

**PINE RIVER AREA SCHOOLS
BOARD OF EDUCATION
ORGANIZATIONAL/REGULAR
MEETING MINUTES
January 20, 2020**

An Organizational/Regular Meeting of the Pine River Area Schools Board of Education was held Monday, January 20, 2020 at Pine River Middle/High School Media Center.

I. ROLL CALL

President Peterson called the meeting to order at 6:00 p.m.

Members present: 6- Merrylie Cameron, Kim Dean, Kevin Delancey, Terry Koetje, Jim Peterson, Tom Shook

Members absent: 1-Katy Draper

Administrators/Directors present: Matt Lukshaitis, Emily Adema, Heidi Hayes, Josie Hill, Brent Ruppert and Rob Sibary.

II. APPROVE AGENDA

Motion by Mrs. Cameron, seconded by Mr. Delancey to approve the agenda as amended.

Ayes 6, Nays – 0, Motion carried.

III. Election of Temporary Chairperson

Motion by Mr. Delancey, seconded by Mr. Shook to appoint Mr. Koetje as Temporary Chairperson.

Ayes 6, Nays – 0, Motion carried.

IV. Election of Board of Education Officers

A. President:

Mr. Peterson was nominated by Mr. Shook for the position of President. Mrs. Cameron supported the nomination. No other nominations were given.

Roll Call-Ayes 5, Nays-0, Jim Peterson abstained-Mr. Peterson was elected as BOE President.

B. Vice President:

Mr. Koetje was nominated by Mrs. Cameron for the position of Vice President. Mr. Shook supported the nomination. No other nominations were given.

Roll Call-Ayes 5, Nays-0, Terry Koetje abstained- Mr. Koetje was elected as BOE Vice President.

C. Secretary:

Mr. Delancey was nominated by Mrs. Cameron for the position of Secretary. Mr. Shook supported the nomination. No other nominations were given.

Roll Call-Ayes 5, Nays-0, Kevin Delancey abstained-Mr. Delancey was elected as BOE Secretary.

D. Treasurer:

Mr. Shook was nominated by Mrs. Cameron for the position of Treasurer. Mr. Delancey supported the nomination. No other nominations were given.

Roll Call-Ayes 5, Nays-0, Tom Shook abstained-Mr. Shook was elected as BOE Treasurer.

V. Establish Dates, Times and Places for 2020 Regular Meetings of the Board of Education.

Motion by Mr. Koetje, seconded by Mr. Shook, to approve the 2020 Board Meeting schedule as presented.

Ayes-6, Nays-0, Motion approved.

VI. Depository of Funds

- Motion by Mrs. Dean, seconded by Mr. Shook to designate Lake-Osceola State Bank as the depository of funds for the Savings Account, General Fund Savings Account, Payroll Account, Checking Account, 2010 Debt Retirement Account, 2016 Debt Retirement Account, Capital Projects Account, Mildred Larson Memorial Scholarship Fund, Debt Retirement Checking Account, Payroll Direct Deposit Account.
Ayes-6, Nays-0, Motion Approved.
- Motion by Mr. Delancey, seconded by Mr. Mrs. Dean to designate Chemical Bank as the depository of funds for the Debt Retirement Account.
Ayes-6, Nays-0, Motion Approved.
- Motion by Mr. Delancey, seconded by Mr. Koetje to designate Huntington National Bank as the depository of funds for the Special Revenue Student Activity Fund.
Ayes-6, Nays-0, Motion Approved.

VII. Authorization to Sign Checks

- A. Motion by Mrs. Dean, seconded by Mrs. Cameron to authorize Brent Ruppert, Dawn Sizeland and Matt Lukshaitis to sign checks for the Payroll Account.

Ayes-6, Nays-0, Motion Approved.

- B. Motion by Mr. Koetje, seconded by Mr. Delancey, to authorize the General Fund checks, Debt Retirement checks and Capital Projects checks to be signed by a stamp with the Board President's and Treasurer's names.

Ayes-6, Nays-0, Motion Approved.

VIII. Authorization to Use Safe Deposit Box

Motion by Mr. Delancey, seconded by Mrs. Cameron to designate Matt Lukshaitis and Dawn Sizeland as the persons authorized to use the safe deposit box.

Ayes-6, Nays-0, Motion Approved.

IX. Electronic Funds Transfer Officers

Motion by Mrs. Dean, seconded by Mr. Shook, to designate Josie Hill and Charlotte Butkovich as the Electronic Funds Transfer Officers.

Ayes-6, Nays-0, Motion Approved.

X. Treasurer and Secretary

- Motion by Mr. Shook, seconded by Mrs. Dean, to designate Josie Hill to assume specified responsibilities of the Treasurer.

Ayes-6, Nays-0, Motion Approved.

- Motion by Mrs. Dean, seconded by Mr. Delancey to designate Dawn Sizeland to assume specified responsibilities of the Secretary.

Ayes-6, Nays-0, Motion Approved.

XI. Approval of Retainer Contracts for Attorneys, Insurance and Auditors

- Motion by Mr. Shook, seconded by Mrs. Cameron, to appoint Thrun Law Firm of Lansing as the district's attorney.

Ayes-6, Nays-0, Motion Approved.

- Motion by Mr. Delancey, seconded by Mrs. Cameron, to appoint SET SEG/CCSMI as the insurance handler for the general liability, property damage and worker's compensation.

Ayes-6, Nays-0, Motion Approved.

- Motion by Mrs. Dean, seconded by Mr. Delancey to appoint Baird, Cotter and Bishop, P.C. of Cadillac as the district's auditors.

Ayes-6, Nays-0, Motion Approved.

XII. Publishing of Legal Notices and Advertising

Motion by Mr. Delancey, seconded by Mrs. Cameron to publish legal notices and advertising in the Cadillac News.

Ayes-6, Nays-0, Motion Approved.

XIII. Designation of Person for Posting Public Notices of Meetings

Motion by Mrs. Cameron, seconded by Mr. Koetje to appoint Matt Lukshaitis or his designee to post public notices of meetings.

Ayes-6, Nays-0, Motion Approved.

XIV. Delegation of Election Duties

Motion by Mr. Delancey, seconded by Mrs. Dean to appoint Dawn Sizeland as the person delegated to handle election duties under the authority of the Board Secretary.

Ayes-6, Nays-0, Motion Approved.

XV. Approval of Organizational Membership/Delegate and Alternate

- Motion by Mr. Shook, seconded by Mr. Delancey to approve Membership in the Michigan Association of School Boards (MASB) and Michigan Association of Superintendents and Administrators (MASA.)

Ayes-6, Nays-0, Motion Approved.

XVI. Approval for Board Members to Attend Classes/Conferences

Motion by Mr. Koetje, seconded by Mr. Shook to approve board members' attendance at classes and conferences sponsored by the Michigan Association of School Boards and other board related conferences.

Ayes-6, Nays-0, Motion Approved.

XVII. Communications and Public Comment:

No public comment was made at this meeting

XVIII. Consent Agenda

Motion by Mr. Koetje, seconded by Mr. Delaney to approve the consent agenda as presented. This would include approving:

- A. December 9, 2019 Regular Meeting Minutes and Closed Session Minutes
- B. November 11, 2019 Close Session Minutes
- C. General Fund and Lunch invoices
- D. Pine River Expenditure Worksheet

Ayes-6, Nays-0, Motion Approved.

XIX. Old Business

No old business was discussed.

XX. New Business

A. Personnel

1. Motion by Mrs. Dean, seconded by Mrs. Cameron to approve hiring Mr. Adam Kurtinaitis as Bus Driver/Custodian at a bus driver step III/Custodian step I, effective January 6, 2020 as recommended by the Transportation Director and the Superintendent.

Ayes-6, Nays-0, Motion Approved.

2. Motion by Mr. Koetje, seconded by Mr. Delancey to approve hiring Mrs. April Curtis as the CTC AM Bus Driver effective January 13, 2020. This is an additional route to her AM/PM bus route as recommended by the Transportation Director and Superintendent.

Ayes-6, Nays-0, Motion Approved.

3. Motion by Mr. Shook, seconded by Mr. Delancey to approve the hiring of Mrs. Mindy Denike as a K-3 Literacy Instructional Paraprofessional at an Instructional Paraprofessional step I, effective January 2, 2020 as recommended by the Elementary Principal and Superintendent.

Ayes-6, Nays-0, Motion Approved.

4. Motion by Mr. Delancey, seconded by Mrs. Cameron to approve the hiring of Mr. Walter Byington as a high school English/Social Studies teacher at an MA III, step 15 as recommended by the High School Principal and Superintendent.

Ayes-6, Nays-0, Motion Approved.

Motion by Mr. Koetje, seconded by Mrs. Cameron to approve the hiring of Dr. Keith Calkins as a Special Education Teacher at an MA III, step 8, as recommended by the High School Principal and Superintendent.

Ayes-6, Nays-0, Motion Approved.

5. Motion by Mr. Koetje, seconded by Mr. Delancey to approve the hiring of Abel Langworthy as the Assistant Varsity Wrestling Coach at a coaching step I as recommended by the Athletic Director and Superintendent.

Ayes-6, Nays-0, Motion Approved.

6. Motion by Mrs. Cameron, seconded by Mr. Shook to approve the hiring of Ms. Moriah Miltgen as an Assistant Varsity Track Coach at a coaching step I, as recommended by the Athletic Director and Superintendent.

Ayes-6, Nays-0, Motion Approved.

B. Staff Resignations/Retirement

1. Motion by Mr. Shook, seconded by Mrs. Cameron to accept the resignation of Mr. Casey Barber as a secondary English teacher, effective January 7, 2020, as recommended by the Superintendent.

Ayes-6, Nays-0, Motion Approved.

2. Motion by Mr. Shook, seconded by Mrs. Cameron to accept the resignation of Mr. Ross Vrieze as a Special Education teacher, effective January 17, 2020 as recommended by the Superintendent.

Ayes-6, Nays-0, Motion Approved.

3. Motion by Mr. Shook, seconded by Mrs. Cameron to accept the resignation of Mrs. Jodie Dery as a custodian effective January 2, 2020 as recommended by the Superintendent.

Ayes-6, Nays-0, Motion Approved.

4. Motion by Mr. Shook, seconded by Mrs. Cameron to accept the resignation of Mr. Steve Black as a bus driver effective January 8, 2020 as recommended by the Superintendent.

Ayes-6, Nays-0, Motion Approved.

5. Motion by Mr. Shook, seconded by Mrs. Cameron to accept the retirement of Mrs. Carol Kanouse as an Instructional Paraprofessional effective February 1, 2020 as recommended by the Superintendent.

Ayes-6, Nays-0, Motion Approved.

This meeting took a short break at 6:41 pm and reconvened at 6:50pm.

C. Resolution Calling the Election of May 5, 2020 Bond Proposal

Motion by Mr. Koetje, seconded by Mr. Shook to adopt the Resolution calling for the Election on May 5, 2020 for the purpose of a bond proposal as recommended by the Superintendent.

Ayes-6, Nays-0, Motion Approved.

D. Approval of 4 New Bus Leases

Motion by Mrs. Cameron, seconded by Mr. Delancey to approve leasing (4) four new 2021 77-passenger school buses that include AngelTrax Camera System installation and Luggage Compartment RH at an approximate cost of \$16, 920.00 annually per bus for a 3-year term as recommended by the Transportation Director and Superintendent.

Ayes-6, Nays-0, Motion Approved.

XXI. Other

Mr. Peterson discussed plans for public meetings/presentations that will be scheduled regarding bond informationals.

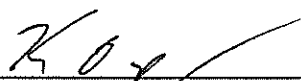
Mrs. Cameron expressed concern regarding the percentage of human trafficking occurrences at group bus stops and asked the Transportation Director to review current bus stop schedules to see if the need for group bus stops could be reduced or eliminated.

XXII. Adjournment

Meeting was adjourned at 7:16 p.m. after Mr. Shook made a motion to do so.

CERTIFICATION

I hereby certify the attached is a true copy of the proposed minutes of an Organizational/Regular Meeting held on the 20th day of January, 2020, and that said proposed minutes have been approved and made available to the public at the address designated on the posted public notice of said meeting from and after the 10th day of February, 2020.



Secretary, Board of Education

