

MINUTES OF THE BOARD OF EDUCATION ~ ANNUAL ORGANIZATIONAL MEETING
DOWAGIAC UNION SCHOOL DISTRICT
DOWAGIAC MIDDLE SCHOOL
January 14, 2019
7:00 PM

Call to Order	The annual organizational meeting of the Dowagiac Union School District Board of Education was held Monday evening, January 14, 2019 in the cafeteria at Dowagiac Middle School. Paul Hartsig, Superintendent called the meeting to order at 7:03 PM. The Pledge of Allegiance was recited.
Roll Call	<p><u>Members Present:</u> Larry Schmidt, Ronda Sullivan, Ron Jones, Phyllis Sarabyn, Terry Groth, Carrie Freeman, Paul Hartsig, Dawn Conner, and Kathy Stewart, recording secretary</p> <p><u>Members Absent:</u> Ruth Ausra</p> <p><u>Personnel Present:</u> John Juroff, Bryan Henry, Sean Wightman, Kelly Millin, Cathy Stone, Mike Campbell, Bev Dodd, Shelly Kurland, Jon Leazenby, Julia Klann, Carrie Soderbloom, Claudia Zebell, Shane Oakley, Jayme Moore, Sharon Creameans, Sarah Proctor, Dustin Cornelius, Lauren Cornelius, Mallory Luthringer, Karen Eckman, Deb Cahill (Sodexo)</p>
Election of Officers	<p>Moved by Sarabyn, supported by Sullivan, to elect Larry Schmidt as Board President for 2019 YES: Freeman, Jones, Schmidt, Sarabyn, Groth, Sullivan Motion carried.</p> <p>Moved by Sullivan, supported by Jones to elect Ruth Ausra as Board Vice-President for 2019 YES: Schmidt, Jones, Sarabyn, Groth, Sullivan, Freeman Motion carried.</p> <p>Moved by Sullivan supported by Jones to elect Phyllis Sarabyn as Board Secretary for 2019 YES: Jones, Schmidt, Sarabyn, Groth, Sullivan, Freeman Motion carried</p> <p>Moved by Sarabyn, supported by Sullivan to elect Ron Jones as Board Treasure for 2019 YES: Schmidt, Sarabyn, Groth, Sullivan, Freeman, Jones Motion Carried.</p>
Additions/Deletions	None
Minutes Approved	Moved by Sullivan, supported by Sarabyn, to approve the minutes of the December 19, 2018 regular meeting as presented. All in favor, Motion Carried.
Financial Reports	Paul Hartsig presented the financial reports to the board.
Bills Approved for Payment	<p>Moved by Jones, supported by Sullivan, to approve the bills for payment as submitted-</p> <p>➤ <u>Expenditures - \$1,666,060.12</u> General Fund-\$631,490.12 Food Service-\$123,978.41 Capital Projects (Fund 41)-\$701,544.30 Capital Projects (Fund 42) - \$209,047.29</p> <p>All in favor, Motion carried.</p>
Correspondence	Board Secretary Sarabyn read several Thank you notes from the buildings regarding the holiday food trays that were provided to the staff right before break.
Informational Items	None

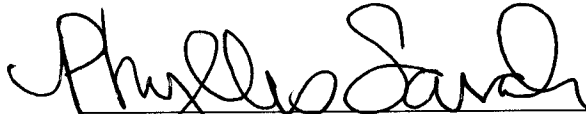
Regular Meeting Schedule Adopted	Moved by Freeman, supported by Jones, to adopt the Regular Board Meeting/Work Session Schedule for 2019, as presented All in Favor, Motion Carried.												
Student Senate Report	High School Student Representative Juliana Stanger updated the board regarding past and upcoming events at the high school.												
Hearing of Citizens	Mr. Lamone Moore addressed the Board.												
<u>Presentations:</u>													
Sodexo	Deb Cahill, Sodexo, presented a check for \$500 to the Student Senate for their participation in the Healthy High School Challenge, Dowagiac placed 52 nd out of 229 schools. She also presented a \$1000 check on behalf of Sodexo for being the winner of the video submitted for the School Spirit Award, in which Dowagiac won first place.												
Board Recognition	Paul Hartsig addressed the board regarding January being School Board Recognition month and thanked the board for their many hours of service and dedication.												
December 2018 Students of the Month	<p>Certificates and t-shirts were handed out to the following students:</p> <table> <tr> <td>-Middle School</td><td>Alexis Lewis (unable to attend)</td></tr> <tr> <td>-Patrick Hamilton</td><td>Kenny Maynard</td></tr> <tr> <td>-Justus Gage</td><td>Carter Thompson</td></tr> <tr> <td>-Kincheloe</td><td>Charlotte Maxey</td></tr> <tr> <td>-Sister Lakes</td><td>Austin Rial</td></tr> <tr> <td>-Union</td><td>Arneal Lee (unable to attend)</td></tr> </table> <p>7:40 p.m. 10-minute recess for photos</p> <p>7:53 p.m. session resumed</p>	-Middle School	Alexis Lewis (unable to attend)	-Patrick Hamilton	Kenny Maynard	-Justus Gage	Carter Thompson	-Kincheloe	Charlotte Maxey	-Sister Lakes	Austin Rial	-Union	Arneal Lee (unable to attend)
-Middle School	Alexis Lewis (unable to attend)												
-Patrick Hamilton	Kenny Maynard												
-Justus Gage	Carter Thompson												
-Kincheloe	Charlotte Maxey												
-Sister Lakes	Austin Rial												
-Union	Arneal Lee (unable to attend)												
Personnel	Moved by Sullivan, supported by Sarabyn to approve the leave per handbook/contract for Kristin Dockerty, Counselor, DMS. All in favor												
New Business	None												
Business Items Approved	<p>Moved by Jones, supported by Sarabyn, to approve the Business Items A-H as presented (see detailed items at end of minutes):</p> <ul style="list-style-type: none"> A. Naming of Depositories for 2018-19 B. Check Signature Authorizations C. Depositing of School Funds D. Investment and Withdrawals E. Appointment of Legal Counsel for 2018-19 F. Designation of Individuals to Post Notices Pursuant to Open Meetings Act G. Designation of District Coordinator for Title VI H. Appointment of Copyright Compliance Officer <p>YES: Freeman, Jones, Schmidt, Sarabyn, Groth, Sullivan Motion Carried.</p>												
Board Committees Appointments Named	<p>Moved by Sullivan, supported by Jones to approve the 2019 Standing Committees as presented:</p> <ul style="list-style-type: none"> • Buildings & Facilities: Freeman, Sullivan, Groth • Finance: Schmidt, Ausra, Jones • Personnel: Freeman, Ausra, Schmidt • Ad Hoc/Curriculum: Groth, Sarabyn, Sullivan • MASB Voting Delegates: Sarabyn, Jones 												

- Berrien/Cass Board Representative: Ausra; Schmidt alternate
- LRN Designee: Ausra

All in favor, Motion carried.

Adjourn

Moved by Jones, supported by Groth to adjourn
All in favor, the meeting adjourned at 8:05 p.m.

A handwritten signature in black ink, appearing to read "Phyllis Saraby", written over a horizontal line.

PHYLLIS SARABYN, SECRETARY
DOWAGIAC BOARD OF EDUCATION

/ks

XV. Business Items

A. Naming of the Depositories for the 2018-19 School Year

- Huntington National Bank
- Fifth-Third Bank
- Michigan Liquid Asset Fund
- 1st Source Bank
- Honor Credit Union
- United Federal Credit Union
- Chemical Bank
- Edward Jones

B. Authorization of Checking Accounts

Recommend on accounts where Board signatures are required, any two (2) of the four (4) Board Officers can sign. When an emergency arises, one (1) signature of the six (6) authorized (4 Board Officers/2 Administrators) will suffice, along with a confirming additional signature to follow later. Further, that in the event of an emergency, action taken at that time will become a part of the minutes of the next Board meeting.

Food Service Fund – Checking	Paul Hartsig / Stacy Ritchie
Payroll – Checking	Paul Hartsig / Stacy Ritchie
Student Assn. – Dowagiac Middle	Paul Hartsig / Stacy Ritchie/Sean Wightman
High School Student Association	Stacy Ritchie / Paul Hartsig/Kelly Millin
Activity Fund – Patrick Hamilton	Stacy Ritchie /Paul Hartsig
Activity Fund – Justus Gage	Bryan Henry / Stacy Ritchie / Paul Hartsig
Activity Fund – Kincheloe	Cathy Stone / Stacy Ritchie / Paul Hartsig
Activity Fund – Sister Lakes	Mike Campbell / Stacy Ritchie / Paul Hartsig
Activity Fund – District	Paul Hartsig / Stacy Ritchie
General Fund	Board Officers (4) / Stacy Ritchie / Paul Hartsig
General Fund No. 3 Flex Plan	Paul Hartsig / Stacy Ritchie
General Fund Investments	Paul Hartsig / Stacy Ritchie
Debt Retirement Fund-Checking	Board Officers (4) / Stacy Ritchie / Paul Hartsig
Capital Projects-Checking	Paul Hartsig/Stacy Ritchie

C. Depositing of School Funds

Recommend the Treasurer or his/her designee is authorized to deposit school funds in established depositories.

D. Investment and Withdrawals

The Board of Education authorizes the Superintendent or his/her designee to make investments of available monies from the several funds of the District in accordance with Board Policy #6144: Finances – Investment Income.

E. Appointment of Legal Counsel for 2018-19

Recommend the appointment of Thrun Law Firm of Lansing, MI; and Clark-Hill of Grand Rapids, MI

F. Designation of Individuals to Post Notices Pursuant to Open Meetings Act

Recommend the appointment of the Superintendent or Secretary to the Superintendent.

G. Designation of District Coordinator for Title VI of Civil Rights Act 1964, Title IX of Educational Amendment 1972, Sect. 504 of Rehabilitation Act 1973, Age Discrimination Act 1975, Title II of Americans with Disabilities Act 1990 – Stacy Ritchie, Director of Finance

H. Appointment of Copyright Compliance Officer – Randy Gross, Technology Director