

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

Approved 11/20/17
October 16, 2017

Regular Meeting

On October 16, 2017 the Mason Consolidated Schools Board of Education held a meeting in the library at Mason High School. President Larrow called the meeting to order at 7:09 p.m.

Roll Call

Board Members Present: Smith, Stieben, Tubbs, Skaggs, Fowler & Larrow
Board Members Absent: McGarry
Also Present: Shaw, Strick, Bates & McCain

Review/Approval of Agenda

One change, Dollars for Scholars will present first under Special Presentations.

-It was moved by Stieben, supported by Smith to approve the agenda. Motion carried 6-0

Special Presentations

Dollars for Scholars Presentation

-Casey Rehm, Executive Director presented the highlights and accomplishments from last year. She also announced the Mason winners of \$4000 scholarships which were David Kelly and Brian Eby. They are looking to add ten new students to the program this year. Information was given as to the type of students that would qualify for the program. An overview was given as to what the students would be involved in this year.

FY 2017 Mason Consolidated Schools Audit

-Sarah Rafko from Cooley Hehl Wohlgamuth and Carlton presented the audit findings **financials**. The audit received an Unmodified Opinion which is the highest opinion you can receive.

Board Committee Report

Finance & Facilities Committee

-Mrs. Larrow presented

Old Business

Presentation of minutes from the September 18, 2017 Board of Education Meeting

-Mrs. Larrow presented, there were no questions or changes

New Business

The next regularly scheduled Finance & Facilities Committee meeting will be held on Thursday, November 9, 2017 at 8:15 a.m. in the Superintendent's Office at Mason High School.

-Mrs. Larrow presented

The next regular scheduled Board of Education meeting will be held on Monday, November 20, 2017 at 7:00 p.m. in the Library at Mason High School.

-Mrs. Larrow presented

Recommendation of 2017 – 2018 Schedule B, Unit Leaders, and Mentor Assignments

-Mr. Shaw presented the list of schedule B, unit leaders and mentor assignments which is presented annually to the Board of Education.

Presentation of Policy 5630.01 – Student Seclusion and Restraint (Replacement Policy) as a first reading.

-Mr. Shaw presented that this is a replacement policy and is to be approved as written. It was developed to meet the requirements of the Michigan Department of Education.

Presentation of Policy 5111.01 – Homeless Students (Replacement Policy) as a first reading.

-Mr. Shaw presented that this is a replacement policy and is to be approved as written.

Presentation of Policy 5111.03 – Children and Youth in Foster Care (New Policy) as a first reading.

-Mr. Shaw presented that this is a new policy and is being recommended for adoption.

Presentation of Policy 8340 – Letters of Reference (Revised Policy) as a first reading.

-Mr. Shaw presented that this policy has been revised and is being recommended for adoption.

Presentation of Policy 8300 – Continuity of Organizational Operations Plan (New Policy) as a first reading.

-Mr. Shaw presented this new policy and said that it will be discussed to see if we will adopt it or not. He also presented the administrative guideline for this policy. This was recommended for adoption and for a plan to be created.

Presentation of Policy 8305 – Information Security (New Policy) as a first reading.

-Mr. Shaw presented this new policy and recommended it for adoption.

Recommendation of overnight conference for Brandon Bates, MASSP Principals Summit, November 6th – 7th, 2017, Detroit, MI.

-Mr. Bates requested to attend the MASSP (Michigan Association of Secondary School Principals) Principals Summit, November 6th – 7th, 2017, Detroit, MI at an estimated cost of \$401.43, paid out of Title II.

Recommendation of overnight conference for Ben Russow, MASSP Principals Summit, November 6th – 7th, 2017, Detroit, MI.

-Mrs. Larrow presented Mr. Russow's request to attend the MASSP (Michigan Association of Secondary School Principals) Principals Summit, November 6th – 7th, 2017, Detroit, MI at an estimated cost of \$555.43, paid out of Title II.

Recommendation for 8th grade students to have their annual overnight trip to Cincinnati on May 17th and 18th, 2018.

-Mrs. Larrow presented Mr. Russow's recommendation for the 8th grade teachers to take approximately 90 students to Cincinnati on their annual overnight trip on May 17th and 18th, 2018. The activities range from the United Freedom Center to Math & Science Day at King's Island Amusement Park.

Recommendation for our Middle School Youth in Government to attend the fall conference in Lansing. This is an overnight conference held on November 19th – November 21st, 2017.

-Mrs. Larrow presented that Mr. Russow recommends for the Middle School to take part in the Youth in Government in Lansing from November 19th – 21st, 2017. The cost is \$225.00 per student with approximately approximately 30 students involved.

Recommendation for our High School Youth in Government to attend the February conference in Lansing. This is an overnight conference held on February 22nd – February 25th, 2018.

-Mrs. Larrow presented that Mr. Bates recommends for the High School to take part in the Youth in Government in Lansing from February 22nd – February 25th, 2018. The cost is \$400.00 per student with approximately 8 students involved.

Recommendation for new hire: Regina Knopp, Baker and Assistant Head Cook

-Mrs. Larrow presented that Interviews have been conducted and Regina Knopp is being recommended for approval, at a rate of pay of \$11.85 per hour.

Restorative Justice Coordinator

-Mr. Shaw presented that in anticipation of receiving additional 31a funds from the state, a job description for this position has been created and posted. He explained the need for the position and what the job responsibilities will be.

Resurfacing of Track

-Mr. Shaw presented that at the finance meeting there was discussion about the resurfacing of the track for the Summer of 2019. The track coaches have expressed the need to resurface the track and the track boosters group would like the district to split the cost to get this work done. The cost would be approximately \$70,000. The track group would also cover the bid creation and oversight of the project cost. The possible issues and costs were given, however there is not money available in special projects to do this work at this time due to the re-piping of the pool. Mr. Shaw spoke with Bruce Lemons from Foresite Design, who is consulting the track group and the District with this project. When asked if waiting a year would damage the track or cost more money by waiting, the answer was no. It was recommended to wait and possibly add it as a sinking fund project in the future or revisit if we sell the Luna Pier property. Mr. Shaw did say that if the track group wanted the work completed in the summer of 2019 they would need cover 100% of the costs. If they decided to do this, the district would work with them and Foresite Design to do all of the bid work along with oversight of the project.

Luna Pier Property

-Mr. Shaw reported that American Real-estate Appraisal will be appraising the property in the next 30-60 days. There have been some interested buyers already. The people that bought the old school also want to buy 25 feet of the property to make a main driveway entrance to the front of their building. The appraiser will look at this as well.

Public Comment

There was no comment.

Superintendent's Report

Staffing:

Received and accepted the resignation of Lauren Roberts, Central Elementary 3rd Teacher

The following list is the newly appointed/hired coaches for Winter 2017-2018.

Varsity Boys Basketball-Kevin Skaggs (10+) rehire
Junior Varsity Boys Basketball-Isaac Skaggs (1) rehire
7th Grade Boys Basketball-Tyler Maxwell (2) rehire
8th Grade Boys Basketball-Tyler Maxwell (2) rehire
Varsity Girls Basketball-Josh Sweigert (7) rehire
Junior Varsity Girls Basketball-Mark Miller (0) rehire
8th Grade Girls Basketball-Tyler Maxwell (2) rehire
7th Grade Girls Basketball- Julia Skaggs (1) rehire
Varsity Wrestling-Brandon Griffin (4) rehire
Varsity Wrestling Assistant: Keith Lawn (1) rehire
Middle School Wrestling- Brandon Griffin (4) rehire
Varsity Boys Swimming-Emily Russeau (4) rehire
Co-ed Middle School Swim-Jacob Huber (1) rehire

Varsity Sideline Cheer-Kara Davis (6) rehire
Middle School Sideline Cheer- Wendy Vitale (0) new hire

Volunteers:

Boys Basketball:

Brad Liedel, Tom Banachowski, Cortez and Donovan, Mike Grodi, Tyler White, Jacob Skaggs, Mike Malak, Clay Canales, Steve Gale, Hunter Cole, Donovan King, Cortez Henry,

Girls Basketball:

Walter Sweigert, Amanda Miller, Shelia Cuschieri,

Wrestling:

Logan Griffin

Sinking Fund Projects

Mason High School

- Locker room renovation has one item left to be completed, the mixing valves.

Site Lighting

- Completed last week.

Elementary Portables

- Ramps have been painted with a deck and dock paint along with sharp grip added to the paint to make the boards anti-slip. Skirting was painted and wood was replaced where needed. Windows, heating and cooling units and carpeting in the music portable will be replaced in the next two months

Special Projects

Pool Piping Project

- The pool is just about all done. The diving board has been installed. We are still working on getting a drinking fountain installed. We are also attending to some minor fixes in the mechanical room.

Other Items

Painting of the Pool Room

- Thank you to the swimming groups and swim coach are paying to have the poolroom painted.

Tree Trimming

- We are bringing in a contractor to take care of some big limbs that could fall and some trees that need to be removed.

Middle School Cameras

- We have received one quote and will get one more for the same security camera system in middle school as the high school has. There will be a camera in every hall and two in the gym. Like in the high school, the system would allow easy access to view recordings.

High School Locker Room Lockers

- Lockers were shipped last Monday and will be installed in the next few weeks.

The following are a list of ongoing projects/tasks needing to be brought to a close.

1. Millings in the parking lot. They need to be screened and placed in the parking area by the track/football field. The remaining will be used behind the Middle School to expand the parking area
2. Signs coming onto school grounds pointing out the high school
3. Finish clearing the burn pile area and plant grass seed
4. Place bid items such as the truck, busses along with small items on the website
5. Bring in a scrap dumpster for the remaining metal at the transportation department
6. Clean up the brush around the outside of the fence around the transportation department
7. Set a meeting date for the small group sinking fund committee along with the oversight committee.
8. Get second quotes for key card system for all buildings.

The Monroe Evening News article was emailed to all staff and parents. Congratulations to everyone in the District for such an accomplishment.

Our annual Veterans Day Assembly will be November 10, 2017 at 1:30 in the high school gym.

Lastly, on Thursday, October 12, 2017 I issued a letter to the Erie Police Department giving them the authority to enforce the uniform traffic laws on school grounds.

Administrative Reports

Elementary Principal
Middle School Principal
High School Principal
Athletic Director

-All Administrative Reports can be located on the school website under the School Board & Administration Tab.

Consent Agenda

Approve the minutes from the September 18, 2017 Board of Education Meeting

Approve the September 2017 Check Register

Approve the recommendation of 2017 – 2018 Schedule B, Unit Leaders, and Mentor Assignments

Approve the recommendation of overnight conference for Brandon Bates, MASSP Principals Summit, November 6th – 7th, 2017, Detroit, MI with an estimated cost of \$401.43 paid out of Title II.

Approve the recommendation of overnight conference for Ben Russow, MASSP Principals Summit, November 6th – 7th, 2017, Detroit, MI with an estimated cost of \$555.43 paid out of Title II.

Approve the recommendation for 8th grade students to have their annual overnight trip to Cincinnati on May 17th and 18th, 2018.

Approve the recommendation for our Middle School Youth in Government to attend the fall conference in Lansing. This is an overnight conference held on November 19th – November 21st, 2017.

Approve the recommendation for our High School Youth in Government to attend the February conference in Lansing. This is an overnight conference held on February 22nd – February 25th, 2018.

Approve the recommendation for new hire: Regina Knopp, Baker and Assistant Head Cook

-It was moved by Stieben, supported by Tubbs to approve the consent agenda. Motion carried 6-0

Action

Approve FY 2017 Mason Consolidated Schools Audit

-It was moved by Fowler, supported by Smith to approve the consent agenda. Motion carried 6-0

Approve Policy 5630.01 – Student Seclusion and Restraint (Replacement Policy) as a first reading.

-It was moved by Larrow, supported by Skaggs to approve the consent agenda. Motion carried 6-0

Approve Policy 5111.01 – Homeless Students (Replacement Policy) as a first reading.

-It was moved by Stieben, supported by Smith to approve the consent agenda. Motion carried 6-0

Approve Policy 5111.03 – Children and Youth in Foster Care (New Policy) as a first reading.

-It was moved by Skaggs, supported by Stieben to approve the consent agenda. Motion carried 6-0

Approve Policy 8340 – Letters of Reference (Revised Policy) as a first reading.

-It was moved by Larrow, supported by Fowler to approve the consent agenda. Motion carried 6-0

Approve Policy 8300 – Continuity of Organizational Operations Plan (New Policy) as a first reading.

-It was moved by Stieben, supported by Fowler to approve the consent agenda. Motion carried 6-0

Approve Policy 8305 – Information Security (New Policy) as a first reading.

-It was moved by Tubbs, supported by Smith to approve the consent agenda. Motion carried 6-0

Closed Session

Per MCL 15.268 (c): For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.

At 9:14 p.m., it was moved by Stieben, supported by Larrow. Roll was called. Motion carried 6-0

Back to open session time: 10:14 p.m.

Board Reports/Comments

Stieben – Congratulations to Michelle on the audit and thanks to Admins and staff for watching spending. Way to go for the test scores and press releases. Homecoming has been a lot of fun and is glad to see the football team scoring. Way to go to the cross country team. Thanks to everybody who did so much work on the pool.

Tubbs – Ditto to all that Mr. Stieben said.

Skaggs – Ditto to Mr. Stieben.

Smith – Milling over all that was covered today and there is more left to do.

Larrow – Thanks to Mr. Shaw for making the list of projects so that we can get more done and hopefully we will have more volunteers come forward. Also ditto to what Mr. Stieben said.

Adjournment

At 10:17 p.m., it was moved by Stieben, supported by Larrow to adjourn the October 16, 2017 meeting of the Board of Education. Motion carried 5-0.

Janice Skaggs, Board Secretary