

**FAIRVIEW AREA SCHOOLS' BOARD OF EDUCATION
REGULAR BOARD MEETING
SEPTEMBER 8, 2003**

The regular meeting of the Fairview Area Schools' Board of Education was held on Monday evening, September 8, 2003 in the elementary media center.

I. Call to Order – Roll Call – Welcome

The president, Beth Miller, called the meeting to order at 7:01 p.m.

PRESENT: Beth Miller, Chris Neff, Pat Thompson, Galyn Troyer, Anthony Fortin,
Jeffrey Gusler, and James Yoder

ABSENT: None

II. Approval of Agenda

Item L. Substitute Pay Schedule under NEW BUSINESS—ACTION ITEMS was added to the agenda and the agenda was approved by Board consensus.

III. Consent Agenda

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

- A. August 11, 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 \$130,223.31, bills to be ratified of \$61,780.98, and bills to be paid of \$20,487.69, totaling \$212,491.98
- C. Administrative written reports
- D. Policy review assignment—Section 7000—Instruction/No. 7050-7170

Ayes – 7; Nays – 0

Motion carried.

IV. Public Comment

1. Leslie Green submitted a once-a-year fundraising proposal, which would benefit 7th-12th grades. The Board requested that Mr. Nelson review the proposal and advise the Board of any required Board action.

IV. Public Comment (Con't.)

2. Shelia Spencer spoke for substitute bus drivers and addressed the pay rate for sub drivers. She also expressed concern about loss of instruction time during the “Mad Minute” clean-up each day. Mr. Messner will follow up and submit information to the Board in the Weekender.
3. Stacey Hengy, the junior high girls’ basketball coach, expressed her concern about the effectiveness of combining the 7th and 8th grade basketball coaching positions. Mr. Nelson will confer with Ray Poellet, the athletic director.

V. Administrative Reports

A. Superintendent’s Report

The report is included.

B. Principal’s Report

The report is included.

VI. Board Committee Reports

James Yoder reported on the August 25, 2003 community-wide Fundraising Committee meeting. A meeting is scheduled for September 9, 2003 to continue discussion. Board members serving on committees were reminded to submit minutes to the Central office after each meeting for dissemination to Board members.

VII. Meeting and Conference Reports

Pat Thompson attended the MASB Summer Conference in Traverse City and reported on workshops she attended.

Beth Miller requested that Board members who attend meetings and conferences provide a short “class” on what they learned so that other members can be updated on issues.

VIII. OLD BUSINESS

A. Policy Review—Section 6000

Section 6000—Negotiations was reviewed. No changes were recommended. Administration will inform employees of pertinent policy and regulation changes.

B. Superintendent’s Contract

The Board of Education’s discussion of the Superintendent’s July 1, 2003-June 30, 2005 contract concerning compensation (Article 4) was tabled from the August 11, 2003 Board meeting. The Board requested that Mr. Nelson outline procedures in the Weekender and if Board members have questions, they are to be submitted to Beth Miller by Tuesday evening prior to the Weekender. The Superintendent’s Contract will be addressed at the October Board meeting.

IX. NEW BUSINESS—ACTION ITEMS

A. Acceptance of Resignation

Dave Mervyn submitted a letter of resignation effective September 12, 2003, pending Board approval of his new position with Whittemore-Prescott Area Schools on September 8, 2003.

Troyer/Neff That Dave Mervyn’s letter of resignation be accepted as presented.

Ayes – 7; Nays – 0 Motion carried.

Pat Thompson will write a letter of appreciation to Mr. Mervyn for his years of service to the district.

B. Social Studies Position

Mr. Nelson recommended that the open social studies position created by Dave Mervyn’s resignation be filled with a substitute for the first semester only and then not filled for the second semester.

Neff/Troyer That the open social studies position be filled with a substitute for the first semester only and eliminated for the second semester.

Ayes – 5; Nays – 2 Motion carried.

C. Temporary Appointment to Open Social Studies Position

Mr. Nelson endorsed Mr. Messner’s recommendation that Sylvia Bondar be appointed to fill the social studies substitute position.

Neff/Troyer That Sylvia Bondar be appointed to fill the social studies substitute position for the first semester of 2003-2004.

Ayes – 7; Nays – 0 Motion carried.

D. Technology Coordinator Position

Mr. Nelson recommended that Mr. Thomas Spencer, who started his duties as technology coordinator on September 2, 2003, be hired as technology coordinator for the 2003-2004 school year.

Gusler/Thompson That Mr. Thomas Spencer be hired to fill the position of technology coordinator for the 2003-2004 school year, with the beginning date of September 2, 2003.

Ayes – 7; Nays – 0 Motion carried.

The president requested that information concerning salary arrangements be included in the Weekender.

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

E. Special Education Paraprofessional Position

Mr. Nelson endorsed Mr. Messner's recommendation that Rhonda Hill be appointed to fill the special education paraprofessional position.

Troyer/Neff That Rhonda Hill be appointed to fill the special education paraprofessional position for the 2003-2004 school year, or as long as the need is warranted.

Ayes – 7; Nays – 0 Motion carried.

F. General Education Paraprofessional Position

Mr. Nelson endorsed Mr. Messner's recommendation that Lynn Layman be appointed to fill the general education paraprofessional position.

Neff/Yoder That Lynn Layman be appointed to fill the general education paraprofessional position for the 2003-2004 school year, or as long as the need is warranted.

Ayes – 7; Nays – 0 Motion carried.

G. Resolutions on Electronic Transactoin

Electronic transactions are presently used in payroll procedures and in receiving State Aid payments and grant monies. A resolution authorizing electronic transactions is required, as well as a resolution designating the electronic transaction officer (ETO). Both resolutions were included in one document and presented for adoption.

Thompson/Fortin That the Resolution to Authorize Electronic Transactions Under Public Act 738 of 2002 be adopted as presented.

Ayes – 7; Nays - 0 Motion carried.

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

H. Policy on Electronic Transactions

Proposed Policy No. 3751—Electronic Transactions of Funds and Automated Clearing House Arrangements—was presented for a first reading by the Board. A second reading of the proposed policy will take place at the October Board meeting.

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

I. Technical Energy Analysis (TEA)

Mr. Nelson recommended that a TEA be conducted to determine projects that might be undertaken to reduce energy costs, with the matter referred to the Building/Maintenance Committee for review.

By Board consensus, the matter will be referred to the Building/Maintenance Committee for review and the committee will have authority to act upon its conclusion. The committee meeting will be posted.

J. Resolution on Election Consolidation

House Bills 4820-4828, "Election Consolidation", propose to change elections in two fundamental ways: 1) municipal clerks would run all elections, including school elections; 2) four set election dates would be established.

Troyer/Neff That the Resolution in Opposition to House Bills 4820-4828 "Election Consolidation" be approved as presented.

Ayes – 7; Nays – 0 Motion carried.

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

K. 2003 Tax Rate Request

The 2003 Tax Rate Request, which must be submitted to the County Board of Commissioners prior to October 1, 2003, was presented.

Troyer/Neff That the 2003 Tax Rate Request (L-4029) to the County Board of Commissioners be approved as presented.

Ayes – 7; Nays – 0 Motion carried.

L. Substitute Pay Schedule

Substitute pay information was submitted for the Board's review. The item will be addressed at the October Board meeting.

President Miller called a recess at 8:56 p.m. The meeting was reconvened at 9:05 p.m.

X. NEW BUSINESS—DISCUSSION ITEMS

A. Freedom to Learn Program

The Freedom to Learn Program seeks to increase the achievement of Michigan students in core academic subjects by engaging them in learning activities through the use of wireless computing technology. Schools receive funding through grants and must commit to a co-pay and have a 3-5 year plan to increase local funding for the program.

The item was referred to the Technology Committee for review. The committee will submit a recommendation to the Board.

B. Ad Hoc Committees

A 21-year track on enrollment for Fairview and Mio was presented. The data showed that each school has been declining between 12-15 students per year and the trend will not plateau for at least 2-3 years, birth-rate data indicates a continuing decline, and home schooling has had an impact on both districts. Mr. Nelson recommended that ad hoc committees be formed to study possibilities in our future.

The president proposed three ad hoc study committees, with each committee consisting of two Board members and one community member:

<u>Committees</u>	<u>Members</u>	<u>Purpose</u>	<u>Timeline</u>
Administration	Pat Thompson Galyn Troyer	Study administration needs for 2004-05	Recommendation submitted to the Board by or before January 2004
Small Schools	James Yoder Jeff Gusler	Study how other small schools provide programs	Recommendation submitted to the Board by end of 2003-2004 school year
Consolidation	Chris Neff Tony Fortin	Explore consolidation with Mio AuSable Schools (or another ISD school)	Recommendation submitted to the Board by end of 2003-2004 school year

Suggestions for community members to sit on committees will be accepted. Mr. Nelson will include the invitation for suggestions in the next school newsletter. He will provide direction to each committee.

C. Electronic Communications Policy

If the Board does not take action, the current State ban on electronic devices in schools will stand for another year. The matter will be reviewed prior to the end of the 2003-2004 school year.

Fairview Area Schools

X. NEW BUSINESS—DISCUSSION ITEMS (Con't.)

D. Custodial Situation

Mr. Nelson recommended that the custodial staff be enhanced by hiring a part-time custodian, not to exceed 25 hours per week on average, with a pay rate of \$9.50 per hour.

Neff/Troyer That the custodial staff be increased by one (1) full-time person.

Ayes – 3; Nays – 4 Motion failed.

Fortin/Gusler That the custodial staff be increased by one (1) part-time person, not to exceed 25 hours per week on average, with a pay rate of \$9.50 per hour.

Ayes – 4; Nays – 3 Motion carried.

By Board consensus, the Building/Maintenance Committee will participate in monitoring the custodial situation.

E. School Attorneys

Mr. Nelson has been gathering information on school attorney firms regarding retainer fees and hourly fees. The Board authorized Mr. Nelson to negotiate with the firm of Clark Hill and to bring information to the Board for review.

F. Dates for Work Sessions and Committee Meetings

1.	Board Goals Review	October 15, 2003	7:00 p.m.
2.	Bldg/Maint.	September 26, 2003	7:00 p.m.
3.	Finance	October 1, 2003	7:00 p.m.
4.	Eagle Forum	October 27, 2003	
		January 26, 2004	
		March 29, 2004	

XI. Board Comments and Communications

1. Gladwin High School will host CBA classes on September 29, 2003 and January 6, 2004.
2. Chris Neff expressed concern that teaching materials are not being provided for new classes that are scheduled.
3. Pat Thompson asked if a student would be interested in attending Board meetings. Mr. Messner informed the Board that Trinet Bontrager, Student Council President, would like to be part of Board meetings and she will be invited to join the meetings.

The president adjourned the meeting at 10:36 p.m.

Secretary