

VICKSBURG COMMUNITY SCHOOLS
Board of Education
July 12, 2010
VAB – 7:00 pm

MINUTES

Members Present: Wil Emmet, Jean Eldred, Tom Danielson, Tina Forsyth, Carol Lohman, and Virgil Knowles

Karen Hill

Members Absent: David Schriemer

Administrators Present: Supt. Charles Glaes, HS Principal Keevin O’Neill

Guests Present: Sharon Moyle, Christopher Morris, Jeannine Morris, Alexandra Morris, Steve Thomas, Kim Robertson, Brad Geesaman

I. CALL TO ORDER

- A. Approval of Virgil Knowles as Temporary Chairperson to convene this Organizational Meeting through Action Item I.A.: Election of Officers: A motion was made by Emmert and supported by Forsyth for approval of Virgil Knowles as Temporary Chairperson to convene this Organizational Meeting through Action item I.A.: Election of Officers.
Motion carried unanimously.

II. SUPERINTENDENT'S REPORT

- A. Legislative and Legal Update: Supt. Glaes state that \$11 of the \$165 state aid cut was restored for the 2009-10 school year and 2010-11, resulting in a cut of \$154/student. In addition, a MPSERS increase is likely.
- B. Status of Open Positions: Supt. Glaes reviewed positions eliminated due to reduced enrollment in courses and Title I funding. He also reviewed positions that have been posted and filled. Mr. O’Neill is reviewing approximately 80 applicants for Assistant Principal positions. Interviews are being set for July 21st.

III. REPORTS AND PUBLIC INQUIRY

- A. Dairy and Bakery Bid Report: Supt. Glaes reviewed the recommendation from Food Service Director Maureen Ouvry to award Hostess Bakery and Prairie Farms the bids based on low bids and product line.
- B. Financial Report - Steve Goss:
1. Budget Progress Report for Month Ending June 30, 2010: Supt. Glaes reviewed the budget progress report for June 2010 showing total revenues of \$17,737,901; total expenditures of \$20,748,611; and deficiency of revenues over expenditures of \$3,010,710.
- C. Instructional Report - Charles Glaes:
1. Roland Digital Piano for HS Choirs (grades 9-12) at a Cost of \$3,569.00: Supt. Glaes reviewed the Fine Arts Dept request to purchase a digital piano. They currently have 15 pianos, of which the average age is 31.8 years. Out of the 15, nine are rated poor and three are rated fair. Where possible, the

Department would like to begin replacing one piano/year. In addition to increasing the quality of equipment, tuning costs will be decreased. A fundraising campaign will help to defray the costs of future purchases.

2. State Ranking of Local Schools: Supt. Glaes reported that Indian Lake Elementary was omitted as the number three ranked school in the Kalamazoo Gazette's article of regional scores of top ranking schools.

- D. Audience: Christopher and Jeannine Morris addressed the Board regarding weighted grading of KAMC students.

VEA President Brad Geesaman reported that the Bargaining Committee was pleased with start of collective bargaining process.

IV. BOARD ACTION REQUIRED

A. Approval of the Following Minutes:

1. June 14, 2010 - Regular Meeting Minutes: A motion was made by Emmert and supported by Lohman to approve the regular meeting minutes dated June 14, 2010.
Motion carried unanimously.
2. June 23, 2010 - Special Meeting: A motion was made by Eldred and supported by Emmert to approve the special meeting minutes dated June 23, 2010.
Motion carried unanimously.

B. Approval of the Following General Fund Invoices - ROLL CALL VOTE:

1. June 4, 2010 = \$142,389.77: A motion was made by Forsyth and supported by Danielson to approve payment of invoices dated June 4, 2010 totaling \$142,389.77.
Ayes: Emmert, Eldred, Danielson, Forsyth, Lohman, and Knowles
Nays: None
Absent: Schriemer
Abstain: None
Motion carried unanimously.
2. June 25, 2010 = \$291,589.16: A motion was made by Emmert and supported by Eldred to approve payment of invoices dated June 24, 2010 totaling \$291,589.16.
Ayes: Emmert, Eldred, Danielson, Forsyth, Lohman, and Knowles
Nays: None
Absent: Schriemer
Abstain: None
Motion carried unanimously.
3. June 30, 2010 = \$141,616.49: A motion was made by Forsyth and supported by Danielson for approval of invoices dated June 30, 2010 totaling \$141,616.49.
Ayes: Emmert, Eldred, Danielson, Forsyth, Lohman, and Knowles
Nays: None
Absent: Schriemer

Abstain: None
Motion carried unanimously.

C. Organization of 2010-11 School Board:

1. Election of Officers: A motion was made by Danielson and supported by Forsyth and Eldred to elect Virgil Knowles as President and Carol Lohman as Vice President. Member Emmert motioned that nominations be closed and vote unanimous.

Motion carried unanimously.

- a. President: Virgil Knowles
- b. Vice President: Carol Lohman

2. Appointment of Officers: A motion was made by Forsyth and supported by Eldred to appoint Karen Hill as Secretary and Stephen Goss as Treasurer. Motion carried unanimously.

- a. Secretary: Karen Hill
- b. Treasurer: Stephen Goss

D. Set Time, Place and Dates of Regular Board of Education Meetings for 2010-11:

A motion was made by Danielson and supported by Forsyth to set time, place and dates of regular Board of Education Meetings for 2010-11.

Motion carried unanimously.

1. Time: 7:00 PM
2. Place: Vicksburg Administration Building (unless otherwise stated)
3. Dates: (see attached)

E. Authorize and Direct Board Secretary to Post the Regular Meeting Schedule of the Board of Education at the Administration Building and Complete Affidavit of Posting:

A motion was made by Emmert and supported by Eldred to authorize and direct Board Secretary to post the regular meeting schedule of the Board of Education at the Administration Building and Complete Affidavit of Posting.

Motion carried unanimously.

F. Designate Depository of Funds to Employee Bank of Choice: A motion was made by Eldred and supported by Forsyth to designate depository of funds to employee bank of choice.

Motion carried unanimously.

G. Designate Investment Depositories: A motion was made by Lohman and supported by Forsyth to designate investment depositories as follows:

Motion carried unanimously.

1. MILAF
2. PNC
3. Fifth Third Bank
4. Educational Community Credit Union
5. Kalamazoo County State Bank
6. Bank of America

7. Huntington Banks
8. Portage Commerce Bank
9. Keystone Community Bank
10. Michigan CLASS

H. Designate Authorized Signatures for Checking and Savings: A motion was made by Danielson and supported by Forsyth to designate authorized signatures for checking and savings.

Motion carried unanimously.

1. General Fund, Building & Site Fund, Debt Retirement, Facility Improvement Project Funds (two signatures - may be facsimiles)
 - a. Board President
 - b. Superintendent
 - c. Asst. Superintendent
 - d. Business Office Manager
2. 2005 Athletic Facility Funds (one signature - may be facsimile)
 - a. Asst. Superintendent
 - b. Business Office Manager
3. Payroll (one signature [Superintendent] - may be facsimile)
4. School Service, Trust & Agency (one signature - may be facsimile)
 - a. Superintendent
 - b. Asst. Superintendent/Board Treasurer
 - c. Business Office Manager
 - d. Payroll/Assistant Accountant
5. Designate Authorized Signatures for Entry to Safe Deposit, Night Depository, and Master Card Accounts
 - a. Entry to Safe Deposit Box
 - (1) Superintendent
 - (2) Asst. Superintendent/Board Treasurer
 - (3) Exec. Asst. to Supt./General Office Mgr./Board Secretary
 - (4) Business Office Manager
 - b. Night Depository
 - (1) Superintendent
 - (2) Asst. Superintendent/Board Treasurer
 - (3) Business Office Manager
 - (4) Payroll/Asst. Accountant
 - c. Master Card Accounts (\$2,500 limit)
 - (1) VCS Business Office

d. Purchase Cards (limits listed below)

- (1) Business Office Manager (\$100,000)
- (2) Asst. Superintendent (\$100,000)
- (3) Superintendent (\$5,000)
- (4) Director of Technology Services (\$2,500)
- (5) High School Principal (\$5,000)
- (6) High School Asst. Principal (\$2,500)
- (7) Middle School Principal (\$5,000)
- (8) Indian Lake Principal (\$2,500)
- (9) Sunset Lake Principal (\$2,500)
- (10) Tobey Principal (\$2,500)
- (11) Director of Facilities and Operations (\$2,500)
- (12) Director of Food Service (\$2,500)
- (13) Director of Adult/Community Ed (\$2,500)
- (14) Director of Transportation (\$2,500)

I. Approval of the Following Retainer Service Providers for 2010-11: A motion was made by Lohman and supported by Eldred for approval of the following retainer service providers for 2010-11.

Motion carried unanimously.

1. Auditors: BDO Siedman, LLP
2. Legal: Thrun Law Firm

J. Approval to Appoint Board Secretary Karen Hill as Election Representative for all Matters Pertaining to Vicksburg Community Schools' Elections: A motion was made by Forsyth and supported by Danielson for approval to appoint Board Secretary Karen Hill as Election Representative for all matters pertaining to Vicksburg Community School's elections.

Motion carried unanimously.

K. 2nd Reading Approval of the Following Policy Revisions/Replacements/Additions - ROLL CALL VOTE: A motion was made by Lohman and supported by Forsyth for 2nd reading approval of the following policy revisions/replacements/additions.

Ayes: Emmert, Eldred, Danielson, Forsyth, Lohman, and Knowles

Nays: None

Absent: Schriemer

Abstain: None

Motion carried unanimously.

1. P6320 - Purchasing
2. P6321 - New School Construction Renovation
3. P7440 - Facility Security
4. P7440.01 - Video Surveillance and Electronic Monitoring

5. P7540.03 - Student Network and Internet Acceptable Use and Safety
 6. P7540.04 - Staff Network and Internet Acceptable Use and Safety
 7. P7542 - Network Access from Personally-Owned Computers and/or Other Web-Enabled Devices
 8. P7543 - Remote Access to the District's Network
 9. P7545 - Electronic Communication
 10. P8315 - Information Management
- L. 1st Reading - Approval to Award Dairy Bid to Prairie Farms and the Bakery Bid to Hostess for the 2010-11 School Year - ROLL CALL VOTE: A motion was made by Emmert and supported by Danielson for 1st reading – approval to award Dairy Bid to Prairie Farms and the Bakery Bid to Hostess for the 2010-11 school year.
Ayes: Emmert, Eldred, Danielson, Forsyth, Lohman, and Knowles
Nays: None
Absent: Schriemer
Abstain: None
Motion carried unanimously.
- M. 1st Reading Approval of Purchase of Roland HP305 Digital Piano for HS Choirs at a Cost of \$3,569.00 with Permission to Purchase - ROLL CALL VOTE: A motion was made by Eldred and supported by Forsyth for 1st reading approval of purchase of Roland HP305 Digital Piano for HS Choirs at a cost of \$3,569.00 with permission to purchase.
Ayes: Emmert, Eldred, Danielson, Forsyth, Lohman, and Knowles
Nays: None
Absent: Schriemer
Abstain: None
Motion carried unanimously.
- N. Approval of Request for FMLA for Middle School Teacher Kate Smith Beginning on or about September 1, 2010 for Ten Weeks: A motion was made by Lohman and supported by Forsyth for approval of request for FMLA for Middle School Teacher Kate Smith beginning on or about September 1, 2010 for ten weeks.
Motion carried unanimously.

There being no further business to come before the Board, President Knowles adjourned the meeting at 8:08 pm.

President Virgil Knowles
Date: August 9, 2010

Secretary Karen Hill