

THE JULY REGULAR ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION WAS HELD JULY 12, 2021, 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, Ronald Lanford, Jeff Holbrook, Clair Dean, Edward C. Lake, Jr.

ATTENDANCE

BOARD MEMBERS ABSENT:

OTHERS IN ATTENDANCE: Terry Ann Whelan, Superintendent; Heather Harvey, Executive Secretary; Ken Delaney, *Midwest Broadcasting*; Evelyn Grimes, and Kristin Lyon-Welch

President Lake brought the July Regular Organizational Meeting to order at 6:04 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 at this time.

CALL FOR PUBLIC PARTICIPATION

President Lake presented the recommendation to fill board vacancy. MOTION made and supported by Members Rutz and Dean that, by a majority vote of all the remaining members of the Board of Education of the Coldwater Community Schools that Kristin Lyon-Welch be and hereby is, appointed to serve as a member of the board of education of this school district beginning July 12, 2021, and ending December 31, 2022.

RECOMMENDATION TO FILL BOARD VACANCY

Roll call vote taken.

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

Nays: None

Resolution passed unanimously.

Kristin Lyon-Welch took and subscribed the Constitutional Oath of Office and signed the Acceptance and Oath of Office in presence of Heather M. Harvey (Notary) and the Board.

NEW MEMBER TAKES OATH OF OFFICE

Member Lyon-Welch took position immediately following the Oath.

Due to the retirement of Member Krzeminski, also former Vice-President of the Board, President Lake presented the appointment of new Vice President.

HOLBROOK APPOINTED VICE-PRESIDENT

Member Dean nominated Member Holbrook to the position of Vice-President of the Board and moved to close nominations.

Member Rutz supported the motion.

Motion passed unanimously.

Member Holbrook appointed Vice-President of the Board.

MOTION made and supported respectively by Members Lanford and Frederick 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 2021-22 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 2021-2022 school year. Motion passed unanimously. Heather Harvey elected Executive Secretary of the Board.

**HARVEY ELECTED
EXECUTIVE
SECRETARY OF THE
BOARD**

MOTION made by Member Frederick 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 Lanford and Dean 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 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.

**DESIGNATION OF
DEPOSITORIES
RESOLUTION
APPROVED**

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

Roll call vote taken.

Yeas: Members Frederick, Lanford, Dean, Holbrook, Lyon-Welch, Rutz, 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:

- 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.

Discussion ensued.

Roll call vote taken.

YEAS: Members Rutz, Lyon-Welch, Frederick, Lanford, Holbrook, Dean, Lake

NAYS: None

Resolution unanimously approved.

MOTION made and supported respectively by Members Lanford and Dean that the Board of Education approves the resolution providing for the Holding of Regular Meetings and Service of Notice of Special Meetings for the 2021-2022 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 2021-2022 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 23, 2021 (Mon) September 27, 2021 (Mon) October 25, 2021,

(Mon) November 22, 2021, (Mon) December 13, 2021 (Mon) January 24, 2022 (reg. org mtg non-financial matters and any other business deemed necessary) (Mon) February 28, 2022 (Mon) March 28, 2022 (Mon) April 25, 2022 (Mon) May 23, 2022 (Mon) June 27, 2022 (Mon) July 11, 2022 (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 Lanford, Dean, Rutz, Frederick, Holbrook, Lyon-Welch, Lake

Nays: None

Resolution unanimously approved as submitted.

MOTION made and supported respectively by Members Lanford 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.

Discussion ensued.

Roll call vote taken.

Yeas: Members Rutz, Krzeminski, Milnes, Lanford, Holbrook, Dean

Nays: None

Motion passed unanimously.

MOTION made by Member Rutz and supported by Member Lanford 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 2021-2022 school year.

Discussion ensued.

Motion passed unanimously.

President Lake called for an amendment to the agenda, adding the appointment of a new Board Treasurer in consideration of Member Holbrook's new appointment to Vice-President.

Member Dean nominated Member Rutz to the position of Treasurer of the Board and moved to close further nominations.

Member Frederick supported the motion.

Motion passed unanimously.

Member Rutz elected Treasurer of the Board.

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

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

**AGENDA AMENDED -
APPOINTMENT OF
NEW BOARD
TREASURER TO
REPLACE MEMBER
HOLBROOK**

Minutes of the budget hearing and special meeting held on June 30, 2021, were given consideration for acceptance and approval.

MOTION was made by Member Lanford, and supported by Member Rutz, that the Board of Education approves the minutes of the budget hearing and special board meeting held on June 30, 2021, as submitted.

Resolution approved unanimously.

APPROVAL OF MINUTES: BUDGET HEARING AND SPECIAL MEETING MINUTES – APPROVED

Superintendent Whelan presented the personnel report.

CONSENT AGENDA PERSONNEL REPORT

MOTION was made by Member Dean, supported by Member Frederick, that the Board of Education resolves to:

L. HAGELGANS

approve the administrative recommendation to hire Lesley Hagelgans for the secondary instructional coach position for Coldwater Schools, effective the 2021-2022 school year;

approve the transition of Tina Farnham from the middle school math teaching position to the position of middle school counselor, effective the 2021-2022 school year;

T. FARNHAM

accept with regret, after serving Coldwater Schools for 7 years, the retirement resignation of Amy Ash from the secondary English teaching position at Coldwater High School, effective August 30, 2021.

A ASH

Resolution approved unanimously.

Superintendent Whelan reported on the additional action items on the agenda.

DISCUSSION ITEMS

President Lake presented the recommendation to approve “Contract for the Provision of School Resource Officer Services” for the 2021-2022 School Year.

RECOMMENDATION TO APPROVE “CONTRACT FOR THE PROVISION OF SCHOOL RESOURCE OFFICER SERVICES” – APPROVED

MOTION made and supported by Members Lanford and Rutz that the Board of Education approves the contract agreement through June 30, 2022 between the City of Coldwater and Coldwater Community Schools for the continued employment of a School Resource Officer, as presented.

Discussion ensued.

Roll call vote taken.

Yeas: Members Lanford, Dean, Rutz, Frederick, Holbrook, Lyon-Welch, Lake

Nays: None

Resolution approved unanimously.

Recommendation to approve “Agreement for School Based Health Services with ProMedica Coldwater Regional Health Center of Branch County.

RECOMMENDATION TO APPROVE “AGREEMENT FOR SCHOOL BASED HEALTH SERVICES” WITH PROMEDICA COLDWATER REGIONAL HEALTH CENTER OF BRANCH COUNTY – APPROVED

MOTION made and supported by Members Lanford and Dean that the Board of Education approves the agreement through June 30, 2024 with the ProMedica Coldwater Regional Hospital of Branch County for School Health Nursing Services including a Licensed Master Social Worker at both Coldwater High School and Legg Middle School.

Discussion ensued.

Roll call vote taken.

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

Nays: None

Resolution approved unanimously.

07/12/2021

President Lake announced that a Special Meeting of the Board has been scheduled for 6:00 p.m., on July 26, 2021, to be held in the boardroom at the Administrative Service Center, for the purpose of approving the resolution to call the election and for any other business deemed necessary.

ANNOUNCEMENTS

Lake further announced that the next Regular Meeting of the Board will be held at 6:00 p.m. in the boardroom at the Administrative Service Center on Monday, August 23, 2021.

President Lake adjourned the Regular Organizational Meeting of the Board at 6:30 p.m.

ADJOURNMENT

Clair Dean, Board Secretary

Heather Harvey
Executive Secretary