

## REGULAR MEETING MINUTES

### L'ANSE AREA SCHOOLS BOARD OF EDUCATION

July 17, 2023

1. The Regular Meeting of the L'Anse Area Schools Board of Education was called to order by President, Mrs. Bugni, on July 17, 2023, at 5:00 p.m. in the Board Room of the High School #169.
2. ROLL CALL OF MEMBERS:  
The following members were in attendance:  
Mrs. Paulson, Mr. Cavanaugh, Mr. Fedie, Mrs. Bugni, Mrs. Frisk, Mrs. Nordstrom and Mrs. Waara  
  
Administrative personnel in attendance:  
Superintendent Tollefson, Principal Scroggs & Principal Cichosz
3. ADOPTION OF AGENDA:  
Motion by Mr. Fedie, supported by Mrs. Nordstrom to approve the Agenda for the July 17, 2023, Regular Board of Education meeting. Motion carried.
4. APPROVAL OF MINUTES:  
Motion by Mrs. Paulson, supported by Mrs. Frisk to approve the minutes for the Budget Hearing Board of Education meeting held on June 19, 2023. Motion carried.  
  
Motion by Mrs. Nordstrom, supported by Mrs. Waara to approve the minutes for the Regular Board of Education meeting held on June 19, 2023. Motion carried.
5. CORRESPONDENCE:
  - A. 2% Donation – Keweenaw Bay Indian Community
6. HORNET HIGHLIGHTS:  
Mrs. Cichosz reported this is the last week of summer school, *Athletic Registration* for fall sports is July 25, and Open Gyms for basketball and volleyball have been well attended.  
  
Mrs. Tollefson introduced Mr. Ryan Witting, *Elementary Special Education* teacher.
7. STUDENT REPORTS: None
8. EMPLOYEE OF THE MONTH:  
June - None
9. STAFF PARTICIPATION: None
10. FINANCES:  
Motion by Mr. Fedie, supported by Mr. Cavanaugh to approve the payment of bills as presented. Motion carried.

11. DISTRICT BUSINESS ORGANIZATION:

- A. Motion by Mrs. Nordstrom, supported by Mrs. Waara to approve to hold regular meetings of the Board of Education on the Third Monday of each month at 5:00 p.m. in the Board Room of the L'Anse High School. Motion carried.
- B. Motion by Mrs. Paulson, supported by Mrs. Frisk to approve to adopt the depository resolution for Superior National Bank & Trust, Huntington National Bank and Michigan Liquid Asset Fund Plus as depositories of district funds. Motion carried.
- C. Motion by Mr. Cavanaugh, supported by Mr. Fedie to approve Susan Tollefson, Superintendent; Amanda Nordstrom, Board Treasurer; and Alix Mongiat, Business Manager, as signatories for the following accounts: Superior National Bank & Trust, Huntington National Bank and Michigan Liquid Asset Fund Plus as stated with the exception under Superior National Bank & Trust – *L'Anse High School-Internal Accounting Fund, Vending Machine and Elementary Activity Account* – Melissa Scroggs, Susan Tollefson and Lisa Cichosz. Abstain: Mrs. Nordstrom. Motion carried.
- D. Motion by Mrs. Frisk, supported by Mrs. Paulson to approve to appoint Alix Mongiat, Business Manager, as *Assistant Treasurer and Electronic Transaction Officer* to receive record and deposit school funds at the discretion of the Board of Education. The Electronic Transaction Officer will be responsible for the ACH agreements that include payment approval, accounting, reporting and compliance with ACH policy. Motion carried.
- E. Motion by Mrs. Nordstrom, supported by Mrs. Frisk to approve to designate the Superintendent as the Board representative for posting public notice of meetings. Motion carried.
- F. Motion by Mrs. Waara, supported by Mrs. Nordstrom to approve the adoption of MASB (*Michigan Association of School Board*), NAFIS (*National Association of Federally Impacted Schools*) and CCASB (*Copper Country Association of School Boards*) Boards Affiliation. Motion carried.
- G. Motion by Mr. Fedie, supported by Mrs. Waara to approve the firm of Thrun Law Firm, P.C. and Graybill and Mead P.L.L.C. as the Law firms to use for legal consultation. Motion carried.
- H. Motion by Mrs. Frisk, supported by Mrs. Paulson to approve the firm of Anderson, Tackman, & Co. P.L.C. as the auditing firm of record. Motion carried.
- I. Motion by Mrs. Paulson, supported by Mr. Fedie to approve the authorization for the Superintendent to represent the school district with regard to Public Act 874 Impact Aid Matters. Motion carried.

12. NEW BUSINESS:

- A. Motion by Mr. Fedie, supported by Mrs. Waara to approve the *Support Staff Employee Handbook* for the 2023-24 school year. Motion carried.
- B. Motion by Mrs. Waara, supported by Mr. Cavanaugh to approve the *Extracurricular & Athletic Handbook* for the 2023-24 school year with changes. Motion carried.
- C. Motion by Mrs. Frisk, supported by Mrs. Paulson to approve the updated *Coaching Staff Athletic Handbook*. Motion carried.
- D. Motion by Mrs. Paulson, supported by Mrs. Waara to approve a First Year Probationary Contract for **Ryan Witting**, *Elementary Special Education Teacher*, for the 2023-24 school year pending Criminal Background Check and PA-189. Motion carried.
- E. Motion by Mr. Cavanaugh, supported by Mrs. Nordstrom to accept the resignation of Holly Belanger, Jr/Sr High School Spanish/French Teacher effective August 27, 2023. Motion carried.

- F. Motion by Mrs. Frisk, supported by Mrs. Waara to approve *2023-24 Contract for Industrial Education Teacher* as presented. Motion carried.
- G. Motion by Mrs. Nordstrom, supported by Mrs. Frisk to approve the *Career & Technical Education Contract* for the 2023-24 school year as presented. Motion carried.
- H. Concerning:  
     Hire(s): None  
     Resignation(s): Kristin Kahler – *Library Clerk*
- I. Motion by Mrs. Waara, supported by Mrs. Frisk to approve the MOU with *Graduation Alliance* for eligible students who are recommended by the principal and approved by the superintendent. Motion carried.
- J. Motion by Mrs. Waara, supported by Mrs. Frisk to approve sending a letter to Baraga Area Schools to request to meet to discuss considering school consolidation. Motion carried.
- K. Only milk bid received was from *Jilbert's Dairy*, no bread were received.
- L. Motion by Mr. Fedie, supported by Mrs. Waara to approve the new and revised Board Bylaws and Policies suggested by NEOLA and as stated:  
     Vol. 37, No. 2 – February 2023  
     i. Policy 5512 – Use of Tobacco by Students (revised)  
     ii. Policy 2623 – Student Assessment (revised)  
     iii. Policy 6325 – Procurement – Federal Grants/Funds (revised)  
     iv. Policy 8390 – Animals on District Property (revised)  
     v. Policy 8400 – School Safety Information (revised)
- Motion carried.
- M. 2023-24 District Improvement Plan was in packet.

13. ADMINISTRATIVE REPORTS: presented in packet

- A. Maintenance-Custodial-Transportation Supervisor
- B. Elementary (K-5) Principal
- C. JSH (6-12) Principal
- D. Superintendent

14. BOARD COMMITTEE REPORTS:

- A. Education Resources –meeting Thursday at 3:30 p.m.
- B. Extra-Curricular – met 7/12 & discussed updates to Student & Coach Handbooks & concessions
- C. Finance - did not meet
- D. Library – did not meet
- E. CCASB – will meet in the fall
- F. CCISD – not meeting in July; Shawn Kobus is retiring
- G. Wellness Committee – did not meet
- H. L.A.S. Foundation – did not meet
- I. Personnel Committee – met 7/13 & discussed updates to Support Staff Handbook

15. STUDENT COMMENTS: None

16. PUBLIC PARTICIPATION: None

17. BOARD MEMBER COMMENTS: None

18. ADJOURNMENT:

Motion by Mr. Fedie, supported by Mrs. Frisk to adjourn the meeting at 6:07 p.m.  
Motion carried.

  
KATIE WAARA, *Secretary*

  
JOAN BUGNI, *President*