



Fruitport Community Schools
REGULAR BOARD MEETING MINUTES
Monday, October 16, 2023 – 7:00 p.m.

Meeting Location:

Fruitport Community Schools Central Office
Board of Education Meeting Room
3255 E. Pontaluna Rd.
Fruitport, MI 49415

- I. **CALL TO ORDER:** The Regular meeting of the Board of Education was called to order at 7:00 p.m. by Board Vice President, Kris Cole. The Pledge of Allegiance was recited to open the meeting.
- II. **ROLL CALL:** Present – Elroy Buckner, Tim Burgess, Kris Cole, Susan Franklin, Steve Kelly, and JB Meeuwenberg. Absent - Dave Hazekamp.
- III. **APPROVAL OF AGENDA**

Item 23-151. MOTION by Buckner, SECOND by Franklin to approve the agenda, as amended. The order in which the presentations are ordered on the agenda will be reversed. The student presentation will be made before the annual financial audit presentation.

MOTION CARRIED: 6-0; 1 absent.
- IV. **PRESENTATIONS:**

- **Be Nice. Presentation - Tracy Taylor, Jackie Mavrakis, and Students**

High school students (Jorja Blackmer, Caden Carrillo, Cole DeRuiter, Sadie Haase, and Brooklyn Russell), high school teacher Tracy Taylor, and high school social worker Jackie Mavrakis, presented on the Be Nice program to the Board of Education. They shared the rationale and process for forming the team, they shared activities that they are engaging in to improve the culture and reduce stigma surrounding mental health issues in the high school and throughout our community, and they shared the continual growth of the program to include now more than 30 students and growing. This suicide prevention program and action

plan is a strategy used by the District in its continuum of prevention, intervention, and postvention strategies.

○ **Annual Audit Presentation - Paul Matz (Rehmann Robson, LLC.)**

Paul Matz, CPA, CGFM (Principal and Director) with Rehmann Robson, LLC presented the annual audit report to the District. Rehmann Robson, LLC presented the independent auditor's communication and report, the financial statements and supplementary information, the single audit act compliance report, the audit reports on the 2017 building and site bonds, and the 2018 building and site bonds, series II. Once again, the District received the highest audit opinion, a clean, unmodified opinion with zero findings. The District continues to qualify as a low risk auditee.

V. COMMUNICATIONS: None

VI. SUPERINTENDENT/ADMINISTRATIVE REPORTS:

● **Update on Athletic Conference Discussion**

The Board discussed a request for seven (7) schools to withdraw from the OK Conference, and discussed an update pertaining to next steps with the Board.

● **Update on Grade 3-8 M-STEP Data Comparison**

The Board discussed an updated grade 3-8 M-STEP data portrait and comparison from the spring 2023 M-STEP assessment.

VII. REMARKS FROM THE PUBLIC:

Susan Halter thanked the Board of Education for allowing the Dancing into Sunset group to use the high school cafeteria on Thursday evenings during the summer months in the event of inclement weather. Susan shared a number of written thank you notes and messages with the Board of Education, and was appreciative of the support for this community program.

VIII. CONSENT AGENDA

Item 23-152. MOTION by Franklin, SECOND by Burgess to approve the Consent Agenda as listed below:

1. Approval of Bill Listing in the amount of \$297,583.42
2. Acceptance of Monthly Financial, Bond, and Capital Projects Report
3. Acceptance of Student Activity Summary Report
4. Acceptance of Credit Card and Utilities Report
5. Approval of Transfers and ACH Transactions Report

6. Approval of Personnel Report (includes confirmation of new hires, resignations, retirees, and transfers)
7. Approval of Regular Meeting Minutes: September 18, 2023

MOTION CARRIED: 6-0; 1 absent.

IX. GENERAL BOARD BUSINESS:

1. Fall 2023 Pupil Membership Count Update

The Board was provided with an update pertaining to the District's fall 2023 pupil membership count. The District is projecting a slight decrease in pupil membership from the fall of 2022 to the fall of 2023. The District must complete the verification and auditing process, and certify the pupil membership count in November.

2. Muskegon County School Board Alliance Fall Dinner Reminder

The Board was reminded of the Muskegon County School Board Alliance's fall dinner that will be held on November 29, 2023 at the Lake Bluff Grill from 5:30 p.m. to 8:00 p.m. If a board member is attending, they will need to provide their RSVP to Danielle VanderMeulen by no later than Monday, November 20, 2023.

X. BUSINESS AND FINANCE COMMITTEE REPORTS & RECOMMENDATIONS

1. Report of committee meeting held on October 9, 2023

Elroy Buckner reported on a Business and Finance Committee meeting held on October 9, 2023 at 6:00 p.m. Elroy Buckner, Kris Cole, Dave Hazekamp, Mark Mesbergen, Jessica Wiseman, Paul Matz, and Jason Kennedy were present. Paul Matz presented the annual audit for the 2022-2023 fiscal year to the Committee. The Committee also discussed a recommendation to purchase one or two new regular education buses through the MSBO bid consortium, and the preliminary fall 2023 pupil membership count. The meeting was adjourned at 6:45 p.m.

2. Annual Financial Audit Report for 2022-2023

Item 23-153. MOTION by Buckner, SECOND by Franklin to accept the 2022-2023 annual audit and financial report, as presented by Paul Matz from Rehmann Robson, LLC.

MOTION CARRIED: 6-0; 1 absent.

3. School Bus Purchase Recommendation

Item 23-154. MOTION by Buckner, SECOND by Franklin to approve the purchase of up to two (2) International school busses at a cost not to exceed \$152,000 per bus, with funds coming out of the 2021 Capital Projects Fund, as discussed.

MOTION CARRIED: 6-0; 1 absent.

XI. PERSONNEL COMMITTEE REPORTS & RECOMMENDATIONS:

1. Report of committee meeting held on October 9, 2023

Steve Kelly reported on a Personnel Committee meeting held on October 9, 2023 at 5:00 p.m. Dave Hazekamp, Steve Kelly, JB Meeuwneberg, and Jason Kennedy were present. The Committee discussed the Personnel Report for October 2023. The Committee also reviewed disciplinary action that was taken against a staff member, and the process that was followed to provide due process to the staff member prior to implementation of the disciplinary action. The Committee also discussed implementation of a stepped wage scale for Early Childhood Center staff as a way to retain current staff, while assisting in the recruitment of future staff to the program. The meeting was adjourned at 5:28 p.m.

2. Early Childhood Center Staff Wage Recommendation

Item 23-155. MOTION by Kelly, SECOND by Meeuwenberg to approve the recommendation to implement the provided stepped wage schedule for Early Childhood Center staff, as discussed. Implementation of a stepped wage schedule for employees will cost approximately \$81,952, with funds coming from the Early Childhood Center budget, as discussed.

MOTION CARRIED: 6-0; 1 absent.

XII. STUDENT AFFAIRS COMMITTEE REPORTS & RECOMMENDATIONS

1. Report of committee meeting held on October 9, 2023

There was no report from the Committee, nor business to report on, as the October 2023 meeting of the Student Affairs Committee was canceled due to a lack of agenda items.

XIII. BOARD MEMBER REPORTS AND DISCUSSIONS:

Kris Cole shared that the middle school robotics team will have their first competition of the season on November 18, 2023. The competition will be held at Fruitport High School. Kris also shared that the marching band would be competing at Jenison High School with the hopes of qualifying for the state championship at Ford Field in Detroit on November 4, 2023.

JB Meeuwenberg and Susan Franklin discussed the announcement of the next musical as Mama Mia! Students and staff are excited for this year's performance.

Tim Burgess shared that he would not be in attendance at the November Student Affairs Committee meeting.

XIV. AGENDA ITEMS for FUTURE MEETINGS & SCHEDULING OF ANY SPECIAL MEETINGS

1. The Business and Finance Committee will meet on November 13, 2023 at 6:00 p.m.
2. The Personnel Committee will meet on November 13, 2023 at 5:00 p.m.
3. The Student Affairs Committee will meet on November 13, 2023 at 5:30 p.m.
4. The Board of Education will meet on November 20, 2023 at 7:00 p.m.

XV. REMARKS FROM THE PUBLIC: None

XVI. ADJOURNMENT

Item 23-156. MOTION by Buckner, SECOND by Franklin to adjourn.

MOTION CARRIED: 6-0; 1 absent.

The meeting adjourned at 8:04 p.m.

Respectfully submitted,

Susan Franklin, Board Secretary

Danielle VanderMeulen, Recording Secretary