

**JOHANNESBURG-LEWISTON AREA SCHOOLS
REGULAR MEETING - BOARD OF EDUCATION
June 11, 2018**

CALL TO ORDER

The regular meeting of the Johannesburg-Lewiston Board of Education was called to order by President Michael Vogt at 6:00 p.m. in the Lewiston Media Center.

ROLL CALL

Present Mike Vogt, Wendy Huston, Nancy Kussrow, Scott Mathewson, Linc Campbell, Ursula Owens

Absent: Frank Claeys

Administration: Superintendent Katy Xenakis-Makowski, High School Principal Curt Chrencik, Johannesburg Principal Nancy Odren

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

APPROVAL OF MINUTES

Hearing no objections or corrections, President Vogt approved the minutes of the regular meeting of May 14, 2018 as written.

Ayes: All Motion carried

MANIFEST OF BILLS- GENERAL FUND – All Funds

Motion was made by Huston and supported by Kussrow to approve the Manifest of Bills – All Funds in the amount of \$444,416.68.

Ayes: All Motion carried

CORRESPONDENCE

Superintendent Makowski shared a thank you note from Craig DeHoog for the gifts in honor of staff appreciation week. She also shared a card from a 7th grade parent thanking the Board for allowing the 7th graders to go on the trip to Mackinaw City.

BOARD INFORMATION REPORT

None

BUDGET UPDATE

Finance committee will be meeting with Superintendent Makowski to discuss the budgets to be presented at the budget hearing later this month.

COMMITTEE REPORTS

Finance

The committee met to discuss the Finance Director posting, preliminary numbers for end of year budget and Administrative Contract costs.

Facilities

The committee met to discuss the bids that came in for the Outdoor Sign/Message Center. Discussions were also had regarding the LED Lighting Conversion and Track Resurfacing Bids.

Principals

Nancy Odren reported Data Review meetings were held in anticipation for the upcoming school year. End of the year fieldtrips, field days, and awards were a celebration for students, staff, and families. Mrs. Odren also discussed the presentation of monies raised through the Middle School Penny Drive. This year's winning class chose to donate the funds to two school families that were impacted by an auto accident in late December.

Mr. Chrencik reported that all seniors received diplomas this year. He also recognized two seniors that had an incredible number of Community Service Hours, Madison May received the Michigan Service Award with 506 hours and Carleigh Harbron with 356 hours of service. Interviews have occurred for the High School Social Studies/English Position. A recommendation for hire will be made at the next board meeting.

Superintendent Makowski

Superintendent Makowski reported we still have a posting out for a Business Manager. Reduction of class size for the current 1st grade class is still in the works with the hiring of a new Elementary Teacher in the Johannesburg building. Mrs. Makowski is continuing to work the JLEA on contract negotiations. A meeting with lighting and sign contractors was held as well as a meeting with Mark Corbiser to discuss the new security system.

PUBLIC COMMENTS

None

ACTION ITEMS

Summer School Teacher Hiring

Motion was made by Campbell and supported by Owens to accept the recommendation of Nancy Odren, Johannesburg Principal, and Cyndie Kievit, Lewiston School Principal to hire Kristine Speerstra for the Summer School Teacher Position in the Johannesburg building and Kim Marlatt for the Summer School Teacher Position in the Lewiston building.

Ayes: All Motion carried

Summer School Aide Hiring

Motion was made by Kussrow and supported by Huston to accept the recommendation of Nancy Odren, Johannesburg Principal, and Cyndie Kievit, Lewiston School Principal to hire Kellie House for the Summer School Aide Position in the Johannesburg building and Elaine Thornton for the Summer School Aide Position in the Lewiston building.

Ayes: All Motion carried

Lewiston School Aide Resignation

Motion was made by Campbell and supported by Huston to accept the resignation, with regrets, of Lewiston Aide Megan Klein. Her resignation is effective May 22, 2018 as requested.

Ayes: All Motion carried

Transfer from Debt to General Fund

Motion was made by Kussrow and supported by Huston to approve the transfer of \$2838.24 and any future tax settlements from the closed Debt Account to General Fund.

Ayes: All Motion carried

Digital Sign Bid Approval

Motion was made by Kussrow and supported by Huston to accept the recommendation of Superintendent Makowski to award the Digital Sign bid to Pro Image for the sum of \$55,280.40.

Ayes: All Motion carried

LED Lighting Bid Approval

Motion was made by Campbell and supported by Owens to accept the recommendation of Superintendent Makowski to award the LED Lighting bid to Be Energy Solutions for the sum of \$191,325.00.

Ayes: All Motion carried

MHSAA 2018-19 Membership Resolution

Johannesburg- Lewiston Schools, City of Johannesburg, County of Otsego, of State of Michigan, are hereby:

(A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and

(B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current *HANDBOOK* as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2018 and shall remain effective until July 31, 2019, during which the authorization may not be revoked.

Motion was made by Campbell and supported by Kussrow to approve the 2018-2019 MHSAA Membership Resolution as presented.

Ayes: All Motion carried

NEOLA Policy Updates

Motion was made by Kussrow and supported by Campbell to approve the NEOLA Policy Update Vol. 32, No. 2. as listed:

Policies 0143.1, 1421, 3121, 4121, 4162, 5111, 7530, 7530.02, 7540.02, 7542, 7543, 8321

Ayes: All Motion carried

2018 Tax Levy

Motion was made by Huston and approved by Kussrow to approve the 2018 Tax Rate Request Form L-4029 of 18 mills for non-homestead property and 2.30 mills for Sinking Fund as presented.

Ayes: All Motion carried

DISCUSSION ITEMS

Superintendent Makowski reminded the Board of the Special meeting/Budget Hearing to be held June 26, 2018 at 6 pm in Lewiston. Also that Finance Committee will be meeting soon to discuss extensions and renewals for Administrative Contracts.

EXECUTIVE SESSION: NEGOTIATIONS

Motion was made by Owens and supported by Huston to go into closed executive session for the purpose of negotiations.

Ayes: Owens, Campbell, Mathewson, Vogt, Huston, Kussrow

Nays: None

Motion carried

The Board went into closed session at 6:34 p.m.

The Board reconvened into an open session at 7:21 p.m.

ADJOURNMENT

Motion was made by Kussrow and supported by Owens to adjourn the regular meeting at 7:22 p.m.

Ayes: All Motion carried

Michael Vogt, President

Wendy Huston, Secretary

Submitted by Kristan Lawes for Wendy Huston, Board Secretary

**JOHANNESBURG-LEWISTON AREA SCHOOLS
SPECIAL MEETING - BOARD OF EDUCATION
June 12, 2018**

CALL TO ORDER

The special meeting of the Johannesburg-Lewiston Board of Education was called to order by President Michael Vogt at 4:45 p.m. in the Lewiston School Media Center.

ROLL CALL

Present: Ursula Owens, Nancy Kussrow, Frank Claeys, Michael Vogt, Scott Mathewson, Wendy Huston

Absent: Linc Campbell

Administration: Superintendent Kathleen Xenakis-Makowski, High School Principal Curt Chrencik

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

PUBLIC COMMENTS

None

LONG TERM SUSPENSION/EXPULSION HEARINGS

1. Student 17-18/02

Motion was made by Huston and supported by Kussrow to go into closed executive session for a purpose protected by FERPA.

Ayes: Vogt, Mathewson, Huston, Owens, Kussrow, Claeys

Nays: None

The Board went into closed session at 4:48 p.m.

The Board reconvened into an open session at 5:05 p.m.

**Johannesburg-Lewiston Area Schools
BOARD RESOLUTION FOR STUDENT DISCIPLINE**

A special meeting of the Board was held in the Lewiston School Media Center, on the 12th day of June, 2018 at 4:45 in the p.m.

The meeting was called to order by President Vogt.

Present: Members Nancy Kussrow, Wendy Huston, Mike Vogt, Scott Mathewson, Frank Claeys, Ursula Owens

Absent: Member Linc Campbell

The following preamble and resolution were offered by Member Mathewson and supported by Member Claeys:

WHEREAS:

1. The administration has recommended that a student whose identity is known to the Board ("Student 17-18/02") be suspended for possessing and using marijuana on school property.
2. School administrators notified the Student's parents of the specific charge underlying the discipline recommendation, as well as the date, time, and place of the disciplinary hearing.
3. Pursuant to the request of the Student's parents, and as authorized by Section 8(b) of the Michigan Open Meetings Act, MCL 15.268(b), the disciplinary hearing was conducted in a closed session meeting of the Board.
4. The hearing afforded the Student and the Student's representatives an opportunity to respond to the charge and to present pertinent evidence for the Board's consideration.
5. The Board has carefully considered all of the evidence produced in this student discipline hearing.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. A preponderance of the evidence establishes that on May 31, 2018, the Student possessing and using marijuana on school property in violation of Section 5530 of the Student Code of Conduct.
2. Based on careful consideration of all the following factors, the Board determines that expulsion is warranted:
 - The student's age;
 - The student's disciplinary history;
 - Whether the student has a disability;
 - The seriousness of the behavior;
 - Whether the behavior posed a safety risk;
 - Whether restorative practices are a better option; and
 - Whether lesser interventions would address the behavior.
3. The Student is expelled for 180 school days/until June 1, 2019.
4. During the time of the suspension, the Student may not be on school grounds or attend any functions at the District without prior written approval from an appropriate administrator.
5. The student may petition the Board for reinstatement no sooner than January 3, 2019. Before reinstatement, the Student must:

demonstrate to the satisfaction of the Superintendent that the Student received educational instruction and cooperatively participated in an educational program during the period of expulsion;

no further legal violations;

comply with court and/or probation expectations;

sign a Parent/Student contract with the district to comply with all school expectations, violations will result in the implementation of the complete 180 suspension.

6. Consistent with Sections 11a and 1311(1) of the Revised School Code, the Board finds that the interests of the District are served by this resolution.

7. Administrators are directed and authorized to implement all terms of this resolution and are delegated all necessary authority to do so.

8. All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Ayes: Mike Vogt, Scott Mathewson, Ursula Owens, Wendy Huston, Frank Claeys, Nancy Kussrow

Nays: None

Absent: Linc Campbell

Motion Passed

The undersigned, duly qualified and acting Board Secretary, certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board at a special meeting held on June 12, 2018, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, PA 1976, as amended).

Wendy Huston, Board Secretary

ADJOURNMENT

Motion was made by Huston and supported by Kussrow to adjourn the special meeting at 5:08 p.m.

Ayes: All Motion carried

Michael Vogt, President

Wendy Huston, Secretary

Submitted by Kristan Lawes for Wendy Huston, Board Secretary

**JOHANNESBURG-LEWISTON AREA SCHOOLS
SPECIAL MEETING - BOARD OF EDUCATION
June 26, 2018**

CALL TO ORDER

The special meeting of the Johannesburg-Lewiston Board of Education was called to order by President Michael Vogt at 6:00 p.m. in the Lewiston Media Center.

ROLL CALL

Present: Mike Vogt, Frank Claeys, Nancy Kussrow, Ursula Owens, Wendy Huston, Scott Mathewson, Linc Campbell (arrived at 6:41 pm)

Absent: None

Administration: Superintendent Katy Xenakis-Makowski, Johannesburg Principal Nancy Odren

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

APPROVAL OF MINUTES

Hearing no objections or corrections, President Vogt approved the minutes of the regular meeting of June 11, 2018 and Special Meeting of June 12, 2018.

Ayes: All Motion carried

2018-2019 BUDGET HEARING

Superintendent Makowski presented the proposed 2018-2019 General Fund budget. The proposed budget reflects expenses over revenues in the amount of \$145,122 and a projected ending fund balance of 10.98%.

PUBLIC COMMENTS

Shari Axford introduced her Certified Therapy dog, Myah to the Board. Shari explained she was looking into the possibility of bringing Myah into the schools as a support for kids. Nancy Odren shared some positive thoughts on the recent Literacy training she attended in Lansing.

ITEMS FOR ACTION

New Teacher Hires

Motion was made by Huston and supported by Kussrow to accept the recommendation of Nancy Odren, Johannesburg Principal, to hire Diana Respecki for the Elementary Teacher position. Mrs. Respecki will be hired at BA Step 3. For the purpose of seniority her date of hire will be June 26, 2018 (1).

Ayes: All Motion carried

Motion was made by Claeys and supported by Owens to accept the recommendation of Curt Chrencik, High School Principal, to hire Darren Conn for the High School Teaching position. Mr. Conn will be hired at BA Step 2. For the purpose of seniority his date of hire will be June 26, 2018 (2).

Ayes: All Motion carried

Track Resurfacing Bid Approval

Motion was made by Kussrow and supported by Claeys to accept the recommendation of Superintendent Makowski to award the Track Resurfacing bid to Current Surfaces, Inc. for the sum of \$44,800.

Ayes: All Motion carried

Principals' Contracts: C. Chrencik, C.Kievit, N. Odren

Motion was made by Owens and supported by Kussrow to approve the 2018-2020 contract for Curt Chrencik in the amount of \$93,000.

Ayes: All Motion carried

Motion was made by Huston and supported by Kussrow to approve the 2018-2020 contract for Cyndie Kievit, Lewiston Principal, in the amount of \$81,000.

Ayes: All Motion carried

Motion was made by Huston and supported by Kussrow to approve the 2018-2020 contract for Nancy Odren, Johannesburg Elementary-Middle School Principal/Special Education Director, in the amount of \$78,000.

Ayes: All Motion carried

Maintenance/Transportation Contract: J. Sewell

Motion was made by Owens and supported by Claeys to approve the 2018-2019 contract for John Sewell, Maintenance and Transportation Supervisor, in the amount of \$50,500. There was a change in sick day payouts from \$60/day to \$64/day.

Ayes: All Motion carried

Food Service Director Contract: Kierczynski

Motion was made by Kussrow and supported by Huston to approve the 2018-2020 contract for Cathy Kierczynski, Food Service Director, in the amount of \$31,000. There was a change in sick day payouts

from \$60/day to \$64/day.
 Ayes: All Motion carried

Finance Assistant: M. Campbell

Motion was made by Huston and supported by Kussrow to approve the change in Merisa Campbell, Finance Assistant, contract to allow unused vacation days to be added to the sick day total and to change sick day payouts from \$60/day to \$64/day.
 Ayes: All Motion carried.

Contract Extension: Swarnett Services

Motion was made by Kussrow and supported by Huston to accept the recommendation of Superintendent Makowski to extend the contract of Swarnett Services for the periods July 1, 2018-June30, 2021 for the annual sum of \$191,000.
 Ayes: All Motion carried

**2017-2018 General Fund Budget Amendment
 Johannesburg Lewiston Area Schools
 2017-18 General Fund
 Final Budget
 June 26, 2018**

	Revenues	Approved Budget	Revised Budget	Variance
Local		\$4,819,423	\$4,721,712	-\$97,711
State		\$1,785,736	\$1,821,277	\$35,541
Federal		\$244,254	\$248,032	\$3,778
Other		\$294,214	\$312,782	\$18,568
TOTAL REVENUE		\$7,143,627	\$7,103,803	-\$39,824
Expenditures				
Instruction				
Basic Programs		\$3,572,004	\$3,563,365	-\$8,639
Added Needs		\$818,538	\$770,958	-\$47,580
Support Services				
Student Services		\$208,498	\$242,449	\$33,951
General Administration		\$276,100	\$247,415	-\$28,685
School Administration		\$676,895	\$680,762	\$3,867
Business Services		\$171,230	\$148,015	-\$23,215
Building & Grounds		\$631,025	\$685,275	\$54,250
Technology & Other		\$97,868	\$87,700	-\$10,168
Transportation		\$496,228	\$515,935	\$19,707
Athletics		\$167,762	\$147,215	-\$20,547
Community Services		\$18,500	\$17,700	-\$800
TOTAL EXPENDITURES		\$7,134,648	\$7,106,789	-\$27,859
Budgeted Surplus (deficit)		\$8,979	(\$2,986)	
Beginning Fund Balance		\$943,925	\$943,925	
Projected Ending Fund Balance		\$952,904	\$940,939	
Ending Fund Balance as % of Expenditures		13.36%	13.24%	

Motion was made by Kussrow and supported by Huston to approve the 2017-2018 General Fund amended budget as presented.
 Ayes: All Motion carried

2018-2019 General Fund and Sinking Budgets

**Resolution for Adoption by the Board of Education of
 Johannesburg-Lewiston Area Schools Proposed 2018-2019 General
 Fund and Sinking Fund Budgets**

RESOLVED, that this resolution shall be the general appropriations of Johannesburg-Lewiston Area Schools for the fiscal year 2018-2019. A resolution to make appropriations; to provide for

the expenditure of the appropriations; and to provide for the disposition of all income received by Johannesburg-Lewiston Area Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **General Fund** of the Johannesburg-Lewiston for the fiscal year 20187-2019, which includes 6 mills ad valorem taxes to be levied on commercial personal property, 18 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes as follows:

Revenues	
Local	\$4,721,712
State	\$1,821,277
Federal	\$ 248,032
Other	<u>\$ 312,782</u>
Total Revenue	\$7,103,803

Estimated beginning fund balance	\$940,939
Total Available to Appropriate	<u>\$8,044,742</u>

BE IT FURTHER RESOLVED, that \$7,248,925 of the \$8,044,742 available to appropriate in the **General Fund**

is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	
Instruction	
Basic Programs	\$3,634,632
Added Needs	\$786,377
Support Services	
Student Services	\$247,298
General Administration	\$252,363
School Administration	\$680,762
Business Services	\$150,975
Building & Grounds	\$698,981
Technology & Other	\$89,454
Transportation	\$526,254
Athletics	\$150,159
Community Services	\$18,054
Total Expenditures	\$7,248,925

ESTIMATED ENDING FUND BALANCE \$795,817

Fund Balance Percent 10.98%

BE IT FURTHER RESOLVED, the total revenues and unappropriated fund balance estimated to be available for appropriations in the Sinking Fund of Johannesburg-Lewiston Area Schools for fiscal year 2017-2018 be adopted as follows:

Revenues	
Local	\$928,860

Beginning fund balance \$253,929 **BE IT FURTHER RESOLVED**, that \$1,095,754 of the \$1,182,789 available to appropriate in the Sinking Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures

2018 Summer Projects	\$991,754
Signs and Track	\$104,000
Total Expenditures	\$1,095,754

Motion was made by Kussrow and supported by Huston to approve the 2018-2019 General Fund and Sinking Fund Budgets as presented.
 Ayes: All Motion Carried.

2017-2018 Food Service Budget Amendment

**Johannesburg-Lewiston Area Schools
 Food Service Fund
 2017-2018 Proposed Final Budget
 June 26, 2018**

	2017-2018 Approved Revised Budget February 12, 2018	2017-2018 Proposed Final Budget June 26, 2018
Revenue		
Local	\$ 83,505	\$ 78,000
State	\$ 14,126	\$ 14,500
Federal	\$ 263,097	\$ 260,000
TOTAL REVENUE	\$ 360,728	\$ 352,500
Expenditures		
Salaries and Benefits	\$ 169,921	\$ 169,000
Purchased Services	\$ 2,340	\$ 1,700
Repairs and Maintenance	\$ 7,300	\$ 5,600
Supplies and Materials	\$ 174,420	\$ 164,000
Capital Outlay	\$ 10,000	\$ -
Miscellaneous	\$ 3,450	\$ 3,000
TOTAL EXPENDITURES	\$ 367,431	\$ 343,300
Projected Revenues Over (Under) Expenditures	\$ (6,703)	\$ 9,200
Fund Balance (6-30-2017)	** \$ 59,620	\$ 59,620
Projected Fund Balance 6-30-2018	\$ 52,917	\$ 68,820
Projected Fund Balance as % of Expenditures	14.40%	17.37%

** Audited fund balance not carried over on original Revised Budget presented on 2/12/2018.

Motion was made by Owens and supported by Claeys to approve the 2017-2018 Food Service Budget Amendment as presented.
 Ayes: All Motion carried.

2018-2019 Food Service Budget

**Johannesburg-Lewiston Area Schools
 Food Service Fund
 2018-2019 Proposed Budget
 June 26, 2018**

	2018-2019 Proposed Budget June 26, 2018
Revenue	
Local	\$ 77,450
State	\$ 14,450
Federal	\$ 258,550
TOTAL REVENUE	\$ 350,450
Expenditures	
Salaries and Benefits	\$ 170,000
Purchased Services	\$ 2,800
Repairs and Maintenance	\$ 6,400
Supplies and Materials	\$ 174,000
Capital Outlay	\$ 12,000
Miscellaneous	\$ 3,450
TOTAL EXPENDITURES	\$ 368,650
Projected Revenues Over (Under) Expenditures	\$ (18,200)
Projected Fund Balance (6.30.2018)	\$ 68,820
Projected Fund Balance (6.30.2019)	\$ 50,620
Projected Fund Balance as % of Expenditures	13.73%

Motion was made by Claeys and supported by Owens to approve the 2018-2019 Food Service Budget as presented.

Ayes: All Motion Carried.

Phone System Quote Approval

Motion was made by Kussrow and supported by Owens to accept the recommendation of Superintendent Makowski to approve the quote from Telephone Support Systems for the new phone system in the amount of \$26,528.90.

Ayes: All Motion carried

EXECUTIVE SESSION: SUPERINTENDENT EVALUATION

Motion was made by Vogt and supported by Huston to go into closed executive session for the purpose of the Superintendent Evaluation.

Ayes: Claeys, Owens, Mathewson, Vogt, Huston, Kussrow

Nays: None

Motion carried

The Board went into closed session at 6:40 p.m.

The Board reconvened into an open session at 7:51 p.m.

Superintendent Evaluation

President Vogt reported that Superintendent Makowski received a rating of Highly Effective on her 2017-2018 evaluation. Her weighted scores by category were as follows:

Professional practice	2.578
Student growth	.75
Progress toward district wide goals	.40
Overall	3.728 or 93.2%

ADJOURNMENT

Motion was made by Owens and supported by Kussrow to adjourn the regular meeting at 7:53 p.m.

Ayes: All Motion carried

Michael Vogt, Vice President

Wendy Huston, Secretary

Submitted by Kristan Lawes for Wendy Huston, Board Secretary