

RECORD OF MINUTES

Minutes of the Work Session Meeting of the District Board of the Hancock Public School District, Houghton County, State of Michigan.

Meeting open -Pledge of Allegiance

A Work Session Meeting of the Board of Education of Hancock Public Schools was held in the boardroom on Wednesday, September 6, 2023 at 5:12 p.m. President Jordan called the meeting to order.

Present: Catherine Jordan, Michael Lancour, Emilie Lancour, Wendy Chynoweth, Rod Paavola, Charlie Klein, & Taylor Paul

Absent: N/A

Agenda Items:

Routine Matters

Adoption of Agenda

It was recommended by Interim Superintendent Salani that the submitted agenda be adopted as presented. Moved by Member Chynoweth, seconded by Member Paul, to adopt the agenda as presented. Motion unanimously carried.

Visitors' Comments:

Karyn Rudak-Ruohonen: staff member since the fall of 2000 and union president. There has been a lack of communication with the staff. Many did not know about the resignation of Dr. Patchin until the agenda for the meeting was posted. There needs to be consistency and communication. There have been huge changes again (like the trimesters). Many staff has left the district due to uncertainty, changes, and philosophies. Hancock is a great place to work and we need to focus on the good things that are happening here.

Old or unfinished business: N/A

New Business/Discussion Items:

MASB New Board Member video services

There are 8 available and a new one will be released on the 13th. All members are encouraged to watch the series on the MASB YouTube channel.

Committee of the whole vs. member assignments to committees

Include staff members on committees as appropriate

Building and sites; Crisis, Curriculum, Finance, District Improvement, Personnel, PR, negotiations and policy

Some would be beneficial to be the whole group (like finance) and some could be a couple of people (like the policy committee)

Liaisons to be listed on website

Michael Lancour: Liaison to the City of Hancock Recreation Committee and liaison for the CCASB

Rod Paavola: Liaison to the Hancock Public Schools Foundation

RECORD OF MINUTES

Roberts Rules of Order

Recommended that the Vice President be knowledgeable of Roberts Rules of Order and of the Open Meetings Act. Michael Lancour will do more research into both.

Open Meeting Act

Encourage all members to read the manual  
There is not a limit to the length of a visitor's comment  
For a closed meeting there needs to be  $\frac{2}{3}$  roll call vote (5 members)

MASB Superintendent Evaluation training

Maybe able to set one up for our board  
All be part of the training prior to the evaluation process starting  
There is money in the budget for training  
A meeting to be held to discuss the goals, etc separate from a board meeting  
Numbers for the evaluation should not be emailed to the board president

Board of Education/Hancock Public Schools Foundation discussion

Sara Niemeyer and Paula Nutini were present  
Formed in 1987 as a non-profit foundation that provides grants and scholarships to support the district and benefit students  
Teachers can submit grant requests 4 times a year  
At least 5% is spent on grants and scholarships each year  
The superintendent is a resource who attends all the meetings but is not a voting member  
Rod Paavola is the liaison for the board of education  
In the past 3 years over 100,000 has been given to STEM and other projects like robots and the fab lab

District Emergency Communication Plan

There is a district-wide committee  
Done as a phone tree (calls or texts depending on the nature of the crisis)  
Take action at the next meeting

District Financials

ESSERS funds/2022-23 budget/2023-2024 budget  
Documents were shared by Jeff Klein and Chris Salani  
Discussion about the configuration and number of administrators and their roles  
ESSERS funds need to be spent this year  
Drop in enrollment based on first-day numbers but this fluctuates through count day in October

Review of Administrators' contracts

Final drafts with signatures  
Gather opinions from staff regarding the number and configuration of administrators

Interim Superintendent Compensation

Different rates were discussed based on substitute tech pay rates and the compensation rates for the principal and previous Superintendent

**RECORD OF MINUTES**

Action taken at next meeting

Superintended Search Firm Proposals  
Only received from MASB

Moved by Member Paavola, seconded by Member Klein to adjourn the meeting at 9:10 p.m.

Emilie Lancour  
Board Secretary

DRAFT