

**Mancelona Public School - Board of Education
Minutes of the Organizational and Regular Meeting
January 14, 2025**

Present: Derrer, Musselman, Thompson, MacQuarrie, Clark, Bisson

Absent: Ross

Central Office Staff: Frolo, Meeder, Phillips

Superintendent Frolo called the meeting to order at 4:30 p.m. in the Middle School Media Center.

Reorganization

Election of Officers

Mrs. Frolo asked for nominations for Board President.

Musselman nominated Burt Thompson for President
No further nominations were made

Musselman/Derrer Motion and support to elect Burt Thompson as President

Yes: 5
No: 0
Motion carried

President Thompson asked for nominations for Vice-President.

Musselman nominated Amy Derrer for Vice-President
No further nominations were made

Musselman/Clark Motion and support to elect Amy Derrer for Vice-President

Yes: 5
No: 0
Motion carried

President Thompson asked for nominations for Secretary.

Derrer nominated Kim Musselman for Secretary
No further nominations were made

Derrer/Bisson Motion and support to elect Kim Musselman for Secretary

Yes: 5

No: 0
Motion carried

President Thompson asked for nominations for Treasurer

Derrer nominated Gerald Clark for Treasurer
No further nominations were made

Derrer/MacQuarrie Motion and support to elect Gerald as Treasurer

Yes: 5
No: 0
Motion carried

Approval of Agenda

President Thompson asked that item J, Reestablish Board Committees, be removed from the agenda and saved for a later date.

President Thompson asked that item number 10, Adjournment, be moved to the end of the agenda, after return from closed session.

Musselman/MacQuarrie approve the modified agenda

Yes: 6
No: 0
Motion carried.

Citizens Comments: None

Consent Agenda

Musselman/Derrer to approve amended consent agenda

- A. Minutes of the regular meeting December 10, 2024
- B. Monthly Finance- Approve Accounts Payable checks for **GENERAL FUND:** 12/17/2024 - \$41,778.63; 12/30/2024 - \$116,658.28 **BOND:** 12/17/2024 - \$49,858.94; 12/30/2024 - \$550,036.06
- C. Accept the recommendation to hire Melissa Orman as the Early Childhood Director.
- D. Accept the recommendation to hire Keith Smith as the high school science teacher.
- E. Accept the recommendation to hire Kristin Witt as our Early Childhood Coach.
- F. Appoint Laurie Phillips as recording secretary.
- G. Designate school depositories and credit cards.

- H. Designate persons authorized to sign checks, contracts, agreements and purchase orders.
- I. Designate legal counsel.
- J. Set meetings for February 2025-January 2026

Yes: 6
No: 0
Motion carried

Communities in Schools of NWMI: Amy Burk announced FAFSA Family night was held on January 8th with 8 seniors and their parents. Parents were provided a gas card for attending. For those who were not able to attend and still would like support with FAFSA completion, Site Coordinator, Amy Derrer is setting up appointments. Graduate Mackenzie Corbin came in to speak to classes about her basic training and experience in the Air Force. College campus visits to Ferris State and Kirtland Community College will take place January 16 and January 29. January is mentoring month and CIS has collaborated with Big Brothers and Big Sisters to match adult mentors with students at the middle school. CIS helped the elementary with Christmas concerts and parent involvement days for each grade level. Mrs. Burk invited all to attend the 3rd annual Adult Prom fundraising event on January 25 from 8:00 to 11:00 at the Helena Township Hall.

Administrators Report: Bernadette Pletcher stated the winter holiday sing along was a huge success. Specials rotation started with gym this year, moved to music, and now will be coding and robotics. Interviews are being held to fill the open positions at the elementary school. Mrs. Pletcher stated she is working with CIS on attendance and will celebrate monthly attendance rewards. Testing has started and the coaches will review testing data. Mrs. Pletcher stated the elementary is looking at standard based lesson plans and report cards. Jake Murray stated testing is going smoothly and he is meeting with Mrs. Pletcher on standards-based grading. Friday, The Just a Chill Dance will be held and sponsored by the student council. Mr. Murray thanked the board members for their continued support. Trent Naumcheff thanked the board for their support. Mr. Naumcheff announced the end of the first semester is approaching. Exams account for 10% of the students grades and will be held the end of next week. Mr. Naumcheff stated 31 students attend CTC (Career Tech Center). Discussions take place with 8th graders on how attendance, grades and behavior affect attending CTC.

Superintendent's report: Tina Frollo stated she, as well as the administrative team, are grateful to work for such a tremendous board. The unending support and confidence to do the things that our students staff, families and community need is much appreciated. Thank you for your service. A School Messenger went out to all staff and families regarding a PowerSchool breach of information, there is no additional information to share at this time. The Hawk Lake timber harvest result in in payment of \$32,580.70, less payment to Lynn Stephens. The end of the semester will be here Friday, January 24. Mrs. Frollo gave a directors update from each department. Central office is keeping an eye on SB 6058, regarding employer contributions to health care coverage. Central office is also continuing to monitor Earned Sick Time Act and minimum wage, and preparing for year-end processing and W2's. Shelly is preparing a budget amendment for the March board meeting. Early Childhood has Melissa Orman as the new director and Kristin Witt

as the Early Childhood Coach. Bussing continues to work on the Tyler system. Custodial worked hard over the holiday break cleaning the carpets in all three buildings. Angie Nelson reported that the team went over and beyond the assigned list of tasks during the holiday break. The High School custodians wanted to give a shout out to the wrestling coach, Jonathon Clark, and his team for how helpful they are. The elementary custodians made up a Cleanest Classroom Challenge; the reward is 10 Mancy Pride Tickets for each student in the classroom. Food Service served about 40 parents at the high school Christmas lunch. The Murder Mystery event will be catered by Chartwells on January 16. Lindsey has been working with Shelly on the Healthy Meals Incentive grant. Technology is getting quotes for security cameras and installation. Enrollment Express forms are now available in PowerSchool. Tony is working with Brian on the Tyler routing system. There will be a Pupil Count Day meeting on Thursday, January 16 with Tony and building secretaries. Bond bids are in the works for summer projects. New intercom devices will be installed at building entrances. Additional card readers will be installed at the high school and middle school.

Items for future consideration: There is an ISD Board seat open, please let Burt Thompson know if interested.

John Scholten reviewed the MASB Superintendent Evaluation Instrument; this was a review from the December 10 meeting.

Derrer/Bisson Go in to closed session

Yes: 6
No: 0
Motion carried

Return to open session at 6:04

President Thompson stated the discussion on goals and modification was good. Everyone was happy.

Adjournment: 6:05

MacQuarrie/Bisson

Yes: 6
No: 0
Adjourned

Respectfully submitted,


Laurie Phillips, Recording Secretary


Kim Musselman, Secretary