

MINUTES  
Special Board Meeting  
**Almont Community Schools Board of Education**

November 18, 2013

**CALL TO ORDER**

President Hoffa called the Special Board Meeting of the Almont Community Schools Board of Education to order at 6:00 p.m. in the Board Meeting Room at Almont Elementary.

**Present**

Steven Hoffa, Jonathan Owens, John Brzozowski, Nancy Boxey, Scott Kmetz, John Miles and Superintendent Joseph Candela.

**Visitors: 1**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Mr. Manko was absent

**APPROVAL OF AGENDA**

Agenda was approved as presented

**COMMUNICATIONS**

Bill Morgan from Taylor and Morgan, the district auditing firm, went over the 2012-2013 audit.

**Comments: Audience**

None

**Comments: Board of Education**

Mr Miles asked Mr. Morgan if there is anything we should be doing differently or tweaking.  
Mr. Morgan replied that we need to preserve and maintain our fund equity  
Mrs. Boxey asked how are controls and accounting procedures are  
Mr. Morgan replied that there is nothing of concern.

**NEW BUSINESS**

**Work Session**

No action was taken. Various informational items were discussed:

**FINANCE**

**Budget Questions/Random Checks**

Random checks were pulled, discussed and ok'd  
Questions for Mr. Candela and Mrs. Brinker:  
Who is Choice Strategies? Company that handles insurance deductibles  
Who is E&R Sales? Maintenance supplies  
What is the check to Steve E for? Health ins. Reimbursement  
Amazon Payment? Will look into  
Teacher payments? Prescription reimbursement, they will be going away

**CURRICULUM**

Mr. Miles was wondering about sports as a PE credit.  
Mr. Candela responded that he is aware that people are interested in this and he will take the lead from Mr. Woelkers.  
Mrs. Boxey was wondering how the parent teacher conference numbers were at the HS since we went back to the old format this fall.  
Mr. Candela said HS was at 60%. They may have a second date in February

Flipped classroom discussion

## **PERSONNEL**

Shayne Hellebuyck – new RTC supervisor at MS

Ann Failer – resignation of bus driver

Breanne Sazahn – step increase

Lena Opiola – leave of absence

## **POLICY**

Neola Bylaws and Policies

Bylaw 0144.3 Conflict of Interest - Revised

Expands the types of situations which create a conflict of interest for board members.

Policy 1400 Job Descriptions – Revised

Strengthens the language that holds administrators responsible for implementing and complying with nondiscrimination policies and statutes.

Policy 1630.1/3430.01/4430.01 – Family and Medical Leaves of Absences – New, Revised, Revised  
New and updated to comply with the Department of Labor’s recently released Final Rules that expand military related leave entitlements.

Policy 1662/3362/4362 – Anti-Harassment – New, Revised, Revised

Language added to reflect that bullying that rise to the level of harassment be referred to the District Compliance Officer.

Policy 2431.01 – Managing Heat and Humidity in Interscholastic Athletic Programs – New

Includes the new MHSAA model policy and well as all the procedural guidance.

Policy 4162 – Controlled Substance and Alcohol Policy for Commercial Motor Vehicle Drivers – Revised

Updated to reflect the current regulations as defined by the Department of Transportation

Policy 5112 – Entrance Age – Revised

Updated to reflect the recent legislative changes to the birthdate for admission to kindergarten.

Policy 5517 – Anti-Harassment – Revised

The complaint procedure was added to the policy.

Policy 5517.01 – Bullying an Other Aggressive Behavior Toward Students – Revised

See 5517

Policy 6107 – Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures – New

Requested of clients seeking authority to utilize electronic signatures.

Policy 6420 Conflict of Interest – Legal Counsel, Advisors or Consultants – New

Deals with conflict of interest with board members and their legal council

Policy 6470 – Payment of Claims – Revised

By the request of clients seeking authority to utilize electronic fund transfers to make payments.

Policy 6520 – Payroll Deductions – Revised

The option of withholding union dues payments via payroll deduction is eliminated in accordance with current law.

Policy 8120 – Iran Economic Sanctions Act Compliance – New

To address the requirements of P.A. 517 of 2012

Policy 8142 – Criminal History Record Check – New

Policy language for contracted services and district vendors

Policy 8390 – Animals on District Property – New

This new policy addresses animals in the classroom and replaces language from current Policy 8400

Policy 8405 – Environmental Health and Safety Issues – Revised

Revised to delete language dealing with animals in the classroom (see new policy 8390)

Policy 8510 – Wellness – Revised

Revised to include goals pertaining to nutrition promotion

Policy 9160 Public Attendance at School Events (Revised)

See note on Policy 8390 (Animals on District Property)

School of Choice

Enrollment is currently open and we have had 1 student apply for the HS

**BUILDINGS AND GROUNDS**

Lighting in Auditorium

PowerPoint BSSF (Sinking Fund)

Mr. Candela would like to recruit a few more people. He will see how the first meeting goes and then go from there.

**OTHER**

Family Pass for Athletics

**QUESTIONS AND COMMENTS: AUDIENCE**

None

**QUESTION AND COMMENTS: BOARD OF EDUCATION**

Mr. Miles wondered about Mr. Candela's comfort level with the fixes that have been made to internet filtering

Mr. Candela stated that it is a work in progress and we are addressing everything we can

Only 5 parents have called to have Safari taken off their students iPads

Mr. Owens was wondering about the bat problem in AE

Mr. Candela said we are not sure how to address this problem

Mr. Owens asked about the wireless concern

Mr. Candela stated that he does have the studies

**ADJOURNMENT**

The meeting was adjourned at 7:56 p.m.

Approved \_\_\_\_\_  
Date

Signed: \_\_\_\_\_  
Nancy Boxey, Secretary

Signed: \_\_\_\_\_  
Steven Hoffa, President