

**YALE PUBLIC SCHOOLS – BOARD OF EDUCATION  
COMMITTEE OF THE WHOLE MEETING  
Yale Junior High Central Office Board Room  
Tuesday, February 6, 2024 – 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, Hurlburt, Hoppe, Butler, McClelland

Members Absent:

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

Others Present: Kathleen Hooper, Dru Runnals, Mike Johnson, Performance Contractor's Representative Kurt Carter

3. Board Officer Appointments

President Bullard nominated Dena French as Treasurer seconded by Dr. Mike McClelland.

Roll Call Vote:

Bullard-Yes, French- Abstain, Hurlburt- Yes, Hoppe- Yes, Butler- Yes, McClelland- Yes

Ayes: 5                Nays: 0                Absent: 0                Abstain: 1                Motion Carried

Mrs. French appointed as Treasurer.

President Bullard nominated Mark Hurlburt as Vice President seconded by Dr. Mike McClelland.

Roll Call Vote:

Bullard- Yes, French- Yes, Hurlburt- Abstain, Hoppe- Yes, Butler- Yes, McClelland- Yes

Ayes: 5                Nays: 0                Absent: 0                Abstain: 1                Motion Carried

Mr. Hurlburt appointed as Vice President.

President Bullard nominated Meghan Butler as Secretary seconded by Greg Hoppe.

Roll Call Vote:

Bullard- Yes, French- Yes, Hurlburt- Yes, Hoppe- Yes, Butler- Abstain, McClelland- Yes

Ayes: 5                Nays: 0                Absent: 0                Abstain: 1                Motion Carried

Mrs. Butler appointed as Secretary.

4. Adoption of the Agenda

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

Ayes: 6                Nays: 0                Absent: 0                Motion Carried

5. Consent Agenda

A. Approval of Meeting Minutes

1. Committee of the Whole Meeting Minutes – January 9, 2024

2. Regular Meeting Minutes – January 11, 2024

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

Ayes: 6                Nays: 0                Absent: 0                Motion Carried

6. Correspondence

None

## 7. Superintendent's Report

Superintendent Sutton read/shared the superintendent's report which contained the following information:

- Second semester is off to a great start as students are settling into their 'new' classes well. Here are some updates from around the district:
  - Farrell Emmett Children's Center was rated as 'Demonstrating Quality' which is the equivalent to a '5 star' rating for the childcare and preschool programs offered at the school.
  - Mr. Sutton has completed nearly one hundred culture and feedback 'stay' interviews with staff over the last several weeks. Valuable insight as to what we are doing well and what needs improvement in our district was obtained. Mr. Sutton will follow-up with building leaders.
  - Mr. Shutko and Mr. Sutton will meet with an architect from Wightman Associates to attain plans for each office entranceway to be reconfigured resulting in visitors entering the building through the office.
  - Proposals for engineering work for the Yale Junior High Parking lot and bus loop are due on Friday, March 15.
  - Winter sports teams are enjoying a successful season.

## 8. Public Participation

- A. Special Guests - None
- B. Agenda Items - None
- C. Non-Agenda Items - None

## 9. Reports

### A. Buildings and Grounds

Jared Shutko presented/read the Buildings and Grounds report (attached) which contained the following:

- DJ Conley will be performing our annual CSD1 boiler inspections on the week of February 19<sup>th</sup>.
- Port Huron Glass will be replacing the front entryway doors and frames at the junior high over mid-winter break. The old doors and frames were damaged during summer construction.
- We've received our 50 ton of back up road salt this past week. This should carry us through to the following season.
- Site Logic continues to have contractors doing pull ahead work in the afternoons at the elementary schools.
- Goyette Mechanical installed an RPZ valve "Back Flow Preventer" at Farrell Elementary a few weeks ago. The state inspector is making them move it closer to the water softener supply line. When they come to complete this work they'll also change the anode rods in the hot water heaters once again.

### B. Finance and Financial Overview

Business Services Director Beky Silkworth presented/read her report (attached) which contained the following:

- Paperwork for Thrun's retainer agreement arrived and the fee is \$2500 again this year.
- Waiting for information on the RFP Internet Service Bid.
- The second pupil count day of this fiscal year is scheduled for Wednesday, February 14.
- W-2's and 1099's were distributed this week. Next year plans are to send all electronically.
- A comprehensive food service management bid is being prepared for MDE review and approval. Documents will be released, responses reviewed and approved by MDE, then presented to the Board for action before the June 30, 2024 deadline.

### C. Instruction and Personnel

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

#### 1. Hiring

- A. Shelby Smeznik, MTSS Coordinator & Behavior Coach
- B. Ashley Bauer, MBA Teacher

#### 2. Recommendations to the Substitute Lists

Curriculum/Instruction/Personnel:

- Professional Development day on February 14
- Currently working with Mrs. Silkworth on updating all of our Title I-IV grants and the new 23G grant.
- Looking into programs to assist in identifying and tracking our at-risk students.
- Mid-year data report on student growth will be presented at the March meeting.

D. Technology – Mr. Harmer will present at the March or April Board meeting.

E. Transportation

Superintendent Sutton presented the Transportation report which contained the following:

- Staffing update
  - Currently fully staffed with one sub driver that is shared with Capac.
- New bus update
  - New bus (24B) expected for delivery the end of March/early April.
- Red lights runners
  - Violations are slowing down but a request has been made for more patrol in our high traffic areas during school dismissals.

F. Other - None

10. Items for Board Discussion

A. Thrun Law Firm Retainer Agreement

Board approval at Thursday's Regular meeting.

B. Tennis Court resurfacing

Award tennis court resurfacing bid at Thursday's Regular meeting.

C. 2024 MASB Board of Directors Election – Region 5

Designation of the 2024 MASB Board of Directors selection at Thursday's Regular Board meeting.

D. Board Buildings and Grounds Committee

Discussion on Phase I and Phase II plans.

E. Board Governance Committee – Board Policy Updates – 2<sup>nd</sup> Reading

Board approval at Thursday's Regular meeting.

F. SCCASB Representative

Mr. Hurlburt mentioned the general membership meeting will be on February 22. Included will be a tour of the TEC facilities.

G. MASB Legislative Liaison

Mrs. Butler reported on several MASB topics.

H. Friend of Youth – 2024 Nominee announced at Thursday's Regular Board meeting.

11. Comments from Board Members, Administration

- Business Services Director Beky Silkworth welcomed Mrs. French as the new Board Treasurer and is looking forward to working with her.
- Superintendent Sutton commended the winter sports teams on their success this season.

12. Adjournment by Consensus at 6:44 PM.

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MEGHAN BUTLER, SECRETARY  
YALE BOARD OF EDUCATION