



Pennfield Schools

Monday, November 7, 2022 - 6:30 PM

Regular Board Meeting

High School Media Center

8299 Pennfield Road

Battle Creek, MI 49017

"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda."

1. Call Meeting to Order

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

2. Pledge of Allegiance

Board President

The Board of Education will lead the Pledge of Allegiance.

3. Roll Call

Board President

The Board Secretary will administer roll call to establish that a quorum of the Board is present and to determine which Board members are present at the start of the meeting.

4. Agenda Changes

5. Public Comments - Participants are asked to keep comments to three (3) minutes.

Please notify the superintendent in writing at least two business days before the scheduled meetings of the Board of Education if you wish to address the Board but do not speak English, or if you have a handicap or disability that may prevent you from speaking to the Board. At this time, the Board will listen to comments from the public and others regarding both agenda action items and items that are not on the agenda. Per Board Policy #0167.3 each statement made by a participant shall be limited to three (3) minutes. This is the only opportunity for public comment. The Board President may add a second comment if there are more than 20 community members seeking to speak.

The Board requests that, if you wish to speak, you provide us with your name, address, and affiliation with the district. Please limit your comment to three minutes. Comments should not be directed at individuals on the board, rather to the board as a whole. This is a meeting of the Board of Education being held in public.

Board members will not respond to public comment but you may request a formal response for a later time.

6. Recognitions and Presentations

7. Communications

7.1. Student Representative Report

7.2. Superintendent's Report

Superintendent Lemmer

8. Consent Agenda (Action)

8.1. Approval of the Agenda

8.2. Approval of Minutes

8.2.1. Minutes of the Monday October 17, 2022, regular meeting

8.3. Approve Check Register

8.4. Approve Electronic Funds Transfer

8.5. Approve Finance Expenditure Report

8.6. Communications to the Board

8.7. Approve Summer Annual Tax Resolution

It is recommended that the Board approves the Annual Tax Resolution to continue to collect 50% of the property taxes in the summer.

9. Items Removed from Consent Agenda

10. Items for Approval or Discussion

Board President

10.1. Resolution to Suspend Bylaw 0142.5 to Fill School Board Vacancy (Action)

Due to the resignation of trustee Jeff Wolfersberger, on October 14, 2022, the school board has a vacancy for the term that expires on December 31, 2022.

Due to the circumstances related to the current vacancy, the School Board believes that it is the best interest of the School Board and compelling reasons exist to fill the vacancy without following the procedures identified in Bylaw 0142.5 by appointing a board member-elect who is elected to a full-term that begins on January 1, 2023.

10.2. Approval of Senior Graduation Trip- May 31, 2023-June 1, 2023 (Action)

Superintendent Lemmer is recommending the Board approve the Senior 2023 PUP trip. Per Board Policy 2340 which requires board approval of overnight district-sponsored trips.

10.3. Approval of Bid Package #2 and Alternate #4 (Action)

Superintendent Lemmer is recommending the approval of Bid Package #2, which includes the High School Stadium, Track, Concessions, Secured Entrance and Middle School Roof. The total cost of Bid Package #2 is \$5,085,466 to be paid for out of bond funds. Alternate #4 includes the Synthetic Field Turf. The cost for Alternate #4 is \$586,784.78 which will be paid for out of Capitol Improvement Funds.

10.4. Approval of Hood Vent Systems (Action)

Superintendent Lemmer is recommending the approval of hood vent systems in the Dunlap Elementary and Pennfield Middle School kitchens. The funds will come from the food services budget, which has a large spend-down.

The cost for Dunlap is \$42,525.65 and the cost for Pennfield Middle is \$50,804.85.

10.5. Approval of Policies for First Reading (Action)

Board President

10.5.1. Policy 7440.03 Small Unmanned Aircraft Systems

Board President

The only revision is updating the statute at the end of the policy to connect it to 86 FR 4314 which is the reference to a new Federal Rule that outlines the rules regarding the flight of drones over people at night.

10.5.2. Policy 6700 Fair Labor Standards Act (FLSA) (Revised)

FLSA requires that we provide reasonable breaks and private facilities during their first year after the birth of a child to non-exempt employees, such as bus drivers, custodians, secretaries, and paraprofessionals. We are not required to provide this to teachers, administrators. The policy revision is written in a way that we will provide the accommodation for all employees regardless of exempt or nonexempt status.

10.5.3. Policy 6108- Authorization to use Electronic Transfer of Funds and Automated Clearing House Arrangements (New)

Michigan State Statute requires districts to have a written ACH policy in place in order to utilize electronic fund transfers and automated clearing house (ACH) arrangements and transactions.

11. Closed Session to Discuss Materials Exempt from Disclosure under Section 13 of FOIA.

Board President

Superintendent Lemmer is recommending the Board move into closed session to discuss attorney-client privileged information.

12. Board Comments

Board President

13. Adjournment

Board President



Pennfield Schools

Regular Board Meeting
Monday, October 17, 2022 - 6:30 p.m.

High School Media Center
8299 Pennfield Road
Battle Creek, MI 49017

MINUTES

1. Call to Order

The meeting was called to order at 6:30 p.m. by President Dana Wells-Jenney.

2. Pledge of Allegiance

3. Roll Call

- | | |
|---|---------------------------------------|
| • Dana Wells-Jenny, President - Present | Dawn Forton, Vice President - Present |
| • Sarah Jones, Secretary - Present | Bryan Smith, Treasurer - Absent |
| • Brad Crandall, Trustee - | Tim Wood, Trustee - Present |

Trustee Jeff Wolfersberger resigned from the Board on October 14, 2022.

4. Agenda Changes

5. Public Comments

Public comments were given by Savannah Rahn.

6. Recognitions and Presentations

6.1. 98c Loss of Learning Funds

Trevor DeVeaux, student services coordinator, presented on the Federal Loss of Learning Funds and how the district is using our community guidance from last year to spend the funds. 98c is a part of the Governor's Emergency Education Relief.

7. Communications

7.1. Student Representative Report

Nadalie Pratt, high school student representative reported the following:

- Student-Staff basketball match was held on October 14, 2022. The staff won.
- The District Band Festival was held at Jackson Northwest High School, over the weekend, and the band received a Division II rating.

7.2. Superintendent's Report

Superintendent Lemmer shared the following:

- Superintendent revised goals for the 2022-2023 school year
- Resolution to fill board vacancy with a board member-elect
- Plans for launching a fundraising campaign for football field turf
- Advised that she is attending the MASB Fall Leadership Conference along with Board Members Forton and Wells-Jenney October 19-23, 2022.
- Pennfield Schools Educational Foundation Arts and Crafts Show, will be held on November 5, 2023 at Pennfield Middle School.
- Pennfield Band Showcase, will be held on October 24, 2022, 7:00 p.m.- at the high school athletic field

8. Consent Agenda

It was moved by **CRANDALL** and seconded by **FORTON** to approve the following consent agenda items with one motion. All in favor 5-0.

8.1. Approved the agenda

8.2. Approved the minutes

8.2.1. Minutes of the Monday, July 18, 2022, special meeting (work session)

- 8.2.2. Minutes of the Monday, July 18, 2022, regular meeting
- 8.2.3. Minutes of the Monday, September 19, 2022, regular meeting
- 8.2.4. Minutes of the Monday, October 3, 2022, special meeting (work session)

- 8.3. Approved Check Registers
- 8.4. Approved Electronic Funds Transfer (EFT)
- 8.5. Approved Finance Expenditure Report
- 8.6. Approved retirement of Christine Kramer, high school math teacher, effective January 1, 2023. Mrs. Kramer was thanked for her years of service to the Pennfield School District.
- 8.7. Approved retirement of Terri Horn, middle school reading teacher, effective January 1, 2023. Ms. Horn was thanked for her years of service to the Pennfield School District.
- 8.8. Communications to the Board - None

9. Items Removed from the Consent Agenda - None

10. Items for Approval or Discussion

10.1. Approval of New Staff

It was moved by **JONES** and seconded by **WOOD** to approve Susan Walsh, as the high school special education teacher. All in favor 5-0.

10.2. Bond Bills Approval

It was moved by **CRANDALL** and seconded by **JONES** to approve the below bills relating to the bond. All in favor 5-0.

- * Kingscott Associates - Dunlap Elementary Remodeling - \$49,109.69
- * Kingscott Associates - MS Remodeling - \$37,329.93
- * Kingscott Associates - Stadium Remodeling - \$27,790.52
- * Driesenga & Associates- Geotechnical Services - \$6,650

Total \$120,880.14

10.3. Approve Canceling the Regular November 21, 2022, Board Meeting and Rescheduling for Monday, November 7, 2022.

It was **WOOD** and seconded by **CRANDALL** to cancel the regular November 21, 2022, board meeting and reschedule it for Monday November 7, 2022 at 6:30 p.m. All in favor 5-0

11. Closed Session

It was moved by **WOOD** and seconded by **CRANDALL** to move into closed session at 6:55 p.m,for the purpose of discussing security planning and to address existing threats or prevent potential threats to the safety of the students and staff pursuant to PA 467 of 2018. All in favor 5-0

The Board went back into Open Session at 7:59 p.m.

12. Board Comments

- Board members thanked the administration and Sheriff's Office for keeping students safe
- Board wants to do everything it can to improve safety

13. Adjournment

The meeting was adjourned at 8:01 p.m. by President Wells-Jenny.

Respectfully submitted,

Recorded and submitted by
Stephanie Lemmer
Superintendent

Approved by the Board on
Monday, November 7, 2022
Signed by Board the Secretary

Stephanie Lemmer, Superintendent

Sarah Jones, Board Secretary

RESOLUTION OF THE BOARD OF EDUCATION

Pennfield Schools

Suspending Bylaw 0142.5 To Fill School Board Vacancy

WHEREAS:

1. The School Board has adopted Bylaw 0142.5 that provides a process for filling a vacancy on the School Board; and
 2. Bylaw 0142.5 includes the following procedures for filling a vacancy:
 - *The Board shall seek qualified and interested candidates from the community through the news media, word of mouth, and contacts with appropriate organizations.*
 - *All applicants are to submit a notice of their interest, in writing, to the Board President.*
 - *The Board shall interview all interested candidates to ascertain their qualifications.*
- ; and
4. The School Board has a vacancy for a term that expires on December 31, 2022; and
 5. The School Board has adopted Bylaw 0131.1 that states that “Bylaws and policies shall be adopted, amended, repealed, or suspended by a majority vote of the Board”; and
 6. Due to the circumstances related to the current vacancy, the School Board believes that it is in the best interest of the School Board and compelling reasons exist to fill the vacancy without following the procedures identified in Bylaw 0142.5 by appointing a board member-elect who was elected to a full-term that begins on January 1, 2023.

BE IT RESOLVED that the School Board suspends Bylaw 0142.5 until _____, 2022 to allow the School Board to fill a School Board vacancy without following the Bylaw’s procedures.

The motion was made by _____ and seconded by _____. On a roll call vote, the following voted in favor:

And the following voted against:

The motion for the adoption of the foregoing resolution was declared duly passed and adopted by the _____ Board of Education at a properly noticed open meeting held on the _____ day of _____, _____.