

THE JULY REGULAR ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION WAS HELD JULY 11, 2022, AT 6:00 P.M., LOCAL TIME, IN THE DISTRICT AT THE ADMINISTRATIVE SERVICE CENTER, 401 SAUK RIVER DRIVE, COLDWATER, MICHIGAN.

BOARD MEMBERS PRESENT: Bob Steel, Kristin Lyon-Welch, Kate Frederick, Ronald Lanford, Jeffrey Holbrook, Clair Dean

ATTENDANCE

BOARD MEMBERS ABSENT: Edward C. Lake, Jr.

OTHERS IN ATTENDANCE: Terry Ann Whelan, Superintendent; Rachelle Roby, Penny Dewitt, Lisa Dunn, David Dunn, Anthony Garn, Joe Dewitt, James Dewitt, Helen Guisinger, Bryan Shirk, Lindsay William, April Rose, Aric Aerts, Renee White, Jim Billsborrow and others

Vice President Holbrook brought the July Regular Organizational Meeting to order at 6:00 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 Vice President Holbrook. Three forms were submitted at this time by the following community members: Anthony Garn, Penny Dewitt, and Aric Aerts.

CALL FOR PUBLIC PARTICIPATION

All three individuals addressed the board and expressed their personal concerns regarding the recent matter involving Jim Billsborrow and Athletic Director, Todd Farmer.

MOTION made and supported respectively by Members Frederick and Lyon-Welch 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 2022-23 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 2022-2023 school year. Motion passed unanimously. Heather Harvey elected Executive Secretary of the Board.

HARVEY ELECTED EXECUTIVE SECRETARY OF THE BOARD

MOTION made by Member Lanford and supported by Member Frederick 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 2022-2023 school year. Motion passed unanimously. CFO Terry Whelan appointed Executive Treasurer of the Board of Education.

WHELAN APPOINTED EXECUTIVE TREASURER OF THE BOARD

**DESIGNATION OF
DEPOSITORIES
RESOLUTION
APPROVED**

MOTION made and supported respectively by Members Lanford and Steel 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, Huntington 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 Steel, Dean, Lanford, Lyon-Welch, Frederick, Holbrook

Nays: None

Resolution unanimously approved.

MOTION made by Member Lanford and supported by Member Lyon-Welch 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**

- 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 Lyon-Welch, Frederick, Lanford, Steel, Dean, Holbrook

NAYS: None

Resolution unanimously approved.

MOTION made and supported respectively by Members Frederick and Lanford that the Board of Education approves the resolution providing for the Holding of Regular Meetings and Service of Notice of Special Meetings for the 2022-2023 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 22, 2022 (Mon) September 26, 2022 (Mon) October 24, 2022,

(Mon) November 21, 2022, (Mon) December 12, 2022 (Mon) January 23, 2023 (reg. org mtg non-financial matters and any other business deemed necessary) (Mon) February 27, 2023 (Mon) March 20, 2023 (Mon) April 24, 2023 (Mon) May 22, 2023 (Mon) June 26, 2023 (Mon) July 10, 2023 (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, Lanford, Dean, Lyon-Welch, Steel, Holbrook

Nays: None

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

Resolution unanimously approved as submitted.

MOTION made and supported respectively by Members Lanford and Frederick 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 Lyon-Welch, Frederick, Lanford, Steel, Dean, Holbrook

Nays: None

Motion passed unanimously.

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

MOTION made by Member Lanford and supported by Member Frederick that the Coldwater Board of Education retains the firms of Thrun Law Firm, P.C., of Lansing, Michigan; and Miller Johnson Attorneys of Grand Rapids, MI; and a local law firm if deemed appropriate by the Superintendent, for legal services relative to the 2022-2023 school year.

Discussion ensued.

Motion passed unanimously.

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

Minutes of the budget hearing and special meeting held on June 29, 2022, were given consideration for acceptance and approval.

MOTION was made by Member Lanford, and supported by Member Lyon-Welch, that the Board of Education approves the minutes of the budget hearing and special board meeting held on June 29, 2022, 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 Lanford, supported by Member Frederick, that the Board of Education resolves to:

accept with regret, the resignation of Jennifer Emmons from the 4th grade teaching position at Lakeland Elementary, effective August 15, 2022;

accept with regret, the resignation of Audi Nickerson from the Executive Secretary position for the Coldwater Community Schools Board of Education, effective July 8, 2022;

accept with regret, the resignation of Audi Nickerson from the Administrative Assistant to the Superintendent position, effective July 8, 2022;

approve the administrative recommendation to employ Sarah Wilson for the part-time Supervisor position at Lakeland Elementary for the 2022-2023 school year;

approve the administrative recommendation to employ Heather Harvey as the Administrative Assistant to the Superintendent and Executive Secretary for the Board of Education, effective July 18, 2022.

Resolution approved unanimously.

**CONSENT AGENDA
PERSONNEL
REPORT**

J. EMMONS

A. NICKERSON

S. WILSON

H. HARVEY

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

DISCUSSION ITEMS

Vice President Holbrook presented the request to approve the purchase of classroom furniture for Max Larsen Elementary.

REQUEST TO APPROVE PURCHASE OF CLASSROOM FURNITURE FOR MAX LARSEN ELEMENTARY – APPROVED

MOTION made and supported by Members Lanford and Steel that the Board of Education approves the bid from Great Lakes Furniture for Max Larsen Elementary for an amount not to exceed \$82,274.00.

Discussion ensued.

Roll call vote taken.

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

Nays: None

Resolution approved unanimously.

Vice President Holbrook presented the request to approve the contract with Parkview Sports Medicine.

REQUEST TO APPROVE CONTRACT WITH PARKVIEW SPORTS MEDICINE – APPROVED

MOTION made and supported by Members Frederick and Lanford that the Board of Education approves the six-week agreement with Parkview Sports Medicine for performance training services for our athletes. The cost to the district is based on a sliding scale depending on the number of athletes that attend the sessions on a daily basis.

Discussion ensued.

Roll call vote taken.

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

Nays: None

Resolution approved unanimously.

Vice President Holbrook 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 22, 2022.

ANNOUNCEMENTS

Vice President Holbrook adjourned the Regular Organizational Meeting of the Board at 6:58 p.m.

ADJOURNMENT

Clair Dean, Board Secretary

Heather Harvey
Executive Secretary