

DOLLAR BAY-TAMARACK CITY AREA SCHOOLS BOARD OF EDUCATION
REGULAR MEETING - DB-TC ACTIVITY ROOM - April 15 - 5:30 P.M.

- I. Opening of Meeting
 - A. Pledge of Allegiance
 - B. Call to Order
 - C. Roll Call
- II. Recommendation to adopt Agenda
- III. Presentations/Recognition: DB-TC Travel Club
- IV. Public Comment
(Board members may ask questions of the speakers but are not required to answer questions or make statements in response to a public comment.)
- V. Consent Agenda - Recommendation to approve the following:
 - A. Regular Board Meeting Minutes (previous month)
 - B. Financial Statements through the previous month
 - C. Checks written in the previous month
- VI. Reports
 - A. Superintendent
 - B. MS/HS Principal
 - C. Business Manager
- VII. Action and Discussion Items
 - A. Recommendation to approve selling the school cargo van by accepting bids.
 - B. Recommendation to approve the hire of Heidi VonDoloski as part-time middle school/high school secretary.
 - C. Recommendation to approve the hire of Kristi Bellmore as part-time middle school/high school secretary.
 - D. Recommendation to approve the hire of Kristi Bellmore as varsity volleyball coach.
 - E. Recommendation to approve Sara Moilanen as junior high track coach.
- VIII. Old and/or New Business
- IX. Board Member Comments
- X. Adjournment

-This meeting is a meeting of the Board of Education in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. There is a time for public comment during the meeting as indicated in the agenda.

-Upon request to the superintendent, DB-TC Area Schools shall make reasonable accommodation for a person with disabilities to be able to participate in the meeting.

DOLLAR BAY-TAMARACK CITY AREA SCHOOLS BOARD OF EDUCATION
REGULAR MEETING - DB-TC ACTIVITY ROOM - MARCH 18, 2024 - 5:30 P.M.

- I. Opening of Meeting
 - A. Pledge of Allegiance - 5:32 pm
 - B. Call to Order
 - C. Roll Call
 - Board Members: Steve LeClaire, David Maki, Dallas Bond, Jen Stout, Christine Halkola, Angela Keranen, Absent: Donna Engman
 - Administration: Christina Norland (S.I./K-5 Principal), Jesse Kentala (MS/HS Principal), Absent: Tom Sturos (Business Manager)

- II. Recommendation to adopt Agenda
 - Motion by David Maki, with request to add special education affirmation to old/new business. Support by Dallas Bond. Motion carried unanimously.

- III. Public Comment
 - (Board members may ask questions of the speakers but are not required to answer questions or make statements in response to a public comment.)
 - The Board heard public comment.

- IV. Consent Agenda - Recommendation to approve the following:
 - A. Regular Board Meeting Minutes (previous month)
 - B. Financial Statements through the previous month
 - C. Checks written in the previous month
 - Motion by David Maki, support by Christine Halkola. Motion carried unanimously.

- V. Reports
 - A. Superintendent
 - B. MS/HS Principal
 - The Board heard the reports.

- VI. Action and Discussion Items
 - A. Discussion of Continuity of Services Plan (following Covid) and public comment on plan (i.e., the continuation of in-person instruction as long as possible).
 - Discussion/no motion needed
 - B. Recommendation to accept the resignation of Morgan Gast, middle/high school administrative assistant.
 - Motion by Dallas Bond, with great remorse, support by Jen Stout. Motion carried unanimously.


- VII. Old and/or New Business
 - A. David Maki read a letter by a parent discussing and praising our special education program and its teachers.
 - B. Jen Stout said people from the community complimented how well our elementary basketball tournament was run over Saturday. She also said the counter should get fixed in the boys elementary bathroom.

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-Upon request to the superintendent, DB-TC Area Schools shall make reasonable accommodation for a person with disabilities to be able to participate in the meeting.

- VIII. Adjournment - 5:54 pm
-Motion by Jen Stout, support by Dallas Bond. Motion carried unanimously.

Respectfully submitted,



Jen Stout (secretary)
Typed by Danielle Bausano

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-Upon request to the superintendent, DB-TC Area Schools shall make reasonable accommodation for a person with disabilities to be able to participate in the meeting.

Dollar Bay - Tamarack City Area Schools
Statement of Revenue and Expenditures
FY: 2023-2024

REVENUE

Major Class-Description	Budget	07/01/23 - 3/31/2024	Balance	Avail. Bal. %
100-Local Sources	493,181	424,901	68,280	13.84%
300-State Sources	3,186,203	1,851,982	1,334,221	41.87%
400-Federal Sources	227,882	60,629	167,253	73.39%
500/600-Other Financing Sources	-	-	-	#DIV/0!
Total Revenue	<u>3,907,266</u>	<u>2,337,512</u>	<u>1,569,754</u>	<u>40.18%</u>

EXPENDITURES

Major Function - Description	Budget	07/01/23 - 3/31/2024	Balance	Avail. Bal. %
100-Instruction				
111-Elementary	940,083	497,240	442,843	47.11%
113-High School	1,118,592	682,141	436,451	39.02%
118-Pre Kindergarten	144,546	97,832	46,714	32.32%
122- Special Education	155,966	110,983	44,983	28.84%
125-Compensatory Education	288,934	148,510	140,424	48.60%
200-Supporting Services		-		
210-Guidance/Truancy	-	-	-	#DIV/0!
219-Other Pupil Support	-	-	-	#DIV/0!
220-Library	29,371	26,008	3,363	11.45%
230-Board of Education	25,950	33,706	(7,756)	-29.89%
230-Executive Admin.	241,386	167,442	73,944	30.63%
240-Principals Office	239,579	178,757	60,822	25.39%
250-Fiscal Services	77,200	65,312	11,888	15.40%
260-Operation & Maintenance	368,115	230,281	137,834	37.44%
270-Pupil Transportation	163,850	110,983	52,867	32.27%
280-Central Support Services - Technology	60,600	48,667	11,933	19.69%
290-Athletics	130,958	92,256	38,702	29.55%
400-Payment to Other Gov. Agency, Facility Acq. And Prior Period Adj.				
450-Facility Acquisition/Improvements	-	-	-	
500/600-Other Financing Sources				
510-Debt Service	-	-	-	
6xx - Outgoing Transfer & Modifications	-	-	-	
Total Expenses	<u>3,985,130</u>	<u>2,490,118</u>	<u>1,495,012</u>	<u>37.51%</u>
Net Income	<u>(77,864)</u>	<u>(152,606)</u>		

DOLLAR BAY - TAMARACK CITY AREA SCHOOLS
 (SUMMARY-ONLY)

Check No.	Check Type	Status	Vendor	Vendor Name	Amount	Description	Date
2663	EFT	Printed	1527	PCMI - WillSub, INC	\$4,739.79	3/1/24 Payroll	03/01/2024
2664	EFT	Printed	739	Semco Energy, Inc.	\$2,537.79	February 2024	03/18/2024
2665	EFT	Printed	3	EFTPS - Electronic Federal Tax Payment S	\$15,238.56	Payroll - FICA Tax Payable	03/01/2024
2666	EFT	Printed	1268	Health Equity	\$1,373.91	Health Savings Account	03/01/2024
2667	EFT	Printed	961	Valic C/O Chase Bank	\$762.17	VALIC ROTH 403(B) (AFTER TAX) (ALL PAYS)	03/01/2024
2668	EFT	Printed	9	MPSEERS	\$27,564.60	MIP VOYA DC Record	03/01/2024
2670	EFT	Printed	3	EFTPS - Electronic Federal Tax Payment S	\$18,734.40	Payroll - FICA Tax Payable	03/15/2024
2671	EFT	Printed	961	Valic C/O Chase Bank	\$746.80	VALIC ROTH 403(B) (AFTER TAX) (ALL PAYS)	03/15/2024
2672	EFT	Printed	1268	Health Equity	\$1,373.91	Health Savings Account	03/15/2024
2673	EFT	Printed	9	MPSEERS	\$35,566.11	MIP VOYA DC Record	03/18/2024
2675	EFT	Printed	466	CHARTER COMMUNICATIONS	\$39.99	March 2024	03/01/2024
2676	EFT	Printed	1527	PCMI - WillSub, INC	\$5,588.90	3/15/24 Payroll	03/14/2024
2677	EFT	Printed	9	MPSEERS	\$31,741.26	UAAL	03/21/2024
2678	EFT	Printed	1597	GORDON FOOD SERVICE	\$4,227.61	3/4/24 Invoice; 3/11/24 Invoice; 3/18/24 Invoice	03/19/2024
2679	EFT	Printed	3	EFTPS - Electronic Federal Tax Payment S	\$14,431.26	Payroll - FICA Tax Payable	03/29/2024
2680	EFT	Printed	961	Valic C/O Chase Bank	\$762.87	VALIC ROTH 403(B) (AFTER TAX) (ALL PAYS)	03/29/2024
2681	EFT	Printed	1268	Health Equity	\$1,373.91	Health Savings Account	03/29/2024
2682	EFT	Printed	24	State Of Michigan WH	\$2,661.13	Payroll - State Tax Payable	03/01/2024
2683	EFT	Printed	24	State Of Michigan WH	\$3,159.40	Payroll - State Tax Payable	03/15/2024
2684	EFT	Printed	24	State Of Michigan WH	\$2,525.40	Payroll - State Tax Payable	03/29/2024
2686	EFT	Printed	6	MESSA	\$44,569.82	March 2024; MESSA Options (Catch-Up); MESSA Health Ins (All;	03/29/2024
2687	EFT	Printed	1578	BMO Financial Group	\$4,989.44	February 2024 Credit Card Charges	03/04/2024
2687	PAPER	Printed	1463	CASH	\$150.00	Change for 2024 Elem Scholastic Book Fair	03/01/2024
2688	PAPER	Printed	1788	City of Hancock	\$50.00	HoCo Arena skate rental DB-TC	03/01/2024
2689	PAPER	Printed	730	CCISD	\$166.61	Printing DB-TC Foundation postcards	03/01/2024
2870	PAPER	Printed	1052	SCHOOL SPECIALTY	\$3,343.30	HS Music:15 qty Chair/Stand,1 Rack PO 3030	03/01/2024
2871	PAPER	Printed	856	Michigan Tech University	\$575.00	Spring Semr Dual Enrollment - B, Black	03/06/2024
2872	PAPER	Printed	1306	American Heart Association	\$90.00	2024 Jump Rope For Life	03/06/2024
2873	PAPER	Printed	128	COUNTRY FRESH GR, DEAN DAIRY	\$1,321.17	February 2024	03/11/2024
2874	PAPER	Printed	1324	The Office Planning Group, Inc.	\$111.80	Meter Usage 1/30/24-2/28/24	03/11/2024
2875	PAPER	Printed	1069	SEG WORKERS COMPENSATION FUND	\$1,954.00	Workers Comp 7/1/23-7/1/24 Q4	03/11/2024
2876	PAPER	Printed	459	Waste Management, Inc	\$1,433.22	February 2024	03/11/2024
2877	PAPER	Printed	1789	Quiz Bowl Club at Michigan Tech	\$45.00	Spring 2024 Blizzard Bowl Quiz tourn registr Fee	03/13/2024
2878	PAPER	Printed	455	Western U.P. District Health Department	\$430.00	Food Service License Appl Fee due 4/30/24	03/18/2024
2879	PAPER	Printed	1080	AT&T Mobility	\$131.38	1/12/24-2/11/24	03/19/2024
2880	PAPER	Printed	730	CCISD	\$16,175.50	Business Services Q3, VoIP	03/19/2024
2881	PAPER	Printed	1629	CTL CORPORATION	\$105.00	Chromebook Cart	03/19/2024
2882	PAPER	Printed	94	CAMPIONI ENTERPRISES, INC.	\$32.78	February 2024	03/19/2024
2883	PAPER	Printed	356	Flowers By Sleeman	\$96.00	Carnations	03/19/2024
2884	PAPER	Printed	102	GITZEN COMPANY	\$851.44	Custodial Supplies	03/19/2024
2885	PAPER	Printed	1234	Gogebic Community College	\$507.00	Dual Enrollment Spring 2024 J VonDoloski	03/19/2024
2886	PAPER	Printed	523	Grizzly Industrial, Inc.	\$130.35	Supplies For Shop	03/19/2024

DOLLAR BAY - TAMARACK CITY AREA SCHOOLS

(SUMMARY-ONLY)

Check No.	Check Type	Status	Vendor	Vendor Name	Amount	Description	Date
2887	PAPER	Printed	1493	JK Trophies And Awards	\$156.00	Medals w/engraving	03/19/2024
2888	PAPER	Printed	281	Krist Oil Company, Inc	\$1,813.73	January 2024	03/19/2024
2889	PAPER	Printed	1223	Lamers Bus Lines, Inc.	\$8,870.46	Prebilling 7 Of 9; Sports/Field Trips	03/19/2024
2890	PAPER	Printed	1709	LEVEL UP	\$110.00	Number Volleyball Jerseys	03/19/2024
2891	PAPER	Printed	467	McGann Building Supply, Inc.	\$276.10	February 2024	03/19/2024
2892	PAPER	Printed	748	MOILANEN, SARA	\$56.25	Reimb Dollar Tree Supplies For Senior Banquet	03/19/2024
2893	PAPER	Printed	1526	ROWE, ROBERT	\$59.99	Reimb Harbor Freight Purchase For Wood Shop	03/19/2024
2894	PAPER	Printed	1710	SALO, JENNIFER	\$214.00	Reimb Food Protection Manager Certification	03/19/2024
2895	PAPER	Printed	197	Sherwin-Williams, Co., The	\$35.49	Paint	03/19/2024
2896	PAPER	Printed	215	Thrun Law Firm, P.C.	\$14,000.00	Policy Manual/Admin Guidelines; Legal Services	03/19/2024
2897	PAPER	Printed	233	Vollwerth & Company	\$83.00	3/8/24 Invoice	03/19/2024
2898	PAPER	Printed	1447	SCHOLASTIC BOOK FAIRS - 15	\$1,803.05	2024 Spring Book Fair	03/19/2024
2899	PAPER	Printed	77	Daily Mining Gazette	\$59.00	FEBRUARY 2024	03/25/2024
2900	PAPER	Printed	356	Flowers By Sleeman	\$52.00	Carnations	03/25/2024
2901	PAPER	Printed	102	GITZEN COMPANY	\$894.31	Custodial Supplies	03/25/2024
2902	PAPER	Printed	1208	Jostens	\$170.48	Graduation Outfits (credit Applied)	03/25/2024
2903	PAPER	Printed	602	Junior Library Guild	\$777.96	Book Subscription	03/25/2024
2904	PAPER	Printed	281	Krist Oil Company, Inc	\$1,514.83	February 2024	03/25/2024
2905	PAPER	Printed	1223	Lamers Bus Lines, Inc.	\$9,405.00	February 2024 Student Transportation	03/25/2024
2906	PAPER	Printed	1644	LAMINATOR.COM	\$64.48	Laminating Film	03/25/2024
2907	PAPER	Printed	1648	LAMMI FIRE PROTECTION INC	\$90.00	Extinguisher Maintenance	03/25/2024
2908	PAPER	Printed	1747	LAWRENCE COMPANY	\$680.00	February 2024 Snow Plowing	03/25/2024
2909	PAPER	Printed	1634	XEROX CORPORATION	\$444.27	Meter Usage 1/21/24-2/21/24	03/25/2024
2910	PAPER	Printed	1076	KEWEENAW MUSIC EDUCATORS ASSOCIATION	\$50.00	2024 Middle School Band Clinic	03/25/2024
2917	PAPER	Printed	1416	BAUSANO, DARREN	\$460.00	Game Official 23/24 Athletic Season	03/27/2024
2918	PAPER	Printed	1781	Connor Laitala	\$15.00	CLOCK - 11/20/23	03/28/2024
2919	PAPER	Printed	1791	Ashlea Datto	\$30.00	Clock 11/30 & 12/7/23	03/28/2024
2920	PAPER	Printed	1792	Katie Isaacson	\$30.00	Clock 2/2/24	03/28/2024
2921	PAPER	Printed	1564	MOILANEN, EVELYN	\$30.00	Clock 11/20/23 & Libero VB tracking 10/30/23	03/28/2024
2922	PAPER	Printed	1441	WESTPHAL, JAKE	\$215.00	Game Official 23/24 Athletic Season	03/28/2024

GRAND TOTAL: 72 checks **\$294,868.98**

DOLLAR BAY - TAMARACK CITY AREA SCHOOLS

(SUMMARY-ONLY)

Check No.	Check Type	Status	Vendor	Vendor Name	Amount	Description	Date
FUND SUMMARY							
	Fund				Amount		
	11				286,984.84		
	25				7,884.14		
					\$294,868.98		



HV

HEIDI VONDOLOSKI

OBJECTIVE

To be meaningfully involved in the Dollar Bay community in a way that is in unison with our family and its values.

SKILLS

Adaptable in various roles and responsibilities and willing to tackle any task at hand.
Dependable and detail-oriented.

EXPERIENCE

OFFICE MANAGER • WESTERN COLLEGIATE CONSULTING, LLC • 12/2018 - PRESENT

Manage all aspects of WCC functions, HR support, payroll, and benefits management, staffing management, state reporting, communication and staff retention. Proficient with most aspects of Google Workspace including calendar, docs, sheets, forms.

CO-OWNER • MARINEVIEWLLC • 11/2022-PRESENT

Improve, maintain, and manage B&B by handling day-to-day operations as well as caring for guests, property, and business organization and accounting. Now overseeing this business remotely with on-site tenants.

ADDITIONAL JOB EXPERIENCES AVAILABLE UPON REQUEST

EDUCATION

1996-1999 • FAIRHAVEN COLLEGE, INDIANA

Studied secondary education with emphasis in Spanish and English.
(Obtained MRS degree and did not graduate from Fairhaven)

HIGH SCHOOL DIPLOMA • 1996 • MT PLEASANT HIGH SCHOOL

Graduated valedictorian after junior year.



Kristi L. Bellmore

Phone:

OBJECTIVE

To acquire the position of High School Principal's Office Administrative Assistant at the DB-TC School. This position will allow me to utilize my education and experience to assist in the daily ongoing within the school and have a positive impact on the students and families within the Dollar Bay community.

EDUCATION

Michigan Technological University: *Houghton, MI*

- Master of Business Administration [Focus: Innovation and Technology Management]
- B.S., Business Administration [Concentration: Industrial Marketing & Management]

PROFESSIONAL EXPERIENCE

Keweenaw Benefits and Associates: *Houghton, MI*
Director of Business Operations

9/19 to Present

- Create/Maintain CRM Data Standards
- Create Marketing Materials/Organize Client Events
- Ensure High Customer Service Standards
- Grant Writing & Processing
- Implement/Maintain Client Records
- Oversee Daily Operations Across All Business Lines
- Process/Track Client Account Transactions
- Primary Point of Contact for Client Questions
- Supervise Staff
- Transition/Maintain Office Calendar & Email

Michigan Technological University: *Houghton, MI*
Director of Transportation Services

4/17 to 4/19

- Budget Management
- Implement/Maintain Online Reservation Systems
- Lot Management & Maintenance
- Monthly/Quarterly/Annual Reporting
- Online Bussing System Implementation
- Oversee Husky Motors & Parking Departments
- Supervise Student, UAW & Professional Staff
- Vehicle Procurement
- Website Revamp & Maintenance

SANS Institute: *Houghton, MI (remote position)*
Deputy Director of Client Operations

9/14 to 4/17

- Create Documentation Manuals
- Create Surveys & Analyze Data
- Dedicated Support for Elite Clients
- Ensure Client Satisfaction
- Implement Multi-Language Training Packages
- Implement Online Support Software
- Implement Updated HelpDesk Software
- Maintain HelpDesk Documentation
- Provide Weekly Training Sessions
- Provide Worldwide Support Across Time Zones
- Support Engineering Team with Product Development
- Supervise HelpDesk & Client Support Staff
- Quality Control Liaison

Michigan Technological University: Houghton, MI
Assistant Director of Graduate Enrollment Services, Graduate School
Assistant Director of Graduate Marketing and Advancement, Graduate School

10/12 to 9/14
4/10 to 10/12

- Certified Immigration Officer (DSO/ARO)
 - Process Immigration Documents
 - Advise Incoming Students
- Co-Facilitate Graduate Orientation
- Create and Update Admissions Forms
- Create Training Manuals/Provide Faculty and Staff Trainings & Department Support
- Facilitate Marketing Strategies (Including Launch of Social Media Presence)
- Graduate School Webmaster
- Graduate Student Recruitment
- Manage Application Process
- Supervise Student, UAW & Professional Staff
- Online Portal Updates/Maintenance
- Process Improvements

Michigan Technological University: Houghton, MI
Associate Coordinator, Youth Programs

1/08 to 04/10

- Advertising and Mailings
- Create, Update and Maintain New Departmental Website
- Charter Transportation Bids / Logistics
- Database/Application Transition to BANNER
- Document Imaging (ImageNow)
- Implement and Maintain Web Application Process for Participants
- K-12 Academic Outreach Events/GEARUP
- Participant/Parent Support
- Student Staff Diversity Training
- Summer Staff Hiring
- Supervise Student/UAW Support Staff
- Youth Programs Marketing Campaign

Stanton Township Public Schools: Atlantic Mine, MI
Administrative Office Assistant

8/05 to 1/08

- Food Service Director
- General Office Duties
- PowerSchool Administrator
- Preschool Coordinator
- Manage Athletic Budget
- Organize Events
- Teacher Training
- Testing Coordinator

InSight EyeCare: Calumet, MI
Office Assistant

8/04 to 8/05
10/97 to 12/00

- Accounts Receivable & Billing
- Customer Accounts & Statements
- Customer Service
- Inventory & Ordering
- Recalls & Newsletters
- Scheduling

Banknorth Vermont: Burlington, VT
Sales & Community Relations

5/01 to 3/03

- Create / Manage Employee Recognition Programs
- Create Marketing Materials
- Event Planning
 - Business Expos
 - Employee Recognition Events
- Internal Sales Campaigns
- Manage Advertising Budget
 - Create Ads
 - Process Ad Requests
- Manage Promotional Budget
- Sponsorship/Contribution Tracking
- Weekly & Quarterly Reporting

TECHNICAL SKILLS

- PowerSchool
- Google Suite
- BANNER SIS & Reports
- Microsoft Suite
- HelpDesk Management Systems
- Website Content Management

PRESENTATIONS

- **Michigan Tech Professional Development Day**
"Supervising Students: Opportunities that Benefit Employer and Employee"
- **Consortium for Student Retention Data Exchange: National Symposium on Student Retention**
"Admissions & Retention: Using Cues to Assess Success and Predict Retention in Undergraduate and Graduate Students at Michigan Tech" (Kristi Isaacson & Susan Liebau)

OTHER EXPERIENCE

Teaching Experience (Michigan Tech)

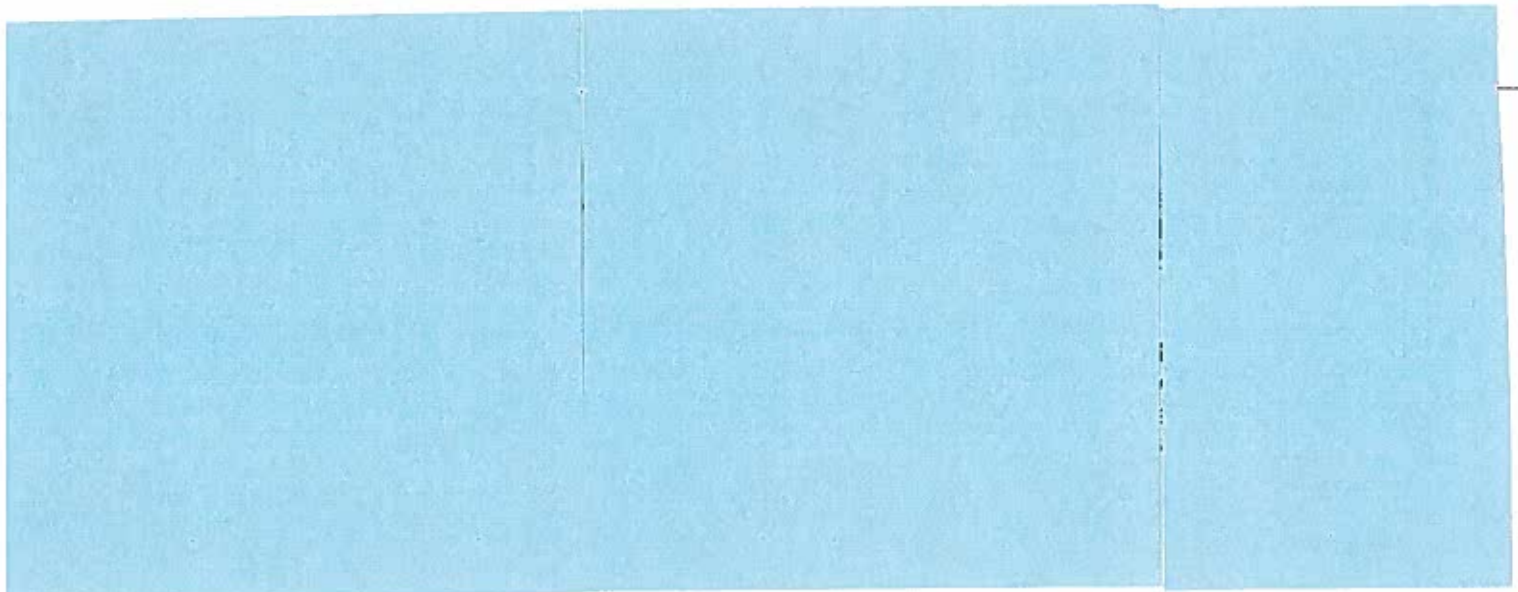
- UN1010 Creating Your Success & UN1011 Strategies for Success

Volunteer Work: Michigan Tech Preschool Board

- Board President (2012-13) / Board Treasurer (2011-12)

Coaching Experience

- Gymnastics: USAG Certified Coach, SafeSport Certified (*expired*)
- Volleyball: Calumet High School (1998-2001)



Volleyball Coach Recommendation

I recommend to the board the hiring of Kristi Bellmore for our Varsity Volleyball Coach position. Her passion for volleyball and commitment to growing the team makes her a great candidate. It is an added bonus that she is now in the school during the day, so her ability to connect with the girls will be much easier.