

**Frankenmuth School District**  
**Regular Monthly Board of Education Meeting Minutes**  
**Monday, November 11, 2024**  
**6:00 PM**  
**E.F. Rittmueller Middle School**  
**965 E. Genesee St.**  
**Media Center**

**CALL TO ORDER**

President Brandon Muller called the meeting to order at 6:00 PM. Grant Hegenauer read a Veterans Day passage. The Pledge of Allegiance and silent meditation followed.

**Persons in Attendance**

Board Members Present: Grossi, Hubbard, Maurer, Muller, Woodke

Board Members Absent: McClellan, Uebler

Administrators/Directors: Germain, Hegenauer, Martin

**Approval of the Agenda**

Hearing no objection, President Muller approved the agenda as printed.

**CONSENT AGENDA**

Moved by Lisa Woodke and supported by Colin Maurer that the Consent Agenda be approved as submitted. Motion passed unanimously.

The Consent Agenda contained the following item:

- Minutes from Regular Meeting on October 14, 2024

**CELEBRATIONS AND RECOGNITIONS**

**EFR Students of the Month**

Christine Fry, EFR Principal, recognized the EFR students of the month: 5<sup>th</sup> grader Gus Veintengruber, 6<sup>th</sup> grader Camden Waters, 7<sup>th</sup> grader Carter Wilkinson, and 8<sup>th</sup> grader Meredith Bauer.

**CITIZENS' COMMENTS**

None.

## **REPORTS**

### **2023-2024 Audit Presentation**

The audit was presented by Heather Thomas-Verhaeghe, Partner at Gardner, Provenzano, Thomas & Luplow, P.C. Mrs. Thomas-Verhaeghe explained she takes outside evidence to substantiate the records and uses this to place an opinion on FSD financial statements. She did give FSD an unmodified opinion, which is the best. No findings were noted.

### **Board Operating Procedures**

It was agreed that continued discussion in regard to the Board Operating Procedures will be postponed until January.

### **Calendar**

The calendar of upcoming District events was shared and discussed.

### **Superintendent's Report**

- Grant Hegenauer informed the Board of the Michigan Department of Education's MiMTSS recognition of the Frankenmuth School District for achieving MTSS Data Utilization in Reading and MTSS Implementation and Impact in Advances Tiers Reading.
- Grant Hegenauer discussed the site visit to North Branch schools to help expand the vision of the EFR Stem Lab and Esports Room.

## **ACTION ITEMS**

### **Monthly Financial Report**

Angela Germain presented bills payable and commented on a few expenditures. Moved by Mike Grossi and supported by Colin Maurer to approve the submission of the bills as presented. Motion passed unanimously.

### **2023-2024 Fiscal Audit**

After discussion by the Board, it was moved by Mike Grossi and supported by Lisa Woodke to accept and approve the 2023-2024 Fiscal Audit. Motion passed unanimously.

### **NEOLA Policy Updates**

Upon the recommendation of Grant Hegenauer, and after discussion by the Board, it was moved by Colin Maurer and supported by Lisa Hubbard that the following NEOLA Policy updates be adopted as read:

- **Policy 3120.08 Employment of Personnel for Co-Curricular/Extra-Curricular Activities** (revised). The revised policy will keep us in compliance. Beginning with the 2025-26

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school year all must receive valid certification in CPR and the use of automated external defibrillator.

- **Policy 5330.02 Administration of Opioid Antagonists** (new). Narcan has been added for administration purposes.
- **Policy 5340 Student Accidents** (revised). These revisions reflect a cardiac response plan required for the 2025-26 school year.
- **Policy 5500 Student Conduct** (revised). The new provisions outline academic honesty and includes language for Artificial Intelligence (AI).
- **Policy 7440.03 Small Unmanned Aircraft** (Technical Correction).
- **Policy 7540.09 Artificial Intelligence** (new). The new policy addresses AI and will evolve as needed.
- **Policy 8321 Criminal Justice Information Security (Non-Criminal Justice Agency)** (revised). These revisions reflect the updated requirements of the Michigan State Police. EDGAR/UGG stands for Education Department General Administrative Regulations and Uniformed Grants Guidance. It is a set of federal regulations that govern all federal grants awarded by the U.S. Department of Education (USDE) to local districts and charters. The following are revisions for purposes of matching Federal Guidelines:
  - **Policy 1130 Conflict of Interest**
  - **Policy 3110 Conflict of Interest**
  - **Policy 4110 Conflict of Interest**
  - **Policy 6110 Grant Funds**
  - **Policy 6111 Internal Controls**
  - **Policy 6112 Cash Management of Grants**
  - **Policy 6114 Cost Principles-Spending Federal Funds**
  - **Policy 6325 Procurement-Federal Grants/Funds**
  - **Policy 6550 Travel Payment & Reimbursement**
  - **Policy 7310 Disposition of Surplus Property**
  - **Policy 7450 Property Inventory**

Motion passed unanimously.

**Athletic Press Box**

Phil Martin presented a donation proposal for the construction of a new athletic press box. He discussed that the donation would be allocated towards the research and design phase, specifically for the development of a preliminary design. After discussion, it was moved by Mike Grossi and supported by Colin Maurer that, subject to donor approval, the donated funds be used to obtain a preliminary design and pricing from French and Associates for the new athletic press box. Motion passed unanimously.

**District Lawn Care Service**

Upon the recommendation of Phil Martin, it was moved by Lisa Woodke and supported by Mike Grossi to award Fresh Cut Lawn a two-year contract, with a renewal option to four-years, at \$41.20 per hour. Motion passed unanimously.

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**Mechanical and HVAC Service Contract**

Upon the recommendation of Phil Martin, it was moved by Colin Maurer and supported by Mike Grossi to award W. Soule & Company a two-year contract, with a renewal option to four-years, at \$99 per hour. Motion passed unanimously.

**Business Manager Position**

Grant Hegenauer requested approval to create a business manager position as well as establish a salary grid comparable to that of an Assistant Principal. It was moved by Lisa Woodke and supported by Lisa Hubbard to approve the business manager and salary position as requested. Motion passed unanimously.

**CLOSED SESSION**

At 6:56 PM, it was moved by Mike Grossi and supported by Colin Maurer that the Board move to closed session for the purposes of collective bargaining. Motion passed unanimously.

The Board returned to open session at 7:52 PM.

**AROUND THE TABLE**

Board members discussed event and activity highlights of the District and commented on their personal involvement in the school, community and Board development.

**ADJOURNMENT**

There being no further business to conduct, it was moved by Mike Grossi and supported by Lisa Woodke that the meeting be adjourned. Motion passed unanimously. The meeting adjourned at 7:53 PM.

Respectfully submitted,



Lisa Hubbard  
Secretary

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