

Sturgis Public School District, St. Joseph County
 Minutes of the Organizational Meeting of the Board of Education
 Held in the Sturgis Central Commons Boardroom
 Monday, July 12, 2021 – 5:30 p.m.

President Scott Boland called the Organizational Meeting of the Board of Education to order at 5:30 p.m. in the Central Commons Boardroom.

<u>Present:</u>	Emily Halling Lynn Brand	Gwen Donmyer Betsie Drumm	Scott Boland Kerri Millett
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<u>Absent:</u>	Scott Swihart
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Administration <u>Present:</u>	Dr. Arthur Ebert, Superintendent Ms. Nicole (Airgood) Gittinger, Assistant Superintendent
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<u>Visitors:</u>	Von Metzger, Claudia Pahls, Randy Pahls, Michelle Patrick-Sturgis Journal, Patti Miller
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A motion was made by Ms. Drumm with support from Mrs. Halling to approve the agenda as presented. 6 ayes – 0 nays, motion approved.

The following were reviewed

- A. The Board will use the Michigan Liquid Asset Fund and designate Sturgis Bank and Trust Company as the local depository for Accounts Payable, Payroll, Trust and Agency, Flexible Spending, Capital Projects, and Debt Retirement Accounts. The Board designates Fifth Third Bank as the depository for Health Savings Accounts.
- B. The Board shall designate the Superintendent and/or Director of Finance to sign checks, contracts, agreements, and purchase orders on its' behalf and further, that all administrators be authorized to sign purchase orders and petty cash checks.
- C. The Board of Education will establish the following schedule for study session and regular meetings. In general, meetings will be held on the second and third Mondays of the month. The second Monday will be a study session at the SCC Board Room. The third Monday will be the regular meeting and location will vary, with meetings scheduled at each school building. There will normally be one scheduled meeting in February, July, August and December.
- D. The Board shall grant the Superintendent, Director of Finance, Accounting Manager, and Administrative Assistant to the Superintendent the authority to access the District Safety Deposit Box.
- E. The Board shall authorize the Superintendent and Director of Finance to attend to and delegate as necessary the routine responsibilities of the Board Treasurer and Secretary including, but not limited to, investing funds, conducting elections, and posting notices in accordance with Board Policy.

The Board Finance Committee is charged with the task of approving recommendations for the movement of investments.

- F. The Board shall approve retaining the Thrun Law Office for the 2021-2022 school year. Haas/ Caywood will continue to be used for specific local issues.
- G. The Board shall designate the Superintendent and/or Director of Finance to apply for and oversee Federal and State Programs as required for Civil Rights Compliance.
- H. Continue Director of Finance as the Electronic Transfer Officer.
- I. The Board shall approve program coordinators listed in public notices as required for Civil Rights Compliance.

There was a motion to approve items A-I by Mrs. Donmyer with support from Dr. Millett. 6 ayes – 0 nays, motion approved

- J. Appointments for the 2021-2022 year are as follows:
 - Continuous Improvement: Emily Halling, Lynn Brand
 - St. Joseph Co. School Board Association: Kerri Millett plus alternate Scott Boland
 - Sturgis Area Business Education Alliance (SABEA): Gwen Donmyer
 - Sturgis School Endowment Fund Board: Kerri Millett
 - SPS District Safety: Scott Boland
 - District Curriculum Teams
 - Science: Kerri Millett
 - Math: Scott Boland
 - ELA: Lynn Brand
 - Reproductive Health: Gwen Donmyer
 - Social Studies: Betsie Drumm

Adopt-A-School:

- Congress Elementary School – Emily Halling
- Wall Elementary School – Gwen Donmyer
- Wenzel Elementary School – Scott Boland, Gwen Donmyer
- Eastwood Elementary School – Lynn Brand
- Middle School – Betsie Drumm
- High School – Scott Swihart, Scott Boland
- Community/Adult Education – Kerri Millett
- Camp Fort Hill Liaison-Kerri Millett

Committees:

- Executive: Scott Boland, Scott Swihart, Emily Halling
- Finance: Scott Swihart, Kerri Millett, Betsie Drumm
- Facilities: Lynn Brand, Gwen Donmyer, Scott Boland
- Nominating: Kerri Millett, Emily Halling, Gwen Donmyer
- Policy: Emily Halling, Betsie Drumm, Lynn Brand

Discussion took place on the appointments and updates were made. There was a motion to approve Appointments and Committees by Ms. Drumm with support from Dr. Millett. 6 ayes – 0 nays, motion approved

K. Board Officers:

- President – Scott Boland
- Vice President – Scott Swihart
- Secretary – Emily Halling
- Treasurer – Gwen Donmyer

After discussion one update was made. There was a motion to approve Board Officers by Mrs. Brand with support from Mrs. Donmyer. 6 ayes – 0 nays, motion approved

Mr. Boland adjourned the organizational meeting at 5:45 p.m. after a motion by Mrs. Donmyer with support from Dr. Millett. 6 ayes – 0 nays, motion approved



Scott Boland, President


Emily Halling, Treasurer Secretary

Sturgis Public School District, St. Joseph County
Minutes of the Study Session of the Board of Education
Held in the Sturgis Central Commons Boardroom
Monday, July 12, 2021 – Immediately following the Organizational Meeting

The Study Session of the Board of Education was called to order by President Scott Boland at 5:45 p.m.

A motion was made by Mrs. Donmyer with support from Mrs. Halling to approve the agenda as presented. 6 ayes – 0 nays, motion approved.

<u>Present:</u>	Emily Halling	Gwen Donmyer	Scott Boland
	Lynn Brand	Betsie Drumm	Kerri Millett

<u>Absent:</u>	Scott Swihart
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Administration	Dr. Arthur Ebert, Superintendent
<u>Present:</u>	Ms. Nicole Airgood, Assistant Superintendent

<u>Visitors</u>	Von Metzger, Claudia Pahls, Randy Pahls, Michelle Patrick-Sturgis Journal, Patti Miller
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<u>Sturgis Showcase</u>	<u>Sturgis Success Program</u> Mrs. Claudia Pahls shared about the Sturgis Success Program which helps students create a plan for when they leave high school. This program includes help with college applications, sending test scores and transcripts, FAFSA filing, paying for school, kinds of financial aid, eligibility, financial management, orientation and pre-employment.
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	<u>Service Award Presentation to Claudia Pahls</u> Superintendent Art Ebert and Assistant Superintendent Nicole (Airgood) Gittinger presented Claudia Pahls with a plaque for 40 years of service.
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	<u>Job Fair and Family Fun Day</u> Superintendent Art Ebert shared about the upcoming event which will be held on July 26, 2021 at the Sturgis Central Commons. This event will include multiple employers on site accepting applications for those looking for employment along with lots of fun activities for families to enjoy throughout the day.
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<u>Public Comments:</u>	There were no public comments.
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<u>The Consent Agenda:</u>	Dr. Ebert reviewed the June financial statements. Any board member with questions on the June minutes should contact Mrs. Toni Andrews within the week. Questions on financial statements and invoices should be directed to Mr. Sterling. Approval will be sought at the July 19th meeting.
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Action Item for July 19:

A. Milk Bid Recommendations

Dr. Ebert reviewed the bids received. Patti Miller, Food Service Director, shared that there are limited vendors that can easily provide to our area in the time of day needed. Cedar Crest is the vendor selected.

B. Eastwood Dishwasher RFP

Dr. Ebert reviewed the bids received. Patti Miller, Food Service Director, shared that it was decided to purchase a dishwasher with a booster heater from Stafford-Smith, Inc. Mrs. Halling inquired about the warranty and Mrs. Miller was going to verify that information.

C. Wireless Document Cameras RFP

Dr. Ebert shared that six vendors provided bids. Precision Data Products was the vendor chosen. The system is wireless and can stream. Estimated delivery will be in August.

D. District Wide Mechanical Upgrades RFP

Dr. Ebert shared that the deadline for bids has been extended to July 20th in hopes of receiving more.

E. SPS/SEIU Transportation/Maintenance Wage Opener

Dr. Ebert shared that this has been delayed.

Discussion Item

Mrs. Halling reviewed the Board Policy 0123 - Philosophy of the Board

In administrative reports Dr. Ebert read information provided by Mr. Sterling and shared that the concrete was poured for the Wall School playground. This project should be complete by the end of July. The installation of the new paging system will be complete by the start of school. New whiteboards and projectors will be installed starting at Wall School. All should be done by the start of school. Mr. Metzger also thanked the maintenance department for all their hard work on the unexpected projects. The Eastwood roof project will start at the end of the week with a projected completion date of December 2021. The Sturgis High School cafeteria roof project was delayed due to weather. They are working on signage for the high school, Eastwood, Congress and Wenzel. Eastwood fire panel has no official start date yet but will be done prior to the start of school.

Mrs. (Airgood) Gittinger announced that Friday will be the last day for Academic Summer Camp and will work on getting feedback. She is currently working on ordering consumables.

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Dr. Ebert thanked Mrs. (Airgood) Gittinger and the Academic Summer Camp team for all their hard work. There were many positive responses from our families. It was great to have students doing activities within our community. Also he shared a reminder about the Job Fair & Family Fun Day that will take place on July 26, 2021 at Sturgis Central Commons.

Ms. Drumm thanked Mrs. Pahls for her 40 years of commitment. Ms. Drumm's sons have been jealous of the one son who is attending Academic Summer Camp.

Dr. Millett thanked Mrs. Pahls for the years of service. Amazed at all she did. Congratulations to Mrs. (Airgood) Gittinger on her marriage. Dr. Millett received one complaint about the Summer Academic camp - not enough spaces for more students.

Mrs. Halling reminded the board of the retreat on Tuesday, July 20th starting at 5:30 p.m. and to let her know if there are any additional topics to be discussed. Congratulations to Mrs. (Airgood) Gittinger.

Mrs. Donmyer congratulated Mrs. (Airgood) Gittinger. She also shared that Mrs. Pahls did an amazing job. Good job to Mrs. Miller on the milk bids and Mr. Metzger on all that he does.

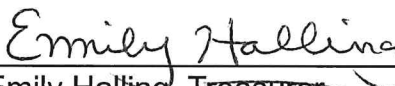
Mrs. Brand has been a long time fan of Mrs. Pahls and appreciates all she has done. Congratulations to Mrs. (Airgood) Gittinger.

Mr. Boland also congratulated Mrs. (Airgood) Gittinger and Mrs. Pahls. He thanked Mrs. Halling for helping to put together the retreat.

Mr. Boland adjourned the meeting at 6:55 p.m., after a motion by Mrs. Brand with support from Mrs. Halling. 6 ayes – 0 nays, motion approved.



Scott Boland, President



Emily Halling, Treasurer

Sturgis Public School District, St. Joseph County
Minutes of the Regular Meeting of the Board of Education
Held in the Sturgis Central Commons Board Room Monday, July 19, 2021 – 5:30 pm

The Regular Meeting of the Board of Education was called to order by President Scott Boland at 5:30 p.m.

A motion was made by Ms. Drumm with support from Mrs. Donmyer to approve the agenda as presented. 7 ayes, 0 nays, motion approved.

Present: Scott Boland Kerri Millett Emily Halling
 Gwen Donmyer Lynn Brand Betsie Drumm
 Scott Swihart

Absent:

Administration Dr. Arthur Ebert, Superintendent
Present: Ms. Nicole Gittinger, Assistant Superintendent
 Mr. Ray Sterling, Business Manager

Visitors Von Metzger, Rebecca Greenamyer, Patti Miller, Charlotte Edsall,
 Harmonee McCrea, Li Post, Elizabeth Palasinski, Allen Meyer, Katie
 Bir, Renee Souva, Carl Merkh, Ashley Snow, Katie Wooten, Lisa
 Yoquelet, Morgan Pueschel, Madison Pueschel, Tracie Pueschel,
 Julie Stellner, Adam Miller, Tyson Dilts, Doug Balle, Michelle Patrick-
 Sturgis Journal

Sturgis Showcase: Trojan Heroes-Art Ebert/Nicole Gittinger
 This month's heroes were Doug Balle, SPS Grounds Dept.,
 Harmonee McCrea, Wall Principal, and Adam Miller, Behavioral
 Interventionist at Wenzel. Dr. Ebert shared comments from
 nominations and presented each with a framed certificate.

SHS Yearbook Presentation
 Allen Meyer provided all board members, the Superintendent and the
 Assistant Superintendent with a 2020-2021 SHS Yearbook. This was
 Allen's first year as yearbook advisor and the theme was Netflix. Depending
 on the semester he had between 14-15 students working on the yearbook,
 which was challenging due to black days/orange days and virtual days. He
 is looking forward to providing a quality yearbook each year.

Public Comments: Carl Merkh provided each board member a letter in regards to the
 Eagle Farm Report, please read the articles and make an educated
 decision on the policies put in place for the children in our community.

Regular Meeting Minutes

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The Consent Agenda: There was a motion to approve the consent agenda by Mrs. Donmyer with support from Mrs. Brand. 7 ayes, 0 nays, motion approved.

Action Items:

- A. Milk Bid Recommendation
There was a motion to approve the Milk Bid Recommendation by Dr. Millett with support from Mrs. Donmyer. 7 ayes, 0 nays, motion approved.
- B. Eastwood Dishwasher RFP-Sterling
There was a motion to approve the Eastwood Dishwasher purchase by Ms. Drumm with support from Dr. Millett. 7 ayes, 0 nays, motion approved.
- C. Wireless Document Cameras RFP
There was a motion to approve the Wireless Document Cameras purchase by Ms. Drumm with support from Mrs. Brand. 7 ayes, 0 nays, motion approved.
- D. SPS/SEIU Transportation/Maintenance Wage Opener
This was tabled till next month
- E. New Hires
Nicole Gittinger read the bios of each of the new hires, then a picture was taken. Cassidy Haas was not in attendance. There was a motion to approve New Hires by Mr. Swihart with support from Dr. Millett. 7 ayes, 0 nays, motion approved.

In administrative reports Mr. Sterling shared that the Wall School playgrounds should be complete in the next two weeks.

Mrs. Gittinger congratulated Trojan Heroes and welcomed all new hires.

Dr. Ebert reminded that on July 26th from 7am – 7pm SPS will be hosting a Job Fair/Family Fund Event. Nottawa Schools, Enviroclean, Edustaff and Boys and Girls Club of Elkhart will join SPS at this event. Videos will be released each day prior to July 26th promoting the SPS event. These videos were made by Alex Milton.

In Board Comments Mrs. Brand congratulated all new teachers, the Trojan Heroes and Mr. Meyer for a great yearbook. Mrs. Donmeyer shared her excitement about all the new hires. She shared congratulations to Harmonee McCrea and the Summer Academic Camp staff on a

In Board Comments
Regular Meeting Minutes

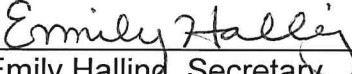
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wonderful program. Also thanked Mr. Carl Merkh for his comments. Mrs. Halling shared that everyone involved in Summer Academic Camp did a great job and congratulated the Trojan Heroes. She reminded board members of the July 20, 2021 retreat and will resend an email reminder to complete the evaluation then MSAB will provide her with the results so they can be discussed at the retreat. Mr. Swihart thanked Mr. Meyer for the yearbook and congratulated all the new hires and Trojan Heroes. Dr. Millett echoed the same and shared that next year will be better. Ms. Drumm was excited about the new Wall School playground. Her kids will love the new equipment. She is glad to hear the wonderful things the Trojan Heroes do and it is nice to put a face with a name. Great job to the Summer Academic Camp team and looks forward to looking through the yearbook. Mr. Boland thanked all the Trojan Heroes. Congratulations to new hires and thanked Mr. Meyer for the yearbook.

Mr. Boland adjourned the meeting at 6:11 p.m., after a motion by Mr. Swihart with support from Mrs Donmyer. 7 ayes, 0 nays, motion approved.



Scott Boland, President



Emily Halling, Secretary