

**Board of Education
Official Proceedings
Regular Board Meeting
June 12, 2017**

CALL TO ORDER

President Zanotti called the Regular June Board Meeting of the Bay City Public Schools Board of Education to order on Monday, June 12, 2017, at 7:15 p.m. in the gymnasium at Linsday Elementary School, 607 LaSalle St., Bay City, MI.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Trustee Bauer and recited by all present.

ROLL CALL

Those present were President Zanotti, Vice President Baird, Treasurer Bauer, Secretary Jeske and Trustees Helmling, Rademacher and Sepeda.

CHANGES TO AGENDA

President Zanotti removed Item U. Application for Borrowing State Aid Anticipation Notes from the agenda and this item will be addressed at a future meeting.

FIRST CALL TO AUDIENCE - None

Linsday Elementary presented a musical dance student skit.

APPROVAL OF AGENDA

Trustee Rademacher made the motion, supported by Trustee Sepeda, to approve the agenda as revised, removing Agenda Item U – Application for Borrowing State Aide Anticipation Notes. Approved unanimously.

PRESENTATION

Carla Derocher, Director of Alternative Education, provided an update related to Wenona Center and provided an overview of the plan to apply for an alternative education waiver which would reduce the 180 student report days to 146 and reduce the 1098 hours of instruction to 880. If the waiver is approved, potential program changes include: delayed start time, no student reporting on Fridays, Professional Learning Communities (PLCs) for staff, employability skills training for students, field trips and staff professional development. Future considerations identified for Wenona were clarifying entrance and exit protocols, classroom technology, Project Based Learning opportunities and removing the word “alternative” in the formerly board adopted school name.

Trustee Rademacher made the motion, supported by Trustee Helmling, to approve the application of the Alternative School Waiver. Approved unanimously (7-0).

RECOGNITIONS

MAKE A DIFFERENCE AWARD

Irene Bureau, Bus Driver/Transportation Department; Jill Moore, Central High School Teacher; Craig Nanney, McAlear-Sawden School Service Worker; and Drew Pinter, Western High School Social Studies Teacher, were recognized by the Superintendent and Board of Education as Make a Difference Award recipients for May and June.

CONSENT AGENDA

MINUTES

The Board was asked to approve minutes from the May 8, 2017 Board Workshop (Superintendent Search); the May 8, 2017 Regular Board Meeting; the May 8, 2017 Executive Session (Negotiations); the May 8, 2017 Executive Session (Attorney-Client Communication); the May 10, 2017 Special Board Meeting (State Treasury Letter); the May 17, 2017 Special Board Meeting (Superintendent 1st Round Interviews); the May 18, 2017 Special Board Meeting (Superintendent 1st Round Interviews); the May 22, 2017 Special Board Meeting (Superintendent 2nd Round Interviews); and the May 25, 2017 Special Board Meeting (Superintendent Search).

MONTHLY EXPENSE SUMMARY

Expenses for the month of May 2017 were presented to the Board for acceptance.

GENERAL APPROPRIATION FINAL BUDGET 2016-2017

The District adopted the First Budget Revision 2016-2017 on March 13, 2017. This revision includes minimal changes to the General Fund, Community Service Fund, School Lunch, Debt and Capital Projects Fund. The 2016-17 Final Budget Appropriation and related Budget detail are based on levying the 18.0000 mills approved tax rate on all property qualifying as non-homestead in the Bay City Public School District for the purpose of general operations and 2.99 levied on all property for the 2014 Bond Refunding (2006).

The Board was asked to approve the 2016-2017 General Appropriation Final Budget with appropriations for each fund as reflected in the budget documents. (Attachment A)

BAY-ARENAC ISD APPLICATION SERVICES AGREEMENT 2017-18

The Board was asked to approve an application services agreement with Bay-Arenac ISD which includes New World, Skyward, Data Services, REMC, Instructional Services, Consortium Internet, and WAN Services at an annual cost of \$203,515.31 (Attachment B).

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BAY-ARENAC ISD CLASSROOMS LEASE AGREEMENT 2017-18

The Board was asked to approve a lease agreement with Bay-Arenac ISD to lease five (5) classrooms (2 at Handy Middle School/3 at Washington Elementary) to the ISD for special education programs for a total revenue of 50,000 for the District (5 rooms at \$10,000 each). (Attachment C)

RESOLUTION FOR DISTRICT APPOINTMENT AS TRUSTEE TO THE MIDDLE CITIES RISK MANAGEMENT TRUST

The Board was asked to approve the appointment of Jill Mulders as the District trustee for the Middle Cities Risk Management Trust.

APPROVAL OF DEPOSITORIES BANK ACCOUNTS AND AUTHORIZED SIGNATURES

The Board was asked to approve a listing of bank accounts and authorized signatures for the 2017-18 school year. (Attachment D)

REQUIRED POLICIES TO MEET THE NEW REGULATIONS OF FEDERAL GRANTS – (FINANCE DEPARTMENT) - SECOND READING

The U.S. Department of Education released updated Education Department General Administration Regulations (EDGAR). In order to be in compliance with federally funded programs by July 1, 2017, (covering application process, financial management, procurement, inventory management, time & effort accountability, costs allow ability record retention and program oversight), with NEOLA assistance, Finance policies were substantially revised.

The Board was asked to approve the second readings for: 1130, 3110, 4110 Conflict of Interest; 6110 Grant Funds; 6111; Internal Controls; 6112 Cash Management of Grants; 6116 Time & Effort Report; 6146 Post Issuance Compliance; 6550 Travel Payment; 6114 Cost Principles; 6144 Investments; 6320 Purchases; 6325 Procurement; 6420 Conflict of Interest; 6605 Crowd Funding; 6610 Student Activity; 6850 Public Disclosure; 7300 Disposition of Real Property; 7310 Disposal of Surplus Property; and 7450 Property Inventory.

APPROVAL OF REQUIRED POLICIES FOR THE NUTRITION SERVICES PROGRAM – SECOND READING

The Board was asked to approve the second reading of revised Nutrition Services Department policies, with NEOLA assistance, to be in compliance with the USDA regulations by July 1, 2017. The Policies include: #8500 – Food Service; #8510 – Wellness; #8531 – Free and Reduced Price Meals; and #8540 – Vending Machines.

WESTERN BASEBALL SEATING PROJECT

The Board was asked to approve a project for new baseball seating at Western, paid for with fund raising dollars in addition to \$5,000 of general fund money. (Attachment E)

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CONTRACT FOR SPORTS MEDICINE SERVICES FOR CENTRAL HIGH SCHOOL AND WESTERN HIGH SCHOOL

The Board was asked to approve continuance of an agreement with MidMichigan Medical Center as an automatic renewal for athletic training services for 2017-18 in the amount of \$46,075. (Attachment F)

MHSAA MEMBERSHIP RENEWAL

The Board was asked to approve membership in the MHSAA for the 2017-18 school year at no cost for membership.

UPDATE ON THE TENNIS COURTS PROJECT AT THE FORMER THOMAS JEFFERSON SCHOOL PROPOERTY

The Board received an update related to the tennis courts project at the former Thomas Jefferson School. Site preparation has been stagnant; court construction will begin when the fundraising goal is met.

LICENSE RENEWAL OF EDGENUITY (E2020)

The Board was asked to approve a recommendation for a three-year contract renewal with Edgenuity (online courseware) for a total cost of \$170,895 over three years. (Attachment G)

TECHNOLOGY PURCHASING INFORMATION (VENDOR CONTRACTS)

The Board was asked to approve accepting the bids awarded through REMC, GSA and other consortium or government contracts (meeting State bidding requirements) as satisfying the bidding requirement of purchasing items listed in said contracts.

BUS PURCHASE

The Board was asked to approve the purchase of one (1) special needs bus in the amount of \$93,029, for which the Transportation Department had budgeted.

PERSONNEL CHANGES

The Board of Education was asked to approve changes in personnel for May/June 2017.

Trustee Bauer made the motion, supported by Trustee Sepeda, to approve the Consent Agenda Items as presented. Approved unanimously (7-0).

COMMUNICATIONS

BAY ARENAC ISD UPDATE - No report provided this month.

COMMUNICATIONS AND MARKETING COMMITTEE

Trustee Rademacher reported that the most recent marketing strategies included the lease of three signs utilized in six locations and a plan to provide radio spots with principals, teachers and students on the Bay City Public School radio station.

BOARD ACTIVITY CALENDAR

As it is year-end, no additional calendar items have been added at this time.

BOARD MEMBER BUILDING VISITS

Trustee Baird attended the Bay City Central Honors Assembly. Trustee Jeske attended Mackensen's Field Day; Hampton's Camp Rotary visit with the 5th grade and the graduation ceremonies. Trustee Rademacher visited Central High School to meet with Matt Reid to discuss marketing and the BCPS Facebook page. Trustee Helmling attended the Bay Area Community Foundations' Scholarship Dinner. Trustee Sepeda attended Western High Schools Honors Breakfast. President Zanotti thanked all involved in the graduations which had great staff representation.

REGULAR AGENDA

2017-18 BUDGET HEARING

Public Act 43 of the Public Acts of 1963, second extra session, states that a Public Hearing must be held prior to adoption of the General Appropriations for a school district.

Trustee Baird made the motion, supported by Trustee Rademacher, to open the floor for the purpose of public discussion on the proposed 2017-2018 budget, levies and property tax millage rates. Approved unanimously (7-0).

Rick Meeth, President of the Bay City Education Association, (BCEA), 1483 S. Valley Center Dr., Bay City, addressed the Board with questions related to projected school aid, at-risk funding, fund balance and employee contracts.

2017-2018 SUMMER TAX LEVIES and SUMMER PROPERTY TAX COLLECTION FEES

The Board was asked to approve a resolution directing all city and township clerks to levy tax rates for the 2017-2018 school year on the applicable taxable property within said District. The Board was also asked to approve applicable summer tax collection fees. (Attachment H)

Trustee Helmling made the motion, supported by Trustee Sepeda, to approve Summer Tax Levies and Tax Collection Fees as presented. Approved unanimously (7-0).

GENERAL APPROPRIATIONS ORIGINAL BUDGET ADOPTION 2017-18

Jill Mulders, Assistant Director of Finance and Accounting, presented the Board with the 2017-2018 Proposed Budget based on information available at this time. (Attachment I)

Following discussion, Trustee Helmling made the motion, supported by Trustee Jeske, to approve the General Appropriation Original Budget Adoption 2017-18 as presented. Approved unanimously (7-0).

APPLICATION FOR BORROWING STATE AID ANTICIPATION NOTES

This Item was removed from the Agenda and will be addressed at a future meeting.

POLICE LIAISON OFFICERS AT HANDY MIDDLE SCHOOL AND CENTRAL HIGH SCHOOL

The Board was asked to approved an agreement with the Bay City Department of Public Safety to have two District Police Liaison Officers, one housed at Central High School and one housed at Handy Middle School, at the cost of \$156,625 out of at-risk funding for 2017-18. This is at no increase from the 2016-17 school year. (Attachment J)

Following discussion, Trustee Rademacher made the motion, supported by Trustee Sepeda, to approve the agreement with the Bay City Department of Public Safety for two District Police Liaison Officers for the 2017-18 school year at a cost of \$156,625, one housed at Central High and one at Handy Middle School. Approved unanimously (7-0).

AWARD OF BID FOR CONTRACTED CUSTODIAL SERVICES
AND
AWARD BID FOR SUBSTITUE CUSTODIAL SERVICES

The Board was asked to approve agreements with Caravan Facilities Management, LLC, as the lowest bidder, for Contracted Custodial Services in the amount of \$545,517 and for Substitute Custodial Services at the current rate of \$12.85 per hour for two year agreements, for the period of July 1, 2017 through June 30, 2019. The agreement allows the ability to terminate the agreement with or without cause by providing notice of 30 days.

Following discussion, Trustee Sepeda made the motion, supported by Trustee Helmling, to approve the two agreements with Caravan Facilities Management, LLC, as the lowest bidder, for Contracted Custodial Services and for Substitute Custodial Services for two-year agreements for the period of July 1, 2017-June 30, 2019 with the ability to terminate with a 30 day notice. Approved unanimously (7-0).

SUPERINTENDENT CONTRACT

The Board was asked to approve a superintendent contract with Dr. Stephen Bigelow with the beginning annual salary of \$153,000 for the 2017-18 school year. The term of a three year

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contract would be July 1, 2017 through June 30, 2020. The Board would have the option to extend the Superintendent's contract at the end of each year.

Following discussion, Trustee Jeske made the motion, supported by Trustee Rademacher, to approve the superintendent contract with Dr. Bigelow with a beginning annual salary of \$153,000 for the 2017-18 school year, the term of the contract being three years, July 1, 2017-June 30, 2020. Yeas: President Zanotti and Trustees Bauer, Helmling, Jeske, Rademacher, Sepeda. Nays: Trustee Baird. Motion passed (6-1).

NEW BUSINESS

Trustee Helmling shared her appreciation as well as the Board's for those Central Office members leaving the District: Janet Greif, Superintendent, had five years previously with the District and has two as Superintendent; Shelly Ouellette, Director of Personnel and Employee Relations has 33 years with the District; Sarah DuFresne, Director of Finance and Accounting, has 21 years with the District, Adair Aumock, Director of Curriculum and Technology, has seven years with the District and Susan Grzegorzcyk, Executive Assistant to the Board and the Superintendent, has 22 years with the District.

SECOND CALL TO AUDIENCE

Tom Baird, Board Vice President, 1407 Taylor Street, Bay City, MI, addressed the Board related to his request to hold a Board retreat/workshop. He suggested it could be held locally and for either a half or full day.

Toria Montgomery, Western High School student, addressed the board related to a personnel matter, a claim filed against a staff member as an assault, and concerns of not having closure in the matter since the tenure of the Superintendent is coming to an end.

ADJOURNMENT

The meeting adjourned at 9:20 p.m.

Respectfully submitted,

Laurie A. Jeske, Secretary
LAJ/smg