Minutes of the
PEWAMO-WESTPHALIA
Board of Education
October 21, 2019
7:00 P.M. Regular Board Meeting

I. President’s Call to Order: Meeting was called to order by President Wood at 7:00 p.m.

II. Roll Call: Board Members Present –Kathy Wood, Kim Thelen, Jason Hafner, Jim Pohl and Tim Schafer (Leanne O’Brien and Brianne Henning absent)

Staff Present –Jeff Wright, Superintendent, Todd Simmons, Middle/High School Principal, Julie Farmer, Elementary Principal, Stacey Johnston, Instructional Technology Specialist, Deborah Prince, Executive Assistant

Students Present- Karly Bierstetel, Miriam Downes, Isabell Helman, Hayden Hengesbach, Rachel Rademacher, Emerie Smith, Paige Spitzley, Melanie Werner, Vivian Werner, Whitney Werner, Emma Wittenbach, Mary Beth Wohlert

Guests: Julie Bierstetel, Darron Birchmeier, Lynn Distel, Aaron Helman, Marcia Hengesbach, Amber Smith, Christie Spitzley, Jason Werner, Scott Werner, Holli Wittenbach

III. Approval of Agenda: Motion made by J. Hafner, seconded by J. Pohl, to approve the September meeting minutes and the consent agenda. Motion passed 5-0.

IV. Communications
   A. Middle School Girls’ Cross Country Team – Coach Darron Birchmeier spoke on behalf of the team after the team members introduced themselves. Coach Birchmeier indicated they are here on behalf of celebration and expressed how proud he is of them and how they portrayed their sportsmanship. Thanked the BOE for their support of the cooperation between the parochial schools and the public school. Coach Birchmeier also expressed his admiration of Coach Werner and stated that he is very well respected throughout the state of Michigan. President Wood congratulated the team and coaches on their success.
   B. Read a note received from Mr. Jason Smith, Superintendent of Saranac Schools.
   C. Read a letter received from Mr. Vaughn Smith, Custodian
   D. Building & Site – None
   E. Policy/Annual Report –
      F. Proposed Extra Curricular Down Time and Facility Use Policy – Mr. Wright provided an overview on the history of how the proposed policy came to be. Meetings were held with the Athletic Director and Administrative staff. Mrs. Wood expressed concern over the practice ending time at 9:00 pm; she would prefer an earlier time. Mr. Schafer suggested surveying the parents to determine if this is an issue. Mrs. Wood feels that the optional practices held are not optional, but rather mandatory. Mr. Hafner would like to include some consequences in the policy if the coaches do not adhere to the guidelines. Mr. Schafer suggested surveying student athletes at the completion of each sports season. Mr. Wright stated that the MHSAA requires one shut-down period each summer and that P-W has two shut-down periods. Mr. Wright stated we are also proposing a moratorium that prohibits coaches from scheduling any type of practice or event until two weeks after the state final championship is held for each sport.
G. Personnel:
   1. *Accept the resignation for retirement of Mrs. Lisa Clawson, Kitchen Cook, effective January 24, 2020.*
   2. *Accept the resignation of Mr. Zachary Witgen, Student Custodian, effective Monday, October 21, 2019.*
   3. *Recommendation to hire Mr. Jerod Hengesbach, through Edustaff, as the 7th Grade Boys Basketball Coach.*
   4. *Recommendation to hire Mr. Adam Wesley, through Edustaff, as the Freshman Boys Basketball Coach.*
   5. *Recommendation to hire Mr. James Parker as a Substitute Custodian.*
   6. *Recommendation to hire Mr. Alex J. Thelen as a Student Audio/Visual Assistant.*

V. President’s Comments – None.

A. PLANK Student Presentation – Miss Mary Beth Wohlfert and Miss Rachel Rademacher gave a presentation on the peer mentoring program affiliated with PLANK. Students seek to build relationships with their peers who are struggling and most in need. Educators generally identify the students and then administrators assign the PLANK members with the students in need. There are at least 15 mentors assigned to someone. Each mentor signs a confidentiality waiver and serves as a friends to the students. The peer mentoring has been successful, as well as rewarding for all students involved.

VI. Action Items:
A. Old Business
   Proposed Refunding of Outstanding School Board Loan Fund/School Loan Revolving Fund Balances - Motion made by J. Hafner, seconded by J. Pohl, to adopt the proposed resolution for the refunding of Outstanding School Bond Loan Fund/School Loan Revolving Fund Balances for Pewamo-Westphalia Community Schools. Motion passed 5-0.

B. New Business
   1. Utilizing a Third Party Vendor for Virtual Courses for the 2019-20 school year. Motion made by J. Hafner, seconded by K. Thelen, that we use Michigan Virtual Academy as a 3rd party vendor for virtual courses for the 2019-20 school year.

VII. Financial:
A. *Fund Summary Report September 30, 2019*
B. *Accounts Payable Listing, September 2019*
C. *September 2019 Activities Report*
VIII. Administrator’s Reports:

A. Instructional Technology Specialist – The Elementary Library is now open every day before school, allowing students to check out a book any day of the week. In addition, the Library is open four days a week during the afternoon recess. Mrs. Simon and Mrs. Hafner are identifying books which have not been checked out in 20+ years and removing those from circulation. Mrs. Johnston is continuing to work on updating the PowerSchool data required due to the PowerSchool upgrade. Mrs. Wood suggested sharing information on blue light effects each year, as a reminder to families.

B. Elementary School Principal – Mrs. Farmer stated the Elementary School hosted parent/teacher conferences last week. If the 3rd grade reading law requirements were in effect last year, not one of our students would have been retained. The staff are working hard to ensure all of our current third grade students will be just as successful. The Elementary School a very profitable book fair last week. Grandparent/Special Persons week was last Wednesday and our guests had an opportunity to leave a video message in front of a green screen.

C. Middle/High School Principal – Mr. Simmons thanked the Board of Education for welcoming the PLANK members. Thanked the Board for their consideration of the extra-curricular policy as presented. With the recent success in sports the last few years, it has caused some unintended consequences. Thanked Mrs. Johnston for helping Mr. Simmons improve his technical abilities, and Mr. Schafer for visiting the Middle/High School for a day. Welcomed any of the Board Members to spend an hour or a day at the Middle/High School.

D. Superintendent –

Preschool - Mrs. Farmer stated that an inspector recently visited the school to test for lead and inspected the dirt on the playground. The inspector indicated he didn’t see any problems. Mr. Nuremberg has also completed a checklist for our playground.

Educational Career Opportunities – Mr. Wright will attend a Clinton/Eaton/Ingham County meeting next week concerning early-middle college. Looking to expand the cyber-security offerings for our students. County schools are considering adding Mid-Michigan College as another option for dual enrollment courses.

CLEP – Mr. Simmons is researching implementing CLEP tests for our high school students. This would allow students to take a test to earn college credit for some high school courses offered.

IX. At 8:23 pm, motion made by J. Hafner, seconded by K. Thelen, to begin a closed session to discuss Mr. Wright’s evaluation. Motion passed 5-0.

X. At 8:38 pm, motion made by J. Hafner, seconded by K. Thelen, to end the closed session. Motion passed 5-0.

XI. Future Meeting Dates/Events:

A. MS/HS Band Concert – Tuesday, October 29, 2019
B. Middle School Theater Performance of “Matilda” – November 8-10, 2019
C. November Board Meeting – November 18, 2019
XII. Adjourn: At 8:43 p.m., motion made by J. Pohl, seconded by T. Schafer to adjourn the meeting. Motion passed 5-0.