

Regular meeting of the Houghton Lake Community Schools Board of Education was held Monday, October 20, 2008 in the Board of Education office.

Members Present: Maiani, Harned, Burger, Duquette, Dean, Scherer, and Fry.

Members Absent: None

Administration/Staff: Superintendent Injasoulian, Jack Kramer, Amy Peterson, Gail Harned, Alicia Ciaramitaro, Lori Warson, Lynne Gellerman, and Coreen Julin.

Visitors: Mr. Jones, Rod Lewis, Lou Ann Pacheco, three SADD students and their parents.

Press: Cheryl Holladay – Houghton Lake Resorter
Jeff Patrus, Roscommon County Herald News

Board President Harned called the meeting to order at 7:00 p.m.

Citizen's Request to Address the Board of Education - none

Superintendent's Report

- ✓ The Michigan State Superintendent, Dr. Mike Flanagan visited the district on Thursday, October 9, 2008. Dr. Flanagan traveled around to each building and had lunch with the students at the high school.
- ✓ Parent/Teacher conferences are as follows: Collins Elementary October 23rd & 29th 4:00 to 7:00
Middle School November 6th & 13th 4:00 to 7:00, and High School October 21st 4:00 to 7:00
Note: (Collins and the Middle School will have another conference in the Spring, the High School will schedule a conference each trimester)
- ✓ The C.O.O.R. ISD Superintendent, Bob Jones, has been invited to tonight's meeting to share some suggestions on conducting a superintendent search.
- ✓ Teacher Assistant, Dorothy Dull has decided to leave the district. The Board thanked Mrs. Dull for her service of 15 years and wished her well.
- ✓ The Bond Issue Committee held a very instrumental meeting on October 13th.
- ✓ The MMLA/Math K-3 test scores have improved greatly at Collins Elementary – Good job !
- ✓ As of today, the approximate enrollment figure is at 1675 - (this is a decrease of 75 students from last year - at this time).
- ✓ Superintendent Injasoulian stated that he was so pleased to see so many of our Board of Education members participating in the Michigan Association of School Board training.
- ✓ Superintendent Injasoulian has been invited to be the key speaker at Clare Public School for their Veteran's Day ceremony. He is also planning to speak at the 2nd Annual Middle School Veteran's Day Program, visit with the veterans in the high school cafeteria during breakfast, and attend the Alternative Education Veteran's Day program in the afternoon.
- ✓ Superintendent Injasoulian stated that he recently had the opportunity to meet all ten of the outstanding students who will be participating in this years *Miss Houghton Lake*.
- ✓ The newly created "*Bobcat Support Club*" is off to a good start with \$6,000 in donations already received. Also, the Boosters have sold all of the (200 Club raffle) tickets.

Superintendent Injasoulian invited Mr. Lewis to inform the Board about the district helping several students at Our Lady of the Lake school. Mr. Lewis stated that by law, any school district receiving "At-Risk" funds must share a portion of the funds with surrounding charter and/or private schools. Currently there are 40 students from Our Lady of the Lake School coming over to our district to participate in various programs. The district will be allowed to collect a fraction of the FTE (revenue) for each student.

Superintendent Injasoulian shared with everyone that when he arrived at Houghton Lake Community School, he agreed to a three year commitment with the Board of Education. Two years have gone by already making this school year his third and last school year. The Board plans to conduct a Superintendent Search, therefore, the C.O.O.R. ISD Superintendent, Mr. Robert Jones, has been invited to tonight's meeting to speak to the Board about beginning the search.

Mr. Robert Jones, C.O.O.R. ISD Superintendent

Mr. Jones the C.O.O.R. ISD Superintendent addressed the Board to offer some suggestions and ideas on what the Board may want to think about when looking for a new superintendent. He distributed a document outlining each step of the process for the Board to review. Mr. Jones then indicated that he recently completed a superintendent search for Mio School District, and that he would be available to do the same for Houghton Lake if they so desire.

Board President Harned suggested that the presentation from the SADD students be moved up on the agenda - as to not hold up the students any longer - they may have homework. The rest of the Board members agreed.

Lynne Gellerman and her SADD students addressed the Board to request permission to attend the 26th Annual Student Leadership Conference. They inform the Board that they wanted to start helping younger students so they created (**LPU**) *Little Peers Understanding* - where they will mentor and tutor middle school students. The students stay after school on Fridays and meet at Artesia Youth Park for tutoring and to participate in special activities/projects. The Board asked Mrs. Gellerman how long she has been involved with SADD- she answered - 20 years.

Discussion Items

Administrative Reports and Business Manager Report were reviewed.

Alternative/Adult Education ~ counseling Position was again discussed. Board President Harned asked the Board members to please review the material they have received regarding the Houghton Lake Community Education Job Description and the Alternative Education Guidance Counselor position. As well as a student survey regarding a full time counselor at the Alternative Education.

Second Reading/discussion took place on the Third Party Administrator/Capital Group - 403(b) Plan. New IRS regulations made the change necessary.

First Reading and discussion on the change to the Non-Discrimination and Complaint Procedure (Policy 5030) took place.

First Reading and discussion to adopt credit for Visual, Applied and Fine Arts for Creative Writing took place.

Board Presentation – see above

Citizen's Second Request to Address the Board of Education – none

Action Items:

Consent Agenda

Motion by Dean, support by Duquette to approve the consent agenda as presented - minutes of the regular meeting held September 15, 2008 and the special meeting held October 6, 2008: along with the following expenditures for the month of September 2008: General Fund \$660,317.90, Athletics \$8,294.56, and Food Service \$761.46. Motion carried. Yes 7, No 0.

Third Party Administrator ~ Capital Group - 403(b) Plan

Motion by Duquette, support by Fry to authorize Houghton Lake Community Schools to enter into an agreement with 403b ASP to provide administration services associated with the IRS requirements for the 403(b) program offered to employees of Houghton Lake Community Schools. Motion carried. Yes 7, No 0

Overnight Trip ~ SADD

Motion by Maiani, support by Fry to approve the request for the SADD Students to attend the 26th Annual Student Leadership Conference on November 8-10, 2008 or alternate dates if necessary. Motion carried. Yes 7, No 0

Rescind New Staff Motion ~ change language & make new motion

Motion by Duquette, support by Fry to rescind the motion to offer Alicia Ciaramitaro a teaching contract for the 2008-2009 school year for the Title 1 Writing/Specials position at Collins Elementary and place her on step 1 of the salary schedule with all the benefits of the Master Contract. Motion carried. Yes 7, No 0

Second Motion: (to re-hire)

Motion by Duquette, support by Maiani to offer Alicia Ciaramitaro a temporary teaching contract for the 2008-2009 school year for the Title 1 Writing/Specials position at Collins Elementary and place her on step 1 of the salary schedule. Motion carried. Yes 7, No 0

Resolution ~ Delegating the “Investment of Bond Proceeds”

Motion by Duquette, support by Fry to delegate the investment of bond proceeds to the Superintendent and/or Business Manager. It is also the Board’s desire to have the District work with its financial advisor to formally bid the investments with qualified financial institutions in such a manner as to generate a reasonable return, given current market conditions, while focusing on safety of principal. Motion carried. Yes 7, No 0

Correspondence

Board President Harned again reminded the Board to review the documentation from Adult/Community Education so they can move forward. Superintendent Injasoulian stated that he and Mr. Kramer have been working together on finishing the corrections to the violations noted from the Civil Rights visit/audit. Superintendent Injasoulian will invite Carl Hartman from MASB to the next Board work session to address the Board regarding a superintendent search. (Michigan Leadership Institute is another firm that conducts searches). Documentation has been received from the support staff requesting the district to begin bargaining.

Motion by Duquette, supported by Fry to adjourn the meeting at 8:35 p.m. Motion carried Yes 7, No 0.