

MANCELONA PUBLIC SCHOOLS
Board of Education
Minutes of Regular Meeting
May 13, 2025

Present: Thompson, Derrer, Musselman, Ross, Macquarrie, Clark, Bisson

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: 7

NO: 0

Motion carried.

Citizens Comments- None

Consent Agenda

Musselman/Ross to approve the Consent Agenda Items:

A. Minutes of the regular and special meeting held on April 8, 2025

B. GENERAL FUND: 4/8/2025 - \$198,963.66; 4/21/2025 - \$300,000.00; 4/22/2025 - \$131,625.10; 4/28/2025 - \$80,056.04; 5/6/2025 - \$100,746.56 **BOND FUND:** 4/8/2025 - \$193,945.42.

C. Accept the letter of resignation from James Lucas as the middle school boys' basketball coach.

D. Accept the letter of resignation from Brian Grody as the JV boys' basketball coach.

E. Accept the letter of retirement from Renee Elder as a middle school assistant.

F. Accept the letter of resignation from Joshua Thelander as a middle school math teacher.

G. Accept the recommendation to hire James Lucas as the JV Boys' basketball coach.

H. Accept the recommendation to hire Brian Grody as the 8th grade boys' basketball coach.

J. Accept the recommendation to hire Audrey Gross as an elementary assistant.

YES: 7

NO: 0

Motion carried.

Communities in Schools of NWMI: Amy Burk stated the high school site coordinator, Amy Derrer hosted the annual Career Fair last week with 25 area businesses in attendance. Mrs. Derrer has a visit to Matt's Underground planned for potential employment opportunities for graduating seniors. At the middle school, Emily Packer is hosting a Family Game Night on May 20th from 5:00 to 6:30 pm. In honor of Mental Health Month, CIS site coordinator, Amanda Arsnoe arranged for Free Rein Farms to bring donkeys to the elementary last week. Free Rein Farms uses animals as therapy and the facilitator guided students through calming exercises. CIS is partnering with the elementary school for a Bike-A-Thon to be held on June 10 for 3rd and 4th grade students. Students will learn about bike safety and participate in teams to promote fitness and fun. Summer programs will be held June 23 through July 24, Monday through Thursday from 8:00 am to noon. Breakfast and lunch will be provided by Chartwells and transportation will be provided by the district.

Administrators Reports: Jake Murray stated testing is wrapping up, students that meet goals are able to attend the carnival on June 11. Emily Packer has organized a Family Game Night that will be held on May 20, 2025. Saturday is the Dress Your Best dance from 5:00 to 8:00. Trent Naumcheff stated prom was held at Cedar Bend Farm on May 3, 2025. Lots of sports happening throughout the district. Mr. Godfrey walked students to the bowling ally to see how the business is run and bowled a few games. Mr. Garzella took a group of students to a job expo in Howell, MI. Mrs. Angell and her science class released salmon in the Platte River. Mrs. Osborne took her theater class to the Old Town

Playhouse in Traverse City for a play and observe behind the scene production. Community In Schools hosted a job fair on May 10, 2025. Community Day is May 20, 2025. Students will participate in village park clean up in the morning and have lunch on the football field and participate in field day events. Last day for seniors is May 23 and graduation is May 30.

Superintendent Report: Tina Frollo reported Lisa Compton, a retiring 1st-grade teacher, was honored as this year’s OPIE Award winner. The district celebrated Teacher Appreciation Week by recognizing all staff with meals, shirts, and snacks, thanks to community partnerships and student involvement. Student attendance remains a concern. During the third marking period, 62% of middle school students, 58% of elementary students, and 43% of high school students missed 4.5 or more days. Strategies to address chronic absenteeism are being explored. Mrs. Frollo stated she will walk the school forests next week, with discussion underway about forming a Forestry Committee. MSTEP test results are being reviewed; early indicators are mostly as expected. Director updates included progress in Early Childhood programs, which are now fully certified, and continued enrollment and staffing efforts. Bus repairs are ongoing, and food service staff were celebrated during School Lunch Hero Day. Custodial staff implemented cost-saving measures, including repurposing outdated supplies to save \$10,000 over two years. Technology updates are underway, including improvements to PowerSchool and preparations for electronic enrollment. Facilities projects continue, with completed restroom renovations, roof work, and upcoming improvements like a new track, pavilion, fencing, and media center furniture. The district is also hiring student workers for summer grounds maintenance. Marketing efforts are expanding with a new video, billboards, and digital ads to boost student and staff recruitment. Preparations are ongoing for the November ballot, which may include 18-mill and sinking fund proposals. Central office staff are finalizing budgets, contracts, and year-end tasks. Mrs. Frollo asked Shelly Meeder to report on finance.

Shelly Meeder, Business Manager gave an update on the investment strategy for the general fund, highlighting interest earnings and efforts to maximize returns. Interest rates have remained around 4% for approximately 2.5 years, leading to significant growth in interest revenue. The projected interest revenue for the general fund in the 2024/25 school year is \$265,000, the highest in 10 years. This is a substantial increase compared to \$8,800 earned in 2021/22. To sustain and maximize earnings, the organization has diversified investments by: Moving a 4 Front Credit Union CD to Alden State Bank at a 3.75% rate for 9 months, prioritizing banks within district boundaries. Investing a portion of MILAF funds into a longer-term product maturing in December 2025, earning 4.23%. MILAF is a cash management program pooling funds from Michigan public agencies for higher yields.

Citizens Comments on Action Items: No comments

Action Items

L-4029 2024 Tax Rate Request

This form indicates our taxable values which affect our millage levy for operating cost (18-mill), sinking fund, and debt fund (for the bond). This document is tentative at this moment, but our Antrim County Equalization Director has been in frequent contact with Shelly. I recommend that the Board approve the L-4029 and sign the final document once all rates have been finalized. These rates are all reviewed by Thrun and PFM.

Clark/Bisson YES: 7
 NO: 0
 Motion carried.

Approve Northwest Education General Budget

The ISD requests approval from each local district. We have been happy overall with the services we receive from Northwest Education Services. I recommend that the Board support the ISD budget.

Ross/MacQuarrie YES: 7

NO: 0
Motion carried

Approve the Resolution Designating District's Electoral Body Representative and first Ballot Candidate Choice.

As discussed in April, every two years the Board must go through this two-step process to elect the ISD board members at their meeting on June 2. Last month Tom Ross was designated as our Electoral Representative with Joe Clark as the alternative. This month we will need to confirm our representative and alternate and we need to indicate who Mancelona will support in the election. I am recommending that this Board support our very own Burt Thompson as our vote for the Northwest Education Services Board of Education.

MacQuarrie/Bisson Yes: 7
 No: 0
 Motion carried.

Approve Food Service Contract

MDE has received our request to renew our food service contract with Chartwells for the 2025-2026 school year. The current management fee will increase by 2%. The current administrative fee will increase by 2% to the new administrative fee of \$5,708.23 per month for 10 months. This increase of 2% is considered standard. I recommend that the Board approves the food service contract renewal with Chartwells.

Musselman/MacQuarrie Yes: 7
 No: 0
 Motion carried.

Approve the Fence Purchase

The proposed fence will go along the perimeter of the Mancelona Middle School playground. Its intent is to protect the safety of our students during the school day. Additionally, the hope is that the fence will help to deter children and teens from loitering around the playground during football games and other school events. I recommend that we go with the Apple Fence Company quote, it was the lowest proposal and is a local company out of Grawn.

Clark/Derrer Yes: 7
 No: 0
 Motion carried.

Items for Future Consideration -- May 30 is graduation; board members will meet in Mrs. Frolo's office at 5:30. Committee appointments will be discussed at the June meeting.

Closed session for Superintendent Evaluation with John Scholten

Clark/Ross Yes: 7
 No: 0
 Motion carried.

Return from closed session: 6:20

Burt Thompson stated the board had great discussions with Mrs. Frolo on her evaluation. Overall it was a great evaluation. The written board evaluation report will be completed in a couple weeks.

Musselman/Derrer adjourn the meeting at 6:25 p.m.

Yes: 7

No: 0

Motion carried.

Respectfully submitted,

A handwritten signature in cursive script, reading "Laurie Phillips".

Laurie Phillips, Recording Secretary

A handwritten signature in cursive script, reading "Kim Musselman".
Kim Musselman, Secretary