

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Minutes**  
**June 25, 2018**  
**Report 17-181**

President Jenc called the meeting of the Board of Education to order at 7 pm. The meeting was held in the media center located at Owosso High School, 765 E. North Street, Owosso, Michigan.

Present: Jenc, Keyes, Krauss, Mowen, Ochodnicky, Paez  
Absent: Webster (Motions of the Board of Education that were unanimous did not include Webster)

**Pledge of Allegiance**

**Building Reports**

As part of the Celebrate Kids! segment of the meeting, Superintendent Dr. Andrea Tuttle introduced the District's International Baccalaureate Coordinators Mrs. Sarah Collins and Mr. Lance Little. Mr. Little explained that as the culminating project for IB, tenth grade students choose a specific topic and work throughout the school year to complete their personal project or outcome. Mrs. Collins commented that there was a significant difference in the quality of the student's projects this year when compared to the previous years. She attributed this to a very deliberate approach in the design of planning and tenth grade English and social studies classes working together, which made a huge difference in the quality of the student's reports. A video of the students with their completed projects was displayed for the Board of Education. Mrs. Collins informed the Board that students who complete an IB personal project receive one-half credit. In order to receive this credit, students must include a written report, participate in an adjudication, complete a process journal, and the actual project. Students also receive a cord at graduation and an acknowledgement on their transcript. The District's IB Middle Years Program is scheduled for a five-year evaluation in March 2019. Mrs. Collins stated that during the last evaluation, an area of concern was that students had not worked on their personal projects. This is the third year that students have completed their culminating projects.

Vice President Rick Mowen commended the students on the enthusiasm and pride they displayed when discussing their personal projects in the video.

Owosso High School Principal Jeff Phillips proudly announced that the 2018 Girl's Tennis Team has been recognized as Division II Academic All State by the Michigan High School Tennis Coaches Association. The team is coached by Carrie Rugenstein who was unable to attend the meeting.

Principal Jeff Phillips recognized Owosso High School students Laken Williamson and Thomas Trecha for earning Second Team All-State by the Michigan High School Interscholastic Bowling Coaches Association.

**Board Correspondence**

Superintendent Andrea Tuttle reported that even though students are not in school, administrators have been busy preparing for the new school year. She stated that interviews have been held to fill the various vacancies throughout the District. With the resignation of Mr. Terry Sedlar, candidates will interview for the Emerson principal position on June 26<sup>th</sup>. Superintendent Tuttle commented that staffing and interviews are something that is taken very seriously and requires a lot of time.

Superintendent Tuttle announced that tentative agreements have been approved and will be presented for Board approval during the meeting.

Superintendent Tuttle informed the Board that several bond meetings have taken place with the architects and staff members. Input from stakeholders is also being taken into consideration throughout the planning phase.

Superintendent Tuttle reported that several audits have occurred and are scheduled in a number of departments within the district.

Superintendent Tuttle mentioned the IB audit that is scheduled for March 2019 and the preparations needed prior to the reauthorization.

Superintendent Tuttle stated that there are several athletic camps going on for all age groups and in a variety of sporting events. She remarked that a lot goes on in the District during the summer months, but it isn't as fun without the students being in attendance.

Curriculum Director Steve Brooks provided the Board with an update on summer school opportunities. He commented that administrators like to refer to summer school as summer camp. Students that were identified as needing additional help in grades one through Lincoln Alternative High School are able to take advantage of the camps. Approximately 75 elementary students and between 25-30 middle, high school and LHS students are taking advantage of the summer school opportunities.

Steve Brooks reported that several professional development opportunities have been offered for the District's teaching staff. Elementary teachers recently participated in Project Lead the Way (PLTW) training. Tenth grade English teachers worked together on a debate unit that will be taught in the fall. Staff members attended International Baccalaureate math training. The District's writing committee also met to review data and curriculum for the 2018-19 school year.

Steve Brooks remarked that there is a lot of planning and preparation that occurs over the summer months. All of the District's professional development, strategies, and school improvement plans are finalized prior to the beginning of a new school year.

### **Public Participation**

President Jenc stated that the Board of Education is a public body and recognizes the value of public comment on educational issues. Time has been included in the meeting's agenda for public participation. Members of the audience were reminded that they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

There were no comments from the meeting's audience.

### **For Action**

- Moved by Mowen, supported by Keyes to approve the May 14, 2018 regular meeting minutes, May 14, 2018 closed session minutes, June 11, 2018 committee of the whole meeting minutes, current bills, and financials as presented. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to authorize the disposal of the obsolete material listed below. Motion carried unanimously.
  - The Transportation Department to dispose of the following obsolete bus:
    - 2002 International School Bus (bus #35) 305,949 MILES, VIN #28947165
  - The District to dispose of the following obsolete media center material:
    - 25 Drawer wooden Remington Rand Library Card Catalog
- Moved by Ochodnicki, supported by Mowen to authorize the Superintendent to renew the contract with Baker College for Adult Ed services for the fiscal year 2018-19. Motion carried unanimously.

- Moved by Ochodnicki, supported by Mowen to authorize the borrowing of \$4,200,000 from either the Michigan State Finance Authority inclusive of \$3,000,000 of “set-aside” notes and \$1,200,000 in “no set-asides” or through a competitive bid through a financial institution for operating purposes to eliminate cash flow challenges that result from timing issues related to State Aid payments for the 2018-19 school year. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to officially recognize that there has been a public budget hearing as part of the June 25, 2018 regularly scheduled Board meeting to meet the MDE requirements for such a hearing to take place. Motion carried unanimously.
- Moved by Keyes, supported by Mowen to adopt the resolutions that revise the appropriations for the General, School Service, and Building and Site Funds for the 2017-18 fiscal year as presented to the Board for adoption. Chief Financial Officer Julie Omer explained that budget revision one for the General Fund anticipated deficit spending in the amount of 1.3 million dollars. Budget revision two resulted in deficit spending just over one million dollars. It is anticipated that the 2017-18 year will end with a fund balance of approximately 9%. The 2017-18 year began with a fund balance of 13% after the audit. The year ended with approximately \$300,000 more in the General Fund than what was expected in February 2018. Vice President Mowen commended the District on its fiscal responsibility. Motion carried unanimously.
- Moved by Keyes, supported by Mowen to adopt the resolutions presented for the 2018-19 fiscal year budget package for the General Fund, School Service and Sinking Fund. Chief Financial Officer Julie Omer announced that the General Fund Budget for next school year shows an estimated \$30.5 million in revenues and \$31.3 million in expenditures. The current fund balance is \$2.8 million. Transferring \$800,000 from the fund balance to next year’s General Fund, the expected fund balance at June 30, 2019 is \$2.078 million, 6.63% of the total budget. The School Service Fund that finances food service and is separate from the General Fund will provide revenues of about \$2.026 million for the 2018-19 school year, with expenditures estimated at \$1.955 million. The estimated ending fund balance is \$104,248. The Building and Site Fund, also separate from the General Fund, consists of funds from the District’s Sinking Fund. It shows an estimated revenue of \$1.633 million and expenditures of \$557,924. Motion carried unanimously.
- Moved by Mowen, supported by Jenc to approve the hiring of Michelle Collison as the Bryant Elementary Principal. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to approve the hiring of certified staff member Zephie Kineman as the Bryant/Central Elementary K-5 Music Teacher. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicki to approve the 2018-19 regular Board meeting and subcommittee dates and times as presented. The Board approved changing the regular Board meeting start time to 5:30 pm effective with the July 23, 2018 meeting. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to authorize the disposal of the Bryant portables. The portables will be put out for bid and any funds garnered will be returned to the general fund. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to authorize the Superintendent to enter into a sinking fund contract with L.A. Construction, Flushing, MI for the replacement of the Bryant Elementary sanitary sewer system in an amount not to exceed \$102,680 inclusive of exploratory digging and a contingency allowance of \$25,000. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to approve the July 1, 2018 – June 30, 2019 Tentative Agreement between the Owosso Education Association and the Owosso Board of Education. Secretary Ochodnicki conducted a roll call vote. Ayes: Krauss, Keyes, Jenc, Mowen, Paez, Ochodnicki. Nays: None. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to approve the July 1, 2018 – June 30, 2019 Tentative Agreement between Building and Central Office Administrators and the Owosso Board of Education. Secretary Ochodnicki conducted a roll call vote. Ayes: Krauss, Keyes, Jenc, Mowen, Paez, Ochodnicki. Nays: None. Motion carried unanimously.

- Moved by Mowen, supported by Ochodnicki to approve the salary adjustments for non-union personnel to reflect parity with other bargaining groups. Secretary Ochodnicki conducted a roll call vote. Ayes: Krauss, Keyes, Jenc, Mowen, Paez, Ochodnicki. Nays: None. Motion carried unanimously.

### **For Future Action**

- The Board of Education will be asked to renew the City of Owosso agreement for the provision of Police Officers to serve as school resource (Liaison) officers for Owosso Public Schools.
- The Board of Education will be asked to adopt the membership resolution of the Michigan High School Athletic Association for the year beginning August 1, 2108 through July 31, 2019.
- The Board of Education will be asked to adopt the Resolution Calling for a Special School Election to renew 2 mills which is less than the currently approved 3 mills for the Sinking Fund for a term of five (5) years be held on November 6, 2018. This special election will be held for the renewal of the Sinking Fund that was previously approved by voters in November 2013 and will only be held if the Sinking Fund millage renewal does not pass at the election to be held August 7, 2018.
- The Board of Education will be asked to support the adoption of Second Year Agricultural Science and Sign Language as presented into the high school curriculum.

### **For Information**

Superintendent Tuttle reported that Katie Aymor, Payroll Specialist has submitted her letter of resignation effective June 15, 2018. Samantha Salyer, Paraprofessional at Bryant Elementary has resigned effective June 8, 2018. Terry Sedlar, Principal at Emerson Elementary has submitted his letter of resignation effective June 30, 2018. David Skutt, Bus Driver has resigned his position as a regular Bus Driver effective June 8, 2018. Irene Podolan, Monitor at Bryant Elementary has resigned her position as a regular Monitor effective June 8, 2018. Caroline Whitford, Kindergarten Teacher at Bryant Elementary has resigned effective June 8, 2018. Melissa Gier-Helvie, 4 Wings Associate Teacher has submitted her letter of resignation effective at the conclusion of the school year. Stephanie Garber has accepted the Central Office Payroll Specialist position. Renee McAvoy, Early Childhood Special Education Teacher at Bentley Bright Beginnings has submitted her letter of resignation effective at the conclusion of the school year after 29 years of service with the District. Cathy Vogl, Office Aide at Emerson Elementary has submitted her letter of retirement effective June 8, 2018 after 24 years of service with the District. Linda Samson, Copy Specialist/Courier has submitted her letter of retirement effective June 30, 2018 after 24 years of service with the District.

### **Public Participation**

Terry Sedlar, former Emerson Elementary Principal expressed his gratitude to the Board of Education for their support of all staff at Owosso Public Schools. He commented that he feels very fortunate for the support he received from the Board during his six years with the District. He stated that he has worked with some phenomenal educators and staff at Emerson during his tenure. The wonderful parents and students of Emerson were also recognized by Mr. Sedlar.

Superintendent Tuttle commented that she has known Mr. Sedlar for many years. She stated that he is an outstanding human being who has great character and is loved by the Emerson community.

Secretary Shelly Ochodnicki remarked that she had the privilege of sitting on the interviewing committee when Mr. Sedlar was hired. She will always remember his positive attitude and is amazed by how he can remember parents' names and who their children are.

### **Board Member Comments/Updates**

Treasurer Cheryl Paez announced that she will not be able to attend the July 23<sup>rd</sup> Board Meeting as she will be on vacation.

Secretary Shelly Ochodnický reported that she is on the Bond Committee and the meetings are going very well. She stated that she is unable to attend the next meeting on July 18 and asked if another Board member could attend in her place.

Secretary Ochodnický thanked the staff of Owosso Public Schools for always going above and beyond expectations, especially during these trying times with funding in education.

Vice President Rick Mowen thanked Terry Sedlar for making a difference and leaving his mark on the District.

Trustee Ty Krauss stated that he was able to participate in the Lincoln High School graduation. He commented that it was an awesome ceremony to witness the student achievements. Mr. Krauss also thanked everyone that had a role in negotiations and the budget. He stated that it is fantastic to witness people work together with the goal of the community in mind throughout the process.

Trustee Sara Keyes expressed the respect that she has for Terry Sedlar and stated she and her girls will miss him a lot. She stated that he turned Emerson Elementary around, especially with Rock and Run.

Trustee Sara Keyes reported that OHS wrestler Colton Blaha is currently competing in Florida and is doing very well.

**Upcoming Board Meeting Dates:**

July 23: Regular Board Meeting, 5:30 pm.

**Adjournment**

Moved by Mowen, supported by Ochodnický to adjourn at 8:08 pm. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

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Shelly Ochodnický, Secretary