

Minutes of the Oscoda Area Schools Board of Education
Organizational Meeting Monday, January 18, 2016

The 2016 Organizational Meeting of the Oscoda Area Schools, Iosco and Alcona Counties, Michigan, Board of Education was called to order at 7:05 p.m. on Monday, January 18, 2016 by Tony Johnson, ranking officer of the present Board (Board Policy Bylaw #0151). The meeting was held in the Board of Education Meeting Room located in Oscoda Area High School, 3550 East River Road, Oscoda, Michigan 48750. Tony Johnson led the Pledge of Allegiance.

Mr. Johnson appointed Ed Davis as Temporary Secretary until the nomination and election of the Board Secretary.

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

Motion: by Kahila, supported by Ellis, to nominate Tony Johnson as the Board's Temporary Chairperson, who shall serve until the election of the President (as provided for in Board Policy Bylaw #0151).

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

Secretary Davis read the district's vision, mission and belief statements.

In recognition of Board Appreciation Month, each Board member was presented with a certificate of appreciation to thank them for their service to the community. A plaque will be purchased naming the Board members during the 2013 Sinking Fund and the 2014 Athletic Bond.

Election of 2016 Board President:

Donald R. Ellis III nominated Tony Johnson for the office of Board President, and Tim Kellstrom supported the nomination.

With no further nominations for Board President, nominations were declared closed and a roll call vote was taken to elect Tony Johnson to the office of Board President.

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

The result of the roll call vote is that Tony Johnson will serve as the 2016 Board President.

Election of 2016 Board Vice-President:

Tim Kellstrom nominated Donald R. Ellis III for the office of Board Vice-President, and Ken Kahila supported the nomination.

With no further nominations for Board Vice-President, nominations were declared closed and a roll call vote was taken to elect Donald R. Ellis III to the office of Board Vice-President.

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

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The result of the roll call vote is that Donald R. Ellis III will serve as the 2016 Board Vice-President.

Election of 2016 Board Secretary:

Tim Kellstrom nominated Ed Davis for the office of Board Secretary, and Mary Reitler supported the nomination.

With no further nominations for Board Secretary, nominations were declared closed and a roll call vote was then taken to elect Ed Davis to the office of Board Secretary.

Roll Call:	Yeas:	Kahila, Kellstrom, Reitler, Ellis, Johnson, Davis
	Nays:	None
	Absent:	Schlink
	Abstained:	None

Motion declared adopted with a 6 – 0 vote.

The result of the roll call vote is that Ed Davis will serve as the 2016 Board Secretary.

Election of 2016 Board Treasurer:

Mary Reitler nominated Ken Kahila for the office of Board Treasurer, and Tim Kellstrom supported the nomination.

With no further nominations for Board Treasurer, nominations were declared closed and a roll call vote was then taken for the position of Board Treasurer.

Roll Call:	Yeas:	Kellstrom, Reitler, Ellis, Johnson, Davis, Kahila
	Nays:	None
	Absent:	Schlink
	Abstained:	None

Motion declared adopted with a 6 - 0 vote.

The result of the roll call vote is that Ken Kahila will serve as the 2016 Board Treasurer.

Cassandra Boik and Christina Warner updated the Board on the School Success Program. The School Success Program is a grant funded program run through NEMCSA and funded in part by the University of Michigan. The district pays half of the cost of the program. Ms. Warner works with students in grades K through 6, and Ms. Boik works primarily with high school students. Each School Success worker has a formal caseload of 25 students and works with an additional 125 students on an informal basis. Their goal is to reduce barriers resulting in attendance problems, reduce behavior problems, and increase parental involvement. Ms. Boik and Ms. Warner enhance community communication and provide support and follow-up services to students and their families. They meet with students on their formal caseloads bi-weekly and also make home visits. The school success workers also offer two to three groups each year on topics such as divorce, anger management, self-esteem, coping with addiction, and self-control. Ms Boik has implemented a Rachel's Friends group at the high school. The program has been well received by students and staff and is quite successful.

O.E.A. President Kathleen Erickson stated that the O.E.A. is holding a water for Flint campaign. They are collecting cases of water as well as monetary donations.

Mrs. Brooks shared a Book Adventure event that her class and Mrs. MacNeill's class is participating in. Students read a Book Adventure book and then visit the website to take a quiz on what they've read. Students must get a score of 80% or higher to pass. If they pass, they get points that they can turn into prizes. The program is designed to increase reading comprehension. On October 23, 2015 students invited a family member to come into the school to read with them. They had snacks and prizes for the students and there was a parent drawing as well. Twenty of the 24 students in Mrs. Brooks' class had someone attend. In December students in Mrs. Brooks' and Mrs. MacNeill's class participate in a holiday Mrs. Brooks and Mrs. MacNeill's classes celebrated the winter season with a fun family writing event. The students worked with a special adult on creating a story about being trapped inside a snow globe and breaking out of it. They also made their own snow globe depicting their story. Third grade student River Vito shared her story and her snow globe with the Board. A February event tied to reading and writing is in the works.

The Board of Education heard no public/general comments.

Motion: by Ellis, supported by Kellstrom, that the Board of Education adopt the 2016 Legal Reference Note:

**Oscoda Area Schools
2016 Board of Education
Iosco and Alcona Counties, Michigan
Legal Reference Note
January 1, 2016**

This note is added to the minutes of the January 12, 2015 organizational meeting of the Board of Education as a legal reference to the change in status of our school district caused by the Revised School Code (MCL 380.1 *et seq.*) amendments which became effective July 1, 1996.

1. The legal name of the school district is: **Oscoda Area Schools, Iosco and Alcona Counties, Michigan**
2. Prior to July 1st, 1996, this school district was classified as a fourth class school district. On July 1, 1996, the district became a general powers district by operation of law.
3. The Board of Education is comprised of seven (7) members who are elected for terms of six (6) years.

Members holding office on January 1, 2016 and the expiration of their current terms are listed below:

Tony Johnson	Term expires on December 31, 2016
Edward Davis	Term expires on December 31, 2016
Ken Kahila	Term expires on December 31, 2016
Mary Reitler	Term expires on December 31, 2018
Dan Schlink	Term expires on December 31, 2018
Donald R. Ellis III	Term expires on December 31, 2020
Tim Kellstrom	Term expires on December 31, 2020

4. Members of the Board of Education are elected in November of even numbered years
5. The annual organizational meeting of the Oscoda Area Schools Board of Education is held in the month of January.

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

Motion: by Kellstrom, supported by Ellis, that the Board of Education establish the second Monday of the month as the regular meeting date of the Oscoda Area Schools Board of Education for 2016 as per the dates, times and location specified on the proposed schedule:

Board of Education Regular Monthly Meetings
2016 Schedule

The Oscoda Area Schools, Iosco and Alcona Counties, Michigan, Board of Education will meet in regular session on the second Monday of each month, unless otherwise specified below.

Board minutes are located at the principal office of the Board of Education:	Oscoda Area Schools	(989) 739-2033 Telephone Number
	Board of Education Office	(989) 739-2325 Fax Number
	3550 River Road	
	Oscoda, Michigan 48750	

Board of Education Meetings will be held at the following location unless otherwise specified below:

Oscoda Area High School
 Board of Education Meeting Room
 3550 East River Road
 Oscoda, Michigan 48750

Hour of the meetings: 7 o'clock p.m.

Meeting Dates:

Monday, January 18, 2016 (Organizational Mtg.)	Monday, August 8, 2016
Monday, February 8, 2016	Monday, September 12, 2016
Monday, March 14, 2016	Monday, October 10, 2016
Monday, April 11, 2016	Monday, November 14, 2016
Monday, May 9, 2016	Monday, December 12, 2016
Monday, June 13, 2016	Monday, January 9, 2017 (Organizational Mtg.)
Monday, July 11, 2016	

Any changes in the meeting dates, times, and locations shown above, will be announced.

The Board of Education will meet the fourth Monday of each month, as necessary. All special meetings and work sessions of the Board of Education will be announced and publicly posted.

Upon request to the Superintendent, the District shall make reasonable accommodation for a person with disabilities to be able to participate in these meetings.

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

Motion: by Davis, supported by Kahila, that the Board of Education select the following depositories for the Oscoda Area Schools for 2016:

- | | | |
|-----|-------------------------------------|---|
| (a) | Huron Community Bank - Oscoda | General Fund/Agency Funds/
Food Service Fund/Charitable Gaming Fundraising |
| (b) | MILAF
Michigan Liquid Asset Fund | General Fund/Sinking Fund/
Debt Retirement Funds |

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

Motion: by Reitler, supported by Davis, that the Board of Education approve the Consent Agenda Items which include: the approval of the Agenda for the January 18, 2016 Organizational Meeting; the tentative minutes of the Regular Meeting held on Monday, December 14, 2015; the tentative minutes of the Closed Session held on Monday, December 14, 2015; and the payment of the General Fund checks #12202 through #12369 totaling \$289,206.41 as recommended by the Superintendent of Schools.

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

Motion: by Ellis, supported by Johnson, that the Board of Education adopted the following ratification resolution as prepared by legal counsel and as recommended by the Finance Director and the Superintendent of Schools.

WHEREAS:

1. On September 14, 2015, pursuant to an authorizing resolution (the "Resolution") this Board authorized the issuance of Bonds designated 2016 Refunding Bonds in the principal sum of not to exceed Three Million Dollars (\$3,000,000), which par amount was reduced on the day of sale to Two Million Eight Hundred Seventy Thousand Dollars (\$2,870,000) (the "Bonds"); and

2. Pursuant to the Resolution, the Superintendent was designated with the authorization to accept a bid on behalf of this Board for the sale of the Bonds, pursuant to the parameters of that Resolution; and

3. On January 11, 2016, the Issuer received nine bids for the purchase of the Bonds, which were presented to the Superintendent for consideration; and

4. The bids attached hereto and incorporated herein by reference were received from the following bidders:

- A. KeyBanc Capital Markets, Inc.
- B. Robert W. Baird & Co., Inc.
- C. Fifth Third Securities, Inc.
- D. Raymond James & Associates, Inc.
- E. SunTrust Robinson Humphrey
- F. Hutchinson, Shockey, Erley & Co.
- G. J.J.B. Hilliard, W.L. Lyons, Inc.
- H. Piper Jaffray
- I. City Securities Corp.; and

5. It was further necessary for the Superintendent to appoint a paying agent-bond registrar for the Bonds, pursuant to the Resolution; and

6. By an order of the Superintendent issued on January 11, 2016, the Superintendent awarded the sale of the Bonds to KeyBanc Capital Markets, Inc., as low bidder; and

7. The Board does hereby desire to ratify and affirm the actions of the Superintendent of January 11, 2016 related to the sale of the Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board does hereby ratify and affirm the acceptance of the bid of KeyBanc Capital Markets, Inc. for the purchase of the Bonds of the Issuer.

2. A certified copy of this resolution and the maturity schedule, as approved by the Board, shall immediately be filed with the Treasury of the State of Michigan to supplement the Application for Final Qualification of Bonds, which previously had been presented to this Board by Public Financial Management, Inc. and was previously approved by the Resolution.

3. The Treasurer is further directed to cause the proceeds from the sale of the Bonds to be credited to the herein established Bond Issuance Fund in the amount of the anticipated costs of issuance for the Bonds, and

the remainder of the bond proceeds to be deposited in the herein established Escrow Fund and to cause the premium, and accrued interest, if any, received at the time of delivery to be transferred to the 2016 REFUNDING BOND DEBT RETIREMENT FUND. Any amounts remaining in the Bond Issuance Fund after payment of all costs of issuance for the Bonds shall be transferred to the Debt Retirement Fund.

4. The Issuer hereby appoints Huntington National Bank, Grand Rapids, Michigan, as Paying Agent-Bond Registrar and Escrow Agent and directs the Superintendent of Schools to execute for and on behalf of the Issuer a Paying Agent-Bond Registrar Agreement.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

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

Superintendent Moore pointed out that refunding these bonds will result in a savings of \$492,909 for the taxpayers.

Motion: by Davis, supported by Kahila, that the Board of Education approve the sale of the trailer to Kalitta Air for \$8,000 as recommended by the Superintendent of Schools.

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

Motion: by Ellis, supported by Kahila, that the Board of Education adopt the following Board Policies, as presented and as recommended by the Policy Committee:

- Policy #1613 – Student Supervision and Welfare – Administration (New Policy)
- Policy #3213 – Student Supervision and Welfare – Professional Staff
- Policy #4213 – Student Supervision and Welfare – Support Staff
- Policy #6470 – Payment of Claims
- Policy #8510 – Wellness
- Bylaw #0144.3 – Conflict of Interest
- Policy #1130 – Conflict of Interest – Administration
- Policy #3110 – Conflict of Interest – Professional Staff
- Policy #4110 – Conflict of Interest – Support Staff
- Policy #6110 – Grant Funds
- Policy #6111 – Internal Controls (New Policy)
- Policy #6320 – Purchasing
- Policy #6550 – Travel Payment & Reimbursement
- Policy #8500 – Food Services
- Policy #1217 – Weapons (Administrators) – New Policy
- Policy #3217 – Weapons (Professional Staff)
- Policy #4217 – Weapons (Support Staff)
- Policy #5517.02 – Sexual Violence (New Policy)
- Policy #5830 – Student Fundraising
- Policy #6850 – Public Disclosure and Reporting
- Policy #8321 – Criminal Justice Information Security
- Policy #9211 – District Support Organizations
- Policy #5772 – Weapons (Students)
- Policy #7217 – Weapons

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

President Johnson made the following committee assignments:

2016 Board Committees & Assignments

Superintendent’s Evaluation Committee **Chair** **Tony Johnson**
(The Board of Education will meet as a “Committee of the Whole” as the Superintendent’s Evaluation Committee for 2015)

Finance Committee **Chair** **Ken Kahila**
(The Board of Education will meet as a “Committee of the Whole” as the Finance Committee for 2015)

Board Policy Committee **Chair** **Tony Johnson**
Appointed on 1/18/16 **Member** **Tim Kellstrom**
 Member **Ed Davis**
 Alternate **Ken Kahila**

District School Improvement/NCA Team **Representative** **Mary Reitler**
Appointed on 01/18/16 **Representative** **Tim Kellstrom**
 Representative **Dan Schlink**
 Alternate **Tony Johnson**

Petition Review Committee: **Board Member** **Mary Reitler, Chairperson**
Appointed on 01/18/16 **Board Member** **Dan Schlink**
 Board Member **Tony Johnson**

Board Appointments:

Key Board Member:	Ed Davis, Board Secretary
Alternate Check Signer:	Ed Davis, Board Secretary
Alternate Check Signer:	Donald R. Ellis III, Board Vice-President
LRN Representative:	Tony Johnson, Board President
LRN Alternate Representative:	Donald R. Ellis III, Board Vice-President
Oscoda Education Opportunity Foundation:	Ed Davis, Board Secretary
Oscoda Education Opportunity Foundation:	Mary Reitler, Alternate
Public Notice Posting Responsibility:	Ed Davis, Board Secretary
	Scott M. Moore, Superintendent of Schools
	Susan L. Barnhart, Central Office Manager
Election Duties:	Ed Davis, Board Secretary
	Scott M. Moore, Superintendent of Schools
	Susan L. Barnhart, Central Office Manager
Iosco RESA Representative:	Tony Johnson, Board President
Iosco RESA Alternate Representative:	Donald R. Ellis III, Board Vice-President

(LRN = Legislative Relations Network)

Superintendent Moore stated that the district purchased a program called Curriculum Crafter that will enable staff to electronically map curriculum. The program works with the test bank management system in Skyward and will allow staff to create assessments in Skyward. It will take three to five years to fully integrate the program. Once it is done staff should be able to generate data on each student and offer them additional resources in areas they are struggling with. It will have a huge impact on instructional strategies. Training for Curriculum Crafter will take place on January 19, 2016.

The Board of Education acknowledged the resignation of Assessment and Accountability Coordinator Nicole LeVasseur, and the hiring of bus driver Jamie Chase.

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Superintendent Moore stated that the floor in the commons area of Oscoda High School is in bad shape. He explored the possibility of getting a DuroLast product installed there, but the quote of \$50,000 is not feasible at the present time. Superintendent Moore stated that he had some ceiling tile done at OHS over the Christmas break at a cost of \$6,000. It made a huge difference and looks very good.

Superintendent Moore stated that for years students have been allowed to drive to the Tech Center and take other students with them. As a result of an accident that happened a few months ago, the administrative team decided to change that practice. Students can drive to the Tech center, but they cannot take other students with them. This has resulted in an increase in the number of students riding the bus to the Tech Center. The district now has to send two buses to the Tech Center. Two drivers sit at the Tech Center for 1.5 hours each day with nothing to do. Superintendent Moore has discussed the possibility of have the drivers do some work at the Tech Center and IRESA paying the district for their services.

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

Superintendent Moore stated that the district held a fundraiser at the poker room last weekend which raised \$1220 for Backpack Program.

Motion: by Kellstrom, supported by Kahila, that the Board of Education enter into closed session at 8:15 p.m. for the purpose of discussing employee negotiations, as provided for in Section 8(c) of the Open Meetings Act.

Yeas: Reitler, Ellis, Johnson, Davis, Kahila, Kellstrom

Nays: None

Absent: Schlink

Abstained: None

Motion declared adopted with a 6-0 vote.

The Board returned to open session at 8:35 p.m. No action was taken during closed session.

There being no further business for discussion, the meeting was adjourned at 8:35 p.m.

Edward Davis, Secretary
Board of Education
Oscoda Area Schools