

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

Approved 1/16/18  
**December 18, 2017**

**Regular Meeting**

On December 18, 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 7:00 p.m.

**Roll Call**

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

**Review/Approval of Agenda**

No Additions or Changes

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

**Special Presentations**

Luna Pier Property Appraisal

-Jack Marcero from American Real Estate Appraisal will be in and presented the appraisal for the Luna Pier Property. He answered questions and provide recommendations to the Board. He recommended that we list the property for \$299,000 and to have a survey done.

Restorative Justice Presentation

-Dustin Pollard presented a portion of his presentation to the Board that he did during his interview.

**Board Committee Report**

Finance & Facilities Committee

-Minutes for the meeting were not completed at the time of the Board of Education meeting.

**Old Business**

Presentation of minutes from the November 20, 2017 Board of Education Meeting

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

Presentation of minutes from the November 20, 2017 Board of Education Meeting Closed Session

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

**New Business**

The next regularly scheduled Finance and Facilities Committee meeting will be held on Thursday, January 4, 2018 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 Tuesday, January 16, 2018 at 7:00 p.m. in the Library at Mason High School.

-Mrs. Larrow presented

Recommendation for new hire: Jennifer Mominee (Mills), Secretary to Transportation/Facilities/Athletics

-Interviews were conducted and Jennifer Mominee was recommended for approval, at a rate of pay of \$17.38 per hour.

Recommendation for new hire: Dustin Pollard, Restorative Justice Coordinator

-Interviews were conducted and Dustin Pollard was recommended for approval, at a rate of pay of \$55,000. The contract is an individual contract that runs through August 31, 2019.

Recommendation to approve overnight conference for Andrew Shaw, MASA Midwinter Conference, January 23-26, 2018, Kalamazoo, MI.

-Mr. Shaw is requested to attend the annual MASA Midwinter Conference in Kalamazoo. The approximate cost is \$850.94 paid with Title Ila money.

Recommendation to approve overnight conference for Michelle Strick, MSBO Financial Strategies, January 16-17, 2018, Grand Rapids, MI.

-Ms. Strick is requested to attend the MSBO Financial Strategies conference in Grand Rapids. The approximate cost is \$968.97 paid by general fund with Mason covering approximately \$581.38 of the cost and Whiteford the remaining.

Recommendation to approve High School Locker Room Change Order

-Mr. Shaw reported that while doing the updates a major leak was discovered in the ductwork for the air conditioning feeding the music room. The duct and the ceiling were fixed. Mr. Shaw also reviewed all the updates done in the locker rooms. Mixing valves should have been included on the original scope of work and needed to be replaced in both locker rooms. This also increased the costs of the work done. The total for the change order was \$28,670.00. Adding a contingency fund for these type of unexpected repairs and costs was discussed.

Recommendation to approve Disposition of Surplus Property sales be placed in the Special Projects Fund

-It was recommended that the monies from the sale of surplus property (vehicles and garage sale type items) be placed in the Special Projects Fund.

Superintendent Evaluation

-The Board of Education will begin the process of evaluating the Superintendent. Evaluation forms were distributed and the formal evaluation will take place in January.

Recommendation to approve Monroe County School of Choice

-The Superintendents in the county reviewed and revised the School of Choice process and procedures for Monroe County. The big change is moving away from a cap and 1.5% required release to only a 1% required release.

Recommendation to approve Substitute Teacher Pay Rate

-The Superintendents in the county met and are recommending to increase substitute teacher daily rate from \$80 to \$90 beginning January 1, 2018.

Recommendation to approve 2018 Cash In Lieu Amounts

-Last year the District established a formula program for cash in lieu of health insurance. The process was reviewed with changes made in the cap amounts. For the 2018 calendar year the District will have 27 staff members electing cash in lieu. A single person will receive \$507.86 and 2-person / full family will receive \$872.44 per month beginning January 1, 2018 through December 31, 2018.

2018 Board of Education Schedule

-The Board of Education held a discussion about doing away with the committee meetings and moving to two Board meetings a month. The first meeting of the month would be a work session that would have the items on it that would be on our committee meeting. The second meeting would be the regular Board meeting.

### Board of Education Pay

-The Board of Education had a discussion about Board pay being based on meetings attended. At the January meeting they will make this decision. Pay would be \$20 a meeting for Trustees and \$25 a meeting for officers.

### Mason / Whiteford Cooperative Agreement for Business Services

-The Board of Education had a discussion about how everything is going with the cooperative agreement along with impact on our Finance Director should we change our Board meeting schedule. More information will be gathered and brought to the January meeting.

### **Public Comment**

Darlene Andrzejewski commented that she could now open the administrative reports. Grace Connolly clarified her comment about the Board retreat in August.

### **Superintendent's Report**

Staffing:

Approved the resignation of Jennifer Mills as LRE Aide Central Elementary  
The following list is the newly appointed/hired coaches for Winter 2017-2018.  
High School Assistant Swim-Natalie Hempel (0) new hire

Middle School Cameras

- The wiring has been completed and cameras will be installed soon.

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

1. Millings in the parking lot completed
2. Signs coming onto school grounds pointing out the high school
3. Finish clearing the burn pile area completed. Need to plant grass seed in the spring
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. Sinking Fund Oversight Committee is Wednesday, December 20, 2017 at 6:00 p.m. in the IVN Room

### **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 November 20, 2017 Board of Education Meeting  
Approve the minutes from the November 20, 2017 Board of Education Meeting Closed Session  
Approve the November 2017 Check Register  
Approve the recommendation for new hire: Jennifer Mominee (Mills), Secretary to Transportation/Facilities/Athletics  
Approve the recommendation for new hire: Dustin Pollard, Restorative Justice Coordinator  
Approve the recommendation to approve overnight conference for Andrew Shaw, MASA Midwinter Conference, January 23-26, 2018, Kalamazoo, MI.  
Approve the recommendation to approve overnight conference for Michelle Strick, MSBO Financial Strategies, January 16-17, 2018, Grand Rapids, MI.

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

**Action**

Approve the recommendation to approve High School Locker Room Change Order  
-It was moved by McGarry, supported by Stieben. Motion carried 5-0

Approve the recommendation to approve Disposition of Surplus Property sales be placed in the Special Projects Fund  
-It was moved by Fowler, supported by Smith. Motion carried 5-0

Approve the recommendation to approve Monroe County School of Choice  
-It was moved by Fowler, supported by McGarry. Motion carried 5-0

Approve the recommendation to approve Substitute Teacher Pay Rate  
-It was moved by Stieben, supported by Smith. Motion carried 5-0

Approve the recommendation to approve 2018 Cash In Lieu Amounts  
-It was moved by McGarry, supported by Stieben. Motion carried 5-0

**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 9:55 p.m., it was moved by Smith, supported by Larrow. Roll was called. Motion carried 5-0

Back to open session time: 11:09 p.m.

**Board Reports/Comments**

Stieben – None

Fowler – None

McGarry – Good job Elementary

Smith – Likes what Dustin will be doing at the middle school

Larrow – Merry Christmas Everyone

**Adjournment**

At 11:10 p.m., it was moved by Stieben, supported by Smith to adjourn the December 18, 2017 meeting of the Board of Education. Motion carried 5-0.

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Janice Skaggs, Board Secretary