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DAVISON COMMUNITY SCHOOLS

Board of Education

Organizational Meeting

Monday, July 18, 2011

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
Dan Romzek, Director of Finance and Operations

STAFF: Leslie Young

OTHER GUESTS: Judge John Conover, George Jakska (Davison
Flagstaff)

ORDER OF BUSINESS:

CALL TO ORDER: The organizational meeting of the Davison Board of Education was called to order by President Kathleen Sudia at 7:05 pm in the Cardinal Center Board Room.

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

ADMINISTRATION OF OATH OF OFFICE TO BOARD MEMBERS: Judge John Conover administered the OATH OF OFFICE to re-elected board members Larry Finkbeiner and Dale Green, and to the rest of the board.

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 Karen Conover, supported by Kim Lindsay, to approve the agenda as presented. The motion was carried with a vote of 7-yes, 0-no.

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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 Section 1000 of the Board Policy manual. Moved by Kim Lindsay, supported by Dale Green, to adopt Section 1000 of the Board policy manual as its bylaws for the 2011/2012 school year. The motion was carried with a vote of 7-yes, 0-no.

ORGANIZATION OF THE BOARD OF EDUCATION:

- **Election of President, Vice President, Secretary, and Treasurer:** Mark McGlashen proposed that the Board continue with the same slate of officers for another year. Kathleen Sudia, President; Dale Green, Vice President; Karen Conover, Secretary; and Kim Lindsay, Treasurer. Moved by Mark McGlashen, supported by Doug Theodoroff continue with the same slate of officers for the Davison Board of Education for the 2011/2012 school year. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

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

1. **Approval of Minutes:** Approval of the open and closed session minutes for the previous regular meeting of June 20, 2011.
2. **Approval of Bills for Payment:** Approval of payment of the bills for June 16 through June 30:

AP-Pooled Cash: General Fund, DCER Fund, DTV Fund,	
Food Service Fund, and Student Activity Fund	\$ 1,283,557.23
Building & Site Sinking Fund	96,356.11
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 15 through July 15, 2011. Assistant Superintendent Brown noted as part of the Personnel Report the resignation of Middle School Principal Ken Nuss who has accepted an elementary principal position closer to his home in the Lake Orion school district.
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.

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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 Mark McGlashen, supported by Kim Lindsay, that the following financial institutions serve as depositories of school bond monies for investment purposes for the 2011/2012 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

There was discussion and questions were answered. 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 Larry Finkbeiner, 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

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

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AUTHORIZED SIGNATURES: Moved by Dale Green, supported by Karen Conover, 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 Kim Lindsay, supported by Karen Conover, to authorize the delegation of all day-to-day duties of the Treasurer identified in Board Policy 1150 to the Director of Finance and Operations. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

DELEGATION OF INVESTMENT DUTIES: Moved by Karen Conover, supported by Larry Finkbeiner, to approve the resolution to authorize the Treasurer to invest surplus funds of the district as identified in Board Policy 3300 and to authorize delegation of this duty to the Superintendent and/or Director of Finance and Operations. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

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

"That the board president, superintendent of schools, and/or director of finance & operations 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 2011/2012 investment provider listing for the school district's 403(b) Tax Sheltered Annuity plan was provided. Moved by Karen Conover, supported by Kim Lindsay, to approve the 403(b) Vendor listing for the 2011/2012 school year. The motion was carried with a vote of 7-yes, 0-no.

SCHOOL ATTORNEYS: Moved by Larry Finkbeiner, 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. The motion was carried with a vote of 7-yes, 0-no.

ARCHITECT APPROVAL: Moved by Kim Lindsay, supported by Doug Theodoroff, that the Board approve the continuation of its affiliation with THA Architect Engineers for our construction and renovation projects. 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 Karen Conover, supported by Doug Theodoroff, that the Board approve the continuation of its affiliation with Yeo and Yeo to conduct our financial audits. The motion was carried with a vote of 7-yes, 0-no.

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APPROVAL OF FIVE STANDING COMMITTEES: Board Policy 1180 allows the Board to form standing committees. Moved by Doug Theodoroff, supported by Dale Green, to approve the following five standing committees for 2011/2012:

- Buildings, Grounds, and Transportation
- Curriculum, Technology, and Programs
- Finance
- Personnel
- Policy and Planning

There was discussion and questions were answered. 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 2011/2012 school year. Moved by Karen Conover, supported by Doug Theodoroff, to approve the list of meeting days, times, and locations for the 2011/2012 school year with one change: To move the meeting date of Tuesday, November 8, 2011 to Monday, November 14, 2011. 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 2011/2012:

Day	Time	Location
1. Monday, July 18, 2011 (organizational meeting)	7 pm	1. Cardinal Center Board Room
2. Monday, August 15, 2011	7 pm	2. Cardinal Center Board Room
3. Monday, September 12, 2011	7 pm	3. DHS Athletic Meeting Room
4. Monday, October 3, 2011	7 pm	4. DHS Athletic Meeting Room
5. Monday, November 14, 2011	7 pm	5. DHS Athletic Meeting Room
6. Monday, December 12, 2011	7 pm	6. DHS Athletic Meeting Room
7. Monday, January 9, 2012	7 pm	7. DHS Athletic Meeting Room
8. Monday, February 6, 2012	7 pm	8. DHS Athletic Meeting Room
9. Monday, February 27, 2012 (planned special meeting)	7 pm	9. Cardinal Center Board Room
10. Monday, March 5, 2012	7 pm	10. DHS Athletic Meeting Room
11. Monday, April 16, 2012	7 pm	11. DHS Athletic Meeting Room
12. Monday, May 7, 2012	7 pm	12. DHS Athletic Meeting Room
13. Monday, June 4, 2012	7 pm	13. DHS Athletic Meeting Room
14. Monday, June 18, 2012 (planned special meeting)	7 pm	14. Cardinal Center Board Room

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DESIGNATION OF REPRESENTATIVE FOR ANNUAL G.I.S.D. BUDGET HEARING:

The Genesee Intermediate School District's annual general fund budget hearing is scheduled to be held March 28, 2011. A delegate and alternative delegate from our Board should be appointed to serve as the district's voting representative at this hearing. Moved by Dale Green, supported by Karen Conover, to appoint Larry Finkbeiner to serve as the district's voting representative and Mark McGlashen to serve as alternate representative at the GISD annual budget hearing. The motion was carried with a vote of 7-yes, 0-no.

GENESEE COUNTY ASSOCIATION OF SCHOOL BOARD MEMEBERS ELECTION OF OFFICERS AND WORKING COMMITTEE REPRESENTATIVES:

An official ballot for election of the GCASBM officers and designation of local board representatives for the association's Working Committee was received and presented for Board review. The GCASBM president requested the Board vote for the association's officers and designate a representative and alternate representative for the 2011/2012 school year Working Committee. Moved by Karen Conover, supported by Kim Lindsay, to vote for the slate of GCASBM officers as presented (only one candidate running for each office) and designate Doug Theodoroff and Larry Finkbeiner as representative and alternate representative respectively for the 2011/2012 Working Committee. The motion was carried with a vote of 7-yes, 0-no.

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 Doug Theodoroff, to approve district membership in the Michigan High School Athletic Association for 2011/2012. The motion was carried with a vote of 7-yes, 0-no. (A copy of the resolution follows the official minutes.)

BIG NINE CONFERENCE MEMBERSHIP APPROVAL: It was recommended that the Board confirm our district's intention to continue membership in the Big Nine Athletic Conference for the 2011/2012 school year. Moved by Larry Finkbeiner, supported by Doug Theodoroff, to continue membership in the Big Nine Athletic Conference for 2011/2012. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

RECALL OF LAID OFF TEACHER: Due to a recent teacher retirement, it is appropriate and necessary to recall the following teacher effective immediately to fill the third grade teacher position at Gates Elementary:

Katie Gist

This recall is in accordance with Article VIII, Section G of the Master Agreement with the Davison Education Association. "Laid off teachers shall have the right to be recalled to the first vacancy for which they are certified and qualified in reverse order of layoff for

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up to five (5) years from the effective date of layoff.” Moved by Karen Conover, supported by Larry Finkbeiner, to approve the recall of the laid off teacher as recommended and listed above. There was discussion. The motion was carried with a vote of 7-yes, 0-no.

RECALL OF LAID OFF SECRETARY: Due to a recent secretarial resignation, it is appropriate and necessary to recall a secretary (based upon seniority) to fill the part-time transportation secretary position effective immediately:

Shari Fredwall
Jody Beamer

This recall is in accordance with Article VI, Section E of the Master Agreement with the Davison Education Secretarial Association. “When being recalled, the laid off employee with the most seniority within the bargaining unit, and who is considered appropriately qualified and suited for the position as determined by Administration, will be called back first.” Moved by Karen Conover, supported by Kim Lindsay, to approve the recall of one of the above laid off secretaries as recommended. The motion was carried with a vote of 7-yes, 0-no.

ACCEPTANCE OF CONTRIBUTIONS: Moved by Doug Theodoroff, supported by Mark McGlashen, to gratefully accept the following contributions and to direct the superintendent to express the Board’s gratitude in writing:

- Cardinal’s Nest Caregiver Heather Mitchell donated a computer monitor to the Cardinal’s Nest.
- Davison resident Zack Warson donated hockey pants, shoulder pads, cages, and equipment to the Athletic Department to be shared with students who would otherwise not be able to afford them.
- Vicki Stone, Davison resident, donated various hats, gloves, a hanky, and a suitcase to the high school vocal music program. Students will use the items as props for upcoming musicals.
- Davison resident Diane Dyszlewski donated an *Eggspert* game, miscellaneous art supplies, clothes pins, construction paper, pencils, and stickers to Gates Elementary for classroom use.
- Ann Donnelly from Rainforest Florist donated over 100 cardinal helium balloons to Gates Elementary to be used for various school functions.
- The Davison Optimist Club donated \$278 in scholarships to the middle school students so they could attend the end of the year Cedar Point trip.

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- The DMS Junior Optimist Club donated a \$67 scholarship for a student to attend their school's end of the year Cedar Point trip.
- Reliance One, Inc. donated \$134 in scholarships for two students to attend the middle school's end of the year Cedar Point trip.
- The Knights of Columbus provided monetary funding in the amount of \$1,255.04 to purchase materials and provide activities for our special education cognitively impaired students.

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

INFORMATIONAL ITEMS:

From our Superintendent:

- Superintendent Lieske provided the current legislative status regarding tenure reform and employee health care indicating that the district continues to wait for guidance from the state.
- Board members Larry Finkbeiner and Dale Green were congratulated for their re-election as this meeting marks the beginning of their four-year term
- On August 10, 2011 the annual Genesee County Superintendents' Retreat is scheduled.
- On August 17 and 18, 2011 the district's annual Summer Administrative Retreat will take place. Superintendent Lieske provided the Board with the locations and various topics to be covered during this two day professional development event.

Other Matters Which May Properly Come Before the Board (From Board members):

- Board member Larry Finkbeiner expressed his appreciation to Dan Romzek for his professionalism and ability to keep the districts budgets intact during these difficult economic times.

Future Meeting Dates:

Next Regular Meeting: Monday, August 15, 2011
7:00 p.m.
Cardinal Center Board Room
1490 N. Oak Road
Davison, MI 48423

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ADJOURNMENT: Moved by Kim Lindsay, supported by Karen Conover, to adjourn the meeting at 8:13 pm. The motion was carried with a vote of 7-yes, 0-no.

Respectfully submitted:

Karen Conover, Secretary
Davison Board of Education

11-12/Board/Minutes/July18,11