

Minutes of Work Session

June 13, 2011

Houghton Lake Community Schools

A Work Session of the Houghton Lake Community Schools was held Monday, June 13, 2011, beginning at 6:00 p.m. in the high school cafeteria.

Board Members Present - Dave Harned, Tom Dean, Ron Duquette, Merry Maiani, Tim Scherer, Dave Johnson, Paull Fry

Administrators and Staff Present – Kevin Murphy, Brent Cryderman, Tonja Hinkston, Gail Harned, John Earley, Jan Pendry, Alicia Thompson, Sue Williams, Mary Murphy

Visitors Present – Lori Sajdak, Becky Purvis, Jonathan Talbot, Betsy Mead, Cathryn Koupal, Larry Mead

Press Present- Cheryl Holladay

1. Call Work Session to Order - Pledge of Allegiance

2. Citizen's Request to Address the Board of Education

Becky Purvis 104 Sandy Shore – Welcome back Mr. Murphy. What is the final cost of the investigation on the superintendent and the Collins Elementary principal? If you don't have that today, when will that be available? Why was there a written report on the superintendent but not a written report available under FOIA laws for the Collins elementary principal? I filled out a form and didn't receive any feedback at all. At the board meeting on May 23rd it was approved to spend \$182,000 on the high school and middle school kitchen renovations. It was stated that only one bid was received even though there is a requirement in your bylaws and the state bylaws to have 3 bids over \$5,000 for local and \$20,000+ for state. How was the work advertised? How long was it advertised? How did local contractors know that work was available to bid on? I am having a hard time believing that local contractors wouldn't want to bid on work. Do you think it would have been feasible to take the time to solicit other bids before taking a vote of action that night? Thank you.

3. Superintendent's Report

Pete Injasoulian – Our Alternative Ed instructor Bill Henry has earned a masters degree. We want to congratulate Bill. Letter received on May 18, 2011 from Gayla Mann, addressed to Kevin Murphy with congratulations for the district's successful efforts in bringing the district into compliance. The onsite review plan has been implemented. Staff transfer – Sally Cotterman transferring to the Great Start Readiness Position at Collins.

Kevin Murphy – I spent a couple of hours with Mr. Injasoulian today, and I will meet with Brent. Thank you both for stepping up and filling in as Interim Superintendent. Thank you for a job well done.

4. Discussion Items

A. BIG BROTHER, BIG SISTER "Lunch Buddy Program"

Tracy Keller - 422-6798. Our organization is looking for school involvement. Adults are brought in from Big Brothers and Big Sisters – the volunteers have gone through background checks. They will be pairing an adult with a child 8-15 years old. The adult will have lunch in the cafeteria with the child. Possibly help with homework, or just talk, depending on what the child is interested in. The big brother or big sister will follow that child through the school years. They are looking for a teacher or staff member to assist them in what they might need, possibly with recommendations on children who might benefit from this program.

Kevin Murphy – Currently, what other districts are you working with?

Tracy Keller - Clare is currently involved. We are looking to work with Roscommon, Houghton Lake, and Merritt areas. This will continue throughout the school year. The adults would meet weekly with the students. The court system may do some recommending. People can sign up online. There will be some kind of advertising.

Tom Dean – Do you have a goal?

Tracy Keller - Right now it is all dependent on how many kids are going to be involved.

Dave Harned – What kind of approval are you looking for at this time?

Tracy Keller - We don't want to move forward if we aren't going to be allowed to go into the schools.

Kevin Murphy – We will have an administrators meeting to see if they are comfortable with the program. I will bring it back to the board at the June 27th meeting if they would like to move forward. There should be contact information on the flyer.

B. Support Staff Contracts

Camie Hansen – In looking at the support staff contracts there are many different benefits for all of the different support staff. What we are looking for is opinions on what we have put forth to you at this time. We are also talking to each individual employee. We are asking the employee, for this year, what they expected in that contract, because the year is

almost out. I am in a little bit of a rush because my auditors are coming next week and I need to have their signed contracts because they were rescinded in April. You will have one copy of this year's contract and you will see the same copy for next year. We will work with each individual, trying to streamline them a little bit. Some employees expect things that have not been in their contract but they would like to see those things back. We will make notes on those contracts and work on them for the 2012-2013 school year.

Kevin Murphy – We want to make sure that the required signatures on each contract are set up the way the board would like to see them. We are also running them by Thrun Law for their approval. Currently they are set up with the employee and the superintendent's signature. If the board would prefer the board signatures and the employee signature, we can do that. I would like to see the current year contracts completed by the end of next week. I would like to see them approved by the June 27th meeting for the following year. The auditors will be here on the 21st, and will be looking at accounts payable and board minutes. We would prefer to have the 2010-2011 contracts in place when the auditors come in. The benefits are currently different, and all over the place. This is not aimed at any individual. If there are any questions the board can bring them to Camie.

C. First Reading/Second Reading - 2011 L-4029 Tax Rate Request

We are looking for approval on the 2011 L-4029 Tax Collection Rate Sheet, which is submitted to both Roscommon and Missaukee counties. Roscommon County collects summer and winter taxes and Missaukee County collects winter only. I apologize for the short notice. Matt Lewis did his form on June 14th last year. The Roscommon County Equalization department has requested that we have this to them by the 20th of the month.

D. First Reading - Food Service Contract Renewal

This has been approved by the state. We sent them a retainer last July and they will hold that same \$72,000 as a retainer this year. We are now looking for board approval.

E. First Reading - Coaching Staff New Hires

Pete Injasoulian – New coaches: JV Football Coach – Scott Bates, Varsity Girls Basketball – Angela Dalak, Varsity Boys Basketball – Larry Mead

F. First Reading - Staff Resignation and Retirements

Retirements - Rosalyn Wolfsen, Michelle Averill, Cindy Shanley Resignation - Nancy Hedin

G. First Reading - Public Library Board Trustee - Term Renewal

Request from Greg Bodker to re-run for the HL Library Board

5. Action Items

A. Motion by Duquette, support by Fry to approve the 2011 L-4029 Tax Rate Form. All in favor, motion carried. Yes – 6, No – 0.

6. Citizen's Second Request to Address the Board of Education

7. Correspondence

Dated June 10, 2011. Letter from Rob Urbain. "June 30, 2011 is my last day. I will work on completing the consolidated application during my ten days remaining".

8. Board Opportunity to Make a Comment/Statement

Dave Harned - Part of the reason we reinstated the board work sessions is so we can go over ideas, ask questions. There were questions about the funds spent on the cafeteria. We have some other ideas on some projects for the cafeteria. We have had a request to get the exit out of the back of the cafeteria in the middle school. It is so chaotic and hectic. There is a door out the back side of the kitchen that might work. I would like to keep that on the boiler as a project to elevate some of the chaos. It might need to be a seasonal door if that is the worst case scenario. I would like to do whatever we can do to help out the middle school. We congested our schools when we consolidated. We need to find ways to make life a little easier. I would like to put that back on the table for reconsideration.

Ron Duquette – wasn't that considered for part of the work this summer? John did it ever go for approval?

John Earley - It was six months out for approval, so we opted out from doing the work this year.

Ron Duquette – Did you go ahead and submit it for approval?

John Earley – No we didn't.

Dave Harned - I would still like to put it back on for consideration. I would like to do anything we can to help the buildings and students. The plan is to continue the work sessions for next year. You need to be thinking ahead to bring ideas, dreams, and concerns for the future. We talked about strategic planning for where you want to go down the road. We have gotten to a place where we can do a little, and we can look ahead to make a few plans. Work sessions are just that, they do not have to be organized into an agenda. That is how you stay informed.

Pete Injasoulian – We are looking at a serious cut next year. Camie has been keeping track of what is coming out of Lansing. I have asked the principals to provide some ideas on their staffing for next year. I gave one plan to Kevin this morning. I am not sure what the final plan will be. Three of six COOR ISD superintendents' are retiring. I made sure that Kevin had an invitation this morning.

Dave Harned – we have been ahead of the curve financially in HL over the past few years. The process we started with Roscommon to share services; Roscommon is still interested in doing that. They would like to continue those conferences. Would like to thank all of the people who have led us down that path. We can now be pro-active in the game now. Thank you to Brent. That was very tough to step in. We couldn't have done it without you.

9. **Adjourn**

Motion by Duquette, support by Johnson to adjourn the meeting at 6:38 pm. All in favor, motion carried.

Yes – 6, No – 0.