

MINUTES  
Regular Board Meeting  
**Almont Community Schools Board of Education**  
November 25, 2013

**CALL TO ORDER**

President Hoffa called the Regular Board Meeting of the Almont Community Schools Board of Education to order at 7:02 p.m. in the Board Meeting Room at Almont Elementary School.

**Present**

Steven Hoffa, Jon Owens, John Brzozowski, John Miles, Steven Manko, Mr. Kmetz and Mrs. Boxey and Superintendent Joseph Candela.

**Visitors:** 16

**PLEDGE OF ALLEGIANCE**

**ROLL CALL: All Present**

**APPROVAL OF AGENDA**

Agenda was approved as presented.

**COMMUNICATIONS**

None

**(Athletic and Student Council Representatives were not present)**

**QUESTIONS AND COMMENTS: AUDIENCE**

None

**QUESTIONS AND COMMENTS: BOARD**

None

**APPROVAL OF MINUTES**

Motion by Boxey, supported by Brzozowski, the Board of Education approve the following Minutes:

- A. Approval of the Minutes from the October 28, 2013 Regular Meeting
- B. Approval of the Minutes from the November 18, 2013 Special Meeting: Work Session

**(P), 171, 7-0-0**

**BILLS PAYABLE AND FINANCIAL REPORTS**

Motion by Brzozowski, supported by Kmetz, the Board of Education approve the bills payable and the financial reports as proposed by the administration and reviewed by the Finance Committee.

<b>October 2013</b>	
<b>General Fund</b>	\$677,745.53
<b>School Lunch Program</b>	\$25,668.89
<b>2002 Debt Fund</b>	\$0.00
<b>2004 Refunding Bonds</b>	\$0.00
<b>2006 Refunding Bonds</b>	\$0.00

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<b>2012 Refunding Bonds</b>	\$0.00
<b>2013 SBL Refinance</b>	\$0.00
<b>QZAB Bond</b>	\$0.00
<b>General Fund Transfers for Payroll</b>	\$351,257.92
<b>Total</b>	\$1,054,672.34
<b>Voided Checks 31074, 31081, 31082</b>	
<b>Check Numbers: 31208-31332</b>	

Approval of check numbers covering these invoices range from check number 31208-31332 and voided checks as presented: Voided check(s): 31074, 31081, 31082  
**(P), 172, 7-0-0**

**ORCHARD PRIMARY, ALMONT MIDDLE SCHOOL, AND ALMONT HIGH SCHOOL TRUST AND AGENCY ACCOUNT REPORTS**

The Trust and Agency Accounts were approved as presented.

**NEW BUSINESS**

**Superintendents Report**

**Orchard Primary**

The recent **Market Day fundraiser** sponsored by the PTA was a success. Ten students sold at least fifteen pies and will have the opportunity to throw a pie at the principal on Wednesday, November 27 at 11:30am. Our top two sellers will enjoy four passes each to Zender’s Splash Village water park in Frankenmuth. Our top seller sold 63 pies! All proceeds from this event will go towards promoting RAD Raider behavioral expectations.

As you are aware, **Parent Teacher Conferences** took place November 6 and 7. We are pleased to announce that overall, the Orchard Primary Staff met with 98% of our parents. Mrs. Jones, Ms. Meissner, Mrs. Grace, Mrs. Steinbrink, Mrs. Herzog, Mrs. Ruhala, Mrs. Bartlett, Mrs. Byrd, Mrs. Howden and Mrs. Macciomei reported 100% attendance.

A total of 171 **Parent Perception Surveys** were collected during our recent conferences. Thank you to the Middle School students who aided in this effort by using their own iPad devices and sharing them with our parents. The District Leadership Team has met and discussed the results. We look forward to sharing data with the entire staff as well as our parents.

- 98% were either satisfied or very satisfied with their child’s teacher this school year.
- 96% report that their child is eager to learn and happy to attend school every day.
- 95% report that they feel their child is safe or very safe at school.

Just in time for the holidays, our student body has been participating in a **Food Drive**, organized by the student group, Raider Reps and Mrs. Bartlett. Hundreds of cans of soup, fruit, vegetables and other items has been collected and will be given to The First Congregational Church in Almont to distribute to families in our community.

## **THANK YOU**

Raider Coney Island and Charlie Brown's were responsible for donating dinner for our teachers during Conferences. We also had several parents who donated desserts and beverages: Mandy Ott, Kim Webster, Kristy Leid, Brenda Geml, Heather Throop, Stephanie Bankston, Delena Lampton and Catherine Calcaterra.

## **Middle School**

### **DISTRICT ACCREDITATION UPDATE**

The Team met on 11-21-13. Parent/Guardian Survey results were shared; see attached. Also, the Team worked on one of the three *Required Actions* (per the Advanc-Ed Exit Report).

### **MiBLSi UPDATE**

#### **(Reading)**

Teachers are working in their GLO Meetings to ensure students are receiving appropriate interventions (based on AIMSweb data). Para-eds are being utilized for *Read Naturally* and *Progress Monitoring*. Winter Benchmark Testing begins in January.

#### **(Behavior)**

Students continue to be recognized for following ROCK expectations; the next ROCK SHOP will be scheduled after the holidays.

### **iPad UPDATE**

Mrs. VonHiltmayer continues to confiscate iPads randomly to ensure student safety. Last week, she confiscated 20 iPads. Out of 20 iPads, there was one MINOR issue (some of the school-created profiles were removed). Administration will continue the random searches throughout all grade levels. **Note:** Students have been very cooperative!

### **UPDATE from our COUNSELING OFFICE**

- Kari Diaz will be conducting a three question survey to the students. The main purpose of the survey is to get an idea of the #1 student concern at AMS. From the results, Ms. Diaz will form small groups to better address the issue(s) and provide some suggestions to improve the school climate/environment.
- Kari Diaz will be working on EDPs and Careers with the 7<sup>th</sup> Grade.

### **RECOGNITION: SPECIAL EDUCATION PROGRAM**

A special thank you to our Special Education Program (CI) for providing AWESOME snacks/breakfast treats to our staff on Fridays! Mrs. Odett's students continue to amaze us with their simple, delicious recipes! They are GREAT cooks! ☺

### **MARK YOUR CALENDARS**

**11-27-13**

**Half Day; Released at 10:54 AM**

**11-28-13 and 11-29-13**

**Thanksgiving Break; No School**

**Week of Dec. 1<sup>st</sup>**

**Report Cards for Trimester #1**

**12-13-13 thru 12-15-13**

***Nifty Fifties* Musical- Performance Time is 7:00 PM on**

**12-13-13 and 12-14-13; 1:00 PM on 12-15-13**

## **High School**

This past month has been very busy. With lots of activities at the High School Mr Woelkers continues to get many opportunities to meet parents and community members. Mr. Woelkers attended a meeting with the Lapeer

County Principals as well as meeting with the BWAC Principals. Along with Ms. VonHiltmayer, Mr. Woelkers attended a two day conference in Lansing on School Accreditation November 4<sup>th</sup> and 5<sup>th</sup>.

With the end of the first trimester fast approaching students and staff at the high school are working hard to prepare for upcoming exams. The exams will be held the week of November 25<sup>th</sup>. A committee of the staff and administration are working on a plan to put in place strategies and interventions that will assist those students that are failing or in danger of failing.

### **Sports**

The High school fall sports season has ended and we are now getting ready for the winter sports. The fall sports award ceremony was held November 19<sup>th</sup>. There was a standing room only crowd as our student athletes were recognized for their efforts and dedication.

Starting with the winter sports season we will be offering a family pass for entry into athletic contests. With the family pass it is hoped that more families will be able to attend our athletic events.

### **Music**

The holiday season upon us the band and choir are preparing for their holiday concerts. The Band Concert will be held December 11<sup>th</sup> at 7pm, the Choir Concert will be held on December 16<sup>th</sup> at 7pm.

### **Student Council**

Student Council has many exciting things planned for the week before the holiday break. They will be holding several contests to raise student holiday spirit including a “decorate your classroom door”, “ugly holiday sweater day” and “guess that holiday song” during lunches.

The Student Council will be assisting the Principal in hosting a staff holiday breakfast the week before the break.

### **Academics**

This spring Almont High School will be taking part in a pilot testing program through the Michigan Department of Education. The test which will be given to all 11<sup>th</sup> graders is called the “Smarter Balance Test”. The section of the Smarter Balance Test that our students will take is the English Language section. The test is an online formatted test that is similar to the MME. In future years it is the MDE intent to have all students take their state assessments in the online format.

The High School is researching several new courses, for the 2014/15 school year. The High School Administration is looking forward to meeting with the Board at the December work session to propose these exciting new opportunities for our students.

### **Other (Misc)**

Recently, Almont Community Schools received a \$500.00 donation from Capac State Bank Almont branch. The donation was made in conjunction with the Capac State Bank Almont branch five-year anniversary. The donation will be used towards student activities in all three schools.

### **Board of Education: Questions**

Mrs. Boxey asked if we volunteered our 11<sup>th</sup> grade students to take the pilot test.

Mr. Candela said that we were selected as being able to volunteer so we did. He said that with the 1:1 initiative this will be a great opportunity for us to use the iPads for the testing.

Mrs. Boxey is concerned that the Juniors are already swamped with testing – MME, ACT, PSAT, etc. in the spring and is worried about the added pressure this could create.

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Mr. Candela stated that this is a pilot test and certainly will not count against them academically in any way. He feels that because of smarter balance it would be good to give this a try.

## **PERSONNEL**

### **Approval of Step Increase**

Moved by Boxey, supported by Kmetz, Board of Education advance Breanne Sazehn to the appropriate level of the salary schedule in accordance with provisions outlined in the Master Agreement between the Board of Education and the Almont Education Association, and commend Mrs. Sazehn for her commitment to continued learning.

**(P), 173, 7-0-0**

### **Approval of Resignation**

Moved by Boxey, supported by Owens, the Board of Education accept the resignation of Mrs. Failer with best wishes for the future.

**(P), 174, 7-0-0**

### **Approval of New Employee**

Moved by Boxey, supported by Manko, the Board of Education employ Shayne Hellebuyck as RTC Coordinator for the Middle School. Contract will be attached to the official minutes of this meeting and marked VIII (B) 3.

**(P), 175, 7-0-0**

### **Approval of New Employee**

Moved by Boxey, supported by Owens, the Board of Education employ Tina Falk as a bus driver beginning December 2<sup>nd</sup>.

**(P), 176, 7-0-0**

## **FINANCE**

### **Results of Audit**

**Mr. Candela discussed the results of the 2012-2013 Audit by Taylor and Morgan  
(No Motions – Informational)**

## **POLICY**

### **Approval of Neola Updates**

Moved by Miles, supported by Owens, the Board of Education:

#### **Approve Revisions of:**

Bylaw 0144.3 Conflict of Interest

Policy 1400 Job Descriptions

Policy 3430.01 and 4430.01 Family and Medical Leave Act

Policy 3362 and 4362 Anti-Harassment

Policy 4162 Controlled Substance and Alcohol Policy for Commercial Motor Vehicle Drivers

Policy 5112 Entrance Age

Policy 5517 Anti-Harassment

Policy 5517.01 Bullying and Other Aggressive Behavior Toward Students

Policy 6470 Payment of Claims

Policy 6520 Payroll Deductions

Policy 8405 Environmental Health and Safety Issues

Policy 8510 Wellness

Policy 9160 Public Attendance at School Events

### **Approve New Policy**

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1630.01 FMLA (Family and Medical Leave Act)  
1662 Anti-Harassment  
2431.01 Managing Heat and Humidity in Interscholastic Athletic Programs  
6107 Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures  
6420 Conflict of Interest – Legal Counsel, Advisors, or Consultants  
8120 Iran Economic Sanctions Act Compliance  
8142 Criminal History Record Check  
8390 Animals on District Property  
**(P), 177, 7-0-0**

**BUSINESS**

**Approval of School of Choice Student(s)**

Moved by Miles, supported by Kmetz, the Board of Education accept the student listed below for the 2013/2014 2<sup>nd</sup> and 3<sup>rd</sup> Trimesters through the School of Choice Program.

Eve Grammatico – 9<sup>th</sup> grade

**(P), 178, 7-0-0**

**COMMENTS: AUDIENCE**

None

**QUESTIONS AND COMMENTS: BOARD OF EDUCATION**

Mr. Miles wished everyone a Happy Thanksgiving

**FUTURE AGENDA ITEMS**

Mrs. Boxey stated that plans for the Board Goals Workshop the first Saturday in March are coming along fine. She also mentioned that it will start a little earlier than usual because of the Band Festival and the exact time will be determined as we get closer.

**ADJOURNMENT**

The meeting was adjourned at 7:31 p.m.

Approved \_\_\_\_\_

Date

Signed: \_\_\_\_\_

Nancy Boxey, Secretary

Signed: \_\_\_\_\_

Steve Hoffa, President