

**Minutes of the Oscoda Area Schools Board of Education
Regular Meeting Monday, October 12, 2015**

The October 12, 2015 Regular Meeting of the Oscoda Area Schools, Iosco and Alcona Counties, Michigan, Board of Education was called to order at 7:010 p.m. on Monday, October 12, 2015 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

Superintendent Moore updated the Board on security measures in place in the district. Oscoda Area Schools in partnership with the Michigan State Police and the Oscoda Police Department received a grant for keyless entry and monitoring of both school buildings. Emergency response buttons were installed at some desks that are wired to the Oscoda Police Department. In addition security cameras are installed in high traffic areas in both school building and the local police have 24/7 access to the camera feeds. They have maps of all school buildings in all county law enforcement vehicles. The administrative teams attended ALICE training that was put on by the Michigan State Police. Mr. Moore reported that there are three different responses to a potential threat; lockdown and hide, evacuate, or fight back. Law enforcement agencies are finding that sometimes fighting back is the most appropriate response. Iosco County law enforcement officers have been trained. The plan is to train district staff members. The district is doing all it can to ensure that students and staff are safe.

Local superintendents have a meeting scheduled for November 3, 2015 with the district attorney to discuss the open carry law and get some feedback on what type of policies the school district should adopt in relation to this law.

OEA President Kathleen Erickson reported that OHS teacher Rachel Sverid is taking the Spanish Club to Saginaw Valley Stated University to participate in Foreign Language Day. She also reported that RES teachers Mark Whitley and Morgan Stanley put on an NFL punt, pass and kick competition on September 25, 2015. Six children moved on to the next level which was held in Frankenmuth. They hope that the program will grow and we will see some our students compete at Ford Field in Detroit. RES has scheduled a Parent Information Workshop for October 20, 2015. Information on 12 different topics will be presented and parents will have an opportunity to attend session they are interested in. RES teacher Polly Masterson's students are putting out school newspaper called the RES Owl Update. All articles are written by students.

Cindy Scott, Auditor Manager with Stephenson, Gracik, presented the initial 2014-2015 audit to the Board. She reported that this year GASB 68 requires all government entities to incorporate unfunded pension liability into their audit. Mrs. Scott noted that the Auditor General is supposed to issue a report by October 19th listing all school district's unfunded pension liability. This information must be incorporated into the financial statement before the final audit report is submitted to the State by November 1, 2015. Board members will receive a bound copy of the audit when it is complete. She encouraged Board members to pay special attention to the management analysis page. Ms. Scott stated that the district received an unmodified opinion which is the highest level. This means that the information audited is accurate and free of material misstatements. The only thing that will change in the final audit is the addition of the unfunded pension liability. The district's fund balance is \$5.3 million. Once the unfunded pension liability is booked the fund balance will reflect a \$9 million deficit. Every school district in the state will be in the same boat.

Mrs. Scott reported that the general fund ending fund balance is \$2,034,182, which is 17.4% of current year expenditures. This amount includes \$99,338 in non-spendable inventory, \$56,627 in committed funds for Community Education activities and programs, \$118,946 assigned for budgeted 2015-16 expenditures, \$377,943 in employee vacation and sick day buyouts, and \$120,000 for educational textbooks. The auditors like to see a fund balance of 15% to 20%. The district is doing an excellent job of maintaining its fund balance. Mrs. Scott pointed out that despite the fact that the district's enrollment declined, state revenue increased. On the expense side, wages, benefits and taxes make up over 80% of expenses, supplies 9.39%, and purchased services 6.89%.

The single audit is an audit of federal revenue and expenses. One management comment is that the district did not spend 95% of its Title I set aside for parent involvement. The district spent 94% of the set aside, resulting in a shortfall of parental involvement dollars being spent of \$903. The district had no material weaknesses. A significant deficiency was in the student activity funds and athletic sales for families of four or more. The auditors were unable to confirm the completeness of deposits. This deficiency has been corrected by the athletic department. They will be using different colored tickets for athletic sales for families of four or more. The prior year comments were corrected. A new procurement policy will have to be developed to meet the new Standards by July 1, 2016.

The Board of Education heard no public/general comments.

The Board recessed at 8:21 p.m. and returned to open session at 8:31 p.m.

Motion: by Davis, supported by Schlink, that the Board of Education approve the Consent Agenda Items which includes: the approval of the Agenda for the October 12, 2015 Regular Meeting; the tentative minutes of the Regular Meeting held on Monday, September 14, 2015; the tentative minutes of the Facilities Improvement Meeting held on Monday, September 14, 2015; and the payment of the General Fund checks #11712 through #11846, except for voided checks 11737, 11745, 11746, 11747, 11748, and 11796, totaling \$369,985.16, 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 Schlink, supported by Reitler, that the Board of Education approve a 5 cent increase in the price of premium meals and a 5 cent increase in the price of the basic hot lunch at Oscoda High School, effective November 1, 2015, as required by law and as recommended by the Food Service Director 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 Reitler, supported by Davis, that the Board of Education approve the bank account signature authorizations as presented and as recommended by the Finance Director and the Superintendent of School.

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 Reitler, that the Board of Education adopt the following Board Policies, as presented and as recommended by the Policy Committee:

- Bylaw #0167.1 – Voting
- Policy #1422.02 – Nondiscrimination Based on Genetic Information of the Employee (Admin. Staff)
- Policy #3122.02 – Nondiscrimination Based on Genetic Information of the Employee (Profess. Staff)
- Policy #4122.02 – Nondiscrimination Based on Genetic Information of the Employee (Support Staff)
- Policy #1460 – Physical Examination – Administration (New Policy)
- Policy #3160 – Physical Examination – Professional Staff
- Policy #4160 – Physical Examination – Support Staff
- Policy #1461 – Unrequested Leaves of Absence/Fitness for Duty – Administration (New Policy)
- Policy #3161 – Unrequested Leaves of Absence/Fitness for Duty – Professional Staff
- Policy #4161 – Unrequested leaves of Absence/Fitness for Duty – Support Staff
- Policy #2270 – Religion in the Curriculum
- Policy #3143 – Non-Renewal of Administrative Contracts
- Policy #3215 – Use of Tobacco by Professional Staff
- Policy #4215 – Use of Tobacco by Support Staff

Policy #5512 – Use of Tobacco by Students
 Policy #5111.01 – Homeless Students
 Policy #5610 – Emergency Removal, Suspension, and Expulsion of Nondisabled Students
 Policy #5771 – Search and Seizure
 Policy #6110 – Federal Funds
 Policy #6144 – Investments
 Policy #6321 – New School Construction, Renovation
 Policy #6510 – Payroll Authorization
 Policy #7440 – Plant Security
 Policy #8315 – Information Management
 Policy #8540 – Vending Machines
 Policy #9150 – School Visitors

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

President Johnson discussed proposed changes to the CASBA Bylaws. The proposed bylaws state that “The presence of 3 board members from each of the membership districts shall constitute a quorum at any meeting of the Association’s membership.” President Johnson stated that he believes this attendance requirement is too steep. President Johnson asked board members to contact him with any comments or concerns about the proposed Bylaws.

President Johnson reported that a Policy Committee Meeting is scheduled for Monday, November 9, 2015 at 5:30 p.m. Secretary Davis was invited to participate on the Policy Committee.

President Johnson reported that he will be attending the MASB Annual Leadership Conference in Traverse City October 22-25, 2015.

Superintendent Moore reported that the anticipated fall student count is 1177. We don’t know the exact amount of categorical funding. When this is determined, there may be a need to make an adjustment in staffing.

Superintendent Moore reported that the district plans to offer a Preschool Program and is in the process of obtaining a license from the state. Amy Gallhar will be the preschool teacher. She is currently working with the Technology Department.

The Board of Education formally acknowledged the hiring of part-time OHS Paraprofessional Pamela Miller, the hiring of part-time RES Paraprofessional Jennifer Clarke, the hiring of OHS After School Workshop Teachers Emilie Demicoli, Roxanne Gerhardt and Steve Spenceley, and the hiring of 8th Grade Boys Basketball Coach Dave Slaggert.

The Board of Education formally acknowledged the list of additional volunteers and the updated 2015-16 fundraising calendar.

Superintendent Moore reported that the district is bidding out snow removal and lawn maintenance services. Only one vendor attended the mandatory pre-bid meetings. He reported that the district plans to post a four (4) hour custodian/grounds position as Bobby Otremba will be reducing his hours to four (4) hours a day. Superintendent Moore stated that an inspection of building and grounds was conducted recently. The facilities are looking better than ever.

Superintendent Moore stated that a Facilities Improvement Committee Meeting is scheduled for Thursday, October 15, 2015 at 4:00 p.m.

Regular Meeting

Monday, October 12, 2015

Superintendent Moore reported that he plans to recommend an increase substitute bus driver wages from \$10 per hour to \$12 per hour at the November Board meeting.

Superintendent Moore stated that the district is in the process of looking at curriculum mapping programs. Two companies will demonstrate their products at the DSIT meeting on Monday, October 19, 2015.

There being no further business for discussion, the meeting was adjourned at 9:03 p.m.

Edward Davis, Secretary
Board of Education
Oscoda Area Schools