

**FAIRVIEW AREA SCHOOLS' BOARD OF EDUCATION
REGULAR BOARD MEETING
AUGUST 11, 2003**

The regular meeting of the Fairview Area Schools' Board of Education was held on Monday evening, August 11, 2003 in the elementary media center.

I. Call to Order – Roll Call – Welcome

The president, Beth Miller, called the meeting to order at 7:12 p.m.

PRESENT: Anthony Fortin, Beth Miller, Chris Neff, Pat Thompson, and Galyn Troyer

ABSENT: Jeffrey Gusler and James Yoder

II. Approval of Agenda

Item G. Cafeteria Plan under NEW BUSINESS—ACTION ITEMS was added to the agenda and the agenda was approved by Board consensus.

III. Consent Agenda

Neff/Troyer That the following items be included in the Consent Agenda and be accepted as presented:

- A. July 14, 2003 regular Board meeting minutes
- B. Treasurer's Reports
 - Cash Receipts reports for General Fund and 1998 Debt Retirement Fund
 - General Fund Accounts Payable, which include payrolls of \$131,638.06, bills to be ratified of \$103,088.49, and bills to be paid of \$110,694.96 (\$50,275.99 approved at July 14, 2003 Board meeting), totaling \$345,421.51
- C. Administrative written report
- D. Policy review assignment—Section 6000—Negotiations

Ayes – 5; Nays – 0 Motion carried.

IV. Public Comment

A community member requested clarification on sports fundraisers.

Answer: The Board is requesting one service fundraiser per sport to help defray coaches' salaries. Additional fundraisers can be conducted and funds retained by each sport.

V. Administrative Report

The Superintendent's report is included.

VI. Board Committee Reports

A. Finance Committee

Tony Fortin presented a discussion summary of the July 21, 2003 Finance Committee meeting. The summary included the committee's recommendations on the following items:

1. That the Board consider a resolution to put Cross Country as a school-sponsored sport back on the table for discussion, and if the matter is to be reconsidered, the committee recommended that the decision to eliminate sponsorship of Cross Country be postponed for one year.
2. That discussion about insurance cost controls be initiated with the people involved and that further investigations be conducted.
3. That the Superintendent begin the process of gathering information on summer tax collection, with the matter to be presented to the Board prior to the end of the year.
4. That the Annual Budget be amended at the earliest opportunity to reflect Board action taken at the July Board meeting.

B. Negotiations

Galyn Troyer presented a discussion summary of the July 23, 2003 Negotiations Committee meeting regarding the Superintendent's salary in the new third year and any changes to be made in relationship to added duties in the 2003-2004 school year. The summary included the committee's recommendations on the following items:

1. Contract language changes
 - a. In Article No. 1, the word **elementary** changed to **building** in relationship to principal duties
 - b. In Article No. 17, relevant language changed to align professional activities, memberships, and mileage with the amount budgeted in that category each year. The Superintendent would bear any additional cost personally
2. Compensation language changes
 - a. That a multiplier that would create a tie-bar to the top M.A. salary of the teacher contract scale be considered
 - b. That a multiplier of 1.5 be suggested to the Board

VII. Meeting and Conference Reports

Pat Thompson reported that the conference she attended was worthwhile and encouraged other Board members to attend conferences. She will attend the MASB Summer Conference in Traverse City in August. Beth Miller and Chris Neff will attend CBA classes at Garland Resort in October.

VIII. OLD BUSINESS

A. Committee Appointments

The president appointed the following committees for 2003-2004:

- 1. Negotiations Galyn Troyer, Chair, Tony Fortin and Jeff Gusler, Members, with James Yoder, Alternate
- 2. Finance Tony Fortin, Chair, Pat Thompson and James Yoder, Members, with Sharyn Smith
- 3. Fund Raising James Yoder, Chair, Beth Miller, Ray Poellet, Peggy Fortin, and Cindy Troyer, Members
- 4. Maintenance Chris Neff, Chair, Galyn Troyer, James Yoder, and Jerry Knepp, Members. Community members will be included if discussion topic(s) would benefit from their expertise
- 5. Policy Review/Job Desc. Jeff Gusler, Chair, Beth Miller and Pat Thompson, Members
- 6. SIT Beth Miller and Pat Thompson, Board members, with Mary Lou Jacobs and Miriam Handrich, community members, with student participation to be encouraged

A Curriculum Committee may be seated at a later date.

By Board policy, the Superintendent is an ex officio member of all committees.

Each committee should have a secretary appointed to take minutes, which will include: a) date, b) time, c) place, d) members present, e) members absent, f) all options and background information considered. Minutes will be sent with the Weekender immediately following the meeting. Each committee may offer recommendations for the Board’s consideration. Committee meetings will not be posted.

B. Policy Review—Section 5000

Section 5000—Personnel—5340 through 5940 were reviewed and amendments recommended to the following policies:

- 1. 5345 Staff Smoking and Tobacco Products
- 2. 5350 Drug-Free Workplace
- 3. 5410 Professional Staff Contracts
- 4. 5520 Evaluation
- 5. 5560 Staff Resignations
- 6. 5725 Qualifications and Duties
- 7. 5730 Recruitment
- 8. 5940 Staff Days and Hours of Work—Non-Certified

Neff/Thompson That the policies be amended as presented

Ayes – 5; Nays – 0 Motion carried.

C. Budget Amendments

Amended General Fund Revenue and Expenditure Budgets reflecting action taken at the July 14, 2003 Board meeting were presented for consideration and adoption.

Troyer/Neff That the 2003-2004 General Fund Revenue Budget be amended from \$3,015,359 to \$3,161,754 and that the General Fund Expenditure Budget be amended from \$3,164,282 to \$3,296,082.

Ayes – 5; Nays – 0 Motion carried.

A copy of the amended budgets shall be part of the permanent record of minutes.

D. Open/Unfilled Positions

The Technology Coordinator position is vacant with Marj Esch’s resignation at the end of 2002-2003. The Board, by consensus, approved filling the position. Interviews will be conducted on August 14, 2003.

Two paraprofessional positions are needed, one a special education position and one a general education position. The Board, by consensus, approved filling both positions and the following motion was made:

Neff/Thompson That a special education paraprofessional position be created.

Ayes – 5; Nays – 0 Motion carried.

IX. NEW BUSINESS—ACTION ITEMS

A. Cross Country

At the July 14, 2003 Board meeting, the Board approved classing Cross Country as a non-school-sponsored sport with no paid coaching position. As noted in the Finance Committee’s report, the recommendation was offered that the sport be reinstated as a school-sponsored sport for the 2003-2004 school year. A two-thirds vote was required to reconsider the matter.

Troyer/Thompson That the matter of school-sponsorship of Cross Country be brought to the Board able for reconsideration.

The president called for a roll call vote:

Fortin	-	Aye	Troyer	-	Aye
Thompson	-	Aye	Miller	-	Aye
Neff	-	Aye			

Ayes – 5; Nays – 0 Motion carried.

IX. NEW BUSINESS—ACTION ITEMS (Con't.)

A. Cross Country (Con't.)

Thompson/Troyer That Cross Country be classed as a school-sponsored sport, with a paid coaching position, for the 2003-2004 school year.

Ayes – 5; Nays – 0 Motion carried.

B. Insurance Recommendations

Following the Finance Committee's recommendation to initiate discussion about insurance cost controls with the people involved and that further investigations be conducted, a suggested resolution was presented for adoption.

Fortin/Troyer That the insurance resolution be adopted as presented.

Ayes – 5; Nays – 0 Motion carried.

A copy of the resolution shall be part of the permanent record of minutes.

C. Summer Tax Collection

Following the Finance Committee's recommendation that the Board pursue the option of collecting summer taxes, the motion was made:

Thompson/Troyer That the Superintendent begin gathering information pertinent to summer tax collection to present to the Board for action prior to January 1, 2004.

Ayes – 5; Nays – 0 Motion carried.

The president called a recess at 8:58 p.m. The meeting reconvened at 9:05 p.m.

D. Superintendent's Contract

The Negotiations Committee presented recommended changes to the Superintendent's contract.

Fortin/Troyer That Bruce Nelson's contract, July 1, 2002-June 30, 2005, be amended as recommended (changes in Article 1, 4, and 17).

Fortin/Troyer That the motion be rescinded.

Ayes – 5; Nays – 0 Motion carried.

Fortin/Troyer That the Superintendent's July 1, 2002-June 30, 2005 contract language, referencing Article 1 and Article 17, be amended as recommended.

Ayes – 5; Nays – 0 Motion carried.

IX. NEW BUSINESS—ACTION ITEMS (Con't.)

D. Superintendent's Contract (Con't.)

Fortin/Troyer That the Board of Education's discussion of the Superintendent's July 1, 2002-June 30, 2005 contract concerning compensation (Article 4) be tabled to the September Board meeting or the next meeting at which all members are present.

Fortin/Troyer That the preceding motion be amended as follows:

That the Board of Education discussion of the Superintendent's July 1, 2002-June 30, 2005 contract concerning compensation (Article 4) be tabled until the September Board meeting.

Ayes – 5; Nays – 0 Motion carried.

E. Multi-Purpose Room Floor

Several bids for refinishing the multi-purpose room floor were received and presented at the Board table. The Superintendent recommended accepting the bid from Cedar Creek Flooring for \$6,450. After reviewing the bids, the following motion was made:

Neff/Troyer That the bid to refinish the multi-purpose room floor from Allcourt for \$10,240 be accepted.

Ayes – 5; Nays – 0 Motion carried.

F. Resignation

Patricia Reinbold served as a paraprofessional in the District for seven years, and informed the Board that she would not be returning as a paraprofessional for the 2003-2004 school year.

Neff/Thompson That Patricia Reinbold's resignation be accepted as presented.

Ayes – 5; Nays – 0 Motion carried.

Pat Thompson will write a letter of appreciation to Mrs. Reinbold for her years of service.

G. Cafeteria Plan

The Superintendent presented information on reinstating the flexible spending portion of the cafeteria plan effective February 1, 2002 through September 30, 2002. The plan was not in force last year due to employee non-participation.

Troyer/Fortin That the flexible spending portion of the cafeteria plan be reinstated if it is beneficial to both administration and employees.

Ayes – 5; Nays – 0 Motion carried.

X. NEW BUSINESS—DISCUSSION ITEMS

A. MASB Delegates

MASB's 2003 Delegate Assembly will begin Thursday, November 6, 2003 at the Detroit Marriott Renaissance Center. Only delegates and alternates named by the Board may offer motions and vote on issues. Delegates and alternates may be named until October 24, 2003.

B. Dates for Work Sessions and Committee Meetings

The Goals Review Work Session with Dr. Jim Haf from C.O.O.R. ISD was rescheduled from September 17, 2003 to October 15, 2003, with an alternate date of October 22, 2003 and a time to be determined.

XI. Board Comments and Communications

Pat Thompson recommended including student(s) as part of the Board meeting. Students can discuss issues, but cannot vote. The matter will be explored with other school districts who currently have students participate in Board meetings and Mr. Messner will check with the Student Council to determine interest in participation.

Tony Fortin had earlier reported on the progress of the school sign. He questioned which computer the sign would be connected to so that changes can easily be made. The High School office computer will probably be designated as that computer.

Communications

1. Myra Yoder submitted a letter stating her concerns about the lack of graduation ceremony expectations and included a copy of another school district's expectations. The president gave the letter to Mr. Messner for follow-up.
2. Ray Poellet sent a note of thanks to the Board for remembering him during his recuperation from heart surgery.
3. Carl Parker submitted his notice of intent to retire at the end of the 2005-2006 school year.

XII. Closing Public Comment

There was no public comment.

XIII. Closed Session

No closed session for negotiations planning was called. Negotiations with the Teamsters Union and School-Related Personnel Union will be required during 2003-2004 and discussion of the Board's position will take place at a later time.

XIV. Adjournment

The president adjourned the meeting at 9:58 p.m.

Secretary