

Sturgis Public School District, St. Joseph County
Minutes of the Organizational Meeting of the Board of Education
Held in the Sturgis High School Cafeteria Annex
Monday, July 18, 2022 – 5:30 p.m.

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

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

Absent: Ben Myers Gwen Donmyer

Administration Dr. Arthur Ebert, Superintendent
Present: Mrs. Nicole Gittinger, Assistant Superintendent
 Mr. Ray Sterling, Director of Finance

Visitors: Toni Andrews, Chad Bennett, Mike Stiles-WBET, Michelle
 Patrick-Sturgis Journal, Joe Kelly, Dave Northrop, Carson
 Cornish-Kalamazoo Mechanical

Pledge of Allegiance

Introductions

A motion was made by Ms. Drumm with support from Mrs. Brand to approve the agenda as presented. Discussion continued regarding Action Items J and K. Ms. Drumm withdrew her motion. Mrs. Halling made a motion to remove Action Items J and K from the agenda with support from Ms. Drumm. 5 ayes – 0 nays, motion approved.

Discussion Item

A. New Officers and Committees Process

There was a brief discussion. These will be reviewed in January following the November election.

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 Health Equity 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 2022-2023 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 Dr. Millett with support from Mrs. Halling. 5 ayes – 0 nays, motion approved

Mr. Boland adjourned the organizational meeting at 5:52 p.m. after a motion by Ms. Drumm with support from Dr. Millett. 5 ayes – 0 nays, motion approved



Scott Boland, President



Gwen Donmyer, Treasurer

Sturgis Public School District, St. Joseph County
Minutes of the Regular Meeting of the Board of Education
Held in the Sturgis High School Cafeteria Annex
Monday, July 18, 2022 – Immediately following the Organizational Meeting

The Regular Meeting of the Board of Education was called to order by President Scott Boland at 5:52 p.m.

Introductions

A motion was made by Mrs. Halling with support from Ms. Drumm to approve the agenda as presented. 5 ayes – 0 nays, motion approved.

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| <u>Present:</u> | Emily Halling | Scott Boland | Betsie Drum |
| | Lynn Brand | Kerri Millett | |

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| <u>Absent:</u> | Ben Myers | Gwen Donmyer |
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| <u>Administration</u> | Dr. Arthur Ebert, Superintendent |
| <u>Present:</u> | Mrs. Nicole Gittinger, Assistant Superintendent |
| | Mr. Ray Sterling, Director of Finance |

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| <u>Visitors</u> | Toni, Andrews, Chad Bennett, Mike Stiles-WBET, Michelle Patrick-Sturgis Journal, Joe Kelly, Dave Northrop, Carson Cornish-Kalamazoo Mechanical |
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| <u>Public Comments:</u> | There were no public comments. |
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Informational Items:

- A. Review of Board Policy 2210 - Curriculum Development-Approved Courses
Mrs. Brand reviewed Board Policy 2210.

Discussion Items:

- A. Marching Band Tower Update
Mr. Sterling provided details regarding the delay in the Marching Band Tower project. McGraw informed Mr. Sterling that the new target date will be the end of September.

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| <u>The Consent Agenda:</u> | Mrs. Toni Andrews shared that there were corrections to the June 20th minutes. The ayes reflected 7 for the Consent Agenda and all three Action Items. The correction has been made to show 6 ayes instead of 7. There was a motion to approve the consent agenda by Ms. Drumm with support from Mrs. Brand. 5 ayes, 0 nays, motion approved |
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Action Items:

- A. Teacher Tenure/Continuing Probation Recommendations
A motion was made by Ms. Drumm with support from Mrs. Halling to approve the Teacher Tenure/Continuing Probation Recommendations. 5 ayes, 0 nays, motion approved.
- B. Annual Millage Recalculation
Mr. Sterling reviewed. A motion was made by Mrs. Brand with support from Mrs. Halling to approve the Annual Millage Recalculation. 5 ayes, 0 nays, motion approved.
- C. Millage Report L-4029 for 2022-2023
Mr. Sterling reviewed. A motion was made by Ms. Drumm with support from Mrs. Halling to approve the Millage Report L-4029 for 2022-2023. 5 ayes, 0 nays, motion approved.
- D. School Bond Loan Fund Annual Loan Application
Mr. Sterling reviewed. A motion was made by Mrs. Halling with support from Ms. Drumm to approve the School Bond Loan Annual Loan Application. 5 ayes, 0 nays, motion approved.
- E. Milk Bid Recommendations
A motion was made by Mrs. Halling with support from Ms. Drumm to continue with Cedar Crest as the milk vendor. 5 ayes, 0 nays, motion approved.
- F. Signage - Phase 2 Project
Mr. Sterling shared the recommendation. A motion was made by Mrs. Halling to award Universal Sign to this project with a 10% contingency totaling \$297,870 with support from Dr. Millett. 5 ayes, 0 nays, motion passed.
- G. HVAC Improvements (ESSER III) Project
Dr. Ebert and Mr. Sterling provided details on this project. Two bids came in with both being above the allocated amount. After deciding to delay installation in some areas, Kalamazoo Mechanical came back with an adjusted bid. The modified bid covers the installation of HVAC systems in the SHS gymnasiums. A motion was made by Dr. Millett with support from Ms. Drumm to award this project to Kalamazoo Mechanical for \$1,456,053 plus a 10% contingency totaling \$1,601,658. 5 ayes, 0 nays, motion approved.
- H. Grounds Truck
Due to delays in production of two transit vans, the recommendation was made to purchase a grounds truck with a snow plow. The transit vans will be purchased during a different rotation at a later date. A motion was made by Ms. Drumm with support from Mrs. Brand to purchase the grounds truck with snow plow for \$43,929 through MiDeals. 5 ayes, 0 nays, motion passed.

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In administrative reports, Mr. Sterling noted that the Eastwood painting is complete and there are only a few classrooms that still need the new flooring installed. The new furniture has arrived and they will start working on the playground improvements next week. Mrs. Gittinger thanked the board for their quick email responses. Dr. Ebert stated that Audrey Green, the new SHS Assistant Principal, will be recognized at the first August board meeting along with the new Eastwood Assistant Principal.

Ms. Drumm thanked Mrs. Brand for the policy review and shared that she enjoyed reading the Summer Academic Camp comments from staff and families. Dr. Millett had nothing to report. Mrs. Brand shared her concerns about the carpet that is sitting outside on the grass at Eastwood. Mr. Boland thanked Dr. Ebert for moving the meeting to the Sturgis High School so it could be conducted in air conditioning. Mrs. Halling thanked Mrs. Gittinger for providing data that will help the board be better informed and make more knowledgeable decisions.

At 6:55 a motion was made to go into closed session to consider security planning to prevent potential threats to the safety of the students and staff by Mrs. Brand with support from Mrs. Halling, Roll Call-Boland, Brand, Drumm, Millett, Halling. 5 ayes - 0 nays, motion approved.

At 7:25 a motion was made to go back into open session by Mrs. Halling with support from Dr. Millett. Roll Call-Boland, Brand, Drumm, Millett, Halling. 5 ayes - 0 nays, motion approved.

Mr. Boland adjourned the meeting at 7:25 p.m., after a motion by Mrs. Millett with support from Mrs. Drumm. 5 ayes – 0 nays, motion approved.



Scott Boland, President

Gwen Donmyer, Secretary