

THE REGULAR MEETING OF THE BOARD OF EDUCATION WAS HELD ON MARCH 18, 2024, AT 6:00 P.M., LOCAL TIME, IN THE DISTRICT AT ADMINISTRATIVE SERVICE CENTER, 401 SAUK RIVER DRIVE, COLDWATER, MICHIGAN.

**BOARD MEMBERS PRESENT:** Kristin Lyon-Welch, Kate Frederick, Ronald Lanford, Jeff Holbrook, Clair Dean, Dr. Edward C. Lake

**ATTENDANCE**

**BOARD MEETING ABSENT:** Bob Steel

**OTHERS IN ATTENDANCE:** Paul Flynn, Superintendent; Heather Harvey, Rachelle Roby, Penny Brockway, Ted Davis, Krista Searls, Jacob Kumor, Gary Dancer, Tobi Reardon, Julie Farmer, Todd Farmer, Rebecca Thompson, Penny and CeCe Dewitt, Bob McKinley, and others

President Lake brought the Regular Meeting to order at 6:00 p.m.

**CALL TO ORDER**

President Lake made the request for public participation forms. No forms were submitted at this time.

**VISITORS, DELEGATIONS, AND COMMUNICATIONS**

Minutes of the Regular Meeting held on Monday, February 26, 2024, were given consideration for acceptance and approval. MOTION was made by Member Lanford, supported by Member Dean, that the Board of Education approves the minutes of the Regular Meeting held on Monday, February 26, 2024, as submitted. Resolution approved unanimously.

**APPROVAL OF MINUTES: REGULAR MEETING FEB. 26**

President Lake called for agenda additions or deletions. Superintendent Flynn called to amend the personnel recommendations report on the consent agenda, noting two additional personnel recommendations. Agenda accepted as amended.

**APPROVAL OF AGENDA ADDITIONS/ DELETIONS**

President Lake called for communications. No communications were reported at this time. Superintendent Flynn presented the personnel report in its entirety and added two additional personnel recommendations, requesting board approval of the resignation of Tamara Pitts from her part-time lunchroom supervisor position at LMS and the employment of Jessica Rasmussen for the position. Board Treasurer Lanford offered the February Accounts for Payment Report and Financial Statements for approval. Member Dean presented the gifts report in its entirety. MOTION made and supported by Members Lanford and Frederick that the Board of Education resolves to:

**COMMUNICATIONS AND CONSENT AGENDA**

accept with regret, after 36 years of service, the retirement of Ken Smoker from the elementary Physical Education position, effective July 1, 2024;

**K. SMOKER**

accept with regret, after 34 years of service to Coldwater Community Schools, the retirement of Jefferson Elementary teacher, Ms. Kelli Redman, effective July 1, 2024;

K. REDMAN

accept with regret, the retirement resignation of Jefferson Elementary teacher, Mr. Christian Roberts, effective January 1, 2025, at which time he will have provided 34.5 years of service to Coldwater Community Schools;

C. ROBERTS

approve the administrative recommendation to employ the following teachers for the Max Larsen Summer School program, effective June 5 through June 27:

Summer School Lead Teacher: Nicholas Haberl  
Summer School Teachers: Suzanne Gonzalez, Andrew Esterline, Angela Booth, Kerri Rakocy, Katie Frias, Hannah Muckel, and Julia Stetler

N. HABERL  
S. GONZALEZ  
A. ESTERLINE  
A. BOOTH  
K. RAKOCY  
K. FRIAS  
H. MUCKEL  
J. STETLER

approve the administrative recommendation to employ the following individuals for the Legg Middle School Summer program, effective June 5 through June 27:

Summer School Lead Teacher: Kathy Adamonis  
Summer School Teacher: Crystal Walczak

K. ADAMONIS  
C. WALCZAK

accept with regret, the resignation of Betty Payne, Library Clerk at Legg Middle School, effective the end of the day on May 31, 2024;

B. PAYNE

approve the administrative recommendations for the following extra duty positions as outlined below:

<u>NAME</u>	<u>POSITION</u>
Colby Schoch	JV Boys Soccer Coach
Rachel Foley	Varsity Track and Field Assistant Coach
Cody Fishell	LMS Track and Field Assistant Coach

C. SCHOCH  
R. FOLEY  
C. FISHELL

and,  
that the Board of Education approves the following February accounts for payment as submitted:

- February General Fund accounts in the amount of \$2,387,896.60;
- February Special Revenue accounts in the amount of \$179,685.25;

ACCOUNTS FOR PAYMENT

and further,  
that the Board of Education gratefully accepts the gifts donated to Coldwater Schools as shown in the outline and recorded below:

ACCEPTANCE AND APPROVAL OF GIFTS

<u>DONOR</u>	<u>DESCRIPTION</u>	<u>RECIPIENT</u>	<u>VALUE</u>
Altrusa Intl of Branch County	Monetary Funds	Max Larsen – 1 <sup>st</sup> Grade Literacy Project	\$800.00
Charities Aid Foundation America/Cyber Grants	Monetary Funds	Max Larsen – Alexis Dalessandro's 1 <sup>st</sup> Grade Class (as recommended by State Farm Insurance)	\$618.98

Schweitzer Engineering Laboratories, Inc.	Monetary Funds for STEM Grant	Jeri Lyn Caldwell – Jefferson Elementary	\$100.00
Women Who Care	Branch County Community Foundation Grant	Jefferson Elementary Teachers for the purchase of Microphones	\$900.00

Additionally, the teachers/programs listed below have received monetary funds from the Eby-Klein Youth and Family Center for the Good, Better, Best Grant:

- Julie Farmer, Max Larsen \$600.00
- Elizabeth Snyder, Lakeland \$300.00
- Katie Frias, Max Larsen \$500.00
- Chelsea Wilber, CHS \$500.00
- CHS National Honor Society \$371.01

and finally,  
 that a letter of appreciation, on behalf of the board, be sent to the donors as recorded above for their worthwhile and generous gifts.  
 Discussion ensued.  
 Resolution approved unanimously.

President Lake acknowledged the Building Reports. No further discussion took place.  
 Vice President Holbrook shared that the Budget and Finance Committee met recently to review and discuss various financial matters of the district, including the proposed budget amendments and other action items later in the agenda.  
 Superintendent Flynn provided the board with additional information regarding the recommendation to implement a new website platform. Flynn further updated the board on other various upcoming and current projects of the district, including the need for the boiler replacement at the Aquatic Center, the security cameras project, and the PA system project at Jefferson.  
 Superintendent Flynn also shared that he recently participated in the Real Men Read event at Jefferson School and expressed his appreciation to Ms. Reardon for welcoming him to her building to read to students.  
 Flynn further provided the board with an update on the district’s Strategic Plan and shared that the committee recently met to develop goals for the district.  
 Flynn lastly stated that he is meeting with CEA this week to begin the negotiations for the 2024-2025 school calendar and will have a proposal for board approval at the April meeting.  
 Discussion ensued.

**BOARD COMMITTEE  
 REPORTS/ BUILDING  
 REPORTS/  
 SUPERINTENDENT**

President Lake presented the recommendation to amend and approve the 2023-24 budgets.  
 MOTION made and supported by Members Lanford and Dean that the Board of Education accepts the amendments to the 2023-24 General Fund Budget, Food Service Budget, Preschool & Daycare Tuition Budget, and Sinking Fund Budget.  
 Yeas: Members Holbrook, Dean, Lanford, Lyon-Welch, Frederick, Lake  
 Nays: None  
 Resolution passed unanimously.

**ACTION ITEMS:  
 RECOMMENDATION  
 TO AMEND AND  
 APPROVE 2023-24  
 BUDGETS -  
 APPROVED**

President Lake presented the recommendation to purchase 2024-2025 Student Athletic Insurance. MOTION made and supported by Members Dean and Lanford that the Board of Education approves the renewal of the Student Athletic Accident Insurance policy with the 1<sup>st</sup> Agency of Kalamazoo, Michigan, for the 2024-2025 school year in the amount of \$30,721.00; and further, the Board of Education approves the purchase of both Catastrophic and Heart/ Circulatory Insurance policies with the 1<sup>st</sup> Agency of Kalamazoo, Michigan, for the 2024-2025 school year at a cost of \$2.98 per student-athlete.  
 Roll call vote taken.  
 Yeas: Members Lyon-Welch, Frederick, Lanford, Holbrook, Dean, Lake  
 Nays: None  
 Resolution passed unanimously.

**RECOMMENDATION TO PURCHASE 2024-2025 STUDENT ATHLETIC INSURANCE – APPROVED**

President Lake presented the recommendation to approve the purchase and implementation of a new website platform through Aptegy. MOTION made and supported by Members Frederick and Lanford that the Board of Education approves the recommendation to purchase and implement a new website platform through Aptegy at an initial cost not to exceed \$20,600, and a yearly fee of \$15,600 as presented.  
 Discussion ensued.  
 Roll call vote taken.  
 Yeas: Members Frederick, Lanford, Dean, Holbrook, Lyon-Welch, Lake  
 Nays: None  
 Resolution passed unanimously.

**RECOMMENDATION TO APPROVE THE PURCHASE AND IMPLEMENTATION OF A NEW WEBSITE PLATFORM THROUGH APTEGY – APPROVED**

President Lake presented the request for board approval of Class of 2024 Senior Trip. MOTION made and supported by Members Dean and Frederick that the Board of Education approve the one-day 2024 Senior Trip to Detroit on Friday, May 10, 2024, as presented.  
 Resolution passed unanimously.

**REQUEST FOR BOARD APPROVAL OF CLASS OF 2024 SENIOR TRIP - APPROVED**

MOTION made and supported by Members Lanford and Frederick that the Board of Education enter into executive session pursuant to PA267, Section 8(a) for the purpose of considering a periodic personnel evaluation of an employee, as presented.  
 Roll call vote taken.  
 Yeas: Members Lanford, Dean, Frederick, Holbrook, Lyon-Welch, Lake  
 Nays: None  
 Open session of the regular meeting recessed, and the Board of Education entered into a closed session at 6:17 pm.

**REQUEST TO CONDUCT EXECUTIVE SESSION – APPROVED**

Open Session of the regular meeting reconvened at 7:46 pm.

**OPEN SESSION RECONVENED**

President Lake presented the recommendation to accept and approve the Superintendent Evaluation as Effective. MOTION made and supported by Members Lanford and Lyon-Welch that Superintendent Flynn's 2023-2024 evaluation be accepted and approved, as presented.  
 Resolution passed unanimously.

**RECOMMENDATION TO ACCEPT AND APPROVE SUPERINTENDENT EVALUATION – APPROVED**

President Lake made the following announcements:

**ANNOUNCEMENTS**

1. The next Regular Meeting of the Board of Education will be held on Monday, April 22, 2024, at six o'clock in the evening at Coldwater High School in the library located at 275 N. Fremont Street in Coldwater.

Regular Meeting adjourned at 7:48 pm.

**ADJOURNMENT**

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Clair Dean, Secretary, Board of Education

Heather Harvey, Executive Secretary