

Kaleva Norman Dickson School District  
Monday, February 14, 2022 7:00 PM Eastern

Brethren Media Center  
4400 North Highbridge Road  
Brethren, Michigan 49619

1. **Call To Order - President, Karen McIntire**
2. **Routine Business**
  - 2.A. Pledge of Allegiance
  - 2.B. Adoption of Agenda
  - 2.C. Consent Calendar Items - B & C
3. **Items from the Audience**
4. **Correspondence/Communication**
  - 4.A. Samantha Payne

1-18-2022

I am turning in my 2 week notice that  
i will no longer be working at the school  
I have decided to take another job offer  
my last day will be ~~2022~~ 1-31-2022.

Samantha Payne

5. **Board Reports**

5.A. Principal's Report

5.B. Athletic Report

5.C. Finance Committee Update - ESSER III Funds

5.D. Policy Committee Update

6. **Superintendent's Report**

6.A. Committee Assignment Approval

**KND BOARD OF EDUCATION  
2022 COMMITTEES & ASSIGNMENTS**

**MCSMC COUNCIL**

- Ashley Gutowski
- Karen McIntire

**BUILDING & GROUNDS**

**BUILDING LEADERSHIP TEAMS**

- Arthur Fraly
- Josh Morrison
- Eric Schmidt

**HEALTH, PE & ATHLETICS**

- Ashley Gutowski
- Josh Morrison
- Eric Schmidt

**MASB LEGISLATION & LIASON**

- Arthur Fraly
- Jessica Ward

**FINANCE**

- Arthur Fraly
- Ashley Gutowski
- Jessica Ward

**NEGOTIATIONS**

- Kathy Fairbanks
- Karen McIntire
- Art Fraly

**PERSONNEL**

- Ashley Gutowski
- Karen McIntire
- Jessica Ward

**POLICY**

- Kathy Fairbanks
- Karen McIntire
- Jessica Ward

**ISD BOARD REPRESENTATIVES**

- Eric Schmidt
- Josh Morrison

## 6.B. Personnel

***KALEVA NORMAN DICKSON SCHOOL DISTRICT  
BOARD OF EDUCATION***

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We have the following personnel items for tonight's meeting:

**Resignation:**

Samantha Payne - Food Service

**Hire:**

Amy Wolschlager - Food Service

Erin Swiatlowski - Special Education (*backdate 8/23/21*)

## 6.C. Road Check Contract

# KALEVA NORMAN DICKSON SCHOOL DISTRICT

## ROAD CHECK CONTRACT

February 10, 2022

It is hereby agreed by and between the Board of Education of Kaleva Norman Dickson School District and Jakob Veith that an annual payment of \$2,200 for the purpose of winter morning road checks for the 2021-22 school year has been established.

Payment shall be made in two equal installments in February 2022 and April 2022.

Board of Education  
Kaleva Norman Dickson School District

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Jakob Veith  
Superintendent

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Karen MacIntire  
Board President

6.D. Robotics Overnight Request

6.E. Covid / Mask Update

6.F. Student Count

***KALEVA NORMAN DICKSON  
BOARD OF EDUCATION***

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**2022 SPRING COUNT**

K 43

1-27

2-43

3-42

4-48

5-33

6-38

**KNDEL Total-274**

7-32

8-52

**BMS Total-84**

9-44

10-55

11-46

12-31

**BHS Total-176**

***KND Total-534***

6.G. Benchmark Assessment Educational Goal Progress

6.H. Remote Learning - Update

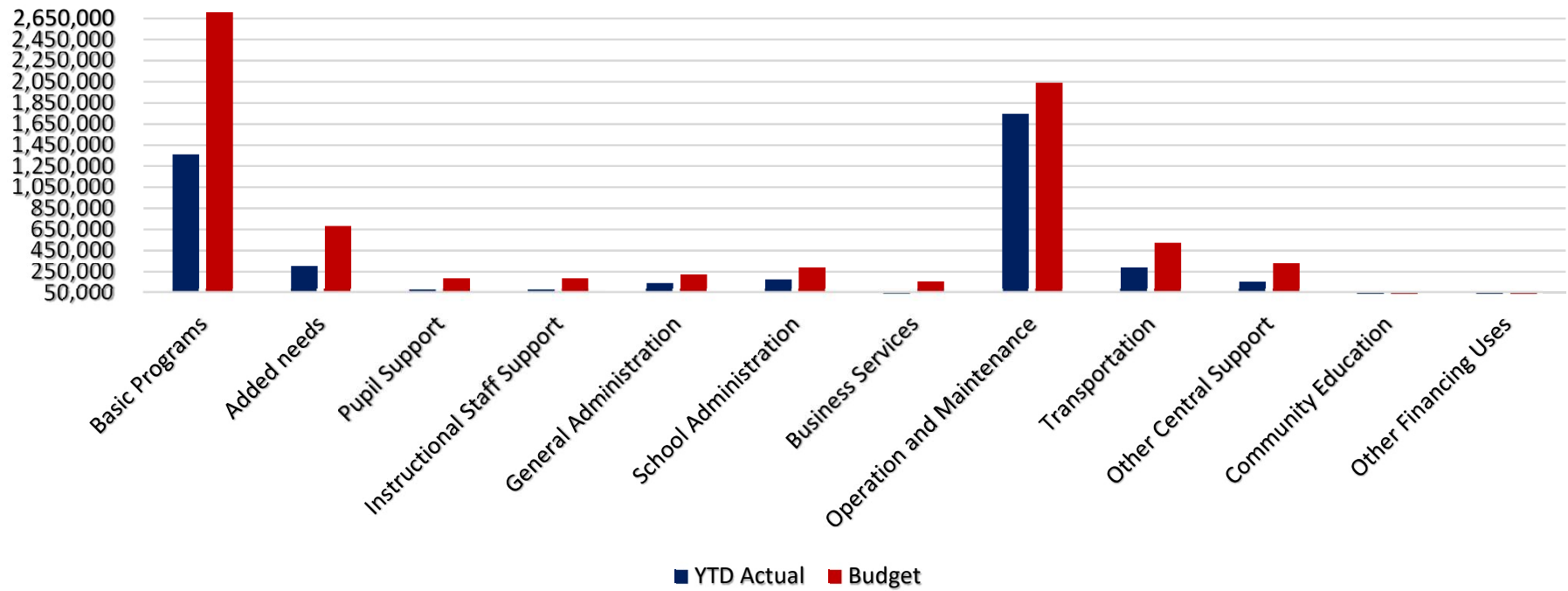
6.I. NMSLA Update

7. **Treasurer's Report**

## KALEVA NORMAN DICKSON SCHOOL DISTRICT SUMMARY OF BUDGET REVENUE AND EXPENDITURES

	<b>Amended Budget</b>	Actual as of 1/31/2022	Balance Remaining	% of Budget Used	% of Budget Remaining
<b>Revenues:</b>					
Local	2,518,096	618,901	1,899,195	24.58%	75.42% timing issue
State	3,242,169	1,457,373	1,784,796	44.95%	55.05%
Federal	1,763,005	870,775	892,230	49.39%	50.61% timing issue
Incoming Transfers/Other	53,000	10,756	42,244	20.29%	79.71% timing issue
<b>Total Revenues</b>	<b>7,576,270</b>	<b>2,957,805</b>	<b>4,618,465</b>		
<b>Expenditures:</b>					
Instructional Services					
Basic Programs	3,063,013	1,362,924	1,700,089	44.50%	55.50%
Added Needs	682,086	301,961	380,125	44.27%	55.73%
Support Services					
Pupil Support	184,504	73,271	111,233	39.71%	60.29%
Instructional Staff Support	184,302	74,728	109,574	40.55%	59.45%
General Administration	222,264	141,919	80,345	63.85%	36.15%
School Administration	289,834	174,588	115,246	60.24%	39.76%
Business Services	157,608	36,440	121,168	23.12%	76.88%
Operation and Maintenance	2,039,537	1,748,408	291,129	85.73%	14.27%
Transportation	521,779	289,278	232,501	55.44%	44.56%
Other Central Support	329,335	152,765	176,570	46.39%	53.61%
Community Education	1,050	-	1,050	0.00%	100.00% timing issue
Other Financing Uses	16,500	-	16,500	0.00%	100.00% timing issue
<b>Total Expenditures</b>	<b>7,691,812</b>	<b>4,356,282</b>	<b>3,335,530</b>	<b>56.64%</b>	<b>43.36%</b>
<b>Excess Revenue/Expenditures</b>	<b>(115,542)</b>	<b>(1,398,477)</b>	<b>1,282,935</b>		

## Kaleva Norman Dickson Year to Date Expenditures Compared to Budget January 2022



**Treasurer's Report  
January-22**

**January Payrolls**

**01/14/22 Payroll**

Direct Deposit	\$76,078.20
FIT/FICA	<u>16,312.14</u>
	\$92,390.34

**01/28/22 Payroll**

Direct Deposit	\$81,767.67
FIT/FICA	<u>17,444.96</u>
	\$99,212.63

..... "moved \_\_\_\_\_, support \_\_\_\_\_, to  
approve the below listed checks and amounts, as presented."

**Kaleva Norman Dickson School District**

**February 14, 2022**

Check Number	Date Paid	Amount Paid	Vender - Payee	Check Description
EFT	1/14/2022	415.00	Health Equity, Inc	Health Equity ***HSA***
EFT	1/12/2022	14,676.57	State Of Mich	Payroll - State Tax Payable
EFT	1/14/2022	16.35	State Of Mich	Adult Meals Sales Tax
EFT	1/14/2022	40,990.27	MPSERS	TDP - W/H #1
EFT	1/14/2022	41,366.93	MPSERS	UAAL Rate Stabalization
EFT	1/28/2022	415.00	Health Equity, Inc	Health Equity ***HSA***
EFT	1/28/2022	44,054.43	MPSERS	TDP - W/H #1
25206	1/3/2022	7,253.19	Consumers Energy	Utilities
25207	1/3/2022	4,413.00	Gordon Food Service	Food Purchase
25208	1/3/2022	1,347.95	Kaleva Telephone Co	Telephone Fiber Link-Up
25209	1/3/2022	255.44	McLain Fitness	Treadmill Labor
25210	1/3/2022	5,150.73	PRO-VISION Video Systems	Bus Camera Systems
25211	1/3/2022	67.07	Superior Energy Co	Utilities
25212	1/3/2022	4,296.00	Thrun Law Firm PC	Legal Fees
25213	1/4/2022	567.43	Cherry Capital Foods, LLC	Produce
25214	1/4/2022	48.00	Manistee Catholic Central	Reimburse For substitute
25215	1/14/2022	4,000.00	2080 Media Inc	One-Time Fee For Pixellot Software
25216	1/14/2022	1,035.15	ABC Fastener Group	Bus Repair Parts
25217	1/14/2022	86.28	Amazon Capital Services	Books
25218	1/14/2022	467.20	Art's Auto & Truck Parts	Bus Repair Parts
25219	1/14/2022	50.98	Auto Wares Group of Companies	Building And Grounds Supplies
25220	1/14/2022	3,188.52	Blarney Castle Oil Co	Bus Fuel
25221	1/14/2022	8,488.37	Floor Care Concepts	Gym Floor Maintenance
25222	1/14/2022	308.70	Hoekstra Transportation Inc	Bus Repair Parts
25223	1/14/2022	12,440.57	HPS	Mobile Stool Cafeteria Table; Membership
25224	1/14/2022	17.14	Kaminski, Ron	Reimb For Grounds Supplies
25225	1/14/2022	967.59	Lake County Treasurer	Chargeback 2018-20
25226	1/14/2022	88.36	Linde Gas & Equipment Inc	Bus Repairs
25227	1/14/2022	1,341.75	Manistee County Transportation	Contracted Transportation Dec 21
25228	1/14/2022	8,625.00	Math4Sale, Inc.	TI-84 Calculators
25229	1/14/2022	400.00	MSBOA District 1	HS Band Festival; MS Band Festival
25230	1/14/2022	110.98	Norman Township	Cardboard Trailer Main. 4th Quarter 2021
25231	1/14/2022	307.20	Radio North LLC	Bus Radio Repair
25232	1/14/2022	1,249.15	Republic Servies #239	Garbage Service
25233	1/14/2022	736.98	Safelite Fulfillment, Inc.	Replacement
25234	1/14/2022	39.12	Secrest, Wardle, Lynch, Hampton, Et Al.	Legal Services
25235	1/14/2022	792.21	Somsel Lumber Co	B & G Supplies
25236	1/14/2022	74.68	Sports Addix LLC	Basketball Uniforms
25237	1/14/2022	1,031.00	Summit Companies	Fire Alarm Inspection
25238	1/14/2022	7,662.98	Superior Energy Co	Utilities
25239	1/14/2022	59.61	Thirby Automotive Of Wellston	Bus Repair Parts
25240	1/14/2022	285.68	Unity School Bus Parts	Bus Repair Parts
25241	1/14/2022	484.57	Valley Truck Parts, Inc	Bus Repair Parts
25242	1/14/2022	129.80	Verizon Wireless	Cell Phone Acct#783735923-00001
25243	1/14/2022	1,063.21	X-Cel Chemical Specialties North LLC	Custodial Supplies

<b>Kaleva Norman Dickson School District</b>	<b>February 14, 2022</b>
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Check Number	Date Paid	Amount Paid	Vender - Payee	Check Description
25244	1/14/2022	849.07	Xerox Corporation	SER. #A2M-737495; SER. #A2M-737565
25245	1/21/2022	419.65	Amazon Capital Services	Books
25246	1/21/2022	6,133.24	Consumers Energy	Utilities
25247	1/21/2022	49,326.88	MESSA	Ins Prem Feb 22
25248	1/21/2022	380.00	TKS Security	Security System - Access
25249	1/25/2022	3,738.75	Anthony's Outdoor Services, LLC	Plowing Dec 21; Plowing Jan 9-11 2022
25250	1/28/2022	259.50	Filer Credit Union-Visa	Superintendent Conference
25251	1/28/2022	365.59	CINTAS Corporation #729	Trans - Mats & Gloves
25252	1/28/2022	261.00	Crystal Lake Clinic PC	Bus Driver Physical
25253	1/28/2022	539.45	Filer Credit Union-Visa	Visa Charges
25254	1/28/2022	1,355.00	NEOLA, Inc.	Continuing Update Service and Consulting
25255	1/28/2022	1,290.00	Open Up Resources	Elem Books
25256	1/28/2022	245.00	The Pioneer Group	Advertising - Acct # 41102855
25257	1/28/2022	1,465.39	Prairie Farms Dairy	Milk Order Acct # 21423
25258	1/28/2022	256.46	Xerox Corporation	SER. #A2M-737590
25259	1/31/2022	4,075.00	Smith Brothers Leasing	Purchase Of Forklift
		<b>291,826.12</b>		
		General Fund - 11		272,596.17
		Food Service Fund - 25		19,229.95
		Capital Projects Fund - 43		0.00
				<b>291,826.12</b>

<b>Kaleva Norman Dickson School District</b>	<b>December 2021 Revenues Received</b>
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Fund 11 - General Fund	0.00 Local Property Taxes
	2,117.74 Local Miscellaneous Revenue
	0.00 Intermediate Source Revenue
	306,679.69 State Source Revenue
	0.00 Federal Source Revenue
	1,665.00 Transfers in
	<hr style="width: 20%; margin-left: auto; margin-right: 0;"/> 310,462.43
Fund 25 - KND FSF	51,880.00
Fund 31 - Debt Return	0.00
Fund 41 - Capital Projects	0.00
Fund 42 - Building & Site	103.23

## 8. Minutes

**Kaleva Norman Dickson School District  
Board of Education Meeting  
January 10, 2022  
Brethren Media Center  
7:00 PM**

**Members Present:** Kathleen Fairbanks, Ashley Gutowski, Karen McIntire, Eric Schmidt, Jessica Ward

**Members Absent:** Arthur Fraly, Josh Morrison

**CALL TO ORDER**

Superintendent Jakob Veith called the organizational meeting to order at 7:00 PM.

The Board was thanked by Mr. Veith for their leadership role in light of Board Appreciation Month.

**ORGANIZATIONAL MEETING**

Moved by Fairbanks, supported by Ward, to closed nominations for President of the KND Board of Education and elect Karen McIntire for President for the 2022 calendar year; carried 5-0

Moved by Fairbanks, supported by Schmidt, to close nominations for Vice President of the KND Board of Education and elect Arthur Fraly as Vice President for the 2022 calendar year; carried 5-0.

Moved by Ward, supported by Gutowski, to close nominations for Secretary of the KND Board of Education and elect Kathy Fairbanks as Secretary for the 2022 calendar year; carried 5-0.

Moved by Fairbanks, supported by Schmidt, to close nominations for Treasurer of the KND Board of Education and elect Ashley Gutowski as Treasurer for the 2022 calendar year; carried 5-0.

Moved by Ward, supported by Gutowski, to set the date, time, and place(s) of regular business meetings as set forth in the following schedule. All meetings will take place at the Kaleva Norman Dickson School District unless otherwise changed; carried 5-0.

Moved by Ward, supported by Fairbanks, to table the 2022 committee assignments until the February meeting; carried 5-0.

**ROUTINE BUSINESS**

**ITEMS FROM THE AUDIENCE**

None

**CORRESPONDENCE/COMMUNICATION**

None

**BOARD REPORTS**

Cheryl Smith presented the Principal's Report.

Jason Kemler presented the Athletic Report.

**SUPERINTENDENT'S REPORT**

- A. Operating Millage Renewal
- B. Personnel
- C. School Safety Bullying Policy - Final Read
- D. Combined Board Meeting - Set Date and Time
- E. Covid / Mask Update
- F. ESSER III - Set Finance Committee Meeting
- G. NEOLA - Special Update PO 8450.06
- H. NMSLA Update

**BUSINESS ITEMS FOR ACTION**

Moved by Fairbanks, supported by Ward, that the Consent Calendar Items B, C, D & E be approved as presented; carried 5-0.

Moved by Fairbanks, supported by Ward, to approve the checks and amounts as presented; carried 5-0.

Moved by Fairbanks, supported by Ward, that the minutes of the regular business meeting held December 13, 2021, be approved as presented; carried 5-0.

Moved by Fairbanks, supported by Ward, to approve the 2021/2022 General Fund Budget Amendment as presented; carried 5-0.

Moved by Fairbanks, supported by Ward, to approve the 2021/2022 Food Service Fund Budget Amendment as presented; carried 5-0.

Moved by Fairbanks, supported by Ward, to approve the 2021/2022 Internal Service Fund Budget Amendment as presented; carried 5-0.

Moved by Fairbanks, supported by Ward, to approve the Operating Millage Renewal Resolution as presented; carried 5-0.

Moved by Gutowski, supported by Fairbanks, to hire Jennifer Schmidt, Counselor, as recommended; carried 4-0-1 (*Schmidt*).

Moved by Fairbanks, supported by Ward, to approve the additions to our current bullying policy in our student handbook; carried 5-0

Moved by Fairbanks, supported by Gutowski, to set the combined board meeting/dinner between Bear Lake and KND School Boards on March 22, 2022, at 6:00 PM at Brethren High School; carried 5-0.

Moved by Schmidt, supported by Ward, to approve NEOLA Policy 8450.06, Option Two, as recommended; carried 5-0.

#### **CLOSED SESSION**

Moved by Fairbanks, supported by Gutowski, to move into closed session at 8:31 PM for the purpose of discussing the superintendent evaluation and KNDESPA negotiations; carried 5-0.

Moved by Schmidt, supported by Gutowski, to reconvene to open session at 8:50 PM; carried 6-0.

#### **REGULAR BUSINESS**

***The Mask Extension was tabled as a consensus could not be reached. Therefore, mask requirements will return to optional until further notice.***

#### **ADJOURNMENT**

Moved by Ward, supported by Fairbanks, to adjourn at 8:56 p.m. with no objections.

**Kaleva Norman Dickson School District**  
**Special Board of Education Meeting**  
**Brethren Media Center**  
**January 13, 2022**  
**7:00 PM**

**Members Present:** President, Karen McIntire; Vice President; Arthur Fraly, Secretary, Kathleen Fairbanks; Treasurer, Ashley Gutowski; Trustees, Jessica Ward and Eric Schmidt

**Members Absent:** Trustee, Josh Morrison

**CALL TO ORDER**

Board President Karen McIntire called the meeting to order at 7:00 PM.

**AGENDA**

The agenda was adopted as presented.

**AUDIENCE PARTICIPATION**

Melissa Wardie - read a letter from a fellow colleague stating that it is very difficult to teach younger grades without masks. Specifically mentioned were interventions and trying to keep children separated. She also mentioned that trying to be safe at school and at home can be very challenging when no masks are required. She acknowledged high respect for the Board and the tough decisions they have to make.

Kathleen Smogoleski - her step-son is a student and she works in a medical office. She mentioned that students have already been wearing masks and questions why it is now optional. She also presented Covid data and the impact it is having on hospitals.

Kelly Fischer - she works in a pediatric office. She wanted to make the Board aware of what is going on in the health field. A high number of younger patients are being diagnosed with anxiety and depression. There is a lack of testing supplies thus kids can't get back to school since they need to wait to be tested. Since Christmas, 40 (forty) households are being tested and not reported. She does like the practice that the Board re-evaluates the policy each month.

**SUPERINTENDENT'S REPORT**

- A. Personnel
- B. Mask / Quarantine Discussion

**BUSINESS ITEMS FOR ACTION**

Moved by Fairbanks, supported by Gutowski, to accept the resignation of Jennifer Schmidt, Dean of Student, as presented; carried 5-0-1 (*Schmidt*).

Moved by Fraly, supported by Gutowski, to require students, staff, and visitors, regardless of vaccination status, to wear a face mask when within six (6) feet of an individual during the school day. This mandate will remain in effect until the end of the school day on February 21, 2022; carried 5-1 (*Ward*)

**ADJOURNMENT**

Moved by Fraly, supported by Gutowski, to adjourn at 7:30 p.m. with no objections.

9. **Action Items**

**A. CONSENT CALENDAR ITEMS**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_,  
that the Consent Calendar Items B & C be approved as presented/amended.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

**\*B. TREASURER'S REPORT**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the checks  
and amounts as presented.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

**\*C. ADOPTION OF MINUTES – January 10 & 13, 2022**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_,  
that the minutes of the regular business and organizational meeting held January 10, 2022 be approved as  
presented/amended.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

Moved by \_\_\_\_\_, supported by \_\_\_\_\_,  
that the minutes of the closed business meeting held January 10, 2022 be approved as presented/amended.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

Moved by \_\_\_\_\_, supported by \_\_\_\_\_,  
that the minutes of the special business meeting held January 13, 2022 be approved as  
presented/amended.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

**D. STUDENT EXPULSION**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to expel Student A for  
\_\_\_\_\_ as recommended by the Policy Committee.

**E. COMMITTEE ASSIGNMENTS**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the  
Committee Assignments for the 2022 calendar year as presented.

**F. PERSONNEL**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the  
resignation of Samantha Payne, Food Service, as recommended.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to hire Amy Wolschlager, Food Service, as recommended.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to hire Eric Swiatlowski, Special Education Instructor as of August 23, 2021, as recommended.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

**G. ROAD CHECK CONTRACT**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the 2022 road check contract for Jakob Veith in the amount of \$2200 as presented.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

**H. ROBOTICS TRIP REQUEST**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the overnight stay for the Robotics competition in Muskegon on March 17th-19th, 2022, as requested.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

**I. POTENTIAL MASK EXTENSION**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to require students, staff and visitors, regardless of vaccination status, wear a face mask when within six (6) feet of an individual during the school day. This mandate will remain in effect until the end of the day on \_\_\_\_\_.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

**OR**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to strongly recommend wearing masks and be mindful of protocols and preventative measures that are currently in place.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

**J. CLOSED SESSION**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to move into closed session at \_\_\_\_\_ PM for the purpose of discussing KNDESPA negotiations.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to reconvene to open session at \_\_\_\_\_ PM.

AYES \_\_\_\_\_ NAYS \_\_\_\_\_ MOTION \_\_\_\_\_

***K. ADJOURNMENT***

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to adjourn at \_\_\_\_\_  
p.m. with no objections.

10. **Board Requests**

10.A. Closed Session

11. **Announcements**

11.A. Next Board Meeting - March 16, 2022

12. **Adjournment**