

MANCELONA PUBLIC SCHOOLS
Board of Education
Minutes of Regular Meeting
December 10, 2024

Present: Thompson, MacQuarrie, Bisson, Musselman, Derrer, Ross
Absent: Clark

Central Office Staff: Frollo, Phillips

President Thompson called the meeting to order at 4:00 p.m. in the Middle School Media Center

Approval of Agenda

Musselman/Bisson approve the agenda

YES: 6

NO: 0

Motion carried.

Citizens Comments - None

Consent Agenda

Musselman/Ross

to approve the Consent Agenda Items:

A. Minutes of the regular meeting held on November 12, 2024.

B. Monthly Finance

Approve Accounts Payable checks for the dates and amounts of: **GENERAL**

FUND: 11/11/2024 - \$1,131.00; 11/19/2024 - \$135,645.73; 12/3/2024 - \$190,820.49;

12/6/2024 - \$88.00 **BOND FUND:** 11/19/2024 - \$97,419.24; 12/3/2024 - \$419,107.69

C. Accept the resignation from Brooke Orman as an elementary assistant.

D. Accept the resignation from Lori Harvey as the Early Childhood Director

E. Approve Policies 39-1 and EDGAR UGG 39-1

F. Approve Policies 1662 and 3362

YES: 6

NO: 0

Motion carried.

Community in Schools of NWMI: Amy Derrer stated the high school Family FAFSA Night will be held on December 12 from 5:00 to 7:00. Students will be visiting Ferris State University on January 14, Kirtland Community College, Gaylord MTECH and Grayling campus on January 16. The middle school held a Passport Party on December 3. There was a Legislative visit with Representative Roth on November 26 with 4 students sharing about their work on the Student Wellness team who also had the opportunity to ask questions. The elementary received 25 pair of boots from Boots for Kids. With each pair of boots, they also received two pair of socks and a hat. CIS is helping with Breakfast with Santa and purchased hats, gloves, mittens and new books to distribute to all children who attend. There are some used books available for families to take as needed.

Update from Chief Seeley: Chief Seeley stated she has been doing home visits. Chief Seeley spoke with students about putting a safety plan in place. She has been helping with in-school activities including a Girl Power Lunch with 4th grade girls.

Administrators Report: Trent Naumcheff thanked Chief Seeley, stating she does a great job. Mr. Naumcheff stated based on Code of Conduct, 160 students qualified to attend a movie in Bellaire. The high school band concert was a nice show. Jake Murray stated the middle school students took part in their holiday band concert. Mr. Murray thanked Ms. Heegeman for putting this together, it was a great event. Mr. Murray

stated he met with Mrs. Pletcher, Mr. Twitchel and Mr. Smith to discuss the Robotics Program. There was a lot of helpful information regarding the battle-bot program called Quarkmine. This program will be offered to students in the 4th quarter. There are incentives in place for students to attend a movie at the end of the month; there is some progress with behaviors so far. In January, the student council will put on the first informal dance. **Bernadette Pletcher** stated the fourth grade students will be able to participate in the robotics program in the 4th quarter. Mrs. Pletcher announced the kindergarten, first and second grade holiday concert will be held tonight. Breakfast with Santa will be on December 14. Mrs. Pletcher announced the parent teacher conferences were well attended with 95% participation. Student count is at 353 for the elementary.

Superintendent Report: Mrs. Frollo stated we had our first two snow days of the year. This is quite a process and she is grateful for the other local superintendents and to Brian Skop for his dedication to getting out on the roads to check the safety of each of our bus routes. Mrs. Frollo thanked the Board for providing all of our returning staff with a \$1500 retention bonus. Mrs. Frollo stated the last day of school prior to the winter break is Friday, December 20, returning January 6. Mrs. Frollo meets with each department on a monthly basis and gave an update on the happenings in each area. Central office received a grant to replace drinking fountains. The Hawk Lake timber cut was started prior to Thanksgiving; more than \$15,000 is projected. We received funds from Rick and Kathy Munger to purchase families in need Christmas presents. We are working on Section 25. Early Childhood has a lot happening with Lori Harvey submitting her resignation and tentatively offering the position to a candidate upon completion of background checks and other paperwork. Breakfast with Santa is Saturday, December 14. Mrs. Frollo stated she has continued appreciation for our bus drivers. Brian Skop has been incredibly helpful with determining whether or not it is safe to transport our students to and from school. I had a meeting with Angie Nelson, head custodian and her supervisor. Angie is working to put systems in place to create smooth structures for her team. The weather has added a lot of extra work to the DM Burr team. Angie mentioned Sue Moore, Bobbi Wagner and Brent Wilks have gone above and beyond, they have taken on extra tasks to support school staff. Food Service did a great job on the Thanksgiving lunch, it was a huge success. Chartwells provided homemade dishes from around the world for the CIS passport party. Chartwells will be preparing a Christmas dinner for lunch at the high school for parents and students on December 20. In the technology department, fiber was installed at the elementary school last week to improve connectivity and provide room for future growth. We are using a few cyber security tools to identify and solve security vulnerabilities. Doug Olson will be conducting a cyber-security audit. Tony Tipton would like to deploy Multi-Factor Authentication just before Christmas. A Knowbe4 security training started 12-3 2024 for all staff. We have a quote from Verkada for our camera project. We will also be receiving a quote for Axis camera system. Ed McCarty has reviewed drawings and provided them to IDI for next summer's work when they did their walk through on November 8. The 5/6 wing has minor areas that need additional attention. Mr. McCarty and his team continue to work to even out the heat throughout the buildings. Working to have our roofer, Versatile, finish their work and to fix the fascia on the baseball dugout. Dugouts are complete. Groundwork around them has been completed and was seeded prior to the snow.

Citizens Comments on Action Items: None

Approve Request to Relinquish Federal Funds

The funds for this grant, which support students and are English Learners, would be \$450 to Mancelona Public Schools. Shelly Meeder, Business Manager, and I agree that the amount of time and energy it takes to complete the paperwork is not worth the cost to the district to receive this limited amount of money. I recommend the Board approve this request

Ross/MacQuarrie

Yes: 6

No: 0

Motion carried.

Adopt Section 127 Plan – Education Assistance Plan Resolution

By adopting this resolution, we are able to reimburse employees tax free for qualifying student loan payments from October 2023 to September 2024. We have 4 employees that we would like to reimburse for the December 12th payroll.

Bisson/Ross Yes: 6
 No: 0
 Motion carried.

Approve the Messa updated Insurance Offerings Letter of Agreement for Support Personnel and Bus Drivers

We approved the teacher LOA at last month's meeting. This is the same type of agreement for these two groups.

MacQuarrie/Bisson Yes: 6
 No: 0
 Motion carried.

Items for future consideration: None

Musselman/Derrer adjourn the meeting at 4:21

Yes: 6
No: 0
Motion carried.

Respectfully submitted,



Laurie Phillips, Administrative Assistant



Kim Musselman, Secretary