

Proposed Minutes of the Organizational Board Meeting
July 20, 2020

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Vice President Davis called the meeting to order at 6:00 p.m.

Members present: Alexander, Beatty, Davis, Herman, Palmer

Members absent: Van Sickler, Zinn

Administrators present: Hubbard, Leja

Administrators absent: Groulx, Reedy

Visitors present: Ken Carll, Katie Bissell, Frank Sebastian, Valorie Palmer, Renae Caudill, Sharon Davis, Tracey Reed, Dallas Bell, Erin Bigelow, Janell Kilmer

Approval of Agenda

Motion by Herman, Support by Palmer to approve the agenda as presented.

Motion CARRIED 5-0

Recognition of Guests: None

Superintendent Report

Questions on Department Reports: None

Committee Reports: None

Staffing Update: Amy Johnston will be taking the Instructional Coach position. Johnston came highly recommended by the committee. Hubbard also let the board know that Allyssa Neyer has accepted a position in another field. Tracey Reed has offered to cover until the district can find a replacement. Hubbard congratulated Mrs. Johnston on the new position. Hubbard also wished Mrs. Neyer the very best in her new position. Hubbard also thanked Ms. Reed for stepping in to cover for us.

Legislative Update: Hubbard updated the board on current legislative items.

Shoutouts: None

Communications: None

Consent Agenda

A. Minutes of the Budget Hearing Meeting held June 29, 2020

B. Minutes of the Regular Meeting held June 29, 2020

Treasurer's Report

C. \$ 67,342.28 Bills to be Allowed, Checks #41049-41076

D. \$ 519,390.00 Bills to be Ratified, Checks #40860-40872
#40889-41033

E. Hire

1. Amy Johnston-Instructional Coach

F. Designate Primary Depositories for 2020-2021

1. Chemical Bank

G. Authorization to Sign Checks

1. Payroll Acct -- Superintendent, Business Manager, Administrative Assistant

2. General Fund -- Board President, Treasurer, Secretary, Business Manager

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3. Activity Account -- Superintendent, Board President, Secretary, Treasurer, Business Manager, Administrative Assistant
 4. 2015 Debt Retirement -- Superintendent, Board President, Business Manager, Administrative Assistant
 5. Lunch Fund -- Business Manager, Administrative Assistant
 6. 2019 Debt Retirement -- Superintendent, Board President, Business Manager, Administrative Assistant
 7. Excess Funds - Superintendent, Board President, Business Manager, Administrative Assistant
 - H. Authorization to Transfer Electronic Funds
Allyssa Neyer, Tracey Reed, Christina Hartman, Valorie Palmer or Karen Grover
 - I. Authorization to Redeem or Purchase Certificate of Deposits
Superintendent, Administrative Assistant to the Superintendent or Bookkeeper
 - J. Publication of Official Notice
- The Daily News
 - K.. Designation of Legal Council
- Thrun Law Firm P.C
 - L. Designation of Audit
- Yeo and Yeo
 - M. Designation of Election Duties
 - Superintendent and Staff
 - N. Approval of Organizational Memberships
 1. Michigan Association of School Boards
 2. Michigan High School Athletic Association
 3. Montcalm County School Board Association
 4. MASB Legislative Network
 - O. Approval of Participation in MAISD Schools of Choice 501 and 501C
 - P. Adopt Legal Reference Note
 - Q. Approval of CIPA Compliance
 - R. Approval of School Bond Loan Fund
- Motion by Beatty, support by Palmer to approve the consent agenda as presented.
Motion CARRIED 5-0\

Organizational Business

Dates, Time and Location for Regular Meetings

Motion by Herman, support by Palmer to approve the board meetings as the 2nd Monday of the month. With the exception of an extra meeting in June.

Motion CARRIED 5-0

Establish Board Committees and Members

1. Representative and Alternate to Montcalm County School Board Association
 - currently * Mr. Palmer as representative – Mr. Van Sickler as alternate

Motion by Alexander, support Beatty to approve Palmer as representative and Van Sickler as alternate.

Motion CARRIED 5-0

Michigan Association of School Boards (MASB) items:

- a. MASB Delegate Assembly
 - currently * Mr. Van Sickler as representative – Ms. Davis as alternate

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Motion by Herman, support by Palmer for Van Sickler as representative and Davis as the alternate representative.

Motion CARRIED 5-0

2. Type of Committees -- (ad-hoc advisory)

- a. Governance Review
 - currently * Davis, Van Sickler, Zinn
- b. Finance Review
 - currently * Herman, Van Sickler, Zinn
- c. Facilities Review
 - currently * Alexander, Davis, Palmer

Motion by Alexander, support by Beatty to approve Beatty taking Van Sickler's place on the governance committee and the rest of the committees will stay the same.

4. Representative to Vestaburg Foundation Committee

- currently * Mr. Hubbard

Motion by Beatty, support by Alexander to approve Hubbard for the Foundation representative.

Motion CARRIED 5-0

5. Representative to District School Improvement Team

- currently * Ms. Davis as representative – Mrs. Herman as alternate

Davis stated she has not been to a meeting in two years. She is not sure why there have not been meetings. Hubbard explained why they have not had meetings. Beatty offered to be on the committee.

Motion by Alexander, support by Palmer to approve Beatty as the representative and Herman as the alternate.

Motion CARRIED 5-0

New Business

First Reading of MSAC Constitution changes

Hubbard stated that this is mostly language changes to add St. Charles school to the league.

Schedule Workshop for Board and Superintendent Goals

Hubbard stated that the board needs to approve the Back to School plan at the August meeting. So this will give them time to hear the full plan and discuss this. Hubbard suggested Tuesday, August 4th at 9:00 a.m. held virtually.

Bullying Report 2019-2020

Hubbard stated that we had 16 incidents this year that were recorded as bullying. They were investigated as bullying but only 3 incidents were confirmed with evidence as bullying.

Discussion

Back to School - Fall 2020

Hubbard explained that the governor has all schools listed as phase 4 right now. Vestaburg is in region 4 with Kent County. Grand Rapids is a current hotspot so we could move back to phase 3. We have a parent survey out right now to collect data. The decision will be made based on the governors guidance and the health departments recommendations. Hubbard stated that whether we are in distance learning or online, attendance will be taken and work will be graded. It will not be the same as the spring.

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Beatty asked about students that work with a paraprofessional all day. Hubbard stated that they will have updated plans.

Graduation

Dr. Leja stated that we will have a drive thru graduation parade on August 2nd. Graduates will be lined up to start at 2:00 p.m. Leja stated that each graduate will get out of their car and walk across the red carpet. A photographer will also be there to take pictures. Once they have received their diploma cover and take a picture, they will return to their car and go to the back of the parade line so they can watch their friends also cross the stage.

Bond Update

Hubbard gave the board an update on the roof. Hubbard stated that there has been some leaking from the rain where they are working on the roof. The company has called in servpro to clean everything up.

Motion by Beatty, support by Hermam to adjourn at 7:09 p.m.

Motion CARRIED 5-0

Karen S. Grover
Recording Secretary