

**VICKSBURG COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
October 10, 2022 - 7:00 PM  
Sunset Lake Elementary Library  
201 North Boulevard St  
Vicksburg, MI 49097**

**MINUTES**

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Members Present: Jennifer Buikema, Tina Forsyth, Carol Lohman, Dan Grabowski, Stephanie Willoughby and Virgil Knowles

Members Absent: Dave Schriemer

Secretary: Amy Manchester

Administrators Present: Keevin O'Neill, Steve Goss, Amie McCaw, Alyssa Thompson, Jessica Wheeler-Ponton, Gail VanDaff, Adam Brush, Rick Place, Matt Hawkins, Sarah Bacalia, Mike Barwegen, Don Puckett, Nancy Spicketts, Sarah Dyer, Karen McKinstry, Joe Werkema, Allison Dygert

Guests: Lisa Coe, Paul Selden, Sue Haines, Laura Sikkenga, Emma Wodowski, Scott Wills, Tim Fuller, John Stears, Mark Wilson, Corinne Wilson, Kaitlyn Pace, Kelly MacDonell

President Knowles called the meeting to order at 7:03 pm

- I. SUPERINTENDENT'S REPORT
  - A. Recognitions – Supt. O'Neill recognized the building principals during October which is National Principals month
    1. Bike Friendly Kalamazoo Civic Leadership Award - Paul Selden  
Paul Seldon announced that VCS was a recipient of a Civic Leadership Award June. He presented the award to Board President Virgil Knowles and Superintendent Keevin O'Neill.
  - B. Legislative Update – Supt. O'Neill stated that it is very quiet in Lansing during this election cycle. The District applied for a new grant to help support building security assessments. SEC will be coming in to each building to assess security and make recommendations.
  - C. Important Dates – Supt. O'Neill directed the Board to the important dates listed in the board packet including upcoming band activities and upcoming theatre productions at the PAC.
- II. REPORTS AND PUBLIC INQUIRY
  - A. Budget and Finance Report - Steve Goss  
Asst. Supt. Goss presented the monthly budget progress report for month ending September 2022 showing total revenues of \$1,125,330; total expenditures of \$3,820,742 and a deficit of funds over expenditures in the amount of \$(2,695,412).
  - B. Investment Portfolio Update  
Asst. Supt. Goss provided an update on the investment portfolio.
  - C. Bid Tabulation and Award Recommendation for Construction Projects

Asst. Supt. Goss gave an overview of the bid packages recommended for approval for work at VMS during the upcoming summer.

1. Bid Package 4.2 - Masonry - Bracy and Jahr, Inc., \$139,300
  2. Bid Package 9.5 - Metal stud, gypsum assemblies, and ACT (acoustical ceiling tiles) Stanton Interiors, Inc., \$850,000
  3. Bid Package 9.6 - Flooring - Modern Tile and Carpet, \$83,117
  4. Bid Package 9.9 - Painting - West Michigan Painting, \$73,840
  5. Bid Package 23.1 - Mechanical Upgrades - RW LaPine, \$3,156,900
  6. Bid Package 26.1 - Electrical Improvements - Hi-Tech Electric, \$1,230,800
- D. Community Education Annual Report - Alyssa Thompson  
Community Education Director, Alyssa Thompson, presented her annual report to the Board which included participation rates and a slide presentation of classroom and community activities. Class instructors Tim Fuller, Dawn Simpson and Scott Wills gave the Board an overview of their classes and camps. Students of the Polynesian dance class performed and taught the Board and audience a traditional dance.
- E. Sunset Lake Elementary Annual Report - Amie McCaw  
Principal McCaw presented the Sunset Lake Elementary Annual Report to the Board including highlights from the past year, student data, and staff and student recognitions. She thanked the PTSO for their support.
- F. Return to In Person Learning Plan - Gail VanDaff  
Curriculum Director Gail VanDaff gave an overview of the District's Return to In Person Learning Plan for the 2022-23 school year.

### III. AUDIENCE

John Stears addressed the Board regarding remote access to the monthly meetings. He is unhappy that the PAC is not used for each meeting.

### IV. BOARD ACTION REQUIRED

- A. Approval of the Following Board Meeting Minutes: A motion for approval was made by Forsyth and supported by Lohman.  
Motion carried unanimously.
1. Regular Board Meeting Minutes - September 12, 2022
  2. Board Work Session Minutes - September 28, 2022
- B. Approval of General Fund Invoices Totaling \$456,738.18 - ROLL CALL VOTE:  
A motion for approval was made by Lohman and supported by Grabowski.  
Motion carried unanimously by roll-call vote.
- C. Approval of Purchase Card Disbursements for August, 2022 Totaling \$116,696.97 - ROLL CALL VOTE: A motion for approval was made by Lohman and supported by Forsyth.  
Motion carried unanimously by roll-call vote.
- D. Approval to award construction contracts based on bids received on September 29, 2022, with the combined cost of \$5,533,597 to be funded using proceeds from the 2020 and 2022 bond issues - ROLL CALL VOTE: A motion for approval was by Forsyth and supported by Grabowski.  
Motion carried unanimously by roll-call vote.
- E. Approval of the resignation of Kelsey Rothemel, effective September 23, 2022: A motion for approval was made by Lohman and supported by Forsyth.

- Motion carried unanimously.
- F. Approval of the Following Teacher Contracts Upon Results of State and Federal Records and Unprofessional Conduct Checks: A motion for approval was made by Forsyth and supported by Buikema.  
Motion carried unanimously.
1. Megan Oswalt - Art Teacher at SL, BA3
  2. Bailey Hawkins - 3rd Grade Teacher at IL, MA3
- G. Approval of Field Trip to the FFA National Convention in Indianapolis, IN. All expenses to be paid by students or scholarships: A motion for approval was made by Lohman and supported by Buikema.  
Motion carried unanimously.

With no further business to come before the board, President Knowles adjourned the meeting at 8:28 pm.

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Board President Virgil Knowles  
November 14, 2022

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Board Secretary Amy Manchester