

**JOHANNESBURG-LEWISTON AREA SCHOOLS
SPECIAL MEETING - BOARD OF EDUCATION
June 2, 2017**

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 Johannesburg Media Center.

ROLL CALL

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

Absent: **None**

Administration: Superintendent Kay Xenakis-Makowski

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

PUBLIC COMMENTS

None

ACTION ITEMS

COP Designating District's Election Representative (see enclosed resolution)

Motion was made by Campbell and supported by Claeys to direct the District's designated representative, Ursula Owens, or alternate, Mike Vogt, to cast a vote on behalf of the Board for Susan Muschell and Cynthia Pushman at the COP ESD Biennial Election.

Ayes: All Motion carried

ADJOURNMENT

Motion was made by Owens and supported by Huston to adjourn the special meeting at 6:02 p.m.

Ayes: All Motion carried

Michael Vogt, President

Wendy Huston, Secretary

Submitted by Merisa Campbell for Wendy Huston, Board Secretary

**JOHANNESBURG-LEWISTON AREA SCHOOLS
SPECIAL MEETING - BOARD OF EDUCATION
June 8, 2017**

CALL TO ORDER

The special meeting of the Johannesburg-Lewiston Board of Education was called to order by President Michael Vogt at 5:00 p.m. in the Johannesburg Media Center.

ROLL CALL

Present: Mike Vogt, Scott Mathewson, Wendy Huston, Nancy Kussrow, Frank Claeys, Linc Campbell

Absent: Ursula Owens

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 16-17/04

Motion was made by Campbell and supported by Huston to go into closed executive session for a long term suspension/expulsion hearing at the request of the parent.

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

Nays: None

The Board went into closed session at 5:01 p.m.

The Board reconvened into an open session at 5:24 p.m.

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

A special meeting of the Board was held in the Lewiston Media Center, on the 8th day of June, 2017 at five o'clock in the p.m.

The meeting was called to order by President Mike Vogt.

Present: Members Vogt, Mathewson, Huston, Claeys, Kussrow, Campbell

Absent: Member Owens

The following preamble and resolution were offered by Member Campbell and supported by Member Kussrow:

WHEREAS:

1. The administration has recommended that, pursuant to Section 1311a(2) of the Revised School Code, a student whose identity is known to the Board (the "Student") be expelled for making a threat.
2. School administrators notified the Student's parents of the specific charge underlying the disciplinary recommendation, as well as the date, time, and place for 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 24, 2017, the Student made a threat directed at a school building, school property or a school-related event in violation of state law and the Student Code of Conduct.
2. The Student is expelled from the District permanently.

3. During the time of the expulsion, the Student may not be on school grounds or attend any functions at the District without prior written approval from an appropriate administrator.
4. 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.
5. Administrators are directed and authorized to implement all terms of this resolution and are delegated all necessary authority to do so.
6. All resolutions and parts of resolutions that conflict with the provisions of this resolution are rescinded.

Ayes: Campbell, Kussrow, Claeys, Mathewson, Vogt, Huston
Nays: None
Absent: Owens

Motion Passed:

Wendy Huston, Board Secretary

The undersigned, duly qualified and acting Board Secretary, certifies that the foregoing constitutes a true and complete copy of the resolution adopted by said Board at a special meeting held on June 8, 2017, 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 Campbell and supported by Claeys to adjourn the special meeting at 5:31 p.m.

Ayes: All Motion carried

Michael Vogt, Vice President

Wendy Huston, Secretary

Submitted by Merisa Campbell for Wendy Huston, Board Secretary

**JOHANNESBURG-LEWISTON AREA SCHOOLS
REGULAR MEETING - BOARD OF EDUCATION
June 12, 2017**

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, Frank Claeys, Wendy Huston, Nancy Kussrow, Scott Mathewson, Linc Campbell (arrived at 6:04)

Absent: Ursula Owens

Administration: Superintendent Kay Xenakis-Makowski, High School Principal Curt Chrencik, Johannesburg Principal Nancy Odren, 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 8, 2017 and special meetings of June 2 and June 8, 2017 as written.

Ayes: All Motion carried

MANIFEST OF BILLS- GENERAL FUND/ATHLETICS

Motion was made by Claeys and supported by Huston to approve the Manifest of Bills – All Funds in the amount of \$410,307.32

Ayes: All Motion carried

CORRESPONDENCE

Superintendent Makowski shared thank you notes from several staff members for the gifts in honor of staff appreciation week. Several Board of Education members noted they have received thank you notes from the OM World Finals teams for support of their trip.

BOARD INFORMATION REPORT

Superintendent Makowski recognized the retirements of several staff members. Each retiree was given an engraved clock honoring their years of service at JLAS. Nancy Haskill, bus driver, was recognized for 13 years of service, but was unable to attend. Sharon Agren was honored for twenty years of service. Cindy Connelly was honored for 13 years of service. Barb Kennedy was honored for her 26 years as a JL teacher. Kevin Kennedy was honored for 31 years of teaching. Mary Payne was honored for her 32 years of service to the district.

BUDGET UPDATE

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

COMMITTEE REPORTS

Principals

Cyndie Kievit reported she is working to establish the 2017-2018 professional development calendar. End of year reports are being finalized for the State. The staff are preparing for transition meetings to prepare for grade level changes including a “walking fieldtrip”. Students in grades K-4 take time to move through the hallway to see next year’s classroom, locker area, etc. The 5th grade students take this time for a trip down memory lane as they went back to visit their Kindergarten classroom before moving to the Middle School in the Johannesburg building. The 6th annual Lewiston Back to School BBQ will be August 29, 2017.

Nancy Odren reported she is working with Mrs. Kievit to implement changes required by the 3rd grade reading law. Mrs. Odren is attending the Diploma Minded Principal and will continue with staff for additional offerings. End of the year fieldtrips, field days, and awards were a celebration for students, staff, and families. Megan Havrilla completed the first sessions of the new sex education curriculum with grades 4-8. Only 3 students were opted out by parents. Mrs. Odren expressed her thanks to the Board for a great 1st year as Principal.

Mr. Chrencik reported that 2nd semester high school exams began today and will continue through Wednesday. The mini Relay for Life was successful with donations to the Relay for Life and OMH Oncology Center totaling approximately \$3000. The Cardinal Retreat is being planned for the end of the week to focus on Curriculum Guides and Interventions. Amy Harjala was awarded, by her peers, the 2016-2017 Apple Award for being an outstanding high school teacher. The mentor program for 2017-2018 is gearing up. Sixty-five potential

mentors received invitations for mentor positions for the 2017-2018 school year. Mr. Chrencik shared with the board a request for early graduation for a student. The details will be presented to the board for their consideration.

Superintendent Makowski

Superintendent Makowski reported that all summer building projects are moving forward with color samples being sent so orders can be finalized. The Garland Charity Classic will be held in August and board members are invited to attend. Several students received scholarships as a result of the event. All end of the year reports are being completed. Mrs. Makowski and the Ann Quay, JLEA President met to complete a random draw to determine seniority of the new hire teachers that will take place during action items this evening.

PUBLIC COMMENTS

None

ACTION ITEMS

New Teacher Hires

Motion was made by Campbell and supported by Huston to accept the recommendation of Nancy Odren, Johannesburg Principal, to hire Dan Serba for the K-8 Interventionist position. Mr. Serba will be hired at MA Step 4. For the purpose of seniority his date of hire will be August 29, 2017 (1).

Ayes: All Motion carried

Motion was made by Mathewson and supported by Claeys to accept the recommendation of Nancy Odren, Johannesburg Principal, to hire Michelle Clark for the Title I/Special Education position. Mrs. Clark will be hired at BA Step 0. For the purpose of seniority her date of hire will be August 29, 2017 (2).

Ayes: All Motion carried

Motion was made by Kussrow and supported by Claeys to accept the recommendation of Curt Chrencik, High School Principal, to hire Mrs. Jessica Monroe for the High School Science position. Mrs. Monroe will be hired at BA+20 Step 2. For the purpose of seniority her date of hire will be August 29, 2017 (3).

Ayes: All Motion carried

Motion was made by Kussrow and supported by Claeys to accept the recommendation of Curt Chrencik, High School Principal, to hire Mr. Kelton Havela for the K-12 Physical Education position. Mr. Havela will be hired at BA Step 0. For the purpose of seniority his date of hire will be August 29, 2017 (4).

Ayes: All Motion carried

Building Principal Contracts

Motion was made by Campbell and supported by Huston to accept the recommendation of Superintendent Makowski to add an additional year to the current Administrators' contracts making the end date for Curt Chrencik, Cyndie Kievit and Nancy Odren, June 30, 2019. Additional amendments may take place following the district's financial audit.

Ayes: All Motion carried

Maintenance/Transportation Director Contract

Motion was made by Campbell and supported by Claeys to accept the recommendation of Superintendent Makowski to extend to June 30, 2018 the contract of Mr. Sewell, Maintenance and Transportation Supervisor. No additional amendments will be considered until Mr. Sewell completes his CDL as required.

Ayes: All Motion carried

2017 Tax Levy

Motion was made by Huston and approved by Kussrow to approve the 2017 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

Sinking Fund Flooring Bid Approval

Motion was made by Huston and supported by Claeys to accept the recommendation of Superintendent Makowski to award the flooring bid to Nixon Carpet and Lumber for the sum of \$8678.00 and to approve the additional carpeting of the corridors in both the Lewiston and Johannesburg buildings for a total cost of \$105,144.00.

Ayes: All Motion carried

MHSAA 2017-18 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, 2017 and shall remain effective until July 31, 2018, during which the authorization may not be revoked.

Motion was made by Kussrow and supported by Campbell to approve the 2017-2018 MHSAA Membership Resolution as presented.

Ayes: All Motion carried

NEOLA Policy Updates

Motion was made by Huston and supported by Kussrow to approve the NEOLA Policy Update Vol. 31, No. 2. as listed:

Bylaw 0168.1, 2221, 2461, 2623, 3121, 4121, 5111.01, 5111.03, 5330.02, 5517.02, 5610, 5610.01, 7540.02, 8300, 8305, 8330, 8340, 8400, 8500, 8510

Ayes: All Motion carried

Johannesburg 4th of July Fireworks

Motion was made by Campbell and approved by Claeys to allow the Johannesburg 4th of July committee to use the school grounds for the annual 4th of July fireworks display. The committee will have proof of insurance from Wolverine Fireworks.

Ayes: All Motion carried

DISCUSSION ITEMS

Superintendent Makowski reminded the Board of the Special meeting/Budget Hearing to be held June 26, 2017 at 6 pm in Lewiston.

EXECUTIVE SESSION: NEGOTIATIONS

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

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

Nays: None

Motion carried

The Board went into closed session at 6:38 p.m.

The Board reconvened into an open session at 8:11 p.m.

ADJOURNMENT

Motion was made by Claeys and supported by Kussrow to adjourn the regular meeting at 8:12 p.m.

Ayes: All Motion carried

Michael Vogt, President

Wendy Huston, Secretary

Submitted by Merisa Campbell for Wendy Huston, Board Secretary

**JOHANNESBURG-LEWISTON AREA SCHOOLS
SPECIAL MEETING - BOARD OF EDUCATION**

June 26, 2017

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 6:01 pm)

Absent: None

Administration: Superintendent Katy Xenakis-Makowski

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

2017-2018 BUDGET HEARING

Finance Director Bill Melching presented the proposed 2017-2018 General Fund budget. The proposed budget reflects expenses over revenues in the amount of \$145,861 and a projected ending fund balance of 8.41%.

PUBLIC COMMENTS

None

ITEMS FOR ACTION

2016-2017 General Fund Budget Amendment

| | Approved | Amended | Proposed |
|--|--------------------|--------------------|--------------------|
| Revenues | 6.29.16 | 3.13.2017 | 6.26.2017 |
| Local | \$5,043,509 | \$4,848,714 | \$4,731,255 |
| State | \$1,574,844 | \$1,636,189 | \$1,696,489 |
| Federal | \$258,555 | \$260,288 | \$242,755 |
| Other | \$0 | \$218,416 | \$224,777 |
| TOTAL REVENUE | \$6,876,908 | \$6,963,607 | \$6,895,276 |
| | | | |
| Expenditures | | | |
| Instruction | | | |
| Basic Programs | \$3,482,170 | \$3,466,731 | \$3,506,164 |
| Added Needs | \$750,765 | \$700,484 | \$677,820 |
| Support Services | | | |
| Student Services | \$142,073 | \$234,905 | \$202,986 |
| General Administration | \$301,275 | \$289,260 | \$254,360 |
| School Administration | \$675,190 | \$702,428 | \$690,401 |
| Business Services | \$120,425 | \$137,873 | \$150,149 |
| Building & Grounds | \$646,250 | \$642,272 | \$594,048 |
| Technology & Other | \$90,610 | \$94,518 | \$84,400 |
| Transportation | \$538,000 | \$544,382 | \$482,278 |
| Athletics | \$162,735 | \$163,437 | \$160,262 |
| Community Services | \$22,700 | \$17,500 | \$15,800 |
| | | | |
| TOTAL EXPENDITURES | \$6,932,193 | \$6,993,790 | \$6,818,668 |
| Budgeted Surplus (deficit) | (\$55,285) | (\$30,183) | \$76,608 |
| | | | |
| Projected Beginning Fund Balance | \$769,848 | \$769,848 | \$769,848 |
| Projected Ending Fund Balance | \$714,563 | \$739,665 | \$846,456 |
| Ending Fund Balance as % of Expenditures | 10.31% | 10.58% | 12.41% |

Motion was made by Campbell and supported by Claeys to approve the 2016-2017 General Fund amended budget as presented.

Ayes: All Motion carried

2017-2018 General Fund and Sinking Budgets

**Resolution for Adoption by the Board of Education of Johannesburg-Lewiston Area Schools
Proposed 2017-2018 General Fund and Sinking Fund Budgets**

RESOLVED, that this resolution shall be the general appropriations of Johannesburg-Lewiston Area Schools for the fiscal year 2017-2018. 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 2017-2018, 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 | \$4,732,998 |
| State | \$1,777,211 |
| Federal | \$ 197,368 |
| Other | <u>\$ 210,750</u> |
| Total Revenue | \$6,918,327 |
| | |
| Estimated beginning fund balance | \$739,665 |
| Total Available to Appropriate | <u>\$7,657,992</u> |

BE IT FURTHER RESOLVED, that \$7,064,188 of the \$7,657,992 available to appropriate in the **General Fund** is hereby appropriated in the amounts and for the purposes set forth below:

| Expenditures | |
|---------------------------|--------------------|
| Instruction | |
| Basic Programs | \$3,593,269 |
| Added Needs | \$726,572 |
| Support Services | |
| Student Services | \$194,347 |
| General Administration | \$263,514 |
| School Administration | \$688,768 |
| Business Services | \$173,970 |
| Building & Grounds | \$646,349 |
| Technology & Other | \$87,868 |
| Transportation | \$510,381 |
| Athletics | \$160,650 |
| Community Services | \$18,500 |
| Total Expenditures | \$7,064,188 |

ESTIMATED ENDING FUND BALANCE \$700,595

Fund Balance Percent 9.92%

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 | \$921,423 |
| Beginning fund balance | \$418,040 |

BE IT FURTHER RESOLVED, that \$993,646 of the \$1,339,463 available to appropriate in the Sinking Fund is hereby appropriated in the amounts and for the purposes set forth below:

| Expenditures | |
|--|------------------|
| Sugar Construction Projects | \$948,646 |
| Additional Projects (gym floor, tower, shed repairs) | \$45,000 |
| Total Expenditures | \$993,646 |

Motion was made by Kussrow and supported by Campbell to approve the 2017-2018 General Fund and Sinking Fund Budgets as presented.

Ayes: All Motion Carried.

2016-2017 Food Service Budget Amendment

| | Approved 6.29.16 | Proposed 6.26.2017 |
|------------------------------------|---------------------|-----------------------|
| Revenues | | |
| Local | \$79,030 | \$79,500 |
| State | \$14,290 | \$14,125 |
| Federal | \$254,255 | \$244,700 |
| Total Revenue | \$347,575 | \$338,325 |
| Expenditures | | |
| Salaries and Benefits | \$166,500 | \$167,825 |
| Purchased Services | \$2,390 | \$1,400 |
| Repairs and Maintenance | \$6,300 | \$5,000 |
| Supplies and Materials | \$164,490 | \$164,500 |
| Capital Outlay | \$3,000 | \$8,500 |
| Miscellaneous | \$3,700 | \$2,750 |
| Total Expenditures | \$346,380 | \$349,975 |
| Revenues Over (Under) Expenditures | \$1,195 | -\$11,650 |
| Fund Balance 7-1-16 | \$47,969 | \$47,969 |
| Projected Fund Balance 6-30-17 | \$49,164 | \$36,319 |
| Fund Balance as % of Expenditures | 14.19% | 10.38% |

Motion was made by Claeys and supported by Owens to approve the 2016-2017 Food Service Budget Amendment as presented.
 Ayes: All Motion carried.

2017-2018 Food Service Budget

| 2017-2018 | | |
|------------------------------------|--|------------------|
| Proposed 6.26.2017 | | |
| Revenues | | |
| Local | | \$83,505 |
| State | | \$14,126 |
| Federal | | \$257,481 |
| Total Revenue | | \$355,112 |
| Expenditures | | |
| Salaries and Benefits | | \$169,921 |
| Purchased Services | | \$2,340 |
| Repairs and Maintenance | | \$7,300 |
| Supplies and Materials | | \$168,804 |
| Capital Outlay | | \$3,000 |
| Miscellaneous | | \$3,450 |
| Total Expenditures | | \$354,815 |
| Revenues Over (Under) Expenditures | | \$297 |
| Fund Balance 7-1-16 | | \$47,969 |
| Projected Fund Balance 6-30-17 | | \$48,266 |
| Fund Balance as % of Expenditures | | 13.60% |

Motion was made by Huston and supported by Kussrow to approve the 2017-2018 Food Service Budget as presented.
 Ayes: All Motion Carried.

EXECUTIVE SESSION: NEGOTIATIONS/SUPERINTENDENT EVALUATION

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

The Board went into closed session at 6:18 p.m.

The Board reconvened into an open session at 7:50 p.m.

Superintendent Evaluation

President Vogt reported that Superintendent Makowski received a rating of Highly Effective on her 2016-2017 evaluation. Her weighted scores by category were as follows:

| | |
|-------------------------------------|-----------------|
| Professional practice | 2.494 |
| Student growth | 1.000 |
| Progress toward district wide goals | .40 |
| Overall | 3.894 or 97.35% |

ADJOURNMENT

Motion was made by Owens and supported by Kussrow to adjourn the regular meeting at 8:50 p.m.

Ayes: All Motion carried

Michael Vogt, Vice President

Wendy Huston, Secretary

Submitted by Merisa Campbell for Wendy Huston, Board Secretary