

**Regular Meeting
Pines School
August 13, 2019**

The School Board President, Suzette Cooley-Sanborn called the meeting to order a 4:00 p.m. Other board members present were Kathy Brown, Jessi LaPorte, Dan Reynolds and Cindy Riker. The teacher, Wendy Spray and our administrator, Dean Paul were present. Public present was Charlene McLaren.

Dan Reynolds made a motion to approve the agenda. The motion was seconded by Jessi LaPorte. All in favor. Nays none. Motion carried.

Dan Reynolds made a motion to approve the minutes from the regular meeting on July 9, 2019. The motion was seconded by Jessi LaPorte. All in favor. Nays none. Motion carried.

Suzette Cooley-Sanborn made a motion to approve the closed meeting minutes from July 9, 2019. The motion was seconded by Kathy Brown. All in favor. Nays none. Motion carried.

Teacher:

- Lockers were not as easy to put together as instructed.
- Kanabe's activities are on the weekend. Wendy will check to see if they do any school tours.
- The roof that fell off last winter has either hornets or yellow jackets living in it.
- HMH district rep still needs to get in touch with her for math, science and social studies books.
- Conference in the Soo on August 26, 2019. Will go up on the 25th and return the night of the 26th. Registered. Billing will be sent to school. Kathy Brown made a motion to cover expenses not to exceed \$350, excluding registration fee. Dan Reynolds seconded the motion. Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.
- Professional Development meeting on Mackinac Island on August 28, 2019. Small schools get-together. Work with other teachers. No airfare charge.
- Grant Spray submitted an estimate to the board for removing shelving units, relocating them and installing the new lockers. Cindy Riker made a motion to accept the estimate in the amount of \$150. Jessi LaPorte seconded the motion. Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.

Teacher's Aide:

- Kaitlyn passed her ParaPro on August 9, 2019. She will need to submit expenses.

Communication: Email from Dan Reattoir that he will be retiring in December. Hiring process going on now.

Committee Reports: None

Public Comment:

None

Administrator Report:

- We have been given EUPISD email ids. Need to start using. If any conversations were FOI'd, it would include all your personal emails. Log in and change your password. BOE email set up too.
- Need to get away from 2 or 3 hour board meetings. Need to stick to the agenda. Table topics, if a decision can't be made.
- Agenda & minutes will be sent to school email prior to the meeting. Cindy will attempt to get that information out earlier. Information only is fine. But need to be careful on initiating anything to the group that may need a decision.

August 13, 2019 Minutes Continued Page 2:

Administrator Report Continued:

- Thoughtful Classroom is one of four approved evaluation systems by the state. Brimley reviewed all 4 systems and chose this one as being the easiest. Dean presented the board with a document explaining the 10 areas of focus. This year we are working on the four corners. Next year we will chose a couple of more.
- There is training for school board members through the MASB. Dean provided a packet to the board members on rolls and responsibilities. Lots of public comments not nice. We need to show positive attitudes and direction. No finger pointing. Speak highly of the school system. Encourage public to come to school board meetings. Take ownership. Some exciting things happening.
- School Improvement Plan: Dean sat with Lindsay. She is waiting to hear back from the State. They are ignoring our plan, since we are so small. She wants to make sure they aren't going to scrutinize the SIP. Dean does need volunteers. Dean will send an email suggesting date and times to meet. Don't redo. Just utilize prior year plan. Might want to include someone outside of school faculty and board.
- Andrew from ISD IT wants to come either the 21st or 22nd. He will be here 8 to 2. Need someone to pick him up and let him into the school. Decided on Thursday the 22nd. Suzette will pick him up and let him into school.
- Dean did have a conversation with parents and guardians of homeschooled children. Doubt any enrollments will take place. If they do come back, the NWEA testing would need to take place to determine grade placement.

Old Business:

- REAP: No update this month. Dean did speak with Melissa. Very frustrated. She can't do anything. Dan has make calls.
- LED Lights: Dan said electrician suggested to convert current lights to LED versus new units. Suzette Cooley-Sanborn made a motion to approve the estimate of \$1475 from Mark Charbonneau. The motion was seconded by Kathy Brown. Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.
- School Damage: ICI did submit an estimate which included extra support, concrete pads, remove & paint in the amount of \$3,280. Dan will have them submit a formal estimate. Kathy Brown will contact Plaunt Construction for an estimate. John Wint has not submitted anything. This is putting same roof up with additional support. There is additional damage. The concrete is broken up and the railing is all bent. We need to make sure this was included in the estimate. Kathy Brown asked if there is a list of what needs to be done. Consensus was any contractor should be able to see what needs to be done and give estimate for such. Dean asked if we have ever had a Building & Grounds Committee. Could be three people that would get together and have conversation on what needs to be done and come to the board with their suggested decisions. At the last meeting we had asked the contractors to give an estimate on the 3 doors.
- Teacher's Contract: Discussion on the understanding on whether or not the insurance roll in was part of her "salary". The way her contract was written alluded that this would be her salary and thus be subject to future increases. What was written and what the intent was is different. Not stated clearly. Cindy Riker made a motion to include the 2% increase on the insurance portion. Her total salary will be \$60,143 for 2019-2020. Dan Reynolds seconded the motion. Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried. Wendy wants to know how 5.1 will change. Last sentence will be eliminated. It will just show the insurance amount is rolled into her salary. Cindy will make the changes at the end of the meeting and get signatures.
- AED: Suzette will pursue next month.
- New Doors: See school damage. Dan suggested we should have specs to give out to contractors, i.e.; steel, commercial, crash bars, etc. We have one entrance and two exits. No requirements for bullet proof. Codes have not caught up. Just ask that it be compliant.

August 13, 2019 Minutes: Continued Page 3

Old Business Continued:

- Heaters/Eden Pure: Dan had not had an opportunity to get an assessment. Next month.
- Locks on drawers & cabinets: Hardware has been purchased. Will be completed before start of school.
- Teacher's Aide/Technology Aide: We will not need an aide for this year, as of now. We need to determine what our requirements will be for technology. Cindy can send Kaitlyn a note informing her of our intention. And also congratulate her on her ParaPro certification. If a requirement comes up later in the year to have an aide, we can extend an offer to her at that time.
- School Handbook: Kathy and Wendy are putting together a handbook. Intend to have it available the first day of school.

New Business:

- Andy Thibideau said he would power wash for free. Go for it. Suzette will call him.
- Other: Michelle Satchell can be a sub. But we should get all of our substitutes set up through EduStaff. Cindy will find out what needs to be done. Per Dean, it is not recommended that board members be substitutes. If the board acknowledges that there is a conflict of interest, but still wants a board member to substitute, it should be documented and voted on. There is some confidential information that may be accessible as a teacher that is not to a board member. Put on next month's agenda.

Financial Report:

- The financial reports were reviewed. Dan Reynolds made a motion to approve the August bills and transfer \$10,000 from savings to checking. Suzette Cooley-Sanborn seconded the motion: Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.

Closed Session:

- Dan Reynolds made a motion at 5:27 p.m. to go into closed session to Client/Attorney confidential information. The motion was seconded by Jessi LaPorte. Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried. Note that Wendy Spray and Charlene McLaren left the building. Those remaining are the school board members and our administrator.

The open meeting was reconvened at 5:49 p.m. with a motion by Cindy Riker to go back into open session. Seconded by Dan Reynolds. Roll call vote: Ayes: Brown, LaPorte, Reynolds, Riker and Cooley-Sanborn. Nays: None. Motion carried.

No further business was needed at this time.

There being no further business, the meeting was adjourned at 5:50 p.m.

Respectfully submitted,

Cindy Riker, Secretary
Bois Blanc Pines School Board