

Regular Meeting  
Monday, July 14, 2025 7:00 PM

Vicksburg Administration Building  
301 S. Kalamazoo St.  
Vicksburg, MI 49097

## Minutes

Board Members Present: Lisa Hostetler, Dave Schriemer, Ron Centofanti, Stephanie Willoughby, Dan Grabowski, Tina Forsyth

Board Members Absent: Rick Burmeister

Board Secretary: Tamara Young

Administrators Present: Keevin O'Neill, Steve Goss, Jen Teall, Adam Brush, Dewey Waterman

Guests Present: See attached sign in sheet.

President Schriemer called to order at 7:00pm. He welcomed everyone to the July meeting.

### I. SUPERINTENDENT'S REPORT

Supt O'Neill wished everyone a great summer. HS summer school wrapped up and it included about 45 students. MS Summer school continues to offer in person tutoring to about 20 students. Elementary schools are still going with about 80 students. He thanked our summer school staff. He also gave a shout out to the VCSF Big Read Machine.

He then instructed all board members to use the RFID bags in front of them for their phones. This fall, all HS students will be using these bags during class. MS policy is no phones outside of lockers. Students will now use the office phone when they need to contact parents.

I.A. Legislative Update - O'Neill reported Lansing is very quiet and we are still waiting on a budget. There is a possible bill coming that supports bringing cursive writing back to school.

I.B. Staffing Updates - O'Neill reported we are almost fully staffed. We have a few support staff positions to wrap up, but it's looking very good.

I.C. Important Dates - Theater Cabaret is tomorrow night. August 14th is the bus safety carnival and the community tailgate is in August also.

### II. REPORTS AND PUBLIC INQUIRY

II.A. Budget and Finance Report - Steve Goss gave a quick update for the end of our fiscal year. It will still be awhile before it's all finalized. State aid payments are still coming and is part of the reason it takes a bit to finalize. Schriemer asked Goss to elaborate on the timeline of state aid payments. Goss explained our fiscal year and the state's fiscal year do not align.

II.B. Investment Holdings Update - Steve Goss gave a quick update on our funds.

II.C. Accounts Payable Reports

II.D. Bond Construction Update - Dewey Waterman gave a quick overview of the bond projects including pictures from the progress.

III. Audience - One member of the audience spoke to the board.

#### IV. BOARD ACTION REQUIRED

IV.A. Approval of the following Board Meeting Minutes. A motion was made by Forsyth and seconded by Hostetler. Motion passed with a unanimous vote.

IV.B. Approval to authorize and direct the 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 Forsyth and seconded by Willoughby. Motion passed with a unanimous vote.

IV.C. Approval of designated cash and investment depositories. A motion was made by Grabowski and seconded by Willoughby. Motion passed unanimously.

IV.C.1. MILAF

IV.C.2. PNC

IV.C.3. Fifth Third Bank

IV.C.4. Kalamazoo County State Bank

IV.D. Approval to designate authorized signatures for checking and savings. A motion was made by Forsyth and seconded by Hostetler. The motion passed unanimously.

IV.D.1. General fund disbursements, general fund, building and site funds, debt retirement accounts (two signatures - may be facsimiles)

IV.D.1.a. Board President

IV.D.1.b. Superintendent

IV.D.1.c. Assistant Superintendent

IV.D.1.d. Controller

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

IV.D.2.a. Superintendent

IV.D.2.b. Board President

IV.D.2.c. Controller

IV.D.3. School Service and trust & agency (one signature - may be facsimile)

IV.D.3.a. Superintendent

IV.D.3.b. Assistant Superintendent/Board Treasurer

IV.D.3.c. Controller

IV.D.4. Vicksburg High School Athletic Checkbook (one signature)

IV.D.4.a. High School Principal

IV.D.4.b. High School Assistant Principal

IV.D.4.c. Assistant Superintendent

IV.D.4.d. Controller

IV.D.5. Vicksburg Middle School Athletic Checkbook (one signature)

IV.D.5.a. Middle School Principal

IV.D.5.b. Middle School Assistant Principal

IV.D.5.c. Assistant Superintendent

IV.D.5.d. Controller

IV.D.6. Basic Flex Spending (one signature)

IV.D.6.a. Assistant Superintendent

IV.D.6.b. Controller

IV.D.6.c. Superintendent

IV.E. Approve purchase cards (limits listed below with authority granted to Asst. Supt to temporarily increase limits for specific purchases). A motion was made by Forsyth and seconded by Centofanti. The motion passed unanimously.

IV.E.1. Assistant Superintendent (\$100,000)

IV.E.2. Superintendent (\$7,500)

IV.E.3. Controller (\$100,000)

IV.E.4. Director of Curriculum and Instruction (\$7,500)

IV.E.5. Director of Technology Services (\$5,000)

IV.E.6. High School Principal (\$7,500)

IV.E.7. High School Asst. Principal (\$7,500)

IV.E.8. Middle School Principal (\$7,500)

IV.E.9. Middle School Asst. Principal (\$7,500)

IV.E.10. Indian Lake Principal (\$5,000)

IV.E.11. Sunset Lake Principal (\$5,000)

IV.E.12. Tobey Principal (\$5,000)

IV.E.13. Maintenance Supervisor (\$5,000)

IV.E.14. Director of Food Service (\$5,000)

IV.E.15. Director of Community Education (\$5,000)

IV.E.16. Director of Transportation (\$5,000)

IV.E.17. Director of Athletics (\$5,000)

IV.E.18. Vicksburg Pathways High School Principal (\$5,000)

IV.E.19. Director of Human Resources (\$5,000)

IV.F. Approval of the following retainer service providers for the 25-26 school year. A motion was made by Forsyth and seconded by Willoughby. The motion passed unanimously.

IV.F.1. Auditors: Plante Moran

IV.F.2. Legal: Thrun Law Firm

There being no further business to come before the Board, President Schriemer adjourned the meeting at 7:51 pm.

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President Dave Schriemer  
August 11, 2025

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Secretary Tamara Young