

BUCHANAN COMMUNITY SCHOOLS, BERRIEN COUNTY, MICHIGAN

APRIL 19, 2021

REGULAR MEETING

VIRTUAL MEETING

CALL TO ORDER

VICE-PRESIDENT: Mrs. Ruth Writer opened the virtual meeting at 6:02pm

ROLL CALL

VIRTUALLY PRESENT: C. Lee, K. Berry, C. Carlson, S. Carlin, and R. Writer

ABSENT: K. Laesch and H. Burnett

OTHERS VIRTUALLY PRESENT: Superintendent Patricia Robinson, Mark Kurland, Phil Place, Tom Tebeau

ADOPTION OF AGENDA

MOTION by **C. Carlson**, SECONDED BY Member **C. Lee** the agenda for the board meeting of April 19, 2021 be adopted as written.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, S. Carlin, and R. Writer

NAYS: None **MOTION ADOPTED**

RECOGNITION OF VISITORS

None.

**SUPERINTENDENT/
DEPARTMENT REPORTS**

Buck Staff Recognition April Winner: Christine Ewell, Special Education Teacher at Moccasin Elementary School. Board Trustee, Mrs. Berry, recognized Mrs. Ewell's nominations. Dr. Michael Dunn, Moccasin Principal, acknowledged Mrs. Ewell's positive connections with Moccasin grade-level teachers and advocating for her students. Mrs. Ewell can always be counted on to step up and step in. Dr. Dunn also mentioned her new found passion of raising chickens and generously giving eggs to staff. BCS District Special Education Supervisor, Mrs. Karin Falkenstein, also nominated Mrs. Ewell. She praised Mrs. Ewell's help with student caseloads during a co-workers medical leave. Mrs. Falkenstein is grateful for her stepping up to ensure all legal requirements and timelines were met during this time. She also commended Mrs. Ewell for assisting her students through conflict resolution training to solve their own disagreements. Her professional commitment and fine instructional work are making an exceptional difference for our students and their families.

Nominees included:

- Derek Tefft, BMS Teacher
- Hayley Sater, Moccasin Teacher
- Heidi Holloway, Moccasin Teacher
- Kelly Smith, Ottawa Teacher
- Michelle Munyon, Administrative Assistant
- Nichole Clemons, BMS Paraprofessional
- Sandra Miller, BHS Art Teacher
- Shelby Beasley, BMS Principal
- Tammie Herrman, BMS Paraprofessional

Updates for BHS, BMS, Moccasin, Ottawa, Athletics/BVA/CTE, Special Education, Operations, Food Service, Information Technology, and Assistant Superintendent were provided respectively.

PRESENTATIONS

School Highlight – Mrs. Stacey Denison, Ottawa Elementary School Principal, presented to the board. She shared the Ottawa Points of Pride and PBIS. Mrs. Denison shared a video with the board produced by Mrs. Laura Henckle. The video

covered the Buck 3; be respectful, be responsible, and be safe, with the help of Ottawa students. Mrs. Denison explained the importance of focusing on behaviors requested with positive reinforcement and that this is Ottawa's third year participating in the PBIS program with guidance and training from BRESA.

Executive Team Updates - Superintendent Robinson and the Executive Team provided their updates respectively.






Extended COVID-19 Learning Plan – Assistant Superintendent, Mark Kurland reviewed BCS extended COVID learning plan and the items required by the state. He advised the board that after spring break, all remote students were back in person for the remainder of the school year.

**COMMUNITY DIALOGUE
CITIZENS CONCERNS**




None.

**ADOPTION OF CONSENT
AGENDA**

MOTION by **C. Lee**, SECONDED BY Member **C. Carlson**, the consent agenda for the regular board meeting of April 19th, 2021 be adopted as written:

1. Minutes:
 -  3-15-2021 Regular Meeting
2. Warrants:
 -  Treasury & Expenditure Reports – March 2021
3. Probationary/Tenure Listing for 2020-21 School Year:
 -  Buchanan High School
 -  Buchanan Middle School
 -  Moccasin Elementary School
4. Contract Services with T2 Professional Business Services to provide business services requested by Buchanan Community Schools (contract attached).
5. Recommendations to Hire as submitted by:
 - BCS Superintendent, Mrs. Patricia Robinson (contract attached)

Recommended Employee	Title
Al Berget	Director of Operations

6. Staff resignation as submitted:
 -  Nicole Clemmons – BMS Paraprofessional
 -  Patricia Smith – Moccasin Paraprofessional
 -  Rita Seay – BHS SPED Teacher
7. Reconfirmation of Buchanan Community Schools Extended COVID-19 Learning Plan

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, S. Carlin, and R. Writer

NAYS: None **MOTION ADOPTED**

**BUCHANAN VIRTUAL
ACADEMY GRADUATION
CERTIFICATION**

MOTION by **R. Writer**, SECONDED BY Member **K. Berry**, upon satisfactory completion of district requirements for high school graduation, the Board of Education hereby approves:

Buchanan Step Up Student:
 Kalley Hall

Mrs. Robinson wished Kalley the best in her future endeavors. Mrs. Writer added it is always nice to see students graduate in a non-traditional way.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, S. Carlin, and R. Writer

NAYS: None **MOTION ADOPTED**

**SCHOOLS OF CHOICE
RESOLUTION**

MOTION by **C. Carlson**, SECONDED BY Member **K. Berry**, the Buchanan Community Schools' Board of Education, exercising the option permitted by section 105 of the State School Aid Act of 1979, as amended by Public Act 300 of 1996, will accept applications of nonresident students who reside within Berrien RESA boundaries for the available grade level openings as listed below for enrollment into Buchanan Community Schools for the 2021-22 school year and will operate a Schools of Choice Program in our district in compliance with the statutory requirements of Section 105. The window for applications for these openings will be May 14, 2021 to June 11, 2021. Available openings for each grade level:

OTTAWA ELEMENTARY	MOCCASIN ELEMENTARY	BUCHANAN MIDDLE SCHOOL	BUCHANAN HIGH SCHOOL
Kindergarten: 16	2 nd Grade: 11	5 th Grade: 3	8 th Grade: 10
1 st Grade: 7	3 rd Grade: 8	6 th Grade: 5	9 th Grade: 10
	4 th Grade: 7	7 th Grade: 6	10 th Grade: 10
			11 th Grade: 10
			12 th Grade: 2

Mrs. Robinson commented on having the window open earlier this year.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, S. Carlin, and R. Writer

NAYS: None **MOTION ADOPTED**

**CERTIFIED STAFF
MATERNITY LEAVE**

MOTION by **K. Berry**, SECONDED BY Member **R. Writer**, the Buchanan Board of Education grants maternity leave to Natasha Holesinger, Ottawa Elementary School Early Childhood Special Education Teacher, from approximately June 15, 2021 for the completion of the school year in accordance with Article XI, Section B.2.D. using accumulated sick days. Barring any complications, she would return to her position as Early Childhood Special Education Teacher at the start of the following school year.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, S. Carlin, and R. Writer

NAYS: None **MOTION ADOPTED**

**CERTIFIED STAFF LEAVE
REQUEST**

MOTION by **C. Carlson**, SECONDED BY Member **C. Lee**, the Buchanan Board of Education grants unpaid leave to Carissa Todd, BMS 7th Grade English Teacher, for December 1st and 2nd, 2021.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, S. Carlin, and R. Writer

NAYS: None **MOTION ADOPTED**

**PROCEDURES REGARDING
THE OPEN MEETINGS ACT**

MOTION by **R. Writer**, SECONDED BY Member **C. Carlson**, the Buchanan Board of Education adopts the following resolution:

Whereas the Open Meetings Act was recently amended via Public Act 254 of 2020 to grant greater latitude with respect to electronic participation by members of the Board of Education and the public in certain circumstances; and

Whereas the Board of Education desires to utilize electronic participation, as necessary and in approved circumstances, in compliance with the law.

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Board of Education hereby adopts the following procedures to accommodate electronic participation by Board members who are absent due to a medical condition or due to a statewide or local state of emergency declared pursuant to law or charter or local ordinance by the governor or a local official, governing body, or chief administrative officer that would risk the personal health or safety of members of the public or the public body if the meeting were held in person. In the event of such an emergency, if the meeting location is usually held in an affected area the entire Board may participate electronically, otherwise, only members who reside in the affected area may participate electronically.

For purposes of this paragraph, medical condition means an illness, injury, disability, or other health-related condition.

Electronically may include video and/or telephonic conferencing.

2. The procedures adopted by this Resolution to accommodate lawful electronic participation by Board members are as follows:
 - a. Two-way communication shall be provided through electronic means;
 - b. For each member of the Board attending the meeting electronically, there shall be a public announcement at the outset of the meeting by that member, to be included in the meeting minutes, that the member is, in fact, attending the meeting electronically and, except for members who are participating electronically due to military duty, stating the county, city, township or village and state where the member is located.
 - c. The public shall be provided notice of the absence of a member and information about how to contact the member sufficiently in advance of the meeting to provide input on any business that will come before the Board.

3. Through March 31, 2021 the Board may hold its meetings electronically, in whole or in part, for any reason.
4. The Board further authorizes, from April 1, 2021, through December 31, 2021, electronic participation solely under the circumstances set out in paragraph 1, as well as the pre-existing law requiring accommodation due to military duty. After December 31, 2021, only members requiring accommodation due to absence for military duty may participate electronically.
5. For a meeting of a public body held in person before April 1, 2021, both of the following shall occur:
 - a. To the extent feasible under the circumstances, social distancing and mitigation measures recommended by the Centers for Disease Control and Prevention for purposes of preventing the spread of COVID-19 shall be adhered to by all attendees, including the measure that an individual remain at least 6 feet from anyone from outside the individual's household.
 - b. Heightened standards of facility cleaning and disinfection to limit participant exposure to COVID-19, as well as protocols to clean and disinfect in the event of a positive COVID-19 case in the public body's meeting place shall be utilized and are hereby adopted by the Board.
6. The Board authorizes the use of technology to facilitate typed public comments during the meeting that may be read to or shared with Board members and other participants in satisfaction of the requirement that members of the public be heard by others during the electronic meeting and the requirement that they be permitted to address the Board.
7. Advance notice of any meetings held electronically, in whole or in part, shall be posted on the District's website either on the homepage or on a separate web page dedicated to public notices for non-regularly scheduled or electronic public meetings through a prominent and conspicuous link on the homepage. This notice must be posted at least eighteen (18) hours before the meeting begins. Notice of a meeting held electronically must explain as follows:
 - a. Why the Board is meeting electronically.
 - b. How members of the public may participate in the meeting electronically, including provision of the specific telephone number, internet address, or both needed to participate.
 - c. How members of the public may contact members of the Board to provide input or ask questions on any business that will come before the Board at the meeting.
 - d. How persons with disabilities may participate in the meeting.

8. If an agenda exists for an electronic meeting held under this resolution, the Board shall post the agenda on the website at least two (2) hours before the meeting begins. This does not prohibit subsequent amendment of the agenda at the meeting.
9. Members of the public who are participating electronically or in person shall not be required to register, other than as required by the bylaws to participate in public comment.
10. Members of the public will not be allowed to participate in any closed sessions during meetings held electronically, in whole or in part, and all prior laws and bylaws relating to closed sessions continue to apply.
11. The Superintendent shall implement all procedures and other requirements set out in this Resolution.

NOW, BE IT FURTHER RESOLVED that execution of this Resolution is conclusive evidence of the Board of Education's approval of this action and of the authority granted herein.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, S. Carlin, and R. Writer

NAYS: None **MOTION ADOPTED**

INFORMATION/REPORTS & NEW BUSINESS

Curriculum & Planning Committee – Mrs. Writer updated the board of the most recent meeting on March, 23rd. There was much dialogue with the high school administration team about how and when scheduling was done. Mrs. DeMaio and Mr. Pruett informed the committee that over the years they have lost teachers that have not been replaced. They discussed elective classes, alternative scheduling, class size, E-Lab and curriculum budget. Dr. Carlin also commented on behalf of the Curriculum & Planning Committee.

Board Policy Committee – Mrs. Berry briefed the board of the past meeting on March 23rd. She let the board know that the first reading will be coming in front of the board next month. Many policies had common language needed updating.

Human Resources Committee – Mrs. Robinson spoke to the board of their past meeting that occurred on March 30th. They spoke of the Business Director position. She also stated that our school auditor would be willing to provide some training and mentorship to the new candidate as well. Mrs. Robinson spoke of receiving a sample staff handbook from Berrien RESA and making our own for the upcoming school year, as well as a hiring checklist. Union negotiations are coming up in May/June.

QUESTIONS & COMMENTS FROM BOARD MEMBERS

There was much discussion of the Business Director position. Mrs. Robinson will keep everyone up to date with information regarding the search.

Mrs. Writer complimented all Buchanan Community Schools' staff in maintaining in spite of all the challenges faced daily.

Mrs. Berry thanked the parents for their nominations to the Buck Staff Appreciation.

Dr. Carlin touched on substitute positions.

NEXT BOARD MEETING

Monday, May 17, 2021 @ 6pm

ADJOURNMENT

7:42 pm

Mrs. Kelly Laesch, Secretary, Board of Education
(Minutes adopted at the 5/17/21 meeting)