

THE SPECIAL MEETING OF THE BOARD OF EDUCATION WAS HELD AUGUST 13, 2020, AND \*WAS SCHEDULED TO BEGIN 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, Kate Frederick, Ron Lanford, Jeff Holbrook, Clair Dean, Edward C. Lake, Jr.

**ATTENDANCE**

**BOARD MEETING ABSENT:** Nick Krzeminski

**OTHERS IN ATTENDANCE:** Terry Ann Whelan, Superintendent; Heather Harvey, Executive Secretary

\*In consideration of the health and safety concerns relative to COVID-19, this meeting was held virtually, via ZOOM. The meeting was called to order at 6:05 p.m. The pledge was conducted and attendance called and recorded as noted above. At approximately 6:10 p.m., a network issue occurred that caused a loss of internet connectivity and an hour delay in conducting the meeting. The elements of the meeting agenda did not take reconvene until approximately 7:00 p.m. All district administrators, as well as several other district employees and community members connected via a second ZOOM Meeting link that was published on our website.

**ZOOM MEETING - MEETING DELAY**

President Lake made the request for public participation. One request was submitted. Max Larsen Elementary Music Teacher, Marguerite Grupke, addressed the board (via ZOOM) regarding her concerns, as well as those of many other teaching staff, relative to COVID-19 and the staff's return to school.

**REQUEST FOR PUBLIC PARTICIPATION FORMS**

Minutes of the Regular Organizational Meeting held on July 6, 2020 were given consideration for acceptance and approval.

**APPROVAL OF MINUTES: 7/6/2020**

MOTION was made by Member Rutz and supported by Member Frederick, that the Board of Education approves the minutes of the Regular Organizational Meeting held on July 6, 2020, as submitted.

Resolution approved unanimously.

President Lake called for additions or deletions to the current agenda. No additions or deletions to the current agenda were recommended. Agenda approved as submitted.

**ADDITIONS/DELETIONS TO THE AGENDA**

President Lake called for communications. No communications were reported. Superintendent Whelan presented the personnel report in its entirety. MOTION made and supported by Members Lanford and Dean that the Board of Education approves the following recommendations:

**CONSENT AGENDA AMENDED AND APPROVED**

- the resignation of Crystal Leu, Intervention Teacher at Jefferson Elementary, effective August 1, 2020;
- the resignation of Jason Hall, Secondary English Teacher at Coldwater High School, effective August 1, 2020;
- the administrative recommendation to employ Alayna Brombach for the 5<sup>th</sup> grade teaching position at Lakeland Elementary, effective the 2020-2021 school year;
- the administrative recommendation to employ Nicholas Haberl for the 1<sup>st</sup> grade teaching position at Max Larsen Elementary, effective the 2020-2021 school year;
- the resignation of Amber Qualls, Director of Kinder Learning Academy and Kid Club, effective August 21, 2020;
- the administrative recommendation to employ Sana Alisaid for the part-time ELL Support position at Max

**C. LEU  
J. HALL**

**A. BROMBACH**

**N. HABERL**

Larsen Elementary, effective the 2020-2021 school year;  
 the administrative recommendation to employ Marta Alvira for the part-time ELL Support position at Legg Middle School, effective the 2020-2021 school year;  
 the resignation of Bev McLaughlin from the part-time lunch supervisor position at Legg Middle School, effective immediately;  
 the resignation of Jen Stewart from the part-time Entrance/Library clerk position at Coldwater High School, effective immediately;  
 the resignation of Yasmeen Alsuraimi from the part-time library clerk position at Legg Middle School, effective immediately,  
 the resignation of Loralie Fields from the part-time bus driver position, effective August 31, 2020;  
 the resignation of Cadence Jones from the part-time RTP Coordinator position at Lakeland Elementary, effective immediately;  
 the administrative recommendation to hire Brian Stevens for the part-time, extra duty position of Youth in Government advisor, effective the 2020-2021 school year.  
 Discussion ensued.  
 Resolution approved unanimously.

**A. QUALLS**  
  
**S. ALISAID**  
  
**M. ALVIRA**  
  
**B. MCLAUGHLIN**  
  
**J. STEWART**  
  
**Y. ALSURAIMI**  
  
**L. FIELDS**  
  
**C. JONES**  
  
**B. STEVENS**

President Lake called for Board Committee Reports.  
 Superintendent Whelan shared that the Policy Committee recently met to review and discuss the policy updates from NEOLA.  
 Superintendent Whelan further reported on each of the action items on the agenda, including the district’s Return to Learn plan. Whelan also reported on the purchase of the student face shields and acknowledged several local organizations and clubs who contributed a total of \$17,000 to support the cost of the shields, including Altrusa, Coldwater Township Sunrise Rotary, Coldwater Noon Rotary, United Way, Noon Exchange Club, Kiwanis, Branch County Community Foundation, and the Quincy Rotary.  
 Discussion ensued.

**BOARD COMMITTEE REPORTS/ SUPERINTENDENT REPORT**

President Lake presented the recommendation to approve Coldwater Community Schools Return to Learn plan.  
 MOTION made and supported by Members Lanford and Dean that the Board of Education approves the completed “Assurance Document and Preparedness Plan” for the 2020-2021 school year in accordance with Executive Order 2020-142 and;  
 that the “Assurance Document and Preparedness Plan” be submitted to the BISD for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020.  
 Discussion ensued.  
 Roll call vote taken.  
 Yeas: Members Holbrook, Rutz, Dean, Lanford, Frederick, Lake  
 Nays: None  
 Resolution passed unanimously.

**ACTION ITEMS: RECOMMENDATION TO APPROVE COLDWATER COMMUNITY SCHOOLS 2020-2021 RETURN TO LEARN PLAN – APPROVED**

President Lake presented the request to adopt the revised 2020-2021 school year calendar.  
 MOTION made and supported by Members Lanford and Rutz that the Board of Education approves the revised 2020-2021 school-year calendar resolution, with a post- Labor Day start date as submitted, and assuring compliance with Section 1284 (MCL 380.1284(1) of the Revised School Code dictating the number of pupil instruction days and clock hours.  
 Discussion ensued.

**REQUEST TO ADOPT REVISED 2020-2021 SCHOOL YEAR CALENDAR – APPROVED**

Roll call vote taken.

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

Nays: None

Resolution passed unanimously.

President Lake presented the request to consider recommendation to renew the food service management company contract with Chartwells.

MOTION made and supported by Members Lanford and Frederick that the Board of Education approves the contract with Chartwells Food Service for a total of five years, including four (4) one-year extensions, pending state approval.

Discussion ensued.

Roll call vote taken.

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

Nays: None

Resolution passed unanimously.

**REQUEST TO  
CONSIDER  
RECOMMENDATION  
TO RENEW THE  
FOOD SERVICE  
MANAGEMENT  
COMPANY  
CONTRACT WITH  
CHARTWELLS –  
APPROVED**

President Lake presented recommendation to adopt elementary course guides.

MOTION made and supported by Members Lanford and Rutz that the Board of Education approves the 2020-2021 Elementary Course Guide as presented and;

that for the 2020-2021 school year, the Board of Education will allow instruction of all courses listed in the Elementary, Middle School and High School Course Guides as traditional/seated courses to be adapted for delivery in a virtual format.

Discussion ensued.

Roll call vote taken.

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

Nays: None

Resolution passed unanimously.

**RECOMMENDATION  
TO ADOPT  
ELEMENTARY  
COURSE GUIDES -  
APPROVED**

President Lake presented the recommendation to approve Coldwater Community Schools' participation in the Community Eligibility Provision (CEP) for the 2020-2021 School Year.

MOTION made and supported by Members Frederick and Lanford that the Board of Education approves the Coldwater Community Schools' participation in the Community Eligibility Provision (CEP), providing all of our students access to a free breakfast and lunch for the 2020-2021 school year.

Discussion ensued.

Roll call vote taken.

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

Nays: None

Resolution passed unanimously.

**RECOMMENDATION  
TO APPROVE  
COLDWATER  
COMMUNITY  
SCHOOLS  
PARTICIPATION IN  
THE COMMUNITY  
ELIGIBILITY  
PROVISION (CEP)  
FOR THE 2020-2021  
SCHOOL YEAR –  
APPROVED**

President Lake presented the first reading of new and revised policies.

MOTION made and supported by Members Rutz and Frederick that the Board of Education acknowledges the recommendation of the first reading of the new and revised board policies, as submitted.

Discussion ensued.

Roll call vote taken.

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

Nays: None

Resolution passed unanimously.

**FIRST READING OF  
NEW AND REVISED  
POLICIES –  
APPROVED**

President Lake made the following announcements:

**ANNOUNCEMENTS**

1. The next Regular Meeting of the Coldwater Board of Education will take place on August 24, 2020, at 6:00 p.m. at the Administrative Service Center.

Special Meeting adjourned at 7:50 pm.

**ADJOURNMENT**

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Clair Dean, Secretary  
Board of Education

Heather M. Harvey, Executive Secretary