

VICKSBURG COMMUNITY SCHOOLS
Board of Education
July 9, 2018 – VAB – 7:00 pm
MINUTES

Members Present: Deborah Harsha, David Schriemer, Rudy Callen, Tina Forsyth, Carol Lohman, and Virgil Knowles

Members Absent: Wil Emmert

Board Secretary Amy Manchester

Administrators Present: Gail VanDaff, Adam Brush, Maureen Ouvry, Rick Place, Don Puckett, Steve Goss, Keevin O'Neill

Guests Present: Jenn Rodas, Lisa Coe, Matt and April Hawkins, Sue Moore, Steve Thomas

I. SUPERINTENDENT'S REPORT

A. Staffing Update

Principal Brush introduced Matt Hawkins, the new VHS Assistant Principal.

Matt comes to Vicksburg from Centreville High School.

Supt. O'Neill updated the Board on staff changes for the 2018-19 school year.

B. Kindergarten Enrollment Update

Supt. O'Neill provided current Kindergarten enrollment numbers for each elementary. He will provide updates as needed.

C. Legislative Update

Supt. O'Neill reported that the budget was approved and signed by the governor with an increase of \$240 per student. He also signed the Marshall plan which includes the Michigan Career Pathways Alliance. Competitive grants will be available as part of that program.

Launch Michigan is a group of advocates trying to prepare students for a 21st century economy

II. REPORTS AND PUBLIC INQUIRY

A. Financial Report - Steve Goss

1. Budget Progress Report for Month Ending June 30, 2018

Asst. Supt. Goss presented the budget progress report for June, 2018 showing total revenues of \$23,150,194; total expenditures of \$22,680,326.

He reported that the summer payroll accrual has not been done with the KRESA transition to Berrien RESA. Revenues are on track to meet budget.

2. Bond Project Update

Asst. Supt. Goss reported that a lot of work is going on at all schools with the exception of Sunset Lake. There will be additional security cameras purchased for coverage at the VAB along with additional cameras for Sunset, MS, and HS.

B. Audience

No one wished to address the Board on a non-agenda item.

III. BOARD ACTION REQUIRED

- A. Approval of the following Board Meeting Minutes: A motion for approval was made by Callen and supported by Forsyth.

Motion carried unanimously.

1. June 5, 2018 Special Board Meeting Minutes
2. June 11, 2018 Regular Board Meeting Minutes

- B. Approval of the General Fund Invoices for the month of June in the amount of \$502,515.32 - ROLL CALL VOTE: A motion for approval was made by Forsyth and supported by Lohman.

Ayes: Harsha, Schriemer, Callen, Forsyth, Lohman, and Knowles

Nays: None

Absent: Emmert

Abstain: None

Motion carried unanimously.

1. June 1, 2018 - \$138,656.96
2. June 15, 2018 - \$265,096.52
3. June 29, 2018 - \$98,521.84
4. June 29, 2018 - \$240.00

- C. Approval of Purchase Card Disbursements for the Month of May Totaling \$68,704.87 - ROLL CALL VOTE: A motion for approval was made by Forsyth and supported by Lohman.

Ayes: Harsha, Schriemer, Callen, Forsyth, Lohman, and Knowles

Nays: None

Absent: Emmert

Abstain: None

Motion carried unanimously.

- D. 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 for approval was made by Lohman and supported by Forsyth.

Motion carried unanimously.

- E. Designate Depository of Funds to Employee Bank of Choice: A motion for approval was made by Forsyth and supported by Lohman.

Motion carried unanimously.

- F. Designate Investment Depositories: A motion for approval was made by Callen and supported by Lohman.

Motion carried unanimously.

1. MILAF
2. PNC
3. Fifth Third Bank

4. Arbor Credit Union
5. Kalamazoo County State Bank
6. Huntington Banks
7. Mercantile Bank (formerly Keystone Bank)
8. Michigan CLASS
9. Chemical Bank

G. Designate Authorized Signatures for Checking and Savings: A motion for approval was made by Forsyth and supported by Lohman.
Motion carried unanimously.

1. General Fund Treasury, General Fund, Building & Site Funds, Debt Retirement Accounts (two signatures - may be facsimiles)
 - a. Board President
 - b. Superintendent
 - c. Asst. Superintendent
 - d. Controller
2. Payroll (one signature - may be facsimile)
 - a. Superintendent
 - b. Board President
 - c. Controller
3. School Service and Trust & Agency (one signature - may be facsimile)
 - a. Superintendent
 - b. Asst. Superintendent/Board Treasurer
 - c. Controller
4. Vicksburg High School Athletic Checkbook (One signature)
 - a. High School Principal
 - b. HS Assistant Principal
 - c. Assistant Superintendent
 - d. Controller
5. Vicksburg Middle School Athletic Checkbook (One signature)
 - a. MS Principal
 - b. MS Assistant Principal
 - c. Assistant Superintendent
 - d. Controller
6. Basic Flex Spending (One signature)
 - a. Assistant Superintendent
 - b. Controller

c. Superintendent

7. Designate Authorized Signatures for Entry to Safe Deposit Box

a. Entry to Safe Deposit Box

- (1) Superintendent
- (2) Asst. Superintendent/Board Treasurer
- (3) Exec. Asst. to Supt./General Office Mgr./Board Secretary
- (4) Controller

b. Purchase Cards (limits listed below with authority granted to Asst. Supt. to temporarily increase limits for specific purchases)

- (1) Asst. Superintendent (\$100,000)
- (2) Superintendent (\$5,000)
- (3) Controller (\$100,000)
- (4) Director of Curriculum and Instruction (\$5,000)
- (5) Director of Technology Services (\$2,500)
- (6) High School Principal (\$5,000)
- (7) High School Asst. Principal (\$5,000)
- (8) Middle School Principal (\$5,000)
- (9) Indian Lake Principal (\$2,500)
- (10) Sunset Lake Principal (\$2,500)
- (11) Tobey Principal (\$2,500)
- (12) Maintenance Supervisor (\$2,500)
- (13) Director of Food Service (\$2,500)
- (14) Director of Community Ed (\$2,500)
- (15) Director of Transportation (\$2,500)
- (16) Director of Athletics (\$2,500)
- (17) VPHS Principal (\$2,500)

H. Approval of the Following Retainer Service Providers for 2018-19: A motion for approval was made by Lohman and supported by Forsyth. Motion carried unanimously.

1. Auditors: Plante Moran
2. Legal: Thrun Law Firm

I. Approval to enter contract with Secant Technologies for the installation of additional security cameras, including related materials, labor, cabling, and software, based on a low bid of \$27,119 – ROLL CALL VOTE: A motion for approval was made by Lohman and supported by Harsha. Ayes: Harsha, Schriemer, Callen, Forsyth, Lohman, and Knowles
Nays: None

Absent: Emmert

Abstain: None

Motion carried unanimously.

- J. 2nd Reading - Approval to Award the 2018-19 Dairy Bid to Prairie Farms for \$55,030 and Bread Bid to Aunt Millie's Bakeries for \$6,505 - ROLL CALL

VOTE: A motion for approval was made by Forsyth and supported by Callen.

Ayes: Harsha, Schriemer, Callen, Forsyth, Lohman, and Knowles

Nays: None

Absent: Emmert

Abstain: None

Motion carried unanimously.

- K. 2nd Reading Approval of the Following Policy Revisions - ROLL CALL

VOTE: A motion for approval was made by Schriemer and supported by Callen.

Ayes: Harsha, Schriemer, Callen, Forsyth, Lohman, and Knowles

Nays: None

Absent: Emmert

Abstain: None

Motion carried unanimously.

1. P0140 - Membership (section 0143.1 Public Expression of Board Members)

2. P1421 - Criminal History Record Check (Administrative Staff)

3. P3121 - Criminal History Record Check (Professional Staff)

4. P4121 - Criminal History Record Check (Support Staff)

- L. Approval of FMLA Request for Kayci Whitmore, SL Kindergarten Teacher to begin approximately September 11, 2018 and ending approximately December 4, 2018: A motion for approval was made by Forsyth and supported by Lohman.

Motion carried unanimously.

- M. Approval to accept the resignation of Krista Wilson, Indian Lake Teacher, effective June 13, 2018: A motion for approval was made by Callen and supported by Forsyth.

Motion carried unanimously.

- N. Approval of the following Administrator Contract upon Results of State and Federal and Unprofessional Conduct Checks: A motion for approval was made by Forsyth and supported by Lohman.

Motion carried unanimously.

1. Matthew Hawkins - Vicksburg High School Assistant Principal

- O. Approval to go into Closed Session at the request of the administration to discuss negotiation sessions, which is in accordance with Public Act #267, Section 8(a) of the Open Meetings Act of 1976, as amended - ROLL CALL
VOTE: A motion for approval was made by Forsyth and supported by Callen.

Ayes: Harsha, Schriemer, Callen, Forsyth, Lohman, and Knowles

Nays: None

Absent: Emmert

Abstain: None

Motion carried unanimously.

The Board entered closed session at 7:55 p.m. and reconvened in open session at 8:20 p.m.

P. Approval of the following collective bargaining agreements - ROLL CALL

VOTE: A motion for approval was made by Lohman and supported by Schriemer.

Ayes: Harsha, Schriemer, Callen, Forsyth, Lohman, and Knowles

Nays: None

Absent: Emmert

Abstain: None

Motion carried unanimously.

1. Vicksburg Education Association (Financial Opener)

2. Vicksburg Parapro Association Contract 2019-2021

3. Vicksburg Education Support Personnel Association Contract 2019-2021

Q. Approval of the Following Contract as per Contractual Agreement: A motion for approval was made by Forsyth and supported by Lohman.

Motion carried unanimously.

1. Keevin O'Neill, Superintendent

There being no further business to come before the Board, President Knowles adjourned the meeting at 8:35 p.m.

President Virgil Knowles
August 13, 2018

Secretary Amy Manchester