



Big Jackson Public Schools

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BOARD OF EDUCATION ORGANIZATIONAL MEETING MINUTES

July 2, 2019

7:00 P.M.

Members present: Brad Crawford, Sue Jones, Charlotte Lockerby, and Laura Johnson (arrived

I. **CALL TO ORDER** by Board President Brad Crawford at 7:00 PM

II. **PLEDGE OF ALLEGIANCE** was recited.

III. **ELECTION OF OFFICERS:** Charlotte Lockerby made the motion to keep the same slate of officers as follows. Sue Jones supported.

- a. President- Brad Crawford
- b. V.P./Treasurer- Sue Jones
- c. Secretary- Laura Johnson

Unanimously passed.

IV. **APPOINTMENTS:** Jones made the motion for the following appointments and Lockerby supported:

- a. Legal Counsel – Clark Hill, PLC
- b. Publication of Record – Times Indicator
- c. Auditor – Rehmann (Kim Lindsay)

Unanimously passed.

V. **PUBLIC PARTICIPATION-** none

VI. **APPROVAL OF AGENDA** as presented. Motion by Jones. Support by Lockerby. Unanimously passed.

VII. **APPROVAL OF MINUTES** – Regular meeting of June 4, 2019. Motion by Jones to approve the minutes as presented. Supported by Lockerby. Unanimously passed.

VIII. **DESIGNATE BANKING FACILITIES** (Chemical Bank & Michigan Liquid Asset Fund)

SIGNATORIES –

Chemical Bank – School Board Members, Building Administrator, Business Manager

Michigan Liquid Asset Fund – School Board President and Business Manager

Motion by Jones and support by Lockerby to approved the banking facilities and signatories as presented.

IX. PRESENTATION AND REPORTS

- a. Financial Report: Tubbergen Clark provided the financial report as reflected in the attached check registry. Board member stipends were paid during June based upon number of meetings attended per board policy. She also recommended a 1% salary increase for teachers and a \$1.50 per hour increase for Kashmir Aprile and for Curt Wilkinson's transportation services for the board's consideration during the action item portion of the agenda.

X. LEADERSHIP REPORTS

- a. Superintendent's Report.
- Tubbergen Clark reported that she completed the Days and Hours Waiver report for the 2018-2019 school year and submitted it to the Michigan Department of Education. The application opened for the Days and Hours Waiver for the 2019-2020 school year and she will be submitted that within the week of the upcoming school year.
 - Tubbergen Clark recognized the strong work in literacy scores when evaluating student growth data from the 2018-2019 school year. All second and third graders are reading at grade level based upon their exit scores; and all but one first grader is reading at grade level. Many of our students arrive in Kindergarten well below a PK level, so this growth is to be celebrated. Only 3/8 kindergartners were at grade level at the end of the year, but most experienced at least a year's growth for their year in K. Grade 4 had 1/3 of the students at grade level and grade 5 had two-thirds of their students at grade level.
 - Becky, Jodi and I met during June for the Title 1 and Title 2a planning which has been submitted to MDE. We are awaiting approval.
- b. Building Administrator's Report
- Larry Bulson reports that our bus should be returned from International next week and then we can get the rest of the mechanical work finished and ready for inspection.
 - The gravel has been delivered and spread on the parking lot so we are good for a few years.
 - Becky submitted the school improvement report and evaluation requirements to MDE prior to the June 30, 2019 deadline.

XI. DISCUSSION ITEMS

XII. ACTION ITEMS

- a. Approve the regular meeting dates, times and place for the 2019-20 fiscal year as follows:
- July 2, 2019
 - August 6, 2019
 - September 3, 2019
 - October 1, 2019
 - November 5, 2019
 - December 3, 2019
 - January 7, 2020
 - February 4, 2020
 - March 3, 2020

- April 7, 2020
- May 5, 2020
- June 2, 2020

Motion by Johnson. Support by Jones. Unanimously passed.

- b. Approve the board meeting agenda format for the 2019-20 fiscal year. Motion by Johnson. Support by Jones. Unanimously passed.
- c. Approve a renewal contract with NC RESA to provide executive management services of the NC RESA Superintendent to Big Jackson Public School for a fee of \$1.00. Motion by Jones. Support by Lockerby. Unanimously passed.
- d. Approve the continuation of the Board Audit Committee and appoint members Brad Crawford and Laura Johnson for 2019-20. Motion by Jones. Support by Lockerby. Unanimously passed.
- e. Approve a contract with Rebecca Jackson for 2019-20 in the amount of \$10,500 for administration services. Motion by Johnson. Support by Lockerby. Unanimously passed.
- f. Approve a contract with Rebecca Jackson for 2019-20 in the amount of \$2,500 for special education instructional services. Motion by Johnson. Support by Jones. Unanimously passed.
- g. Approve a contract with Lisa Murphy for 2019-20 in the amount of \$25,250 for instructional services. Motion by Johnson. Support by Lockerby. Unanimously passed.
- h. Approve a contract with Lisa Murphy for 2019-20 in the amount of \$5,000 for health and nutrition training services. Motion by Lockerby. Support by Jones. Unanimously passed.
- i. Approve a contract with Jennifer England for 2019-20 in the amount of \$35,350 for instructional services. Motion by Johnson. Support by Jones. Unanimously passed.
- j. Approve to set the hourly wage for Kashmir Aprile, Receptionist, to \$13.00 for the 2019-20 school year. Motion by Johnson. Support by Jones. Unanimously passed.
- k. Approve to set the hourly wages for Curtis Wilkinson for bus driver duties to \$17.50 for the 2019-20 school year. Motion by Jones. Support by Lockerby. Unanimously passed.
- l. Approve payment of checks 18781-18805 (\$2,870.26), EFT 231-234 (\$5,412.37), and Payroll 623-632 (\$9,086.03). Motion by Jones. Support by Lockerby. Unanimously passed.

XIII. **ADJOURNMENT** Motion by Jones. Support by Johnson. Unanimously passed.

NEXT REGULARLY SCHEDULED MEETING WILL BE ON TUESDAY, AUGUST 6, 2019 AT 7:00 P.M