

Tawas Area Schools
Special Board of Education Meeting
June 22, 2020

The special meeting of the Tawas Area Board of Education was called to order by President Freel at 7:00 p.m. on Monday, June 22, 2020 through Google Meets or a teleconferencing method.

Roll Call:

Present: Klenow, Ulman, O'Connor, Bruning, VanderVeen and Freel

Absent: None

Tardy: None

Administrators Present: Klinger, Danek, Suttle

Mrs. Freel said there are two additions to the agenda. The first item is to add a letter of resignation under Receipt of Written Communications and the second is to add an item under New Business to grant preliminary approval to hire staff.

POSITIVE HIGHLIGHTS

Mr. Suttle presented highlights from the commencement ceremony held June 14th for graduating seniors entering the military. He showed some photo clips of the six students that were honored. He said he received positive feedback and said it was very much appreciated by the students and their families. It was a nice snapshot of what normal used to be. The board thanked him for sharing the highlights.

PUBLIC COMMENTS – INFORMATION AND PROPOSALS

Mrs. Freel asked if anyone had comments on agenda or non-agenda items. There were no comments.

Since Mr. Bacarella resigned from the board, Mrs. Freel has assumed the office of Board President, which leaves the Vice-President position open. Mrs. Freel made a motion, which was supported by O'Connor, to nominate Julie Ulman for Vice-President. There were no other nominations or discussion. The motion carried unanimously.

APPROVAL OF MINUTES

Motion by O'Connor, support by Ulman to approve the minutes of the June 8, 2020 board meeting as presented. There were no additions or corrections. A roll call vote was taken and the motion carried unanimously.

PAYMENT OF BILLS

None.

RECEIPT OF WRITTEN COMMUNICATIONS

Mr. Klinger said he received a letter of resignation/retirement from custodian Shelly Look-McArdle. Shelly has worked for the district for 20 years and her last day of work will be August 31st. Motion by O'Connor, support by Klenow to accept Shelly Look-McArdle's resignation, thank her for her years of service and wish her well in her retirement. Motion carried unanimously.

Mr. Klinger has also received a letter of resignation from middle school teacher Tim Webb. Mr. Webb has taught in the district for the past 14 years. Motion by VanderVeen, support by Klenow to accept Tim Webb's resignation as presented. Motion carried unanimously.

RECOMMENDATIONS & REPORTS FROM THE ADMINISTRATION

Mr. Klinger said Mr. Unke is recommending the following coaches for hire through EduStaff for the fall season: Brianna Griffiths as the Cross Country coach and Dana Kolnitys as the JV volleyball coach. Motion by Ulman, support by VanderVeen to contract with EduStaff for the coaches as presented. Motion carried unanimously.

OLD BUSINESS

Committee Reports – Mr. Klinger said the personnel committee met prior to tonight's meeting to discuss filling the vacant teaching positions created by various retirements and resignations. He said there are six teachers leaving and the committee discussed replacing five of those positions. Mrs. Freel said there will be further discussion on this later on the agenda.

Legislative Report – Mr. Klinger said according to the governor's address on June 17th, we are anticipating the Return to School Roadmap to be available on June 30th. He would like to schedule a curriculum committee meeting to discuss the expectations moving forward into the fall. He will schedule a meeting later on the agenda.

NEW BUSINESS

Mr. Klinger said we are amending the 2019-20 budgets tonight. These are still estimated numbers until we receive our audit in the fall. He presented the final 2019-20 budget amendments, beginning with the general fund. He said we anticipate we will show total revenues of \$11,531,629 and expenditures of \$11,880,401 as of June 30th, which means we will be deficit spending \$348,772 and end with an overall fund balance of \$2,913,189. At this time, we are planning on a \$650/pupil proration or \$786,585 reduction in state aid for the 2019-20 school year. Without consideration of the possible proration our state revenue was up about \$200,000 from the January amendment. This includes categorical changes on the status report and adjustments to actual. Expenditures are reduced by approximately \$324,405 from the January amendment. Due to the school closure in March, the district experienced savings in substitute teachers, athletics, gasoline, utilities and unspent supply and equipment line items. Also, all wages of general fund employees who worked distributing food were moved to the lunch fund increasing savings to the general fund.

The lunch fund is expected to show revenues of \$728,290 and expenditures of \$696,083 and end the year with a fund balance of \$81,733. The program is expected to show a profit of \$32,207 for the 2019-20 school year. This includes increased federal revenue due to the unanticipated school closure program and we were also able to move some indirect costs back to the general fund.

We anticipate revenues of \$606,900 and expenditures of \$581,538 in the debt retirement fund and predict we will end the year with a fund balance of \$109,826.

The sinking fund is expected to show revenues of \$254,515 and expenditures of \$146,681 leaving a fund balance of \$107,834 on June 30, 2020.

The special revenue fund, Student/School activity fund, is being presented as an amendment for 2019-20. This is a combination of all student activity funds in the district. Total revenue is

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estimated at \$351,381 and total expenditures at \$320,974 leaving a fund balance of \$276,991 for this year.

Mrs. O'Connor made a motion to approve the Resolution for Final Amendments to the 2019-20 budgets, including the general fund, lunch fund, debt retirement fund, sinking fund and student/school activity fund in the form of a motion as presented. Support to the motion by Klenow. A roll call vote was taken and the motion carried unanimously.

Mr. Klinger said the board discussed the superintendent's merit goals during the evaluation process last month and documentation of progress/completion of those goals was provided. Mrs. Klenow said Mr. Klinger has met all of his goals and made a motion to approve payment of the superintendent's merit pay as recommended. Support to the motion by Ulman. A roll call vote was taken and the motion carried unanimously.

Mr. Klinger's evaluation was presented at the June 8th meeting, and he received a Highly Effective rating. Based on the successful evaluation, the board agreed that Mr. Klinger's contract should be extended for an additional year. Motion by O'Connor, support by Klenow to grant a one-year extension to Mr. Klinger's contract. A roll call vote was taken and the motion carried unanimously.

Mr. Klinger said the personnel committee met prior to tonight's meeting to discuss filling the vacant teaching positions, and a para-pro position, created by various retirements and resignations. He said there are six teachers leaving and the committee discussed replacing five of those positions. The administrative team conducted interviews earlier this spring and those candidates have been on hold until we know what positions will be filled. Mr. Klinger said he is asking for the ability to take his hiring recommendations to the personnel committee for "pre-approval" prior to bringing the candidates to the full board to be hired. This will allow the administrative team the opportunity to do follow-up interviews and offer jobs to these people before they are hired by another district. With the teacher shortage, it is difficult to find qualified individuals. Mr. VanderVeen asked Mr. Klinger if we are hiring one less teacher than the number that are leaving. Mr. Klinger said that is correct; we are hoping to be able to absorb one of the positions. Mr. VanderVeen understands that we don't know our financial situation with the state yet, but wonders if it would be easier to have six teachers lined up and then not hire one of them if we find we are going to be short funded. Mrs. Freel asked which grade level the absorbed teacher would be removed from. Mr. Klinger said if we hire five teachers, and with the internal shifting of current staff, the shortage would be in either 4th or 5th grade; most likely 4th grade. Mr. VanderVeen asked if both of those grade levels would then be over 30 students per class. Mr. Klinger said no, they would not be over 30. He said we're currently expecting 88 students in 4th grade, making class sizes 29, 29 and 30, and 86 in 5th grade, making class sizes 28, 29 and 29. Mrs. Freel said the personnel committee agreed with Mr. Klinger's recommendation to replace five of the six teachers. She also stated that if we want to have a 6th teacher interviewed in case we need another, we could do that. Motion by Ulman, support by O'Connor to approve Mr. Klinger to move forward with the hiring process for the teachers as discussed. Yes: O'Connor, Klenow, Ulman, Bruning and Freel. No: VanderVeen. Motion carried.

Mrs. Freel said with the resignation of Mr. Bacarella a board member needs to be appointed to fill the vacant seat. The vacancy was advertised for 10 days and seven candidates applied to fill the remainder of the term. Mrs. Freel said the board received a copy of the applicant's letters of interest and they will spend a few minutes reviewing each of them. At that point, they can either vote to narrow the field down to 2 or 3, or they could decide to interview the top choices. The

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board then reviewed the applicant letters. Mr. VanderVeen said all of the candidates look very qualified and it doesn't appear there can be a bad choice. After a short time, Mrs. Freel asked the board members if they would like to discuss each candidate by number, or if they would like to cast a yes vote for the top candidates. The board decided to cast votes for their top choices.

Candidate 1: Yes votes by Klenow and VanderVeen; No votes by Ulman, Bruning, O'Connor and Freel. Candidate 2: Yes votes by O'Connor, Ulman and Freel; No votes by VanderVeen, Klenow and Bruning. Candidate 3: All no votes. Candidate 4: Yes vote by Bruning; No votes by Ulman, O'Connor, Klenow, VanderVeen and Freel. Candidate 5: Yes votes by VanderVeen, Ulman, Bruning and Klenow. No votes by O'Connor and Freel. Candidate 6: All no votes.

Candidate 7: Yes vote by Freel; No votes by Klenow, Bruning, O'Connor, VanderVeen and Ulman. Candidate 2 and 5 had the most votes in that round so another vote was taken between those two candidates. Yes votes for Candidate 2 were cast by O'Connor and Freel. No votes were cast by Ulman, VanderVeen, Klenow and Bruning. Yes votes for Candidate 5 were cast by Ulman, VanderVeen, Klenow and Bruning. No votes were cast by O'Connor and Freel.

Candidate 5 was declared the winner with four yes votes. Mrs. Freel said that person is Ami Edmonds, and declared her the individual to be appointed to the seat. Mrs. Freel said all of the candidates had good credentials and everyone was glad to see so many people interested in the position. She said there are four board seats that will be up at the November election and encouraged all of these candidates, and any others that are interested, to run for the positions. She also mentioned that Mrs. Edmonds stated in her letter of application that she will be running in the November election. The deadline to turn nominating petitions in to the County Clerk's office for the November election is July 21st.

INFORMATION & PROPOSALS

Administration – Mrs. Danek said a parent survey was conducted on the remote instruction process and 278 responses were collected. Results showed that parents felt the biggest obstacle was the lack of focus/motivation, the lack of one to one teacher instruction, the difficulty for some students with working parents not able to help, and internet connectivity issues. They also collected data on the number of students planning to ride the bus in the fall which showed almost exactly the number that currently ride. Parents were also asked which type of instructional delivery they prefer and 65% said in-school instruction is the preferred method. She said kindergarten enrollment is about 67% complete and it looks like there will be about 90 kindergarten students enrolled in the fall. She told the board that 1st grade teacher Mrs. Nichole Plank, generously donated a kidney to a 10-year old boy from AuGres last week. They are both home from the hospital and are on the mend. Mr. Suttle thanked the maintenance crew for their hard work and said they have been moving some class environments around, partly to accommodate our summer school program which will begin on July 6th. Mr. Klinger said the local health department and members of the National Guard performed COVID-19 testing in the high school parking lot last Friday. 246 people were tested between three stations that were set up. The health department will contact any individual that had a positive result and all other results will be available to those that were tested on a website within 5-7 business days from the test date. Mr. Klinger said this was not antibody testing but the goal was to collect data and information for the area.

From the Board – Mrs. Bruning said the military graduation ceremony was very nice and she hopes it is something we can continue to do for those students. She thanked Ms. McArdle and Mr. Webb for their service to the district and welcomed Mrs. Edmonds to the board. Mrs. Klenow agreed that the military ceremony was special and impressive. She is happy to hear we are offering summer school in a safe, sterile environment and thanked Ms. McArdle and Mr. Webb for their years in the district. Mr. VanderVeen welcomed Mrs. Edmonds to the board and

thanked everyone that applied for their interest. They were all good applicants. He said he is happy to hear we have good kindergarten numbers for the fall and said Mrs. Plank is a great role model for the students showing her generosity in such a kind way. He thanked all of the teachers, staff and Mr. Klinger for their hard work this year. Mrs. Ulman agreed with the prior comments and said she is grateful to the students entering the military for their courage. She would like to see the military ceremony integrated into future commencement exercises. Mrs. O'Connor congratulated the military graduates and agreed that Mrs. Plank's organ donation was a very special gift to the young boy. She thanked Mrs. Bielby, Mrs. Huitema and Mrs. McCoy for their hard work this year. She thanked all those that applied to fill the board vacancy and said it is nice to see the interest. It's good to have a diverse group of people with new ideas to bring to the board and she welcomed Mrs. Edmonds to her new position. Mrs. Freel welcomed Mrs. Edmonds to the board. She thanked the administrators and Mr. Klinger for their hard work this year.

ADVANCE PLANNING

Mr. Klinger said he would like to schedule a curriculum committee meeting in the near future to plan for the fall and get the expectations laid out. He was thinking of July 6th as a possible date to meet. The committee agreed to July 6th at 5:00 p.m. Mrs. Freel asked if a budget committee meeting needs to be scheduled since we are looking at a \$1.2 million dollar cut to our foundation allowance. Mr. Klinger said he will schedule a meeting once more is known about the financial impact.

Motion by O'Connor, support by Ulman to adjourn the meeting at 8:21 p.m.