

**FAIRVIEW AREA SCHOOLS' BOARD OF EDUCATION  
RESCHEDULED REGULAR BOARD MEETING  
MAY 19, 2008**

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The rescheduled regular meeting of the Fairview Area Schools' Board of Education was held on Monday evening, May 19, 2008 in the Elementary Media Center.

Board President Beth Miller called the meeting to order at 7:00 p.m.

PRESENT: Beth Miller, Chris Neff, Joel Yoder, Anne Tompkins, and Diana Danhoff

ABSENT: James Yoder and Kirk Peterson

Several staff members were also present.

**II. Approval of Agenda**

Item F. Transfer of Life Insurance to Bruce Nelson was added under IX. NEW BUSINESS—ACTION ITEMS, item F. Superintendent's June Medical Insurance Coverage was added under X. NEW BUSINESS—DISCUSSION ITEMS AND DATES, and Closed Session was added after XI. Board Comments, Communications, and Closing Public Comments. The agenda was then approved by Board consensus.

**III. Consent Agenda**

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

- A. Minutes: Regular meeting on April 14, 2008; Special meetings on April 15, 17, 21, 24, and 28, 2008
- B. Treasurer's Reports
  - Cash Receipts reports for General Fund, 1998 Debt Retirement Fund, and Sinking Fund
  - General Fund Accounts Payable, which include payrolls of \$118,706.50, bills to be ratified of \$139,522.52, and bills to be paid of \$40,933.61, totaling \$299,162.63
- C. Administrative written reports

Ayes – 5; Nays – 0

Motion carried.

**IV. Public Comments**

1. Kelly Nota addressed the Board about the possibility of forming a local pre-school for 3-4 year olds. If the school forms a pre-school, the state requirements are more stringent than requirements for Kindergarten. Information on the meeting set to gather input will be available at the next Board meeting.
2. Jodee Money provided input on how the draft calendar is formulated.

**V. Curriculum Spotlight**

Kirk Peterson will present the principles he uses for quality management at the June Board meeting.

**VI. Administrative Reports**

The administrative written reports were received and are part of the public record.

Chris Neff asked for clarification on the Superintendent's recommendation that a formal notice be sent to the Support Staff Union indicating that between one and two of the paraprofessional positions may be reduced, with action taken next fall when school re-opens.

Anne Tompkins asked about the possibility of moving choir from zero hour to the first hour; she feels we should give students as many choices as possible. Mr. Poellet will check with Mr. Salsbury, the choir director, about the suggestion and report to the Board.

**VII. Board Committee Reports**

Mr. Nelson reported on the April 23, 2008 Joint Issues Committee meeting. The committee would like to set a joint meeting in August with Mio AuSable Schools, Fairview Area Schools, and C.O.O.R. ISD. The meeting would provide a means for Board members to ask questions and gain information.

**VIII. OLD BUSINESS**

**A. Sharing Counselor Services with Atlanta Community Schools**

With the May 1, 2008 Weekender, Board members received Mr. Poellet's rationale for Rick Handrich's services and how it relates to sharing counselor services with Atlanta. The plan is to offer classes for the next four years with our existing staff, which requires Rick and Mr. Poellet to be in the classroom as much as 2 hours every day and it meets the academic needs of our students.

Yoder, Joel/Neff      That we formally allow the contract with Atlanta Community Schools to expire at the end of 2007-2008.

Ayes – 5; Nays – 0

Motion carried.

**B. Adoption of the 2008-2009 School Calendar**

A draft copy of the 2008-2009 school calendar was presented at the April 14, 2008 Board meeting and was offered for adoption.

Neff/Tompkins      That the 2008-2009 school calendar be adopted as presented.

Ayes – 5; Nays – 0

Motion carried.

**C. Engineering Bids for Repaving Parking Lot**

Engineering bids for repaving the parking lot were due on May 9, 2008. The Building Committee and the Superintendent recommended that May & Associates, Inc. be approved to provide the engineering services.

Neff/Tompkins      That May & Associates, Inc. be approved to provide the engineering study for repaving the parking lot in the amount of \$7,850.00.

Ayes – 5; Nays -0

Motion carried.

**VIII. OLD BUSINESS (Con't)**

**D. Approval of the Custodial RFP**

The Custodial RFP developed by the Building Committee and presented for Board approval shows that all cleaning will be outsourced and the school's employee presently doing some of the cleaning will do none next year.

Neff/Tompkins            That the Custodial RFP be approved as presented.

Ayes – 4; Nays – 1 (Miller)

Motion carried.

**IX. NEW BUSINESS—ACTION ITEMS**

**A. Approval of Coaching Assignments**

Mr. Poellet, Athletic Director, provided a list of recommended coaching assignments for 2008-2009. He informed the Board that baseball team numbers for next year may be too low to field a team. This, because of Title IX, would mandate the elimination of softball. Cooperative programs would require meetings at both schools and agreement from both schools.

At the April 14, 2008 Board meeting, coaching positions for the varsity girls' basketball coach and junior high girls' basketball coach were approved.

Neff/Danhoff            That the coaching assignments for 2008-2009 be approved as presented.

Ayes – 4; Nays – 1 (Tompkins)

Motion carried.

**B. Approval of C.O.O.R. ISD's Budgets**

Section 624 of the Revised School Code, as amended, requires that the ISD submit its preliminary budgets to local districts prior to adopting the budgets in June. It also requires action on the part of the local districts by resolution to agree with the proposed budgets or to indicate areas they suggest changing. Board members received copies of the preliminary budgets prior to the meeting.

Neff/Yoder, Joel        That the ISD Budget Resolution be adopted as presented.

Ayes – 1; Nays – 4 (Danhoff, Joel Yoder, Miller, and Tompkins)

Motion failed.

Board members were in agreement that: 1) Budgets include raises for C.O.O.R. employees while our employees will not receive raises, and 2) fund equity continues to build, but should be used to assist all local schools in more areas of need.

**C. Approval of Part-time Superintendent Contract**

The Negotiations Team met with Mr. James Wilcoxon on April 30, 2008. The school's attorneys reviewed the contract prior to the team offering its recommendation for a part-time superintendent contract.

Yoder, Joel/Danhoff    That the contract for part-time superintendent services for 2008-2009 with Mr. James Wilcoxon be approved as presented.

Ayes – 5; Nays – 0

Motion carried.

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

**D. Superintendent Attendance at June Board and Committee Meetings**

At the April 14, 2008 Board meeting, Mr. Nelson requested Board input regarding his attendance at Board and committee meetings in June when he will be using his vacation days. He suggested that the Board may want to buy out his vacation days and have him work during June.

The Board requested information on the cost of buying five (5) days, and was informed the cost would be \$1,585. Beth Miller recommended that a maximum of five (5) vacation days be purchased.

Miller/Yoder, Joel      That we buy a maximum of five (5) vacation days during June 2008 from Mr. Bruce Nelson to be used as work days.

Ayes – 5; Nays – 0

Motion carried.

**E. Awarding the Custodial Contract**

Prospective bidders are 1) Cleaner One—Elmira, MI; 2) Hi-Tec Building Services—Jenison, MI; 3) Basic Plus Janitorial Service—Alpena, MI; and 4) West Michigan Janitorial—Comstock Park, MI. A two-year contract has been requested. Mr. Nelson and Chris Neff provided additional information.

Neff/Tompkins      That the contract with West Michigan Janitorial be extended through July and August 2008 to conclude summer cleaning.

Ayes – 4; Nays – 1 (Joel Yoder)

Motion carried.

Awarding the custodial bid will be brought to the Board table in June. Action relative to Jerry Knepp's reduced work load was remanded to the Building Committee, with information to be included in the Weekender.

**F. Transfer of Life Insurance to Bruce Nelson**

At the February 14, 2005 Board meeting, the Board approved Mr. Nelson's desire to exercise his option to direct life insurance into a portable plan rather than simply term life insurance. A 457(b) Deferred Compensation Plan—Life Insurance was approved at that meeting. With Mr. Nelson's contract terminating at June 30, 2008, ownership of the policy should be transferred to him and he will make the premium payments if he wishes to maintain the policy.

Neff/Joel Yoder      That coverage by the Board of Education with the Universal Life One-Flexible Premium Adjustable Life plan (a portable plan) through Jackson National Life Insurance Company which was purchased for Mr. Bruce Nelson as approved by the Board on February 14, 2005, replacing term life insurance, be discontinued as of May 19, 2008 and ownership of the plan be given to Mr. Nelson or his designee.

Ayes – 5; Nays – 0

Motion carried.

**X. NEW BUSINESS—DISCUSSION ITEMS AND DATES**

**A. Report on Joint Boards/Administrators’ Dinner Meeting**

Diana Danhoff, Anne Tompkins, and Chris Neff attended the dinner meeting and updated the Board.

**B. Solicitation of Bids for July Organizational Meeting**

Bids for milk, trash removal, and attorney services will be solicited for presentation at the July Board meeting. Fleet insurance and audit service will remain the same for another year.

**C. Graduation**

The 2007-2008 graduation ceremony will take place on May 23, 2008 at 7:00 p.m. Traditionally, two Board members present diplomas to the graduates. Beth Miller and Diana Danhoff will present diplomas, with Chris serving as the alternate presenter.

**D. Special Board Meeting**

Mr. Nelson suggested that a special Board meeting for adoption of the 2008-2009 Budgets be set for June 25, 2008 at 7:00 p.m.

Neff/Tompkins            That a special Board meeting be set for June 25, 2008 for adoption of the 2008-2009 Budgets.

Ayes – 5; Nays – 0

Motion carried.

**E. Standing Committee Meeting Dates**

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|----|------------------------------|--------------|-----------|
| 1. | Building/Maintenance         |              |           |
| 2. | Policy                       | May 28, 2008 | 7:00 p.m. |
| 3. | Finance                      | May 29, 2008 | 4:30 p.m. |
| 4. | Negotiations w/Support Staff | May 29, 2008 | 6:00 p.m. |

**F. Superintendent’s Health Coverage**

The premium payment in June provides health insurance coverage for July. This has been past practice and applies to Mr. Nelson’s coverage.

**XI. Board Comments, Communications, and Closing Public Comments**

Board Comments:    None

- Communications:
1. Shelley Knepp thanked the Board for remembering her and her family at the time of her father’s death.
  2. Dennis Kauffman thanked the Board for the gift of a fruit basket after his hospitalization.
  3. Mr. Poellet shared a note from the Artist Guild of the AuSable in which the group offered their thanks for allowing them to meet on a monthly basis at the school.

Public Comment:    Melinda Parker expressed interest in trying to employ our own custodial employees rather than outsourcing services and having funds go to another community.

**XII. Closed Session**

Neff/Joel Yoder      That the Board go into closed session for the purpose of discussing negotiations and that the Board return to open session in this room and immediately adjourn.

Ayes – 5; Nays – 0

Motion carried.

The president declared a short recess at 9:27 p.m. and the meeting was reconvened at 9:31 p.m. in closed session.

The Board returned to open session in the Elementary Media Center at 9:58 p.m. and the meeting was immediately adjourned.

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Chris Neff, Secretary