

OWOSSO PUBLIC SCHOOLS
Board of Education Minutes
October 22, 2018
Report 18-44

President Jenc called the meeting of the Board of Education to order at 5:30 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, Ochodnicki, Paez, Webster

Absent: All members were present

Pledge of Allegiance

Building Reports

Mr. Steve Brooks, Director of Curriculum and Instruction announced that Owosso High School has several new course options available for students. The new courses for 2018-2019 include Welding, Agricultural Science-Zoology edition, and Sign Language. Owosso High School students Kayla Hickmott, Brittne Dailey, and Ollie Hascall addressed the Board to share their learning experiences from the new sign language course. The students demonstrated how they spell their names and a variety of phrases they have learned in a very short time period. They also explained the reasons for taking the class and their desire to have the ability communicate with deaf people. Students enrolled in sign language earn a second language credit towards their graduation.

Mr. Brooks applauded the students for the passion they displayed when presenting information about the sign language class. He remarked that Owosso Public Schools is a land of opportunity and it's great to witness students share their excitement after applying what they are learning.

Mr. Steven Davis, a senior at Owosso High School presented information and slides of his Eagle Scout project. The project involved the building of two handicap accessible picnic tables and four non-handicap picnic tables for Bryant Elementary School. Steven explained that the process of building the tables took approximately seven hours. He expressed his appreciation for Superintendent Tuttle, Bryant School Principal Shelly Collison and those that assisted and supported him with the project. Steven explained that he was in charge of the entire project and it was his responsibility to organize, fundraise, and obtain volunteers to assist him. He commented that the project helped him with his leadership and organization skills. Steven informed the Board that he chose to build the picnic tables to assist the disabled, minorities, and homeless citizens of Owosso. He also remarked that an Eagle Scout rank will benefit him greatly with his future job applications.

Superintendent Tuttle praised Steven Davis on his thoroughness, attention to detail, leadership and follow through with his Eagle Scout project.

Cayden Whiteherse, Board of Education Student Representative and Vice President of Student Government reported that this year's inter-class games were a huge success and his best homecoming experience so far. He stated that throughout the festivities, there was a vibe where everyone felt involved. The homecoming dance was an overall success. Students enjoyed the photo booth, homecoming theme, and decorations. Emily Rau was crowned queen and Carson Bornefeld was crowned king of homecoming.

Cayden Whiteherse explained that Student Government's mission is to make everyone feel like they belong. In order to achieve this, they have started holding Music Monday. Music is played in the morning over speakers in the high school common areas to get students in a good mood for the week ahead. Student Government has also agreed to keep their motto #whatsyour17, which includes lunches with randomly selected students hosted by Student Government and free donut days. They have also introduced flower days where Student Government officers hand out flowers to 17 randomly selected

students at 17 different times to put a smile on faces. Cayden commented that they want students to say they are proud to be Owosso Trojans.

Superintendent Tuttle stated that over the years, the roles of a school principal and administrator has changed and become more challenging. An administrators primary role is to make everyone else's job easier by solving problems and answering questions so others can do their jobs more effectively. Superintendent Tuttle remarked that the current group of OPS administrators and principals is one of the best. Each of them reside in Owosso and are completely vested in Owosso Public Schools and the community. Superintendent Tuttle stated that she has complete faith and trust in her administrative team and believes that the OPS staff feels the same way.

In recognition of National Principal's Month, Superintendent Tuttle presented a small token of appreciation to Steve Brooks, Director of Curriculum and Instruction; Karen Van Epps, Owosso High School Assistant Principal; Jessica Thompson, Communications Director; Bridgit Spielman, Central Elementary Principal; Amanda Rowell, Director of Bentley Bright Beginnings Early Childhood Center; Jeff Phillips, Owosso High School Principal; Julie Omer, Chief Financial Officer; Randy Miller, Network Coordinator; Dr. Dallas Lintner, Athletic Director; John Klapko, Director of Operations and Food Service; Steve Irelan, Lincoln High School Principal; Dr. Cathy Dwyer, Owosso Middle School Assistant Principal; Steve DeLong, Transportation Director; Michele Collison, Bryant Elementary Principal; Rich Collins, Owosso Middle School Principal; and Jessica Anderson, Emerson Elementary Principal.

On behalf of the Board of Education, President Tim Jenc thanked the Owosso Public Schools administrative team for the job that they do and stated they are all very appreciated.

Board Correspondence

Superintendent Dr. Andrea Tuttle reported that financially, the District is in pretty good shape. Eight years ago that was not the case, but thanks to the collective efforts of the entire OPS staff, the District is once again financially stable. Superintendent Tuttle highlighted the accomplishments of the Board of Education over the past eight years which was during some of the most difficult economic times in public education.

Superintendent Tuttle thanked the Board for their support in passing a bond in November 2017 after three previous attempts. She advised that information and updates on the bond construction can be found on the Owosso Public Schools webpage under the bond project link. Superintendent Tuttle shared a presentation that included aerial views for Central's, Bryant's, and Emerson's multi-purpose room additions. She explained that many hours have been spent with design team members, administrators, teachers, para-professionals, and community members who have worked together on the new secondary campus. A design concept of the secondary campus and an overview of the new 1,000 seat auditorium was shared with the meeting's audience. Request for bids for the construction of the secondary campus will begin going out in February 2019.

The current Board of Education has passed two sinking fund renewals over the past eight years. Superintendent Tuttle reported that there are currently a total of \$28,000,000 in proposed sinking fund assessment needs to cover capacities such as safety and security, HVAC, and general improvements/updates in District facilities. Voters recently approved the sinking fund that will collect two mills annually, which equates to one million dollars each year for the next five years. The Board will have to decide and prioritize the facility needs to be covered under the sinking fund.

Additional accomplishments under the current Board's leadership were detailed as follows:

- Beginning with the 2018-2019 school year, the District provides breakfasts and lunches at no cost for all Owosso students under the four-year CEP grant.
- The Owosso Trojan Marching Band recently purchased new band uniforms.

- The expansion of the Blue and Gold After School Program that began five years ago under the leadership of Ms. Julie Croy and is now directed by Mrs. Jayne Brown.
- The Cook Family Foundation donation of \$1.1 million to enhance the auditorium at the new secondary campus (grades 6-12).
- The addition of class offerings over the past eight years.
- Cross walks in mandated core subjects at the high school level.
- Technology: Every 6th-12th grade student has access to Chromebooks and elementary students use Chromebooks and iPads in school daily. Grants have been awarded to Owosso Public Schools for several years that support Owosso's commitment to 21st century learning.
- Owosso Public Schools was one of only three districts in the county to see growth in its student population this year. Superintendent Tuttle remarked that families come to the District for the extensive opportunities. The goal of the District is to provide students with an array of opportunities so they can choose their passions.
- The annual Owosso Cares Canned Food Drive.
- The Reach Higher Program, which began in 2014 at Owosso High School enables students to earn an associate's degree by attending the high school for five years. This is in combination with dual enrollment, advanced placement courses, and career and technical education opportunities.
- Consolidation of school property: reutilization of Washington School, sale of Roosevelt School to Head Start, Lincoln School is now the Lincoln House, and selling the former administration building to Covenant Eyes.
- Extensive fine arts opportunities from key boarding to guitar.
- The continuation of field trips, i.e. Washington, D.C, Walt Disney World, Mackinac Island, New York City, etc.
- Crest Pontoon boat raffle with proceeds going towards CTE programming.
- Improved relations with the local media.
- Summer Food Program grant that for the last five years has provided free breakfast and lunch to children under 18 years of age during the summer months at multiple locations in our community.
- Liaison Officers who assist principals and staff with issues that arise in their buildings.
- Veterans Day celebrations honoring veterans has become a district wide event.
- The preservation of the Lincoln High School alternative education program.
- An improved bus fleet that continues to be updated and well maintained.
- The Bentley Bright Beginnings Early Childhood Center under the leadership of Mrs. Amanda Rowell continues to have waiting lists.
- Academic programs have been added to the curriculum every year such as culinary arts, engineering, bio-medical science, agricultural science, welding, sign language, etc. Classes are added based upon student requests.
- The reauthorization of the Middle Years International Baccalaureate program is scheduled for spring 2019. Teachers and administrators have been working diligently to prepare for the visit. Owosso Public Schools is one of very few schools in the state of Michigan to offer the prestigious International Baccalaureate program.
- The Today's Trojan and Trojan Times publications that showcase all of the great things going on at Owosso Public Schools. The District fosters positive relationships, opportunities, student achievement, and community pride.
- Under the Board's leadership, Owosso Public Schools has been ranked number one in the county and it is our hope to maintain that ranking.

Superintendent Tuttle informed the Board that a ground breaking ceremony for the three elementary schools multi-purpose additions took place on October 17th.

Superintendent Tuttle proudly announced that the Trojan Marching Band scored all 1's for 61st consecutive year at the District V Marching Festival on October 8th.

Superintendent Tuttle reported that the Varsity Football team has been visiting local safe centers and honoring veterans.

Superintendent Tuttle informed the Board that the high school recently recognized students that have maintained a 3.5 grade point average at the Academic Achievement Awards Ceremony.

Superintendent Tuttle announced that parent/teachers conferences will be held beginning on October 24th.

Curriculum Director Steve Brooks reported that professional development will be held on the afternoon of November 15th. This will be a half-day of school for all students. Teachers at the secondary level are becoming familiar with the PSAT and SAT and an item analysis was completed in September. Core teachers will be leading the student achievement analysis of questions during the professional development. Teachers will also be brainstorming and discuss how they can apply specific learning strategies to better prepare students for the assessments coming up in April 2019.

Steve Brooks explained that all beginning of the year assessments have been completed. He commented that he is very proud of the District and teachers for using the assessment data in their learning groups and instruction so that all student's needs are met based on the assessment data. In addition to teachers using this data for their evaluations and setting growth targets. The data will be compared with end of the year assessments to determine student growth.

Steve Brooks informed the Board that data is being collected from perception surveys that are given to parents, staff, and students on a variety of subjects. Survey results will be used in planning for the 2019-2020 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 Webster to approve the September 24, 2018 regular meeting minutes, October 8, 2018 committee of the whole meeting minutes, current bills, and financials as presented. Motion carried unanimously.
- Moved by Mowen, supported by Paez to approve the out-of-state travel for the Owosso High School Trojan Marching Band trip to Disney World and Universal Studios in Orlando, FL on March 14-20, 2019. The students will spend four and one-half days at Disney World and Universal Studios participating in the Magic Kingdom Parade as well as participating in "You're Instrumental" workshops. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnicky to authorize the Superintendent to sign awarding contracts for elementary bond work that needs to commence subsequent to October 22, 2018 for contingencies of 6.5% and general condition work up to 2% of the overall contract work not to exceed \$833,111. It should be noted that there are three work areas and an estimate from Clark Construction that will remain to be recommended to the Board if action is taken by the Board on the work areas outlined and as presented (carpet and resilient flooring, painting, and wall coverings, food service equipment and chain link fencing). Motion carried unanimously.
- Moved by Mowen, supported by Webster to approve the audit report for the 2017-2018 fiscal year. Mr. Dave Raeck of Maner Costerisan, P.C. informed the Board that their report indicates an

unmodified opinion on the financial statements. There were no internal control issues identified and no compliance issues were identified for the year ending June 30, 2018. Mr. Raeck remarked that the financial statements were properly presented in accordance with generally accepted accounting practices. The general fund total fund balance was \$3,521,356 for the year ending June 30, 2018 which is about 11.3% of expenditures. The 2018 Capital Projects Fund is primarily comprised of activities related to the collection and spending of the District's 2018 building and site bonds that was passed by the voters in November of 2017. The Capital Projects fund revenues and other financing sources exceeded expenditures and operating transfers out by \$44,658,505 for the fiscal year ended June 30, 2018. As of June 30, 2018, the 2018 capital projects fund had a fund balance of \$44,658,505. For 2018, the Food Service Fund had expenditures and operating transfers out that exceeded revenues by \$139,605. The Food Service fund balance was just over \$100,000 for the year ending June 30, 2018. The Sinking Fund had revenues over expenditures by \$1.475 million. The Sinking fund balance was 4.5 million dollars for the year ending June 30, 2018. Mr. Raeck reported that as of June 30, 2011 the District had fund a balance of 4%; however, this has grown over the last few years. Mr. Raeck commented that general concerns for school districts across the state is the challenge to maintain a fund balance between 10% to 15%, uncertainty of state aid increases, declining enrollment, retirement and health care costs, and the continuation of mandated curriculum modifications. Mr. Raeck thanked Chief Financial Officer Julie Omer for being prepared for the audit. Motion carried unanimously.

- Moved by Ochodnicky, supported by Mowen to approve the course listings presented for the Owosso Middle School, Owosso High School, and Lincoln High School for the 2018-2019 school year. Motion carried unanimously.

For Future Action

- The Board of Education will be asked to authorize the Superintendent to sign the awarded contracts for elementary bond work for carpet and resilient flooring, painting and food service equipment as outlined and presented for the area of work delineated and authorize the Superintendent to approve any contingencies of 6.5% and general condition work up to 2% of the overall contract work not to exceed \$224,194.
- The Board of Education will be asked to authorize the Superintendent to proceed with pursuing options for disposing of the Cass and Cedar Street facilities if an alternative location for the services provided out of these buildings is found that is acceptable to the Board.
- The Board of Education will be asked to authorize the Owosso High School to dispose of the Freshman Band uniforms. If the Board declares the uniforms obsolete, the items can be sold to outside parties/schools with the proceeds to go back to the band to offset the current cost of the new uniforms.
- The Board of Education will be asked to approve the contract with Spicer Group, as presented, for retention of their services for the sinking fund Project Administration.

For Information

Superintendent Tuttle reported that Rhonda Nations has accepted the Paraprofessional position at Bryant Elementary. Jackie Barber has accepted the Food Service Worker position at Bryant Elementary. Tara Gall has accepted the Food Service Worker position at Emerson Elementary. Mark Smith has accepted the position of Bus Driver. Paul Clark has accepted the position of Bus Driver. Jill Arend has accepted the Office Secretary position at Central Elementary. Bryant Boulton has accepted the Custodian II position at Owosso High School. Zachary Roberts has resigned the Food Service Worker position at Bryant Elementary. Carrie Miculka has submitted her letter of resignation as Office Secretary at Central Elementary. Pam Will has resigned her Food Service Worker position at Emerson Elementary. She will continue in her position as Bus Driver. Deborah Ritter, Paraprofessional at Emerson Elementary has submitted her letter of resignation effective October 12, 2018. Terry Hoenshell, Custodian III at Emerson Elementary has submitted his letter of retirement effective December 31, 2018.

Public Participation

John Klapko, Director of Operations informed the Board that hard hats must be worn if they visit any of the construction work sites. Hard hats are available for those that need one. He also announced that trees have been cut down at the construction work sites and are available for fire wood on a first come first serve basis.

Board Member Comments/Updates

President Tim Jenc commented that the current Board of Education is anything but status quo and has accomplished many things. The members of the Board work very well together as a team and it is important for the community to realize what they do for the District. Mr. Jenc asked the meeting's audience to join him in re-electing Rick Mowen, Cheryl Paez, Shelly Ochodnicky, and Sara Keyes to the Board of Education on November 6th. He thanked the Board for the privilege of working with them.

Trustee Ty Krauss thanked the Board of Education for all that they do and the honor of working with each of them. He remarked that the lists of District accomplishments that was shared by Superintendent Tuttle illustrates how committed the Board of Education is to the community. Mr. Krauss expressed his appreciation to the principals and administrators that were recognized during the meeting. He stated that he has observed their hard work and appreciates all that they do.

Trustee Sara Keyes echoed Ty Krauss's remarks about the principals and administrators. She stated that the newest principals and Curriculum Director Steve Brooks have performed their jobs like they have been doing them for years. Mrs. Keyes applauded the sign language students and the enthusiasm they shared during their presentation.

Mrs. Keyes commented that she never anticipated that she would one day be a member of the Board of Education, especially for the District she graduated from. She stated that she believes she is a well-rounded member of the Board of Education. Mrs. Keyes thanked the administration and Board for making her job easy. She especially appreciates the Owosso Public Schools community when she listens to Board members from other school districts and the challenges they face.

Vice President Rick Mowen stated that the Board of Education provides oversight of the District, but administrators are the real workers and he cannot thank them enough. He remarked that his daughter is entering the education field and after witnessing her hard work, he especially appreciates all that the administrative team does on a daily basis.

Mr. Rick Mowen referenced the budget and the six-million-dollar deficit that the District was facing a few years ago. Mr. Mowen commented on how proud he is that the deficit was eliminated through staff attrition, consolidation of buildings and not cutting programs, but adding courses.

Secretary Shelly Ochodnicky echoed the previous comments of the Board members. She stated that she is currently running for her third term on the Board and had attended meetings for seven years prior to running for her position. Mrs. Ochodnicky remarked that she was elected to serve on the Board when the District was facing a six-million-dollar deficit, a takeover by the state, and the superintendent had just resigned. She stated that under the leadership of Superintendent Tuttle, she is proud that the Board was able to rectify the deficit without cutting programs or laying off staff. Mrs. Ochodnicky expressed her appreciation for the administrators and staff who took concessions during financially difficult times. She stated that it is her hope that at some point, staff can be paid what they deserve for their efforts.

Treasurer Cheryl Paez remarked that it was a pleasure to attend the ground breaking ceremony for the elementary buildings. She stated that she has heard positive feedback about the new band uniforms. Mrs. Paez also thanked the principals and administrators for all that they do every day and making an impact in the community.

Trustee Marlene Webster expressed her appreciation for the District's principals and administrators.

Mrs. Webster explained that the Shiawassee Hope organization started two years after her appointment to the Board of Education. She reflected on the difficult times the District and families were facing at that time compared to where we are now. It is her belief that the community and District have learned together about how to make all students feel included and work better at providing community resources. She stated that she is very proud that the District is paying attention to the needs of all students.

Mrs. Webster commented that her favorite part of the meeting was the sign language presentation and when one of the students reported on how she used sign language on a business class project. She stated that a few years ago, crossing curriculums was considered outrageous; however, this is being modeled by staff and students get it.

President Tim Jenc congratulated Shelly Ochodnicky on the birth of her fourth grandchild.

Upcoming Board Meeting Dates:

November 12: Board of Education Committee of the Whole Meeting, 5 pm
November 26: Regular Board Meeting, 5:30 pm

Important Upcoming Dates:

October 23: 3-5 Block Party at Bryant, 3:40-5 pm
October 23: 3 on 3 Tournament at OHS, 7 pm
October 24: Owosso Middle School Evening Parent/Teacher Conferences, 5-8 pm
October 24: Community Breakfast at Lincoln High School, 7:45 am
October 24: Band Concert at Owosso High School, 7 pm
October 25: OMS & OHS Evening Parent/Teacher Conferences 5-8 pm
October 26: Halloween Dance at Bryant, 7 pm
October 26: Mr. Wonderful Contest at Owosso High School, 7 pm
October 31: Half Day for All Students/Teacher Work Day
November 3: 300 Club Sports Party at D'Mar Banquet Center, 6 pm
November 5: Band Banquet at Owosso High School, 6 pm
November 6: No School-Election Day
November 7: Trojan Spectacular at Owosso High School, 7 pm
November 8: Movie Night at Bryant, 4 pm
November 8: Bubble Soccer at Owosso High School, 7 pm
November 9: OMS Fun Night, 3-5 pm
November 10: Band Craft Show at Owosso High School 10 am – 4 pm
November 11: Veteran's Day
November 15: Half Day for All Students and Professional Development in afternoon
November 16 & 17: Musical Performance at Owosso High School, 7 pm
November 18: Musical Performance at Owosso High School, 2 pm
November 26: Winter Sports Parent Night at Owosso High School, 6 pm
November 21: Half Day for All Students/Teacher Work Day
November 22-23: No School-Thanksgiving Recess

Adjournment

Moved by Mowen, supported by Ochodnicky to adjourn at 6:52 pm. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

Shelly Ochodnicky, Secretary