

**Ida Public Schools
Regular Board of Education Meeting
November 13, 2023 @ 6:00 p.m.
High School Media Center**

Mission

The mission of Ida Public Schools is to bring student, staff and community together to maintain our rich traditions. We will provide students with a safe learning environment, an exceptional curriculum, skills to meet the challenges of the future, and the means to become life-long learners.

MINUTES

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting.

- I. Pledge of Allegiance

- II. At 6:02 p.m. Heather Schafer, President called the meeting to order.
Roll Call
Present: Todd Albring, Jamie Hunter, Sara King, Sarah Lambert, Heather Schafer and Edward Stotz
Absent: Ryan Winkelman

Staff Present: Superintendent David Eack; Curriculum Director Sarah Ash; Business Manager Chad Baas; Principals Chuck Fuller, Lucy Becker and Stacy Maynard; Secondary Assistant Principal Allison Bondie; Technology Director Ryan Kisonas; Food Service Director Pam Oberski; Athletic Director Tim Leonard and Secretary Janie Dressel

Other attendees: There were members from the public in attendance.

It was determined a quorum was present. Mrs. Schafer welcomed those in attendance.

- III. Best Practices – Deputy Drew McLaughlin

- IV. Approval of Minutes
A motion was made by Todd Albring supported by Jamie Hunter accepting the minutes of the October 9, 2023 Board of Education meeting and October 16, 2023 Special Board of Education meeting as presented for adoption.
Discussion
The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

- V. Recommended Board Acceptance Items/Consent Agenda
Comment: Background materials for Consent Agenda topics were sent to the Board of Education prior to this meeting. Any Board member can remove any topic from the Consent Agenda and place the item in the Discussion Topics area.

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- A. Approved: The check register as presented for Board acceptance and authorization for payment. The total of the computer listing of invoices is \$1,124,546.79.
- B. Approved: The hiring of Chelsea Fultz, Middle School Dishwasher, per the recommendation of Pam Oberski.
- C. Approved: The hiring of Patrick Riley, Elementary School Assistant Principal, per the recommendation of the Interview Committee.
- D. Approved: The hiring of Cortney Galloro, Supervisor of Transportation and Coordinator for Building/Grounds Maintenance, per the recommendation of the Interview Committee.
- E. Approved: The internal food service transfer of Heather D’Agastino.
- F. Approved: The resignation of Kathie Dusseau, Bus Driver.
- G. Approved: The resignation of Juanita Roscoe, High School Cashier.
- H. Approved: The following fundraising activities:

HS Competitive Cheer	Can/Bottle Return	November-January
HS Competitive Cheer	Virtual Donation	December
HS Competitive Cheer	T-shirt sales	December-January

A motion was made by Sarah Lambert supported by Sara King to approve the Consent Agenda as presented.

Discussion

The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

Discussion Topics

- VI. **Comments from the Public**
Persons wishing to address the Ida Board of Education may do so during the ‘Comments from the Public’ agenda section. Please identify yourself and the organization you represent if you would like us to provide a response. Individual presentations may be limited to three minutes, timed by Board Secretary, unless it is the consensus of the Board to permit additional time. Total time allocated for any one topic will be an hour unless the Board determines that additional time is warranted. Specific guidelines for public comment are outlined in Board Policy 0167.3
- VII. **Board/Superintendent Response**
- VIII. **Communications to/from Board Members**
 - A. Sinking Fund

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B. Strategic Plan

C. Superintendent Annual Evaluation – Special Board meeting scheduled for December 4, 2023 at 6:00 p.m.

IX. Policy Committee Report – First Reading of NEOLA Policies

A. Recommended Resolution: Accept the first reading of the following proposed policies: 1540, 2370.01, 6110, 6320, 7217, 7450, 7450.03, 7455, 8305, 8531

A motion to approve Recommended Resolution by Jamie Hunter supported by Sara King to accept the first reading of the above proposed policies.

Discussion

The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

X. Annual Review of the Fiscal Year 2023 Audit – Mr. Daniel Clark

A. Background: Mr. Clark is a certified public accountant with the Jackson firm of Rehmann-Robson. This is the eighth year they have served as the auditor of Ida Public Schools. The firm provides us with the necessary reports for the State Departments of Education and Treasury as well as an audit for all other financial institutions. Our receipts and disbursements for the fiscal period of July 1, 2022 through June 30, 2023, will be reviewed this evening.

B. Other Statements: In addition to auditing our General Fund’s fiscal operations, Mr. Clark and his staff review our Cafeteria, Athletic, Student Activities, Recreation Accounts, the Capital Projects and Technology Accounts, and our Inventory Accounts for instructional and custodial supplies.

Mr. Clark’s examination of our financial statements is provided for the Board of Education, the Monroe County Intermediate School District, the State of Michigan, the Municipal Finance Commission, the bond rating firms of Standard and Poor’s, Moody’s Inc. of New York, and the county’s financial institutions.

C. Review of the General Fund Fiscal Year 2023:

Audit Summary

Balance 7-1-22	\$ 3,653,885
Revenue	\$18,846,222
Expenditures/Transfers	\$17,658,637
Expenditures and Revenues	\$ 1,187,585
Balance 6-30-23	\$ 4,841,470

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D. Mr. Clark’s statements regarding our audit

E. Questions and Discussion

F. Recommended Resolution: The Board of Education accepts the auditor’s report for fiscal year 2023.

A motion to approve Recommended Resolution by Sara King supported by Sarah Lambert to accept the auditor’s report for fiscal year 2023.

Discussion

The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

XI. Adoption of our Major Function Budget for Fiscal Year 2024

a. Background: This form is adopted annually, per Collective Acts #94. The form contains the district’s projections of expenditures and revenues for Fiscal Year 2024. This budget represents our third budget for the current fiscal year and is more precise in several areas than earlier budgets. We now have more accurate information on our student enrollment, anticipated foundation grant, personnel costs, and other relevant factors.

b. Facts used in completing the Budget: This budget is based upon a blended enrollment figure of 1,447 students, a Commercial Assessed Valuation of \$1,147,081 a Non-Homestead Assessed Valuation figure of \$48,396,665 and a levy of 18 mills.

c. Discussion Concerning Function Budgets for other Accounts: Accounts in this discussion will include the following:

General Fund

d. Budget Summary Comparison FY 2023 vs. FY 2024

Fiscal Year 2023		Fiscal Year 2024
Audited		Projected
June 30, 2023		November 13, 2023
\$18,846,222	Total Revenue	\$18,633,304
<u>\$17,658,637</u>	Total Expenditures	<u>\$18,150,420</u>
\$ 1,187,585	Difference	\$ 482,884
 \$4,841,470	 Projected Fund Equity	 \$5,324,354
		(29.33% of Expenditures)

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- e. Public Comments relative to the Fiscal Year 2024 Budget - None
- f. Recommended Resolution: The administration recommends the adoption of the Fiscal Year 2024 amended budget as presented.

A motion to approve Recommended Resolution by Jamie Hunter supported by Todd Albring to approve the adoption of the Fiscal Year 2024 amended budget as presented.

Discussion

The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

XII.

Curriculum Topics

Sarah Ash - Our 8th and 11th grade students took the digital College Board practice test to prepare for spring testing on October 20th and 24th. This was an opportunity for students to experience the digital test format while also giving our teachers practice with the digital proctoring and technology department an opportunity to prepare for any unexpected technology glitches that might arise in the spring. Everything went well with both tests and students should receive scores in the next month or so. We had a professional development day on November 1st. Teachers were able to choose what type of professional learning they wanted to complete. Some choices were trauma informed practices, navigating and using NWEA reports, Exact Path, Discovery Education, Bloomz training, strategic planning, Thoughtful Classroom Evaluations, MTSS and grade level meetings, and curriculum mapping. I have been reviewing feedback from a survey that I sent out once the PD was finished to help plan our next PD day in January. I will be entering the State Continuing Education Clock Hours (SCECHs) earned for those who attended the PD last week. These are used for certificate renewals. In October I applied for the Section 23g-Mi Kids Back on Track grant, and we were notified that our initial application was approved. We are now waiting on a final allocation amount and will create a budget to use the funds to support students who were not proficient on the spring state assessments. We had our annual Title 1 parent meetings today at the elementary school. This was to give an overview of the Title programs and allow for planning for this year. Our next Curriculum Council meeting will be on Thursday, November 30th.

XIII.

CTE – Grant

- A. Recommended Resolution: Accept the quote from Baker's Gas & Welding Supplies Inc for three Miller Dynasty 300 multiprocess welders for a total of \$41,670 per the request of Chad Baas, Business Manager, to be used by the CTE-Welding class(es).

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A motion to approve Recommended Resolution by Sarah Lambert supported by Edward Stotz to approve the quote from Baker's Gas & Welding Supplies Inc for three Miller Dynasty 300 multiprocess welders for a total of \$41,670 per the request of Chad Baas, Business Manager, to be used by the CTE-Welding class(es).

Discussion

The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

- XIV. Energy Conservation Capital Improvement Project:
Vendor Consideration and Selection (per Request for Proposal (RFP))
A. Recommended Resolution: Accept Veregy as the Energy Conservation Capital Improvement Project vendor.

A motion to approve Recommended Resolution by Jamie Hunter supported by Sarah Lambert to accept Veregy as the Energy Conservation Capital Improvement Project vendor.

Discussion

The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

- XV. Energy Conservation Capital Improvement Project
Tabled until the next meeting.

- XVI. Building and Grounds
A. Recommended Resolution: Accept the quote from Access & Alarm Inc to replace the bus yard's east gate per the request of Bob Cherry.

A motion to approve Recommended Resolution by Todd Albring supported by Edward Stotz to accept the quote from Access & Alarm Inc to replace the bus yard's east gate for a total of \$7,467.14 to paid from capital funds.

Discussion

The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

- XVII. Building and Grounds
A. Recommended Resolution: Accept the quote from Access & Alarm Inc to replace the bus yard's west gate per the request of Bob Cherry.

A motion to approve Recommended Resolution by Sarah Lambert supported by Todd Albring to accept the quote from Access & Alarm Inc to replace the bus yard's west gate for a total of \$7,467.14 to paid from capital funds.

Discussion

The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

- XVIII. Business Operations/Recent Legislation

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A. Financial Legislative Update

XIX. Personnel

A. Vacancies/Postings

1. Bus Driver(s)
2. Elementary School Assistant Principal (pending board approval)
3. Transportation Supervisor/Facilities Coordinator (pending board approval)
4. Food Service – Middle School Dishwasher (pending board approval)
5. GSRP Assistant – Part-time
6. Food Service - High School Dishwasher

XX. Athletics/Extra Curricular Activities

A. Director’s report

XXI. Next Meeting Dates

A. Recommended Topic for the Special Board Meeting on Monday, December 4, 2023.

1. Superintendent Evaluation

B. Recommended Topics for the Regularly Scheduled Board Meeting on Monday, December 11, 2023.

2. Regular Business Meeting
3. Budget Parameters for the 2025 Budget

C. Recommended Topics for the Regularly Scheduled Board Meeting on Monday, January 8, 2024.

1. Organizational Meeting: Election of Officers, Committee Assignments
2. Fiscal Year 2025 Budget Presentation

XXII. Forthcoming Activities/ ‘Go Around’

A. Activities

Date	Activity	Comment
Mon, Nov 13	Regular Board Meeting	
Mon, Nov 20	Half Day / Parent Teacher Conferences	<ul style="list-style-type: none"> •K-4th P/T Conferences (1-3 and 5-8 p.m.) •5th grade (1-4 p.m.) •6th-8th grades and HS PD (1-4 p.m.)

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Tues, Nov 21	Half Day / Parent Teacher Conferences	•K-4 th P/T Conferences (1-4 p.m.) •MS and HS Conferences (1-3 and 5-8 p.m.)
Wed, Nov 22	Half Day	
Thurs & Fri, Nov 23 & Nov 24	Thanksgiving Break	
Mon, Dec 11	Regular Board Meeting	
Wed, Dec 20 – Tues, Jan 2	Ida Holiday Recess	
Wed, Jan 3	Classes Resume	

B. 'Go-Around'

XXIII. Comments from the Public

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XXIV. Board/Superintendent Response

XXV. Motion to Adjourn

A motion was made by Jamie Hunter, at 7:16 p.m., supported by Sarah Lambert to adjourn the November 13, 2023 board meeting.

The roll call vote passed 6 to 0. Board member Ryan Winkelman was absent.

Respectfully submitted,
Sara King
Board Secretary