BATH COMMUNITY SCHOOLS

Board of Education – Annual Business Meeting

Dr. Therese M. Peterson Lecture Hall

Bath High School

Monday, July 9, 2018

7:00 p.m.

**MINUTES**

1. CALL TO ORDER

The meeting was called to order by President, Sam Bachelor at 7:10 p.m.

1. ROLL CALL

Members present: Mr. Sam Bachelor, Ms. Ann Chaffee, Ms. Stephanie Halfmann, Mr. Blair Svendsen, Mr. Dean Sweet, Jr.  
Declare quorum.

Members absent: Ms. Nancy Hawkins, Mr. Ken Krapohl

Student Representative absent: Ms. Anna Kyes

Staff present:Mr. Jake Huffman, Mr. Matt Dodson, Ms. Lorenda Jonas, Ms. Lisa Roedel, Mr. Tom Louks, Ms. Caroline Cook, Mr. Jon Pechette and Ms. Shannon Proctor

Staff absent: None

ACTING SECRETARY APPOINTMENT

**“Motion to appoint Ann Chaffee as Acting Secretary for the Annual Business Board of Education Meeting scheduled on Monday, July 9, 2018.”**

Moved by Sweet, Seconded by Svendsen, AYE: Chaffee, Halfmann, Svendsen, Sweet, Bachelor. ABSENT: Hawkins, Krapohl NAY: None. VOTE: 5-0. Motion passed

1. APPROVAL OF THE AGENDA

**“Motion to approve the agenda of the Annual Business Board of Education meeting being held on today’s date, Monday, July 9, 2018, as presented.”**

Moved by Sweet, Seconded by Halfmann. Vote: 5-0. Motion Passed.

1. PUBLIC COMMENT – Agenda items only

None.

1. SETTING OF DATES, TIMES, AND PLACES OF REGULAR MEETINGS

**Recommendation:“Motion to set the fourth Monday of each month as the date for its Regular Board Meeting (*with the exception of December 17, 2018; January 7, 2019 and May 20, 2019*) for the 2018/19 fiscal year with the start time set at 7:00 p.m. and the location to be the Dr. Therese M. Peterson Lecture Hall, Bath High School, which is located at 6175 E. Clark Road, Bath, Michigan.”**

**The board meeting schedule for the 2018/19 school year will be as follows:**

July 9, 2018 Annual Business Meeting **January 7, 2019 Annual  
 Organizational Meeting**

August 27, 2018 February 25, 2019

September 24, 2018 March 25, 2019

October 22, 2018 April 22, 2019

November 26, 2018 **May 20, 2019**

**December 17, 2018** June 24, 2019

Moved by Sweet, Seconded by Halfmann.AYE: Chaffee, Halfmann,

Svendsen Sweet, Bachelor. ABSENT: Krapohl, Hawkins. NAY: None. Vote: 5-0. Motion passed.

1. DESIGNATING DEPOSITORIES

**“Motion to authorize the following agencies as depositories for the 2018/19 fiscal year or until such time that the Board of Education deems it appropriate to change depository agencies. The depository agencies are: Fifth Third Bank and Michigan Liquid Asset Fund (MILAF).”**

Moved by Halfmann**,** Seconded by Svendsen. AYE: Halfmann, Svendsen, Sweet, Chaffee, Bachelor. ABSENT: Hawkins, Krapohl. NAY: None. Vote: 5-0. Motion passed.

1. INVESTMENT AUTHORIZATION

**“Motion to authorize the Superintendent or his designee to invest monies during the 2018/19 fiscal year on behalf of the school district with Michigan Liquid Asset Fund (MILAF).”**

Moved by Halfmann, Seconded by Chaffee**.** AYE: Svendsen, Sweet, Chaffee, Halfmann, Bachelor. ABSENT: Krapohl, Hawkins. NAY: None. Vote: 5-0. Motion passed.

1. DESIGNATION OF AUTHORIZED SIGNATURES

**“Motion to authorize the Board Treasurer, Board President, and Superintendent to sign checks and withdrawal slips for the following funds: all General Operating, Food Service, Trust and Agency, Debt Retirement, and Building and Site Fund accounts, as recommended by the administration and the auditors.”**

Moved by Sweet, Seconded by Halfmann**.** AYE: Svendsen, Sweet, Chaffee, Halfmann, Bachelor. ABSENT: Hawkins, Krapohl. NAY: None. Vote: 5-0. Motion passed.

1. DESIGNATION OF PERSON FOR POSTING PUBLIC NOTICES OF MEETINGS

**“Motion to designate the Superintendent’s Executive Assistant or her designee for the posting of the public notices of meetings.”**

Moved by Halfmann, Seconded by Svendsen**.** AYE: Svendsen, Sweet, Chaffee, Halfmann, Bachelor. ABSENT: Krapohl, Hawkins. NAY: None. Vote: 5-0. Motion passed.

1. APPROVAL OF ANNUAL RETAINER CONTRACTS

**“Motion that the Bath Community Schools Board of Education reaffirm and retain the services of the law firm, Thrun Law Firm P.C., for the fiscal year beginning July 1, 2018 and ending June 30, 2019, for matters concerning bond issues, elections, and other specialized services where deemed appropriate and that the Superintendent or his designee be authorized to utilize legal counsel as deemed appropriate.”**

Moved by Halfmann, Seconded by Svendsen**.** AYE: Chaffee, Halfmann, Svendsen, Sweet, Bachelor. ABSENT: Hawkins, Krapohl. NAY: None. Vote: 5-0. Motion passed.

1. REPORTS
   1. Board of Education
2. Secretary Report – Correspondence  
   None
3. Extra-Curricular Committee

Did not meet.

1. Finance Committee

The finance committee reviewed the 2017-18 Budget and the projected 2018-19 Budget, wage adjustments and discussed Alternative Education.

1. Personnel Committee

Did not meet

1. Policy Committee

Did not meet

1. Building and Grounds Committee

Did not meet

* 1. Superintendent

Mr. Huffman discussed the results of the School Finance Research Collaborative showed that the base rate per pupil should be raised, as well as district’s being paid more for student transportation. The general consensus is that Michigan schools are underfunded; this study is done with a bipartisan group of business leaders and education experts. He also asked the board members to look at their calendars to meet later in the month regarding the construction projects.

1. CONSENT AGENDA

The following items may be approved with one motion unless a Board member requests that an item or items be removed for separate action.

1. Minutes of Public Hearing of June 18, 2018
2. Minutes of Regular Meeting of June 18, 2018
3. General Fund bills payable in the amount of $45,411.38
4. General Fund EFT transfers in the amount of $147,995.80
5. Sinking Fund payable in the amount of $8,040.43

**“Motion to adopt the consent agenda as presented.”**

Moved by Halfmann, Seconded by Sweet.AYE: Halfmann, Svendsen, Sweet, Chaffee, Bachelor. ABSENT: Krapohl,Hawkins NAY: None. Vote: 5-0. Motion passed.

1. ACTION ITEMS

a. Personnel

* 1. Approve the hiring of Alisha Books as a First Grade Teacher for 2018-19 school year.

**“Motion to approve the hiring of Alisha Books as a first grade teacher beginning the first semester of 2018/2019 at 1 FTE, MA Step 1, as presented.”**

Moved by Sweet, Seconded by Svendsen. AYE: Svendsen Sweet, Chaffee, Halfmann, Bachelor. ABSENT: Hawkins ,Krapohl NAY: None. Vote: 5-0. Motion passed.

* 1. Accepting the resignation.

**“Motion to accept the resignation of Mrs. Allison Scott, Kindergarten Teacher effective end of the 2017-18 school year, as presented.”**

Moved by Halfmann, Seconded by Sweet. AYE: Svendsen Sweet, Chaffee, Halfmann, Bachelor. ABSENT: Krapohl, Hawkins. NAY: None. Vote: 5-0. Motion passed.

* 1. Accepting the resignation.

**“Motion to accept the resignation of Mrs. Kendra Haid, Third Grade Teacher effective end of the 2017-18 school year, as presented.”**

Moved by Sweet, Seconded by Svendsen. AYE: Sweet, Chaffee, Halfmann, Krapohl, Svendsen, Bachelor. ABSENT: Hawkins. NAY: None. Vote: 5-0. Motion passed.

b. Business

* 1. Adopt Resolution Authorizing Repayment to the Michigan School Bond Loan Fund

**“That the Bath Community Schools Board of Education adopt the certified resolution authorizing repayment to the Michigan School Bond Loan fund to meet principal and interest requirements on its debt obligations for the 2018/19 fiscal year, as presented.”**

Moved by Sweet, Seconded by Svendsen.AYE: Halfmann, Svendsen, Sweet, Chaffee, Bachelor. ABSENT: Hawkins, Krapohl. NAY: None. Vote: 5-0. Motion passed

* 1. Approve 2018/19 Facility Use Fee Schedule

**“Motion to approve the facility use fee schedule for 2018/19, as presented.”**

Moved by Halfmann, Seconded by Svendsen. AYE: Svendsen, Sweet, Chaffee, Halfmann, Bachelor. ABSENT: Krapohl, Hawkins. NAY: None. Vote: 5-0. Motion passed.

* 1. Approve the purchase of flooring and ceiling finishes from Lansing Tile & Mosaic and Trumble Group for the Elementary School

**Recommendation: “Motion to approve Christman to move forward with the purchase of flooring and ceiling finishes from Lansing Tile & Mosaic and Trumble Group for a total of $140,103.47, as presented.”**

Moved by Halfmann, Seconded by Svendsen. AYE: Svendsen, Sweet, Chaffee, Halfmann, Bachelor. ABSENT: Hawkins Krapohl. NAY: None. Vote: 5-0. Motion passed.

1. COMMENTS FROM THE AUDIENCE

None

1. COMMENTS FROM THE BOARD

None

1. CLOSED SESSION

The purpose of the closed session is to discuss a personnel issue as allowed under section 8(a) of the Open Meetings Act.

**Recommendation: “Motion to move into closed session for the purpose of dealing with a personnel issue pursuant to section 8(a) of the Michigan Open Meetings Act at 7:53 p.m. for the purpose of considering recommendations from the attorneys.”**

Moved by Sweet, Seconded by Svendsen. AYE: Halfmann, Svendsen, Sweet, Chaffee, Bachelor. ABSENT: Krapohl, Hawkins. NAY: None. Vote: 5-0. Motion passed.

1. OPEN SESSION

“Motion to return to regular session at 9:10 p.m.”

Moved by Halfmann, Seconded by Sweet. AYE: Halfmann, Svendsen, Sweet, Chaffee, Bachelor. ABSENT: Hawkins, Krapohl. NAY: None. Vote: 5-0. Motion passed.

**ADDENDUM**

1. ACTION ITEMS

a. Personnel

**“Motion that Bath Community School Board of Education approve the adjustment of Ms. Caroline Cook’s Business Services Specialist Contract the start of the 2018-19 School year. (2018-19 $18.38), (2019-20 $19.12), (2020-21 $19.89), (2021-22 $20.69), as presented.”**

Moved by *Halfmann*, Seconded by *S*vendsen AYE: Halfmann, Svendsen, Sweet, Chaffee, Bachelor. ABSENT: *Hawkins, Krapohl*. NAY: None. Vote: *5*-0. Motion passed.

1. *ADJOURNMENT*

**“Motion to adjourn 9:11 p.m.”**

Moved by Svendsen, Seconded by Halfmann. AYE: Svendsen, Sweet, Chaffee, Halfmann, Bachelor. ABSENT: Hawkins Krapohl. NAY: None. Vote 5-0. Motion passed.

Respectfully submitted,

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Ann Chaffee, Acting Secretary Shannon Proctor, Recording Secretary