

VASSAR PUBLIC SCHOOLS
Regular Meeting of the Board of Education

Date: November 11, 2013

Time: 6:30 P.M.

Place: High School Media Center

A. CALL TO ORDER:

1. The regular meeting of the Board of Education was called to order by President Mike Kennard at 6:30 P.M.

B. ROLL CALL:

MEMBERS PRESENT: Mike Kennard , Roger Bacon, Kirk Van Wormer, Russ Hubbard,
Jeff Fackler, Jill Baase

MEMBERS ABSENT: Ben Guile

OTHERS PRESENT: Tom Palmer, Bill Haines, Phil Marcy, Paul Wojno, Deb Dewey

C. PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA: ADDITION OR DELETIONS TO AGENDA:

1. MOTION by Roger Bacon, support by Russ Hubbard to approve agenda as is.
MOTION CARRIED (6 Yes, 0 No, Guile absent)

E. BOARD RECOGNITION AND REMEMBRANCES:

F. SPOTLIGHT OF MONTH:

1. Mr. Liparoto: The Middle School received 2 donation checks from the Gleanor Society to purchase books.
2. Coach Bissell showcased her Cross Country team who received many medals and trophies this year.

G. APPROVAL OF MINUTES AND CORRECTIONS:

1. MOTION by Russ Hubbard, support by Jeff Fackler to approve the minutes from the September 9, 2013 Regular Meeting as presented.

MOTION CARRIED (5 Yes, 0 No, Bacon abstain, Guile absent)

H. ACCEPTANCE OF REPORTS AND/OR COMMITTEE REPORTS:

1. General Ledger Summary Comparison Reports-General Fund and Food Service: No comments.
2. Internal Fund Balance Sheet- No comments.
3. RECOMMENDATION by Kirk Van Wormer, support by Russ Hubbard to approve the payroll expenses in the amount of \$913,739.22.

MOTION CARRIED (6 Yes, 0 No, Guile absent)

RECOMMENDATION by Kirk Van Wormer, support by Roger Bacon to approve the General Fund expenses in the amount of \$253,067.65.

MOTION CARRIED (6 Yes, 0 No, Guile absent)

Mr. Fackler: Why the change in the memo and number of pay periods? Mr. Van Wormer: The way the original memo was set up was confusing to the public when they heard it. If the district was saying that personnel costs were 80% of the budget then how could what was approved at the board meeting each month be so small? Mrs. Peplinski: The original memo was for the purpose of audit tracing. The Payroll amount was for the net payroll wages transfer which could be traced back to the General Ledger. The General Fund expenses amount could be traced directly back to the check register for that month. Now, the Payroll expenses will contain the net payroll transfer as well as all payroll and benefit associated costs from the check register. The General Fund expenses will contain what remains from the check register which would be those expenses that pertain to the running of the district.

4. Committee Reports – NA

I. FINANCIAL ISSUES:

J. CURRICULUM ISSUES:

K. BY-LAWS AND POLICY ISSUES:

1. First reading of the **revised** bylaws:
 - a. 0144.3 Conflict of Interest
2. First reading of the following **revised** policies:
 - a. 1662 Anti-Harassment
 - b. 1400 Job Descriptions
 - c. 1630.01, 3430.01, 4430.1 FMLA
 - d. 4162 Controlled Substance and Alcohol Policy for CMV drivers
 - e. 5112 Entrance Age
 - f. 5517 Anti Harassment
 - g. 5517.01 Bullying and other Aggressive Behavior
 - h. 6470 Payment of Claims
 - i. 6520 Payroll Deductions
 - j. 8405 Environmental Health and Safety Issues
 - k. 8510 Wellness
 - l. 9160 Public Attendance at School Events
3. First reading of the following **new** policies:
 - a. 2431.01 Managing heat & humidity in Interscholastic Athletics
 - b. 6107 Authorization to Accept and Distribute Electronic Records and to use Electronic Signatures
 - c. 6420 Conflict of Interest – Legal Counsel, Advisors, or Consultants
 - d. 8390 Animals on District Property

Mr. Palmer informed the board that these bylaws/policies were to be voted on at the next meeting. He then proceeded to explain the revisions and purposed for the new policies.

L. PERSONNEL ISSUES:

1. **Mrs. Wells appealed the I-chat policy decision made by Mr. Palmer. Mr. Palmer reviewed the policy with the board. Mrs. Wells explained the situations and asked to be reconsidered as she wants to be with her children.**
MOTION by Roger Bacon, support by Russ Hubbard to allow Mrs. Wells to be a parent volunteer.
MOTION CARRIED (6 Yes, 0 No, Guile absent)
2. VEA Grievance: Mrs. Auernhamer: A teaching position was posted for a Townsend North to teach "specials". (Specials are art, library, gym and computers.) Interviews were done and administration decided to use a parapro with a teacher of record. Page 2 of the law is not being followed. Last year's lesson plans were handed over but the parapro never saw them taught. The teacher of record is already a full-time teacher. Mr. Hubbard: What is the difference between Townsend North and Central? Mrs. Auernhamer: The Library parapro worked under a teacher for 10 years. The other one works with a teacher who does not have a full load of instructional time. Mrs. Baase: How or who grades these students? Mrs. Auernhamer: The classes are not graded. Mrs. Baase: Are they required classes? Mr. Palmer: I believe gym is the only required one. Mrs. Auernhamer: We are concerned about the liability of the Board. Mr. Palmer: Our pupil auditor has been allowing us to do this for years. Many school districts do this practice. Mrs. Auernhamer: We would like to change the person of record from a teacher to an administrator. Mr. Fackler: Does the parapro get meaningful direction? Mrs. Wegrzyn: I refer to the teacher of record whenever I need any assistance. No complaints so far. Mrs. Auernhamer: This is not personal but we are not close to complying with the law. Mrs. Baase: Who is the teacher of record? Mrs. Auernhamer: Mrs. Johnson who teaches all day Young 5's. Mr. Bacon: Can we do this? Mrs. Dewey? It is all right with me. Mr. Fackler: Then what's the point of the grievance? Mrs. Auernhamer: A teacher needs to observe the lesson being taught and assist with the lesson plan. Mr. Palmer: There is no liability for the district. A parent can not come back and argue a grade. The issue is will the pupil auditor still give us the FTE for those classes. It is a loss of a union job. Mr. Van Wormer: So it is like a policy

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grievance? Mrs. Auernhamer: That's a way to think of it. Mr. Van Wormer: Did you come up with a suggestion? Mrs. Auernhamer: I did. Mr. Palmer: Hire a teacher. Mr. Bacon: The way it is written I don't see a whole lot of difference. Mrs. Baase: Does the teacher of record have someone they can go to if they feel it is too much. Mr. Palmer and Mrs. Dewey: Yes. Mr. Van Wormer: How many **students?** Mrs. Wegrzyn: About 19 at a time. Mr. Palmer: This had been a teaching position at one time. The unions have been hit hard. But this is a financial situation.

MOTION by Russ Hubbard, support by Jeff Fackler to deny the grievance.

ROLL CALL:

Hubbard – yes Bacon – yes Kennard – yes Van Wormer – yes Baase – no
Fackler – yes Guile - absent

MOTION CARRIED (5 Yes, 1 No, Guile absent)

M. STUDENT ISSUES:

N. OPERATIONAL ISSUES:

1. Mr. Palmer introduced Cheryl Childs, youth leader from the Presbyterian Church. Mrs. Childs: The Reach Work camp program refurbishes homes. They stay, eat and sleep at the school until they go to work on the homes to be refurbished for persons who are not financially able to do so. She is planning on bringing in 2014 the Reach program to the community of Vassar. It will take 2 weeks: 1 week for set up and the next week will be the camp. Mr. Palmer: What are the needs from the school? Mrs. Childs: We will need the custodial staff to clean up. Volunteers for cleaning. Reach will pay \$7,500 to cover utilities, custodial staff, trash, etc. The group will sleep in the classrooms and use the gym, showers, cafeteria, and PA system. Mr. Fackler: Have we called the other schools and see if they were content? Mr. Palmer: No, we haven't but we can. Mr. Hubbard: I am on the committee at church and spoke to 2 of the school districts. They had no complaints. Mr. Palmer: What would you like to look at for fees? Mr. Bacon: If it's low, the district could absorb it. Mr. Palmer: They will need custodial staff 24/7. Mrs. Steele: I will volunteer to be the staff on site. Mr. Palmer: Again, what would you like me to do about fees? Mr. Fackler: We support them. Reach covers all expenses. Mr. Van Wormer: What about utilities? Mrs. Childs: Most school districts waive the utility costs. Reach identifies the families whose homes will be refurbished. Program runs Sunday through Saturday. Mr. Bacon: I would support 2 weeks. MOTION by Roger Bacon, support by Jeff Fackler to allow Reach Workcamps to use the school district's facilities.

MOTION CARRIED (6 Yes, 0 No, Guile absent)

O. PUBLIC PARTICIPATION: 48 attendees.

- o Onna Clinesmith, 6630 Washburn Rd, Vassar, MI: Good decisions were made tonight. I don't understand the changes to the memo. Mrs. Peplinski: The memo the board receives is different from the reports on the web page. Only the board receives the memo. What you see on the transparency reporting site will not change.
- o Judy Neblock, 306 S Main, Vassar, MI 48768: Will Reach be working with other programs and churches in the area? Are adults able to also help? Mrs. Childs: Yes, we will be working with other groups. Adults may help too.
- o Linda Inglis, 6100 Hess, Vassar, MI 48768: Is it possible to get the last 3 years of bills for utilities to see the savings? Mr. Palmer: Yes, we have them from the utility audits.

P. SUPERINTENDENT'S COMMENTS:

1. Latchkey: We started with 11 students and now have 29 and have \$900 profit so far. Mr. Fackler: I've been very skeptical about this program. Congratulations! Fantastic! Mr. Bacon: This is what we wanted to see. If it provided for itself, it is ok.
2. Ashford Solutions: They audited our utility bills to look for refunds, errors, etc. They file the necessary forms and the district receives the money. To date they have found about \$2,000 of which

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Vassar Public Schools will receive about \$1,000. They also do pricing contracts which I am more skeptical on. They have found a company that may be 2-3 cents cheaper than Consumers. This could be a winner or a loser. Is the board interested in locking in the price on a gas contract? I do not recommend it. Mr. Fackler: What is an estimate of how much savings? Mr. Palmer: Estimated \$700-800 per year but could go either way...savings or loss. Mr. Van Wormer: I have never heard much good about gas contracts. The gas contracts will not be accepted.

3. Shared Services: Millington School Board's Finance Committee would like to meet with our Finance Committee which would be Mr. Hubbard, Mr. Van Wormer, and Mr. Bacon. Are you open to this? The board will have its Finance Committee meet with Millington's at a time and place yet to be determined.

Q. ADMINISTRATIVE COMMENTS:

- Mr. Haines: Nothing tonight.
- Mr. Wojno: October 15th distributed academic pins to about 40% of each class. October 23rd was the blood drive. 80 students participated. The district will receive a \$500 scholarship. This will take place again in the spring. November 1st the Middle School students who met their mentoring goal were able to participate in Carnival Day. About 50% of the students met their goal. December 13th will be the Senior Citizens Brunch from 8am until 12:30pm. The Industrial Ed class created a prototype for the Middle School sign. The sign was designed by the students and will be placed on the outside of the building in the rear parking lot.
- Mr. Marcy: There were 69 veterans and spouses that attended the Veterans Tribute presentation today. Meap is done. They have started the Christmas food drive.
- Mrs. Dewey: The Tuscola ISD representative has been in the building doing PQA evaluations of the preschool programs. It's all good so far. They are in the middle of their food drive.

R. BOARD MEMBER COMMENTS:

- Mr. Bacon: I have been elected by vote to the City Council. This is a good thing. I am excited about it. There are 2 opinions out there. 1) It is 100% legal to be on both boards. 2) If the school enters into a contract with the city, it would be a conflict of interest for me to vote, so I would abstain. Currently, there is a verbal agreement that the city does the election. (Mr. Palmer stated that it is part of our election policy.) If the city should raise the rates, I would abstain. If it becomes an issue, I would like to finish at my term end in 2014. Then I would be up for re-election. I would like to get the board's blessing to be on both the Board and the Council. These are both extremely close to my heart. I do not feel it is a conflict of interest but still am looking for the board's support. It is no different than members with personal issues. Mr. Palmer: I spoke to our attorney. There are no issues. If an issue arises, he will abstain.

S. CLOSED SESSION:

T. DATES TO REMEMBER:

November 22-23 – Fall Musical

November 25 – Parent Teacher Conferences 5:30- 9:00pm

November 26 – Parent Teacher conferences 3:30 – 7:00pm

November 26 – Student Half Day; Teacher Professional Development

November 27, 28, 29 – School Closed for Thanksgiving

U. NEXT REGULAR OR SPECIAL MEETING:

December 9 – Regular Meeting in the High School Media Center @ 6:30pm

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V. ADJOURNMENT:

1. MOTION by Russ Hubbard, support by Roger Bacon to adjourn the meeting at 8:15pm.

MOTION CARRIED

DATED: _____ SIGNED: _____
(Secretary)