

**JOHANNESBURG-LEWISTON AREA SCHOOLS
REGULAR MEETING - BOARD OF EDUCATION
June 8, 2015**

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 Wendy Huston, Frank Claeys, Nancy Kussrow, Michael Vogt, Scott Mathewson, Ursula Owens, Linc Campbell

Absent: None

Administration: Superintendent Rick Holt, High School Principal Curt Chrencik, Johannesburg Principal Dennis Keck, Lewiston Principal Cyndie Kievit

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 11 and special meetings of May 21 and 26, and June 1 and 2, 2015 as written.

Ayes: All Motion carried

MANIFEST OF BILLS- GENERAL FUND & FOOD SERVICE

Motion was made by Huston and supported by Claeys to approve the Manifest of Bills – General Fund in the amount of \$388,990.91.

Ayes: All Motion carried

FINANCIAL REPORTS

Financial reports were provided for each internal account.

CORRESPONDENCE

None

BOARD INFORMATION REPORT

None

BUDGET UPDATE

The year to date figures were provided with 92% of revenues collected. A final amendment will be presented on June 29, 2015.

COMMITTEE REPORTS

Policy Committee

NEOLA spring updates were reviewed with the majority of the changes related to legislation. Thrun Law Firm has recommended adoption of a Continuing Disclosure policy as related to bonds. Policies related to vacancies, student fees, and an administrative guideline on layoff was discussed.

Building & Grounds Committee

Construction Managers At-Risk proposals were reviewed in the event that a bond or sinking fund is passed. Sugar Construction will be recommended to the board to do the work should an election be successful. A meeting was held with the committee and Sugar Construction to review the plan and the services expected. The current debt levy of 2.35 mills will expire in 2016. The final payments are due in May with a levy of 2.32 for debt retirement. A scenario was provided for different levies with the expected tax collection.

District School Improvement Committee

The committee met earlier this evening with Parents Laura Schrader and Dan Mullins in attendance. The school improvement plans were reviewed. The testing process was discussed. The focus is on reading, math, and writing.

Principals

Mrs. Kievit reported that preliminary MSTEP scores have been received in several areas. The ELA portion is taking longer due to the method of scoring the written portions. K-2 Summer School interviews have been held with Raine Layman and Kristine Speerstra accepting the teaching positions. Thirteen staff members will be attending a 3-day ELA writing workshop in June. Five staff members will be attending a 5-day math workshop running at the same time. *Data Director* (data warehouse program) will be replaced by *Illuminate* with two teachers receiving training to become trainers for the staff. Mrs. Kievit reported that a survey is being held to determine the need for an after-school program similar to the Cardinal Club at Johannesburg.

Mr. Chrencik reported that Mr. Kennedy's class released the salmon they had been raising in the classroom. The DNR assisted the class with planting of trees. Two students played TAPS at a police memorial event. The mini-relay for life was a success. He reviewed the awards ceremonies and commencement. The band is traveling to Washington D.C. Early College is moving forward. National Honor Society is going to initiate some changes to be more visible in the community. PE Teacher candidates were excellent with a recommendation coming in July. Summer School through E2020 will be available for credit recovery.

Mr. Keck thanked everyone for welcoming him this past year as he completes his first year. He thanked Mr. Holt for mentoring him. The MSTEP final scores will be presented in the fall as preliminary scores are being provided. The purpose is to track testing and identify areas of weaknesses. The former tests were MEAP indicators but MSTEP has replaced that test. Mr. Keck reported on the year end trips. He felt very happy to be able to take the students on a trip and experience things some of them are not normally able to do.

Superintendent

Food Service Director Cathy Kierczynski has completed the Michigan School Business Officials voluntary certification for Child Nutrition Director.

PUBLIC COMMENTS

Cheryl Klein, Vienna Township Assessor, stated that she attended the board meeting to become familiar with the process.

ACTION ITEMS

Custodial Services Contract

Motion was made by Campbell and supported by Mathewson to approve a three (3) year contract with Swarnett Services in the amount of \$173,836 per year beginning July 1, 2015.

Ayes: All Motion carried

Sinking Fund Election

Motion was made by Huston and supported by Campbell to authorize Superintendent Holt to contact Thrun Law Firm for preparation of documents for ballot language on a five (5) year sinking fund at 2.30 mills for the November 2015 election.

Ayes: All Motion carried

Construction Manager At-Risk

Motion was made by Campbell and supported by Huston to authorize a Construction Manager At-Risk Agreement, as presented, with Sugar Construction pending a successful sinking fund election in November 2015.

Ayes: All Motion carried

Thumb Educational Services Contracts

Motion was made by Owens and supported by Kussrow to revise the third-party contracts with Thumb Educational Services (TES) to ensure that TES employees receive the same level of compensation as district employees in similar roles.

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

Abstain: Campbell

Motion carried

MHSAA 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, 2015 and shall remain effective until July 31, 2016, during which the authorization may not be revoked.

Motion was made by Claeys and supported by Campbell to approve the 2015-16 MHSAA Membership Resolution as presented.

Ayes: All Motion carried

Staff Leave Request

Motion was made by Claeys and supported by Owens to approve the leave request for Lewiston Teacher Kristine Peppin, from September 8 - November 30, 2015 as submitted.
Ayes: All Motion carried

2015 Tax Levy

Motion was made by Huston and supported by Campbell to approve the 2015 Tax Rate Request Form L-4029 of 18 mills for non-homestead property and 2.32 mills for Debt retirement as presented.
Ayes: All Motion carried

DISCUSSION ITEMS

NEOLA Policy Updates

Mr. Holt reviewed the NEOLA Spring Policy updates as reviewed by the Policy Committee: #1240-Evaluation of Superintendent; 1420-Administrator Evaluation; 3220 Staff Evaluation; 3120-Employment of Professional Staff; 4120-Employment of Support Staff; 3139-Staff Discipline; 5320-Immunizations; 5350-Student Suicide; 5517.01-Bullying; 8400 School Safety; 2260.01-Section 504/ADA; 5112-Entrance Age; 5114-Foreign and Foreign Exchange Students; 5460-Graduation Requirements; 8390-Animals on School Property. A policy recommended by Thrun Law Firm regarding Continuing Disclosure will be added to the NEOLA Policy recommendations. Policy 3132-Vacancy will be included with the July updates. Policy 6152-Student Fees and Policy 2271-Dual Enrollment were discussed with no changes recommended. Administrative Guideline 3131A-Layoff and Recall does not require board action.

RECESS

The board took a recess at 6:52 p.m.

EXECUTIVE SESSION – NEGOTIATIONS

Motion was made by Campbell and supported by Claeys to go into closed executive session for the purpose of negotiations.
Ayes: Campbell, Claeys, Kussrow, Owens, Huston, Mathewson, Vogt
Nays: None
Motion carried.

The Board went into closed executive session at 6:57 p.m.

The Board reconvened into an open session at 7:20 p.m.

DISCUSSION: FOIA Request

Superintendent Holt informed the Board of a FOIA request related to slip and fall incidents at Johannesburg-Lewiston Area Schools home track meets.

ADJOURNMENT

Motion was made by Campbell and supported by Claeys to adjourn the regular meeting at 7:27 p.m.
Ayes: All Motion carried

Michael Vogt, President

Wendy Huston, Secretary

Submitted by Carol Havrilla for Wendy Huston, Board Secretary

**JOHANNESBURG-LEWISTON AREA SCHOOLS
SPECIAL MEETING - BOARD OF EDUCATION
June 11, 2015**

CALL TO ORDER

The special meeting of the Johannesburg-Lewiston Board of Education was called to order by President Michael Vogt at 6:10 p.m. in the Johannesburg Media Center.

ROLL CALL

Present Michael Vogt, Scott Mathewson, Linc Campbell, Nancy Kussrow, Frank Claeys, Ursula Owens

Absent: Wendy Huston

Administration: Superintendent Rick Holt, High School Principal Curt Chrencik, Johannesburg Principal Dennis Keck, Lewiston Principal Cynthia Kievit

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

SUPERINTENDENT CANDIDATE INTERVIEWS

The superintendent interviews were facilitated by MASB Search Consultant Tom White.

6:15 p.m. – KATHLEEN MAKOWSKI

Recess

The Board took a recess from 7:25 – 7:45 p.m.

7:45 p.m. – JEFFREY BUDGE

PUBLIC COMMENTS

Members of the audience provided input on the candidate interviews.

Recess

The Board took a recess from 9:05 – 9:40 p.m.

ACTION ITEMS

Superintendent Selection

Board members reviewed the selection criteria and held discussion on each area.

Recess

The Board took a recess from 10:45 – 11:18 p.m.

Motion was made by Claeys and supported by Campbell to unanimously offer a contract to Kathleen Makowski for the position of Johannesburg-Lewiston Area Schools Superintendent.

Ayes: All Motion carried

ADJOURNMENT

Motion was made by Campbell and supported by Owens to adjourn the special meeting at 11:20 p.m.

Michael Vogt, Vice President

Wendy Huston, Secretary

Submitted by Carol Havrilla for Wendy Huston, Board Secretary

**JOHANNESBURG-LEWISTON AREA SCHOOLS
SPECIAL MEETING - BOARD OF EDUCATION
June 29, 2015**

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 Scott Mathewson, Frank Claeys, Michael Vogt, Wendy Huston, Ursula Owens, Linc Campbell

Absent: Nancy Kussrow

Administration: Superintendent Rick Holt

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

2015-2016 BUDGET HEARING

Superintendent Holt presented the amended budget for 2014-15 and the proposed budget for 2015-16.

PUBLIC COMMENTS

None

2014-15 General Fund Budget Amendment

	Original 6/30/2014	Approved Amendment 2/9/15	Proposed Final 6/29/15
Revenue			
Local	\$ 5,365,924	\$ 5,287,859	\$ 5,309,010
State	1,006,565	\$ 1,287,764	\$ 1,276,315
Federal	295,288	\$ 341,243	\$ 333,339
Transfer From Other Funds	-	\$ -	\$ 12,000
Total Revenues	\$ 6,667,777	\$ 6,916,866	\$ 6,930,664
Expenditures			
Instruction			
Basic	\$ 3,218,452	\$ 3,160,392	\$ 3,239,622
Added Needs	879,278	\$ 813,669	\$ 796,307
Support Services			
Student Services	241,523	\$ 280,778	\$ 261,523
General Administration	296,856	\$ 304,361	\$ 314,375
School Administration	658,563	\$ 639,380	\$ 632,492
Business Office	123,420	\$ 130,480	\$ 132,725
Building & Grounds	705,340	\$ 755,760	\$ 704,655
Technology Services	68,477	\$ 88,927	\$ 89,966
Transportation	640,210	\$ 650,025	\$ 584,762
Athletics	154,517	\$ 147,875	\$ 155,225
Community Services	-	\$ 17,551	\$ 20,910
Capital Outlay	-	\$ -	-
Other Financing Uses (Transfers)	11,275	\$ 12,305	\$ 11,865
Total Expenditures	\$ 6,997,911	\$ 7,001,503	\$ 6,944,427
Revenues Over/(Under) Expenses	\$ (330,134)	\$ (84,637)	\$ (13,763)
Beginning Fund Balance	\$ 666,596	\$ 666,596	\$ 666,596
Projected Fund Balance	\$ 336,462	\$ 581,959	\$ 652,833
Fund Equity	4.81%	8.31%	9.40%

Motion was made by Campbell and supported by Claeys to approve the General Fund amended budget as presented.

Ayes: All Motion carried

2015-16 Proposed General Fund Budget

	Projected February 9, 2015	Proposed June 29, 2015
REVENUES		
Local	\$ 5,287,859	\$ 5,241,330
State	1,234,679	1,294,547
Federal	323,918	288,289
Total Revenues	\$ 6,846,456	\$ 6,824,166
EXPENDITURES		
Instruction		
Basic	\$ 3,178,392	3,320,537
Added Needs	818,669	769,330
Support Services		
Student Services	282,778	225,622

General Administration	305,361	320,826
School Administration	643,380	633,725
Business Office	123,420	115,828
Building & Grounds	755,760	668,382
Technology Services	70,000	100,127
Transportation	653,025	677,274
Athletics	155,000	150,639
Community Services	-	19,100
Capital Outlay	-	
Other Financing Uses (Transfers)	3,500	2,690
Total Expenditures	\$ 6,989,285	\$ 7,004,080
REVENUES OVER (UNDER)		
EXPENDITURES	\$ (142,829)	\$ (179,914)
Fund balance, beginning of year (projected)	\$ 666,596	652,833
Fund balance, end of year (projected)	\$ 523,767	\$ 472,919
Fund Equity Percent of Expenditures	7.49%	6.75%

Motion was made by Huston and supported by Campbell to approve the General Fund 2015-16 proposed budget as presented.
Ayes: All Motion carried

2014-15 Food Service Budget Amendment

	Original 6.30.2014	Amended 2.9.15	Proposed Final 6.29.15
REVENUES			
Sales - Students	\$ 54,000.00	\$ 54,000.00	\$ 60,665.00
Sales - Adults	\$ 5,000.00	\$ 4,500.00	\$ 4,970.00
Sales - Ala Carte	\$ 10,000.00	\$ 8,500.00	\$ 8,795.00
Sales - Catering	\$ 15,000.00	\$ 13,000.00	\$ 15,500.00
Federal Aid	\$ 180,000.00	\$ 200,000.00	\$ 208,000.00
Federal Aid (CACFP)		\$ 15,500.00	\$ 17,400.00
USDA Commodities	\$ 13,500.00	\$ 16,400.00	\$ 17,830.00
State Aid 31d	\$ 11,000.00	\$ 11,000.00	\$ 11,500.00
State Aid 31a			\$ 3,320.00
State Aid - Breakfast 31f	\$ 8,000.00	\$ -	
Fund Modification	\$ 3,750.00	\$ 3,750.00	\$ -
Transfer from General Fund	\$ -		
Earnings on Investment			\$ 4.00
Total Revenues	\$ 300,250.00	\$ 326,650.00	\$ 347,984.00
EXPENDITURES			
Salaries	\$ 101,475.00	\$ 108,000.00	\$ 108,500.00
Unused Leave			\$ 320.00
Insurance	\$ 5,700.00	\$ 9,000.00	\$ 9,025.00
Retirement	\$ 25,150.00	\$ 28,200.00	\$ 28,600.00
FICA tax	\$ 7,765.00	\$ 8,225.00	\$ 8,250.00
Worker's Compensation		\$ 860.00	\$ 860.00
Mileage	\$ 200.00	\$ -	\$ -
Conference/Workshop	\$ 1,500.00	\$ 1,750.00	\$ 2,500.00
Advertising	\$ 100.00	\$ -	\$ -
Repair/Maintenance	\$ 4,000.00	\$ 3,000.00	\$ 1,950.00
Software/Maint Agree	\$ 900.00	\$ 900.00	\$ 895.00
Purchased Service	\$ 2,000.00	\$ 1,500.00	\$ 1,570.00
Food Purchases	\$ 110,000.00	\$ 130,000.00	\$ 121,500.00
USDA Delivery	\$ 12,000.00	\$ 12,000.00	\$ 17,750.00
USDA Commodities	\$ 13,500.00	\$ 16,400.00	\$ 17,830.00
Supplies	\$ 9,000.00	\$ 8,000.00	\$ 7,950.00
Equipment/Furniture	\$ 3,460.00	\$ 1,000.00	\$ 175.00
Dues & Fees	\$ 3,000.00	\$ 2,600.00	\$ 2,500.00
Misc	\$ 500.00	\$ 500.00	\$ 225.00
Transfer to GF (Indirect Cost)			\$ 12,000.00
Total Expenses	\$ 300,250.00	\$ 331,935.00	\$ 342,400.00
Fund Balance (7.1.2014) actual		\$ 24,942.00	\$ 24,942.00
Revenues over(under) Expenditures		\$ (5,285.00)	\$ 5,584.00
Fund Balance (6.30.15) projected		\$ 19,657.00	\$ 30,526.00

Motion was made by Campbell and supported by Owens to approve the 2014-15 Hot Lunch amended budget as presented.
Ayes: All Motion carried

2015-16 Food Service Budget

	Proposed 6.29.15
REVENUES	
Local	\$ 89,750.00
State	\$ 13,890.00
Federal	\$ 239,940.00
Incoming Transfers	\$ 15.00
Total Revenues	\$ 343,595.00
EXPENDITURES	
Salaries	\$ 111,500.00
Benefits	\$ 48,350.00
Purchased Services	\$ 2,000.00
Repairs & Maintenance	\$ 5,650.00
Supplies & Materials	\$ 170,440.00
Capital Outlay	\$ 2,750.00
Miscellaneous	\$ 2,700.00
Transfer to GF (Indirect Cost)	\$ -
Total Expenditures	\$ 343,390.00
Fund Balance (7.1.2015) projected	\$30,526.00
Revenues over (under) Expenditures	\$ 205.00
Fund Balance (6.30.16) projected	\$ 30,731.00

Motion was made by Campbell and supported by Claeys to approve the 2015-16 Food Service Budget as presented.

Ayes: All Motion carried

K-12 Physical Education Teacher Recommendation

Motion was made by Claeys and supported by Campbell to approve Brandon Hayes as the K-12 PE Teacher beginning with the 2015-16 school year.

RECESS

The Board took a recess at 6:14 p.m.

EXECUTIVE SESSIONS

Support Staff Negotiations

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

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

Nays: None

Motion Carried

The Board went into closed executive session at 6:19 p.m.

The Board reconvened into an open session at 6:40 p.m.

Superintendent Evaluation

Motion was made by Campbell and supported by Claeys to go into closed executive session for the purpose of the superintendent's evaluation.

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

Nays: None

Motion Carried

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

The Board reconvened into an open session at 7:05 p.m.

ADJOURNMENT

Motion was made by Mathewson and supported by Claeys to adjourn the special meeting at 7:06 p.m.

Michael Vogt, Vice President

Wendy Huston, Secretary

Submitted by Carol Havrilla for Wendy Huston, Board Secretary