Van Buren Board of Education
Minutes of the Board of Education
Regular Meeting

July 17, 2023

President Amy Pearce called the Regular Meeting to order at 7:00 p.m.

Kenny Farr, BHS Student with Boy Scout Troop 793, came to the Board meeting to speak about his Eagle Scout Project that he will be doing at Rawsonville Elementary School. Kenny has already spoken to Rawsonville Principal Tracy Bryant and James Williams, Director of Plant Operations. A. Pearce asked if Kenny attended Rawsonville when he was in elementary school and he said yes. Mr. Kudlak said that he would send a letter of support to Kenny's email by next week so that he can use that to begin the project. Thank you to Kenny and the Eagle Scouts.

Board members present: Darlene Loyer Gerick, Kelly Owen, Susan Featheringill, Dionne Falconer, and Amy Pearce. Calvin Hawkins and Simone Pinter were absent. Also in attendance were: Superintendent Peter Kudlak, James Williams, Director of Plant Operations, Priya Nayak, Director of Finance and John Leroy, Director of Human Resources. Julien Frazier, Director of Student Services and Jeff Moore, Director of Instruction were absent.

Motion by Dionne Falconer, support by Darlene Loyer Gerick that the Board approves the agenda as presented. Motion carried 5-0.

Public Comments - Agenda Items - None

Motion by Amy Pearce, support by Darlene Loyer Gerick to approve the consent agenda with the removal of check# 157543 to Darlene Loyer Gerick in the amount of $78.00 for parent reimbursement and check# 157499 to Amy Reeves in the amount of $125.00 for certification reimbursement as presented: Minutes from the Regular Meeting of June 26, 2023; Requested Changes in Instructional Staff: Sabrina Carlin, Rawsonville, 2 years of service, Resigned effective 8/14/23; Jessica Justice, McBride, 2 years of service, Resigned effective 8/15/23; Cheri Whitner, Rawsonville Teacher, Hired effective 8/23/23; Kathleen Hiner, Edgemont/Rawsonville Teacher, Hired effective 8/23/23; Jarrett Rice, McBride Teacher, Hired effective 8/23/23; Requested Changes in Non-Instructional Staff: Antoinette Streater, Building & Grounds, less than 1 year of service, Terminated effective 6/22/23; Deborah Mitchell, BHS Secretary, Hired effective 8/1/23; and Checks Payable. Motion carried 5-0.

Separate Check Approval: None

Administrative Items:

The first Administrative Item was the VBPS 5 year Strategic Plan Approval presented by MASB Consultant Dr. Rod Green. Dr. Green began by explaining the planning process, timeline and the purpose of the stakeholder's input. Dr. Green revealed the new Mission, Vision and Belief Statements to the Board and said that it will be up to Mr. Kudlak to make a plan to update and report to the Board over the next 5 years. He also said that the school and building improvement

plans will now need to align with the new goal statements in this Strategic Plan. Motion by Darlene Loyer Gerick, support by Kelly Owen that the Van Buren Public Schools Board of Education approve the Van Buren Public Schools 5 year Strategic Plan as presented. Motion carried 5-0.

The second Administrative Item was the BHS Food Service Equipment Approval presented by James Williams, Director of Plant Operations. Mr. Williams explained that the district has wanted to improve the food service experience for the students and staff to increase participation. This was going to require upgrades to some equipment and reconfiguring some serving lines. Phase 1 would start with the high school and Phase 2 would focus on McBride Middle School. Mr. Williams explained that this amount would cover the changes for the high school and they should be able to complete this project by the start of school. Lastly, Mr. Williams showed diagrams of the BHS cafeteria and where the changes would be made. Amy Pearce asked where the funding would be coming from? Priya Nayak said that it would come from the Food Service Fund balance. Ms. Nayak also added that this whole idea is so that high schoolers can feel more independent with their choices and to make it feel more like a college cafeteria experience. Susan Featheringill asked how students will know what will be included in their free lunch selections? Ms. Nayak said that the kids will know what they can have for free and what they will need to pay for. Mr. Kudlak said that it will be a learning experience for everyone. Darlene Loyer Gerick asked if Chartwells offers a Gluten Free option? Ms. Nayak said yes. Motion by Kelly Owen, support by Susan Featheringill that the Van Buren Public Schools Board of Education approve the purchase of equipment for BHS from Stafford Smith Inc. for the amount of $100,315.00 as presented. Motion carried 5-0.

The last Administrative Item was the July 31, 2023 Board Meeting Cancellation Recommendation presented by Superintendent Kudlak. Mr. Kudlak said that there were no items for the next board meeting so if this one was canceled, it would make the next meeting August 14, 2023. Motion by Kelly Owen, support by Darlene Loyer Gerick that the Van Buren Public Schools Board of Education approve the cancellation of the July 31, 2023 Regular Board Meeting date as presented. Motion carries 5-0.

Questions & Comments from the Audience for non-Agenda items - None

Cabinet Member Reports:

Pete Kudlak, Superintendent – Our phone system is way past its life expectancy. Sean Garland, IT Administrator, will be getting together a package for the next board meeting to update our phone system. Amy Pearce asked if this was a full equipment change? Mr. Kudlak and Mr. Williams both said yes because our current phone system and equipment could not be supported by Cisco or Sentinel anymore. Kelly Owen asked if we should plan to set aside money yearly to cover the cost of changing out the phone system every 10-15 years? Mr. Kudlak said we can discuss this further as an option. Secondly, the first day of fall athletics is August 7th and the football team staff would like to do something different and they asked if they could start their practice at midnight on August 7th. The issue is the neighborhood next to the football field so we are working on getting the word out to the community.

John Leroy, Director of Human Resources - My department has been doing alot of interviewing and hiring for the fall. We have been thinking about how to package things so as to make the district more appealing to new employees as well as current employees. One example

is the partnership with Pryde Athletics that will allow staff members the use of their exercise facilities and participation in classes. I am working on Staff and Student handbooks to align with our Board policies. Lastly, I am working on evaluations for the para group.

James Williams, Director of Plant Operations - We have lots of concrete work going on at Tyler Elementary School. After its completion, the contractor will be moving to Edgemont Elementary School. Rawsonville should be completed with concrete work on Wednesday with paving to follow. The concrete work is wrapping up at Savage too. The BHS access equipment and labor will be starting on August 12, 2023. Camera installation will begin this week at some of the buildings.

Priya Nayak, Director of Finance - I have been applying for grants such as the Food Service Equipment grant. The auditors will be here at the end of August again. We are getting ready to hire an Accounts Payable person. Deb Leedy will be moving to the Building and Grounds Department.

Items of Business from the Members of the Board:

Darlene Loyer Gerick - I have attended so many graduation parties this past month. I am going to Puerto Rico in a week with three girls that have been together as scouts since they started. I will not be at the August 14, 2023 Board Meeting.

Dionne Falconer - I am going right into football. Coach Norm just had another 7on7 and won the whole thing at WSU. Saturday, July 22 is the team's annual car wash fundraiser and will be held at the Loranger Family Chiropractic building at 1:00pm. The Orange and Black football game will be held on August 12 at the BHS football field. The boys college summer program is going well. There is a wonderful staff working with 3rd, 4th and 5th graders for three days per week at the high school.

Susan Featheringill - I am ready for snacks from Chartwells.

Amy Pearce - 3 new drum majors went to Ball State for 1 week. It was an amazing experience for them. August 14 - August 18 is Band Camp at Camp Tamarack. Mr. Kudlak said that he will be visiting the camp on August 16, 2023. On Friday, August 18 at 5:00pm will be the Marching Band Preview Performance on the BHS football field. There are 187 marchers.

Motion by Amy Pearce, support by Kelly Owen to adjourn the regular meeting. Motion carried 5-0.

Regular session adjourned at 8:14 pm.

Darlene Loyer Gerick
Board of Education Secretary

Debra McWilliams
Recording Secretary