



**Parchment, Michigan
January 6, 2020**

Parchment School District
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Parchment, MI 49004
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A Special Meeting of the Board of Education of the Parchment School District, Kalamazoo County, Michigan, was held on Monday, January 6, 2020 at 6:00 p.m. at Parchment High School, 1916 East G Avenue, Parchment, Michigan.

CALL TO ORDER The meeting was called to order at 6:01 p.m. by John Madaras, President.

MEMBERS PRESENT Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, Annette Sorensen, and Leta Vander Veen

MEMBERS ABSENT None

OTHERS PRESENT Jason Misner and Julie Rohrer

AGENDA APPROVAL Dodi Leckie moved to approve the agenda with support from Jennifer Miller. All voted aye – motion carried

ELECTION OF OFFICERS FOR 2020 President, John Madaras, opened nominations for Board President. Dodi Leckie nominated John Madaras for President. There were no other nominations.

Dodi Leckie moved with support from Annette Sorensen that John Madaras be named President through December 31, 2020.

All voted aye - motion carried

President Madaras then opened up nominations for Board Vice President. Jennifer Miller nominated Dodi Leckie for Vice President. There were no other nominations.

Jennifer Miller moved with support from Michelle Ammon that Dodi Leckie be named Vice President through December 31, 2020.

All voted aye - motion carried

President Madaras then opened up nominations for Board Secretary. Dodi Leckie nominated Cheryl Balmer for Secretary. There were no other nominations.

Parchment High School
1916 East G Avenue
Parchment, MI 49004
(269) 488.1100

Parchment Middle School
307 North Riverview Drive
Parchment, MI 49004
(269) 488.1200

Central Elementary
516 North Orient Street
Parchment, MI 49004
(269) 488.1000

North Elementary
5535 Keyes Drive
Kalamazoo, MI 49004
(269) 488.1400

Northwood Elementary
600 Edison Street
Kalamazoo, MI 49004
(269) 488.1300

Barclay Hills
Education Center
1125 East Mosel Avenue
Kalamazoo, MI 49004
(269) 488.1470

Preschool &
Childcare Center
600 Edison Street
Kalamazoo, MI 49004
(269) 488.1360

Dodi Leckie moved with support from Jennifer Miller that Cheryl Balmer be named Secretary through December 31, 2020.

All voted aye - motion carried

President Madaras then opened up nominations for Board Treasurer. Annette Sorensen nominated Michelle Ammon for Treasurer. There were no other nominations.

Annette Sorensen moved with support from Leta Vander Veen that Michelle Ammon be named Treasurer through December 31, 2020.

All voted aye - motion carried

**APPOINTMENTS
FOR 2020**

Jennifer Miller moved with support from Cheryl Balmer that Michelle Ammon be designated as MASB Liaison for 2020.

All voted aye - motion carried

Dodi Leckie moved with support from Michelle Ammon that Paula Smeed be designated as Recording Secretary for all Regular Board meetings for 2020.

All voted aye - motion carried

Cheryl Balmer moved with support from Leta Vander Veen that Michelle Ammon be appointed as the Board of Education representative to the Parchment Schools Foundation for 2020.

All voted aye - motion carried

Cheryl Balmer moved with support from Jennifer Miller that Leta Vander Veen be appointed as Board representative to Pride of Parchment Schools (POPS) for 2020.

All voted aye - motion carried

**STANDING
COMMITTEES**

John Madaras opened discussion about the standing committees. There was a discussion about individual Board Member's preference for committee appointments.

**REGULAR BOARD
MEETING DATES**

Dodi Leckie moved to set the regular meeting dates per Ref #1 provided through June 30, 2021 for the 2020/2021 school year. Jennifer Miller supported the motion.

All voted aye – motion carried

All dates are fourth Mondays of the month except December 14, 2020 (due to Winter Break), and June 21, 2021 (due to Summer Tax reporting).

Meetings are convened in the library of the Parchment High School, 1916 East G Avenue, Parchment, Michigan, 49004, at 6:00 p.m., unless otherwise noted.

July 27, 2020
August 24, 2020
September 28, 2020
October 26, 2020 (North Elementary)
November 23, 2020 (Middle School)
December 14, 2020 (High School) **
January 25, 2021 (Central Elementary)
February 22, 2021 (Northwood Elementary)
March 22, 2021 (Barclay Hills Ed. Ctr.)
April 26, 2021
May 24, 2021
June 21, 2021 ***

**** Second Monday of the month**

***** Third Monday of the month**

**AUTHORIZATION
TO SIGN CHECKS**

Michelle Ammon moved that the Superintendent and the Assistant Superintendent for Finance/Operations be authorized to sign payroll, accounts payable checks for 2020. (Checks in excess of \$10,000 require two signatures). Cheryl Balmer seconded the motion.

All voted aye – motion carried

**CO-SIGNERS FOR
CHECKS**

Leta Vander Veen moved to designate the Assistant Superintendent of Finance/Operations or Director of Curriculum and State Federal Programs be empowered to sign checks in excess of \$10,000 with the Superintendent. Dodi Leckie seconded the motion.

All voted aye – motion carried

**ELECTRONIC
TRANSFERS**

Cheryl Balmer moved that the Assistant Superintendent of Finance/Operations be designated as the electronic transfer officer. Dodi Leckie supported the motion.

All voted aye – motion carried

**P.O.'s & SERVICE
CONTRACTS**

Dodi Leckie moved to authorize that the Superintendent and the Assistant Superintendent of Finance/Operations or their designee to sign purchase orders and service contracts. Annette Sorensen supported the motion.

All voted aye – motion carried

CONTRACTS

Annette Sorensen moved that the Superintendent be authorized to sign contracts. Leta Vander Veen supported the motion.

All voted aye – motion carried

TREASURERS FOR TRUST & AGENCY

Jennifer Miller moved and Dodi Leckie supported a motion to appoint the Middle School Principal and Dean of Students as Treasurers for Trust & Agency for 2020 with authorization to sign checks of the Middle School accounts solely designated for the payment of athletic officials.

All voted aye – motion carried

FINANCIAL INSTITUTIONS

Michelle Ammon moved to accept the following financial institutions for deposits of District funds, this shall not be construed as limiting for the purpose of investing general operating or debt service funds. Jennifer Miller seconded the motion.

1. Advia Credit Union
2. Chemical Bank
3. PNC Bank
4. Mercantile Bank

Six (6) voted aye
Dodi Leckie abstained – motion carried

OFFICIAL NEWSPAPER

Leta Vander Veen moved to designate the *Kalamazoo Gazette* as the official newspaper for the District for 2020. Dodi Leckie supported.

All voted aye – motion carried

PUBLIC NOTICES OF MEETINGS

Cheryl Balmer moved that the Superintendent be designated to post public notices for all Board and Committee meetings for 2020. Jennifer Miller seconded the motion.

All voted aye – motion carried

ORGANIZATIONAL MEMBERSHIPS

Dodi Leckie moved with support from Michelle Ammon, that the Board join the following organizations for the 2020:

MASB (Michigan Association of School Boards)
School Equity Caucus
AdvancEd

All Voted aye – motion carried

**ANNUAL RETAINER
CONTRACTS**

Annette Sorensen moved to continue the following retainer contracts for 2020 calendar year with support from Dodi Leckie.

Thrun Law Firm, P.C.

All voted aye – motion carried

**KRESA
ENHANCEMENT
MILLAGE**

Jennifer Miller moved to approve the KRESA Enhancement Millage Renewal Resolution as presented in reference #2. Michelle Ammon supported the motion.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, Annette Sorensen, and Leta Vander Veen

NAYS: None

Motion carries: 7 – 0

**ADJOURNMENT TO
CLOSED SESSION**

At 6:25 p.m. Dodi Leckie moved to adjourn to Closed Session for purpose of negotiations, per Section 8 (c) of the Open Meetings Act. Michelle Ammon supported the motion.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, Annette Sorensen, and Leta Vander Veen

NAYS: None

Motion carried: 7 – 0

**RETURN TO
OPEN SESSION**

At 6:41 p.m. Michelle Ammon moved to return to open session with a second by Annette Sorensen.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, Annette Sorensen, and Leta Vander Veen

NAYES: None

Motion carried: 7 – 0

**ACTION ON
CLOSED
SESSION**

Annette Sorensen moved to approve the PEA, PEO, non-bargaining unit personnel, and Administration insurance presented insurance cost as presented in reference #3. Michelle Ammon seconded the motion.

AYES: Michelle Ammon, Cheryl Balmer, Dodi Leckie, John Madaras, Jennifer Miller, Annette Sorensen, and Leta Vander Veen

NAYS: None

Motion carries: 7 – 0


**COMMENTS FROM
AUDIENCE AND
BOARD MEMBERS**

There were no comments.

ADJOURNMENT

The meeting was adjourned at 6:42 p.m.

Board of Education of the
Parchment School District


Cheryl Balmer, Secretary

JPM/pss