

THE JULY ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION WAS HELD JULY 06, 2020, AT 6:00 P.M., LOCAL TIME, IN THE DISTRICT AT THE ADMINISTRATIVE SERVICE CENTER, 401 SAUK RIVER DRIVE, COLDWATER, MICHIGAN.

**BOARD MEMBERS PRESENT:** Steve Rutz, Nick Krzeminski, Katherine Frederick, Jeff Holbrook, Clair Dean, Edward C. Lake, Jr.

**ATTENDANCE**

**BOARD MEMBERS ABSENT:** Ronald Lanford

**OTHERS IN ATTENDANCE:** Terry Ann Whelan, Superintendent; Heather Harvey, Executive Secretary; Jim Measel, *Midwest Broadcasting*; Rosalie Courier, *Daily Reporter*; Evelyn Grimes

President Lake brought the July Regular Organizational Meeting to order at 6:01 p.m.

**MEETING CALLED TO ORDER**

Pledge to the flag was conducted. Roll call for attendance of the board was taken as recorded above.

**PLEDGE TO FLAG**

Request for Public Participation Forms was made by President Lake. No forms were submitted.

**CALL FOR PUBLIC PARTICIPATION**

MOTION made and supported respectively by Members Krzeminski and Rutz that the Board of Education appoints Heather Harvey as the Executive Secretary of the Board at her current hourly rate, inclusive of regular and special meetings and duties assigned outside regular clerical responsibilities, for the 2020-21 school year, and further, that Heather Harvey be deputized by the Secretary of the Board to carry on all the duties required of the Consolidated Election Coordinator for the school district, inclusive of the Annual Election and any special elections, during the 2020-2021 school year. Motion passed unanimously. Heather Harvey elected Executive Secretary of the Board.

**HARVEY ELECTED EXECUTIVE SECRETARY OF THE BOARD**

MOTION made by Member Dean and supported by Member Rutz that the Board of Education authorizes the district's Chief Financial Officer to carry out the financial administrative duties of the district as provided for in 380.244-Section (1) of the School Code of 1976, per 1995 amendment and the bylaws of the Board of Education for the 2020-2021 school year. Motion passed unanimously. CFO Terry Whelan appointed Executive Treasurer of the Board of Education.

**WHELAN APPOINTED EXECUTIVE TREASURER OF THE BOARD**

MOTION made and supported respectively by Members Frederick and Krzeminski that the Board of Education approves the Designation of Depositories Resolution designating where public funds collected, including taxes, shall be deposited, as presented herewith; WHEREAS, under the provisions of the Laws of the State of Michigan, including but not limited to Act

**DESIGNATION OF DEPOSITORIES RESOLUTION APPROVED**

No. 40 of Public Acts of 1932 as amended by Act No. 72 of public Acts of 1933 and by Act No. 18 of Public Acts of 1935 and also under the provisions of Acts Nos. 93, 95 and 100 of Public Acts of 1935 and Enrolled Act No. 121 of Public Acts of 1973, and Act No. 257 of Public Acts 1939, School Boards are required to designate depository or depositories wherein public moneys, including taxes, collected shall be deposited.

THEREFORE, BE IT RESOLVED that pursuant to the provisions of the Laws of the State of Michigan, including but not limited to Act No. 40 of the Public Acts of 1932 as amended by Act No. 72 of Public Acts of 1933 and by Act No. 18 of Public Acts of 1935 and also Acts Nos. 93, 05 and 100 of Public Acts of 1935, and Enrolled Act No. 121 of Public Acts of 1973 and Act No. 257 of Public Acts of 1939, the School Board of Coldwater Community Schools, Branch County, Michigan, does hereby designate the Century Bank and Trust of Coldwater, Michigan; the Southern Michigan Bank and Trust of Coldwater, Michigan; PNC Bank of Coldwater, Michigan; Flagstar Bank of Coldwater, Michigan Class, Chemical Bank of Coldwater, Michigan and MILAF; as the depositories for all public funds including taxes collected coming into the hands of the Chief Financial Officer of the said Coldwater Community Schools, Branch County, Michigan; and does hereby direct said Chief Financial Officer of the Coldwater Community Schools or his/her designee to deposit any and all public funds coming into his/her hands as such Chief Financial Officer in the aforementioned financial institutions.

Legal Reference: General School Laws, Part III, Miscellaneous Status, Sec. 192.12.

Roll call vote taken.

Yeas: Members Holbrook, Rutz, Dean, Krzeminski, Frederick, Lake

Nays: None

Resolution unanimously approved.

MOTION made by Member Rutz and supported by Member Frederick that the President, Superintendent/Chief Financial Officer, and Business Manager are authorized to sign checks from the following accounts:

**RESOLUTION  
AUTHORIZING  
SIGNATURES ON  
CHECKS APPROVED**

- 1994 Debt Retirement Fund
- 2001 Debt Retirement Fund
- 2009 Debt Retirement Fund
- 2018 Debt Retirement Fund
- Building & Site Sinking Fund
- General Fund Operating Accounts
- School Lunch Fund
- Payroll Checking Account
- Petty Cash Checking Account
- Flexible Spending Account
- Preschool Fund
- Elementary School Activity Accounts
- Legg Middle School Activity Account
- Coldwater High School Activity Account
- Athletic Activity Account;
- 2018 Capital Project Fund;

and further, that the Superintendent/Chief Financial Officer, Business Manager, Athletic Director, and (only in emergency situations) the Secretary to the Athletic Director are authorized to sign checks from the following account:

- Athletic Officials Account;

and further, that the Superintendent/Chief Financial Officer and Business Manager are authorized to sign checks from the following account:

- 2018 Bond Construction Fund;

and further, that the Superintendent/Chief Financial Officer, Business Manager, and Payroll Manager be authorized to transfer money from the General Fund account to the Payroll account for payroll costs; and finally, that the Superintendent/Chief Financial Officer and Business Manager be authorized to transfer money between accounts.

Roll call vote taken.

YEAS: Members Krzeminski, Frederick, Holbrook, Rutz, Dean, Lake

NAYS: None

Resolution unanimously approved.

MOTION made and supported respectively by Members Frederick and Krzeminski that the Board of Education approves the resolution providing for the Holding of Regular Meetings and Service of Notice of Special Meetings for the 2020-2021 fiscal year; and that regular meetings of the Board of Education of the Coldwater Community Schools, Branch County, Michigan, shall be held at 6:00 o'clock p.m. in the School Administration Center, 401 Sauk River Drive, Coldwater, Michigan, on the fourth Monday of each month, of the 2020-2021 fiscal year, with the exceptions as noted, and that no further notice of such meetings shall be required to be given to the public and Members of said Board:

(Mon) August 24, 2020 (Mon) September 28, 2020 (Mon) October 26, 2020 (Mon) November 23, 2020 (Mon) December 14, 2020 (Mon) January 25, 2021 (reg. org mtg non-financial matters and any other business deemed necessary) (Mon) February 22, 2021 (Mon) March 22, 2021 (Mon) April 26, 2021 (Mon) May 24, 2021 (Mon) June 28, 2021 (Mon) July 12, 2021 (org mtg financial matters and any other business deemed necessary);

In accordance with Public Acts 261 of 1968 and 267 of 1976, as amended, for Public Meetings; and BE IT FURTHER RESOLVED that special meetings of the Board of Education be called by the President of the Board, or any two (2) members thereof, by serving on the other members of the board a written notice of the time and place of such meetings and that the Superintendent's office shall be designated as the principal office of the district. Services of the notices shall be by: a. Delivering the notice to the members personally at least 24 hours before the meeting is to take place; or b. Leaving notice at each member's residence with a person of the household at least 24 hours before the meeting is to take place; or c. Depositing the notice in a government mail receptacle (enclosed in a sealed envelope, plainly addressed to the member at his/her last known residence address) at least 72 hours before the meeting is to take place. (Do not use post cards.) A member of the board or any employee of the board may make Service of Notice on board members. All resolutions or parts of resolutions in conflict with this resolution are hereby rescinded.

Discussion ensued.

Yeas: Members Frederick, Dean, Holbrook, Krzeminski, Rutz, Lake

Nays: None

Resolution unanimously approved as submitted.

MOTION made and supported respectively by Members Krzeminski and Rutz that the Board of Education resolves to abide by Public Acts 261 of 1968 and 267 of 1976, as amended, for Public and Closed Meetings of the Board of Education, and for the purpose of discussing strategy for negotiations with the various labor units throughout the negotiation process, hold strategy sessions in closed meetings, and all other purposes as authorized by the Public Meetings Act, where it is desirable to do so.

Roll call vote taken.

**RESOLUTION FOR THE HOLDING OF REGULAR MEETINGS - AMENDED**

**RESOLUTION FOR PUBLIC & CLOSED MEETINGS OF THE BOARD OF EDUCATION- APPROVED**

Yeas: Members Rutz, Krzeminski, Frederick, Holbrook, Dean, Lake  
Nays: None  
Motion passed unanimously.

MOTION made by Member Rutz and supported by Member Frederick that the Coldwater Board of Education retains the firms of Thrun Law Firm, P.C., of Lansing, Michigan; and a local law firm if deemed appropriate by the Superintendent, for legal services relative to the 2020-2021 school year.  
Discussion ensued.  
Motion passed unanimously.

**APPOINTMENT OF  
LEGAL FIRMS AND  
LEGAL  
CONSULTANTS -  
APPROVED**

President Lake called for any additions to the other non-organizational matters of the meeting agenda. Superintendent Whelan amended the agenda by adding a recommendation to purchase two special education buses that was presented to board members at the table.  
Agenda approved as amended.

**AGENDA AMENDED**

Minutes of the budget hearing and special meeting held on June 29, 2020, were given consideration for acceptance and approval.  
MOTION was made by Member Dean, supported by Member Krzeminski, that the Board of Education approves the minutes of the budget hearing and special board meeting held on June 29, 2020, as submitted.  
Resolution approved unanimously.

**APPROVAL OF  
MINUTES: BUDGET  
HEARING AND  
SPECIAL MEETING  
MINUTES -  
APPROVED**

Superintendent Whelan presented the personnel report.  
MOTION was made by Member Frederick supported by Member Rutz, that the Board of Education resolves to:  
accept the resignation of Lindsey Hughes, 5<sup>th</sup> Grade Teacher at Lakeland Elementary, effective June 30, 2020;  
accept the resignation of Lori Marcum, 1<sup>st</sup> Grade Teacher at Max Larsen Elementary, effective August 1, 2020.  
Resolution approved unanimously.

**CONSENT AGENDA  
PERSONNEL  
REPORT**

President Lake presented the recommendation to purchase two (2) used special education school buses.  
MOTION made and supported by Members Dean and Frederick that the Board of Education approves the purchase of two (2) 2020, 47 + 3 Special Education Buses with approximately 11,000 miles, at a cost of \$89,328 each from MidWest Transit Equipment, as submitted.  
Discussion ensued.  
Roll call vote taken.  
Yeas: Members Holbrook, Rutz, Dean, Krzeminski, Frederick, Lake  
Nays: None  
Resolution approved unanimously.

**OTHER ACTION ITEM:  
RECOMMENDATION  
TO PURCHASE TWO  
(2) USED SPECIAL  
EDUCATION SCHOOL  
BUSES - APPROVED**

President Lake announced that the next Regular Meeting of the Board of Education will be held on Monday, August 24, 2020, at 6:00 p.m. at the Administrative Service Center.

**ANNOUNCEMENTS**

President Lake adjourned the Regular Organizational Meeting of the Board at 7:00 p.m.

**ADJOURNMENT**

07/06/2020

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Clair Dean, Board Secretary

Heather Harvey  
Executive Secretary