

**HARPER CREEK COMMUNITY SCHOOLS**

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**Students for Life**

**BOARD OF EDUCATION Meeting Minutes**

Monday, October 14, 2024

6:00 PM – Regular Board of Education Meeting

Harper Creek Administration Building

7454 B Drive North, Battle Creek, MI 49014

<https://youtube.com/live/E7TP0z262fc?feature=share>

- I. Call to Order: The meeting was called to order at 6:00 PM by President Bess.
- II. Pledge of Allegiance: The Pledge of Allegiance was said followed by a moment of silence.
- III. Roll Call: Mrs. Allwardt called the Roll. Present members – Mrs. Allwardt, Mr. Bess, Dr. Borders, Mr. Halverson, Mr. Smith, Mrs. Wallace, and Mrs. Waterson. Present student members – Sam Cook and Alex Stiltner. Absent student member – Arabella Stanley. Mr. Ridgeway was absent and Mrs. Williams led the meeting.
- IV. Review and Approval of Agenda
  - A. Addition to the Agenda – Action Item E. Communication/Marketing Vendor Approval  
Motion by Mr. Smith, supported by Mrs. Wallace.  
That the Harper Creek Board of Education approves the addition of Action item E. Communication/Marketing Vendor approval as discussed and reviewed.  
Roll Call Vote:  
Mr. Bess Y, Mr. Smith Y, Mrs. Waterson Y, Mrs. Allwardt Y, Mrs. Wallace Y, Dr. Borders Y, Mr. Halverson Y.  
Motion Carried: 7-0.
- V. Communications
  - A. President's Remarks: Mr. Bess welcomed everyone at the meeting and those who were watching on YouTube. Mr. Bess congratulated the successes of the student-athletes on their seasons. In addition, Mr. Bess discussed the upcoming fall play, Radium Girls on October 25, 26, and 27, at the high school. He encouraged the community to come to the play. Mr. Bess thanked teachers and staff for their dedication. Lastly, Mr. Bess thanked Mrs. Williams for filling in as Mr. Ridgeway was meeting his new grandson. Dr. Borders added congratulations to the band who received a ranking of 1 at the district festival.

- B. Administration: Mrs. Williams discussed the Calhoun Area School Board Forum on October 23, 2024. Attending the forum will be Mr. Ridgeway, Dr. Borders, and Mr. Bess. Other Board members wishing to attend please let Ms. Kopp know. Mrs. Williams highlighted upcoming events including the Boo Bash on October 24, 2024, at 6:00 PM, followed by a band and choir concert at 7:00 PM. All of these events will be at the high school. In addition, Mrs. Williams mentioned the upcoming play, Radium Girls on October 25, 26, and 27. Also, the middle school choir concert on October 29, 2024. Another item Mrs. Williams discussed is the upcoming community breakfast, Beyond the Cereal Bowl on November 7, 2024, at 7:30 AM at the high school. Mrs. Williams also added the Elementary PE skating and cultural program, the Elementary Spanish program with Edgar Rene' on November 9, 2024, and the High School Follies on November 16, 2024. Lastly, Mrs. Williams discussed the Middle School musical, Honk, in partnership with What A Do Theatre on November 8, 8, and 10, 2024.
- C. Board Secretary: Mrs. Allwardt notified the Board that a donation was received from Michele Babock for \$100.00 to go to the 6<sup>th</sup> grade camp. The donation was matched by the W.K. Kellogg Foundation. On behalf of the Board of Education, thank you Michele and W.K. Kellogg Foundation for your investment in students.
- D. Student Board Member Report: Nothing to report at this time.

#### VI. Presentations

- A. Audit Presentation: Christine Kratzer from Willis and Jurasek reported to the Board on the 2023-2024 financial audit of Harper Creek Community Schools. The Board received the Audit report both in Boardbook and a paper copy. The audit letter is unmodified. The audit was in accordance with auditing standards generally accepted in the United States of America and standards applicable to financial audits contained in Government Auditing standards. The audit letter is unmodified. The highlights include:  
The District's total net position increased by \$6,795,837  
As of the close of the current fiscal year, the District's aggregated fund balance for the District's governmental funds was \$9,530,194  
The General Fund had a net change in fund balance of \$630,213. At the end of the year, the total fund balance for the General Fund was \$6,240,396, or approximately 15% of the total General Fund Expenditures. Lastly, Christine discussed the food service fund balance and spend-down plan.

#### VII. District Updates

- A. Curriculum: Mrs. Williams submitted a report to the Board. Mrs. Williams discussed the first group of students who attended the 6<sup>th</sup> grade camp. Mrs. Williams also discussed the NWEA Benchmark Assessment Report included in her report reflecting on growth targets for students.
- B. Facility: Mr. Robinson submitted his report to the Board. First, Mr. Robinson discussed the new supervisor for DM Burr and his prompt

response to our needs. Mr. Robinson discussed the crosswalk and the work to have this be a safe crossing for students. He has made contact with the road commission as the lights continue to flash randomly. The District has requested signage to inform vehicles of the upcoming crosswalk. Mr. Robinson is meeting with Kingscott and Hoffman Brothers to discuss issues. He will report back to the Board. Lastly, Mr. Robinson discussed the Filter First legislation. The maintenance team is moving forward to meet the criteria for all District drinking water.

- C. Finance: Mrs. Obermyer submitted her reports to the Board. Mrs. Obermyer discussed the October 2024 Budget update. It was highlighted the 23-24 increase to the fund balance of \$620,213. In addition, Mrs. Obermyer discussed the zero-dollar increase to the foundation allowance, the student count (-30 FTE), and the 5.75% RET Reduction showing a New Revenue over expense -\$1,150,761. Mrs. Obermyer also discussed 31aa Mental Health/Safety. The original cut to the 31aa Mental Health and Safety was 94%. The State adjusted and the current amount of \$350,425 reflects a 50% cut. Lastly, Mrs. Obermyer discussed the Grow Your Own Grant.
- D. Technology: Mr. Maynard submitted a report. Mr. Maynard discussed the Clock/Notification/Camera project. They have been installed and are operating at the middle school. Phase two of the project is Beadle Lake Elementary. In addition, Mr. Maynard discussed the auditorium lights at the high school which were affected because of a disturbance in the electric supply.

VIII. Comments Related to Agenda Items: There were no comments at this time.

IX. Consent Agenda - All items on this consent agenda were previously considered by the Harper Creek Board of Education, recommended by the Central Office, and will be acted upon in a single roll call vote of the Board. There will be no separate discussion of these items unless a board member so requests, in which event the matter shall be removed from the consent agenda and considered as a separate item.

- A. Approve the General Fund checks, School Services Fund checks (Food Service), and Student/School Activities Fund Checks, in accordance with the list discussed.
  - Approves September 9, 2024, Regular Board of Education Meeting Minutes
  - Approves September 23, 2024, Special Joint Board of Education Meeting Minutes
  - Approves September 30, 2024, Due Process Meeting Minutes
  - Approves October 10, 2024, Budget Committee Meeting Minutes

Motion by Mrs. Wallace, supported by Dr. Borders,

That the Harper Creek Board of Education approves the consent agenda as follows:

Approve the General Fund checks, School Services Fund checks, in accordance with the list discussed.

Approve the following minutes as reviewed:

- Approve September 9, 2024, Regular Board of Education Meeting Minutes
- Approve September 23, 2024, Joint Meeting Minutes
- Approve September 30, 2024, Due Process Meeting Minutes (Closed Session)
- Approve October 10, 2024, Budget Committee Meeting Minutes

Roll Call Vote:

Mr. Bess Y, Dr. Borders Y, Mrs. Wallace Y, Mr. Smith Y, Mrs Allwardt Y, Mrs. Waterson Y, Mr. Halverson Y.

Motion Carried: 7-0

X. Information and Discussion

- A. School Safety: Mr. Robinson attended the Safety Committee meeting and reported to the Board that they discussed the Camera/Notification Project, Mental Health Safety Money, the Emergency Operation Plan, the Crosswalk update, and the Home Football Game Security.
- B. Communication/Marketing Vendor: Mrs. Williams stated that Mr. Ridgeway recommends using K12 Media to provide standardized communications to enhance our district communications. Along with our current communications director K12 Media will create a dynamic communication footprint within our district and community.
- C. School of Choice 2<sup>nd</sup> Semester: Although our current student count is down from prior years it is recommended that Harper Creek decline participation in 2<sup>nd</sup> semester School of Choice. The Board would like to see more data on enrollment numbers and students exiting before graduation from Harper Creek.
- D. West Michigan Pool Health Insurance: Mr. Ridgeway recommends that the Board approve the use of a new vendor for healthcare because the current MESSA increased over 15% for one year. Mrs. Obermyer researched West Michigan Pool Health Insurance for cost and coverage.
- E. New Hires: Mr. Ridgeway has recommended that the Board approve hiring Larissa Blanks, EI Classroom Teacher at Sonoma Elementary, MA 10 (prorated with an October 16 start date), Southern Oklahoma State University Master's Degree.

XI. Comments from the Audience: there were no comments at this time.

XII. ACTION

- A. School of Choice 2<sup>nd</sup> Semester

Motion by Dr. Borders, supported by Mrs. Waterson.

The Harper Creek Board of Education approves declining participation in the School of Choice 2<sup>nd</sup> semester, Section 105 as discussed and reviewed.

Roll Call Vote:

Mrs. Waterson Y, Mr. Halverson Y, Mr. Bess Y, Dr. Borders Y, Mrs. Allwardt Y, Mrs. Wallace Y, Mr. Smith Y.

Motion Carried: 7-0.

B. 2023-2024 Audit Approval

Motion by Mr. Smith, supported by Dr. Borders,

That the Harper Creek Board of Education approves the 2023-2024 Audit completed and presented by the auditing firm of Willis and Jurasek as discussed and reviewed.

Roll Call Vote:

Mr. Bess Y, Mr. Halverson Y, Dr. Borders Y, Mrs. Wallace Y, Mrs. Waterson Y, Mrs. Allwardt Y, Mr. Smith Y.

Motion Carries: 7-0.

C. West Michigan Pool Health Insurance

Motion by Mrs. Wallace, supported by Mr. Smith,

That the Harper Creek Board of Education approves West Michigan Pool Health Insurance as an approved health insurance vendor as discussed and reviewed.

Roll Call Vote:

Mrs. Waterson Y, Mr. Halverson Y, Mr. Bess Y, Dr. Borders Y, Mrs. Wallace Y, Mr. Smith Y, Mrs. Allwardt Y.

Motion Carried: 7-0.

D. New Hires

Motion by Dr. Borders, supported by Mrs. Wallace,

That the Harper Creek Board of Education approves the following new hire: Larissa Blanks, EI Classroom Teacher at Sonoma Elementary, MA10 (prorated with an October 16 start date), Southern Oklahoma State University Master's Degree as discussed and reviewed.

Roll Call Vote:

Mr. Smith Y, Mrs. Waterson Y, Mrs. Allwardt Y, Mrs. Wallace Y, Dr. Borders Y, Mr. Halverson Y, Mr. Bess Y.

Motion Carries: 7-0

E. Communications/Marketing Vendor

Motion by Mr. Smith, supported by Mrs. Wallace,

That the Harper Creek Board of Education approves the contract with K-12 Media for communication and marketing services at a cost of \$29,191.00 for the remainder of the 2024-2025 school year as discussed and reviewed.

Roll Call Vote:

Mr. Smith Y, Mrs. Waterson Y, Mrs. Allwardt Y, Mrs. Wallace Y, Mr. Halverson Y, Mr. Bess Y, Dr. Borders Y.

Motion Carried: 7-0.

XIII. Items for the Next Meeting: Grow Your Own update, Open Lunch Survey (student board members), Retirement Ration, Dental for Kindergarten enrollment, and CISD Update.

XIV. Adjournment: The meeting was adjourned at 7:08 PM.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda.