

**FAIRVIEW AREA SCHOOLS' BOARD OF EDUCATION  
REGULAR BOARD MEETING  
AUGUST 11, 2008**

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The regular meeting of the Fairview Area Schools' Board of Education was held Monday evening, August 11, 2008 in the elementary media center.

Board President Beth Miller called the meeting to order at 7:01 p.m.

PRESENT: Chris Neff, Diana Danhoff, Beth Miller, Kirk Peterson, Anne Tompkins, and Beth Oaks

ABSENT: None

**II. Approval of Agenda**

By consensus, the Board approved the agenda.

**III. Consent Agenda**

Danhoff/Tompkins That the following items be included in the Consent Agenda and be accepted as presented:

- A. Minutes: July 14, 2008 regular Board meeting, July 23, 2008 work session
- 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 98,276.64, bills to be ratified of \$56,529.33, and bills to be paid of \$23,193.49 (\$83,453.05 were approved at the July 14, 2008 Board meeting), totaling \$261,452.51
- C. Administrative written reports

Ayes – 6; Nays – 0

Motion carried.

**IV. Public Comment**

There was no public comment.

**V. Curriculum Spotlight**

Kirk Peterson presented the principles he uses for quality management: documentation/records; management responsibility; resources--training, qualifications, building/infrastructure; process/methods; and measurements with corrective action.

The Board expressed interest in pursuing the audit systems outlined and determined that the SIT committee would be the starting point.

**VI. Administrative Reports**

Mr. Wilcoxon added the following items to his Superintendent Report:

1. Information from Thrun Law Firm about changing from May to November elections
2. The ad outlining Fairview Area Schools’ offerings will be published in the next three editions of “The Oscoda County Herald”.
3. No bids were received for the Computer Room renovation; this item will be returned to the Building Committee for consideration.
4. The Superintendent is working with Thrun Law Firm to obtain a driving policy if busing for athletic events will not be in place. The policy should be included in the Student Handbook and an Athletic Handbook, when completed.
5. Bus routes are being changed and students will be notified of the changes.
6. Information on CBA classes for Board members was presented.
7. A letter of commendation was received from MHSAA; Fairview Area Schools experienced no player expulsions from sporting events in 2007-2008.

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

**VII. Board Committee Reports**

The Policy Review Committee and the Building/Maintenance Committee minutes were disbursed earlier to Board members.

**VIII. OLD BUSINESS**

**A. Recommendation to Lay Off Two Paraprofessionals**

At the June 12, 2008 Board meeting, the Finance Committee recommended a reduction of two paraprofessional positions for 2008-2009, with the union to be notified of that possibility. The Board approved the recommendation, with action to be taken in August 2008. Reduction of two paraprofessional positions is part of the 3-5 Year Plan for 2008-2009.

The union was notified of the possible lay-off of two paraprofessionals following the current contract language.

Discussion was held on IEPC requirements, paraprofessional schedules, the smaller number of students in individual classes, and the ramifications of eliminating two paraprofessional positions.

Neff/Tompkins That two paraprofessional positions be eliminated for the 2008-2009 school year.

Ayes – 1; Nays – 4 (Tompkins, Neff, Danhoff, & Oaks)  
Abstain – 1 (Peterson due to conflict of interest) Motion failed.

Tompkins/Danhoff That one paraprofessional position be eliminated for the 2008-2009 school year.

Ayes – 4; Nays – 1 (Neff)  
Abstain – 1 (Peterson due to conflict of interest) Motion carried.

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

**B. Accounts at Firstbank**

The question was raised concerning FDIC coverage for the school's funds at Firstbank. Repurchase accounts are backed by government securities and all other accounts fall under the FDIC \$100,000 coverage. Sinking Fund monies will be moved into a new repurchase account and the \$100,000 via FDIC will then cover the remaining accounts.

**C. C.O.O.R. ISD Special Education Contract**

The 2008-2009 Contract for Special Education Services from C.O.O.R. ISD was presented for the Board's approval. Some language was revised; however, the services remain the same as those provided in the 2007-2008 school year.

Neff/Danhoff                      That the 2008-2009 Contract for Special Education Services provided by C.O.O.R. ISD be approved as presented.

Ayes – 6; Nays – 0

Motion carried.

Mr. Bob Jones, C.O.O.R. ISD's Superintendent, will be invited to meet with the Board at its September meeting. Board members were asked to submit questions within the next week for his consideration.

**D. Custodial Staff**

The Building/Maintenance Committee met on July 16, 2008 and an outline of in-house custodial services was provided for Board members. Mr. Wilcoxon provided an approximate total for hiring the school's own employees, two employees for 6 hours each per day, as well as an outline of the supervision structure, building and cleaning assignments, and custodial procedures.

Neff/Peterson                      That the Board of Education hires its own custodial staff with wages and benefits being set by the current Fairview Federation of School Related Personnel contract.

Ayes – 6; Nays – 0

Motion carried.

The positions will be posted, and the Building/Maintenance Committee will serve as the interview team.

**E. Additional Cost to the Parking Lot Bid**

The Building/Maintenance Committee met on July 28, 2008 and discussed additions to the parking lot bid. The committee recommended that the offer of B & B General Contracting, Inc. of \$11,000 to complete the sidewalks, \$7,500 to seal and stripe the back parking lot, and \$1,450 to seal and stripe the elementary parking lot be accepted.

Neff/Tompkins                      That the Board of Education accepts the offer of B & B General Contracting, Inc. of \$11,000 to complete the sidewalks, \$7,500 to seal and stripe the back parking lot, and \$1,450 to seal and stripe the elementary parking lot.

Ayes – 6; Nays – 0

Motion carried.

The president called for a recess at 8:36 p.m. and the meeting was reconvened at 8:45 p.m.



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

**E. Resignation of Mechanic/Bus Driver/Transportation Supervisor**

David Bugg, Transportation Supervisor, submitted a letter of resignation, effective October 1, 2008.

Neff/Tompkins            That David Bugg’s letter of resignation, effective October 1, 2008, be accepted and that a letter of appreciation be sent to him.

Ayes – 6; Nays – 0

Motion carried.

Diana Danhoff, Secretary of the Board, will write a letter of appreciation to Mr. Bugg.

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

**A. The Capital Group – 403(b)**

Mr. Wilcoxon provided information on the 403(b) issue.

**B. Week-end Building Security**

Past practice has included paying custodial staff for checking buildings on the week-ends. The Board discussed continuing the week-end building checks; persons in charge of Open Gym during week-ends are responsible for securing the building after use.

**C. Mechanic/Bus Driver/Transportation Position**

The Board reviewed the mechanic/bus driver/transportation position after accepting David Bugg’s resignation. The bus driver portion of the position will be posted and Mio AuSable Schools will be contacted to ascertain interest in sharing a mechanic.

**D. Heating and Electrical Use**

A comparison of heating and electrical use was provided for the Board’s perusal.

**E. Standing Committee Dates**

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|----|----------------------|-----------------|-----------|
| 1. | Policy Review        | August 13, 2008 | 6:00 p.m. |
| 2. | Building/Maintenance | August 18, 2008 | 6:00 p.m. |

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

Board Comments:    Kirk Peterson expressed his appreciation for Mr. Wilcoxon’s communication with the Board and general handling of the transition, and thanked Sharyn Smith for her assistance and input.

**XI. Board Comments, Communications, and Closing Public Comments (Con't.)**

- Communications:
1. Robertson & Carpenter, CPAs, P.C. provided correspondence in which the Board was given an overview of the planned scope and timing of the audit of the Fairview Area Schools' financial statements as of and for the year ended June 30, 2008.
  2. Troy and Bobbi Ross sent a thank-you note for the support shown to them at the loss of Troy's mother.
  3. Cindy Neff submitted a letter of concern addressing the Board's decision to not remodel the student restrooms in the High School and Middle School.

Closing Public Comment: None

The president adjourned the meeting at 9:41 p.m.

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Diana Danhoff, Secretary