

**Regular Meeting
Pines School
May 14, 2019**

The School Board President, Suzette Cooley-Sanborn called the meeting to order a 4:00 p.m. via conference call. Other board members present were Jessi LaPorte, Dan Reynolds and Cindy Riker. Kathy Brown was on via conference call. The teacher, Wendy Spray and our administrator, Dean Paul were present. Kaitlyn Black, Aide was absent. The public present were: Christine and Ken Hasbrouck.

Dan Reynolds made a motion to approve the agenda, as amended. The motion was seconded by Jessi LaPorte. Roll call vote. Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.

Dan Reynolds made a motion to approve the minutes from the regular meeting on April 9, 2019. The motion was seconded by Jessi LaPorte. Roll call vote. Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Absent: Motion carried.

Jessi LaPorte made a motion to approve the minutes from the closed session meeting on April 9, 2019. The motion was seconded by Dan Reynolds. Roll call vote. Ayes, LaPorte, Reynolds and Riker. Nays: None. Motion carried. Note: Brown and Cooley-Sanborn did not vote since they were in attendance via conference call and it was confidential information, which could not be sent via email for their review.

Teacher:

- Two new students, one in 3rd and one in 4th grade.
- Waiting for ISD to get the 2 new students registered into M-Step. Will continue working with them to get resolution.
- There will be tech charges on the school credit card for 2 mouse pads for the new students.
- Tree House books have arrived and are using them.
- The Pen Pal book has been misplaced. Will try again next year.
- The Mackinaw City field trip went very, very well. Visited 1st grade. Kaitlyn was able to work with the ParaPro there. It was interesting to see how other schools operate and teacher expectations. Very rewarding. Student really enjoyed. Now calling some of the math, Mackinaw City Math.
- Went to the Opera House on April 18th, did puzzles at the Creation Station, went to lunch at Alice's, visited the library and bookstore before heading back to boat.
- Met Dan Reattoir on April 24th and introduced to Dean Paul.
- Julie Bazinau cancelled April 24th and rescheduling has not happened. Unlikely to happen.
- Face to face meeting with Dean on May 10th and came in for an observation on May 13th.
- Mother's Day project taking vases and "hydro dipping" them. Glass bottles, sprayed white and then did the dipping. Students really enjoyed. Made stands out of popsicle sticks.

Teacher's Aide: (Per report by teacher)

- Completed all the classes and the pretests. Needs to do master test and will go for certification at the end of June.
- Had a cord a long time ago for converting VHS to computer. Done as much as we can. Need a different cable, which is under \$50. Editing them to burn them on to CDs. Dean mentioned we might be able to get the cord from Jason in ISD. If don't hear anything back, let Dean know.
- Old VHS was taken to Salvation Army and Goodwill.
- Jessi questioned the Aide/Tech Asst position. Once certified as a ParaPro is it the school's intent to always have one. In the past, we have left it up to the teacher on whether or not she needed assistance. Each year is different. And we do whatever is necessary for the circumstances. Primarily have used for PreK and K.

Communication: None

Committee Reports: None

Public Comment: Chris Hasbrouck spoke. She is considering re-enrolling her grandson. She had previously requested that Wendy and Kaitlyn take a Positive classroom and/or environment workshops. Wondering if those had been done. And had asked for Wendy to visit a Kindergarten classroom and observing. Also working with K teacher to see what they are doing in a regular classroom. Wondering if Wendy has gone into a resource room with students like her grandson and worked with other students like him....now, currently; to see what they are using and techniques to make sure their education is positive. See what is “currently” being utilized. The Board had not pursued getting Chris’s concerns addressed, as we lost three school board members and just now getting back on track. We asked Dean if he could get these items completed by the beginning of the 2019-20 school year. And he said now is the perfect time to work on it over the summer months. Chris would feel more comfortable if Wendy has some type of training to deal with students with her grandson’s needs. She feels things have changed over the last fourteen years and to her knowledge Wendy has not had any additional training to keep her up-to-date. Chris mentioned that if her grandson is re-enrolled, she needs to be aware of the services by the ISD and the direction they are taking so that she can implement the same at home.

Administrator Report: Main goal is to finish out this school year on a positive note. Work with Wendy on where she is and where she needs to be. Get some things going over the summer and be ready to start up the new school year in September.

Old Business:

- REAP: Melissa Gillhooley from the ISD is working on this. According to the person she spoke to the reason we had not gotten an award was because we did not have any students last year. She told them that we did. She asked them to let her know what system they were looking at or where they got their information. They assured her we would get retroactively approved.
- SIP: Jessi had previously asked if we had a vision statement. Cindy had been working with Lindsay Brindley. She finally sent some information to Cindy. The information is very old. The goals section has not been updated since 2017-18. Asked Dean to get us back in compliance. If he needs us to be involved, he will let us know. Perhaps we would need a workshop to get it updated.
- Straits Area Pest Control: Wendy had not seen any more ants. SAPC has not returned calls. Left message for them to get us a price on Annual or Semi-Annual service. Kathy Brown said that she felt this was something we could do ourselves. There is a product called Tempo available from Blaskowskis. It cost approximately \$54. It’s good for one year and gets rid of spiders, ants, cockroaches, etc. She volunteered to spray. It would need to be done on the weekend. School would need to be vacant for 24 hours. Cindy Riker made a motion to have Kathy purchase the Tempo to be applied at the school and the shed. Suzette Cooley-Sanborn seconded the motion. Roll call vote. Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.
- Converting to LED lights: Dan informed us about what he had researched. There are 10 fixtures inside the building. Inside fixtures would cost \$50-\$150 each, plus bulbs. The energy savings is huge. Wendy should be involved in choosing what would be best. There is a difference in student behavior depending on the lighting. Dan would like to have someone bring in samples or examples of what would be available. Think the cost would be approximately \$1,500 with labor. Dan will pursue.
- School Damage: Claim is in the works. Trying to decide if they are going to need to come over or if the pictures are sufficient. Wendy mentioned that we should contact the company that painted the school to see if they had any leftover paint. Chris mentioned that she had taken it home, because it was in the school and should not have been. Let her know when we need it.

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New Business:

- Letter of Resignation: Chris Hasbrouck sent an email resigning as custodian (contract services). Kathy Brown made a motion to accept Chris's letter of resignation. Seconded with regrets by Suzette Cooley-Sanborn. Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.
- New Custodian Posting: Cindy had made up a post. Dan mentioned the insurance was an issue. It needs to be included in posting. A waiver would most likely need to be signed. Conversation on whether or not the township might want to cover this with their maintenance person. Multiple questions. So we decided to talk about this at the special meeting to be held later this month.
- Custodial Contract 2019-20: To be discussed at special meeting at the end of this month.
- Teacher's Contract 2019-20: Need to set up a meeting to discuss upcoming changes. A special meeting will be held on Tuesday, May 28, 2019 at 10 a.m. May go into a closed meeting. Will be at the Wagner Room.
- EUPISD 2019-20 Budget/Resolution: Cindy Riker made a motion to pass a resolution supporting the EUPISD Budget for the 2019-20 school year. Dan Reynolds seconded the motion: Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.
- Fostering communication: At a prior meeting there was mention that we need to incorporate this into our Policies and Bylaws. Kathy asked if we had a parent/teacher handbook. Wendy gives a letter at the beginning of the year covering some items, but there isn't a formal handbook. Dan thinking of a little more PR oriented to parents. Perhaps a letter to the parents from the school board. Kathy volunteered to spearhead a parent/student handbook. She had been involved in this in the past. We also need to make certain that somewhere it is documented the process for each person on who they need to go to if they have an issue: teacher, faculty, board, student, parent. There is also concern about communication to the public. School board bulletin? Public information policy? Many issues. Some that need to be put into the Policies & Bylaw, some on website and more publications. Suzette will find out from the lawyer when we will have the updates to our policies & bylaws.
- EUPISD Board Election: Cindy reviewed with the board the process of passing a resolution to designate someone as our proxy in voting for the EUPISD board members. Cindy Riker made a motion to pass a resolution delegating Jill Coates as our proxy. Dan Reynolds seconded the motion: Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.
- School website/Twp. website: Tom Bach requested some information from us to include on the township website. He had the wrong link to our website. Cindy will send him the correct link.
- Fence Damage: Cindy needs to send a letter to the township regarding the damage that was done to the fencing during the township employee plowing the snow this winter. It needs to be reinforced. Need to check with the township on who should have the repairs done.

Financial Report:

- The financial reports were reviewed. Kathy Brown made a motion to approve the May bills and transfer \$15,000 from savings to checking. Dan Reynolds seconded the motion: Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.

Kathy Brown asked to be put on the agenda for next month with questions on prior minutes.

There being no further business, the meeting was adjourned at 5:44 p.m.

Respectfully submitted,

Cindy Riker, Secretary
Bois Blanc Pines School Board