

**Minutes of the Oscoda Area Schools Board of Education
Regular Meeting June 13, 2016**

The June 13, 2016 Regular Meeting of the Oscoda Area Schools, Iosco and Alcona Counties, Michigan, Board of Education was called to order at 7:00 p.m. on Monday, June 13, 2016 by President Tony Johnson. The meeting was held in the Board of Education Meeting Room located in Oscoda Area High School, 3550 East River Road, Oscoda, Michigan 48750. President Johnson led the Pledge of Allegiance and Secretary Davis read the district's Vision, Mission, and Belief statements.

Members Present: Johnson, Davis, Kahila, Kellstrom, Reitler, Schlink
Members Absent: Ellis

The Board conducted the public hearing regarding the proposed budgets for the 2016-17 Fiscal Year from 7:03 p.m. to 7:17 p.m. The budgets being adopted are the proposed budgets for fiscal year 2016-17.

Superintendent Moore explained that 13.2% was transferred from Food Service to the General fund for indirect costs. That leaves a \$984 deficit in Food Service. It is anticipated that this deficit will be made up.

Removal of the tile in the hallways and commons areas of Oscoda High School and replacing it with polished concrete is included in the 2016-17 General Fund budget. The General Fund budget reflects a \$338,658 deficit. Superintendent Moore pointed out that the revenue projection in the 2016-17 General Fund budget is very conservative, and despite the deficit, the district's finances are in good shape.

The 2016-17 Food Service budget reflects a deficit of \$54,000. However, \$51,000 of this is an anticipated transfer to the General Fund for indirect costs. Superintendent Moore stated that there will be some challenges for the Food Service budget, and he anticipates fewer lunches will be purchased.

Superintendent Moore stated that the district borrowed \$200,000 through a tax anticipation note to fund projects being done during the summer of 2016. These projects include: remodeling of a set of restrooms outside the RES office, new roof on the River Road section to RES, and replacement of 31 unit ventilators at RES. There will not be much left to fund any projects during the summer of 2017. Superintendent Moore noted that as funds allow, he would like to see some pavement replaced in the center drive and parking areas at Oscoda High School.

Superintendent Moore stated that on June 13, 2016 there is \$12,360 remaining in the Athletic Bond fund. This amount includes \$11,000 that has been already been allocated toward the cost of a liquid pool cover, leaving a balance of \$510 in the Athletic Bond Fund. In August Superintendent Moore and Assistant Principal/Athletic Director Scott Lueck will use this money to build some soccer dugouts. These dugouts will be dedicated to the 2015-2016 retirees.

Linda Skodack updated the Board on the Plan-Do-Check-Act, which is an eight-step plan for continuous improvement. The steps include:

- Staff Buy In – building staff consensus for change
- Data Disaggregation – Use student test scores to identify instructional groups. Identify weak and strong objective areas
- Instructional Timeline – encompasses all academic standards and is a pacing guide for instruction based on the needs of the student group and the weight of the objective
- Instructional Focus – Using the timeline, deliver instructional lessons that target specific needs of students
- Assessment – After instructional focus has been taught, administer an assessment to identify mastery and non-mastery students
- Tutorials and Enrichment – Provide tutorial time to reteach non-mastered target areas. Provide enrichment opportunities for mastery students
- Maintenance – Provide ongoing maintenance and re-teaching
- Monitor – Continuous monitoring and evaluation of the process and progress of students

The Superintendent and building administrators attended this training. The district has purchased Curriculum Crafter and the Skyward Test Bank Management System to help with instructional focus and assessment.

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RES teacher Alona Smith gave building highlights this month. She reported that she initiated a Young Engineers Club. The Club started with 12 students. A robotics kit and an engineering kit were purchased with grant funds from the Oscoda Education Opportunity Foundation. The Club met on Wednesdays from 3:00-4:30 p.m., March through May. It was a huge success. She also reported that RES fourth graders participated in a multiplication boot camp this year. They challenged the sixth graders to a math off, and the fourth graders won. The second graders had their writings and illustrations published in a hard cover book. The second and third graders held spelling bees. It was a good year for everyone.

The Board of Education heard no public/general comments.

Motion: by Kellstrom, supported by Kahila, that the Board of Education approve the Consent Agenda Items which include: the approval of the Agenda for the June 13, 2016 Regular Meeting; the tentative minutes of the Regular Meeting held on Monday, May 9, 2016; the tentative minutes of the Closed Session held on Monday, May 9, 2016; the tentative minutes of the Special Meeting held on Wednesday, May 25, 2016; the tentative minutes of the Facilities Improvement Meeting held on Wednesday, May 25, 2016; and the payment of the General Fund checks #12953 through #13086 totaling \$266,547.00 as recommended by the Superintendent of Schools.

Yeas: Johnson, Davis, Kahila, Kellstrom, Reitler, Schlink
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Kahila, supported by Schlink, that the Board of Education allow the Oscoda Area Schools to bill the district's Food Service Department for "Indirect Costs" for the 2015-16 School Year, an amount of up to the maximum allowable by law and consistent with the State of Michigan's guidelines, as reflected in the 2015-16 School Year budget amendments, as recommended by the Chief Financial Officer and the Superintendent of Schools.

Yeas: Johnson, Davis, Kahila, Kellstrom, Reitler, Schlink
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6– 0 vote.

Motion: by Schlink, supported by Reitler, that the Board of Education approve the General Fund budget amendments as presented for the 2015-16 Fiscal Year, as recommended by the Chief Financial Officer and the Superintendent of Schools. As directed by the Revised School Code in MCL 388.1618(2), the district "shall make the budget and subsequent revisions available on its website."

Yeas: Davis, Kahila, Kellstrom, Reitler, Schlink, Johnson
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6– 0 vote.

Motion: by Reitler, supported by Kahila, that the Board of Education approve the Food Service Fund budget amendments as presented for the 2015-16 Fiscal Year, as recommended by the Chief Financial Officer and the Superintendent of Schools. As directed by the Revised School Code in MCL 388.1618(2), the district "shall make the budget and subsequent revisions available on its website."

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Yeas: Kahila, Kellstrom, Reitler, Schlink, Johnson, Davis
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Davis, supported by Schlink, that the Board of Education approve the Sinking Fund budget amendments as presented for the 2015-16 Fiscal Year, as recommended by the Chief Financial Officer and the Superintendent of Schools. As directed by the Revised School Code in MCL 388.1618(2), the district “shall make the budget and subsequent revisions available on its website.”

Yeas: Kellstrom, Reitler, Schlink, Johnson, Davis, Kahila
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Kellstrom, supported by Kahila, that the Board of Education approve the Athletic Bond budget amendments as presented for the 2015-16 Fiscal Year, as recommended by the Chief Financial Officer and the Superintendent of Schools. As directed by the Revised School Code in MCL 388.1618(2), the district “shall make the budget and subsequent revisions available on its website.”

Yeas: Reitler, Schlink, Johnson, Davis, Kahila, Kellstrom
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared defeated with a 6 – 0 vote.

Motion: by Kellstrom supported by Reitler, that the Board of Education adopt the preliminary General Fund Budget for the 2016-17 Fiscal Year, as recommended by the Chief Financial Officer and the Superintendent of Schools. As directed by the Revised School Code in MCL 388.1618(2), the district “shall make the budget and subsequent revisions available on its website.”

Yeas: Schlink, Johnson, Davis, Kahila, Kellstrom, Reitler
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Schlink, supported by Kahila, that the Board of Education adopt the preliminary Food Service Fund Budget for the 2016-17 Fiscal Year, as recommended by the Chief Financial Officer and the Superintendent of Schools. As directed by the Revised School Code in MCL 388.1618(2), the district “shall make the budget and subsequent revisions available on its website.”

Yeas: Johnson, Davis, Kahila, Kellstrom, Reitler, Schlink
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

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Motion: by Reitler, supported by Kahila, that the Board of Education adopt the preliminary Sinking Fund Budget for the 2016-17 Fiscal Year, as recommended by the Chief Financial Officer and the Superintendent of Schools. As directed by the Revised School Code in MCL 388.1618(2), the district “shall make the budget and subsequent revisions available on its website.”

Yeas: Johnson, Davis, Kahila, Kellstrom, Reitler, Schlink
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Davis, supported by Kahila, that the Board of Education adopt the preliminary Athletic Bond Budget for the 2016-17 Fiscal Year, as recommended by the Chief Financial Officer and the Superintendent of Schools. As directed by the Revised School Code in MCL 388.1618(2), the district “shall make the budget and subsequent revisions available on its website.”

Yeas: Davis, Kahila, Kellstrom, Reitler, Schlink, Johnson
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Kahila, supported by Schlink, that the Board of Education approve the resolution authorizing issuance and award of Capital Improvement Tax Anticipation Note to Huron Community Bank at an interest rate of 1.05% as recommended by the Chief Financial Officer and the Superintendent, and as drafted by legal counsel.

Yeas: Kahila, Kellstrom, Reitler, Schlink, Johnson, Davis
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Davis, supported by Kahila, that the Board of Education approve the millage levy for the 2016 tax rate as presented on Form #L-4029, and as recommended by the Chief Financial Officer and the Superintendent of Schools.

Yeas: Kellstrom, Reitler, Schlink, Johnson, Davis, Kahila
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Kahila, supported by Kellstrom, that the Board of Education approve the terms of the tentative agreement with the Oscoda Administrators Association (OAA) for the period of July 1, 2016 to June 30, 2017 as presented, and as recommended by the Superintendent.

Yeas: Reitler, Schlink, Johnson, Davis, Kahila, Kellstrom
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6– 0 vote.

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Motion: by Schlink, supported by Reitler, that the Board of Education approve the terms of the tentative agreement with the Oscoda Secretary Association (OSA) for the period of July 1, 2016 to June 30, 2018 as shown in the draft dated May 26, 2016.

Yeas: Schlink, Johnson, Davis, Kahila, Kellstrom, Reitler
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Reitler, supported by Kellstrom, that the Board of Education approve an hourly pay rate of \$18.00 for the district's Transportation/Custodial Supervisor, to be effective July 1, 2016, as recommended by the Superintendent.

Yeas: Johnson, Davis, Kahila, Kellstrom, Reitler, Schlink
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Kellstrom, supported by Kahila, that the Board of Education approve an hourly pay rate of \$19.81 for the district's Maintenance Supervisor, to be effective July 1, 2016, as recommended by the Superintendent.

Yeas: Johnson, Davis, Kahila, Kellstrom, Reitler, Schlink
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Kahila, supported by Reitler, that the Board of Education approve a 2% salary increase for the Human Resource Director, the Central Office Manager, and the Technology Director.

Yeas: Davis, Kahila, Kellstrom, Reitler, Schlink, Johnson
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Davis, supported by Kahila, that the Board of Education approve the request from RES teacher Andrea Miszak for a leave without pay for the 2016-2017 school year.

Yeas: Kahila, Kellstrom, Reitler, Schlink, Johnson, Davis
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Schlink, supported by Kahila, that the Board of Education approve the lease agreement between the Oscoda Area Schools and Up North Crazy Photography for use of Room 1 at Cedar Lake Elementary School for two years, from May 12, 2016 through May 11, 2018, as presented and as recommended by the Superintendent of Schools.

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Yeas: Kellstrom, Reitler, Schlink, Johnson, Davis, Kahila
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Davis, supported by Kahila, that the Board of Education increase the cost of lunches for the 2016-17 school year to \$2.05 at Richard Elementary and at \$2.15 for basic lunch and \$2.70 for premium lunch at the high school, as required by law.

Yeas: Reitler, Schlink, Johnson, Davis, Kahila, Kellstrom
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

The Board of Education adjourned for a break at 8:31 p.m., and returned to open session at 8:40 p.m.

Motion: by Schlink, supported by Kahila, that the Board of Education of the Oscoda Area Schools, exercising the option permitted by Section #1284 of the Revised School Code of 1976, establish a school calendar for all of the schools in this district that ensures a minimum of 1,098 hours of student instruction will be provided for the 2016-17 School Year, as recommended by the Superintendent of Schools.

Yeas: Schlink, Johnson, Davis, Kahila, Kellstrom, Reitler
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Some of the Board members expressed the opinion that elementary students need more recess. Superintendent Moore stated that teachers can take the students outside whenever they would like. RES Principal Eric Allshouse stated that beginning with the second semester of the 2016-17 school year students will eat lunch after recess. Board members expressed concern that students are given sufficient time to eat their lunch.

Motion: by Davis, supported by Kellstrom, that the Board of Education approve the following resolution regarding the district's membership in the Michigan High School Athletic Association (MHSAA) for the 2016-17 School Year for Oscoda High School grades 7-12, at no cost to the district, as recommended by the Athletic Director and the Superintendent of Schools.

The Oscoda Area Schools Iosco and Alcona Counties, Michigan, are hereby:

a. enrolled as a member of the Michigan High School Athletic Association, Inc., a nonprofit association, and

b. are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates the Superintendent or his designee the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current HANDBOOK as the governing code under which the said school shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules,

regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2016 and shall remain effective until July 31, 2017, during which the authorization may not be revoked.

Yeas: Johnson, Davis, Kahila, Kellstrom, Reitler, Schlink
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

Motion: by Kahila, supported by Schlink, that the Board of Education renew the Oscoda Area School's annual membership in the Michigan Association of School Boards (MASB) for the 2016-17 School Year, at a cost to the district of \$3,149, based on the Michigan Department of Education audited fall 2015 pupil count of 1,175 students in the Oscoda Area Schools, as recommended by the Superintendent of Schools.

Yeas: Johnson, Davis, Kahila, Kellstrom, Reitler, Schlink
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote

Motion: by Reitler, supported by Kahila, that the Board of Education adopt the following Board Policies:

Policy #1420 – School Administrator Evaluation
 Policy #2623 – Student Assessment
 Policy #3220 – Professional Staff Evaluation
 Policy #7217 - Weapons
 Bylaw #0144.3 – Conflict of Interest
 Policy #1130 – Conflict of Interest
 Policy #3110 – Conflict of Interest
 Policy #4110 – Conflict of Interest
 Policy #6110 – Grant Funds (Uniform Grant Guidance)
 Policy #6111 – Internal Controls
 Policy #6112 – Cash Management of Grants (New Policy)
 Policy #6114 – Cost Principles – Spending Federal Funds (New Policy)
 Policy #6116 – Time and Effort Reporting (New Policy)
 Policy #6550 – Travel Payment & Reimbursement
 Policy #7300 – Disposition of Real Property
 Policy #7310 – Disposition of Surplus Property
 Policy #7450 – Property Inventory
 Policy #8500 – Food Services

as presented and as recommended by the Policy Committee.

Ms. Barnhart stated that the motion should have included Board Policy #1240 – Evaluation of the Superintendent. Trustee Reitler and Treasurer Kahila agreed to amend their motion to include Policy #1240 – Evaluation of the Superintendent.

Yeas: Davis, Kahila, Kellstrom, Reitler, Schlink, Johnson
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

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The Board of Education had its first presentation of the following policies, which will be on the agenda for adoption at the July 11, 2016 meeting:

- Policy #3139 – Staff Discipline and Discharge (Professional Staff)
- Policy #4139 – Staff Discipline and Discharge (Support Staff)
- Policy #7540.04 – Staff and Volunteer Education Technology Acceptable Use Policy
- Policy #9700 – Relations with Special Interest Groups
- Policy 8142.01 – Weapons (New Policy)

The Board of Education acknowledged the retirement of OHS Secretary Yvonne Mallak after 31 years of service. Superintendent Moore stated that there will be a gathering in her honor August 6, 2016. He also noted that the retiring staff members will be invited to lunch at Rotary the last week in August at which time they will be recognized and honored for their service to the district. The Board acknowledged the resignation of RES teacher Whitney Dettmer, the resignation of OHS custodian Eric Miller, the resignation of dietary work Josephine Niebauer, and the hiring of part-time paraprofessional Barbara Hamilton.

Superintendent Moore stated that the district will be making some large purchases this month – a new set of drums for the band, a new lawn mower, two blower backpacks, and two floor scrubbing machines.

The Board of Education acknowledged the updated fundraising calendar and updated list of volunteers.

Motion: by Schlink, supported by Kahila, that the Board of Education enter into closed session at 9:08 p.m. for the purpose of discussing employee contract negotiations, as provided for in Section 8(c) of the Open Meetings Act.

Yeas: Kahila, Kellstrom, Reitler, Schlink, Johnson, Davis
 Nays: None
 Absent: Ellis
 Abstained: None
 Motion declared adopted with a 6 – 0 vote.

The Board returned to open session at 9:33 p.m. No action was taken during open session.

There being no further business for discussion, the meeting was adjourned at 9:33 p.m.

Edward Davis, Secretary
 Board of Education
 Oscoda Area Schools