Carlson    Bret Autrey
- 2) CITIZEN PARTICIPATION
- 3) AGENDA MODIFICATION
- 4) DISCUSSION ITEMS
  - a) Non-Union Contracts & Service Agreements
  - b) Board Meeting Schedule 2018 - 2019
  - c) School Lunch Prices 2018 - 2019
  - d) School District Depositories & Authorized Signatories Designated
  - e) School District Electronic Transfer Officer Designees
  - f) Appointment of Audit Firm
  - a) Update on Community Forum on Facilities: June 27, 2018
- 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.*

# Memorandum - Office of the Superintendent

**TO:** Board of Education ☐  
**FROM:** Jason Kennedy, Superintendent  
**RE:** Finance Committee Meeting ~ Agenda Notes

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## Non-Union Contracts & Service Agreements

We will review the following list of non-union contracts and service agreements prior to the recommendation for approval at the July 2018 Board meeting.

- Mark Boon, LHS Student Enhancement Intervention Specialist, annual contract, 6 hours per day, salary not to exceed \$27,996
- Dennis Genson, LHS At-Risk, hourly contract \$21.44/hour, 2 hours/day, 3 days/week
- Michelle Holtrust, LHS Student Success Coordinator, \$38,620 full-time, annual contract
- Kirk Walden, LHS At-Risk Coordinator, 6 hours/day, salary not to exceed \$18,193
- Becky Erickson, OJ At-Risk Behavioral Support Specialist, hourly contract, \$17.51/hour, 4 hours/day
- Michelle Kiessel, Foster At-Risk Specialist, full-time, annual contract \$38,620
- Sarah Mikesell, Foster At-Risk Interventionist, part-time, annual salary \$30,896
- Jennifer Shaw, Lakeview At-Risk Specialist, full-time, annual contract \$38,620
- Deb Stephens - Franklin At Risk Specialist 2.5 days/week \$27.30/hour, 15 hours/week [\$16,689 per year]
- Susan Bogart, Franklin At-Risk Specialist 2 days/week \$20.60/hour/ up to 15 hours/week (11,977 per year)
- Tricia Hale, PMECC 4 Yr P. Teacher, hourly contract, \$14.86/hour, 7 ½ hours/day, M-TH
- Julie Marshall, PMECC Director, hourly contract, \$25.76/hour, 20 hours/week
- Courtney Walters, PMECC 3 Yr P. Teacher, hourly contract, \$14.86/hour, 4 hours/day M-Th
- Dale Horowski, Teacher Evaluations, \$5,100 annual stipend

## Set Board Schedule 2018/2019; All regular meetings at 6:00 p.m.

<u>Tentative Date</u>	<u>Meeting Type</u>	<u>Location/School Building</u>
July 16, 2018	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
August 20, 2018	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
September 17, 2018	Regular Meeting	OJ DeJonge MS, 706 E. Tinkham Avenue
October 15, 2018	Regular Meeting	Ludington HS, 508 N. Washington Avenue
November 19, 2018	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*December 10, 2018	Regular Meeting	PMECC, 1115 S. Madison Street
January 21, 2019	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
February 18, 2019	Regular Meeting	Lakeview School, 502 W. Haight Street
March 18, 2019	Regular Meeting	Franklin School, 721 E. Anderson Street
April 15, 2019	Regular Meeting	Foster School, 505 E. Foster Street
May 20, 2019	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*June 24, 2019	Budget & Regular	Administration Office, 809 E. Tinkham Ave.

### **School Lunch Prices**

It is recommended that we maintain the 2017-2018 pricing for food service breakfasts, lunches, and milk, for the upcoming school year. We are required to charge our full-pay students the federal reimbursement rate for meals by 2021. We will have to raise pricing in the future, but for the 2018-2019 school year, I recommend that you accept the recommendation to maintain current prices.

### **School District Depositories & Authorized Signatories Designated**

At the Board meeting on Monday, July 16, 2018, we will need a motion to designate West Shore Bank as official depository of the school district and, further, to designate the Superintendent and Director of Business Services (Jason Kennedy, Bruce Doggett) to act as officials on behalf of the school district and as official signatories authorized to sign checks, contracts, agreements, purchase orders, and other appropriate documents, and/or authorize transfers in accounts.

### **School District Electronic Transfer Officer Designees**

At the Board meeting on Monday, July 16, 2018, we will need a motion to recommend the Superintendent and Director of Business Services (Jason Kennedy, Bruce Doggett) as authorized agents of the District to complete such transactions on behalf of the Board, through Automatic Clearing House (ACH) process, be designated as the District's Electronic Transfer Officers (ETO) in accordance with the provisions of Board Policy #6144.

### **Appointment of Audit Firm**

At the Board meeting on Monday, July 16, 2018, I will recommend Hungerford Nichols as the district's audit firm for the 2018-2019 school year.

### **Update on Community Forum on Facilities: June 27, 2018**

An update from the community forum held on June 27, 2018 will be discussed with the committee.