

ORGANIZATIONAL AND REGULAR MEETING OF THE BOARD OF EDUCATION  
REETHS-PUFFER SCHOOLS -- MUSKEGON, MICHIGAN  
July 20, 2020

An organizational and regular meeting of the Reeths-Puffer Board of Education was called to order by Kim Kelly at 5:30 p.m. on Monday, July 20, 2020, at the Educational Services Building, 991 West Giles Road, Muskegon, Michigan.

The following members were present:

Kim Kelly, President	Mike Weessies, Vice-President
Chris Brooks, Treasurer	Susan Blackburn, Secretary
Sonya Hernandez, Trustee	Jennifer Romanosky, Trustee
Alex Keefe, Trustee	

Absent: None

Others present: Steve Edwards, Superintendent  
Rob Renes, Assistant Superintendent  
10 others

The meeting was opened with the Pledge of Allegiance.

Alex Keefe interviewed for the open position on the Board of Education vacated by Doug Brown. It was moved by Susan Blackburn and supported by Jennifer Romanosky to appoint Alex Keefe to the open position on the Reeths-Puffer Board of Education. The motion passed unanimously.

A Budget Hearing was held for the following documents:

1. 2020-2021 State Aid Anticipation Note – Cash Flow Borrowing

The following Board Policies were discussed – Second Reading:

1. Policy 2210 – Curriculum Development
2. Policy 2412 – Homebound Instruction Program
3. Policy 2414 – Reproductive Health and Family Plan
4. Policy 3362.01 – Threatening Behavior Toward Staff Members
5. Policy 4162 – Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees who perform Safety-Sensitive Functions
6. Policy 5200 – Copy of Attendance
7. Policy 6107 – copy of Authorization to Accept and Distribute Electronic Records and to use Electronic Signatures
8. Policy 8210 – Copy of School Calendar
9. Policy 8400 – Copy of School Safety Information
10. Policy 8462 – Copy of Student Abuse and Neglect
11. Policy 8600 – Copy of Transportation

It was moved by Chris Brooks and supported by Jennifer Romanosky to approve the following as legal counsel to the board:

Thrun Law Firm, P.C.	Clark Hill,
Warner Norcross & Judd	Eric Deleporte Law
Secrest Wardle	

The motion passed unanimously.

It was moved by Susan Blackburn and supported by Chris Brooks to approve Brickley DeLong as auditors for the 2020-2021 fiscal year. The motion passed unanimously.

It was moved by Chris Brooks and supported by Susan Blackburn to approve Community Shores Bank, Muskegon, for depository services and approve the continuing use of the following banks/institutions: Huntington Bank, Michigan School District Liquid Asset Fund Plus, Fifth Third Bank, J.P. Morgan Chase and, Bank of New York. The motion passed unanimously.

It was moved by Jennifer Romanosky and supported by Susan Blackburn to approve the Facsimile Signature and School Fund Depositories Resolution that follows: The motion passed unanimously.

FACSIMILE SIGNATURES AND SCHOOL FUND DEPOSITORIES RESOLUTION

The Superintendent is authorized by Resolution to have a facsimile signature for use on any and all checks issued by the school.

The following accounts and signatures are approved for accounts at Community Shores Bank, Muskegon, Michigan (any two signatures or facsimile):

<u>Accounts</u>	<u>Signatures</u>
General Fund	Board President
Maintenance & Capital Improvements	Board Treasurer
Building & Site	Superintendent
Debt Retirement Funds	Director of Finance
Technology & Security Funds	Accounting Manage

The following accounts and signatures are approved for accounts at Community Shores Bank, Muskegon, Michigan (any one signature or facsimile):

<u>Accounts</u>	<u>Signatures</u>
Internal Funds	Superintendent
Food Service Funds	Director of Finance
Athletic Funds	Accounting Manager
	Athletic Director

It was moved by Chris Brooks and supported by Sonya Hernandez to (1) approve the accounting manager, high school principal, assistant high school principal, athletic director and the head cashier to make night deposits; and (2) authorize use of the Fifth-Third Bank purchasing card consortium program and credit cards at the following: Staples, Sam's Club. Purchasing cards will be used by administrators and other District employees as approved by the Superintendent or designee. The motion passed unanimously.

It was moved by Susan Blackburn and supported by Jennifer Romanosky to approve the meeting dates listed for the Board of Education. All meetings will be held at the Educational Services Building (ESB) at 5:30 p.m.

<u>Work Sessions</u>	<u>Regular Meetings</u>
	August 10, 2020
	September 14, 2020
October 5, 2020	October 12, 2020
November 2, 2020	November 9, 2020
	December 14, 2020
	January 11, 2021
	February 8, 2021
March 1, 2021	March 8, 2021
	April 19, 2021

May 3, 2021

May 10, 2021  
June 14, 2021

The motion passed unanimously.

It was moved by Mike Weessies and supported by Susan Blackburn to approve the following board members for representatives on the following committees:

Finance Committee: Chris Brooks, Chair; Kim Kelly and Mike Weessies  
Communications/Curriculum Committee: Susan Blackburn, Chair; Sonya Hernandez and Jennifer Romanosky

The motion passed unanimously.

It was moved by Susan Blackburn and supported by Alex Keefe to approve the following Resolution:

BE IT RESOLVED that Administrative Assistant to the Superintendent be and is hereby appointed as the designated agent of the Board of Education for purposes of issuing and posting notices of all meetings of the Board of Education, pursuant to the provisions of the Michigan Open Meetings Act. In the event of her absence, the Accounts Payable Manager is appointed as her alternate and in the event of her absence; the Payroll and Benefits Coordinator is appointed as second alternate. The motion passed unanimously.

It was moved by Sonya Hernandez and supported by Chris Brooks to approve the board compensation as follows: \$25 for work session, regular or special board meeting and \$15 for each committee meeting. The board president receives \$50 for each work session, regular or special board meeting. The motion passed unanimously.

It was moved by Susan Blackburn and supported by Alex Keefe to approve board members expenses for housing, travel, meals and registration within Board guidelines and for attendance at local, state and national conferences, workshops and committee meetings sponsored by the organizations listed below and any other approved by the board. The motion passed unanimously.

Michigan Association of School Administrators	Michigan Association of School Boards
Michigan Department of Education	Michigan Negotiators
Muskegon Area Intermediate School District	Michigan High School Athletic Assoc.
Governor/Legislative	Reeths-Puffer Schools
American School Curriculum Develop. Assoc.	Muskegon Area School Boards Assoc.

It was moved by Chris Brooks and supported by Jennifer Romanosky to approve the following memberships: Michigan Association of School Boards (MASB), Michigan Association of School Business Officials (MSBO), Michigan High School Athletic Association, School Equity Caucus, Michigan Institute of Educational Management (MIEM), Michigan Negotiators Association (MNA) and, Michigan Association of School Administrators (MASA) Region III. The motion passed unanimously.

The following items were discussed:

1. Board Policy Reading – Second Reading
2. Purchasing Report

It was moved by Mike Weessies and supported by Susan Blackburn to approve the consent agenda. The motion passed unanimously. The consent agenda follows:

1. Approve Regular Meeting Minutes – June 29, 2020
2. Approve Personnel Report
3. Approve Board Policy Updates
4. Approve Purchasing Report
5. Approve School Bond Annual Loan/Repayment Activity Application
6. Approve Resolution Authorizing Issuance of Notes in Anticipation of State

Susan Blackburn made a motion to nominate Chris Brooks as board treasurer. Jennifer Romanosky second the motion. The motion passed unanimously.

The meeting was open to the public.

Communications Superintendent:

Steve thanked the High School Administration on giving closure to our 2020 seniors. They were able to stay safe with social distancing and a mask.

Steve also thanked the Adam Ingalls and his team on all the time they put into getting stadium ready. It looked great!

Moving forward with our planning on opening schools. Parents received a message on the contingent plan.

It was moved by Susan Blackburn and supported by Mike Weessies to adjourn the meeting. The meeting adjourned at 5:45 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'SB', followed by a long horizontal line extending to the right.

Susan Blackburn, Secretary