

Tawas Area Schools
Regular Board of Education Meeting
And
Public Hearing of the Proposed 2020-2021 Budgets
June 8, 2020

Mr. Klinger convened the Public Hearing of the proposed 2020-2021 budgets at 7:00 p.m. He presented the proposed budgets.

Mr. Klinger said we anticipate we will receive approximately \$11,306,816 in revenue for the 2020-2021 school year. The revenue amount includes monies from local, state, and federal sources along with incoming transfers and other small transactions.

We expect our expenditures to be about \$12,574,231 in the next year. That means we will have an excess of expenditures over revenue of about \$1,267,415. Our projected fund equity in the general fund on June 30, 2021 is estimated at \$1,056,952.

Assuming revenue loss at the state level and considering that the state budget has not been signed we have used a conservative scenario for budget predictions. The revenue budget is based on an estimated 1198 FTE (full time equivalents) next year which is down 12 FTE from the current 1210 FTE. Revenue estimates include an \$800 per pupil decrease in the foundation grant, along with a \$650 per pupil proration in the 2019-20 year. We have used current year allocations for next year's grants and Categoricals. The expense budget has been built based on predicted contractual obligations and expense estimates. Mr. Klinger said we also need to set the tax millage for the 2020-21 school year. He said we plan to levy 18.0000 mills for general fund operational, 1.1500 mills debt retirement to meet our sixth year of payments on our current bond issue and .5000 mills sinking fund for a total millage of 19.6500 mills.

Mr. Klinger then presented the Lunch Fund Budget. He said we anticipate total revenue of \$628,794 and total expenditures of \$625,138 leaving an estimated fund balance on June 30, 2021 of \$34,305 with a proposed program profit of \$3,656.

Mr. Klinger presented the Debt Retirement budget. We are expecting total revenue of \$595,071 based on the debt retirement tax levy of 1.15 mills. After paying our bond payment of \$580,438 it is expected that we will end the year on June 30, 2021 with \$119,558 in fund balance.

Mr. Klinger presented the Sinking Fund budget. We are anticipating total revenue of \$258,181 based on the sinking fund tax levy of .5 mills. Expenditures of \$160,000 are estimated leaving a fund balance of \$198,603 on June 30, 2021.

Mr. Klinger presented the Student/School Activity Fund budget. We are presenting the Student/School Fund budget for the first time in 2020-2021 in compliance with GASB 84. Revenues of \$431,538 are expected with estimated expenditures of \$399,923 leaving a projected fund balance of \$309,594 on June 30, 2021.

There were no questions. President Bacarella called the regular meeting to order at 7:04 p.m.

Roll Call:

Present: Bruning, VanderVeen, O'Connor, Freil, Klenow, Ulman and Bacarella
Absent: None

Tardy: None

Administrators Present: Klinger, Mochty, Suttle, Danek, Bolen

POSITIVE HIGHLIGHTS

Mr. Klinger said tonight's positive highlight will be presented by Mr. Suttle and Mr. Jerashen. Mr. Suttle said Mr. Jerashen has put together a "virtual" video clip of students playing the school fight song. Mr. Jerashen said he got the idea from a video he saw and decided to make it an alternative assignment one week for the students. He said about half of the band members participated and all parts were represented. It took him a few hours to put the clips together but it turned out well. He said it can be viewed on the school Facebook page. Mr. Suttle then played the video clip for everyone to see. The board thanked Mr. Jerashen for his clever idea and for sharing it with others to see.

PUBLIC COMMENTS – INFORMATION AND PROPOSALS

Mr. Bacarella asked if anyone had comments on agenda or non-agenda items. There were no comments.

APPROVAL OF MINUTES

Motion by O'Connor, support by Ulman to approve the minutes of the May 11, 2020 board meeting as presented. There were no additions or corrections. Motion carried unanimously.

Motion by Freel, support by O'Connor to approve the special meeting minutes of May 18, 2020 as presented. There were no additions or corrections. Motion carried unanimously.

Motion by Ulman, support by O'Connor to approve the special meeting minutes of June 1, 2020 as presented. There were no additions or corrections. Motion carried unanimously.

PAYMENT OF BILLS

Motion by Klenow to approve the monthly contractual and prepaid expenses for the general fund in the amount of \$771,147.06 and the lunch fund expenses in the amount of \$59,165.70. There were no sinking fund expenses to be paid. She also moved to approve payment of presented bills for the general fund in the amount of \$10,902.69, as funds become available. There was no sinking fund or lunch fund bills to be approved. Motion supported by O'Connor. A roll call vote was taken and the motion carried unanimously.

RECEIPT OF WRITTEN COMMUNICATIONS

Mr. Klinger said he received a letter of resignation/retirement from 3rd grade teacher Karen Decker. Mrs. Decker will be retiring effective June 12th after working for the district for nearly 26 years. Motion by Klenow, support by Ulman to accept Karen Decker's letter of resignation, thank her for her years of service and wish her well in her retirement. Motion carried unanimously.

RECOMMENDATIONS & REPORTS FROM THE ADMINISTRATION

Mr. Klinger said Athletic Director Matt Unke is recommending the following coaches to EduStaff for hire: Ryan Fritz–Assistant Varsity Football, Marcus Doan– Assistant Varsity Football, Scott Jorasz–Head JV Football, Brent Toska–Assistant JV Football, Gus Oliver–7th/8th grade Football, Bill Larion–7th/8th grade Football, Ken Cook–Varsity Boys Soccer, Carol Elowsky–Varsity Volleyball, Anna Dalman–7th grade Girls' Basketball, Reuben Edwards–8th grade Girls' Basketball, and Michelle Cliff–Varsity Competitive Cheerleading. We currently have vacancies for JV volleyball, freshman volleyball and cross country. Mr. Unke is also recommending Jim Gorman be hired as the girls' varsity basketball coach allowing him time to assemble his coaching

staff and assistants. Mrs. Freel asked Mr. Klinger what would happen if we don't return to school in the fall and we can't offer sports. She wondered if we would still need to pay the coaches we are recommending tonight. Mr. Klinger said we would likely work together with the coaches to come up with some type of proration as we did this past spring. Motion by Klenow, support by O'Connor to recommend the above named coaches for hire with EduStaff. Motion carried unanimously.

OLD BUSINESS

Committee Reports – Mr. Klinger said the policy committee presented new, revised and replacement board policies at the meeting last month.

The following policies were discussed at that meeting and it is the recommendation of the policy committee that we consider tonight as the second reading of these new, revised and replacement board policies: **2210** Curriculum Development – Approved Courses (Revised); **2412** Homebound Instruction Program (Revised); **2414** Reproductive Health and Family Planning (Revised); **3362.01** Threatening Behavior toward Staff Members (Revised); **4162** Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees who Perform Safety-Sensitive Functions (Revised); **5200** Attendance (Revised); **6107** Authorization to Accept and Distribute Electronic Records and to use Electronic Signatures (Revised); **8210** School Calendar (Revised); **8400** School Safety Information (Revised); **8462** Student Abuse and Neglect (Revised); **8600** Transportation (Revised); **8450** Control of Casual-Contact Communicable Diseases (Reissued).

Motion by Ulman, support by O'Connor to adopt the presented changes to board policy as presented by the policy committee. Motion carried unanimously.

Legislative Report – Mr. Klinger said there have been some significant changes to Title IX regulations when reporting sex-based discrimination including sexual harassment. He recently attended a webinar on the topic and more training is scheduled later this summer. There may be policy changes that will need to be updated in the near future as well.

NEW BUSINESS

The board meeting schedule for the 2020-21 school year was presented and reviewed by the board. The regular meeting of the board will be held on the second Monday of each month at 7:00 p.m. in the boardroom at the administration building, (or in a virtual fashion if necessary). If another meeting is needed during the month, a special meeting will be called with proper notification. The board was fine with the schedule as presented. Motion by Bruning, support by O'Connor to adopt the meeting schedule as discussed and as set forth in the board packets. Motion carried unanimously.

Mr. Klinger explained that Huron Community Bank has been our depository for a number of years and he sees no reason to change. They have been very accommodating and have provided excellent service. Motion by Ulman, support by Bruning that Huron Community Bank be designated as the depository for the Tawas Area Schools for the 2020-2021 school year. A roll call vote was taken and the motion carried unanimously.

Mr. Klinger said the Board needs to designate the Federal Programs Director for the coming year. He said that Mrs. Danek was assigned to oversee our Title programs two years ago and was named as our Federal Programs Director. Mrs. Danek is doing a fine job with the consolidated grant as she continues to learn the system and rules of the program. Mr. Klinger is recommending that Mrs. Danek be named again as the Federal Programs Director. Motion by O'Connor, support by

Klenow that Sarah Danek be designated as Tawas Area Schools' Federal Programs Director. Motion carried unanimously.

Mr. Klinger said the 2020-21 budgets have been presented and reviewed and asked if there are any more questions. There were no other questions at that time. Mr. Klinger said there are still many unknowns but the budgets are based on anticipated numbers. We won't know our actual FTE until we open the doors in late August. The State's 2020-21 budget has not been signed and we don't know the exact loss to the foundation grant. Assumptions used to build the projected general fund budget are based on a conservative scenario which includes an \$800/pupil decrease in the foundation allowance and a \$650/pupil proration in 2019-20. We are predicting the fall FTE to be 1198, which is down 12 from the current 1210 FTE. We have used the current year allocations for all other grants and Categoricals. On the expenditure side we have built salaries and benefits, or approximately 82% of the budget, meeting contractual obligations with TAFT, noncertified staff and administration while using next year's MPSERS and insurance rates. The other 18% of expenditures have been estimated. The 2020-21 general fund budget reflects deficit spending of approximately \$1,267,415. Amendments will be made in the fall to adjust the actual foundation grant and student count along with updates to expenditures. Mr. Klinger indicated that we need to pass a resolution to adopt our 2020-21 budgets and set the tax levies. He said we are recommending approval of the 18.00 mill tax levy for the General Fund and .50 mill tax levy for the Sinking Fund. We plan to levy 1.15 mills to cover the 2020-21 payment of the construction bond and to help slow the buildup of excess reserves in the Debt Retirement Fund. This is a reduction in millage from the 1.19 mills levied in 2019-20. The Lunch Fund is presented with revenue and expense predictions that include more unknowns for next year. The Sinking Fund expenses are estimated to continue the boiler replacement projects at Clara Bolen and the High School. The Student/School Activity Fund budget to comply with GASB 84 implementation, was originally accounted for in the General Fund last June but now is being presented as a special revenue fund for 2020-21. Board secretary, Mrs. O'Connor, made a motion to approve the Resolution for Adoption of the proposed 2020-21 budgets of Tawas Area Schools and set the 2020-21 tax levies as presented. The 2020-21 tax levies will be as follows: 18.0000 mills for General Fund Operations, 1.1500 mills for the Debt Retirement Fund, and .5000 mills for the Sinking Fund, for a total millage to be levied of 19.6500 mills. Support to the motion by Freel. A roll call vote was taken and the resolution was adopted unanimously.

Mr. Klinger said tonight's meeting should be considered the second reading of the building student handbooks. The first reading was held at the May 11th meeting. Motion to adopt the changes to the 2020-21 building student handbooks was made by Ulman. Support to the motion by Freel. Motion carried unanimously.

Mr. Klinger said the board is required to adopt a resolution each year to allow us to officially become a member of the Michigan High School Athletic Association for the next school year. This allows Tawas Area Schools to participate in MHSAA meets and post season tournaments. Mrs. O'Connor made a motion to approve the Resolution to Participate in the Michigan High School Athletic Association for the 2020-21 school year as presented. Support to the motion by Klenow. The resolution was adopted unanimously.

Mr. VanderVeen presented a summary of the annual Superintendent evaluation. He said Mr. Klinger's scores have been determined in the following areas: Governance and Board Relations, Community Relations, Staff Relations, Business and Finance, Instructional Leadership, Student Growth, and Progress Toward District-Wide Goals. All scores are based on a 4.0 scale. Each category is assigned a certain weighted percentage. Mr. VanderVeen said Mr. Klinger was rated highly effective in each of the categories and his overall evaluation composite score is 88.6% for

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a rating of highly effective. Mr. Bacarella thanked Mr. VanderVeen for presenting the results and thanked Mr. Klinger for the good job he has done this year, especially in light of all of the unexpected events we have encountered in this very unusual year.

Motion by Freel, support by O'Connor to accept the Superintendent's evaluation results as presented. Motion carried unanimously.

Mr. Klinger said there are curriculum purchases that need to be made for the 2020-21 school year. Mrs. Mochty has provided information regarding those purchases. Mr. Klinger said they have worked hard to try to spread purchases over the next couple years to reduce expenditures in this area. The curriculum purchases include \$6,320 for AP U.S. History, \$20,132 for Spanish, \$41,206 for Social Studies, \$12,830 for general physics, and \$4,747 for biology. Along with these purchases we also have renewal costs for some ELA resources, math, science STEMScopes, business, art, NWEA and mystery science. The total curriculum purchases for the year will be \$141,784. Mr. VanderVeen asked if there are internet learning specific purchases. Mr. Klinger said many of the purchases are for digital use and many work along with our Google suite which is preferred by staff, students and families. Mrs. Freel said she is concerned with spending about \$45,000 on textbooks when we want and need to have the digital curriculum available. Mrs. Mochty said these purchases were planned prior to COVID-19 occurring, but all components have digital resources along with the textbooks. The textbooks and digital version are lumped together and in many cases, you cannot purchase just the digital version. For some companies that do allow that, it is the same cost or more, to purchase the digital version alone. The companies have a 6-year cycle and once that time expires, they won't renew your resources without paying again. She said about \$75,000 has been cut compared to what was spent last year for curriculum. The other problem is that copyrights expire and some of our resources are more than 10 years old. She said our AP history and AP biology instructors are required to submit their syllabus and textbook materials in order for students to receive credits when they take their AP exam. Mrs. Mochty said she fully understands Mrs. Freel's concern, but we don't have much choice in the matter as far as purchasing only digital resources. Mrs. O'Connor asked about the Spanish purchase. Mrs. Mochty said we don't have any digital resources for Spanish currently and we are trying to add that to the program. She said the total curriculum purchases being requested include purchasing the new materials discussed, along with some yearly renewals.

Motion by Ulman, support by Klenow to approve the curriculum purchases as presented. Yes: Bruning, VanderVeen, Ulman, Klenow, O'Connor and Bacarella. No: Freel. Motion carried.

Mr. Klinger said in the most recent executive order, Governor Whitmer moved the entire State of Michigan into Phase 4. Along with this, schools have been given the ability to open their campus to outdoor training as long as it meets certain criteria. Those criteria are: the instructional year must be concluded and schools must deem their campus open, and all social distancing practices must be in place. As we move into the summer training months for activities like athletics, band camps, driver's education, summer school, etc., we will want to consider opening our campus to allow activities to be held safely. MHSAA has produced guidelines for athletics, and after speaking with our district's legal counsel, there are some conflicts between Executive order 65 that governs schools and the Executive Order 110 that opens up activities on school campuses, and our attorney is awaiting more information and clarification. He did share that MHSAA has solid guidelines and the district can use them to help guide us safely. As we receive more guidance from the State of Michigan on reopening, and through communication with our legal counsel, and Board, as well as working with our health department, Mr. Klinger is asking for support to open up our campus, similar to the way we closed our campus. Motion by Bruning, support by Freel to

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allow Mr. Klinger the ability to open up the school's campus as proposed. Motion carried unanimously.

Mr. Klinger said MHSAA is going to recognize all physicals from the 2019-20 school year to be used for the 2020-21 school year as well. To help relieve medical offices from an influx of appointments, MHSAA has presented a questionnaire as a replacement for the normal physical requirement. Mr. VanderVeen asked if it would replace a physical for a student that didn't have one last year. Mr. Klinger said no, it would only be for those students that had a physical completed for the 2019-20 school year, and the student would be required to complete the questionnaire in place of a new physical. Mrs. Klenow was concerned that a student might want to use the questionnaire even if they had a prior health condition. Everyone agreed that a student would need a new physical if that were the case. Motion by Klenow, support by Freel to approve the use of the MHSAA student-athlete physical questionnaire for the 2020-21 school year, as long as the student doesn't have any previous underlying conditions. Motion carried unanimously.

Mr. Klinger said our graduation committee is looking to hold a ceremony on June 14th at 1:00 p.m. for our students who are entering the military. During the planning phases, we have taken careful consideration of safety measures that will be implemented to honor our seniors while keeping the staff, families and students safe. He said the committee came up with two options. The first option is to video each student walking across the stage, one at a time, to receive their diploma. Once complete, each of them would receive a video keepsake of the event. However, restrictions have recently been relaxed by the governor which will now allow up to 100 people or less at an outdoor event. The second option would allow us to hold an outdoor ceremony for the students on the football field. There are 6 students involved, and each of them could bring 4 guests who could be seated in separate areas of the bleachers so the social distancing guidelines could be followed. Attendees could be temperature screened at the entry point. The student's diplomas would be laid out on a table allowing the student to walk across the stage, hold the diploma up and have a picture taken by the photographer. We still need to be careful that we are following the current safety and distancing guidelines but at least the students would be able to participate in some type of ceremony. The board agreed the outdoor ceremony discussed would be the option of choice. Motion by Klenow, support by Ulman to approve the graduation ceremony for June 14th for senior students entering the military as discussed. Motion carried unanimously. Mr. Klinger said the graduation committee is still working on ideas for the July ceremony that is being planned for the rest of the graduating class.

Mr. Klinger said a few weeks ago a Tawas Area Schools fall planning committee was formed to consider options for starting school at the end of August. The three scenarios being considered are: full, in person instruction; hybrid instruction where students would be split into groups and only attend on certain days, or full virtual/digital instruction. He said they are in the preliminary discussion phase and they are hoping to get feedback on the options. They are looking to expand the stakeholder committee to include some board members, teacher/union members, parents and administration. Mr. Klinger asked if there are any board members that would like to volunteer for the committee. Mrs. Ulman, Mrs. Klenow and Mrs. O'Connor all volunteered. Mrs. Freel suggested that the curriculum committee members represent the board, which would be Mrs. O'Connor and Mrs. Klenow. They agreed to join the committee. Mr. Klinger thanked them for their willingness to join the group.

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Administration – Mrs. Danek thanked the technology department for collecting the student devices and said they are down to about 20 that still need to be returned. She said there are also still about

50 library books that haven't been returned. She said she received a grant through the Book Depot and Toys for Tots and received 540 brand new books, mostly hardcover, and were able to give one book to every Clara Bolen student to take home for the summer to keep. There is also a summer grant to fund the Think, Stretch learning books, along with a parent guide, and students will receive a medal in the fall for the books they read this summer. The Kids Read Now program will provide 4-5 books for at-risk students to read over the summer, with the ability to receive up to 9 books to read as they progress through the summer. 21 students at Clara Bolen had perfect attendance and she thanked the Clara Bolen teacher retirees for their service to the district, including Mrs. Alda, Mrs. Decker and Mrs. Ramsdell. Mrs. Danek said she is busy working on the federal programs wrap-up for the school year. Mrs. Bolen said they surveyed middle school students on what they liked and didn't like about the remote learning while school was closed due to the Coronavirus. 65 students responded and over half said what they liked most was the flexible schedule; what they liked least was that they missed the social interactions with their friends and teachers, and some said it was hard for them to get motivated and stay focused. She said Jazmine Craft, Zachary Lorenz, Christian Canales and Makayla Boughner were named "Remote Learning Rock Stars" and their favorite donut will be named after them at Neimans. Mrs. Mochty said they also conducted the same survey of high school students and had 80 responses. Their answers were very similar to the middle school students, in that their favorite part of remote learning was sleeping in and completing their work on their own schedule. They said they felt the expectations were clear. The worst part was that they missed their high school experience, they weren't learning via face to face instruction and some had a lack of motivation, they procrastinated, or they were lonely. There were 33 students with perfect attendance during the 3rd marking period, and Mrs. Ryan and Mrs. McGrew will be missed as they have retired. Mr. Suttle said they also surveyed the staff for feedback to try to learn what type of obstacles they encountered with the remote learning so if we need to go back to that type of instruction we can try to improve on weak areas. Middle school staff said there were many internet issues for students and staff felt the rigor wasn't what it normally is. The high school staff worried about the integrity of their student's work, some encountered internet issues, and a lack of engagement on the part of some students, although compared to the state average we did very well with engagement. He said the device collection is complete and grades will be mailed out on Friday. A graduation ceremony is scheduled for July 24th for the seniors. A summer school parent meeting will be held on June 25th and summer school is scheduled to start on July 6th. Mr. Suttle was asked if summer school will be in a remote learning environment or face to face. He said we will give out Chromebooks to the students that enroll, but we don't know at this time which method will be allowed and used. Mr. Klinger said we are working to open more of a digital platform for families through Skyward for such things as digital form completion, demographic updates, concussion forms, etc. We hope to start with the most crucial information and then expand to allow families to fill out paperwork in advance of coming to the school. He said it takes time to work through issues as we encounter them but thinks this is a step in the right direction.

From the Board – Mrs. Ulman thanked Mr. Jerashen for the video and wished Mrs. Decker the best in her retirement. She welcomed the new coaches and is looking forward to the graduation ceremonies. Mr. VanderVeen congratulated Mrs. Decker on her retirement and said he still has budget concerns, but said it is easier to budget conservatively and then add back than to have to cut at the last minute. He was happy to hear about plans for the fall and is pleased that the stakeholder group is being expanded to get more input. Mrs. Klenow thanked everyone for the hard work this year and for pulling off a quick transition from in person instruction to remote learning. She thanked Mrs. Decker for her service to the district along with the other retirees. Mrs. Bruning thanked Mr. Jerashen for his video and thanked Mrs. Danek for securing the book grant. She thanked Mr. Klinger for the great job he did this year. Mrs. Freel thanked everyone and

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congratulated Mrs. Decker on her retirement. Mrs. O'Connor thanked everyone for their work wrapping up the year and was pleased to hear the information from the surveys. She said she would be interested to hear from the parents in a survey. She said it has been a learning experience for all of us and we still have our work cut out for us in the future. She also wished Mrs. Decker well in her retirement, along with the other retirees. Mrs. Mochty told the board that she was asked to give a message to them from Mrs. Decker that she was not able to attend the virtual meeting tonight due to a commitment with her son, but thanked them for everything over the course of her career. Mr. Bacarella congratulated Mrs. Decker on her retirement. He told Mr. Klinger that this has been a very bazaar year, but he handled everything very well and he was steadfast and determined, and he did a fantastic job. Mr. Bacarella then announced his resignation from the board and said tonight would be his last meeting. He has made a career change and will be named the county prosecutor later this week, and won't have the time to devote to both jobs. He would have been on the board for six years in July, and said it has had its ups and downs, but much has been accomplished and he is thankful he had the opportunity to serve. He said he enjoyed it, and he wouldn't change a thing. He has enjoyed working with the board, administration, teachers and support staff and encouraged them to continue doing what's best for kids.

ADVANCE PLANNING

Mr. Klinger said there will be a special meeting in two weeks on the 22nd to amend this year's budgets. He said he would also like to schedule a personnel committee meeting to discuss the staff vacancies we have and how we want to fill those. A personnel committee meeting was scheduled for 6:00 p.m. on the 22nd, ahead of the special meeting. Mrs. Freel said we hope to appoint a new board member at that meeting and we need to get the word out so anyone interested can apply. Mr. Klinger said we will work on that tomorrow.

Motion by Klenow, support by O'Connor to adjourn the meeting at 8:41 p.m.