

## Organizational Meeting Minutes ~ July 26, 2016

The organizational meeting of the Board of Education of the Menominee County Intermediate School District was called to order by Presiding Officer John Mans at 5:00 pm in the lounge room of the Menominee County ISD, Menominee, Michigan.

Members Present: Ed Jenkins, Kandace Curran, Maureen Landerman, Karen Brisson

Members Absent: Carol Pipkorn

The pledge of allegiance was recited.

Mrs. Brisson announced that she will be resigning from the Board effective today at the end of this meeting.

Mr. Mans changed item L-14 "The following policies for the second reading." and added item R-1 on the agenda to approve Hartman Consulting contract and item R-2 to accept resignation of Karen Brisson.

Moved by Mrs. Brisson, supported by Ms. Landerman, to approve the agenda as revised.  
Motion carried unanimously.

Moved by Ms. Landerman, supported by Mr. Jenkins to approve the regular minutes of June 29, 2016 and July 15, 2016 as presented. Motion carried unanimously.

Mr. Mans provided an opportunity for public comment.

### 2016-17 Board Reorganization

#### Nominations for President:

Ms. Curran nominated Mr. Jenkins.

Moved by Ms. Curran, supported by Ms. Landerman to elect Ed Jenkins for President.

Motion carried unanimously.

#### Nominations for Vice-President:

Mrs. Brisson nominated Ms. Landerman.

Moved by Mr. Jenkins, supported by Ms. Curran to elect Maureen Landerman for

Vice-President. Motion carried unanimously.

#### Nominations for Treasurer:

Ms. Curran nominated Mrs. Pipkorn.

Moved by Ms. Curran, supported by Mr. Jenkins to elect Carol Pipkorn for Treasurer.

Motion carried unanimously.

#### Nominations for Secretary:

Ms. Landerman nominated Ms. Curran.

Moved by Mr. Jenkins, supported by Mrs. Brisson to elect Kandace Curran for Secretary.

Motion carried unanimously.

President Ed Jenkins appointed the following committees:

Finance: Mrs. Pipkorn and Ms. Curran, Alternate Mr. Jenkins.

Personnel/Negotiations: Mr. Jenkins and Ms. Landerman

Building/Site/Technology and Transportation and Programs/Services: Members will meet as needed.

Moved by Ms. Curran, supported by Ms. Landerman to approve the 2016 – 2017 Board of Education meeting dates. Motion carried unanimously.

Moved by Ms. Curran, supported by Ms. Landerman to approve:

1. The late June bills, the regular July bills, and the hand-drawn checks for late June and early July.
2. mBank be named as a Menominee County Intermediate School District depository for 2016 - 2017.
3. Thrun Law Firm P.C., LaPointe and Associates, and be designated as district attorneys for 2016 - 2017.
4. Board member attendance at MASB conferences be approved with expenses approved as provided by Board Policy for 2016 - 2017.
5. Expenses for the superintendent to attend MASA and MAISA meetings and conferences be approved for 2016 - 2017.
6. Mary Stein, Director of Special Education, be designated as Child Find Coordinator for 2016 - 2017.
7. Superintendent/Interim Superintendent, be designated as district Hazardous Materials Coordinator for 2016 - 2017.
8. Superintendent/Interim Superintendent, be designated to sign contracts, checks, agreements, and purchase orders on behalf of the Board according to Board Policy.
9. Existing Board Policies as maintained by NEOLA be approved for the 2016 - 2017 school year.
10. Superintendent/Interim Superintendent, be appointed Title I/Age Discrimination/Title IV/Section 504 Coordinator.
11. Board President be designated MASB Liaison.
12. Michigan Liquid Asset Fund (MiLAF) be named a depository for Menominee County ISD funds for 2016 - 2017.
13. Jeff Jones be appointed as Truancy Officer for 2016 – 2017.
14. The following policies for the second reading:
  - 1240 Evaluation of the Superintendent
  - 1420 School Administrator Evaluation
  - 2623 Student Assessment
  - 3220 Professional Staff Evaluation
  - 6146 Post-Issuance Compliance for Tax-Exempt and Tax-Advantaged Obligations
  - 6424 Purchasing Cards
  - 7217 Weapons
  - 8142.01 Weapons
  - 0140 Conflict of Interest
  - 1130 Conflict of Interest
  - 3110 Conflict of Interest
  - 4110 Conflict of Interest
  - 6110 Grant Funds
  - 6111 Internal Controls
  - 6112 Cash Management of Grants
  - 6114 Cost Principles-Spending Federal Funds
  - 6116 Time and Effort Reporting
  - 6325 Procurement-Federal Grants/Funds
  - 6550 Travel Payment and Reimbursement
  - 7300 Disposition of Real Property
  - 7310 Disposition if Surplus Property

- 7450 Property Inventory
- 8500 Food Services

Motion carried unanimously.

Moved by Ms. Landerman, supported by Ms. Curran the purchase of a Dell PowerEdge R430 Rack Server for \$9,578.12. Motion carried unanimously

Moved by Ms. Curran, supported by Ms. Landerman to approve the Thumb Educational Services contract for bookkeeper services. Motion carried unanimously.

Moved by Ms. Curran, supported by Ms. Landerman to approve the salaried staff contracts for 2016-17. Motion carried unanimously.

Moved by Ms. Curran, supported by Ms. Landerman a 3% increase of the non-represented employees pay rate for hourly employees for the 2016-2017 school year. Motion carried unanimously.

Moved by Ms. Curran, supported by Ms. Landerman \$1.00 per hour increase for Classroom and Instructional Aides and revised Appendix A for Aides and Substitutes. Motion carried unanimously.

Moved by Ms. Curran, supported by Ms. Landerman to approve the organizational objectives as discussed at the June board meeting: Communication on every level-top to bottom, board training, school improvement plan, exit interview process, cross training, budgeting for future expenses/maintenance, Neola policies, staff feedback, paperless board packets. Motion carried unanimously.

Moved by Ms. Curran, supported by Ms. Landerman to approve the contract with Hartman Consulting for Superintendent search services. Mr. Jenkins-no, Ms. Landerman-no, Ms. Curran no, Mrs. Brisson-no. Motion failed 0-4.

Moved by Ms. Curran, supported by Ms. Landerman to accept the resignation of board member Karen Brisson with regret. Motion carried unanimously.

Moved by Ms. Curran, supported by Ms. Landerman to adjourn at 5:35 pm. Motion carried unanimously.



Kandace Curran, Secretary