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DAVISON COMMUNITY SCHOOLS

Board of Education

Organizational Meeting of the District

Thursday, July 18, 2013

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

OTHER GUESTS: Gary Kelley

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 7:00 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 Karen Conover, supported by Doug Theodoroff, to approve the agenda as presented. The motion was carried with a vote of 7-yes, 0-no.

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APPROVAL OF CONSENT AGENDA: Moved by Kim Lindsay, supported by Doug Theodoroff, 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 25, 2013. Approval of the minutes for committee meetings held since the June 25, 2013 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 \$ 1,539,299.72
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 17, 2013.
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: The visitor was welcomed and invited to address the Board. There was no response from the visitor.

Correspondence: There was no correspondence to be read.

ACTION ITEMS:

APPROVAL OF CENTRAL ELEMENTARY SITE WORK: Bids have been received for the site work on the south addition at Central Elementary School. A recommendation memorandum from Barton Malow Project Director Steven Rewers along with a bid tabulation was provided for Board review. Moved by Karen Conover, supported by Dale Green, to approve the low bid from Cortis Brothers Excavating in the amount of \$497,700 for the Central Elementary renovation site work. The motion was carried with a vote of 7-yes, 0-no.

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APPROVAL OF CENTRAL ELEMENTARY MASONRY WORK: Bids have been received for the masonry work on the south addition at Central Elementary School. A recommendation memorandum from Barton Malow Project Director Steven Rewers along with a bid tabulation was provided for Board review. Moved by Larry Finkbeiner, supported by Karen Conover, to approve the low bid from North American Construction Enterprise in the amount of \$355,000 for the Central Elementary renovation masonry work. The motion was carried with a vote of 7-yes, 0-no.

APPROVAL OF CENTRAL ELEMENTARY STRUCTURAL WORK: Bids have been received for the structural work on the south addition at Central Elementary School. A recommendation memorandum from Barton Malow Project Director Steven Rewers along with a bid tabulation was provided for Board review. Moved by Karen Conover supported by Mark McGlashen, to approve the low bid from Men of Steel in the amount of \$157,090 for the Central Elementary renovation structural work. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

APPROVAL OF CENTRAL ELEMENTARY GENERAL TRADES WORK: Bids have been received for the general trades work on the south addition at Central Elementary School. A recommendation memorandum from Barton Malow Project Director Steven Rewers along with a bid tabulation was provided for Board review. Moved by Kim Lindsay, supported by Mark McGlashen, to approve the low bid from J Perez Construction in the amount of \$224,900 for the Central Elementary renovation general trades work. The motion was carried with a vote of 7-yes, 0-no.

APPROVAL OF CENTRAL ELEMENTARY ROOFING WORK: Bids have been received for the roofing work on the south addition at Central Elementary School. A recommendation memorandum from Barton Malow Project Director Steven Rewers along with a bid tabulation was provided for Board review. Moved by Karen Conover, supported by Mark McGlashen, to approve the low bid from ESKO Roofing in the amount of \$61,200 for the Central Elementary renovation roofing work. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

APPROVAL OF CENTRAL ELEMENTARY GLASS/GLAZING WORK: Bids have been received for the glass/glazing work on the south addition at Central Elementary School. A recommendation memorandum from Barton Malow Project Director Steven Rewers along with a bid tabulation was provided for Board review. Moved by Mark McGlashen, supported by Larry Finkbeiner, to approve the low bid from Architectural Glazing Systems in the amount of \$237,900 for the Central Elementary glass/glazing work. The motion was carried with a vote of 7-yes, 0-no.

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APPROVAL OF DAVISON MIDDLE SCHOOL HEATING AND AIR CONDITIONING:

Bids have been received for installation of a VRF/VRV heating and cooling system at Davison Middle School. A recommendation memorandum from Director of Operations Phil Thom along with a bid tabulation from Kingscott Associates, Inc. was provided for Board review. Moved by Doug Theodoroff, supported by Kim Lindsay, to approve the low bid from Tech Mechanical in the amount of \$674,600 for the Davison Middle School heat and air conditioning installation. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

AUTHORIZATION OF BANKS TO SERVE AS DEPOSITORIES OF SCHOOL BOND MONIES FOR INVESTMENT PURPOSES: Moved by Karen Conover, supported by Doug Theodoroff, that the following financial institutions serve as depositories of school bond monies for investment purposes for the 2013/2014 fiscal year:

- 1) First Merit Bank (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 Kim Lindsay, to approve the following enumerated accounts.

<u>ACCOUNT NUMBERS</u>		
230007792807	JPM Chase Bank	AP Pooled Checking
230007792765	JPM Chase Bank	Payroll Checking
235000562761	JPM Chase Bank	Building & Site Sinking Fund
235000562779	JPM Chase Bank	Debt Retirement Fund
230007680564	JPM Chase Bank	DCS Employee Flexible Spending
235001284100	JPM Chase Bank	DCS Employee Benefit Account - Meritain
000211862206	JPM Chase Bank	2013 Bond Purchase
0009231705	First Merit Bank	Payroll Clearing Account
71575856	Fifth Third Bank	2013 Capital Projects Fund
200872	MILAF CADRE	General Fund - Investment Account
221395	MILAF CADRE	Scholarship Trust Fund

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

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AUTHORIZED SIGNATURES: Moved by Karen Conover, supported by Doug Theodoroff, 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 Larry Finkbeiner, supported by Dale Green, to authorize the delegation of all day-to-day duties of the Treasurer identified in Board Policy 1150 to the Director of Business Services. The motion was carried with a vote of 7-yes, 0-no.

DELEGATION OF INVESTMENT DUTIES: Moved by Karen Conover, supported by Mark McGlashen, 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. The motion was carried with a vote of 7-yes, 0-no.

AUTHORIZATION TO NEGOTIATE LOANS AND OTHER FINANCIAL TRANSACTIONS: Moved by Doug Theodoroff, supported by Dale Green, 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 2013/2014 investment provider listing for the school district's 403(b) Tax Sheltered Annuity plan was provided. There was discussion. Moved by Karen Conover, supported by Doug Theodoroff, to approve the 403(b) Vendor listing for the 2013/2014 school year. The motion was carried with a vote of 7-yes, 0-no.

SCHOOL ATTORNEYS: Moved by Doug Theodoroff, supported by Kim Lindsay, 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.

APPROVAL OF DISTRICT AUDITORS: Moved by Karen Conover, supported by Mark McGlashen, that the Board approve the continuation of its affiliation with Yeo and Yeo to conduct our financial audits. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

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MEETING DAYS AND TIMES: Board members were provided with a list of proposed meeting days, times, and locations for the 2013/2014 school year. Moved by Kim Lindsay, supported by Doug Theodoroff, to approve the list of meeting days, times, and locations for the 2013/2014 school year. The motion was carried with a vote of 7-yes, 0-no.

The following is the approved list of meeting days, times, and locations for 2013/2014:

Day	Time	Location
1. Thursday, July 18, 2013 (District Organizational Meeting)	7 pm	1. Cardinal Center Board Room
2. Monday, August 12, 2013	7 pm	2. Cardinal Center Board Room
3. Monday, September 9, 2013	7 pm	3. DHS Athletic Meeting Room
4. Monday, October 7, 2013	7 pm	4. DHS Athletic Meeting Room
5. Monday, November 4, 2013	7 pm	5. DHS Athletic Meeting Room
6. Monday, December 2, 2013	7 pm	6. DHS Athletic Meeting Room
7. Monday, January 6, 2014 (Board Organizational Meeting)	7 pm	7. DHS Athletic Meeting Room
8. Monday, February 3, 2014	7 pm	8. DHS Athletic Meeting Room
9. Monday, March 3, 2014	7 pm	9. DHS Athletic Meeting Room
10. Monday, April 14, 2014	7 pm	10. DHS Athletic Meeting Room
11. Monday, April 28, 2014 (Planned Special Meeting)	7 pm	11. Cardinal Center Board Room
12. Monday, May 5, 2014	7 pm	12. DHS Athletic Meeting Room
13. Monday, June 2, 2014	7 pm	13. DHS Athletic Meeting Room
14. Monday, June 16, 2014 (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 Doug Theodoroff, supported by Larry Finkbeiner, to approve district membership in the Michigan High School Athletic Association for 2013/2014. The motion was carried with a vote of 7-yes, 0-no. (A copy of the resolution follows the official minutes.)

ANNUAL SAGINAW VALLEY LEAGUE MEMBERSHIP APPROVAL: It was recommended that the Board confirm our district's intention to continue membership in the Saginaw Valley League for the 2013/2014 school year. Moved by Karen Conover,

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supported by Kim Lindsay, to continue membership in the Saginaw Valley League for 2013/2014. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

APPROVAL OF REVISED SHARED BUSINESS SERVICES CONTRACT BETWEEN DAVISON COMMUNITY SCHOOLS AND ATHERTON COMMUNITY SCHOOL DISTRICT:

For the second year the district will oversee the business office and its services for Atherton Community School District. A copy of the revised agreement between the districts was provided for Board review. Moved by Karen Conover, supported by Doug Theodoroff, to approve the revised shared business services contract between Davison Community Schools and Atherton Community School District. The motion was carried with a vote of 7-yes, 0-no.

APPROVAL OF NEW AND REVISED POLICIES FOR THE FIRST READING: The Board Policy & Planning Committee recommended approval of the following policies for the first reading:

- 8651 – Concussions and Athletic Activities
- 1001 – Introduction and Information
- 1040 – District Goals and Objectives
- 1150 – Board Officers
- 1167 – Compensation
- 1170 – Board Position Vacancies
- 1180 – Board Committees

Moved by Karen Conover, supported by Doug Theodoroff, to approve the first reading of the recommended policies. The motion was carried with a vote of 7-yes, 0-no.

DESIGNATION OF VOTING DELEGATIONS FOR 2013 MASB DELEGATE

ASSEMBLY: The annual MASB Delegate Assembly is scheduled for Thursday, October 24, at 7:30 pm at the Lansing Center. At this session MASB will affirm the organization's official positions on a variety of issues. Based on our district's enrollment, we are entitled to send four voting delegates and alternates to the Delegate Assembly. Moved by Karen Conover, supported by Dale Green, that any Davison Board member planning to attend the MASB Annual Fall Conference, October 24-26 be designated as a delegate for the 2013 Delegate Assembly. There was discussion and questions were answered. The motion was carried with a vote of 7-yes, 0-no.

INFORMATIONAL ITEMS:

From our Superintendent:

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- Superintendent Lieske provided updated information regarding a recent communication from Michigan Department of Education State Superintendent Mike Flanagan concerning county-wide schools. We must leverage resources where we can and continue to focus on shared services to provide cost savings.
- The Michigan Association of School Administrators Region V President recently appointed Superintendent Lieske to serve as their newest Region V Council Representative.

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

- The Board of Education made no comments.

Future Meeting Dates:

Next Regular Meeting: Monday, August 12, 2013
7:00 pm
Cardinal Center Board Room
1490 N. Oak Road
Davison, MI 48423

ADJOURNMENT: Moved by Karen Conover, supported by Kim Lindsay, to adjourn the meeting at 7:59 pm. The motion was carried with a vote of 7-yes, 0-no.

Respectfully submitted:

Karen Conover, Secretary
Davison Board of Education

13-14/Board/Minutes/Jul18,13