

MINUTES OF THE BOARD OF EDUCATION ~ REGULAR MEETING  
DOWAGIAC UNION SCHOOL DISTRICT  
DOWAGIAC MIDDLE SCHOOL CAFETERIA  
May 13, 2019 7:00 PM

Call to Order	A "Regular" meeting of the Dowagiac Union School District Board of Education was held Monday evening, May 13, 2019 in the cafeteria at Dowagiac Middle School, 57072 Riverside Dr., Dowagiac, MI. Larry Schmidt called the meeting to order at 7:00 PM.
Roll Call	<p><u>Members Present:</u> Larry Schmidt, Ronda Sullivan, Ron Jones, Phyllis Sarabyn</p> <p><u>Members Absent:</u> Ruth Ausra, Terry Groth, Carrie Freeman</p> <p><u>School Personnel:</u> Paul Hartsig, Dawn Conner, Stacy Ritchie, Kelly Millin, Sean Wightman, Mike Campbell, Bryan Henry, Cathy Stone, Andrea VanderLaan, John Juroff, Scottie Woods, Stacy Woods, Bev Dodd, Mark Howkins, Peg Magin, Lauren Cornelius, Keith Klann, Julia Klann, Ryan Zietlow, Shelly Kurland, Melissa Nearpass, Kelly Knapp, Erica Schibley, Sally Bridges, Cynthia Stacy, Crystal Henninger, Ashley Slusher, Karen Eckman, Kathy Stewart, recording secretary.</p>
Minutes Approved	Moved by Sullivan, supported by Jones, to approve the minutes of the April 15, 2019 Regular Meeting, and the May 9, 2019 Special (Work Session) Meeting, as presented. All in favor, Motion carried.
Additions or Deletions	None
Financial Reports Presented	Stacy Ritchie presented the financial report to the board. No questions were presented regarding the financial reports
Bills Approved for Payment	Moved by Jones, supported by Sarabyn, to approve the bills for payment— > <u>Expenditures = \$3,182,061.09</u> General Fund--\$580,884.27 Debt Retirement--\$2,515,490.63 Capital Projects (Fund 41)--\$56,322.04 Capital Projects (Fund 42)--\$29,363.55 All in favor, Motion Carried.
Correspondence	None
Student Representatives	Matthew Nelson and Rebecca Franklin informed the board of activities that are taking place at Union High School in the upcoming weeks.
Informational Items	Supt. Paul Hartsig informed the board of the retirement at the end of the 18-19 school year of Kay Skogen, Media Specialist, Sister Lakes
Student Handbook Changes	Supt. Paul Hartsig presented UHS and DMS student handbook changes. Board members will have until the next board meeting to review, with a recommendation of approval at the June meeting.
Hearing of Citizens	Andrea Van der Laan, Patrick Hamilton interim principal addressed the board to thank them for the opportunity to help out the past few month as interim Principal.
LCISD 2019-20 Budget Assumptions	Stacy Ritchie presented the 2019-20 General Fund and Special Education Fund Budget Assumptions on behalf of Brent Holcomb, of LCISD.

Personnel Items	<p>Moved by Jones, supported by Sarabyn, to approve the leave per handbook/contract for Lori Fain, Bus driver, Transportation, Cynthia Stacy, 4<sup>th</sup> grade, Patrick Hamilton and Kara Cox, Coordinator, Pathfinders Alt/Adult Ed.</p> <p>YES: Schmidt, Jones, Sullivan, Sarabyn</p> <p>Motion Carried.</p>
Recommendation of hire	<p>Moved by Sarabyn, supported by Sullivan to approval the hiring of Nicole Robinson, Principal, Patrick Hamilton Elementary and Matthew Nicholls, Social Studies, Union High School.</p> <p>YES: Sarabyn, Sullivan, Jones, Schmidt</p> <p>Motion Carried.</p>
LCISD Budget 2019-20 Resolution	<p>Moved by Sullivan, supported by Sarabyn to accept the LCISD 2019-20 Budget Assumptions as presented.</p> <p>YES: Sullivan, Jones, Schmidt, Sarabyn</p> <p>Motion Carried.</p>
LCISD Election Resolution	<p>Moved by Jones, supported by Sullivan to approve the designation of Larry Schmidt as the Board's representative for the casting of vote for the two vacancies on the LCISD Board on June 3, 2019. The Board designates Phyllis Sarabyn as alternate; the vote is to be casted for Thomas Atkinson and Donald Curtis.</p> <p>YES: Sullivan, Jones, Schmidt, Sarabyn</p> <p>Motion Carried.</p>
Approval of Roofing Mgmt. Company	<p>Moved by Sullivan, supported by Jones to approve the naming of Wightman as as the roofing management company to oversee upcoming roofing projects.</p> <p>YES: Jones, Schmidt, Sarabyn, Sullivan</p> <p>Motion Carried.</p>
Approval of Board Policies	<p>Moved by Sarabyn, supported by Sullivan to accept the New/Revised/Replacement Board policies.</p> <ol style="list-style-type: none"> <li>1. Bylaw 0100 - Definitions (Revised)</li> <li>2. Bylaw 0167.2 - Closed Session (Revised)</li> <li>3. Policy 1422.01 - Drug-Free Workplace (New)</li> <li>4. Policy 1430/3430/4430 - Leaves of Absence (New/Revised)</li> <li>5. Policy 2210 - Curriculum Development (Revised)</li> <li>6. Policy 2414 - Reproductive Health and Family Planning (Revised)</li> <li>7. Policy 3120 - Employment of Professional Staff (Revised)</li> <li>8. Policy 3120.04 - Employment of Substitutes (Revised)</li> <li>9. Policy 5113.01 - Schools of Choice (Intra-District) (Revised)</li> <li>10. Policy 5113.02 - School Choice Options Provided by Federal Law (Revised)</li> <li>11. Policy 5200 - Attendance (Revised)</li> <li>12. Policy 6321 - New School Constructions, Renovation (Revised)</li> <li>13. Policy 6325 - Procurement - Federal Grants/Funds (Revised)</li> <li>14. Policy 6605 - Crowdfunding (Revised)</li> <li>15. Policy 8400 - School Safety Information (Revised)</li> <li>16. Policy 8402 - Emergency Operations Plan (New)</li> <li>17. Policy 8500 - Food Services (Revised)</li> <li>18. Policy 8640 - Transportation for Field and Other District-Sponsored Trips(Revised)</li> </ol> <p>YES: Schmidt, Jones, Sarabyn, Sullivan</p> <p>Motion carried.</p>
Future Chef	<p>Deb Cahill, Sodexo, presented to the Board the Future Chef winner Addison Wilson, 5<sup>th</sup> grade, Kincheloe Elementary and presented her with her Chef's jacket.</p>

April 2019  
Students of the Month

Certificates and T-shirts were handed out to the following students:

- |                    |                          |
|--------------------|--------------------------|
| • Patrick Hamilton | Isabella Razo            |
| • Kincheloe        | Joseph Rosewarne         |
| • Sister Lakes     | Hope Buskirk (March SOM) |
| • Justus Gage      | Elsie-Gray Morris        |
| • Union HS         | Ethan Hannapel           |

Unable to attend: Trinnady Jurgens, DMS and Sharey Cruz, Sister Lakes

2018-19 School  
Year Retirees

Retirees were acknowledged for their years of service:

**Sister Lakes**

Kay Skogen, Media Specialist 1991-2019

**Transportation**

Kevin Kelm, Supervisor 2005-2019

**Patrick Hamilton**

Kelly Knapp, 3<sup>rd</sup> grade 1998-2019

**Kincheloe**

Christine Green, 2<sup>nd</sup> grade 2002-2019 (unable to attend)

**DMS**

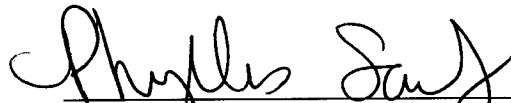
Carrie Muessig, Title I 1994-2019 (unable to attend)

**Union HS**

Dan Vandenheede, Social Studies 1996-2019 (unable to attend)

Adjourn

Moved by Jones, supported by Sullivan  
All in favor, the meeting adjourned at 7:43 p.m.

  
\_\_\_\_\_  
PHYLLIS SARABYN, BOARD SECRETARY  
DOWAGIAC BOARD OF EDUCATION

/ks

## ISD BUDGET RESOLUTION

Dowagiac Union Schools, Michigan (the "District")

A regular meeting of the board of education of the District was held in the cafeteria at Dowagiac Middle School, 57072 Riverside Dr. the District, on the 13th day of May, 2019, at 7:00 o'clock in the PM.

The meeting was called to order by Larry Schmidt, President.

Present: Members: Schmidt, Jones, Sarabyn, Sullivan

Absent: Members: Ausra, Groth, Freeman

The following preamble and resolution were offered by Member Sullivan and supported by Member Sarabyn:

### WHEREAS:

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and

2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

### NOW, THEREFORE BE IT RESOLVED THAT:

1. The board of education has received and reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.

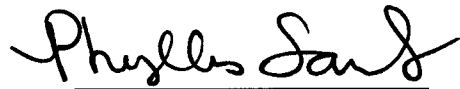
2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2019.

3. All resolutions insofar as they conflict with this resolution be and the same are hereby rescinded.

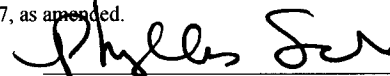
Ayes: Members: Sullivan, Jones, Schmidt, Sarabyn

Nays: Members: none

Resolution declared adopted.

  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Dowagiac Union Schools, Dowagiac, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a regular meeting held on May 13, 2019, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

  
Secretary, Board of Education

## RESOLUTION DESIGNATING DISTRICT'S ELECTION REPRESENTATIVE

Dowagiac Union Schools, Dowagiac, Michigan (the "District")

A regular meeting of the board of education of Dowagiac Union Schools, Dowagiac, Michigan (the "Board"), was held in the cafeteria at Dowagiac Middle School, 57072 Riverside Dr., in the District, on the 13th day of May, 2019, at 7:00 o'clock in the PM.

The meeting was called to order by Larry Schmidt, President.

Present: Members: Schmidt, Jones, Sarabyn, Sullivan

Absent: Members: Ausra, Groth, Freeman

The following preamble and resolution were offered by Member Jones and supported by Member Sullivan:

### WHEREAS:

1. The biennial election of the Board of Lewis Cass Intermediate School District, Michigan (the "ISD Board") will be held on Monday, June 3, 2019; and
2. The members of the ISD Board will be elected by an electoral body composed of 1 person designated by the board of each of the constituent school districts; and
3. In accordance with Section 614(2) of the Revised School Code [MCL 380.614(2)], this Board designates Larry Schmidt as this District's proposed representative and directs said representative to vote on behalf of this Board for a specific candidate.

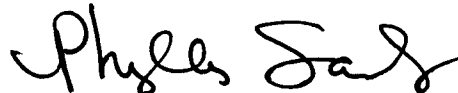
### NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board does hereby approve the designation of Larry Schmidt as the representative of this Board for the electoral body, which body will elect two (2) candidates to the vacancies on the ISD Board on Monday, June 3, 2019, and Phyllis Sarabyn as an alternate in the event the designated representative is unable to attend.
2. The designated representative is further directed to cast a vote on the first ballot on behalf of this Board for Thomas Atkinson and Donald Curtis [insert candidate names equal to the number of vacancies].
3. The Secretary of this Board is hereby further directed to file a certified copy of this resolution with the Secretary of the ISD Board.
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

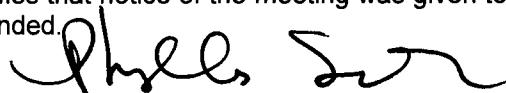
Ayes: Members: Sullivan, Jones, Schmidt, Sarabyn

Nays: Members: none

Motion declared adopted.

  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Dowagiac Union Schools, Dowagiac, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on May 13, 2019, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

  
Secretary, Board of Education