

**YALE PUBLIC SCHOOLS – BOARD OF EDUCATION  
COMMITTEE OF THE WHOLE MEETING  
Yale Junior High Central Office Board Room  
Tuesday, October 3, 2023 – 6:00 PM**

Meeting Minutes

1. Call to Order

President Bullard called the meeting to order at 6:00 PM.

2. Roll Call

Members Present: Bullard, French, Charney, Hurlburt, Hoppe, Butler, McClelland

Members Absent: None

Also Present: Superintendent Kurt Sutton  
Assistant Superintendent Bill Kryscynski  
Business Services Director Beky Silkworth  
Secretary to the Board Nancy Maplethorpe

Others Present: Yale Expositor Reporter Jim Brown Kathleen Hooper and Dru Runnals

3. Adoption of the Agenda (Amended)

Motion by Charney seconded by Hurlburt to adopt the agenda as amended.

Ayes: 7                      Nays:0                      Absent: 0                      Motion Carried

4. Consent Agenda

A. Approval of Meeting Minutes

1. Committee of the Whole meeting minutes - September 5, 2023

2. Regular Board meeting minutes - September 7, 2023

Motion by Hurlburt seconded by Charney to adopt the consent agenda as presented.

Ayes: 7                      Nays:0                      Absent: 0                      Motion Carried

5. Correspondence

None

6. Superintendent's Report

Superintendent Sutton read his report which contained the following information:

- Wednesday, October 4, 2023 is Michigan's 'Count Day' for students.
- Junior high and high school Parent Teacher Conferences are this week.
- October is National Principals Month. Accolades to Brad Dykstra, Garnett Kohler, Adam Nelson, Rick Carlson, Dave Phillips and Therese Damman.
- High school administrators and counselors are once again completing entrance interviews with our freshmen so we can get a better understanding of their needs, concerns, and plans for high school and beyond.
- Yale Alumni Association's luncheon was a great success with over three hundred people in attendance. This generous group donated \$10,000 to support scholarships for our students this year.

7. Public Participation

A. Special Guests - None

B. Agenda Items - None

C. Non-Agenda Items - None

## 8. Reports

### A. Buildings and Grounds

Superintendent Sutton presented/read the Buildings and Grounds report (attached) which contained the following:

- Zimmer Roofing finished the repairs to the grounds at Avoca Elementary.
- Brenner Electric has worked the last couple weekends replacing the last of the electrical panels that remain at the junior high.
- Training for the new equipment at the junior high will begin next week.
- Commissioning will start next week at the junior high.
- EGLE will be issuing new permits for the Avoca and Farrell lagoons.

### B. Finance

Director Silkworth presented/read her report which contained the following:

- Auditors from Lewis & Knopf, CPA's will be at the board meeting to review the district's financial statements and issue their opinion to the Board. Motion for approval will be on the agenda for action at Thursday's Regular Board meeting.
- Request for the fall debt payments will be included with the October invoices.
- Mrs. Silkworth complimented the high school student assistants that are working with her in the business office this year.

### C. Instruction and Personnel

Assistant Superintendent Kryscynski presented the Instruction and Personnel Report (attached) which contained the following:

#### 1. Hiring

- A. Marshall Jowett, bus driver
- B. Jill Dugas, Yale Elementary non-instructional aide
- C. David Moser, Yale Junior High custodian

#### 2. Recommendations to the Substitute List

Mr. Kryscynski also gave the Curriculum/Instruction report which contained the following:

1. State Testing Report – It is great to see our district at or near the top in all areas.
  - Mr. Kryscynski gave a detailed 2022-2023 District County Wide Testing Comparison (M-STEP/PSAT/SAT) presentation to the Board.
2. Wednesday, September 27 was the third Professional Development Day for teachers this year. Next PD day is November 8.
3. This year we will be updating our school and district Comprehensive Needs Assessment (CNA) which means asking parents, staff and students to complete surveys to provide feedback. In addition, we also will be looking at various student data reports to help us identify areas of strength and concern to help us plan for the future.

### D. Transportation

Superintendent Sutton read the Transportation report (attached) which contained the following:

- Currently have a full staff and two substitutes
- Bus safety presentations/evacuations have been completed at all schools.
- Distributed a school bus fleet update (attached).
- New bus is being inspected this week and hoping to have it in our possession soon.
- Transportation count week is this week. All students riding on all morning routes to school and to TEC, along with the mileage each day of those routes will be counted.

### E. Other

9. Items for Board Discussion

- A. 2022-2023 Audit Presentation, Lewis & Knopf, P.C. at Thursday's Regular Board Meeting
  - Board action at Thursday's Regular Board meeting.
- B. First Reading of Board Policy 5207 (Anti-Bullying Policy)
  - Second Reading and Board action at Thursday's Regular Board meeting.
- C. Board Governance Committee
  - The committee has not met yet.
- D. Board Buildings and Grounds
  - Mrs. Butler reported that the committee met on September 11 and discussed Phase II award of bids for materials.
- E. SCCASB Representative
  - Mr. Hurlburt reported that the committee met on September 19 and that since the funds are available, it is the groups intention to have one scholarship per district this year. Scholarship applications will be out soon with a March 8 deadline. The SCCASB tentative winter meeting date is February 22.
- F. MASB Legislative Liaison
  - Mrs. Butler indicated she will be attending the fall conference this year. She reminded the Board that classes are reimbursed again this year.
- G. Altria Class Action Lawsuit Settlement
  - Mr. Sutton explained the settlement offer (unable to disclose amount at public meeting) from the "JUUL" lawsuit the district joined over one year ago.  
Board action to approve the settlement at Thursday's Regular Board meeting.
- H. Phase II Ventilation equipment package
  - The district received bids on September 7, 2023, for the Yale Public School 2024 Ventilation & Electrical Equipment package. The bids were evaluated to ensure that the equipment met the specifications of the bid. Action to accept the bids at Thursday's Regular Board meeting.
- I. Sinking Fund Capital Project discussion
  - Mr. Sutton distributed a district Sinking Fund Priorities list to the Board which included a description of work that needs to be done throughout the district.

The Board gave Mr. Sutton the approval to obtain bids for new flooring at Central Office.

10. Comments from Board Members, Administration

None

The Board took a short recess at 7:05 PM

The Board entered into closed session at 7:16 PM

11. Executive Session – Superintendent's Evaluation

Michigan Open Meetings Act, Section 8, Paragraph (a)

Motion by Charney seconded by Hurlburt to enter into Executive Session for the purpose of discussing the Superintendent's Evaluation in accordance with the Michigan Open Meetings Act, Section 8, paragraph (a) as requested by Superintendent Sutton.

Ayes: 7

Nays: 0

Absent: 0

Motion Carried

Board returned into open session at 8:15 PM

12. Adjournment by Consensus at 8:15 PM.

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MARK HURLBURT, SECRETARY  
YALE BOARD OF EDUCATION