

**Minutes of the
PEWAMO-WESTPHALIA
Board of Education
July 17, 2023
7:00 P.M. Regular Board Meeting**

President's Call to Order: Meeting was called to order by President Hafner at 7:00 p.m.

Pledge to the Flag

Roll Call:

Board Members Present: T. Anderson, J. Hafner, J. Pohl, L Pung, T. Schafer, B. Weber, P. Weber

Board Members Absent: n/a

Approval of Agenda: *Motion made by T. Anderson, seconded by J. Pohl, to approve the agenda, consent agenda and the June 12, 2023, board meeting minutes with one correction: to remove J. Hafner as listed as present at the meeting. Motion carried 7-0.*

Bond Subcommittee Report - The bond subcommittee met with three committee members (Nathan Thelen, Mike Wirth and Stacy Nurenberg). Craig Trierweiler attended as a guest speaker and discussed pipe systems. The committee reviewed the elementary school plans and cafeteria expansion plans after seeking input from experts. JG took notes from C Trierweiler's report and will ask about the two and four pipe systems. J. Goodman will also discuss with Performance Services the roof line, the cost involved to raise the roof, and needs for the locker room building. The administrative team is finalizing the cafeteria plans and the elementary school expansion and sought input from the science department teachers for their pending improvements.

Administrator's Reports:

Instructional Technology Specialist: Stacey Johnston is out of the office this week.

Elementary School Principal: Julie Farmer thanked Jeff Dygert and the custodial staff for their help in relocating the preschool to the library, with new walls being installed this week. Summer School takes place the last full week of July. Over 60 students are attending this year's summer school and Jeff Dygert is setting up bussing for families.

Middle-High School Principal: Troy Forton, who presented on behalf of Ryan Portenga, is excited to begin fall sports. Forton reviewed changes to the athletic handbook, which is being voted on this evening.

Superintendent:

Return to Learn and Continuity of Services Plan Review - This is a State of Michigan requirement that is posted on our website and must be reviewed by the BOE every six months. The plan remains the same that we will offer in-person instruction, have no mask requirements and no COVID vaccination requirements.

Budget Update - We do not have a confirmed budget update; we are waiting on Governor Whitmer's desk for approval of the Bill that is currently on her desk for signature. Goodman thanked the custodial staff for their hard work this summer.

Communications: (3 minutes per person)

Alanna George - Suggested for upcoming school years to move the schedule pick up and photographs to the first day of school, allowing an additional week for vacations for families. Suggested allowing more frequent bathroom passes for students who have not abused the hall passes allowed.

Dean Schafer - Expressed thankfulness there is discussion about the pipe system. Asked if the school has a floor plan to set up for increased sizes for future classroom needs. Stated there are technology improvements available for energy exchangers to assist with rising energy costs and wants to ensure we are purchasing systems that will last for many years to come.

Personnel:

Accept the resignation of Adam Wesley, JV Boys Basketball Coach, effective June 14, 2023

Approve the recommendation to hire, through Edustaff, Alton Schneider as the JV Boys Basketball Coach effective July 17, 2023

Accept the resignation of Jane Martin, Paraprofessional Aide, and transition to substitute Paraprofessional Aide effective June 8, 2023

Accept the resignation of Joshua Magley, High School Teacher, effective June 30, 2023

President's Comments: No comments this evening.

Old Business:

N/A

New Business:

Approve the Athletic Handbook for the 2023-24 school year -

Approve the Staff Technology Use Policy for the 2023-24 school year -

Approve the Elementary School Staff Handbook for the 2023-24 school year -

Approve the Middle High School Staff Handbook for the 2023-24 school year -

Approve the Elementary School Little Pirates Preschool Staff Handbook for the 2023-24 school year -

Approve the Elementary School Student Handbook for the 2023-24 school year -

It was suggested to add to next year's handbook, the cell phone policy stating that phones must be powered off and in their lockers during the school day.

Approve the Middle High School Student Handbook for the 2023-24 school year - Discussion was held on the cell phone requirements. Suggestion was made for next year to survey to see what they think for the current cell phone policy.

T. Schafer recommended including position titles, in lieu of names, to the policies for future handbooks.

Motion made by L. Pung, seconded by T. Schafer, to approve the Athletic Handbook, Staff Technology Use Policy, Elementary School Staff Handbook, Middle High School Staff Handbook, Elementary School Little Pirates Preschool Staff Handbook, Elementary School Student Handbook, and Middle High School Handbook for the 2023-24 school year. Motion carried 7-0.

Approve the Shared Services Agreement with St. Joseph's School for the 2023-24 school year -

Approve the Shared Services Agreement with St. Mary's School for the 2023-24 school year -

Motion made by T. Schafer, seconded by B. Weber, to approve the Shared Services Agreements with St. Joseph's School and St. Mary's School for the 2023-24 school year. Motion carried 7-0.

Approve the recommendation to update the administrator contracts to reflect the amount of payout for sick days at retirement and to update vacation time on August 1st - *Motion made by T. Anderson, seconded by P. Weber, to approve the recommendation to update the administrative contracts to reflect that upon retirement, a payout of \$50 for each sick day will be made, and vacation time earned during the current year can be used through July 31 of the following year. Motion carried 7-0.*

Approve the recommendation for the 2023-24 staff reimbursement: Meals: \$15 breakfast, \$20 lunch and \$30 dinner; Mileage rate of 90% of the IRS rate; Hotel reimbursement of \$150 (Superintendent approval needed for special event/location) - *Motion made by T. Anderson, seconded by J. Pohl, to approve the recommendation for the 2023-24 staff reimbursement: Meals: \$15 breakfast, \$20 lunch and \$30 dinner; Mileage rate of 90% of the IRS rate; Hotel reimbursement of \$150 (Superintendent approval needed for special event/location), Motion carried 7-0.*

Approve the recommendation to authorize the superintendent to sign the Design Build Agreement for Certain Energy Conservation Improvements prepared by Thrun Law Firm - Lengthy discussion was held. J. Hafner recommended the bond subcommittee meet with Performance Services and the architect this week and hold a special meeting next week as a full board before approving this.

Motion made by T. Schafer, seconded by B. Weber, to table the recommendation to authorize the superintendent to sign the Design Build Agreement for Certain Energy Conservation Improvements prepared by Thrun Law Firm. Motion carried 7-0.

Motion made by L. Pung, seconded by J. Pohl, to hold a special Board meeting on Wednesday, July 26, 2023, at 7 pm to approve the recommendation to authorize the superintendent to sign the Design Build Agreement for Certain Energy Conservation Improvements prepared by Thrun Law Firm. Motion carried 7-0.

Approve the selection of Union Bank and Fifth Third Bank as Bank Depository Institutions for the 2023-24 fiscal year - *Motion made by L. Pung, seconded by T. Anderson, to approve the selection of Union Bank and Fifth Third Bank as Bank Depository Institutions for the 2023-24 fiscal year. Motion carried 7-0.*

Approve the Designation of Person(s) Responsible for Posting Notices of Meetings - *Motion made by L. Pung, seconded by P. Weber, that the Board of Education designate the Secretary to the Board of Education, with assistance from the Superintendent, be responsible for posting any and all meetings of the Board, as required by Act. No. 267 of the Michigan Public Acts of 1976. Motion carried 7-0.*

Resolution Establishing Posting of Legal Advertisements for 2023-24 fiscal year - *Motion made by B. Weber, seconded by J. Pohl, that the Pewamo-Westphalia Board of Education designate the Lansing State Journal as the primary source of legal advertisements. The Ionia Sentinel may also be utilized when necessary. Motion carried 7-0.*

Financial:

Financial Summary Report June 30, 2023, including Special Revenue Account Payable Listing, June 30, 2023

Future Meeting Dates/Events:

2nd Summer Shut Down - July 30 - August 5, 2023

Middle High School New Student/Family Orientation - August 10, 2023 at 5:30 pm, Auditorium

Elementary School Open House - August 16, 2023 at 6 pm

First Day of School - August 21, 2023

August Board Meeting - August 21, 2023

Adjourn: At 8:41 pm, the meeting adjourned.



Approved by Preston Weber, Board of Education Secretary