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## DAVISON COMMUNITY SCHOOLS

### Board of Education

Organizational Meeting of the District

Monday, July 21, 2014

7:00 p.m.

Cardinal Center Board Room

### MINUTES

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

**MEMBERS ABSENT:** Lawrence Finkbeiner

**ADMINISTRATION:** Eric Lieske, Superintendent of Schools  
Kevin Brown, Assistant Superintendent  
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 7:02 pm in the Cardinal Center Board Room.

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

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

**APPROVAL OF AGENDA:** Moved by Karen Conover, supported by Mark McGlashen, to approve the agenda as presented. The motion was carried with a vote of 6-yes, 0-no.

**APPROVAL OF CONSENT AGENDA:** Moved by Douglas Theodoroff, supported by Dale Green, 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 16, 2014. Approval of the minutes for committee meetings held since the June 16, 2014 special board meeting.

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2. **Approval of Bills for Payment:** Approval of payment of the bills for June 12 through June 30:  
  
AP-Pooled Cash: General Fund, DCER Fund, DTV  
Fund, Food Service Fund, and Student Activity Fund     \$    1,730,690.89
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 14 through July 18, 2014.

The motion was carried with a vote of 6-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 Mark McGlashen, that the following financial institutions serve as depositories of school bond monies for investment purposes for the 2014/2015 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
- 9) Flagstar
- 10) The State Bank
- 11) PNC

The motion was carried with a vote of 6-yes, 0-no.

**RENEWAL OF ACCOUNTS WITHIN THE ABOVE ENUMERATED DEPOSITORIES:** Moved by Kim Lindsay, supported by Douglas Theodoroff, to approve the following enumerated accounts.

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<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
200872	MILAF CADRE	General Fund - Investment Account
221395	MILAF CADRE	Scholarship Trust Fund

The motion was carried with a vote of 6-yes, 0-no.

**AUTHORIZED SIGNATURES:** Moved by Karen Conover, supported by Douglas 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 6-yes, 0-no.

**DELEGATION OF TREASURER'S DUTIES:** Moved by Mark McGlashen, supported by Kim Lindsay, 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 6-yes, 0-no.

**DELEGATION OF INVESTMENT DUTIES:** Moved by Douglas Theodoroff, 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. The motion was carried with a vote of 6-yes, 0-no.

**AUTHORIZATION TO NEGOTIATE LOANS AND OTHER FINANCIAL TRANSACTIONS:** Moved by Karen Conover, 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 6-yes, 0-no.

**APPROVAL OF 403(b) TSA VENDORS – INVESTMENT PROVIDERS LIST:** A copy of the 2014/2015 investment provider listing for the school district's 403(b) Tax Sheltered Annuity plan was provided. Moved by Dale Green, supported by Douglas Theodoroff, to approve the 403(b) Vendor listing for the 2014/2015 school year. The motion was carried with a vote of 6-yes, 0-no.

**SCHOOL ATTORNEYS:** Moved by Karen Conover, supported by Douglas Theodoroff, that the Board approve the continuation of its affiliation with the law firms of Thrun Law Firm

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of Lansing, J. David Karr of Davison, Dean & Fulkerson of Troy and Secret Wardle of Farmington Hills. The motion was carried with a vote of 6-yes, 0-no.

**APPROVAL OF DISTRICT AUDITORS:** Moved by Dale Green, supported by Mark McGlashen, 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 6-yes, 0-no.

**MEETING DAYS AND TIMES:** Board members were provided with a list of proposed meeting days, times, and locations for the 2014/2015 school year. Moved by Karen Conover, supported by Mark McGlashen, to approve the list of meeting days, times, and locations for the 2014/2015 school year. The motion was carried with a vote of 6-yes, 0-no.

Following is the approved list of meeting days, times, and locations for 2014/2015:

Day	Time	Location
1. Monday, July 21, 2014 (District Organizational Meeting)	7 pm	1. Cardinal Center Board Room
2. Monday, August 11, 2014	7 pm	2. Cardinal Center Board Room
3. Monday, September 8, 2014	7 pm	3. DHS Athletic Meeting Room
4. Monday, October 6, 2014	7 pm	4. DHS Athletic Meeting Room
5. Monday, November 3, 2014	7 pm	5. DHS Athletic Meeting Room
6. Monday, December 1, 2014	7 pm	6. DHS Athletic Meeting Room
7. Monday, January 12, 2015 (Board Organizational Meeting)	7 pm	7. DHS Athletic Meeting Room
8. Monday, February 2, 2015	7 pm	8. DHS Athletic Meeting Room
9. Monday, March 2, 2015	7 pm	9. DHS Athletic Meeting Room
10. Monday, April 13, 2015	7 pm	10. DHS Athletic Meeting Room
11. Monday, April 27, 2015 (Planned Special Meeting)	7 pm	11. Cardinal Center Board Room
12. Monday, May 11, 2015	7 pm	12. DHS Athletic Meeting Room
13. Monday, June 1, 2015	7 pm	13. DHS Athletic Meeting Room
14. Monday, June 15, 2015 (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 Mark McGlashen, supported by Dale Green, to approve district membership in the Michigan High School Athletic Association for 2014/2015. The motion was carried with a vote of 6-yes, 0-no. (A copy of the resolution follows the official minutes.)

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**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 2014/2015 school year. Moved by Douglas Theodoroff, supported by Dale Green, to continue membership in the Saginaw Valley League for 2014/2015. The motion was carried with a vote of 6-yes, 0-no.

**DESIGNATION OF VOTING DELEGATIONS FOR 2014 MASB DELEGATE ASSEMBLY:** The annual MASB Delegate Assembly is scheduled for Thursday, November 6, at 7:30 pm at the Amway Grand Hotel in Grand Rapids. 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 four 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, November 6-8 be designated as a delegate for the 2014 Delegate Assembly. The motion was carried with a vote of 6-yes, 0-no.

**CIVIL RIGHTS COMPLIANCE PLAN APPROVAL:** The Michigan Department of Education (MDE) Office of Career and Technical Education (OCTE) recently conducted an on-site civil rights compliance review to ensure the Davison Community Schools' facilities, policies and procedures were in compliance with the Office of Civil Rights (OCR) requirements. As a result of that visit, the District was asked to develop a compliance plan. The District's compliance plan, MDE's OCTE acceptance letter dated April 18, 2014 and the Certificate of Local Board approval was provided. Moved by Mark McGlashen, supported by Douglas Theodoroff, to approval the Civil Rights Compliance Plan Certificate of Local Board. There was discussion and questions were answered. The motion was carried with a vote of 6-yes, 0-no.

**BID APPROVAL FOR CENTRAL ELEMENTARY INTERIOR SIGNAGE:** Bids were received for the interior signage for Central Elementary. Director of Operations Phil Thom provided a memorandum and bid tabulation which summarizes the bids received and provides his recommendation for board review. Moved by Karen Conover, supported by Douglas Theodoroff, to award the construction contract for interior signage at Central Elementary to Takeform in the amount of \$36,505. There was discussion and questions were answered. The motion was carried with a vote of 6-yes, 0-no.

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

- Retired DMS counselor Mary Tokarz donated 16 DMS yearbooks dating from 1992–2009 to the district's Alumni Room and two commencement gowns (one staff; one student) to the DHS Guidance Office for distribution to a staff member/student in need.

