



Kalkaska Public Schools

Board of Education Regular Meeting – Minutes

Monday, July 9, 2018

Board of Education Room

315 South Coral Street

Kalkaska, MI 49646

Members Present: Stacey Hicks, Aaron Popa, Rachael Birgy, Wendy Watson, Richard Hodgman and Kevin Davis

Staff Present: Superintendent, Terry J. Starr, Human Resources Director, David Tucker, Business Manager, Nadia Hoover, Principal, Staci Short and Secretary, Cari Jo Berlin

Others Present: 12

1. Call to Order	
	The meeting was called to order by Kevin Davis, at 7:00 p.m.
2. Pledge of Allegiance	
3. Approval of/Amendment to the Agenda	
	Motion by Wendy Watson, support by Rachael Birgy, to approve the agenda as presented.
	Motion Carried 6 to 0.
4. Declaration of Call of Conflict	
	Does any member have a conflict for items on the agenda? None.
5. Approval of Minutes	
	Motion by Rachael Birgy, support by Aaron Popa, to approve the minutes of the special meeting of June 18, 2018 and regular meeting of June 18, 2018, as presented.
	Motion Carried 6 to 0.
6. Discussion/Payment of Bills	
	Motion by Richard Hodgman, support by Wendy Watson, to approve the general fund bills in the amount of \$1,356,528.28.
	Motion Carried 7 to 0.
	Ayes: Richard Hodgman, Wendy Watson, Stacey Hicks, Aaron Popa, Rachael Birgy and Kevin Davis
7. Public Communication- Persons Wishing to Address the Board	
	<ul style="list-style-type: none">• Royce Thomas• Curt Vanderwall• Gary Stosio

	<ul style="list-style-type: none"> • Kathryn Payne • David Dalton
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8. Report Items	
a.	<p>Superintendent Update</p> <ul style="list-style-type: none"> • Blazer Bash • High School will be an emergency shelter for Kalkaska Memorial Health Center • HDMI bid update to come • Negotiations • Nominating petitions for Board seats • Scoreboards • New tagline for KPS – Blazing a Trail to Excellence
b.	Fuel Up to Play 60 Program at KMS and Birch Street – Caitlin Lorenc
9. Discussion Items	
a.	Hiring of Coaches
b.	Middle School Handbook Approval
c.	ELA Curriculum Approval
d.	Approval of Food Service Director
e.	Unpaid Leave of Absence
10. Action Items	
a.	<p><i>Hiring of Coaches</i></p> <p>Motion by Wendy Watson, support by Richard Hodgman, that the Board approves the hiring of Thomas Burkam and Steve Porter for football and Michelle Walter, Brian VanAlstine, Melissa Patnode and Taylor Riddle (pending fingerprints) for volleyball.</p> <p>Motion Carried 6 to 0.</p> <p>Ayes: Wendy Watson, Richard Hodgman, Stacey Hicks, Aaron Popa, Rachael Birgy and Kevin Davis</p>
b.	<p><i>Middle School Handbook Approval</i></p> <p>Motion by Aaron Popa, support by Rachael Birgy, that the Board approves the changes to the Middle School handbook for the 2018-2019 school year as presented.</p> <p>Motion Carried 6 to 0.</p>
c.	<p><i>ELA Curriculum Approval</i></p> <p>Motion by Richard Hodgman, support by Wendy Watson, that the Board accepts the bid from Pearson for the English Language Arts Curriculum for grades 6-12 in the amount of \$117,982.80.</p> <p>Motion Carried 6 to 0.</p> <p>Ayes: Richard Hodgman, Wendy Watson, Stacey Hicks, Aaron Popa, Rachael Birgy and Kevin Davis</p>

d. *Hiring of Food Service Director*

Motion by Rachael Birgy, support by Aaron Popa, that the Board hiring Jenny Patton as the Food Service Director, beginning immediately.

Motion Carried 6 to 0.

Ayes: Rachael Birgy, Aaron Popa, Stacey Hicks, Wendy Watson, Richard Hodgman and Kevin Davis

e. *Unpaid Leave of Absence*

Motion by Richard Hodgman, support by Stacey Hicks, that the Board grants an unpaid leave of absence for one year conditionally, for Kathryn Payne. As this leave is for educational purposes and will benefit the students of KPS, Kathryn will be granted one-year advancement on the salary scale upon her return. Teachers on a leave of absence for a specified period of time shall be returned to their previous position if at all possible or to a position of like nature. It is the responsibility of the employee to notify KPS of the intent to return to work. This notification must be received by the first Friday in April of 2019.

Motion Carried 6 to 0.

Ayes: Richard Hodgman, Stacey Hicks, Aaron Popa, Rachael Birgy, Wendy Watson and Kevin Davis

11. Consent Agenda Items

- a) Designation of Depositories for School Funds
- b) Authorization of Account Signatories
- c) Authorization to Deposit Funds and Invest Surplus Funds
- d) Authorization to Sign Contract/Agreement Documents
- e) Authorization to Sign Purchase Orders

Motion by Wendy Watson, support by Aaron Popa, that the Board

- (a) designates Chase Bank of Kalkaska, Huntington National Bank of Kalkaska, Chemical Bank of Kalkaska and the Michigan Liquid Asset Fund of Lansing as the official depositories for all district funds.
- (b) authorizes the following signatories for all accounts, as indicated, and as funds are deposited in Chase Bank of Kalkaska, Huntington National Bank of Kalkaska, Chemical Bank of Kalkaska and the Michigan Liquid Asset Fund of Lansing. Further, that the previously approved signatories continue in effect until such time that new signature authorization cards or signature plates are completed.

	Debt Retirement Accounts	Superintendent/Board President/Treasurer
	General Fund Accounts	Superintendent/Board President/Treasurer
	Investment Accounts	Superintendent/Board President/Treasurer
	Athletic Accounts	Superintendent/Athletic Director/Treasurer
	Payroll Accounts	Superintendent/Board President/Treasurer

		Hot Lunch Accounts	Superintendent/Food Service Director/Treasurer
		Rapid City Activity Account	Principal/Superintendent/Treasurer
		Cherry Street Activity Account	Principal/Superintendent/Treasurer
		Birch Street Activity Account	Principal/Superintendent/Treasurer
		Middle School Activity Account	Principal/Superintendent/Treasurer
		High School Activity Account	Principal/Superintendent/Treasurer
		Other Activity Accounts	Superintendent/Board President/Treasurer
	<ul style="list-style-type: none"> • (c) authorizes the immediate deposit of school funds in the established depositories without the Treasurer's signature; and further, that the Superintendent be authorized to make investments and withdrawals in accordance with accepted business procedures, and in the best interest of the district, commensurate with Board of Education Policy. 		
	<ul style="list-style-type: none"> • (d) authorizes the Superintendent of Schools to sign contract and agreement documents on behalf of the district and the Board of Education commensurate with Board of Education Policy. 		
	<ul style="list-style-type: none"> • (e) authorizes the Superintendent of Schools to sign purchase orders on behalf of the district and the Board of Education commensurate with Board of Education Policy. 		
	<ul style="list-style-type: none"> • (f) authorizes the removal of former Superintendent, Ms. Karen Sherwood from all business related accounts and designates current Superintendent, Terry J. Starr. 		
	<p>Motion Carried 6 to 0.</p> <p>Ayes: Wendy Watson, Aaron Popa, Rachael Birgy, Stacey Hicks, Richard Hodgman and Kevin Davis</p>		
12.	Public Communication- Persons Wishing to Address the Board		
	<ul style="list-style-type: none"> • Kathryn Payne • Gary Stosio 		
13.	Adjournment		
	<p>Motion by Rachael Birgy, support by Richard Hodgman, to adjourn.</p> <p>Motion Carried 6 to 0.</p> <p>Time adjourned: 8:01 p.m.</p>		