

BUCHANAN COMMUNITY SCHOOLS, BERRIEN COUNTY, MICHIGAN

OCTOBER 18, 2021

REGULAR MEETING

BUCHANAN HIGH SCHOOL

CALL TO ORDER

PRESIDENT: Dr. Harvey Burnett opened the meeting at 6:03pm

ROLL CALL

PRESENT: C. Lee, K. Berry, K. Laesch, S. Carlin, R. Writer, and H. Burnett

ABSENT: C. Carlson

OTHERS PRESENT: Superintendent Patricia Robinson, Mark Kurland, Phil Place, Carrie Brunsting, Alan Berget, Mark Frey, Brian Brown

ADOPTION OF AGENDA

MOTION by **C. Lee**, SECONDED BY Member **R. Writer** the agenda for the board meeting of October 18, 2021 be adopted as written.

ROLL CALL VOTE: C. Lee, K. Berry, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

RECOGNITION OF VISITORS

J. Stubblefield, B. Lewis, D. Ryman, T. Herrman, S. Fain, A. Cowart, D. LaDuct, F. Martin, M. Dunn, J. Phillips, J. Holloway, A. Holloway, V. Woodall, J. Legault, J. Long, S. McGahey, D. Cartwright, D. Stevens, M. Macigewski

PRESENTATIONS

First Quarter Budget Amendment 10/18/2021 - Mr. Brian Brown reviewed the amended budget compared against the original budget. He reviewed Buchanan Community Schools' revenues and expenditures.

Audit Presentation - Ms. Cindy Scott, Stephenson & Company, P.C. presented to the board. This was her second year performing a financial audit for Buchanan Community Schools. Ms. Scott reviewed our Audit Opinion Letter and Government-Wide Financial Statements which included our 2021 Refunding Bonds, Net Pension Liability, and Net OPEB Liability among others. She also reviewed our Fund financial statements which included General Fund revenues and expenses, the purchase of Bus #9, the Child Nutrition Cluster and ESSER I COVID-19 Funding.

School Highlight – Mr. Mark Frey, BVA/CTE Director and Athletic Coordinator presented to the board. Mr. Frey shared fall sport highlights as well as growing number of student athletes within district sports. Buchanan Virtual Academy has approximately 120 students enrolled this year. Career Technical Education was able to bring industry in this year that they hadn't been able to do with COVID.

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

**SUPERINTENDENT/
DEPARTMENT REPORTS**

Buck Staff Recognition October Winner: Abby Cantu, Buchanan High School Administrative Assistant. Board Secretary Mrs. Laesch recognized Mrs. Cantu as this month's winner. A Buchanan Community Schools' parent nominated Mrs. Cantu for always being there for her child and checking up on them if they happen to miss school.

Nominees included:

- Amanda Horton, BCS Food Service
- Becky Kaltenbach, BCS Food Service Supervisor
- BJ Scott, Ottawa Lunch Aide
- Cindy Hess, BHS Teacher
- Cindy Stacy, Ottawa 1st Grade Teacher
- Dawn Van Dyke, Ottawa Special Education Teacher
- Donna Southwell, BHS Interventionist
- Jaime Warmbein, BHS Teacher
- Jane Phillips, BCS Bus Driver
- Joe Kemp, BCS Computer Technician
- Kathy Lolmaugh, Moccasin Administrative Assistant
- Kris Rettig, Moccasin 3rd Grade Teacher
- Larry Kline, BCS Operations Utility Staff
- Margaret Cowles, BCS Food Service
- Marion Hurd, Ottawa Administrative Assistant
- Melissa Frost, BHS Teacher
- Melissa Seddon, Ottawa Kindergarten Teacher
- Melissa Sweeney, BCS Food Service
- Dr. Michael Dunn, Moccasin Principal
- Michelle Munyon, BCS Administrative Assistant
- Patricia Robinson, BCS Superintendent
- Russ Philip, BCS Teacher
- Ryan Frontczak, BMS Dean of Students
- Stacey Lee, BMS Special Education Teacher

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

INFORMATION/REPORTS & NEW BUSINESS

Human Resources Committee – Mrs. Berry shared that members reviewed open positions, brainstormed a few recruiting ideas as well as retention ideas and ways to recognize staff.

Finance Committee – Mr. Lee briefed the board on their most recent meeting was on the topic of the budget amendment.

Curriculum & Programming Committee – Mrs. Writer shared that Wendy Murphy had spoke of the science and foundations of reading. The committee also reviewed High School ICE expectations, class sizes between buildings, PLC's, and AP classes being offered.

Pledge of Allegiance Discussion – the board shared thoughts on performing the Pledge of Allegiance before board meetings in the future.

COMMUNITY DIALOGUE CITIZENS CONCERNS

Brenda Lewis – spoke against masks.

Carla Jackson Johnson – spoke of other options besides mask wearing and social distancing for children.

Don Ryman – spoke against masks and in support of the Pledge of Allegiance.

John Stubblefield – spoke in support of the Pledge of Allegiance.

Stephanie Fain – spoke against masks.

Matt Belcher – spoke of constant CDC policy changes.

Debra Stevens – spoke against masks.

Melanie Easley – does not approve of the vaccination clinic.

Dana LaDuct – in favor of a mask mandate.



Sherry McGahey – spoke against mask mandates.

Victory Woodall – spoke against mask mandates.

Rich McCoy – questioned the BCS mask survey, spoke against masks and COVID-19 vaccines.

ADOPTION OF CONSENT AGENDA

MOTION by **K. Berry**, SECONDED BY Member **C. Lee**, the Board of Education approves the consent agenda for the regular board meeting of October 18th, 2021 be adopted as written:

1. Minutes:
 9-20-2021 Regular Meeting
2. Warrants:
 Treasury & Expenditure Reports – September 2021
3. Recommendations to Hire as submitted by:
Moccasin Principal, Dr. Michael Dunn
Superintendent, Patricia Robinson

Recommended Employee	Title
Anizbeth Contreras	Speech & Language Pathologist, Moccasin
Stephen Schaefer	Bus Mechanic (Contract attached)
Nathaniel Will	Transportation Supervisor (Contract attached)

ROLL CALL VOTE: C. Lee, K. Berry, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

NEOLA BOARD POLICIES – FIRST READING

MOTION by **R. Writer**, SECONDED BY Member **K. Laesch**, the Buchanan Board of Education approves the first reading of the following NEOLA revised policy:

POLICY	Description
6421	Purchases Budgeted

ROLL CALL VOTE: C. Lee, K. Berry, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

NEOLA BOARD POLICIES – SECOND READING

MOTION by **R. Writer**, SECONDED BY Member **C. Lee**, the Buchanan Board of Education approves the second reading of the following NEOLA revised policy:

POLICY	Description
9700.01	Advertising and Commercial Activities

ROLL CALL VOTE: C. Lee, K. Berry, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**2021-22 ADMINISTRATIVE
CONTRACT AMENDMENT**

MOTION by **C. Lee**, SECONDED BY Member **K. Berry**, the Buchanan Board of Education approves the amended contract for:

 Middle School Principal, Shelby Beasley

ROLL CALL VOTE: C. Lee, K. Berry, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**2021-22 BCS RETURN TO
LEARN PLAN AMENDMENT**

MOTION by **C. Lee**, SECONDED BY Member **K. Berry**, the Buchanan Community Schools Board of Education approves the amended Buchanan Community Schools 2021-22 Return to Learn Plan.

ROLL CALL VOTE: C. Lee, K. Berry, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**2021-2022 BUDGET
AMENDMENT**

MOTION by **C. Lee**, SECONDED BY Member **R. Writer**, the Buchanan Board of Education, in accordance with the General Appropriations Act, accepts the Buchanan Community Schools amended budget appropriations resolution for the fiscal year 2021-22 as presented. Said documents to be entered into the minutes of this meeting and take immediate effect.

AMENDMENT TO GENERAL APPROPRIATION
Resolution for Adoption by the Board of Education of
Buchanan Community School District
GENERAL FUND
October 18, 2021

Resolved, that this resolution shall be the general appropriations of Buchanan Community School District for the 2021-2022 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Buchanan Community School District.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the general fund of the school district for fiscal year 2021-2022 which includes 18 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes is amended as follows:

<u>Revenue:</u>	
1xx Local	\$ 2,545,863
2xx Other Political Subdivisions	-
3xx State	13,604,924
4xx Federal	2,772,388
5xx -6xx Other Financing Sources	259,205
 TOTAL REVENUE	 \$19,182,380
 Total Fund Balance, July 1, 2021 Available to Appropriate	 \$ 3,817,394
 TOTAL AVAILABLE TO APPROPRIATE	 \$ 22,999,774

Be it further resolved, that \$ 19,293,346 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

<u>Expenditures:</u>	
1xx Instruction	
11x Basic Programs	\$ 9,557,661
12x Added Needs	2,059,514
2xx Support Services	
21x Pupil Support	1,224,905
22x Instructional Staff Support	1,203,029
23x General Administration	392,630
24x School Administration	1,154,660
25x Business Services	395,582
26x Operations and Maintenance	1,710,486
27x Transportation	853,395
28x – 29x Other Central Support	704,223
3xx Community Services	25,060
4xx – 6xx Other Financing Uses	12,201
 TOTAL APPROPRIATED	 \$ 19,293,346

Projected June 30, 2022 Fund Balance \$ 3,706,428

Further Resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

This resolution shall take effect October 18, 2021

ROLL CALL VOTE: C. Lee, K. Berry, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**FOOD SERVICE SALARY
SCHEDULE**

MOTION by **R. Writer**, SECONDED BY Member **K. Berry**, the Buchanan Board of Education approves the new salary schedule for food service employees.

ROLL CALL VOTE: C. Lee, K. Berry, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**QUESTIONS & COMMENTS
FROM BOARD MEMBERS**

Mrs. Berry appreciates the Return to Learn Plan to provide guidance. She also thanked the BCS students and staff who volunteered at the tree planting event.

Mr. Burnett mentioned the need for hiring crossing guards for BCS students.

NEXT BOARD MEETING

Monday, November 15, 2021 at 6pm

ADJOURNMENT

8:33 pm

Mrs. Kelly Laesch, Secretary, Board of Education
(Minutes adopted at the 11/15/21 meeting)