

HARPER CREEK COMMUNITY SCHOOLS

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Students for Life

BOARD OF EDUCATION MINUTES

6:30 PM – August 14, 2023, Meeting
Harper Creek Administration Building
7454 B Drive North, Battle Creek, MI 49014

https://youtube.com/live/uZ_68-JsBgg?feature=share

- I. Call to Order- The meeting is called to order at 6:31 PM.
- II. The Pledge of Allegiance was led by President Bess followed by a moment of silence.
- III. Roll Call- Present: Mrs. Waterson, Mrs. Allwardt, Mrs. Wallace, Mr. Smith, Mr. Bess. Mr. Halverson arrived at 7:04 PM.
- IV. Review and Approval of Agenda
- V. Closed Session – Safety Assessment -8(k) Security Planning and Threats
Motion by Mr. Smith, supported by Dr. Borders.
That the Harper Creek Board of Education meets in closed session under section 8(k) of the Open Meetings Act to consider safety planning.
Roll Call Vote: Mr. Halverson A, Mrs. Waterson Y, Mr. Smith Y, Mrs. Allwardt Y, Dr. Borders Y, Mrs. Wallace Y, Mr. Bess Y.
Motion Carries 6-0.
The Board went into a closed session at 6:33 PM
Resume in open session –
Motion by Mr. Smith, supported By Mrs. Wallace.
That the Harper Creek Board of Education resumes into open session.
Roll Call Vote: Mr. Smith Y, Mrs. Waterson Y, Dr. Borders Y, Mrs. Allwardt Y, Mr. Halverson Y, Mrs. Wallace Y, Mr. Bess Y.
Motion carries: 7-0
The Board resumed in open session at 7:08 PM.
- VI. Communications
 - A. President's Remarks – Mr. Bess welcomed everyone to the Board Meeting both in person and on YouTube watching. Mr. Bess mentioned the Charitable Union Event hosted by Harper Creek on August 10, 2023, along with community partners which was a huge success. In addition, Mr. Bess stated that the district will celebrate a staff back-to-school breakfast and student Meet the Teacher nights. Lastly, Mr. Bess stated that athletics are practicing around campus which is very exciting to see.
 - B. Administration Mr. Ridgeway addressed the Board mentioning upcoming dates of importance. Mr. Ridgeway stated that on August 15th a new teacher

signing and breakfast would take place in the Board Room and all Board members are invited. In addition, Mr. Ridgeway discussed the Staff Back-to-School breakfast and years of service recognition that is on August 16, 2023. Another important event will be an orientation for 5th and 9th-grade students on August 18th. In addition, Mr. Ridgeway asked the Board about Strategic Planning dates for the retreat. Lastly, Mr. Ridgeway mentioned that students will receive free breakfast and lunch and families are asked to fill out the free and reduced lunch form as usual.

C. Board Secretary

1. Mrs. Allwardt mentioned the Pre-Audit letter that Board members can read in Boardbook. In addition, Mrs. Allwardt mentioned the donations of 13-wood lockers for the Baseball Team from Chad Jackson. The estimated value is \$6,385.00 and the donation on behalf of Rebecca Wieseler from Kellogg's to Harper Creek High School. The donation is for \$200.00. The Board thanked both Chad and Rebecca for the donations.

VII. PLC Institute Report – Mr. Greenman, Ms. King, and Ms. Eddy reported on the exciting work that they did while in attendance at the PLC Institute. Mr. Greenman discussed how PLT (Professional Learning Teams) grow as staff in order to make a better culture for students. Ms. Eddy discussed the driving questions of a PLT – What do students need to know and do? What evidence do we have that they know it? How do we respond if they don't get it? How do we respond if they do get it? Ms. Eddy also mentioned the book, *Learning by Doing*. Ms. King discussed building professional learning communities and creating space for staff to learn and grow. In addition, Ms. King discussed the importance of all staff being involved and meeting all student's needs. Mr. Greenman added that this culture is the Harper Creek Way.

VIII. District Updates

- A. Curriculum – Mrs. Williams submitted her report to the Board. Mrs. Williams discussed the PLC Institute and the needs of our district including written curriculum, authentic assessment, and buy-in from staff and students. In addition, Mrs. Williams mentioned the success of Summer School. She stated that one huge piece of the success was that it was located on one campus this year. Lastly, Mrs. Williams mentioned the onboarding of new staff that supports a successful transition to Harper Creek. Their training includes classroom management and relationship-building strategies, restorative practices, and orientation.
- B. Facility – Mr. Robinson submitted a report to the Board. Mr. Robinson discussed the projects that his team is busy completing including the parking lot project at the high school, HVAC completion, stage floors at the HS that have been refinished, and the auto shop doors at the MS. Mr. Robinson also mentioned that the custodians have done a fantastic job with

cleaning and getting all the buildings ready for the return of students and staff.

- C. Finance – Ms. Obermyer was absent, so Mr. Ridgeway discussed the reports that Ms. Obermyer had submitted. Mr. Ridgeway mentioned the Audit that will be the week of September 5th. In addition, Mr. Ridgeway discussed the GROW YOUR OWN grant that Mrs. Chapman, Ms. Obermyer, and Mrs. Williams secured that provided the opportunity for nineteen staff members to obtain a teaching certificate or advanced certification. The grant is for 1.7 million dollars. Mr. Ridgeway stated that Mrs. Chapman did the Yeoman's work for this grant.
- D. Technology – Mr. Maynard submitted a report to the Board. Mr. Maynard stated that the technology department is busy readying the student devices for deployment. He stated that the middle school 5th-grade students will be using a cart model where students will not take the devices home, but that they will be housed in the teacher's classroom. In addition, Mr. Maynard discussed the elementary and middle school docking stations and monitors. The technology department is setting the stations up and will be available onsite for questions and assistance.

IX. Comments Related to Agenda Items - None

X. Consent Agenda - All items on this consent agenda were previously considered by the Harper Creek Board of Education and are recommended by 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.

1. Approve July 10, 2023, Regular Board Meeting Minutes
2. Approve July 20, 2023, Building Committee Meeting Minutes
3. Approves August 10, 2023, Budget Committee Meeting Minutes
4. Approves August 10, 2023, Policy Committee Meeting Minutes

Motion by Mr. Smith, support by Mrs. Wallace

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

Approves the General Fund checks, School Service checks (School Lunch), and Student/School Activities Fund checks, in accordance with the list discussed.

- Approve July 10, 2023, Regular Board of Education Meeting Minutes
- Approve July 20, 2023, Building Committee Meeting Minutes
- Approve August 10, 2023, Budget Committee Meeting Minutes
- Approve August 10, 2023, Policy Committee Meeting Minutes

Roll Call Vote: Mr. Bess __Y __, Dr. Borders __Y __, Mrs. Waterson __Y __, Mr. Halverson __Y __, Mrs. Allwardt __Y __, Mrs. Wallace __Y __, Mr. Smith __Y __.

Roll Call Vote: 7-0

XI. Information and Discussion

- A. School Safety -Mr. Ridgeway discussed our new point of contact for Emmett Township is Brady Keys. In addition, Mr. Ridgeway discussed the progress of the crosswalk project. Also, Mr. Ridgeway discussed reunification plans and Threat Assessment training. Mr. Ridgeway stated that the district has purchased the RAVE Panic Alert system. Lastly, Mr. Ridgeway discussed outdoor event safety.
- B. Bonding Proposals – Mr. Ridgeway discussed the possibility of a bonding proposal and what steps that need to take place in order to do so. Mr. Ridgeway discussed that our buildings are at capacity with special teachers on carts as well as high enrollment numbers. He discussed the PFM financial group bonding projections and discussed moving forward. No action was taken on this item.
- C. Coaches Handbook/Staff Handbook – Mr. Ridgeway discussed the staff handbook and the coaches handbook that will be used for the 2023/2024 school year. The staff handbook is from Thrun and aligns with our policy. The coaches' handbook was developed by our athletic director based on research she completed on what tools other schools were using for the coaching staff. This item needed no action.
- D. Softball Press Box – Mr. Ridgeway discussed moving forward with the softball press box project in order to provide the same facilities for female and male athletes. The project is funded with PILT money. The project will be done by Schweitzer Construction and cost \$285,000.00 with a 5% variance.
- E. New Hires – Mr. Ridgeway stated that our district has several new hire recommendations. The following are recommended Jeramie Newburn, 7th-grade science teacher – MA12, Jesse Jordan, High School English teacher- BA1, Christopher Selva, 8th grade – BA8, Vanessa Hunt, Elementary Spanish- \$200.00 per day interim once teaching certificate is obtained – BA1, Karen DeLand, HS special education - \$200.00 per day interim once teaching certificate is obtained – MA1, Ashlyn Richardson, Middle School Special Education - \$200.00 per day interim once certificate is obtained – MA1.
- F. MASB Delegate Assembly Representative- Mr. Ridgeway recommended that the Board of Education certify Dr. Dale Borders as the MASB delegate and Mr. Smith as the alternate for the November 9th meeting at the Lansing Center at 7:00 PM.
- G. Thrun Policy Updates – Mr. Ridgeway stated that the Policy committee met to discuss the policy changes. He stated that our district will keep policy

5407 as it currently is and all other changes will be made to our district policy.

XII. Comments From the Audience - None

XIII. ACTION

A. Softball Press Box

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

That the Harper Creek Board of Education approves the Softball Press Box with Schweitzer Construction with the cost of \$285,000.00 with a 5% variance as discussed and reviewed.

Roll Call vote: Mrs. Wallace Y, Mr. Halverson Y, Mrs. Allwardt Y, Mrs. Waterson Y, Mr. Bess Y, Dr. Borders Y, Mr. Smith Y.

Motion carries: 7-0.

B. New Hires

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

That the Harper Creek Board of Education approves the new hires for the 2023/2024 school year.

Jeramie Newburn, 7th grade science, MA12, master's in educational leadership and bachelor's in education at WMU.

Jesse Jordan, High School English teacher, BA1, Bachelor's in secondary education at Albion College.

Christopher Selva, 8th grade, BA8, bachelor's in elementary education at Cornerstone University.

Vanessa Hunt, Spanish teacher-Long-term sub teacher obtaining certificate, \$200.00 per day once certificate is obtained BA1. Bachelor's degree in social relations and policy at MSU.

Karen DeLand, High School Education Teacher, Long term sub teacher- \$200.00 per day- BA1 once certification is obtained – Bachelor's and Master's degree from Spring Arbor University.

Ashlyn Richardson, Middle School Special Education Teacher- \$200.00 long-term sub teacher – BA1 once certification is obtained- Bachelor's degree in health and human services from Western Governor's University.

Roll Call Vote: Mr. Bess Y, Dr. Borders Y, Mr. Smith Y, Mr. Halverson Y, Mrs. Allwardt Y, Mrs. Waterson Y, Mrs. Wallace Y.

Motion Carries: 7-0.

C. MASB Delegate Assembly Representative-

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

That the Harper Creek Board of Education assigns Dr. Borders as the delegate representative and Mr. Smith as the delegate alternate for the MASB 2023 Delegate Assembly on November 9th, 2023, at 7:00 PM.

Roll Call Vote: Mr. Halverson Y, Mr. Smith Y, Mrs. Allwardt Y, Mrs. Wallace Y, Mrs. Waterson Y, Dr. Borders Y, Mr. Bess Y.

Motion carries: 7-0

D. Thrun Policy Updates

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

That the Harper Creek Board of Education approves the Thrun Policy Updates as discussed and reviewed.

Roll call Vote: Mr. Bess Y, Dr. Borders Y, Mr. Smith Y, Mrs. Wallace Y, Mr. Halverson Y, Mrs. Allwardt Y, Mrs. Waterson Y.

Motion carried; 7-0.

XIV. Items for the Next Meeting

XV. Adjournment – The meeting was adjourned at 8:48 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.