

THE JULY REGULAR ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION WAS HELD JULY 10, 2023, 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, Edward C. Lake, Jr.

ATTENDANCE

BOARD MEMBERS ABSENT:

OTHERS IN ATTENDANCE: Paul Flynn, Superintendent; Heather Harvey, Rachelle Roby, Penny Brockway, Courtney Dirschell

President Lake 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 President Lake. No forms were submitted at this time.

CALL FOR PUBLIC PARTICIPATION

MOTION made and supported respectively by Members Lanford 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 2023-24 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 2023-2024 school year. Motion passed unanimously. Heather Harvey elected Executive Secretary of the Board.

HARVEY ELECTED EXECUTIVE SECRETARY OF THE BOARD

MOTION made and supported respectively by Members Lanford and Frederick 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

DESIGNATION OF DEPOSITORIES RESOLUTION - APPROVED

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

Nays: None

Resolution unanimously approved.

MOTION made by Member Dean and supported by Member Steel that the President, Superintendent and Business Manager are authorized to sign checks from the following accounts:

- 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;

**RESOLUTION
AUTHORIZING
SIGNATURES ON
CHECKS APPROVED**

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

- 2018 Bond Construction Fund;

and further, that the Superintendent, 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 and Business Manager be authorized to transfer money between accounts.

Discussion ensued.

Roll call vote taken.

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

Nays: None

Resolution unanimously approved.

MOTION made and supported respectively by Members Frederick and Lyon-Welch that the Board of Education approves the resolution providing for the Holding of Regular Meetings and Service of Notice of Special Meetings for the 2023-2024 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 2023-2024 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:

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

(Mon) August 28, 2023

(Mon) September 25, 2023

(Mon) October 23, 2023

(Mon) November 20, 2023

(Mon) December 18, 2023

(Mon) January 22, 2024 (regular org. non-financial matters and any other necessary business)

(Mon) February 26, 2024

(Mon) March 18, 2024

(Mon) April 22, 2024

(Mon) May 20, 2024

(Mon) June 24, 2024

(Mon) July 8, 2024 (regular 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 postcards.) 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 Lyon-Welch, Frederick, Lanford, Holbrook, Steel, Dean, Lake

Nays: None

Resolution unanimously approved as submitted.

MOTION made and supported respectively by Members Dean and Steel 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.

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

Nays: None

Motion passed unanimously.

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

MOTION made by Member Frederick and supported by Member Dean 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 2023-2024 school year.

Motion passed unanimously.

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

Minutes of the budget hearing and special meeting held on June 28, 2023, were given consideration for acceptance and approval.

MOTION was made by Member Lanford, and supported by Member Dean, that the Board of Education approves the minutes of the budget hearing and special board meeting held on June 28, 2023, as submitted.

Resolution approved unanimously.

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

Superintendent Flynn presented the personnel report in its entirety.

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

approve the administrative recommendation to employ Alicia Terpstra for the Secondary English teaching position at Legg Middle School, effective the 2023-2024 school year;

approve the administrative recommendation to employ Paige Hodge for the 2nd-5th Grade Art position at Jefferson and Lakeland Elementary, effective the 2023-2024 school year; pending background verification;

accept with regret, the resignation of Sarah Frederick from the Spanish and Math teaching position at Legg Middle School, effective August 1, 2023;

approve the administrative recommendation to employ Todd Nowicki for the full-time bus driver position for Coldwater Schools, effective the 2023-2024 school year;

accept with regret, the resignation of David Bach from the extra duty position of Assistant Football Coach for Coldwater High School, effective June 30, 2023;

approve the administrative recommendation to employ Mike McConnell for the extra duty position of Assistant Football Coach for Coldwater High School, effective immediately upon board approval.

Resolution approved unanimously.

**CONSENT
AGENDA-
PERSONNEL
REPORT**

**A. TERPSTRA
P. HODGE
S. FREDERICK
T. NOWICKI
D. BACH
M. MCCONNELL**

President Lake presented the recommendation to approve repairs to the front AC unit at the Administrative Service Center.

MOTION made and supported by Members Dean and Frederick that the Board of Education approves the quote from Aker, Inc in the amount of \$6,924.00 for labor and materials to repair the front air conditioner unit at the Administrative Service Center, as presented.

Discussion ensued.

Resolution approved unanimously.

**RECOMMENDATION
TO APPROVE
REPAIRS TO THE
FRONT AC UNIT AT
THE
ADMINISTRATIVE
SERVICE CENTER –
APPROVED**

President Lake 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 28, 2023.

ANNOUNCEMENTS

President Lake adjourned the Regular Organizational Meeting of the Board at 6:11 p.m.

ADJOURNMENT

Clair Dean, Board Secretary

Heather Harvey
Executive Secretary