

BOARD MEETING MINUTES

New Lothrop Board of Education
Monday, October 16, 2017
6:00 p.m. in the High School Library

Board Members Present: Rich White, Greg Ruddy, Adam Green, Jessica Unangst, Kevin Birchmeier, Jim Eustace and Joseph Henige.

Absent: None

Others Present: Anthony Berthiaume, Michelle Barrett, Kim Kuchar and 13 visitors.

The meeting was called to order by President Rich White at 6:00 p.m. in the high school library. The pledge to the flag was said.

Secretary's Report

The secretary's report was read by Adam Green. Motion by Green, supported by Henige to accept the minutes from the regular board meeting held on September 18, 2017.

Motion carried, 7-0.

Correspondence

Thank you from Mrs. Kasik's 3rd grade class to the Board of Education for purchasing the Storyworks software.

Student Section

Student observers for tonight were Sydney Pope and Charlie Birchmeier.

Presentations/Updates

Hornet Hot Shot Students and Employee of the Month – Kim Kuchar

Ms. Kuchar recognized the Hornet Hot Shots for the month of October.

Junior High Hornet Hot Shot, Hannah Beaucamp (8th grade); High School Hornet Hot Shot, Bryce Richardson (10th grade) and Staff Hornet Hot Shot Gail Sigmund (Custodian).

Principals Month – Anthony Berthiaume

Dr. Berthiaume recognized Mrs. Barrett and Ms. Kuchar for their dedication and service to the school district.

Committee Reports

Finance– Jessica Unangst reported the Finance minutes.

Visitors

Ernie Delemeester, Science teacher at NLHS expressed his appreciation to the New Lothrop PTO for donating \$700 to the Robotics team. It's so wonderful to see the PTO supporting our students. We currently have 14 members on our Robotics team. Mr. Delemeester also thanked Ms. Kuchar and Dr. Berthiaume.

Financial Reports

Jessica Unangst read the financial report and presented the following bills for payment: general fund, \$566,344.57; school service, \$30,686.51; for a total of \$597,031.08.

Motion by Ruddy, supported by Green to approve the payment of bills.

Motion carried, 7-0.

The monthly financial report was read as follows: beginning balance, \$1,317,375.78; receipts, \$56,179.02; expenditures, \$597,031.08; for an ending balance of \$776,523.72.

Motion by Eustace, supported by Birchmeier to accept the monthly financial report as submitted.

Motion carried, 7-0.

Action Items

Motion by Unangst supported by Henige to accept the resignation of Brandon Green, 8th grade Boys Basketball Coach, effective October 3, 2017.

Motion carried, 7-0.

Motion by Unangst, supported by Eustace to approve the hire of Hilary Kline, 7th grade Volleyball Coach as a contracted employee of PCMI for the 2017-2018 school year.

Motion carried, 7-0.

Motion by Unangst, supported by Ruddy to approve the hire of Rondalee Beardslee, 8th grade Volleyball Coach as a contracted employee of PCMI for the 2017-2018 school year.

Motion carried, 7-0.

Motion by Unangst, supported by Birchmeier to approve the purchase of the PA system for the High School from SoundCom Systems at a cost not to exceed \$9,849.00

Motion carried, 7-0

District Updates

Athletics

Dr. Berthiaume reported that fall sports are starting to wind down for the season. Varsity Football is doing well, Varsity Volleyball have districts coming up and Cross Country has over 100 students that have participated this year. First round interviews for our Assistant Principal/Athletic Director vacancy have taken place. We have one candidate coming back mid-November for a second round interview. This candidate could potentially start by second semester. Athletic parent surveys will be sent out in the mail by the end of the week.

Elementary – Michelle Barrett

Mrs. Barrett shared that she met with her teachers to see how much support they felt they were receiving in their classroom. She sent out a survey to staff on an option for a 4.25 hour aide position (4 days a week) for Math supports for 2nd, 3rd and 4th grade. The teachers felt this would be helpful to them and the 4.25 aide position was posted last week. Data meetings are underway at the elementary school. Kindergarten – 1st grade met on Monday and 2nd – 6th grade will be meeting later in the week with Margy Dewey, our Literacy Coach. The meetings were very helpful to staff. In Kindergarten, teachers agreed that Phonemic Awareness was a weakness, so we found a resource to support teachers in that area. In first grade, vocabulary and sight words will be revised. Mrs. Barrett has been working to redesign the write up form for the Transportation Department; the form would include major and minor offenses. Administration will be meeting with the Transportation Department on Wednesday to review the agreements that have been drafted. At our recent Professional Development Day the staff discussed Social Emotional Learning. We are looking at bringing Social Emotional Learning to our school and the second step is beginning in 5th and 6th grade. Our elementary committee has been great at building up the culture and climate. Last Friday, at the Professional Development Day the staff had a potluck lunch. The committee will also be displaying school wide art in the elementary building. Administration and teachers are getting geared up for Parent Teacher Conferences that will be taking place in early November. Kindergarten – 2nd grade will be starting Individual Reading Improvement Plans (IRIP's). This is to be in compliance with the 3rd grade reading law and this will help show a body of evidence of how teachers, students, and parents are working together. Mrs. Barrett is working with staff toward moving away from a 4 showing that a student is achieving, to indicating that a student is truly advanced. This will take some time to roll-out and the district is planning to make this change next year.

High School – Kim Kuchar

Ms. Kuchar reported under Instructional Leadership the following has taken place: during the most recent Professional Development day last week she surveyed her staff and they watched some instructional videos and scored instruction using the Thoughtful Classroom Teacher Effectiveness Framework (TCTEF). She gave her staff direction/examples of self-assessments and goal writing and met with individual staff to discuss goals. College Month - Joanna and Kim are meeting with seniors every Wednesday morning to discuss college talks and to have donuts. The seniors put on a College Fair at NLHS for the school as well as for our 5th and 6th graders. Dual Enrollment/Early College night took place earlier this month. Our seniors are working on career cruising during English to help

discern some career interests/goals. A Financial Aid/Scholarship meeting for parents took place. Juniors and undecided seniors will be taking a field trip to Baker College next Friday, to visit various colleges and the armed services will be there as well. Students in 7th and 8th grade will be doing student lead conferences this fall. The responsibility will be put on the students and hold them accountable. The High School Improvement team met with parents to discuss topics such as dance rules and family night.

Ms. Kuchar also reported that under Building Relationships the following has taken place: she and Dr. Berthiaume made stops at some local businesses to hand out #HornetProud t-shirts for sponsoring our #HornetProud campaign. In addition, they both served food at the FFA Hog Roast before the last home football game on Friday, September 29th. Ms. Kuchar attended the Region IV tractor driving and discussion meet contest. Joanna Czymbor, Melodie Burgess and Ms. Kuchar met with all our new students to the district for cider and donuts. They discussed how they were settling in, as well as what we could do to make the transition smoother. All were very positive and have made some connections. At the last PTO meeting earlier this month Ernie Delemeester requested \$700 for our Robotics team here at New Lothrop and the money was granted. Student at NLHS recently competed in a Penny War, where \$1,500.00 was collected for Hurricane Relief efforts.

District – Anthony Berthiaume

Dr. Berthiaume mentioned he sent out a district staff survey at the end of September. He received several responses back. Overall, the results showed it's been a very positive start to the school year. We will continue to work with union leadership, enrollment, budget and issues that are happening.

Student Achievement – The recent PSAT testing went very smooth. Dr. Berthiaume noted that Mrs. Czymbor does an outstanding job.

Safety and Security – At this time, Dr. Berthiaume was pleased to announce that we have had no vehicles run the lights of our buses. He will be meeting with bus drivers to discuss bus discipline. The district has posted for a full-time bus driver position. The Policy Committee will be meeting next week to discuss the current code of conduct that is in place. Dr. Berthiaume mentioned that we have a tentative agreement with the Support Staff Union on a 2-year agreement and the board will be asked to approve hopefully at the November board meeting. Dr. Berthiaume shared that the recent Superintendent Conference he attended in Traverse City provided some valuable Professional Development. Additionally, Dr. Berthiaume thanks the principals, Mrs. Barrett and Ms. Kuchar for all their dedication and service to the district.

Closed Session

Motion by Unangst, supported by Green to enter Closed Session for the Superintendent's evaluation.

Motion carried 7-0.

Recess was taken from 6:55 p.m. until 7:10 p.m.

Closed Session was entered at 7:10 p.m. and exited at 7:42 p.m.

Action Item

It was recommended that the Board approve the completed year-end evaluation for the superintendent.

Motion carried 7-0.

Motion by Ruddy, supported by Birchmeier to adjourn.

Motion carried 7-0.

Adjournment at 7:46 p.m.

The next meeting of the Board will be Monday, November 20, 2017 in the High School Library beginning at 6:00 p.m.

Adam Green, Board Secretary