

GALESBURG-AUGUSTA COMMUNITY SCHOOLS
1076 N. 37th Street, Galesburg, MI 49053 * 269-484-2000

BOARD OF EDUCATION ORGANIZATIONAL MEETING

July 16, 2012 – 7:00 p.m. – Central Administration Center Board Room #240
Next Regular Board Meeting: August 20, 2012 – 7:00 p.m. – High School Media Center

MINUTES

Superintendent: Tim Vagts
Board Members: Bob Kinas, Karen Rutherford, Beth Wilson, Lynne Wells,
Sandra Noteboom-Wood, Richard Fletcher, Chuck Whitman

Number of people present: 6.

I. GENERAL ADMINISTRATION

A. Call Meeting to Order by President Kinas at 7:01 p.m.

B. Pledge of Allegiance

C. Members Present Roll Call:

Sandra Noteboom-Wood
Karen Rutherford
Beth Wilson
Lynne Wells
Richard Fletcher
Chuck Whitman
Bob Kinas

D. Potential Policy Change Due to New Legislation

E. Election of Officers

A motion was made by S. Noteboom-Wood and supported by L. Wells that **Karen Rutherford** be elected as **President** of the Galesburg-Augusta Community Schools Board of Education for the 2012-2013 school year. Roll Call Vote.

Roll Call

Noteboom-Wood	yes
Fletcher	yes
Wilson	yes
Wells	yes
Rutherford	yes
Whitman	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

A motion was made by K. Rutherford and supported by R. Fletcher that **Sandra Noteboom-Wood** be elected as **Vice-President** of the Galesburg-Augusta Community Schools Board of Education for the 2012-2013 school year. Roll Call Vote.

Roll Call

Fletcher	yes
Noteboom-Wood	yes
Rutherford	yes
Wilson	yes
Wells	yes
Whitman	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

A motion was made by B. Wilson and supported by L. Wells that **Richard Fletcher** be elected as **Secretary** of the Galesburg-Augusta Community Schools Board of Education for the 2012-2013 school year. Roll Call Vote.

Roll Call

Whitman	yes
Wilson	yes
Rutherford	yes
Fletcher	yes
Wells	yes
Noteboom-Wood	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

A motion was made by L. Wells and supported by B. Wilson that **Chuck Whitman** be elected as **Treasurer** of the Galesburg-Augusta Community Schools Board of Education for the 2012-2013 school year. Roll Call Vote.

Roll Call

Rutherford	yes
Wells	yes
Noteboom-Wood	yes
Wilson	yes
Whitman	yes
Fletcher	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

Election of Officers for the Fiscal Year 2012-2013

President: Karen Rutherford
Vice President: Sandra Noteboom-Wood
Secretary: Richard Fletcher
Treasurer: Chuck Whitman

The newly elected Board President shall now preside over the meeting.

F. Agenda

The regular meeting agenda shall be sent to all Board trustees at least three calendar days prior to any regular Board meeting. The regular meeting agenda may include the following information; however, other items and reports may be added as the need arises. The agenda format includes items to be discussed and board procedure; monthly reports to the board; financial reports including monthly listing of bills ready for payment; important correspondence; bid specifications; attendance center reports; requests for hearing and other such information.

I. ROUTINE BUSINESS ITEMS

- A. Call Meeting to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Agenda Approval
- E. Secretary's Report
- F. Accounts Payable Report
- G. Treasurer's Report
- H. Personnel Actions

II. REPORTS

III. BUSINESS ITEMS - DISCUSSION

IV. BUSINESS ITEMS - DECISION

V. COMMUNICATIONS

- A. Public Participation
- B. Board Comments
- C. Superintendent's Update

G. Approval of Committee of the Whole Meetings Dates for 2012-2013.

The dates are as follows for the 2012-2013 school year: Monday, October 8, 2012; Monday, November 5, 2012; Monday, December 3, 2012; Monday, February 4, 2013; Monday, March 4, 2013; and Monday, April 8, 2013.

A motion was made by C. Whitman supported by B. Wilson to approve items F and G.
Roll Call Vote.

Roll Call

Rutherford	yes
Wells	yes
Noteboom-Wood	yes
Wilson	yes
Whitman	yes
Fletcher	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

H. Establish Compensation System for Board Members (e.g. per diem for attendance at board meetings, committee meetings, and other authorized activities)

The Board may authorize compensation for its members for attendance at any regular, special or subcommittee meeting of the Board, or authorized duty if the duty is related directly to the members’ responsibility and is authorized in advance by the Board.

Board Officer Compensation

Board officers shall receive the following compensation for their service:

President	\$15.00 per meeting (not to exceed 24 meetings)
Vice President	\$10.00 per meeting (not to exceed 24 meetings)
Secretary	\$10.00 per meeting (not to exceed 24 meetings)
Treasurer	\$10.00 per meeting (not to exceed 24 meetings)
Trustee	\$10.00 per meeting (not to exceed 24 meetings)

A motion was made by B. Kinas and supported by B. Wilson to approve the proposed compensation system for the Board of Education trustees. Roll Call Vote.

Roll Call

Fletcher	yes
Wells	yes
Rutherford	yes
Wilson	yes
Whitman	yes
Noteboom-Wood	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

I. Approval of By-Laws, Setting Dates, Time and Place of meetings of the Board of Education (see copy of By-Laws attached)

A motion was made by S. Noteboom-Wood and supported by L. Wells to approve the By-Laws, Setting Dates, Time and Place of meetings of the Board of Education. Roll Call Vote.

Roll Call

Wilson	yes
Noteboom-Wood	yes
Rutherford	yes
Fletcher	yes
Whitman	yes
Wells	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

J. Depository for School Funds

PNC Bank, Galesburg Office: General Fund, 2000 School Bond Debt Retirement Fund, Payroll, School Lunch, G-A High School Activity Fund, G-A High School Service Fund, G-A High School Band, G-A Education Foundation, Avanelle Hutchings Powell Memorial Educational Trust Fund, G-A Primary Student Fund, G-A Middle School Activity Fund.

A motion was made by B. Kinas and supported by B. Wilson to approve the Depository for School Funds at PNC Bank, Galesburg Office. Roll Call Vote.

Roll Call

Whitman	yes
Noteboom-Wood	yes
Wilson	yes
Rutherford	yes
Wells	yes
Fletcher	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

K. Authorization of Signatures for Checks on School Funds

Be It Resolved That Tim Vagts, Superintendent or Sue Phillips, Business Manager, or in their absence the Board of Education Treasurer or in the absence of the above any other officer of the Board of Education, be authorized to sign checks drawn on the Payroll Account, School Lunch Fund, General Fund, 2000 Debt Retirement Fund, Avanelle Hutchings Powell Fund, G-A Education Foundation Fund, and further that the Superintendent be authorized to co-sign checks as listed with any one officer of the Board of Education. **Be It Further Resolved** that the Superintendent and Business Manager be authorized to co-sign checks as listed with any one officer of the Board of Education. **That** the High School Principal and the Superintendent be authorized to co-sign checks drawn on the High School Activity Funds, High School Band Fund and School Service Funds, and in their absence, a Board of Education officer be authorized

to sign those checks. **That** the Middle School Principal and the Superintendent be authorized to co-sign checks drawn on the Middle School Activity Fund and that in their absence, an officer of the Board of Education be authorized to sign those checks. **That** the Primary School Principal and the Superintendent be authorized to co-sign checks drawn on the Primary Student Fund and that in their absence, an officer of the Board of Education be authorized to sign those checks.

A motion was made by B. Wilson and supported by B. Kinas to approve the Authorization of Signatures for Checks on School Funds. Roll Call Vote.

Roll Call

Noteboom-Wood	yes
Fletcher	yes
Wilson	yes
Wells	yes
Whitman	yes
Rutherford	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

L. Authorization for Savings Accounts Withdrawals and Transfers

Be It Resolved That the High School Principal and Superintendent or Business Manager be authorized to co-sign Band savings accounts and that in their absence, an officer of the Board of Education be authorized to sign. **That** any Board of Education officer may sign withdrawals or transfers on the Avanelle Hutchings Powell Memorial Fund and that the Superintendent or Business Manager may sign withdrawals or transfers on this account.

A motion was made by B. Kinas and supported by C. Whitman to approve the Authorization for Savings Accounts Withdrawals and Transfers. Roll Call Vote.

Roll Call

Wells	yes
Rutherford	yes
Wilson	yes
Noteboom-Wood	yes
Whitman	yes
Fletcher	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

M. Approval of Organizational Memberships (MASB, MASB-Legal Trust Fund, and Designation of MASB's Legislative Relations Network Representative)

A motion was made by S. Noteboom-Wood and supported by R. Fletcher to approve the Organizational Memberships (MASB, MASB-Legal Trust Fund, and Designation of **Bob Kinas** as MASB's Legislative Relations Network Representative. Roll Call Vote.

Roll Call

Rutherford	yes
Noteboom-Wood	yes
Fletcher	yes
Whitman	yes
Wells	yes
Wilson	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

N. Newspaper of Record

A motion was made by B. Wilson and supported by C. Whitman to approve the *Kalamazoo Gazette*, as the official newspaper of record and the *Climax Crescent*, *Battle Creek Shopper* or the *Battle Creek Enquirer and News*, as alternates. Roll Call Vote.

Roll Call

Wilson	yes
Noteboom-Wood	yes
Rutherford	yes
Fletcher	yes
Wells	yes
Whitman	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

O. Appointment of Auditing Firm

& A motion was made by B. Wilson and supported by R. Fletcher that *Yeo & Yeo, CPAs Business Consultants* be appointed as the auditing firm for the 2012-2013 school year. Roll Call Vote.

Roll Call

Rutherford	yes
Wilson	yes
Whitman	yes
Wells	yes
Fletcher	yes
Noteboom-Wood	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried.

P. Appointment of Law Firm

The Board shall retain a qualified attorney and/or legal firm to handle all legal matters referred by the Board and to receive such compensation as the Board may provide. The duties of the attorney or legal firm shall be as follows:

1. Upon request of the board president or superintendent, attend the meetings of the Board and act as counselor;
2. Render a written opinion on a legal question when requested by the Board;
3. Prepare or supervise the preparation of all legal papers and documents which shall be executed by the board officers; or shall approve same before execution thereof by the officers;
4. Provide such opinions or other legal information to the superintendent which may be necessary for the immediate or long-range conduct of the district;
5. Represent the district as specifically designated by the Board in litigation to which the district may be a party or in which it is interested;
6. Shall, upon request, represent the Board in the purchase or sale of any real estate;
7. Attend to and act on any matters the Board refers to for supervision, adjustment, and/or disposal;
8. Prepare all questions to be placed upon the ballot for regular and special elections;
9. Periodically provide progress reports to the Board on legal matters referred; and
10. Perform such other services as requested by the Board.

Compensation for duties and services shall be agreed to by the attorney/law firm and the Board in the retention agreement which shall set for the annual retainer and supplemental charges.

Only the President or Superintendent is authorized to contact the attorney on legal matters concerning the district.

The Board's legal counsel shall not provide personal legal assistance to individual board members, the superintendent, or members of the staff unless specifically authorized by the Board.

In any dispute or potential divergence of interests between the Board and superintendent, the superintendent shall not utilize district's counsel to represent his interest.

A motion was made by L. Wells and supported by B. Wilson that Richard D. Fries be appointed as a District attorney and *Thrun Law Firm, P.C.* be appointed as the law firm for the 2012-2013 school year. Roll Call Vote.

Roll Call

Wells	yes
Noteboom-Wood	yes
Fletcher	yes
Rutherford	yes
Whitman	yes
Wilson	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried

Q. Readoption of Board Policies

A motion was made by C. Whitman and supported by R. Fletcher that the Board of Education readopt the current policies of the District for the 2012-2013 school year. Roll Call Vote.

Roll Call

Fletcher	yes
Noteboom-Wood	yes
Rutherford	yes
Wilson	yes
Wells	yes
Whitman	yes
Kinas	yes

AYES: 7 **NAYS:** 0. Motion Carried.

II. COMMUNICATIONS

- A. Public Participation
- B. Board Comments
- C. Superintendent's Update

III. ADJOURNMENT

The July 16, 2012 Organizational Meeting adjourned at 8:04 p.m.

Karen Rutherford, President

Richard Fletcher, Secretary

Brenda Sutherland, Recording Secretary