

Regular Meeting  
Monday, December 9, 2024 7:00 PM

Vicksburg High School - PAC  
501 EAST HIGHWAY ST  
VICKSBURG, MI 49097

## Minutes

Board Members Present: Stephanie Willoughby, Dan Grabowski, Dave Schriemer, Skip Knowles, Carol Lohman, Tina Forsyth, Ron Centofanti.

Trustees Absent: None

Board Secretary: Tamara Young

Administrators Present: Matt Hawkish, Steve Goss, Keevin O'Neill, Adam Brush, Joe Werkema, Allison Dygert, Sarah Bacalia, Mike Barwegen, Kelli Luke, Jessica Wheeler, Dewey Waterman, Gail Vandaff

Guests: See attached sign in sheet

President Knowles called to order at 7:00pm.

### I. SUPERINTENDENT'S REPORT

#### I.A. Recognitions

Mr. O'Neill announced this was Lohman and Knowles' last meeting after 40 years of service. Reception will be Wednesday evening from 4-7 at Indian Run. Knowles thanked the community for all of the support. He has enjoyed being part of this family. Lohman has spent some time looking back over history. She remembers starting meetings at 8pm, redoing the PAC, library, gymnasium. Also, students now have their own computers, we have Pathways, etc. She also thanked the community for their support and Knowles for his leadership. Schriemer discussed spending the last 19 years with Lohman and Knowles.

O'Neill welcomed everyone and wished everyone a great holiday season.

O'Neill then introduced the choir. They sang 3 holiday songs under the direction of Mr. Morris.

Supt O'Neill welcomed all new staff and then introduced the Principals to introduce their staff. Mr. Brush introduced Mr. Dunham, Mr. Jones, Ms. Manley, Mr. Orłowski, Ms. Taft. Mrs. Luke introduced Ms. Hossink and Mr. Young. Mrs. Dygert started with Ms. Leach and Ms. James who couldn't join us. She then introduced Ms. Sterzyck, Ms. Huyck, Ms. Ballinger, Mr. Laburn, and Ms. Sterling. Dr. Bacalia introduced Ms. McDowell and Mrs. Classen from Indian Lake. She also introduced Ms. Buell, Ms. Freund, and Ms. Swan from Sunset Lake. Mr. Barwegen introduced Ms. Thieroff.

#### I.B. Legislative Update.

Supt O'Neill announced it's been quiet in Lansing.

#### I.C. Important Dates

Reminded everyone of upcoming concerts in our district and half day this Friday. Also this Saturday is Christmas in the Village.

### II. REPORTS AND PUBLIC INQUIRY

#### II.A. Budget and Finance Report - Steve Goss.

First five months of the year were reported. Goss highlighted the object codes and compared that to the same 5 months from last year. We are running higher. This is partly due to Section 147, the payroll calendar, one-time pays, and health insurance. Other differences are capital outlay, supplies, and property/casualty insurance.

#### II.B. Investment Holdings Update - Steve Goss

Goss updated each of the funds. We are seeing the rates come down but it's still generating income. We will continue to take advantage of it while we can. Schriemer is very thankful for the investments we have and the income it generates.

#### III. Audience- No members of the audience wished to speak.

### IV. BOARD ACTION REQUIRED

IV.A. Approval of the following Board Meeting Minutes. A motion for approval was made by Willoughby and supported by Lohman. Motion carried unanimously.

IV.B. Approval of the Retirement of IT Director, Don Puckett, Effective March 31, 2025 - ROLL CALL VOTE. A motion for approval was made by Grabowski and supported by Willoughby. Motion carried unanimously by roll-call vote.

IV.C. Approval to Accept Student Enrollments through Section 105C of Public Act 94 for the Second Semester of the 24-25 School Year. A motion for approval was made by Lohman and supported by Forsyth. Motion carried unanimously.

IV.D. Approval of General Fund Invoices Totaling \$657,732.27 - ROLL CALL VOTE. A motion for approval was made by Forsyth and supported by Centofanti. Motion carried unanimously by roll-call vote.

IV.E. Approval of Purchase Card Disbursements Totaling \$186,129.92 - ROLL CALL VOTE. A motion for approval was made by Willoughby and supported by Forsyth. Motion carried unanimously by roll-call vote.

IV.F. 1st Reading Approval of the Following Policies - ROLL CALL VOTE. A motion for approval was made by Forsyth and supported by Willoughby. Motion carried unanimously by roll-call vote.

IV.F.1. PO 1130 Conflict of Interest

IV.F.2. PO 3110 Conflict of Interest

IV.F.3. PO 4110 Conflict of Interest

IV.F.4. PO 6110 Grant Funds

IV.F.5. PO 6111 Internal Controls

IV.F.6. PO 6112 Cash Management of Grants

IV.F.7. PO Cost Principals - Spending Federal Funds

IV.F.8. PO 6325 Procurement - Federal Grants and Funds

IV.F.9. PO 6550 Travel Payment and Reimbursement

IV.F.10. PO 7310 Disposition of Surplus Property

IV.F.11. PO 7450 Property Inventory

IV.G. 2nd Reading Approval of the Following Policies - ROLL CALL VOTE. A motion for approval was made by Lohman and supported by Forsyth. Motion carried unanimously by roll-call vote.

IV.G.1. PO 3120.08 Employment of Personnel for Co-curricular/extra-curricular activities

IV.G.2. PO 8321 Criminal Justice Information Security

IV.G.3. PO 7540.09 Artificial Intelligence

IV.G.4. PO 5500 Student Conduct

IV.G.5. PO 5340 Student Accidents

IV.G.6. PO 6320 Purchasing

There being no further business to come before the Board, President Knowles adjourned the meeting at 8:28pm.

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President Elect  
January 13, 2025

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Secretary Tamara Young