

**VICKSBURG COMMUNITY SCHOOLS
BOARD OF EDUCATION**

July 12, 2021

7:00 PM

Vicksburg High School - PAC

MINUTES

Meeting called to order by President Knowles at 7:07 pm.

Members Present: Stephanie Willoughby, Dan Grabowski, David Schriemer, Tina Forsyth, Carol Lohman, and Virgil Knowles

Members Absent: Jennifer Buikema

Board Secretary Amy Manchester

Administrators Present: Keevin O'Neill, Steve Goss, Gail VanDaff, Nancy Spicketts, Don Puckett, Rick Place

Guests Present: Lisa Coe, Beth O'Roark, Mike Frederick, Chad Kandow, John Eiler, Garrett Kaltenbach, Amy Swaney, Cassie Byers, Christina Flick, William Harbaner

I. SUPERINTENDENT'S REPORT

I.A. Legislative Update

Supt. O'Neill stated that Governor Whitmer approved the budget and for the first time in 30 years it is an equitable amount based on student numbers, not the school district size. ESSER 3 was also approved which allows for an additional \$193 per pupil in a one-time payment. Lansing is very quiet as it is summer break and there is not much legislative activity.

I.B. Staffing Update

Supt. O'Neill updated the Board on staffing for the next school year including new hires. There are only a few positions left to fill.

I.C. Kindergarten Enrollment Update

Supt. O'Neill gave the Board the latest numbers for incoming Kindergarten students.

II. REPORTS AND PUBLIC INQUIRY

II.A. Budget and Finance Report - Steve Goss

Asst. Supt. Goss presented the Budget Progress Report for the Month Ending June, 2021 showing total revenue of \$ 26,500,869; total expenditures of \$27,457,224 and deficiency of revenues over expenditures of \$(956,355).

II.B. Construction Update - Steve Goss

Asst. Supt. Goss gave an update on construction, shared photos, and answered questions from the Board and audience regarding construction projects. Frederick Construction representatives were also present at the meeting to answer questions.

III. Audience

Two audience members addressed the board on a non-agenda item.

IV. BOARD ACTION REQUIRED

IV.A. Approval of the June 14, 2021, Board Meeting Minutes: A motion for approval was made by Forsyth and supported by Grabowski. Motion carried unanimously.

IV.B. Approval of General Fund Invoices Totaling \$620,540.14 - ROLL CALL VOTE: A motion for approval was made by Lohman and supported by Forsyth. Motion carried unanimously by roll-call vote.

IV.C. Approval of Purchase Card Disbursements for May 2021, Totaling \$74,149.11- ROLL CALL VOTE: A motion for approval was made by Forsyth and supported by Lohman. Motion carried unanimously by roll-call vote.

IV.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 Forsyth and supported by Grabowski. Motion carried unanimously by roll-call vote.

IV.E. Designate Depository of Funds to Employee Bank of Choice: A motion for approval was made by Schriemer and supported by Forsyth. Motion carried unanimously.

IV.F. Designate Investment Depositories: A motion for approval was made by Grabowski and supported by Forsyth. Motion carried unanimously.

IV.F.1. MILAF

IV.F.2. PNC

IV.F.3. Fifth Third Bank

IV.F.4. Arbor Credit Union

IV.F.5. Kalamazoo County State Bank

IV.F.6. Huntington Banks

IV.F.7. Mercantile Bank (formerly Keystone Bank)

IV.F.8. Michigan CLASS

IV.F.9. Chemical Bank

IV.G. Designate Authorized Signatures for Checking and Savings

IV.G.1. General Fund Treasury, General Fund, Building & Site Funds, Debt Retirement Accounts (two signatures - may be facsimiles)

IV.G.1.a. Board President

IV.G.1.b. Superintendent

IV.G.1.c. Asst. Superintendent

IV.G.1.d. Controller

IV.G.2. Payroll (one signature - may be facsimile)

IV.G.2.a. Superintendent

IV.G.2.b. Board President

IV.G.2.c. Controller

IV.G.3. School Service and Trust & Agency (one signature - may be facsimile)

IV.G.3.a. Superintendent

IV.G.3.b. Asst. Superintendent/Board Treasurer

IV.G.3.c. Controller

IV.G.4. Vicksburg High School Athletic Checkbook (One signature)

IV.G.4.a. High School Principal

IV.G.4.b. HS Assistant Principal

IV.G.4.c. Assistant Superintendent

IV.G.4.d. Controller

IV.G.5. Vicksburg Middle School Athletic Checkbook (One signature)

IV.G.5.a. MS Principal

IV.G.5.b. MS Assistant Principal

IV.G.5.c. Assistant Superintendent

IV.G.5.d. Controller

IV.G.6. Basic Flex Spending (One signature)

IV.G.6.a. Assistant Superintendent

IV.G.6.b. Controller

IV.G.6.c. Superintendent

IV.G.7. Designate Authorized Signatures for Entry to Safe Deposit Box: A motion for approval was made by Forsyth and supported by Grabowski. Motion carried unanimously.

IV.G.7.a. Entry to Safe Deposit Box

IV.G.7.a.(1) Superintendent

IV.G.7.a.(2) Asst. Superintendent/Board Treasurer

IV.G.7.a.(3) Exec. Asst. to Supt./General Office Mgr./Board Secretary

IV.G.7.a.(4) Controller

IV.G.7.b. Purchase Cards (limits listed below with authority granted to Asst. Supt. to temporarily increase limits for specific purchases): A motion for approval was made by Forsyth and supported by Lohman. Motion carried unanimously.

IV.G.7.b.(1) Asst. Superintendent (\$100,000)

IV.G.7.b.(2) Superintendent (\$5,000)

IV.G.7.b.(3) Controller (\$100,000)

IV.G.7.b.(4) Director of Curriculum and Instruction (\$5,000)

IV.G.7.b.(5) Director of Technology Services (\$2,500)

IV.G.7.b.(6) High School Principal (\$5,000)

IV.G.7.b.(7) High School Asst. Principal (\$5,000)

IV.G.7.b.(8) Middle School Principal (\$5,000)

IV.G.7.b.(9) Indian Lake Principal (\$2,500)

IV.G.7.b.(10) Sunset Lake Principal (\$2,500)

IV.G.7.b.(11) Tobey Principal (\$2,500)

IV.G.7.b.(12) Maintenance Supervisor (\$2,500)

IV.G.7.b.(13) Director of Food Service (\$2,500)

IV.G.7.b.(14) Director of Community Ed (\$2,500)

IV.G.7.b.(15) Director of Transportation (\$2,500)

IV.G.7.b.(16) Director of Athletics (\$2,500)

IV.G.7.b.(17) VPHS Principal (\$2,500)

IV.H. Approval of the Following Retainer Service Providers for 2021-22: A motion for approval was made by Lohman and supported by Grabowski. Motion carried unanimously.

IV.H.1. Auditors: Plante Moran

IV.H.2. Legal: Thrun Law Firm

V. 2nd Reading Approval to Award the 2021-22 Dairy Bid to Cedar Crest Dairy in the amount of \$75,348.30 - ROLL CALL VOTE: A motion for approval was made by Forsyth and supported by Lohman. Motion carried unanimously by roll-call vote.

With no further business to come before the board, President Knowles adjourned the meeting at 8:12 pm.

President Virgil Knowles

Secretary Amy Manchester

August 9, 2021