

FENNVILLE PUBLIC SCHOOLS  
BOARD OF EDUCATION  
ORGANIZATIONAL MEETING MINUTES  
JANUARY 15, 2018  
BOARD ROOM 7:00 P.M.

**A. CALL TO ORDER**

The meeting was called to order by President Johnson at 7:02 p.m. and the Pledge of Allegiance was recited.

**TAKING OF THE ROLL**

Present: Mr. David Johnson                      Mr. Tobias Hutchins  
             Mrs. Juliet Michele                     Mr. Julio Almanza  
             Mr. John Raak                                Mr. Jayson Hicks  
             Mr. Manuel Sanchez

Absent: None

**B. ELECTION OF TEMPORARY CHAIRPERSON**

*Motion by Hutchins, supported by Almanza, that the Board of Education appoint Mr. Johnson as Temporary Chairperson. No other nominations.*

**Motion carried: 7-0 Unanimous**

**C. ELECTION OF OFFICERS FOR 2018**

**President**

*Motion by Hutchins, supported by Michele, that the Board of Education appoint Mr. Johnson to the position of Board President. No other nominations.*

**Motion carried: 7-0 Unanimous**

**Vice President**

*Motion by Johnson, supported by Almanza, that the Board of Education appoint Mr. Hutchins to the position of Board Vice President. No other nominations.*

**Motion carried: 7-0 Unanimous**

**Secretary**

*Motion by Sanchez, supported by Hutchins, that the Board of Education appoint Mrs. Michele to the position of Board Secretary. No other nominations.*

**Motion carried: 7-0 Unanimous**

**Treasurer**

*Motion by Sanchez, supported by Michele, that the Board of Education appoint Mr. Almanza to the position of Board Treasurer. No other nominations.*

**Motion carried: 7-0 Unanimous**

**D. ADDITIONS TO THE AGENDA**

None

**E. PUBLIC PARTICIPATION**

None

**F. CONSENT AGENDA**

*Motion by Hutchins, supported by Michele, that the Board of Education accept the Consent Agenda as presented to include the following:*

<b>1. Minutes for December 18, 2017 Regular Meeting</b>	<b>2. Treasurer's Report for December 2017</b>	<b>3. Summary of Bills for December 2017</b>	<b>4. Agenda</b>
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**Motion carried: 7-0 Unanimous**

5. Dates, Times, and Locations of Board Meetings

- Monday, February 19, 2018
- Monday, March 19, 2018
- Monday, April 16, 2018
- Monday, May 21, 2018
- Monday, June 18, 2018\*
- Monday, July 16, 2018
- Monday, August 20, 2018
- Monday, September 17, 2018
- Monday, October 15, 2018
- Monday, November 19, 2018
- Monday, December 17, 2018

\*Budget Hearing to precede Board meeting at 6:30 p.m.

All Regular meetings to be held at 7:00 p.m. in the Board Room unless otherwise posted. Special Meetings and Work Sessions will be scheduled as necessary.

6. Designate official depositories or all District Funds to be Chemical Bank and the Michigan School District Liquefied Asset Fund Plan.

7. That the Board of Education continue usage of the Debt Retirement Account at Chemical Bank for the purpose of depositing taxes and for bond payments, and continue usage of the Sinking Fund Account a Chemical Bank for the purpose of depositing taxes and for payment of allowable Sinking Fund expenses.

8. Authorize signatories for all accounts as indicated, and as funds are deposited in the designated depositories as presented in this Agenda:

All General Fund and Debt fund and Sinking Fund Accounts – any two of the following person:

Board President, Board Vice President, Board Secretary, Board Treasurer, James Greydanus, Superintendent, and the appointed CFO and Controller for the District.

All School Service Fund Accounts (School Lunch) and all Trust and Agency Fund Accounts – the following persons: James Greydanus, Superintendent, and the appointed CFO and Controller for the District.

and further that the previously approved signatures continue to be in effect until such time that the new signature authorization cards are completed.

9. Authorize immediate deposit of school funds in established depositories without the Treasurer's signature, and further, that the Superintendent or designee be authorized to transfer funds between Board approved institutions and accounts in accordance with accepted business procedures and in the best interest of the District, commensurate with the Board of Education Policy.
10. Authorize the following positions to use District purchase cards in conducting District business: Superintendent, Director of Teaching and Learning, High School Principal, Middle School Principal, Elementary Principal, Athletic Director/High School Assistant Principal, Food Service Director, Facilities Directory, Transportation Director, Maintenance Director, Executive Secretary, Special Education Secretary, Homeless Liaison, Robotics Coach.
11. Designate the CFO, Controller, and /or designee as the District's Electronic Transfer Officers.
12. Authorize the CFO and Controller for the District to assume specified responsibilities of the Board Secretary.
13. Designate the Superintendent to assume specified responsibilities of the Board Secretary.
14. Authorize the Superintendent to sign contract documents on behalf fo the District and the Board of Education.
15. Appoint the Executive Secretary to serve as deputy to the Secretary of the Board for coordinating all school election efforts with County Clerk and appropriated agencies.

16. Appoint the Executive Secretary to coordinate the postings of any and all public notices of public meetings.
17. Retain the firm of Thrun Law Firm, P.C. of Lansing, Michigan and Scholten Fant, P.C. of Grand Haven, Michigan as General Board Counsel and further that the Superintendent be authorized to solicit such legal counsel as the Board or as the Superintendent may from time to time deem necessary.
18. Retain the auditing firm of Maner Costerisan, P.C. for the 2017-2018 fiscal year.
19. Appoint the Superintendent and Director of Teaching and Learning as Title IX/Civil Rights/Non-Discrimination Coordinators.

**G. SUPERINTENDENT REPORT**

**1. SUPERINTENDENT REPORT**

- Mr. Greydanus explained to the Board, a purchase card will be provided to the Homeless Liaison and Robotics Coach and the reasoning behind the decision.
- FPS will use the same attorney firms, Thrun and Scholten Fant as the previous year.
- Six proposals were received from construction management firms. The Facilities and Transportation Committee with interview each of them on January 23 or 24.
- A phone conference is scheduled for Wednesday, January 24 with Standard and Poor's as part of their preparation to issue a bond rating for the district. This rating will be a factor in the interest rates for the bond sale.
- The Never Forgotten Game will be played at Hope College on Friday, January 19, 2018.
- The Robohawks kicked off their 2018 season on January 6.
- A letter has been filed with the MHSAA to self-report a violation of Regulation II 225 during the final week of the football season. The sanction is the loss of a scrimmage in the next football season.
- Amanda Morgan, City Administrator, has connected Mr. Greydanus with Kris Lewis, CEO of Allegan Community Credit Union. ACCU may be interested in leasing the bank building to bring a financial institution to Fennville.
- A new technology education steering committee met for the first time on Thursday, January 11, 2018.
- A recent audit of student count at Fennville High School has revealed that the Experiential Learning course where six high school students mentor middle school students does not meet the pupil accounting requirements. There will be a reduction in state aid for one hour per day for each of these students. There is also a requirement to have a list of Board-approved courses. This list will be brought to the Board in February for approval.

- The Office of Retirement Services must return the 3% that was deducted from employee paychecks from July 2010 to September 2012. This money must be paid through the districts where the money was earned. Fennville must pay the employer portion of FICA taxes on this money. This amount is approximately \$26,000 for Fennville which was not anticipated in the budget for the year.
- The number of slots at the Tech Center allocated to Fennville this year is 70. In October 111 students from Fennville were enrolled. For 2018-2019 the Fennville allotment will be 105. There are an additional six slots per program that will become available on April 9 along with unused slots from other districts. Mrs. Coffindaffer has been commended on her efforts to get Fennville students into ACATEC programs.

**H. NEW BUSINESS**

1. Schedule Student Program Committee and Facilities and Transportation Committee meetings.
  - Facilities and Transportation Committee: January 23, 24 and 30 at 6:00 p.m.
  - Student Program Committee: February 6 at 6:00 p.m.

**ACTION ITEMS**

**1. ESTABLISHMENT OF STANDING COMMITTEES**

*Motion by Hutchins, supported by Sanchez, that the Board of Education establish the following committees:*

- A. Board Policy Committee
  1. David Johnson – Chair
  2. Julio Almanza
  3. Jayson HicksAlternate: Tobias Hutchins
  
- B. Finance Committee
  1. Julio Almanza - Chair
  2. Manuel Sanchez
  3. Juliet MicheleAlternate: John Raak
  
- C. Personnel Committee
  1. Dave Johnson - Chair
  2. Tobias Hutchins
  3. Manuel SanchezAlternate: Jayson Hicks

**D. Facilities and Transportation Committee**

1. Dave Johnson – Chair
  2. John Raak
  3. Jayson Hicks
- Alternate: Juliet Michele

**E. Student Program Committee**

1. Tobias Hutchins – Chair
  2. Jayson Hicks
  3. Juliet Michele
- Alternate: Dave Johnson

**F. Paine Volunteerism Award Committee**

1. Julio Almanza
2. Tobias Hutchins

**4. APPOINTMENT OF DELEGATES**

*Motion by Michele, supported by Hicks, that the Board of Education appoint the following members to serve as delegates and representative for 2018.*

**A. MASB Delegate Assembly**

Delegates

1. Julio Almanza
  2. Tobias Hutchins
- Alternates: Jayson Hicks  
Juliet Michele

**B. Allegan County School Board Association**

Delegate

1. Jayson Hicks

Alternate

1. Julio Almanza

**C. Fennville Educational Foundation Representative**

1. Juliet Michele

**5. ADOPTION OF RESOLUTION FOR THE DESIGNATION OF INVESTMENT MANAGEMENT COMPANY**

*Motion by Hutchins, supported by Michele, that the Board of Education approve the resolution authorizing the use of Umbaugh Cash Advisory Services, LLC for the investment management of the proceeds from the 2018 Construction Bond.*

**Roll Call Vote:**

Ayes: Michele, Sanchez, Raak, Hicks, Almanza, Hutchins Johnson

Nays: None

**Motion carried: 7-0 Unanimous**

6. **EARLY GRADUATION REQUEST**

*Motion by Hicks, supported by Sanchez, that the Board of Education approve the Early graduation request of Hernan Burgett upon completion of all Fennville High School requirements.*

**Motion carried: 7-0 Unanimous**

I. **PUBLIC PARTICIPATION**

- Choir Teacher, Jocelyn Leonard shared that Pam Pierson has been volunteering in the HS Choir class this year. Mrs. Pierson, retired Choir teacher, had received the teacher of the year award while at West Ottawa High School. Mrs. Leonard was happy to have Mrs. Pierson in class; she has assisted with 15 students who auditioned for the Regional Honors Choir.
- Mrs. Leonard updated the Board that the Saugatuck HS band will be joining the Fennville HS band play at the WLHT Never Forgotten game, Friday, January 19, 2018.
- Jaime Flores will be competing TTBB State Honor Choir Concert at the DeVos Performance Hall on Saturday, January 27, 2018. All are invited to attend.

J. **CLOSED SESSION TO DISCUSS NEGOTIATIONS**

*Motion by Hutchins, supported by Sanchez, to move into closed session to discuss negotiations. (8:10 p.m.)*

**Roll Call Vote:**

Ayes: Raak, Hicks, Almanza, Hutchins, Michele, Sanchez, Johnson

Nays: None

**Motion carried: 7-0 Unanimous**

*Motion by Hutchins, supported by Sanchez, to reconvene in open session. (8:41 p.m.)*

**Motion carried: 7-0 Unanimous**

K. **COMMENTS FROM THE BOARD TABLE**

- Mr. Hutchins invited the Board to meet with Mary Whiteford.
- Mr. Hutchins shared his concerns in regards to the Community Athletic Center not holding regular Advisory Board meetings. Mr. Hutchins stated that reassignment to the Board is to be held every 2 years.
- Mr. Johnson added that public notice of the CAC Advisory Board meetings should be posted and the meetings should be open for the public to attend.
- Mr. Raak suggested the Board appoint new members to the CAC Advisory Board. New members would add new ideas of improvement.
- Mr. Hicks shared people that regularly use the CAC shared their interest in joining the CAC Advisory Board.

- Mr. Johnson suggested contact be made to CAC Coordinator, Angel Samp, to discuss appointing new members to the CAC Advisory Board.
- Mr. Hutchins asked the Board about Superintendent Evaluation.
- Mr. Johnson thought there was a mid-year review. Mr. Johnson asked Mr. Greydanus to look into it for the Board.
- Mr. Hutchins is interested in creating and sending surveys out to graduates of FHS, to gather valuable data on how well prepared graduates felt entering college/trade school/work force.
- Mr. Greydanus shared the HS had send out a survey to graduates, but had missed a segment of students because they did not have the correct contact information for them. Mr. Greydanus also learned from those surveys that the experience of graduates was different from current students due to changes in the program.
- Mr. Hutchins would like to create an email database to contact graduates. This in turn will allow him to create an outreach program for Alumni.
- Mr. Hutchins has made a personal goal to advocate for our school district due to state budget cuts in education. Mr. Hutchins stated we need more teachers.
- Mrs. Michele shared Fennville had many good things happening.
- Mr. Johnson believes that families in our community do not understand how funding is different for every school district.
- Mrs. Michele suggested we find a way to educate the district on what Fennville is doing well for students.
- Mr. Johnson will be seeking to be a Representative on the Manilus Township Fire Board. He would like to assist in assuring that there is mutual aid in fire protection for the district.

**L. ADJOURNMENT**

*Motion by Michele, supported by Almanza, to adjourn. (9:10 p.m.).*

**Motion carried 7-0 Unanimous**

*Recorded by Executive Secretary, Marileen Pitts*

Respectfully Submitted by,



Juliet Michele  
Board Secretary