

MANCELONA PUBLIC SCHOOLS
Board of Education
Minutes of Regular Meeting
March 11, 2025

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

Central Office Staff: Frolo, Phillips, Meeder

President Thompson called the meeting to order at 4:30 p.m. in the Middle School Media Center

Approval of Agenda

Musselman/Derrer approve the agenda

YES: 5

NO: 0

Motion carried.

Citizens Comments None

Consent Agenda

Bisson/Musselman **Approval of Consent Agenda Items:** Inclusive motion to approve the following:
[Please note: **Any Board Member may request removal of any item(s) from the "Consent Agenda" and that said item(s) may stand alone as an action item(s)**]

- A. Minutes of the regular meeting held on February 11, 2025.
- B. **Monthly Finance:** Approve Accounts Payable checks for the dates and amounts of:
GENERAL FUND: 2/18/2025 - \$50,220.15 – 2/26/2025 - \$106,950.74
- C. Accept the recommendation to hire Grace Waters as an elementary assistant.
- D. Accept the resignation from Dave Lobert as the golf coach.
- E. Accept the letter of retirement from Michele Kihn as a middle school teacher
- F. Accept the resignation from Gretchen Heegeman as band director.
- G. Approval Vol. 39-2 policies

YES: 5

NO: 0

Motion carried.

Communities In Schools of Northwest MI: Amy Burk reported the high school continues to support seniors and families with FAFSA completion, assisting seniors with regional scholarship applications and is currently helping with MEF scholarship applications. There will be classroom presentations from University of Northwestern Ohio and US Marines. On April 21, 2025 an NMC Admission representative will visit. Visits to NCMC in Petoskey and NMC in Traverse City are being scheduled. In the middle school, site coordinator Emily Packer made calls to parents of 8th grade students who are at risk of failing. Ms. Packer discussed options to help including the CIS Homework Club and CIS summer program. Amanda Arsnoe greeted parents at the Parent-Teacher Conferences with cookies that were supplied by Chartwells and a chance to win a basket of prizes. Mrs. Burk announced the Father Daughter Dance will be held on Friday, March 14, 2025 at the high school from 6:00 pm to 8:00 pm.

Administrators Report: **Jake Murray** reported the middle school staff is working to perfect the use of Restorative Practices. Middle school is working on Standards Base Practices to align with the elementary school. Mr. Murray stated the Parent Teacher conferences went well with a good turnout. The Parent Survey was very positive showing parents are likely or very likely to recommend Mancelona Public Schools. **Bernadette Pletcher** reported 85% turnout for Parent Teacher Conferences. The elementary staff are planning field trips, field day, bike-a-thon and a jog-a-thon. Staff is using current resources for Standards Based Planning. Michigan State Police gifted the elementary a book vending machine. The ribbon cutting dedication will take place Wednesday, March 12, 2025 at 9:30. **Trent Naumcheff** stated students had fun at the dance that was hosted by the middle school. There will be fun activities prior to spring break. When school resumes after spring break, state testing will begin.

Superintendent Report: **Tina Frollo** reported that Parent/Teacher conferences went well. Mrs. Frollo stated Bill Boyle facilitated the professional development and the director's meeting. Mrs. Frollo discussed absenteeism, 34% of our students have been absent 9 or more days of school this semester. Snow day count is at 8, we are allowed 6. Spring break begins on Thursday, March 20, at the end of the day. Mrs. Frollo reported on the director updates. Central Office: ESTA, NEOLA, Budget Amendment (and bond funds), contracts, hiring new staff, grant amendments and reporting (20 grants). Union meeting regarding the proposed school calendar for 26-27 school year. Early Childhood: New pricing went out to families and all MPS staff will receive a 10% discount. MES and MMS Daycare are working hard to maintain classroom compliance and team problem solving. Early Childhood team is working with our new school nurse and the social worker to support a smooth, resourceful transition from PreK to K. Bussing: Brian's inspection was perfect again! 10 years in a row! Considering new transportation system. Tyler isn't going well. Food Service: National School Breakfast week was March 3rd-March 7th. We tried some new breakfast entrees at all levels. Grants are moving along, and new equipment from the HMI grant will be installed over Spring Break. Custodial: Met with Angie and her boss Howard last Tuesday. Her team is fogging the classrooms nightly to prevent the spread of germs during this flu season, along with wiping down touch points. Also, she is making a checklist for extra disinfecting to be done during the spring break. Hopefully this will help with creating a safer environment for students and staff and minimize the risk of illness and absenteeism. Technology: Camera quotes came in – requested Board approval today. Met with Tony this morning about the Cybersecurity Review conducted by our ISD. Strengths: tight control of remote access, protection of backup, backup sign-in is different from daily logins, and reliability of backups. Areas for Growth: multifactor authentication for email, Managed Detection & Response, Cybersecurity training, and Server Patching/updating (which is already being addressed). Tony and his team have completed 565 HelpDesk tickets and have a completion rate of 96.6%. Ed/Bond updates: Wayfinding signs discussion/pricing.

2024-2025 General Fund Budget Amendment - Business Manager, Shelly Meeder: General Fund budget amendment reflects an improvement of \$284,000 since its adoption last June Showing revenues exceeding expenses by \$17,017. This amendment was discussed last Thursday at a board committee meeting. Revenue adjustments + \$1,076,000. Expenditure adjustments + \$791,571. We are currently projecting a budget surplus of \$17,017. We will present another amendment in June to reflect any further changes.

Citizens Comments on Action Items: None

Action Items

Approve the purchase and security cameras and installation.

Musselman/Clark	Yes:	5
	No:	0

Approve the purchase of the CKLA reading curriculum.

Musselman/Bisson Yes: 5
 No: 0

Approve General Fund Budget Amendment.

Derrer/Bisson YES: 5
 NO: 0
Motion carried.

Approve Spring/Summer Bond Bids

Scott Jernberg reviewed the Bond bids that came in. Mr. Jernberg discussed the projects that will be taking place throughout the Spring and Summer. Bathroom projects will begin right away and the track project will start approximately June 9th.

Clark/Derrer Yes: 5
 No: 0
Motion carried.

Items for future consideration: Community Day is coming up, it will include clean up. Kim Musselman asked about the stained ceiling tiles. Mr. Jernberg stated that once the roof work is done, the tiles will be replaced.

John Scholten discussed the Superintendent Evaluation Instrument and the evaluation process.

Clark/Derrer Moved to closed session 5:41

Yes: 5
No: 0

Returned to open session at 6:26

Burt Thompson stated there was much discussion on the 3 goal areas for Mrs. Frolo. The board agreed that Mrs. Frolo continues to progress well in all areas.

Adjournment: 6:30

Clark/Bisson Yes: 5
 No: 0
Motion carried.

Respectfully submitted,


Laurie Phillips, Recording Secretary


Kim Musselman, Secretary