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## DAVISON COMMUNITY SCHOOLS

### Board of Education

District Organizational Meeting

Monday, July 16, 2012

7:00 p.m.

Cardinal Center Board Room

### MINUTES

**MEMBERS PRESENT:** Karen Conover  
Lawrence Finkbeiner  
Dale Green  
Kim Lindsay  
Mark McGlashen  
Kathleen Sudia  
Douglas Theodoroff

**ADMINISTRATION:** Eric Lieske, Superintendent of Schools  
Kevin Brown, Assistant Superintendent  
Donna Whitley, Executive Director of Student Services  
Phil Thom, Director of Operations  
Leslie Young, Director of Business Services

### **ORDER OF BUSINESS:**

**CALL TO ORDER:** The district's organizational meeting of the Davison Board of Education was called to order by President Kathleen Sudia at 7:03 pm in the Cardinal Center Board Room.

**PLEDGE OF ALLEGIANCE:** The pledge of allegiance was led by President Kathleen Sudia.

**ROLL CALL:** Kathy LaFeldt read the roll. Members present: Karen Conover, Lawrence Finkbeiner, Dale Green, Kim Lindsay, Mark McGlashen, Kathleen Sudia and Douglas Theodoroff.

**APPROVAL OF AGENDA:** Moved by Dale Green, supported by Doug Theodoroff, to approve the agenda as presented. The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF BYLAWS:** In view of the new legal status of the Davison Community Schools as a "general powers school district, effective July 1, 1996, it is now necessary for the Board to adopt a set of bylaws which will govern the structure and operation of the Board. The current bylaws of the Davison Board of Education are incorporated as

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Section 1000 of the Board Policy manual. Moved by Kim Lindsay, supported by Doug Theodoroff, to adopt Section 1000 of the Board policy manual as its bylaws for the 2012/2013 school year. The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF CONSENT AGENDA:** Moved by Kim Lindsay, supported by Karen Conover, to approve the consent agenda which included items 1-5 below:

1. **Approval of Minutes:** Approval of the open session minutes for the previous special meeting of June 19, 2012. Approval of the closed session minutes of June 19, 2012. Approval of the minutes for committee meetings held since the June 19, 2012 special board meeting.
2. **Approval of Bills for Payment:** Approval of payment of the bills for June 15 through June 30:  
  
AP-Pooled Cash: General Fund, DCER Fund, DTV  
Fund, Food Service Fund, and Student Activity Fund     \$    1,489,823.40
3. **Treasurer's Report:** Approval of the Treasurer's Report for the month of June.
4. **Monthly Personnel Report:** Approval of personnel activity for the period of June 13 through July 13, 2012.
5. **Identification of District's Legal Status:** Approval of a document which serves as the formal record of the legal status of this school district under the provisions of the Revised School Code. *(The document is attached to the official minutes of this meeting as a record of the district's legal status.)*

The motion was carried with a vote of 7-yes, 0-no.

**COMMUNICATIONS:**

**From the Public:** Visitors were welcomed and invited to address the Board. There was no response from the public.

**Correspondence:** There was no correspondence to be read.

**ACTION ITEMS:**

**AUTHORIZATION OF BANKS TO SERVE AS DEPOSITORIES OF SCHOOL BOND MONIES FOR INVESTMENT PURPOSES:** Moved by Karen Conover, supported by

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Larry Finkbeiner, that the following financial institutions serve as depositories of school bond monies for investment purposes for the 2012/2013 fiscal year:

- 1) Citizens Commercial & Savings Bank
- 2) Hantz Bank
- 3) Fifth/Third Bank
- 4) JP Morgan Chase Bank
- 5) Bank of America
- 6) Michigan School District Liquid Asset Fund Plus
- 7) Oxford Bank
- 8) First Place Bank

The motion was carried with a vote of 7-yes, 0-no.

**RENEWAL OF ACCOUNTS WITHIN THE ABOVE ENUMERATED DEPOSITORIES:**

Moved by Karen Conover, supported by Dale Green, to approve the following enumerated accounts.

<u>ACCOUNT NUMBERS</u>		
230007792807	JPM Chase	AP Pooled Checking
230007792765	JPM Chase	Payroll Checking
200872	MILAF CADRE	General Fund - Investment Account
201704	MILAF CADRE	Debt Retirement
201706	MILAF CADRE	Building & Site Sinking Fund
221395	MILAF CADRE	Scholarship Trust Fund
235000562761	JPM Chase	Building & Site Sinking Fund
235000562779	JPM Chase	Debt Retirement Fund
230007680564	JPM Chase	DCS Employee Flexible Spending
235001284100	JPM Chase	DCS Employee Benefit Account - Meritain
0009231705	Citizens Bank	Payroll Clearing Account

There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**AUTHORIZED SIGNATURES:** Moved by Karen Conover, supported by Kim Lindsay, to authorize the President, Secretary, and Treasurer to sign all district checks upon the various accounts of the district, either by personal signature or facsimile. The motion was carried with a vote of 7-yes, 0-no.

**DELEGATION OF TREASURER'S DUTIES:** Moved by Doug Theodoroff, supported by Larry Finkbeiner, to authorize the delegation of all day-to-day duties of the Treasurer identified in Board Policy 1150 to the Director of Business Services. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

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**DELEGATION OF INVESTMENT DUTIES:** Moved by Larry Finkbeiner, supported by Dale Green, to approve the resolution to authorize the Treasurer to invest surplus funds of the district and to authorize delegation of this duty to the Superintendent and/or Director of Business Services. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

**AUTHORIZATION TO NEGOTIATE LOANS AND OTHER FINANCIAL TRANSACTIONS:** Moved by Dale Green, supported by Kim Lindsay, to adopt the following resolution:

*“That the board president, superintendent of schools, and/or director of business services are authorized, on behalf of, and in the name of the Davison Community Schools to negotiate and process loans and financial accommodation forms.”*

The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF 403(b) VENDORS – INVESTMENT PROVIDERS LIST:** A copy of the 2012/2013 investment provider listing for the school district’s 403(b) Tax Sheltered Annuity plan was provided. Moved by Karen Conover, supported by Larry Finkbeiner, to approve the 403(b) Vendor listing for the 2012/2013 school year. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**SCHOOL ATTORNEYS:** Moved by Mark McGlashen, supported by Doug Theodoroff, that the Board approve the continuation of its affiliation with the law firms of Thrun Law Firm of Lansing, J. David Karr of Davison, Dean & Fulkerson of Troy and Secrest Wardle of Farmington Hills. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

**APPROVAL OF DISTRICT AUDITORS:** Moved by Kim Lindsay, supported by Doug Theodoroff, that the Board approve the continuation of its affiliation with Yeo and Yeo to conduct our financial audits. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

**MEETING DAYS AND TIMES:** Board members were provided with a list of proposed meeting days, times, and locations for the 2012/2013 school year. Moved by Karen Conover, supported by Doug Theodoroff, to approve the list of meeting days, times, and locations for the 2012/2013 school year. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

Following is the approved list of meeting days, times, and locations for 2012/2013:

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Day	Time	Location
1. Monday, July 16, 2012 (District Organizational Meeting)	7 pm	1. Cardinal Center Board Room
2. Monday, August 13, 2012	7 pm	2. Cardinal Center Board Room
3. Monday, September 10, 2012	7 pm	3. DHS Athletic Meeting Room
4. Monday, October 1, 2012	7 pm	4. DHS Athletic Meeting Room
5. Monday, November 5, 2012	7 pm	5. DHS Athletic Meeting Room
6. Monday, December 3, 2012	7 pm	6. DHS Athletic Meeting Room
7. Monday, January 7, 2013 (Board Organizational Meeting)	7 pm	7. DHS Athletic Meeting Room
8. Monday, February 4, 2013	7 pm	8. DHS Athletic Meeting Room
9. Monday, March 4, 2013	7 pm	9. DHS Athletic Meeting Room
10. Monday, April 15, 2013	7 pm	10. DHS Athletic Meeting Room
11. Monday, May 6, 2013 (Planned Special Meeting)	7 pm	11. Cardinal Center Board Room
12. Monday, May 13, 2013	7 pm	12. DHS Athletic Meeting Room
13. Monday, June 3, 2013	7 pm	13. DHS Athletic Meeting Room
14. Monday, June 17, 2013 (Planned Special Meeting)	7 pm	14. Cardinal Center Board Room

**MHSAA MEMBERSHIP APPROVAL:** Each year the Board is asked to renew the district's membership in the Michigan High School Athletic Association. This membership is voluntary and free of cost, but is necessary in order for our athletic teams to be eligible to participate in MHSAA-sponsored tournaments. Moved by Kim Lindsay, supported by Dale Green, to approve district membership in the Michigan High School Athletic Association for 2012/2013. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no. (A copy of the resolution follows the official minutes.)

**ACCEPTANCE OF CONTRIBUTIONS:** Moved by Karen Conover, supported by Doug Theodoroff, to gratefully accept the following contributions and to direct the superintendent to express the Board's gratitude in writing:

- Davison parent Jennifer Monroe donated board games, encyclopedias, and books to Gates Elementary for the students to enjoy during choice time or indoor recess.
- Davison resident Stephen Bobowski donated a baby rocking and vibrating swing to the Cardinal's Nest for use in their infant room.

