

Board of Education

The meeting of Northwest Education Services Board of Education was held on February 7, 2023. Board Vice President Scherrer called the meeting to order at 5:30 p.m.

Roll call

Board Members Present:

Brown Scherrer
Carpenter Tank
McKellar

Board Members Absent:

Birgy
Fisher

Pledge of Allegiance

Welcomed Visitors & Public Comment

There were none

Motion by Board Member Brown, supported by Board Member Carpenter, to approve the February 7, 2023 agenda as presented. Roll call vote: Ayes: 5; Nays: 0. Motion carried.

Student/Staff/Local District Highlights/Presentations/Recognitions:

SAIL(ORS) On Deck – Organizational Recognition System

Board of Education members recognized this month's SAIL(ORS) On Deck. This month's standout is Teri Maas, Teacher for MOCI classroom, who has exemplified strengths in the organizational value of Excellence, presented in recognition of responding to the needs of our learning community.

Career Tech Month – Deb Menchaca, Matt Instructor & Matt Griesinger, Assistant Principal:

Staff have done a lot work for bringing Instructional Rounds back into our programs. This practice gives teachers a voice in their own professional learning. All of our professional learning is driven by teachers going into the classrooms and asking how we can improve. Professionals observe instruction across a building to develop a shared vision of what high-quality instruction looks like and what schools and districts need to do to support it. Rounds are not evaluative. They are about problem-solving, not problem-finding and the observer is the learner, not the expert. A 4-step process helps guide the work by: identifying a problem of practice; observing; debriefing; and focusing on the next level of work. Career Tech is focused on evidence-based reporting that is aligned with a problems of practice outline. Career Tech will be featured in the Techniques Magazine in April around the work of Instructional Rounds.

Motion by Board Member Brown, supported by Board Member McKellar, to approve consent grouping items 1-4 as presented.

1. Minutes of January 3, 2023 regular meeting
2. Monthly Accounts Payable Check Summary and Financial Report January 1, 2023 to January 31, 2023. Check Numbers: 191940-192187. Total for Month: \$4,309,084.33
3. Personnel:

A. New Positions:

- Aviation Maintenance Instructor, Career Tech, effective August, 2023
- Aviation Maintenance Paraprofessional, Career Tech, effective August, 2023

B. New Employees:

- Nathan Wolfe, Paraprofessional, effective January 23, 2023
- Kelci Winchell, Teacher Assistant, effective January 25, 2023
- Michele Berry, Teacher Assistant, effective February 6, 2023
- Nik VanWagner, Technology Support Specialist, effective February 1, 2023
- Hailee Miller, Teacher Assistant, effective February 1, 2023
- Eric Slade, Teacher Assistant, effective February 6, 2023
- Mary McKee, Teacher Assistant, effective February 3, 2023
- Alison Stephens, Paraprofessional, effective February 13, 2023
- Angela Hartman, Teacher Assistant, effective February 13, 2023
- Constance Rottman, Accounts Payable Lead, effective February 6, 2023
- Sarah Youker, Secretary, effective February 20, 2023

C. Employee Resignations:

- Kaylene Smith, Interpreter, effective January 3, 2023
- Michael Libby, CI Teacher, effective January 17, 2023
- Izabel Beckstead, Teacher Assistant, effective January 27, 2023
- Marisa Hrbal, Nutrition Facilitator, effective March 1, 2023
- Rick Ankerson, Lead Custodian, effective April 11, 2023 (retirement 17 years)

D. Employee Termination:

- Hunter Kelly, Receptionist, effective January 30, 2023

4. Out of State Travel

1. Jared Diephouse, Instructor, Power Equipment, to pick up donations from Ohio Technical College (2008 KFX 450R ATV, a 2007 ZX14 special edition Motorcycle, and 2 RMZ 450 Suzuki Engines), dates to be determined but prior to June, 2023 in Cleveland, Ohio.

Roll call vote: Ayes: 5; Nays: 0. Motion carried.

Motion by Board Member McKellar, supported by Board Member Carpenter to approve General Education, Special Education, Vocational Education 2022-23 Budget Amendments:

General Education Fund – Detailed Budget for Fiscal Year 2022-23:

REVENUES:

Local Sources.....	\$ 3,182,133
Intermediate Sources	-0-
State Sources.....	11,336,423
Federal Sources.....	1,328,890

TOTAL REVENUES..... \$ 15,847,446

INCOMING TRANSFERS

AND OTHER TRANSACTIONS..... \$ 2,372,447

TOTAL REVENUES, INCOMING TRANSFERS

AND OTHER TRANSACTIONS \$ 18,219,893

EXPENDITURES:

Instruction Expense:

Basic Program.....	227,580
Added Needs	338,838
Adult and Continuing	-0-

Support Services:

Pupil.....	150,757
Instructional Staff.....	4,692,749
General Administration	633,766
School Administration	-0-
Business	1,059,624
Operation & Maintenance	374,033
Pupil Transportation	52,078
Central	1,637,457
Other	33,800
Community Services	432,300

TOTAL EXPENDITURES..... \$ 9,632,982

Outgoing Transfers and Other Transactions..... 8,765,941

TOTAL APPROPRIATED..... \$18,398,923

EXCESS REVENUE (APPROPRIATIONS)..... (179,030)

FUND BALANCE JULY 1 2,174,642

FUND BALANCE JUNE 30 1,995,612

Special Education Fund – Detailed Budget for Fiscal Year 2022-23:

REVENUES:

Local Sources.....	\$ 31,548,220
Intermediate Sources	-0-
State Sources.....	23,501,951
Federal Sources.....	7,154,380

TOTAL REVENUES..... \$ 62,204,551

INCOMING TRANSFERS

AND OTHER TRANSACTIONS..... \$ 1,711,311

TOTAL REVENUES, INCOMING TRANSFERS

AND OTHER TRANSACTIONS \$ 63,915,862

EXPENDITURES:

Instruction Expense:

Basic Program.....	-0-
Added Needs	14,524,234
Adult and Continuing	-0-

Support Services:

Pupil.....	26,484,145
Instructional Staff.....	5,192,140
General Administration	117,243
School Administration	-0-
Business.....	1,308,204
Operation & Maintenance	1,331,017
Pupil Transportation	5,268,854
Central	1,806,364
Other	937

Community Services	247,920
TOTAL EXPENDITURES.....	56,281,058
Outgoing Transfers and Other Transactions.....	8,775,868
TOTAL APPROPRIATED.....	<u>\$ 65,056,926</u>
EXCESS REVENUE (APPROPRIATIONS).....	(1,141,064)
FUND BALANCE JULY 1	<u>9,245,376</u>
FUND BALANCE JUNE 30	<u>8,104,312</u>
COMMITTED FOR DISTRIBUTION TO LEAs	435,530
RESTRICTED FUND BALANCE JUNE 30	\$7,668,782

Vocational Education Fund – Detailed Budget for Fiscal Year 2022-23:

REVENUES:

Local Sources.....	\$ 10,062,321
Intermediate Sources	-0-
State Sources.....	1,897,009
Federal Sources.....	274,796
TOTAL REVENUES.....	\$ 12,234,126

INCOMING TRANSFERS AND OTHER TRANSACTIONS.....	\$ 46,724
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TOTAL REVENUES, INCOMING TRANSFERS AND OTHER TRANSACTIONS	<u>\$12,280,850</u>
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EXPENDITURES:

Instruction Expense:	
Basic Program.....	-0-
Added Needs	6,049,963
Adult and Continuing	-0-

Support Services:	
Pupil.....	923,705
Instructional Staff.....	465,496
General Administration	280,724
School Administration	596,115
Business.....	292,562
Operation & Maintenance	1,118,382
Pupil Transportation	5,651
Central	617,279
Other	44,409
Community Services	11,249

TOTAL EXPENDITURES.....	\$10,405,535
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Outgoing Transfers and Other Transactions.....	2,203,898
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TOTAL APPROPRIATED.....	<u>\$12,609,433</u>
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EXCESS REVENUE (APPROPRIATIONS).....	(328,583)
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FUND BALANCE JULY 1	<u>1,802,285</u>
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FUND BALANCE JUNE 30 1,473,702

Roll call vote: Ayes: 5; Nays: 0. Motion carried.

Motion by Board Member Brown, supported by Board Member Carpenter to approve AECOM Purchase Order Request in the amount of \$102,040. Roll call vote: Ayes: 5; Nays: 0. Motion carried.

Motion by Board Member Carpenter, supported by Board Member McKellar to approve MASB 2023 Board of Directors' Election Ballot Nomination in Region 2 selecting Nicolette Brown. Roll call vote: Ayes: 4; Nays: 0; Abstain: 1. Motion carried.

Motion by Board Member Carpenter, supported by Board Member Brown to appoint Betty Kincaid, Benzie County Central Schools, as a member of the Special Education Parent Advisory Council. Roll call vote: Ayes: 5; Nays: 0. Motion carried.

Information Items:

Benchmark Reporting – Section 98B Requirement: Matt Olson provided an update on benchmark assessments and student growth on grades K-8 as required by Section 98B of the Revised School Code.

First Read Board Policies: Dr. Ceglarek reported that policies updated by Thrun Law were distributed to board members to review prior to our March meeting.

Career Tech Roof Project: Linda Bielecki provided an update that we are in the beginning phase of bid solicitations to replace a portion of the room system at Career Tech as identified in our facility study in 2021. We will have a recommendation for the March or April meeting.

Foundation 501C Non-Profit Status: Pat Lamb reported on a formal application that has been submitted to the State of Michigan to create a 501c3 and Northwest Education Services foundation. This will be used for future golf scholarship donations and any donations that are received by donors.

Discussion Items: There were none.

Updates:

Superintendent's Report - Dr. Nick Ceglarek:

1. We are close to finalizing the purchase and lease with Pine Rest. We have received final confirmation from Pine Rest. Last June the Board approved for the superintendent to execute and secure the purchase and lease agreement. By March 1 we will secure payment and the building will officially be owned by North Ed. We will lease back half of the building while Pine Rest finds another location over the next 18 months. This will allow us to get some of our staff located at this location over the summer.
2. Thanked the Board of Education for their support on the recent letters of agreement for staffing changes. Since our last meeting we have hired 9 new teacher assistants and 2 paraprofessionals. Both Career Tech and New Horizons are now fully staffed. We still have openings left for 3 school social workers, 2 school psychologists, 1 speech and language pathologist and 4 special education teachers. This update aligns with one of our SAIL 2.0 goals to assess current and future staffing needs and develop a system for staff recruitment, retention and training.

3. Thanked Career Tech staff and Michigan Tech University for finalizing an agreement to continue our partnership for students in the Engineering Academy program to include a \$1,000 scholarship renewable for up to 4 years for those who successfully complete two years in our Engineering Academy program at Career Tech. This MOU extends for another three years a similar agreement that was signed in 2020.

Board Member Reports/Requests: There were none.

Dates to Remember:

March 7, 2023 Board of Education Meeting at 5:30 p.m.

The meeting adjourned at 6:05 p.m.

Joseph Fisher, President

Rachael Birgy, Secretary