



# Kalkaska Public Schools

## Board of Education Regular Meeting - Minutes

Monday, January 14, 2019

Board of Education Room  
315 S. Coral Street, Kalkaska, MI 49646

Members Present: Mary M. Scobey, Mike Tinkle, Stacey Hicks, Richard Hodgman, Wendy Watson, John. S. Rogers and Rachael Birgy

Staff Present: Superintendent, Terry J. Starr, Director of Business Services, Jeffrey Scroggins, Human Resource Director, David Alan Tucker and Secretary, Cari Jo Berlin

Others Present: 14

<b>1. Call to Order</b>	The meeting was called to order Rachael Birgy, at 7:00 p.m.
<b>2. Pledge of Allegiance</b>	
<b>3. Board Recognition Month</b>	
<b>4. Election of Officers</b>	
a. <b>Office of the President:</b>	<i>Nominations will be requested (nominations do not require a second). Voting will take place in the order names are presented and voice votes will be cast.</i>
	<i>President: Rachael Birgy</i>
	Motion by Wendy Watson, support by John S. Rogers, to nominate Rachael Birgy for the Office of the President.  Motion Carried 7 to 0.
b. <b>Other Board Officers:</b>	<i>Nominations will be requested (nominations do not require a second). When all nominations have been made for each position, nominations will be closed and voting will take place. Voting will take place in the order names are presented and voice votes will be cast.</i>
	<i>Vice President: John S. Rogers</i>
	<i>Secretary: Stacey Hicks</i>
	<i>Treasurer: Mary M. Scobey</i>
	Motion by Wendy Watson, support by Richard Hodgman to nominate officers as named above.  Motion Carried 6 to 1.
<b>5. Approval of/Amendment to the Agenda</b>	
	<i>Approval of Agenda</i> Motion by John S. Rogers, support by Mike Tinkle, to approve the agenda as presented.  Motion Carried 7 to 0.

6.	<b>Declaration of Call of Conflict</b>
	Does any member have a conflict of interest for items on the agenda? <i>None.</i>
7.	<b>Public Communication – Persons Wishing to Address the Board</b>
	o Dave Dalton
8.	<b>Student / Staff Recognition</b>
	January presentation by High School Principal, Chuck Sorentino (Taylor Foster and Corey Newsome)
9.	<b>Approval of Minutes</b>
	<p><i>Approval of Minutes</i></p> <p>Motion by John S. Rogers, support by Wendy Watson, to approve the minutes of the regular meeting of December 10, 2018 and special meetings of December 10, 2018, December 13, 2018 and January 9, 2019 as presented.</p> <p>Motion Carried 7 to 0.</p>
10.	<b>Establishment of Standing Committees</b>
	<p><i>Note: Three members will be needed for each committee with one alternate. The President will ask Board members to state their interest in serving on a standing committee. Per the bylaws, The President is authorized to appoint, as soon after the organizational meeting as practicable, members of the Board to the standing committees where they shall serve a term of one (1) year.</i></p>
	Personnel: Stacey Hicks, Mike Tinkle, Rachael Birgy Alt: Wendy Watson
	Public Relations: Richard Hodgman, Stacey Hicks, Mary M. Scobey and Alt: Mike Tinkle
	Finance/Operations:/Policy: John S. Rogers, Wendy Watson, Rachael Birgy and Alts: Richard Hodgman and Mary M. Scobey
11.	<b>Consent Agenda Items</b>
	<ul style="list-style-type: none"> <li>a) Designation of Depositories for School Funds</li> <li>b) Authorization of Account Signatories</li> <li>c) Authorization to Deposit Funds and Invest Surplus Funds</li> <li>d) Authorization to Sign Contract/Agreement Documents</li> <li>e) Authorization to Sign Purchase Orders</li> <li>f) Determination of Dates, Times and Locations of Regular Meetings</li> <li>g) Posting of Meetings</li> <li>h) Appointment of Member to County Election Scheduling Board</li> <li>i) Appointment of Legislative Relations Network (LRN) Representative</li> <li>j) Retainer of Legal Counsel</li> </ul> <p>Motion by John S. Rogers, support by Wendy Watson, that the Board</p> <ul style="list-style-type: none"> <li>• (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.</li> </ul>
	<ul style="list-style-type: none"> <li>• (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</li> </ul>

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
	General Fund Accounts	Superintendent/Board President
	Investment Accounts	Superintendent/Board President
	Athletic Accounts	Superintendent/Athletic Director
	Payroll Accounts	Superintendent/Board President
	Hot Lunch Accounts	Superintendent/Food Service Director
	Rapid City Activity Account	Principal/Superintendent
	Cherry Street Activity Account	Principal/Superintendent
	Birch Street Activity Account	Principal/Superintendent
	Middle School Activity Account	Principal/Superintendent
	High School Activity Account	Principal/Superintendent
	Other Activity Accounts	Superintendent/Board President

- (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.

- (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.

- (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.

- (f) adopt the following schedule for meetings in 2019:

Date	Location	Time
Monday, February 11, 2019	Board of Education Room	7:00 p.m.
Monday, March 11, 2019	Board of Education Room	7:00 p.m.
Monday April 8, 2019	Rapid City Elementary	7:00 p.m.
Monday, May 13, 2019	Board of Education Room	7:00 p.m.
Thursday, June 20, 2019* <i>Budget Hearing and Meeting</i>	Board of Education Room	6:00 p.m.
Monday, July 8, 2019	Board of Education Room	7:00 p.m.
Monday, August 12, 2019	Board of Education Room	7:00 p.m.
Monday, September 9, 2019	Board of Education Room	7:00 p.m.
Monday, October 14, 2019	Board of Education Room	7:00 p.m.
Monday, November 11, 2019	Board of Education Room	7:00 p.m.
Monday, December 9, 2019	Board of Education Room	7:00 p.m.
Monday, January 13, 2020	Board of Education Room	7:00 p.m.

\*Tentative Date – Some meeting places may change as school activities warrant.

- (g) designates the Secretary to the Superintendent as the person to post regular and special Board Meetings as required by the Open Meetings Act.
- (h) appoints, Board President, Rachael Birgy, as its representative on the Kalkaska County Election Scheduling Board.
- (i) appoints, Board President, Rachael Birgy, as the Legislative Relations Network (LRN) representative. The LRN designee represents the positions of the Board on Educational legislation, and works with the MASB to ensure that the Board’s concerns are represented.
- (j) designates Thrun Law Firm of Lansing, Michigan, be retained as General Bond Counsel; and, further, that the Superintendent be authorized to solicit legal counsel as the Board from time to time directs, or as the Superintendent may deem necessary.

Motion Carried 7 to 0.

Ayes: John S. Rogers, Wendy Watson, Mary M. Scobey, Mike Tinkle, Stacey Hicks, Richard Hodgman and Rachael Birgy

## 12. Discussion/Payment of Bills

Motion by John S. Rogers, support by Mike Tinkle, to approve the general fund bills in the amount of \$1,284,174.97.

Motion Carried 7 to 0.

Ayes: John S. Rogers, Mike Tinkle, Mary M. Scobey, Stacey Hicks, Wendy Watson, Richard Hodgman and Rachael Birgy

## 13. Report Items

- a. Cabinet Member Reports
  - Gabe Lucas, Technology
  - Jenny Patton, Food Service
  - Rob Reese, Maintenance
  - Eric Stowers, Transportation
  - David Alan Tucker, Human Resource Director
- b. Superintendent’s Report
  - Kalkaska Area Education Foundation Update
  - Swingshift and the Stars. Dinner Auction and play.

## 14. Discussion Items

- a. General Fund Budget Amendments, Jeffrey Scroggins, Director of Business Services
- b. Middle School Handbook Changes
- c. First Reading of Board Policy – 3131
- d. Second Reading and Approval on Board Policy 0142.7
- e. Hiring of Coaches
- f. Window Safety Film Bid Approval

	g. Classroom Microphone System
<b>15.</b>	<b>Action Items</b>
	<p>a. <i>2018-2019 General Fund Budget Amendments</i></p> <p>Motion by John S. Rogers, support by Wendy Watson, that the Board approves the <i>2018-2019 General Fund Budget Amendment</i> resolution, as presented, and thereby adopt the adjusted budget, reflecting \$15,977,000 of revenues and \$16,332,000 of expenditures which results in \$355,000 reduction to the fund balance.</p> <p>Motion Carried 7 to 0.</p> <p>Ayes: John S. Rogers, Wendy Watson, Mary M. Scobey, Mike Tinkle, Stacey Hicks, Richard Hodgman and Rachael Birgy</p>
	<p>b. <i>Middle School Handbook Changes</i></p> <p>Motion by Wendy Watson, support by Stacey Hicks, that the Board approves the Middle School handbook changes, as presented.</p> <p>Motion Carried 7 to 0.</p>
	<p>c. <i>Approval of Board Policy</i></p> <p>Motion by Stacey Hicks, support by Mike Tinkle, that the Board approves the following Board policies: 0142.7.</p> <p>Motion Carried 7 to 0.</p>
	<p>d. <i>Hiring of Coaches</i></p> <p>Motion by Richard Hodgman, support by John S. Rogers, that the Board approves the hiring of:</p> <ul style="list-style-type: none"> <li>o Kylie Argyle as the Varsity Girls' Soccer Coach</li> <li>o Justin Thelen as the Varsity Football Coach</li> </ul> <p>Motion Carried 7 to 0.</p>
	<p>e. <i>Window Safety Film Bid Approval</i></p> <p>Motion by Wendy Watson, support by Mary M. Scobey, that the Board approves Buster Blinds, Inc. bid to install window film on all windows in the amount of \$148,900, paid for by the awarded Michigan State Police Safety Grant.</p> <p>Motion Carried 7 to 0.</p>
	<p>f. <i>Classroom Microphone System</i></p> <p>Motion by Stacey Hicks, support by Mike Tinkle, that the Board approves the purchase of classroom microphone system upgrade from Lightspeed Technologies, Inc. in the amount of \$113,980.00.</p> <p>Motion Carried 7 to 0.</p>
<b>16.</b>	<b>Public Communication – Persons Wishing to Address the Board</b>
	<ul style="list-style-type: none"> <li>o John S. Rogers</li> </ul>

○ Mike Tinkle

**17. Adjournment**

Motion by John S. Rogers, support by Wendy Watson, to adjourn.

Motion Carried 7 to 0.

Time adjourned: 8:14 p.m.