

BOARD OF EDUCATION
MINUTES OF ORGANIZATIONAL MEETING
MONDAY, JULY 9, 2018

The organizational meeting of the Berrien Regional Education Service Agency Board of Education was held Monday, July 9, 2018 in the Conference Room D of the Administrative Center, 711 St. Joseph Avenue, Berrien Springs, Michigan.

1) Call to Order

The meeting was called to order by Kevin Ivers, temporary chairman, at 10:04 a.m.

Board Members Present:

Cathy J. Bair

Linda Holt

Sharon Kalling

Martha Momany

J. Allene Smith

ISD Staff:

Superintendent: Kevin Ivers

Assistant Superintendent: Absent

Dir. Of Business & Finance: Scott Knoll

Administrative Asst.: Christy Boone

Other RESA staff members present: Karen Heath, Lynda Hurlow, Doug Montey, Chris Machiniak, Todd Mora and Joan Rodell

Visitors: David Holt and Elisha Jorgensen

2) Organization of the Board for 2018-2019

The Superintendent, acting as temporary chairman, declared the floor open for nominations. A motion was made by Mrs. Bair and supported by Mrs. Smith that nominations be closed, and that the current slate of officers be re-elected to their respective positions for the 2018-2019 school year, and that a unanimous ballot be cast.

- a) Election of President - Sharon Kalling
- b) Election of Vice President - Cathy J. Bair
- c) Election of Treasurer - Linda Holt
- d) Election of Secretary – J. Allene Smith

The motion carried unanimously.

A motion was made by Mrs. Bair and supported by Mrs. Holt that Agenda Reports #1 through #14 be approved:

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- 3) Bank Depositories - Agenda Report #1 – that the bank depositories be approved as presented on the attachment.
- 4) Appointment of Auditing Firm - Agenda Report #2 – that Plante & Moran, PLLC, of St. Joseph, Michigan be appointed as auditing firm for the District for the 2018-2019 school year for a fee of \$37,000, with an additional fee ranging from \$1,500 to \$2,000 related to the implementation of GASB 75 and \$300 to \$1,000 for continuing compliance with GASB 68.
- 5) Appointment of General Legal Counsel—Thrun Law Firm, P.C. - Agenda Report #3 – that the Thrun Law Firm, P.C., of Lansing, Michigan be appointed as general legal counsel for the District for the 2018-2019 school year for a retainer fee of \$1,800.
- 6) Appointment of Special Education Legal Counsel – Clark Hill, PLC (formerly LaPointe & Butler, P.C.) Agenda Report #4 – that the Superintendent be authorized to sign the retainer agreement with the firm of Clark Hill, PLC, for the amount of \$795.00, and that the administration is authorized to employ the firm as counsel for certain special education related issues for the 2018-2019 school year.
- 7) Appointment of the Board’s Chief Negotiator - Agenda Report #5 – that Lynda Hurlow be appointed as the Chief Negotiator for the Board for the 2018-2019 school year, with other administrators to assist at her request, and that she be empowered to consult with and/or include legal counsel in the negotiating process, including the services as spokesperson at the table.
- 8) Appointment of Superintendent to assume Specified Responsibilities of the Treasurer and Secretary - Agenda Report #6 – that the Superintendent be designated to assume specified responsibilities of the Treasurer and Secretary.
- 9) Details of Regular Board Meeting Dates for 2018-2019 - Agenda Report #7 – that the regular monthly meetings of the Board of Education of the Berrien Regional Education Service Agency be held as listed.

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| July 9, 2018 | 10:00 a.m. |
| August 13, 2018 | 10:00 a.m. |
| September 10, 2018 | 10:00 a.m. |
| October 8, 2018 | 10:00 a.m. <i>Legislative Breakfast @ 8:00 am</i> |
| November 12, 2018 | 1:00 p.m. @ <i>BLC D-pod Activity</i> |
| December 10, 2018 | 1:00 p.m. |
| January 14, 2019 | 1:00 p.m. |
| February 11, 2019 | 1:00 p.m. |
| March 11, 2019 | 1:00 p.m. - <i>Distance Learning</i> |
| April 15, 2019 | 10:00 a.m. |
| May 13, 2019 | 10:00 a.m. |
| June 10, 2019 | 10:00 a.m. |
| July 8, 2019 | 10:00 a.m. <i>2019-2020 Organizational Meeting</i> |
| Planning & Goals Setting meeting | <i>– date to be determined in April</i> |

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- X. Board Meeting Agenda Format – Agenda Report #8 - that the Board adopt the agenda format and procedures as listed in the Board bylaws.
- XI. Designation of Authorized Signatures - Agenda Report #9 – that the Superintendent or his designee, consistent with Board Bylaw, be authorized to sign checks, contracts, agreements and purchase orders.
- XII. Board Member Compensation – Agenda Report #10 – that the Board should approve the compensation and system of reimbursement of board member expenses.
- XII. Designation of Electronic Transfer Officer (ETO) - Agenda Report #11 – that the Director of Business Services be designated as the Electronic Transfer Officer (ETO).
- XIV. Subscription Fees for Board Meeting Notices and Minutes - Agenda Report #12 – that subscription services for Board meeting notices and minutes be provided free of charge.
- XV. Adoption of Existing Bylaws and Policies - Agenda Report #13 – that the existing Bylaws and Policies of the Board of Education of the Berrien Regional Education Service Agency be adopted.
- XVI. Selection of Membership Affiliations - Agenda Report #14 – that the Board of Education maintain its membership in MASB, NSBA, and AESA, and that the Superintendent be authorized to submit the appropriate membership dues.

The motion carried unanimously

Motion by Mrs. Smith and seconded by Mrs. Holt that the following Board members be appointed to serve on the following committees:

- XVII. Appointment of Representative to Berrien/Cass School Boards Association - Mrs. Kalling will serve as representative for the 2018-2019 school year.
- XVIII. Appointment of a Board member as "MASB liaison" - Mrs. Bair will serve in this capacity for the 2018-2019 school year.
- XIX. Appointment of Representatives to the Building & Site Committee - Mrs. Bair and Mrs. Smith will serve in this capacity for the 2018-2019 school year.
- XX. Appointment of Representatives to the Personnel/Policy Committee - Mrs. Holt and Mrs. Momany will serve in this capacity for the 2018-2019 school year.
- XXI. Hearing of Citizens Present - There were no citizen comments.

XXII. Adjournment

There being no further business and no objection to adjournment, the meeting was adjourned at 10:14 a.m.

J. Allene Smith, Secretary