



Public Schools of Petoskey

Every Opportunity.

Regular School Board Meeting

Thursday, February 15, 2024

7:00 PM

Spitler Administration Building

1130 Howard Street

Petoskey, MI 49770

AGENDA

1. Call to Order and Roll Call
2. The Pledge of Allegiance
3. Audience Participation 3
4. Recognition: Acknowledgment of Retirees & Resignations 4
5. Resolution: Approval - Minutes 5
6. Resolution: Approval - Warrants 16
7. Resolution: Approval - Elementary Therapy Dog 23
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11. Educational Reports
12. Board of Education Reports
13. Financial Report: General Fund - Statement of Revenues and Expenditures 43
14. Superintendent's Report
15. Audience Participation
16. Adjournment

"The mission of the Public Schools of Petoskey is to advance the education and skills of all students in an equitable manner through the participation and involvement of staff, students, parents, and others in the community."

Participation by the audience is welcomed and encouraged. Please note that this time is for Board members to listen to public comment, not to respond to comments. Two opportunities for public comment are provided at each Board meeting. When participating in public comment, members of the audience are to identify themselves by name and address so that accurate minutes can be recorded. Unless permission is previously received from the Board of Education, comments are to be limited to three (3) minutes per person. For those people who prefer not to speak at the Board meeting yet want their question(s) or comment(s) conveyed to Board members, a (green) "Memo to the Board" form is provided in the basket near the entrance of the meeting room. Please note that public comment time and the "Memo to the Board" are provided to allow Board members to listen to public comment, not respond to comments or concerns.



Public Schools of Petoskey

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To: Trustees, Board of Education
From: Mark Ashley, President
Date: February 15, 2024
Re: Audience Participation

Participation by the audience is welcomed and encouraged. Please note that this time is for Board members to listen to public comment, not to respond to comments. Two opportunities for public comment are provided at each Board meeting. When participating in public comment, members of the audience are to identify themselves by name and address so that accurate minutes can be recorded. Unless permission is previously received from the Board of Education, comments are to be limited to three (3) minutes per person. For those people who prefer not to speak at the Board meeting yet want their question(s) or comment(s) conveyed to Board members, a (green) "Memo to the Board" form is provided in the basket near the entrance of the meeting room. Please note that public comment time and the "Memo to the Board" are provided to allow Board members to listen to public comment, not respond to comments or concerns.



Public Schools of Petoskey

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To: Board of Education
From: Dr. Jeff Leslie, Superintendent
Date: February 15, 2024
Re: Recognition: Acknowledgement of Retirees & Resignations

Background

Per Board Policy 4223, Administration is notifying the Board of the below retirement(s) and/or resignation(s).

- Retirement:
 - Brent Hewitt, Coordinator of Non-Instructional Services
 - Zach Jonker, High School Social Studies Teacher
 - Diane Munson, Counseling Secretary
- Resignation:
 - Shae Shepard, High School Social Studies Teacher

Policy 4223 Resignation

The Superintendent or designee is authorized to immediately accept an employee's verbal or written resignation on the Board's behalf. When the Superintendent or designee accepts a resignation from an Administrator, Supervisor, Director, Teacher, or Nonteaching Professional, the Superintendent or designee will notify the Board of the resignation at its next meeting. The Superintendent or designee may notify the Board of Non-Exempt Staff resignations.

The Board may accept a Superintendent's verbal or written resignation.

A resignation is effective on the date of its acceptance or on a subsequent effective date specifically reflected in the offer of resignation and its acceptance.

Except as otherwise provided by law, a resignation is irrevocable upon acceptance.

Employees, other than teachers, must generally provide 30 days' advance written notice before resigning.

Teachers must provide written resignation notice at least 60 days before September 1, unless the Superintendent or designee consents to less advance notice. Otherwise, the Board may revoke the teacher's tenure rights as provided by the Teachers' Tenure Act.



Public Schools of Petoskey

Every Opportunity.

To: Trustees, Board of Education
From: Dr. Jeff Leslie, Superintendent
Date: February 15, 2024
Re: Resolution: Approval of Minutes

Background

A copy of the written minutes of the following meeting(s) will be forwarded to the Board of Education for review.

- Regular Meeting Minutes, January 18, 2024
- Special Meeting Minutes, January 22, 2024
- Closed Session Meeting Minutes, January 22, 2024 (walked in)

Recommendation

Moved by _____ and supported by _____ that the written minutes be approved as recorded.



Public Schools of Petoskey

Every Opportunity.

Regular School Board Meeting

Thursday, January 18, 2024 7:00 PM

Spitler Administration Building, 1130 Howard Street, Petoskey, MI 49770

Mark Ashley: Present
Jenni Attie: Present
Beth Flynn: Present
Denise Petoskey: Present
Kathy Reed: Present

1. Call to Order

Call to Order at 7:00PM by Jeff Leslie, Superintendent.

Dr. Leslie designated Mark Ashley to preside over the meeting until a president is elected.

Roll Call by Mark Ashley.

2. The Pledge of Allegiance

Designee Ashley led the Pledge of Allegiance.

3. **Organizational Meeting**

4. Resolution: Approval - Election of Officers

Discussion was had regarding the officer roles.

ELECTION OF PRESIDENT

Move that Mark Ashley be elected to serve as President of the Petoskey Board of Education for 2024. This motion, made by Kathy Reed and seconded by Denise Petoskey, Passed.

Mark Ashley: Yea

Jenni Attie: Yea

Beth Flynn: Yea

Denise Petoskey: Yea
Kathy Reed: Yea

ELECTION OF FIRST VICE-PRESIDENT

Move that Kathy Reed be elected to serve as First Vice-President of the Petoskey Board of Education for 2024. This motion, made by Denise Petoskey and seconded by Jenni Attie, Passed.

Mark Ashley: Yea
Jenni Attie: Yea
Beth Flynn: Yea
Denise Petoskey: Yea
Kathy Reed: Yea

ELECTION OF SECOND VICE-PRESIDENT

Move that Denise Petoskey be elected to serve as Second Vice-President of the Petoskey Board of Education for 2024. This motion, made by Jenni Attie and seconded by Beth Flynn, Passed.

Mark Ashley: Yea
Jenni Attie: Yea
Beth Flynn: Yea
Denise Petoskey: Yea
Kathy Reed: Yea

ELECTION OF SECRETARY

Move that Jenni Attie be elected to serve as Secretary of the Petoskey Board of Education for 2024. This motion, made by Beth Flynn and seconded by Kathy Reed, Passed.

Mark Ashley: Yea
Jenni Attie: Yea
Beth Flynn: Yea
Denise Petoskey: Yea
Kathy Reed: Yea

ELECTION OF TREASURER

Move that Beth Flynn be elected to serve as Treasurer of the Petoskey Board of

Education for 2024. This motion, made by Kathy Reed and seconded by Jenni Attie, Passed.

Mark Ashley: Yea
Jenni Attie: Yea
Beth Flynn: Yea
Denise Petoskey: Yea
Kathy Reed: Yea

5. Resolution: Approval - Designation of Regular Meeting Dates

Moved that the Regular Meeting of the Board of Education for the Public Schools of Petoskey be held on the third Thursday of each month in the Board Meeting Room of the Spittler Administration Building at 7:00PM for the calendar year 2024 except for the Regular March Board of Education meeting which will be held on Tuesday, March 19, 2024. This motion, made by Jenni Attie and seconded by Kathy Reed, Passed.

Mark Ashley: Yea
Jenni Attie: Yea
Beth Flynn: Yea
Denise Petoskey: Yea
Kathy Reed: Yea
Yea: 5, Nay: 0

6. Resolution: Approval - Designation of Employee Authorized to Post Board Meeting Notices

Moved that the Superintendent or his designee is authorized to post Board meeting notices under the Open Meetings Act. This motion, made by Kathy Reed and seconded by Beth Flynn, Passed.

Mark Ashley: Yea
Jenni Attie: Yea
Beth Flynn: Yea
Denise Petoskey: Yea
Kathy Reed: Yea
Yea: 5, Nay: 0

7. Adjournment

The Organizational Meeting adjourned at 7:08PM.

Moved to adjourn. This motion, made by Kathy Reed and seconded by Denise Petoskey, Passed.

Mark Ashley: Yea

Jenni Attie: Yea

Beth Flynn: Yea

Denise Petoskey: Yea

Kathy Reed: Yea

Yea: 5, Nay: 0

8. Regular Board Meeting

9. Call to Order

Called to order at 7:08PM.

10. Recognition: School Board Appreciation Month

The Superintendent recognized and thanked the Board for all that they do. Each of the buildings presented the Board with a token of appreciation.

11. Presentation: Elementary Therapy Dog

An Elementary Therapy Dog presentation was provided to the Board.

12. Presentation: Alcona Child and Adolescent Health Center

Carley Cooper, Alcona School Based Program Manager, provided a presentation on the Child & Adolescent Health Center to the Board.

13. Audience Participation

There was no audience participation.

14. Resolution: Approval - Minutes

Dr. Leslie recommended the Board's approval.

Moved that the written minutes be approved as recorded. This motion, made by Beth Flynn and seconded by Jenni Attie, Passed.

Mark Ashley: Yea

Jenni Attie: Yea

Beth Flynn: Yea

Denise Petoskey: Yea

Kathy Reed: Yea

Yea: 5, Nay: 0

15. Resolution: Approval - Warrants

Dr. Leslie recommended the Board's approval.

Moved that the warrants paid, as submitted by the administration, be approved in the amount of \$4,582,077.97. This motion, made by Denise Petoskey and seconded by Kathy Reed, Passed.

Mark Ashley: Yea

Jenni Attie: Yea

Beth Flynn: Yea

Denise Petoskey: Yea

Kathy Reed: Yea

Yea: 5, Nay: 0

16. Resolution: Approval - Reimbursement of Bonds

Moved to approve the reimbursing resolution as drafted by the district's bond counsel. This motion, made by Kathy Reed and seconded by Beth Flynn, Passed.

Mark Ashley: Yea

Jenni Attie: Yea

Beth Flynn: Yea

Denise Petoskey: Yea

Kathy Reed: Yea

Yea: 5, Nay: 0

17. Resolution: Approval - Board Policy November Updates

Moved to approve the Policy Manual Updates per the resolution drafted by our policyholder, Thrun Law Firm including the optional language in Policy 4108. This motion, made by Denise Petoskey and seconded by Kathy Reed, Passed.

Mark Ashley: Yea

Jenni Attie: Yea

Beth Flynn: Yea

Denise Petoskey: Yea

Kathy Reed: Yea

Yea: 5, Nay: 0

18. Educational Reports

Elementary Updates provided by Jason Latz:

- Thank you to the School Board
- PBIS
- Report cards
- Professional Development
- Upcoming events
 - Central Winter Fun Day - Wednesday, January 24th
 - Central STEAM Night next week - Thursday, January 25th
 - Ottawa Winter Carnival - Friday, February 2nd
 - Central Winter Carnival - Friday, February 23rd
 - Lincoln Winter Carnival - Friday, March 1st
 - Sheridan Winter Carnival - Friday, March 8th

Middle School Updates provided by Jon Wilcox:

- We are blessed to have a Board that provides consistent leadership
- PBIS (Positive Behavior Intervention Support)
- Tier II Academic Support
- Tier III - Grief group
- Professional Development
- Upcoming Events
- Athletics
- 8th graders will have a transition day at the high school

High School Updates provided by Deidra Gamble:

- Thank you to the Board for their support
- 8th grade transition day at high school
- PRIDE
- SEL (Social Emotional Learning)
- Pilot of Smart Pass, electronic pass system
- Professional Development
- PSAT is online this year
- Poetry Out Loud celebration

Teaching and Learning Updates provided by Becky Smith:

- Elementary worked together on writing

- Dot activity at the high school
- SAT (Scholastic Aptitude Test) - the entire staff took the training
- Civil Rights Data Collection (CRDC) is happening this year
- Annual Education Report (AER) letters
- District Teaching and Learning Council (DTLC) canceled
- Student Support Specialist - pilot program for student check in

19. Board of Education Reports

Trustee Attie

- Thank you to the staff for the gifts
- Thank you to the Board members, great first year
- Peer 2 Peer

Trustee Flynn

- She and her coworkers made a \$5,000 donation to Northmen Den

Trustee Reed

- Thank you to the staff for the gifts
- Met with Alcona about the possible new clinic
 - Please share your thoughts

Trustee Ashley

- Basketball game
- PEF
- Try It Tuesday

20. Financial Report

Mr. Melching, Director of Finance, provided a financial report and a Student / School Activity Fund report.

Mr. Griffin, Director of Maintenance, provided an update on the Sinking Fund Projects.

21. Superintendent's Report

- Construction process update
- Rocky Karr called regarding 21 gun salute at 2:45PM on Friday for a funeral
- CREC Report
- State of the State address is next week

22. Audience Participation

There was no audience participation.

23. Adjournment

The meeting adjourned at 8:36p.m.



Public Schools of Petoskey

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Special Meeting

Monday, January 22, 2024 6:00 PM

Spitler Administration Building, 1130 Howard Street, Petoskey, MI 49770

Mark Ashley: Present
Jenni Attie: Present
Beth Flynn: Present
Denise Petoskey: Present
Kathy Reed: Present

1. Call to Order and Roll Call

The meeting was called to order at 6:07PM.

2. The Pledge of Allegiance

President Ashley led the Pledge of Allegiance.

3. Audience Participation

There was no audience participation.

4. Resolution: Closed Session for Periodic Evaluation of Superintendent

Moved that the Board of Education meet in closed session for the purpose of considering a periodic personnel evaluation of an employee as permitted in Section 8(a) of the Michigan Open Meetings Act. This motion, made by Jenni Attie and seconded by Kathy Reed, Passed.

Roll Call Vote:

Mark Ashley: Yea
Jenni Attie: Yea
Beth Flynn: Yea
Denise Petoskey: Yea

Kathy Reed: Yea

Yea: 5, Nay: 0

The Board entered into Closed Session at 6:12PM.

The Board returned to Open Session at 8:17PM.

The Board discussed

- Bus contract
- The process after a student is expelled.
- The REMIND System

5. Audience Participation

There was no audience participation.

6. Adjournment

The meeting adjourned at 8:34PM.

Moved to adjourn the meeting. This motion, made by Kathy Reed and seconded by Beth Flynn, Passed.

Mark Ashley: Yea

Jenni Attie: Yea

Beth Flynn: Yea

Denise Petoskey: Yea

Kathy Reed: Yea

Yea: 5, Nay: 0



Public Schools of Petoskey

Every Opportunity.

To: Trustees, Board of Education
From: Jeff Leslie, Superintendent
Date: February 15, 2024
Re: Approval of Warrants

Background

Members of the School Board have received a copy of the warrants (i.e., items for payment which have been previously reviewed by a member of the School Board). School Board members are asked to contact Dr. Jeff Leslie, Superintendent, prior to 4:00 p.m. on the day of the Board meeting if there is a question that would require investigation. Invoices are available for examination by members of the School Board.

Recommendation

Moved by _____ and supported by _____ that the warrants paid, as submitted by the administration, be approved in the amount of \$3,486,021.13.

SUMMARY

BOARD WARRANTS

PAID DURING THE MONTH OF JANUARY 2024

General Fund Warrants	\$ 1,202,797.50
Food Service Fund Warrants	\$ 123,134.32
Debt Service Fund Warrants	\$ 500.00
Sinking Fund Warrants	\$ 173,079.08
Building & Site Fund Warrants	\$ -
Net Payroll	\$ 841,470.67
Payroll Taxes & Withholdings	\$ 1,145,039.56
TOTAL	<u>\$ 3,486,021.13</u>

GENERAL FUND WARRANTS

PAID DURING THE MONTH OF JANUARY 2024

Ck #	Payable to:	Amount	Description
158325	Johnson Buses, Inc.	15,210.00	Oct Extra Trips
158326	Johnson Buses, Inc.	565.00	Nov Extra Trips
158327	Graduation Alliance, Inc.	938.97	Student Recovery Services - Nov 2023
158328	Johnson Buses, Inc.	380.00	Addl Extra Trips
158329	Heather Loe	215.24	Reimb - Classroom Supplies
158330	M.S.B.O.A., Treasurer, District II	450.00	Entry Fees - Band & Orchestra/Middle School
158331	McLean & Eakin Booksellers	305.24	Library Books - Central
158332	North American Rescue, LLC	15,136.00	Stop The Bleed Station & Kits
158333	Lisa Penberthy-Keene	110.94	Reimb - Art Class Supplies
158334	M.S.B.O.A., Treasurer, District II	450.00	Entry Fees - Band & Orchestra/High School
158335	Amy Janssens	151.92	Reimb - Classroom Supplies
158336	Julie Laur	13.63	Reimb - Music Supplies
158337	Matt Saunders	277.60	Reimb - Tickets/PBIS
158338	Jodi Schreiber	65.55	Reimb - Supplies-PBIS/Staff/Classroom
158339	Dominic Giallombardo	65.00	Reimb - Gas/Wrestling- Montague
158340	Jody Johnson	49.64	Reimb - Classroom Supplies
158341	Julie Laur	12.98	Reimb - Classroom Supplies
158342	Josh Swiss	148.46	Reimb - Gas/Wrestling-Montague
158343	Todd Temple	30.00	Cell Phone Reimb - 01/03/24
158344	Andrew Kan Travel	400.00	Charter Bus - Girls BB To Gaylord 01/04/24
158345	AT&T	444.23	Monthly Phone Billing
158346	AT&T	595.71	Monthly Phone Billing
158347	AT&T	969.97	Monthly Phone Billing
158348	AT&T Long Distance	6.47	Monthly Phone Billing
158349	Charlevoix County Treasurer	1,627.27	PRE Adj Taxes Abated - Melrose Twp
158350	Constellation NewEnergy-Gas Div	15,464.80	Gas Billing - Jan 2023
158351	Montague Public Schools	250.00	Entry Fee - Wrestling 12/30/23
158352	State Of Michigan - -	84.00	Testing Fees - Automotive Certification
158353	City Of Petoskey	37,081.89	Monthly Electric, Water & Sewer Billing
158354	Marathon/Wex Bank	616.44	Gas Purchases - Dec 2023
158355	Andrew Kan Travel	770.00	Charter Bus - Boys BB To Alpena 01/19/24
158356	Grand Haven High School	200.00	Entry Fees - Boys BB 12/28/23
158357	Megan Hintz	81.48	Reimb - Teaching Supplies
158358	Johnson Buses, Inc.	72,400.00	Transportation - 23-24 Contract Pymt #10
158359	Heather Loe	23.56	Reimb - Classroom Supplies
158360	Alisa Santti	116.08	Reimb - Classroom Supplies
158361	Petoskey Education Foundation	10.00	Pet Ed Foundation (PR WH)
158362	AT&T Mobility	223.86	Monthly Phone Billing
158363	Access Locksmithing, Inc.	302.50	Service Call - Lincoln Front Door
158364	Atlas Electric, Inc.	8,061.84	Service Calls
158365	Complete Paint & Supplies, Inc.	43.97	Maintenance Supplies
158366	Convergent	118.75	E-Rate Services
158367	Custer, Inc.	14,607.80	Balance - Tables & Chairs/Boardroom
158368	Derrer Oil Co.	329.80	Maint Gas Purchases
158369	DRC Enterprizes, LLC	3,500.00	Repair - Northmen Stadium Turf

GENERAL FUND WARRANTS

PAID DURING THE MONTH OF JANUARY 2024

Ck #	Payable to:	Amount	Description
158370	Emmet County - DPW	704.00	Recycle - Maintenance
158371	Ferguson Enterprises, Inc.	421.90	Maintenance Supplies
158372	Floor Care Concepts	6,197.56	Matting - H.S. Entryway
158373	Gibson Excavating, LLC	5,465.00	Snowblowing & Salting - Nov & Dec
158374	Great America Financial Services	2,429.63	Monthly Copier Contract Pymts
158375	Huron Consulting Services, LLC	13,950.00	Survey Admin Services - 08/01/23 - 01/31/24
158376	Hyde Services, LLC	124.70	Repairs - Snapper Snowblower
158377	John E. Green Company	10,389.80	Service Calls
158378	Kraft Business Systems	364.16	Monthly Copier Contract Pymts
158379	Little Traverse Disposal, LLC	1,850.00	Refuse Removal Services - Dec 2023
158380	Motor Parts & Equipment Corpor	417.76	Maintenance Supplies; Vehicle Repair Parts
158381	Ostlund Pest Control North, Inc.	295.00	Pest Control Servies - 11/14/23
158382	Ostlund Pest Control North, Inc.	295.00	Pest Control Services - 12/12/23
158383	Petoskey Parts Plus	35.76	Repair Parts - School Vehicles
158384	School Specialty, LLC	158.94	Teaching Supplies
158385	Thrun Law Firm, P.C.	1,129.14	Attorney Fees - Dec 2023
158386	Thrun Law Firm, P.C.	2,500.00	Annual Retainer Fee
158387	Trophy Case	616.00	Logos - Vehicle
158388	X-Cel Chemical Specialties North,	5,332.00	Custodial Supplies
158389	Generation Genius, Inc.	995.00	Subscription - M.S. Science
158390	Atlas Electric, Inc.	178.30	Service Call - H.S./Weight Room Door
158391	Charlevoix County Treasurer	3,090.88	PRE Tax Adj - 20-22
158392	Tyler Hallstedt	279.93	Reimb - Wrestling Headgear
158393	Littlefield Township	1,568.75	Special Election Expenses - 11/07/12
158394	McLean & Eakin Booksellers	319.68	Novels - Middle School
158395	Rotary - Petoskey Club	225.00	Quarterly Dues & Fees - Leslie
158396	Molly Werden	51.03	Reimb - Circle Books/AC Lab
158397	Advance Auto Parts	1,333.26	Auto Shop Resale Supplies
158398	AutoZone, Inc.	397.96	Auto Shop Resale Supplies
158399	Brown Motors, Inc.	37.06	Auto Shop Resale Supplies
158400	Continental Linen Service	152.43	Coats & Towels - Auto Shop
158401	Dave Kring Chevrolet Cadillac, Inc	85.41	Auto Shop Resale Supplies
158402	Emmet Automotive Supply	195.78	Auto Shop Resale Supplies
158403	Harbor Springs Community Pool	1,120.00	Field Trip Fees - Elementary Schools
158404	Motor Parts & Equipment Corpor	1,728.78	Auto Shop Resale Supplies
158405	Meagan Neal	3,000.00	Reimb - Video Camera/M.S. Class
158406	Petoskey Parts Plus	2,625.26	Auto Shop Resale Supplies
158407	Quill Corporation	60.78	Supplies - H.S. Media Center
158408	Swank Motion Pictures	6,543.00	K12 Streaming & Licensing
158409	CDW Government, Inc.	299,030.00	Tech Supplies
158410	Betsy Jorgensen	56.00	Reimb - Textbook/EC Class
158411	Lexia Learning Systems, LLC	13,248.00	Subscription - Core Reading & ELL
158412	School Specialty, LLC	23.89	Teaching Supplies
158413	Liz Warner	125.76	Mileage Reimb - Classroom Project
158414	Home Depot	2,696.92	Supplies - Emergency Kits

GENERAL FUND WARRANTS

PAID DURING THE MONTH OF JANUARY 2024

Ck #	Payable to:	Amount	Description
158415	Ben Carlson	2,696.92	Reimb - Supplies/Emergency Kits
158416	Lacy Fettig	1,430.52	Sept-Dec Mileage Reimb - CTE Class
158417	Brooke Howard	309.95	Dec Mileage Reimb - CTE Class
158418	Daniel Howard	286.10	Dec Mileage Reimb - CTE Class
158419	Kaylee Magill	95.37	Dec Mileage Reimb - CTE Class
158420	Abbigaile Schoening-Crane	309.95	Dec Mileage Reimb - CTE Class
158421	Joey Sulak	1,517.51	Sept-Dec Mileage Reimb - CTE Class
158422	Void	-	
158423	Punipuaio Vitolio	643.73	Nov & Dec Mileage Reimb - CTE Class
158424	All Padlocks	344.62	Locks - Athletics
158425	Andrew Kan Travel	770.00	Charter Bus - Girls BB To Alpena 01/26/24
158426	AT&T	438.10	Monthly Phone Billing
158427	AT&T	596.10	Monthly Phone Billing
158428	AT&T Long Distance	3.16	Monthly Phone Billing
158429	BSN Sports, LLC	1,036.29	Softballs
158430	City Of Petoskey	14,028.99	Liaison Officer - 08/01 - 11/30/23
158431	City Of Petoskey	1,607.94	Reimb - Supplies/Active Shooter Program
158432	Collins Sports Medicine	114.36	First Aid Supplies - Athletics
158433	Dave Fennell	14.15	Dec 2023 In-District Mileage Reimb
158434	Bethany Fisher	160.00	Reimb - UFLI Manuals
158435	Five Star Screen Printing Plus	296.00	Shirts - Wrestling
158436	Graduation Alliance, Inc.	950.84	Student Recovery Services - Dec 2023
158437	Johnson Buses, Inc.	72,400.00	Transportation - 23-24 Contract Pymt #11
158438	Literacy Resources, LLC	3,314.52	Textbooks - Elem/Heggerty
158439	Scholastic Inc.	89.94	Books - Classroom
158440	Scholastic Inc.	412.93	Subscriptions
158441	School Specialty, LLC	413.99	Teaching Supplies
158442	Andrew Kan Travel	750.00	Charter Bus - Girls BB To Midland 01/30/24
158443	BSN Sports, LLC	2,260.73	Baseballs & Catchers Gear
158444	Darci Norton	25.74	Reimb - Library Supplies
158445	Carousel Digital Signage	2,950.00	License & Software - Digital Signage
158446	Christi Case	24.57	Reimb - Supplies/PBIS
158447	Fenton Area Public Schools	200.00	Entry Fees - Wrestling 01/20/23
158448	Hungerford Nichols	11,200.00	22-23 Audit Services - Final Pymt
158449	Learning Without Tears	4,196.70	Handwriting/Keyboarding Materials
158450	Montague Public Schools	50.00	Entry Fees - Girls Wrestling 12/29/23
158451	Denise Petoskey	198.00	Reimb - MASB Training Fee/Labor Relations
158452	Jennifer Radoy	155.07	Reimb - Classroom Supplies
158453	Stericycle, Inc.	194.74	Shreding Services - Nov & Dec
158454	Tara Strieby	50.00	Reimb - Subscriptions/News & Sciencespin
158455	Petoskey Education Foundation	10.00	Pet Ed Foundation (PR WH)
158456	Amy Chambers	442.31	Re-Issue Payroll - 1/12/24
158457	Amy Chambers	984.16	Re-Issue Payroll - 01/26/24
158458	Gretchen Case	51.20	Reimb - Classroom Supplies
158459	Matt Saunders	311.16	Reimb - Mileage/Lodging/Meal - MEMPSA Conf

GENERAL FUND WARRANTS

PAID DURING THE MONTH OF JANUARY 2024

Ck #	Payable to:	Amount	Description
158460	Jodi Schreiber	19.07	Reimb - Batteries
158461	Tyler Spychalski	199.99	Reimb - Pre-School Classroom Supplies
158462	M.E.S.S.A.	336,019.96	Staff Insurance - Feb 2024
158463	MEA Financial Services	103.20	Group Term Life Ins - Feb 2024
158464	Andrew Kan Travel	600.00	Charter Bus - Girls BB To TC Central 02/01/24
158465	BSN Sports, LLC	771.01	Track Supplies
158466	Katrina Crittenden	43.00	Reimb - Classroom Supplies
158467	Gaylord High School	360.00	Entry Fees - Wrestling 1/26 & 1/27
158468	John E. Green Company	406.61	Service Call - H.S. Comm Foods Freezer
158469	Johnson Buses, Inc.	8,279.00	Dec 2023 Athletic Trips
158470	Quill Corporation	133.84	Office Supplies
158471	Stasha Simon	164.34	Mileage Reimb - Homebound/Dec-Jan
158472	Simple Words Books	941.60	Decodable Chapter Books
158473	SYSCO Foods Of Grand Rapids	952.64	Supplies - Hosp/Foods
158474	Petoskey Montessori Elementary	5,212.00	State Aid Pymt - Jan 2024
ACH	BMO - Purchase Card	35,440.86	Miscellaneous Purchases
ACH	EduStaff	94,609.17	Contracted Services
ACH	State of Michigan	453.05	Sales Tax Collected
ACH	Arbiter Pay Transfers	5,000.00	Ref Pay Services
		<u>1,202,797.50</u>	

OTHER FUND WARRANTS

PAID DURING THE MONTH OF JANUARY 2024

Ck #	Payable to:	Amount	Description
FOOD SERVICE FUND WARRANTS			
250930	Emmet County - DPW	176.00	Food Scrap Collections - 4th Qtr 2023
250931	CDW Government, Inc.	12,400.00	Computer Registers & Keyboards
250932	John E. Green Company	461.56	Service Call - Sheridan Cooler
250933	Chartwells	110,096.76	Food Service Billing - Dec 2023
	Total	<u><u>123,134.32</u></u>	
DEBT SERVICE FUND WARRANTS			
31129	Huntington National Bank	500.00	Annual Service Fee - 2015 Bond
	Total	<u><u>500.00</u></u>	
SINKING FUND WARRANTS			
410851	TowerPinkster	10,837.98	Fees - Sinking Fund Projects
410852	Gourdie-Fraser, Inc.	147,155.00	Survey Services - All Buildings
410853	Ram Construction Services	15,086.10	Contract Pymt - Tuckpointing & Masonary
	Total	<u><u>173,079.08</u></u>	
BUILDING & SITE FUND WARRANTS			
	TOTAL	<u><u>-</u></u>	



Public Schools of Petoskey

Every Opportunity.

To: Board of Education
From: Jeff Leslie, Superintendent
Date: February 15, 2024
Re: Resolution: Elementary Therapy Dog

Background

An Elementary Therapy Dog presentation will be provided for the Board. The Therapy Dog Workgroup is requesting approval to add a therapy dog at Central Elementary.

Recommendation

Moved by _____ and supported by _____ to approve an Elementary Therapy Dog at Central Elementary.



Public Schools of Petoskey

Every Opportunity.

To: Board of Education
From: Jeff Leslie, Superintendent
Date: February 15, 2024
Re: Resolution: Approval – Purchase of Cafeteria Tables

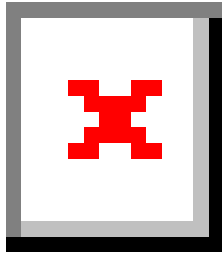
Background

The cafeteria tables at Lincoln and Sheridan are old and in need of replacement. The food service fund balance reached a level that the State required the district to submit a spend down plan. The replacement of the tables is part of the approved spend down plan. Bids are as follows:

Global Industrial	\$57,427.99 (excluding sales tax)
Schools In	\$56,171.77
WebstaurantStore	\$41,010.31 (excluding sales tax)

Recommendation

Moved by _____ and supported by _____ to approve the purchase of cafeteria tables from WebstaurantStore in the amount of \$41,010.31.



11 HARBOR PARK DRIVE
PORT WASHINGTON, NY 11050

Sales Quote

Account #:7613259	Quote #:7269987	Quote Issued:01/18/2024
Public Schools of Petoskey	kavanaugh.ba.u@northmen.org	*Pricing valid for 30 days from quote issue date. subject to change based on product availability and/or extraordinary market conditions
Beth Kavanaugh	Phone: (231) 348-2183	
1500 Hill Street	Fax:	
PETOSKEY, Michigan 49770		
CLICK HERE TO LOGIN AND PLACE THIS ORDER ONLINE.		

Part#	Description	Shipping	Quantity	Price	Extended
B2305180	NPS® Mobile Cafeteria Table With Fixed Benches, 121"L x 56"W, Walnut Top/Chrome Frame * Please Note: This Item Is Not Returnable. * Please Note: This Item Is Not Cancellable.	TRUCK	24	\$2,305.00	\$55,320.00
Item Total:					\$55,320.00
Tax:					\$3,319.20
Shipping and Handling:					\$2,107.99
PLEASE BE SURE TO REVIEW OUR TERMS AND CONDITIONS				*Total:	\$60,747.19

Notes	<p>Thank you for the opportunity to help with your needs. To place your order or for further assistance please contact me.</p> <p style="text-align: right;">Name: WEB WEB Email: Phone: Fax:</p>
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*Applicable taxes and shipping charges will be added to invoice.



11 Harbor Park Drive, Port Washington, N.Y. 11050
Copyright © 2024 by Global Industrial. All Rights Reserved.

Help | Contact Us

This order is subject to [Global Industrial's Terms & Conditions of Sale](#). Global Industrial objects to any other additional or different terms in your purchase order or acceptance.

--- Next Page ---

SCHOOLS IN

At **Schools In**, our goal is to help you create innovative and inspiring learning environments both indoors and out. We customize our extensive furniture and equipment solutions to outfit your space and maximize learning potential. Our experienced and dedicated team is passionate about our beliefs that learning never stops, no matter where we are in life, and that the best learning occurs in surroundings that encompass comfort, function and inspiration.

National Public Seating
Mobile Bench Cafeteria Table - 12' 1"L
Model: NPS-MTFB12
SKU: NPS-MTFB12-MDPEPCWTWT



\$2,177.84 each

\$52,268.16

Options  removeEdit

Shipment #1 Estimated Shipping (Freight): **\$3,903.61**

Item Total:	\$52,268.16
Estimated Shipping Total:	\$3,903.61
Estimated Order Total:	\$56,171.77

Sales Quote - THIS IS NOT AN ORDER

User ID 27323247

Created 10/17/23 at 9:21 AM

Bill to

Beth Kavanaugh
1500 Hill Street
Petoskey, MI 49770

Ship to

Beth Kavanaugh
1500 Hill Street
Petoskey, MI 49770-2782

Your Contact

Rebecca Mylin

Quote Valid


Thru 10/23/23 at 9:21 AM

Customer PO

Customer Phone

(231) 348-2183

Quote

Item	Description	Comments	Weight (Estimated)	Unit Price	QTY	Total
 386MTFB10MP	National Public Seating MTFB10 10 Foot Mobile Cafeteria Table with MDF Core		6240	\$1,579.00	24	\$37,896.00
Subtotal						\$37,896.00
Tax						\$2,273.76
Shipping						\$3,114.31
Total						\$43,284.07

*Quotes must be ordered through our website

Instruction / Additional Information

No additional information entered. * This quote is valid with original information supplied by customer. Any modifications could change quoted prices.

* Please note: all prices are subject to change. Shipping charges are estimated.

Quote Generated By Rebecca Mylin



Public Schools of Petoskey

Every Opportunity.

To: Board of Education
From: Jeff Leslie, Superintendent
Date: February 15, 2024
Re: Resolution: Approval – 2023-24 General Fund Budget Revision #2

Background

During the fiscal year, the district monitors the budget and prepares budget revisions based on projected changes in revenues and expenditures. The board packet includes a PowerPoint presentation which outlines these changes. The budget revision includes revenue increases totaling \$835,400 and expenditure decreases totaling \$162,587.

Recommendation

Moved by _____ and supported by _____ to approve General Fund Budget Revision #2 as presented.

Public Schools of Petoskey
2023-24 Budget Presentation
(Budget Revision #2)
February 15, 2024

Revenue Changes

▶ Local revenues -

▶ Increase of \$1,760,474

- ▶ Property Taxes increase of \$ 1,600,724 – offset by reduction in State Aid funding
- ▶ Interest increase of \$155,000
- ▶ Athletic ticket sales increase of \$30,500
- ▶ Voc Ed sales increase of \$22,500 (auto tech and house sale)
- ▶ Preschool tuition decrease of \$49,250

▶ State revenues

▶ Decrease of \$1,115,218

- ▶ State Aid decrease of \$1,593,623 – offset by increase in Property Tax funding
- ▶ Categorical funding increases totaling \$175,409 – 15 different categorical funding sources
- ▶ New transportation categorical funding of \$292,346
- ▶ New FAFSA categorical funding of \$10,650

▶ Federal revenues

▶ Decrease of \$102,019

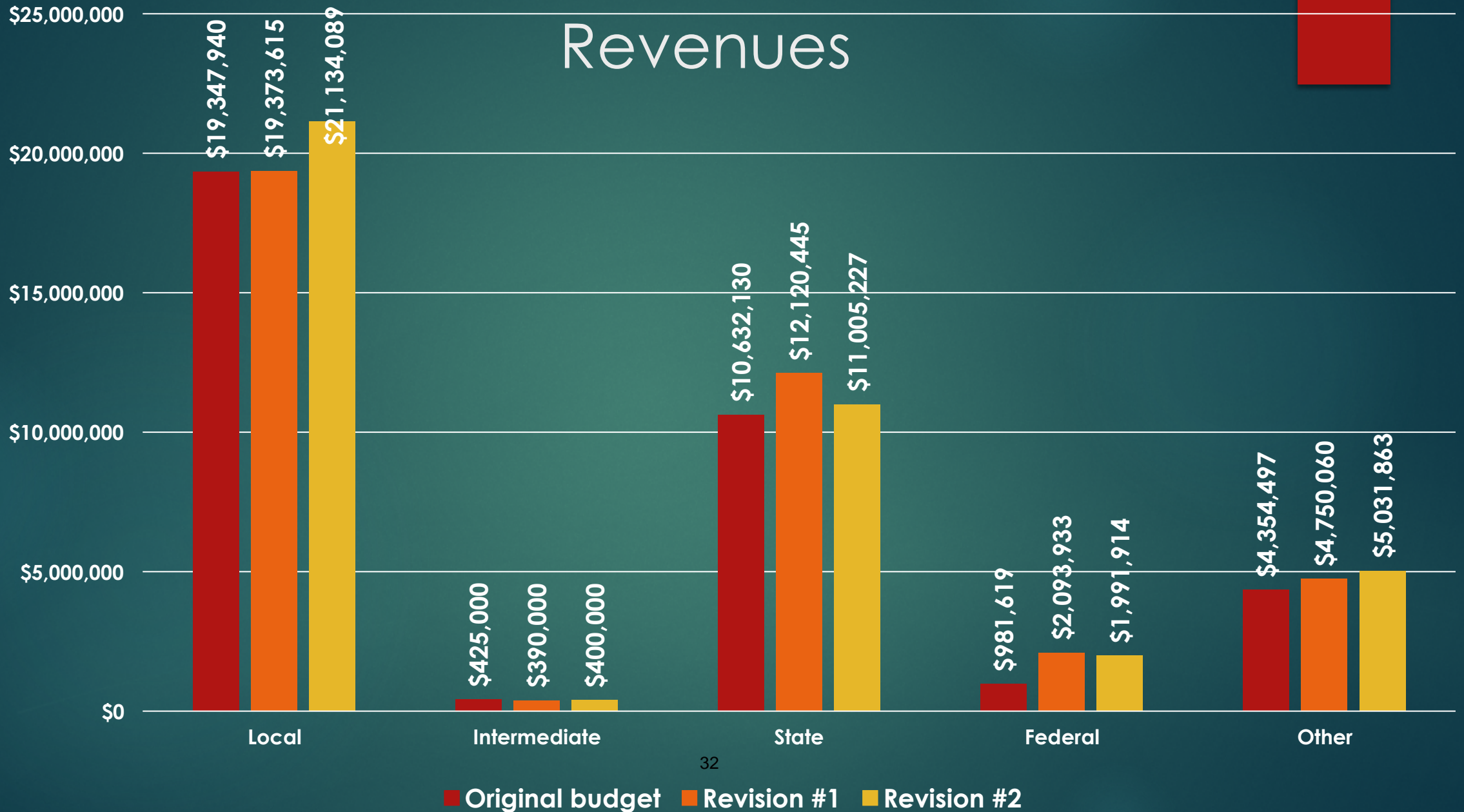
- ▶ Title I decrease of \$101,023 – to match projected expenditures with projected revenues

▶ Other Revenues

▶ Increase of \$281,803

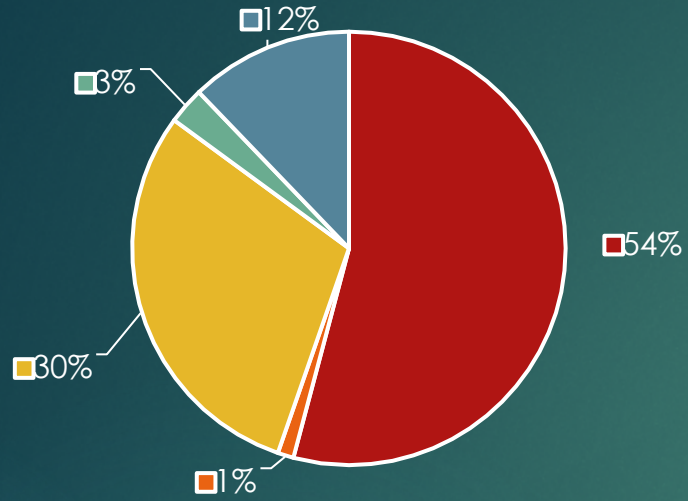
- ▶ Voc Ed millage decrease of \$126,427 to match projected revenues with projected expenditures
- ▶ Special Ed funding from ISD increase of \$405,957
- ▶ Enhancement millage increase of \$2.273

Revenues



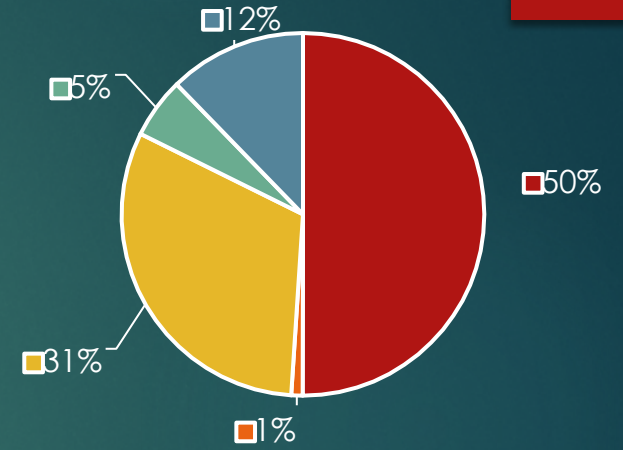
Revenues

▶ Original Budget



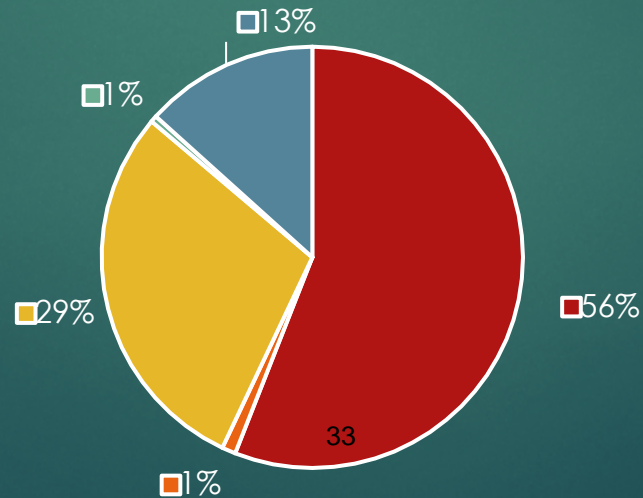
Local Intermediate State Federal Other

▶ Revision #1



Local Intermediate State Federal Other

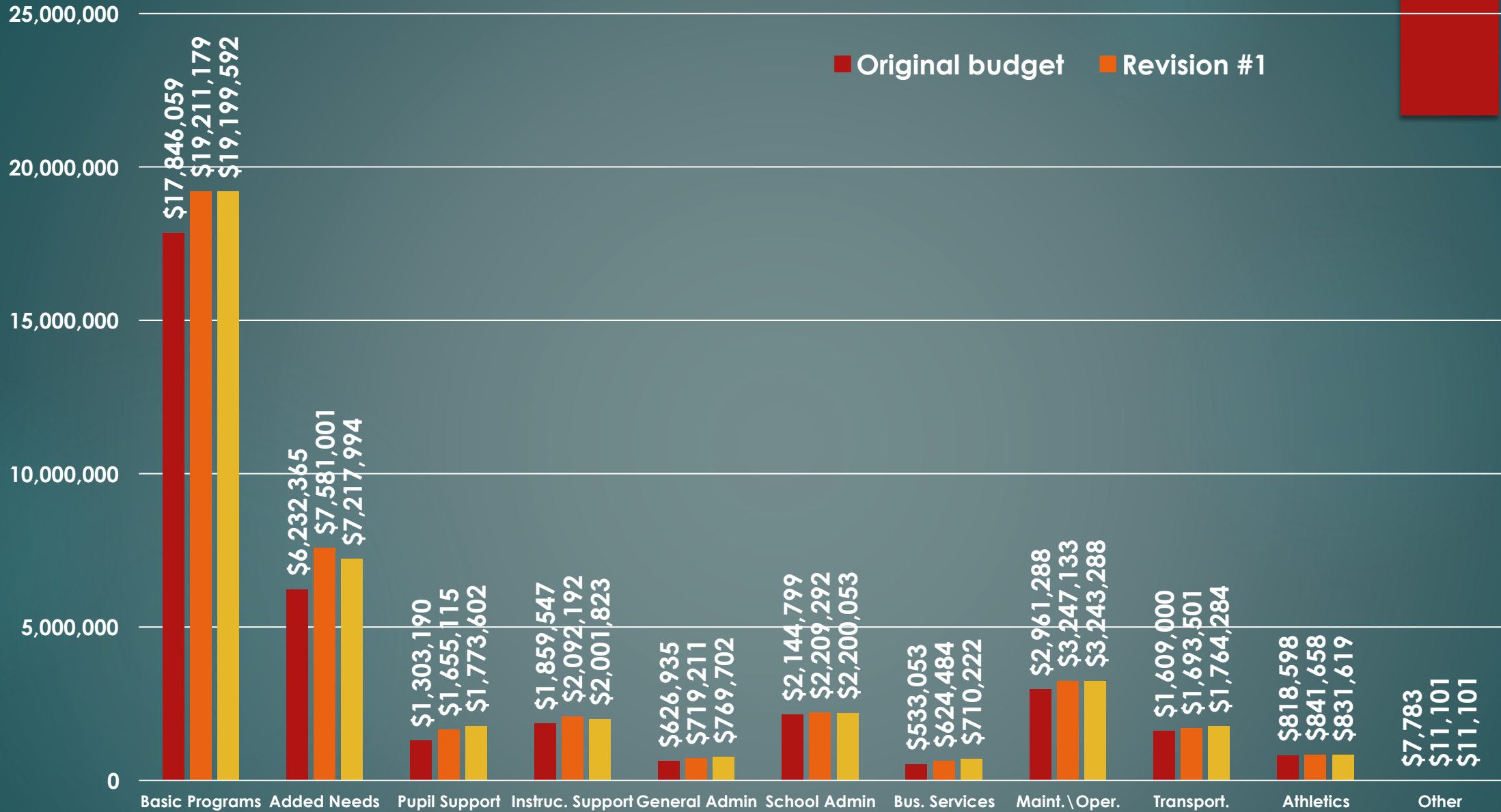
Revision #2



Local Intermediate State Federal Other

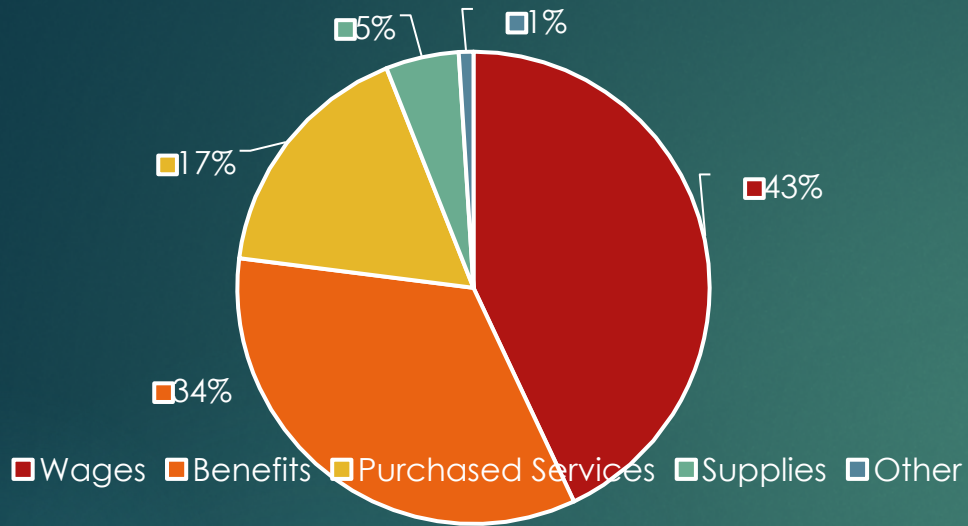
Expenditure Changes

- ▶ Increase in Early Retirement Incentive Costs
- ▶ Reduced Aide Costs
 - ▶ Revision #1 included costs of all aide positions to be PSP employees for the full school year. Revision #2 includes costs for aides to be Edustaff employees for the 1st half of the year and PSP employees in the 2nd half of the year
- ▶ Increase in Tech Department costs
 - ▶ Repairs, licenses, supplies
- ▶ Addition of the Student Success Specialist position
- ▶ Addition of Special Education Staff (partial year)
 - ▶ Teacher, Aides (2)
- ▶ Reduction in workshop costs
- ▶ Increase in membership costs
- ▶ Increase in costs related to district survey
- ▶ Increase in cost of tax abatements
- ▶ Reduction in telephone costs
- ▶ Increase in contracted garbage\refuse costs
- ▶ Increase in the contracted annual transportation costs

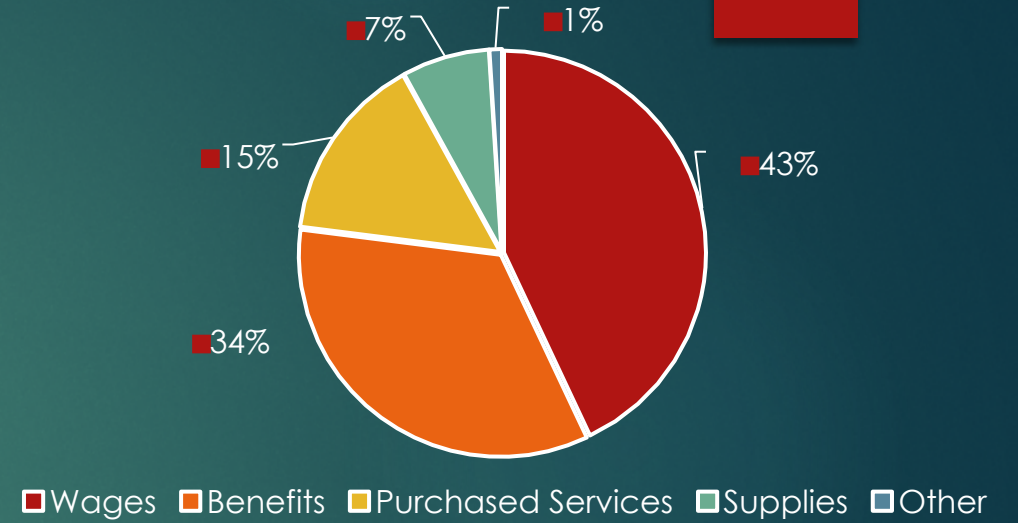


Expenditures

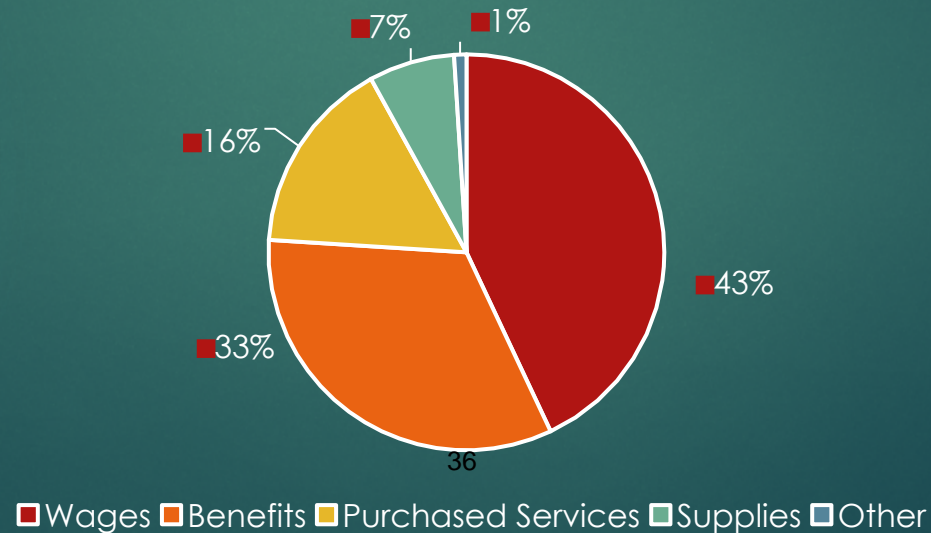
Original Budget



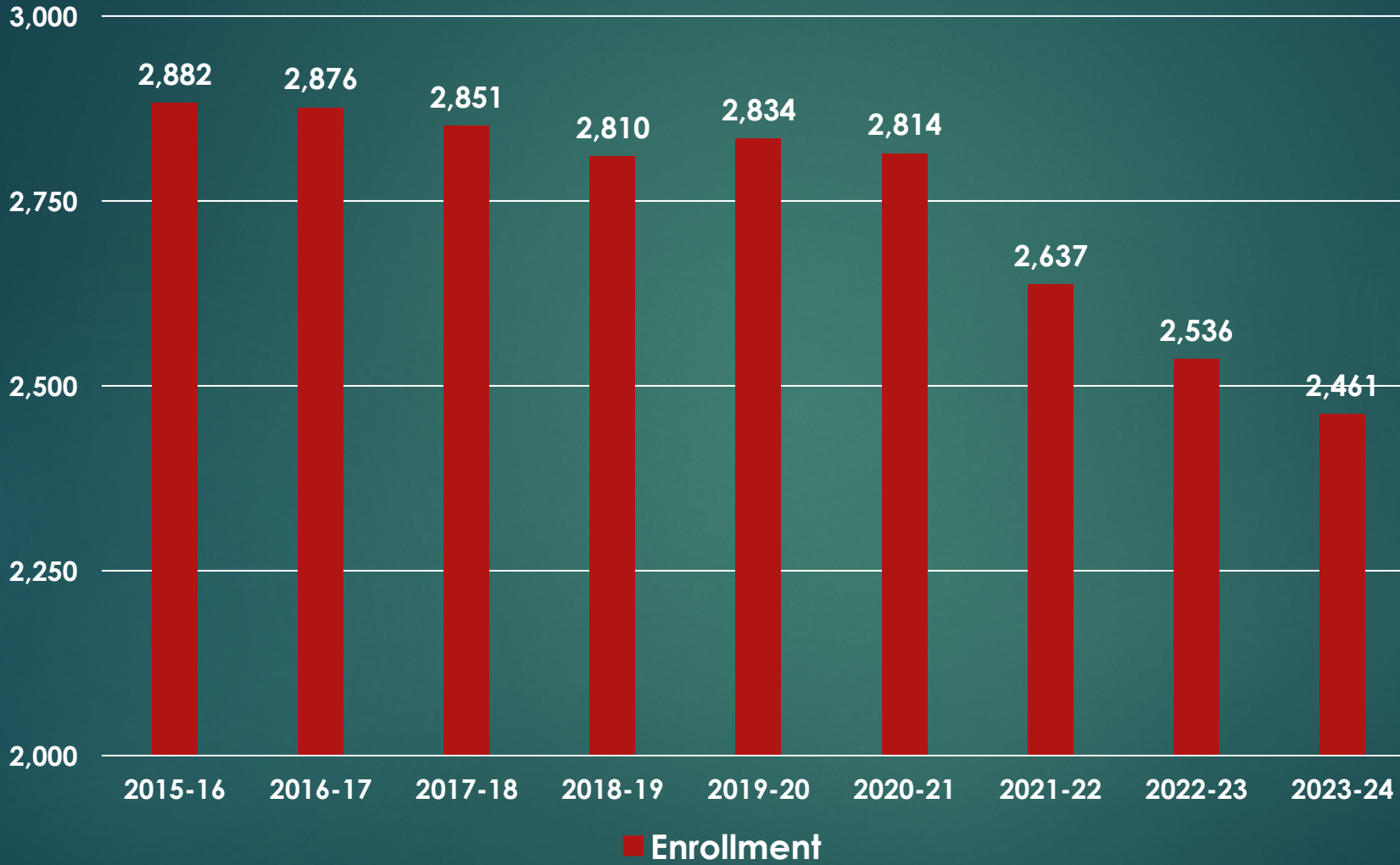
Revision #1



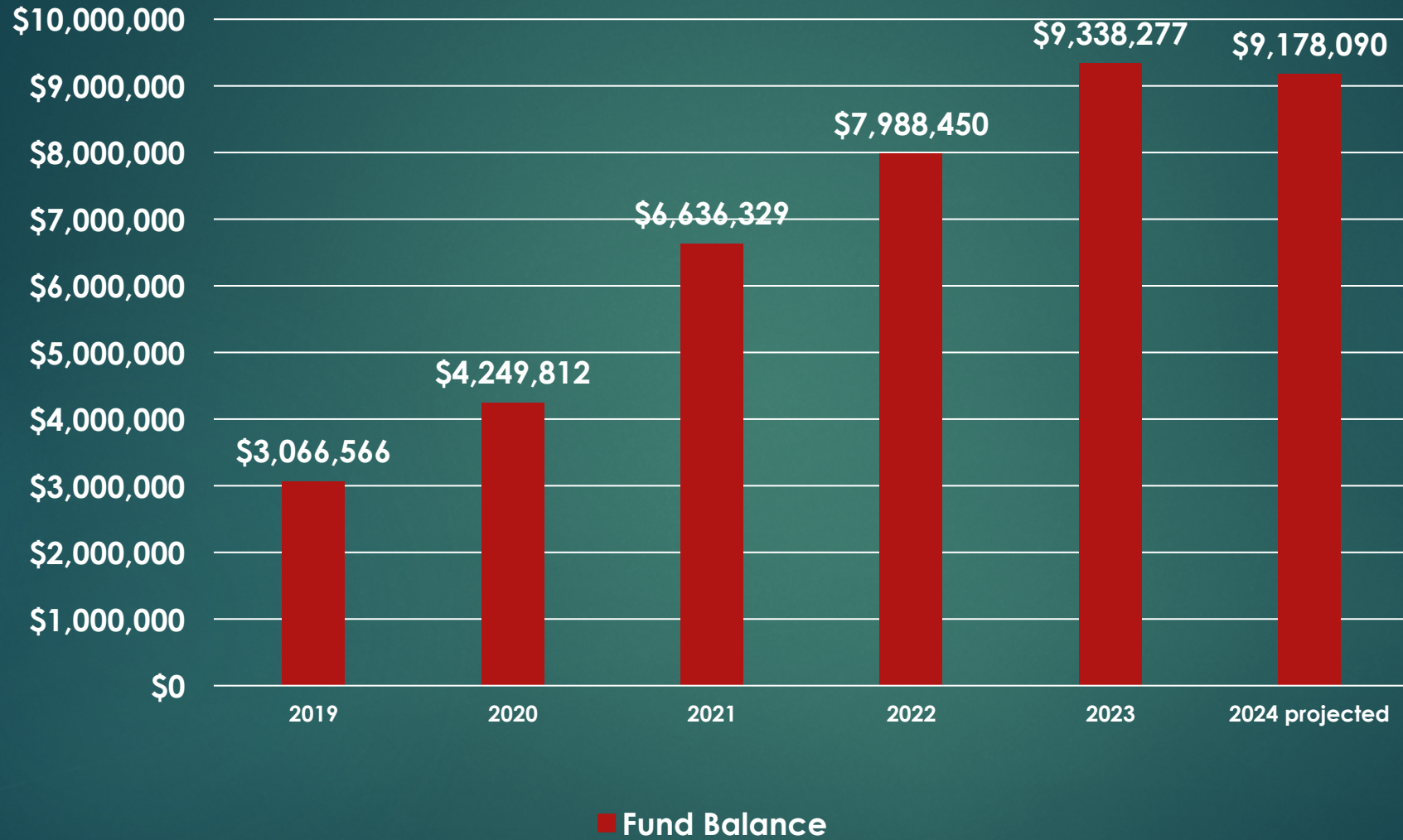
Revision #2



Enrollment



General Fund - Fund Balance



Public Schools of Petoskey				
2023-24 General Fund				
Budget Revision #2				
February 15, 2024				
	2023-24 Original Budget	2023-24 Budget Revision #1	2023-24 Budget Revision #2	Variance
Revenues				
Local	\$19,347,940	\$19,373,615	\$21,134,089	\$1,760,474
Intermediate	\$425,000	\$390,000	\$400,000	\$10,000
State	\$10,632,130	\$12,120,445	\$11,005,227	-\$1,115,218
Federal	\$981,619	\$2,093,933	\$1,991,914	-\$102,019
Other	\$4,354,497	\$4,750,060	\$5,031,863	\$281,803
Total Revenue	\$35,741,187	\$38,728,053	\$39,563,093	\$835,040
Expenditures				
		[]		
Instructional - Basic Programs	\$17,846,059	\$19,211,179	\$19,199,592	-\$11,587
Instructional - Added Needs	\$6,232,365	\$7,581,001	\$7,217,994	-\$363,007
Support Services - Pupil	\$1,303,190	\$1,655,115	\$1,773,602	\$118,487
Support Services - Instructional	\$1,859,547	\$2,092,192	\$2,001,823	-\$90,369
General Administration	\$626,935	\$719,211	\$769,702	\$50,491
School Administration	\$2,144,799	\$2,209,292	\$2,200,053	-\$9,239
Business Services	\$533,053	\$624,484	\$710,222	\$85,738
Maintenance and Operations	\$2,961,288	\$3,247,133	\$3,243,288	-\$3,845
Transportation	\$1,609,000	\$1,693,501	\$1,764,284	\$70,783
Athletics	\$818,598	\$841,658	\$831,619	-\$10,039
Community Services	\$7,783	\$11,101	\$11,101	\$0
Total Expenditures	\$35,942,615	\$39,885,867	\$39,723,280	-\$162,587
Excess Revenues over Expenditures	-\$201,428	-\$1,157,814	-\$160,187	
Beginning Fund Balance	\$9,338,277	\$9,338,277	\$9,338,277	
Projected Ending Fund Balance	\$9,136,849	\$8,180,463	\$9,178,090	
% of Operating Expenditures	25.42%	20.51%	23.11%	



Public Schools of Petoskey

Every Opportunity.

To: Board of Education
From: Jeff Leslie, Superintendent
Date: February 15, 2024
Re: Discussion: Montessori

Background

The most recent agreement with Montessori will be discussed.

**AMENDMENT TO MANAGEMENT AGREEMENT
MONTESSORI ELEMENTARY SCHOOL**

This is an amendment dated September 1, 2023 to the Management Agreement dated August 31, 2022 (the "Management Agreement"), by and between Petoskey Montessori Children's House, a Michigan non-profit corporation (hereinafter the "Corporation"), and Public Schools of Petoskey, a Michigan general powers school district and body corporate (the "School District"), operating under and in pursuance of the Michigan Revised School Code, Act 451, Public Acts of Michigan, 1976, as amended (the "Act"), and governed by its Board of Education.

WHEREAS:

The Corporation and the School District (together, "the Parties") desire to modify the financial and related terms of the existing Management Agreement between the Parties;

The Parties desire to extend the term of the Management Agreement; and

The Parties desire such modifications to apply to academic year 2023/2024, which is anticipated to be the final year of the Management Agreement.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. The terms of Premise Section F shall be revised to replace the phrase "RSC § 601a, particularly subsections 601a(1)(d) and 601a(2)" with the following: "RSC § 11a, particularly subsections 11a(3)(d) and 11a(4)".

2. The terms of Article I(A) shall be revised to replace that provision in its entirety with the following: "The Agreement shall be effective September 1, 2023 through June 30, 2024."


3. The terms of Article V(B)(1) shall be modified to replace the phrase "basic Foundation Allowance" with the following: "target Foundation Allowance".

4. The terms of Article V(B)(2) shall be modified to replace the phrase "Section 51" with the following: "Section 51a".

5. The terms of Article V(D)(2) shall be modified to replace the phrase "twenty percent (20%)" with the following: "five percent (5%)".

All other aspects and terms of the Management Agreement shall remain unrevised and in effect.


PETOSKEY MONTESSORI CHILDREN'S HOUSE

By: 
Title: President, Board of Trustees
Date: 10/11/23


ATTEST:

By: _____
Date: _____

PUBLIC SCHOOLS OF PETOSKEY

By: 
Title: Superintendent
Date: 10-23-23

ATTEST:

By: 
Date: 10-23-23

Financial Report

General Fund - Statement of Revenues and Expenditures

Public Schools of Petoskey					
General Fund - Statement of Revenues and Expenditures					
as of February 7, 2024					
	2023-24				
	Approved				%
	Budget	Y-T-D	Actual	Remaining	Remaining
Revenues					
Local	\$19,373,615	\$7,541,606		\$11,832,009	61.07%
Intermediate	\$390,000	\$9,959		\$380,041	97.45%
State	\$12,120,445	\$4,168,460		\$7,951,985	65.61%
Federal	\$2,093,933	\$237,551		\$1,856,382	88.66%
Other	\$4,750,060	\$754,887		\$3,995,173	84.11%
Total Revenue	\$38,728,053	\$12,712,463		\$26,015,590	67.18%
Expenditures					
Instructional - Basic Programs	\$19,211,179	\$8,138,116		\$11,073,063	57.64%
Instructional - Added Needs	\$7,581,001	\$2,870,270		\$4,710,731	62.14%
Support Services - Pupil	\$1,655,115	\$635,181		\$1,019,934	61.62%
Support Services - Instructional	\$2,092,192	\$735,358		\$1,356,834	64.85%
General Administration	\$719,211	\$427,674		\$291,537	40.54%
School Administration	\$2,209,292	\$1,145,320		\$1,063,972	48.16%
Business Services	\$624,484	\$415,556		\$208,928	33.46%
Maintenance and Operations	\$3,247,133	\$1,751,363		\$1,495,770	46.06%
Transportation	\$1,693,501	\$962,645		\$730,856	43.16%
Athletics	\$841,658	\$352,681		\$488,977	58.10%
Community Services	\$11,101	\$3,810		\$7,291	65.68%
Total Expenditures	\$39,885,867	\$17,437,974		\$22,447,893	56.28%
					\$0
Excess Revenue over Expenditures	-\$1,157,814	-\$4,725,511			
Beginning Fund Balance	\$9,338,277				
Projected Ending Fund Balance	\$8,180,463				
% of Operating Expenditures	20.51%			44	