

M I N U T E S
Mason Consolidated Schools
Meeting of the Board of Education

Approved 7/31/19
July 15, 2019

Regular Meeting

On July 15, 2019 the Mason Consolidated Schools Board of Education held a meeting in the IVN at Mason High School. President Stieben called the meeting to order at 6:06 p.m.

Roll Call

Board Members Present: Smith, Larrow, Fowler, Skaggs, & Stieben
Board Members Absent: Tubbs & McGarry

Also Present: Shaw & Blair

Review/Approval of Agenda

Remove New Business:

G. Recommendation to approve overnight conference for Andrew Shaw, MASA Fall Conference, September 18-20, 2019, Traverse City, MI.

Remove Consent Agenda Item:

F. Approve the overnight conference for Andrew Shaw, MASA Fall Conference, September 18-20, 2019, Traverse City, MI.

-It was moved by Smith, supported by Larrow to approve the agenda. Motion carried 5-0

Special Presentations

Facilities Planning Update

-Mr. Shaw updated the Board that there will be a company hired to test the ground to determine if there can be a drain field added to the property. He also shared the requirements for a project like ours. We need to have a company like Plante Moran, PFM, and a company to project student enrollment. Plante Moran will cost \$25,000, PFM will cost approximately \$26,000 and there are no rates yet for the student projection. The costs of these two companies can be paid from the bond after it has passed.

The next steps will be to determine square footage needs and costs, creating a plan for Treasury and having the District Attorney create the ballot language. These steps will happen over the next few months.

Old Business

Presentation of minutes from the June 24, 2019 Board of Education Meeting

-Mr. Stieben presented, there were no changes

Policy Review Volume 33, Number 1: 0100 Definitions (Revised); 0122 Board Powers (Revised); 0131.1 Bylaws and Policies (Revised); 0143.1 Public Expression of Board Member (Revised); 0165.6 Cancellation (New); 0166 Agenda (Revised); 0167.1 Voting (Revised); 0167.2 Closed Session (Revised); 0167.3 Public Participation at Board Meetings (Revised); 0167.6 Use of Social Media (New); 1422/3122/4122 Nondiscrimination and Equal Employment Opportunity (Revised); 1662/3362/4362 Anti-Harassment (Revised); 2112 Parent and Family Engagement (Revised); 2260 Nondiscrimination and Access to Equal Educational Opportunity (Revised); 2261 Title Services (Revised); 2261.01 Parent and Family Member Participation in Title I Programs (Replacement); 2261.03 District and School Report Card (Local Only) (New); 2271 Postsecondary (Dual) enrollment Option Program (Revised); 2700 P.A. Annual Reports (Local Only) (Revised); 3130 Assignment and Transfer (Revised); 4162 Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees Who Perform Safety Sensitive

Functions (Revised); 5330 Use of Medications (Revised); 5460 Graduation Requirements (Revised); 5517 Anti-Harassment (Revised); 5517.02 Sexual Violence (Revised); 5540 Interrogation of Students (Revised); 5610 Emergency Removal, Suspension, and Expulsion of Students (Replacement); 5610.01 Expulsions/Suspensions-Required by Statute (Rescind); 5611 Due Process Rights (Revised); 5630.01 Student Seclusion and Restraint (Revised); 6350 Prevailing Wage Coordinator (Rescind); 8210 School Calendar (Revised)

-Mr. Shaw presented that the policies had been reviewed the prior month and asked if there were any questions and there was none.

Policy Review Volume 33, Number 2: 0100 Definitions (Revised; 0167.2 Closed Session (Revised); 1422.01 Drug-Free Workplace (New); 2210 Curriculum Development (Revised); 2414 Reproductive Health and Family Planning (Revised); 3120 Employment of Professional Staff (Revised); 3120.04 Employment of Substitutes (Revised); 5113.01 Schools of Choice (Intra-District) (Revised); 5113.02 School Choice Options Provided By Federal Law (Revised); 5200 Attendance (Revised); 6321 New School Construction, 6325 Procurement-Federal Grants/Funds (New); Renovation(Revised); 6605 Crowdfunding (Revised); 8400 School Safety Information (Revised); 8402 Emergency Operations Plan (New); 8500 Food Services (Revised)

-Mr. Shaw presented that the policies had been reviewed the prior month and asked if there were any questions and there was none.

New Business

The next regular (work session) scheduled Board of Education meeting will be held on Wednesday, August 7, 2019 at 6:00 p.m.

-Mr. Stieben presented that this meeting would need to be changed do to the fact that Mr. Shaw would be out of town. The work session will now be held on July 31, 2019 at 6:00 p.m.

The next regular scheduled Board of Education meeting will be held on Monday, August 19, 2019 at 6:00 p.m. in the IVN Room at Mason High School

-Mr. Stieben presented

Review June Check Register

-Mr. Stieben presented, there were no questions.

Recommendation to approve the designation of Depositories

-Each year in July the Board of Education makes a designation of depositories. The following are the depositories for the District: Fifth Third Bank, MILAF, Monroe Bank & Trust, Flagstar, Bank of America, PNC, Huntington, Citizens Bank, and Comerica.

Recommendation to approve the designation of Law Firm to be placed on retainer

-Each year in July the Board of Education makes a designation of the Districts legal counsel. The District has used Thrun Law Firm in the past and it is recommended to continue this relationship and place Thrun Law Firm on retainer with regard to personnel and all other legal matters.

Recommendation to approve the designation of the principal office of the District

-Each year in July the Board of Education makes a designation of the Districts principal office. It is recommended to designate 2400 Mason Eagles Drive, Erie, Michigan, as the principal office of the District.

Recommendation of new hire: Leanne Nichols, Central Elementary LRE Aide

-Interviews have been conducted and Leanne Nichols is being recommended for approval, 25 - 28.75 hours per week, at step 1.

Recommendation of new hire: Jodi Heisler, Central Elementary LRE Aide

-Interviews have been conducted and Jodi Heisler is being recommended for approval, 25 - 28.75 hours per week, at step 1.

Recommendation of Mason High School Discipline / Attendance Officer / Athletic Director Contract

-The contract has been negotiated and reflects a step increase which reflects a typical step on the administrator's contract.

Recommendation of 504 Coordinator Contract

-The contract has been negotiated and reflects the addition of range of hours per week, 20-30.

Recommendation of Social Worker Contract

-The contract has been negotiated and reflects a step increase which reflects a typical step on the teachers' contract along with the addition of health insurance.

Recommendation of Restorative Justice Coordinator Contract

-The contract has been negotiated and reflects a ½ step increase which reflects the difference in a typical step on the teachers' contract.

Recommendation of Media / Communications Specialist Contract

-The contract has been negotiated and reflects a 240-day schedule at 8 hours a day with a pay rate of \$15.50 per hour.

Recommendation of Contract with Erie Township for School Liaison Officer

-The contract has been negotiated and reflects clarification in comp time and now reflects an exact cost for 181 days of service at 8 hours per day at a cost of \$43,440 plus \$4,000 administration fee for a total cost of \$47,440. With the schedule that has been created there are 48 hours built in for evening activities. Should the District require coverage after the 48 hours have been used the District will be charged a rate of \$40.00 per hour.

Recommendation of Technology Purchase of 18 desktop computers for the CTE classroom

-It is recommended to purchase of eighteen (18) Dell Optiplex 3060 devices for CTE at the high school. They will be purchased via Presidio through the SPOT bid with paid from CTE grant funds. The total cost will be \$12,762.00.

Recommendation of Technology Purchase of 27 desktop computers and 21 projectors

-It is recommended to purchase of twenty-seven (27) Dell Optiplex 3060 devices for the elementary faculty and staff. Two years ago, we replaced the high school teacher stations. Last year, we replaced the middle school teacher stations. They will be purchased via Presidio through the SPOT bid with technology funds.

The cost will be \$13,392.00.

The projectors will replace the older projectors in classrooms in the elementary school, middle school, and high school and all classrooms in the district will have a projector replaced within the last 3 years. They will be purchased via CDW-G with technology funds.

The cost will be \$13,230.00.

The total cost will be \$26,622 paid out of technology funds.

Recommendation of Central Office Staff Contract

-The contract has been negotiated reflecting no change in financials and the change in health insurance.

Public Comment

-No Public Comment

Superintendent's Report

The two buses, two tractors, and two vans were placed for sale and the bids will be opened tomorrow.

Evaluations have been placed in Google Docs.
Forms are being completed to have a student trainer from Adrian College who is being assigned to work with our trainer similar to that of a student teacher.
School of Choice went very well. There were only three students that were with us last year that will now go to another school.
The pole barn is being cleaned out tomorrow.
The garage doors at the pole barn are set to be fixed. The garage door behind the high school is being replaced.
After the pole barn is cleaned out the next step will be to have a company come and take the boxes that we store out that can be shred. Those items that cannot be shred will be moved into the transportation building.
We are working with Jerry Yanak to have a scrap dumpster delivered so that we can sgrap out the metal waste.
Contracts are being negotiated and it is planned to have them all completed for the meeting on the 31st.
The Board Retreat will be Wednesday, August 12 beginning at 6:00 at Northwood Villa.

Administrative Reports

No Reports in July

Consent Agenda

Approve the minutes from the June 24, 2019 Board of Education Meeting
Approve the June 2019 Check Register
Approve the designation of the following depositories for the District: Fifth Third Bank, MILAF, Monroe Bank & Trust, Flagstar, Bank of America, PNC, Huntington, Citizens Bank, and Comerica
Approve the designation of Thrun Law Firm to be placed on retainer with regard to personnel and all other legal matters
Approve to designate 2400 Mason Eagles Drive, Erie, Michigan, as the principal office of the District
Approve the recommendation of new hire: Leanne Nichols, Central Elementary LRE Aide
Approve the recommendation of new hire: Jodi Heisler, Central Elementary LRE Aide
-It was moved by Larrow, supported by Fowler. Motion carried 5-0

Action

Approve the recommendation of Policy Review Volume 33, Number 1 as a second reading
-It was moved by Smith, supported by Skaggs. Motion Carried 5-0

Approve the recommendation of Policy Review Volume 33, Number 2 as a second reading
-It was moved by Fowler, supported by Stieben. Motion Carried 5-0

Approve the recommendation of Technology Purchase of 18 desktop computers for the CTE classroom paid from CTE grant funds. The total cost will be \$12,762.00.
-It was moved by Smith, supported by Larrow. Motion Carried 5-0

Approve the recommendation of Technology Purchase of 27 desktop computers and 21 projectors. The total cost will be \$26,622 paid out of technology funds.
-It was moved by Larrow, supported by Skaggs. Motion Carried 5-0
Approve the recommendation of Mason High School Discipline / Attendance Officer / Athletic Director Contract
-It was moved by Larrow, supported by Stieben. Motion Carried 5-0

Approve the recommendation of 504 Coordinator Contract
-It was moved by Fowler, supported by Smith. Motion Carried 5-0

Approve the recommendation of Social Worker Contract
-It was moved by Larrow, supported by Skaggs. Motion Carried 5-0

Approve the recommendation of Restorative Justice Coordinator Contract
-It was moved by Fowler, supported by Skaggs. Motion Carried 5-0

Approve the recommendation of Media / Communications Specialist Contract
-It was moved by Larrow, supported by Smith. Motion Carried 5-0

Approve the recommendation of Contract with Erie Township for School Liaison Officer
-It was moved by Larrow, supported by Fowler. Motion Carried 5-0

Approve the recommendation of Central Office Staff Contract
-It was moved by Larrow, supported by Smith. Motion Carried 5-0

Board Reports/Comments

Fowler: Nothing

Larrow: Thanks for holding down the fort while I was away at my stress management seminar. Thank you to Mr. Shaw for the hard work and with all that is happening this summer.

Smith: Thank you to Mr. Shaw and to the maintenance staff for their pride in the work that is being done. Thank you for all of the information and anxieties in regard to getting something nailed down so that we can take it to the community and get a community consensus. Need to be able to give the community good information to work with.

Skaggs: Anytime that we can have visuals will be helpful in the work that we are doing. Thank you to Mr. Shaw for the time and information.

Stieben: Getting the transportation facility cleaned up, doors fixed and the junk off the property we've been waiting for that for a long time and it is nice to see. The stuff we are doing with the media, the accounting office, the bus garage, with Plant Moran it's kind of a nut so summer. Keeping it all organized and keeping the Board in the loop is much appreciated. Thank you to Jessica for the things that she does and pushing us into the present. Excited to see what happens with the bond issue. There is a lot happening this next year with four seats up for election. Lets keep our heads down and stay true to the path so that people twenty or thirty years ago say, "wow, they thought about that!"

Adjournment

At 8:07 p.m., it was moved by Larrow, supported by Skaggs to adjourn the July 15, 2019 meeting of the Board of Education. Motion carried 5-0.

Janice Skaggs, Board Secretary