

**OWOSSO PUBLIC SCHOOLS**  
**Board of Education Minutes**  
**December 10, 2018**  
**Report 18-92**

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, Ochodnicky, Paez, Webster  
Absent: All members were present

**Pledge of Allegiance**

President Jenc explained that the meeting's agenda had been amended to remove the closed session and the addition of a purchase agreement authorization that was at place under "For Action." Secretary Ochodnicky motioned to amend the agenda, supported by Mowen. Motion carried unanimously.

**Building Reports**

As part of the Celebrate Kids! segment of the meeting, Superintendent Dr. Andrea Tuttle welcomed Ms. Jessie Anderson, Principal of Emerson Elementary School. Ms. Anderson introduced Emerson Elementary third grade teacher Mrs. Jamie West and her students to the meeting. In an attempt to introduce her students to the world on a global scale, Mrs. West informed the Board that she initiated a post-card project to her students. The project was recently featured on NBC Channel 25 news and since viewing, the students have received over 100 postcards from all over the world. Emma Maynard explained that the post-card project has helped her classmates learn many facts from all over the world. Mara DeLong commented that she likes the project and learned that Wisconsin is America's dairy land. Camden Cherry stated that she likes learning about different places and hearing what they are about. Her personal favorite is seeing the various landscapes of the locations they have received postcards from. KhiaLa Keyes stated that she likes learning facts about the different states and tracking where the postcards come from on a big map. Seth Parsons commented that Mrs. West reads each postcard that is received to their class and shares them with the students. The students watch a video to see where the postcards come from and listen to facts about the different locations. Caiden Nidefski stated that his class is learning about the 50 states from the postcards. The students are also learning what the state bird is for each state. Chance Cantu remarked that they have been doing the postcard project since the beginning of the school year. He stated that he likes learning about the 50 states. The students stated that their goal is to collect postcards from all 50 states. Chance Cantu thanked Mrs. West for showing his classmates that the world is bigger than their backyards.

Superintendent Dr. Andrea Tuttle applauded the students for their wonderful and articulate presentations in front of a large group of people. She also thanked the students' parents and Mrs. West for coming to the meeting.

Dr. Dallas Lintner, OHS Assistant Principal and Athletic Director recognized Katie Clevenger for her accomplishments as a Michigan High School Athletic Association All-State finisher in diving. Dr. Lintner reported that the OHS Girls' Varsity Swim team broke six school records this season and Katie was a participant in three of the records. Katie broke her own record in diving that she set last year, in addition to a diving record that was set in 1993. Katie was also a member of the Girls Varsity record breaking swimming relay team.

Board of Education Student Representative Cayden Whitehorse thanked Treasurer Cheryl Paez for her nine years of service as a member of the Board of Education. He stated that her dedication to the District and community should be honored. During her tenure, she helped pass the bond proposal and supported the creation of a wide array of classes at Owosso High School. Cayden presented Mrs. Paez with thank you cards from the students of OHS.

Cayden Whiteherse announced that the Canned Food Drive is currently in full swing and several fundraisers will take place to benefit the cause. The Board was invited to a chili cook-off that will be held on December 11<sup>th</sup>. Owosso High School teacher Kristen Bratschi will facilitate a Painting with a Twist class on December 13<sup>th</sup>. OHS students will have an opportunity to watch the Grinch movie on December 14<sup>th</sup>. A pasta bar will be held on December 18<sup>th</sup> and the Madrigals will also perform. Cayden stated that teachers have also organized their own initiatives to help raise money for the Canned Food Drive.

Cayden Whiteherse informed the Board that five of the thirteen students that qualified for Regional Honors Choir have qualified for the State Honors Choir competition.

Cayden Whiteherse reported that Ally Pumford and Katie Clevenger qualified for the State Swimming and Diving competition. Ally won 15<sup>th</sup> place in the 200 and Katie earned 7<sup>th</sup> place in the diving competition.

### **Board Correspondence**

Superintendent Dr. Andrea Tuttle stated that the Board of Education has been presented with a variety of gifts from students in preschool through the high school. The gifts include Owosso gear, snacks, and student artwork. It was noted that one of the gifts is the book "Dear Mom and All: Letters from a Military Son and Brother," published by Owosso Public Schools teacher Karen Michalec.

Superintendent Dr. Tuttle thanked President Jenc for delivering 10 new backpacks filled with school supplies for the District's elementary and secondary students. The backpacks were donated by the employees of National Composites and organized by Paula Montayne.

Superintendent Dr. Tuttle thanked the participants of the annual Senior Citizen's Breakfast. The 400 guests were greeted by Vice President Rick Mowen. President Tim Jenc, Secretary Shelly Ochodnicki, and Trustee Marlene Webster were thanked for attending the event and serving coffee to the guests. The Owosso High School Culinary Arts students and Madrigals were applauded for doing an outstanding job and mingling with the participants. Following the breakfast, the guests were entertained by the Madrigal singers, jazz band, and symphonic band. Communications Director Jessica Thompson was praised by Dr. Tuttle for organizing the great event.

Superintendent Dr. Tuttle reported that the Owosso Public Schools Foundation met earlier that day. The organization is working on a rubric for selecting the first teacher and team member of the year. Trustee Marlene Webster was recognized for representing the Board of Education at the meeting. Superintendent Dr. Tuttle remarked that the OPS Foundation is doing great things for the District.

Superintendent Dr. Tuttle thanked Secretary Shelly Ochodnicki for attending several of the bond planning meetings. Trustee Marlene Webster was also thanked for participating in the performing arts center planning meeting. Construction at Central Elementary is on schedule; however, Consumers Energy gas line concerns have delayed the progress at Bryant and Emerson. The elementary construction is still on track for students to inhabit in the fall of 2019.

On behalf of the Transportation Director, Superintendent Dr. Tuttle thanked Vice President Rick Mowen for the Tim Horton's gift cards that he purchased for the District's bus drivers.

Superintendent Dr. Tuttle acknowledged student members of the Emerson Elementary Student Council and teachers Mark Clark, Tonja Ellis, and Angela Wertz for volunteering on the Polar Express.

On behalf of the Board of Education, Superintendent Dr. Tuttle read a resolution that acknowledged Treasurer Cheryl Paez as an invaluable member of the Board and to the administration, staff members, students, and community of the Owosso Public Schools, serving in various leadership capacities for the Board of Education since July 1, 2009, including Treasurer of the Board of Education and member of the Executive Committee.

Curriculum Director Steve Brooks reported that a welding program was added this past year to the list of CTE offerings at Owosso High School and is going very well. In coordination with the SRES and Baker College, the District is exploring a Welding II opportunity for students which is a college level class. Upon completion of the class, students will receive a welding certification that would assist them in job opportunities.

Curriculum Director Steve Brooks announced that the District has recently been awarded several grants that will extend offerings for students. OPS was awarded the VEX Robotics grant, an Extended Time grant that will provide before and after school opportunities for kindergarten through third grade students, a K-8 Assessments grant, and a financial literacy grant. Mr. Brooks stated that the grants amount to approximately \$50,000. Chief Financial Officer Julie Omer assisted Mr. Brooks with the Consolidated Application grant that provides funding for professional development. Mrs. Omer was praised by Mr. Brooks for her expertise and assisting him with the grant applications.

### **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 public.

### **For Action**

- Moved by Mowen, supported by Krauss to approve the November 26, 2018 regular meeting minutes, November 26, 2018 closed session minutes, current bills, and financials as presented. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Bylaw 100 – Definitions pertaining to: Apps and Services; Due Process; Family Member; Principal; Shall, and Superintendent as a second reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Bylaw 0122 – Board Powers as a second reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Bylaw 0131.1 – Bylaws and Policies as a second reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Bylaw 143.1 – Public Expression of Board Members and Bylaw 144.1 – Compensation as second readings. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Bylaws in the 160's as they pertain to Board Meetings: New Bylaw 165.6 – Cancellation and 167.6 – Use of Social Media; Revised Bylaw 166 – Agenda, 167.1 – Voting, 167.2 – Closed Session, and 167.3 – Public Participation at Board Meetings as second readings. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Policy 1220 – Employment of the Superintendent as a second reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt New Policy 2261.03 – District and School Report Card, Replacement Policy 2261.01 – Parent and Family Member Participation in Title I Programs; and Revised Policies 2112 – Parent and Family Engagement, 2261 – Title I Services and 2700 – P.A. Annual Reports as second readings. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Policies: 1422, 3122, 4122 – Non Discrimination and EEO (Administration, Professional and Support Staff); 1662, 3362, 4362 – Anti-Harassment (Administration, Professional and Support Staff); 2260 – Non Discrimination and EEO (Programs); 5517 – Anti-Harassment (Students); 5517.02 – Sexual Violence (Students) as first readings. Motion carried unanimously.

- Moved by Mowen, supported by Krauss to adopt Revised Policy 2271 – Postsecondary (dual) Enrollment Option Program as a first reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Policies 3120 – Employment of Professional Staff and 3120.04 – Employment of Substitutes; and New Policy 3130 – Assignment and Transfer as first readings. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Policy 4162 – Controlled Substance and Alcohol Policy for Commercial Vehicle (CMV) Drivers and Other Employees Who Perform Safety Sensitive Functions as a first reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Policy 5330 – Use of Medications as a first reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Policy 5540 – Interrogation of Students as a first reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt New Policy 5630.01 – Student Seclusion and Restraint as a first reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Policy 6325 – Procurement-Federal Grants/Funds as a first reading. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to rescind Policy 6350 – Prevailing Wage Coordinator as its first confirmation. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to adopt Revised Policy 8210 – School Calendar as a first reading. Motion carried unanimously.
- Moved by Keyes, supported by Mowen to authorize the Superintendent to sign a contract with Owosso Carpet Center not to exceed \$137,528.000 including \$25,000 for contingency for work at Emerson and Central for floor renovations. Motion carried unanimously.
- Moved by Mowen, supported by Ochodnický to approve the purchase of a truck with towing package from Signature Ford-Lincoln for an amount not to exceed \$26,034.00 plus license fees. Motion carried unanimously.
- Moved by Ochodnický, supported by Mowen to authorize the Superintendent to sign off the two permanent easements for the City of Owosso located behind the current Middle School located at 219 N. Water Street and through the amphitheater property. Motion carried unanimously.
- Moved by Jenc, supported by Mowen to adopt the completed year-end evaluation and contract extension for Superintendent Dr. Andrea Tuttle. President Jenc reported that the Board of Education met on November 26, 2018 in closed session to complete the year-end consensus based evaluation for Superintendent Dr. Andrea Tuttle. The Board collectively completed the summative evaluation after reviewing Superintendent Dr. Tuttle’s performance in seven domain areas. The areas evaluated were Governance & Board Relations, Community Relations, Staff Relations, Business and Finance, Instructional Leadership, Student Growth, and Progress Toward District-Wide Goals. Based on the summative evaluation, Superintendent Tuttle earned a cumulative score of 3.57 out of four possible points and received an overall highly effective evaluation. The Board of Education collectively agreed to extend Superintendent Tuttle’s contract of employment through June 30, 2024. President Jenc commented that Superintendent Dr. Tuttle has consistently earned highly effective evaluations throughout her tenure. Vice President Mowen mentioned that one of the categories that Superintendent Dr. Tuttle is evaluated on is student growth, which is difficult to measure. He noted that this was the only area that she received an effective score on. Trustee Keyes praised Superintendent Dr. Tuttle for continually seeking new and innovative ways to reach out to students. Superintendent Dr. Tuttle expressed her sincere appreciation for giving her a highly effective evaluation. She stated that she genuinely enjoys working with each and every Board member and values their individual strengths. Motion carried unanimously. Secretary Ochodnický conducted a roll call vote. Ayes: Webster, Ochodnický, Paez, Mowen, Jenc, Keyes, and Krauss. Nays: None. Motion carried unanimously.
- Moved by Mowen, supported by Keyes to authorize the Superintendent to sign the proposed purchase agreement which was “at place” for the Precision Electric property located at 1750 E. South Street. The property has been found to meet the needs for relocation of the Transportation facility in addition the potential to relocate and vacate the current Cass Street, Cedar Street, and Tahyio Road locations.

Superintendent Dr. Tuttle commented that the approval given by the Board to proceed with negotiations was based on the fact that the Board recognized that the District has been struggling with the need to replace or relocate the Transportation facility as well as address the repair needs at the Cass Street and Cedar Street locations due to the following factors:

- The Transportation garage, at its current location, is located in the flood plain and has significant deficiencies including but not limited to: 1) Flooding periodically throughout the year causing water damage to the interior of the building and making access to the buses difficult; 2) The current transportation garage does not have a lift or adequate space to provide a lift to do needed bus repairs. The mechanic is then located at the Cass St. warehouse resulting in inefficiencies when repairs are needed. 3) Buses are currently exposed to the elements throughout the year at the current transportation facility. This results in extra wear and tear on the buses as well as additional time to get the fleet ready to transport students when inclement weather arises. 4) The structure and roof of the facility have frequently been repaired but have been recommended for replacement by Spicer, the district's sinking fund architects and engineers, due to the diminishing returns of putting money into the facility with all of its deficiencies. The cost of such replacement in 2016 was, on average, \$550,000. This cost does not include additional costs associated with designing the facility, providing the space considerations afforded by the Precision Electric location or the significant inflationary factors that have arisen in the last two years.
- The Cedar Street and Cass Street locations are also in serious need of repair which, if performed, would not address the inadequacies in the structures nor the inefficiencies of having the functions of the District spread out throughout the city.
- The Tahyo location has been utilized for storage out of necessity due to space considerations and is not considered an integral part of the District. It was originally constructed as a classroom for the building trades center and since been put to use for the purpose of storage.

Secretary Ochodnický conducted a roll call vote. Ayes: Webster, Ochodnický, Paez, Mowen, Jenc, Keyes, and Krauss. Nays: None. Motion carried unanimously.

### **For Future Action**

- The Board of Education will be asked to authorize the Technology Department to dispose of technology/telecommunications equipment that has been replaced or is no longer needed.
- The Board of Education will be asked to authorize the Operations Department to dispose of a vehicle that is no longer viable and has been proposed to be replaced.

### **For Information**

Superintendent Tuttle reported that Heather Smith has accepted the 2.25-hour Monitor position at Central Elementary School. Angelina Manns has accepted the Food Service Supervisor position. Marcia Green has accepted the Paraprofessional position at Emerson Elementary. Julie Crackel has accepted the 1.75-hour Monitor position at Emerson Elementary. Samantha Pearce has accepted the 1.75-hour Monitor position at Emerson Elementary. Tara Gall has accepted the 7-hour Lead Cook II position at Owosso Middle School. Jill Siddens has accepted the Paraprofessional position at Bryant Elementary. Sharon Piotrowski has submitted her letter of resignation. Rashelle Torrey, Custodian II at Central Elementary has submitted her letter of resignation. Amy Siddock, Food Service Worker has submitted her letter of retirement after 18 years of service with the District.

### **Public Participation**

There were no comments from the public.

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

President Tim Jenc commented that he always loves the gifts that the Board receives for Christmas and thanked students and staff. He remarked that he appreciates the cookies from the Food Service Department as well. Mr. Mowen was also thanked for his gift.

President Jenc stated that he truly enjoyed attending the Senior Citizen Breakfast and talking with the guests.

President Jenc announced that last year Crest Pontoons donated a boat to the CTE program. He stated that he believes they once again, plan to donate a boat this year. Tickets for the raffle will be \$50 each and will go on sale in February.

President Jenc stated that it has been an honor to work with Treasurer Cheryl Paez and she will be greatly missed.

Trustee Ty Krauss thanked everyone for the beautiful Christmas gifts. He wished the staff of OPS a very Merry Christmas.

Trustee Ty Krauss remarked that he was happy to be a part of Superintendent Dr. Tuttle's evaluation and contract extension. He expressed his appreciation for her service and dedication to the District.

Trustee Ty Krauss thanked Treasurer Cheryl Paez for her service to the Board of Education. He stated that it has been his pleasure working with her and wished her the very best.

Trustee Sara Keyes echoed the comments of the other Board members. She remarked that she will also miss Treasurer Cheryl Paez. She remarked that she appreciated Mrs. Paez's guidance and support when she initially became a new member of the Board.

Vice President Rick Mowen thanked Treasurer Cheryl Paez for her dedication to the District and Board.

Vice President Rick Mowen commented that the Senior Citizen Breakfast is always an enjoyable event which has grown from 37 people attending the first one. There were some concerns about not having enough seats for the guests at this year's breakfast. Mr. Mowen remarked that the student performances were enjoyed by everyone.

Vice President Rick Mowen expressed his gratitude to the food service department, students and staff for the Christmas gifts. He also thanked the staff of OPS for their gift of time and service to the District. He wished everyone a Merry Christmas and happy holidays.

Secretary Shelly Ochodnický stated that the Senior Citizen Breakfast was awesome and she loved the Grinch performance by the Madrigals.

Secretary Shelly Ochodnický commented that she has a daughter that is a senior this year and a granddaughter that is in the Young Fives program at Emerson. She stated that she enjoys visiting Emerson and meeting the new staff. Her visits remind her of the great things that are happening in the District. Mrs. Ochodnický also applauded the building secretaries for all that they do.

Treasurer Cheryl Paez also thanked everyone for the Christmas gifts. She remarked that the gifts are always appreciated and enjoys looking through the items from staff and students.

Treasurer Cheryl Paez expressed her appreciation for all of the kind words that were shared during the meeting. She stated that her tenure on the Board has been wild and crazy, which included two superintendent searches and a deficit spending budget, but through hard work and sacrifices by every District employee, we now have a relatively decent fund balance without cutting any programs and increasing student offerings. Mrs. Paez commented that she has always been very proud to be a member of the Board and not have an agenda other than making sure every student is treated fairly and receives the best education possible. She stated that she is very proud of Owosso Public Schools and work with each member of the Board of Education.

Trustee Marlene Webster stated that she thinks we live in a time and a world where dissention, disrespect, and instability have become the norms, particularly in politics. As a result, when members of the current OPS Board of Education function with unity; treat each other with respect; has civil discourse in conversations during meetings, while keeping the best interest of students in mind; and always trying to support staff, people look at this and think something is wrong. Mrs. Webster remarked that it truly is an honor and a privilege to serve with the entire OPS Board of Education, but her favorite gift is the fire starters that are created by the young entrepreneurs of Central Elementary. Mrs. Webster stated that because of Superintendent Dr. Tuttle's leadership, the entire Board of Education has learned how to become better leaders and this is a culture that she has created in the District.

Trustee Marlene Webster remarked that she has appreciated Mrs. Paez's steadiness and the wise insight she has always brought to the Board. She stated that Mrs. Paez will be missed but the Board will move forward in the same manner and culture that it has.

Mrs. Webster commented that the Board of Education is looking forward to working with Mrs. Olga Quick and welcoming her to the Board in January 2019.

**Upcoming Board Meeting Dates:**

January 14: Board Committee of the Whole Meeting, 5 pm

January 28: Regular Board Meeting, 5:30 pm

**Important Upcoming Dates:**

December 11: OMS Choir Concert, 7 pm

December 12: OHS Choir Concert, 7 pm

December 14: Owasso Cares Food Drive Ends

December 17: Second Grade Musical Program at Bryant Elementary, 7 pm

December 20: Second Grade Musical Program at Central Elementary, 7 pm

December 20: Second Grade Musical Program at Emerson Elementary, 7 pm

December 21: Half Day for All Students, Teacher Work Day and End of First Semester

December 24-January 4: No School-Holiday Recess

January 7: School Resumes and Second Semester Begins

January 17: LHS Parent/Teacher Conferences, 5:30 pm

January 19: Snow Globe Classic at OHS

January 23-25: Frankenmuth Snowfest

**Adjournment**

Moved by Mowen, supported by Webster to adjourn at 6:40 pm. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

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Shelly Ochodnicki, Secretary