

Sturgis Public School District, St. Joseph County  
Minutes of the Organizational Meeting of the Board of Education  
Held in the Sturgis Central Commons Board Room  
Monday, July 14, 2014 – 11:45 a.m.

President Ann Bird called the Organizational Meeting of the Board of Education to order at 11:47 a.m. in the Central Commons Board Room.

Present: Frank Kalasky Geoff Smith  
Ann Bird Paul Gorsuch Dave Hamlin

Absent: Kerri Millett

Administration Dr. Thomas Langdon, Superintendent  
Present: Julie Evans, Assistant Superintendent  
Susan Zeeb, Bookkeeper for Director of Finance

Visitors: Michelle Patrick – Sturgis Journal, Nick Herblet, Nicole Airgood,  
Ray Sterling, Nathan Schwartz, Melissa Brunt, Dan Root, Damon  
Knapp, Brian Tallmadge

A motion was made by Mr. Kalasky with support from Mr. Smith to approve the agenda with the addition of item “J” to name new Vice President due to the resignation of Mr. Sterling and item “K” to schedule a meeting of the Nominating Committee. 5 ayes – 0 nays, motion approved.

Superintendent Langdon reviewed the following action items and recommendations with the Board:

- A. The Board will use the Michigan Liquid Asset Fund and designate Sturgis Bank and Trust Co. 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.

There was a motion to designate depositories, as recommended, by Mr. Smith with support from Mr. Kalasky. 5 ayes, 0 nays, motion approved.

- B. To 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.

There was a motion to authorize signers, as recommended, by Mr. Hamlin with support from Mr. Gorsuch. 5 ayes, 0 nays, motion approved.

- C. The Board of Education will establish the schedule for study sessions and regular meetings. In general, the meetings will be held on the second and third Mondays of the month. The second Monday will be a study session in 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 July, August, December and February.

There was a motion to approve the Board of Ed meeting schedule for 2014-2015 by Mr. Smith with support from Mr. Hamlin. 5 ayes, 0 nays, motion approved.

- D. Grant the Superintendent, Director of Finance, Bookkeeper and Superintendent's Secretary the authority to access the District Safety Deposit Box.

There was a motion to approve safe deposit box access, as recommended, by Mr. Kalasky with support from Mr. Gorsuch. 5 ayes, 0 nays, motion approved.

- E. Authorize the Superintendent and Director of Finance to attend 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.

There was a motion of support to approve the delegation of responsibilities, as recommended, by Mr. Gorsuch with support from Mr. Kalasky. 5 ayes, 0 nays, motion approved.

- F. Retain the Thrun Law Firm, P.C. for the 2014-2015 school year. Dresser, Dresser, Haas & Caywood will continue to be used for specific local issues.

There was a motion of support to retain school attorney, as recommended, by Mr. Smith with support from Mr. Kalasky. 5 ayes, 0 nays, motion approved.

- G. The Board shall designate the Superintendent, Director of Finance, and / or Assistant Superintendent to apply for and oversee Federal and State Programs as required for Civil Rights Compliance.

There was a motion of support for designation, as recommended, by Mr. Hamlin with support from Mr. Gorsuch. 5 ayes, 0 nays, motion approved.

- H. The Board shall designate Electronic Transfer Officer (ETO).

There was a motion to continue Director of Finance as ETO by Mr. Smith with support from Mr. Hamlin. 5 ayes, 0 nays, motion approved.

- I. The Board shall approve program coordinators listed in public notices as required for Civil Rights Compliance.

There was a motion by Mr. Kalasky with support from Mr. Hamlin to approve Program Coordinators as presented. 5 ayes, 0 nays, motion approved.

J. Appointment of Vice President after resignation of Mr. Sterling

There was a motion by Mr. Kalasky with support from Mr. Gorsuch to appoint Mr. Smith to serve as Vice President until the January 2015 Organizational Meeting following the November election.

K. Nominating Committee Special Meeting

The committee will meet at 4:00 p.m. on Thursday, July 17 to review letters of interest received, interview nominees and select a candidate to present for Board approval at a special meeting on Monday, July 21, 2014 at 11:45 a.m.

There was a motion to approve meetings as presented by Mr. Hamlin with support from Mr. Smith. 5 ayes, 0 nays, motion approved.

Mrs. Bird adjourned the organizational meeting at 12:00 p.m. after a motion of support by Mr. Gorsuch with support from Mr. Smith. 5 ayes, 0 nays, motion approved.

  
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Ann Bird, President

  
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Frank Kalasky, Secretary

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 14, 2014 – 12:02 p.m.

The Regular Meeting of the Board of Education was called to order by President Ann Bird at 12:02 p.m.

A motion was made by Mr. Kalasky with support by Mr. Hamlin to approve the agenda as presented. 5 ayes – 0 nays, motion approved.

Present: Frank Kalasky Geoff Smith Paul Gorsuch  
Ann Bird Dave Hamlin

Absent: Kerri Millett

Administration Dr. Thomas Langdon, Superintendent  
Present: Julie Evans, Assistant Superintendent  
Susan Zeeb, Bookkeeper for Director of Finance

Visitors Michelle Patrick-Sturgis Journal, Nick Herblet, Nicole Airgood,  
Ray Sterling, Nathan Schwartz, Melissa Brunt, Dan Root,  
Damon Knapp, Brian Tallmadge

During public comments Damon Knapp, School Safety Officer reported on Safety Town progress. There will be an Open House on Thursday, July 31 at 6:00 p.m. The first camps for new Kindergartners will be held August 11-22. All are invited to the Open House. Board Vice President Geoff Smith commended Officers Knapp and Ryan Banaszak for their hard work on the project.

The Consent Agenda:

June meeting minutes and June financial statements and invoices were reviewed. There were no questions. A motion was made by Mr. Kalasky with support from Mr. Gorsuch to approve the Consent Agenda, 5 ayes – 0 nays, motion approved.

Action Items for immediate consideration:

- A. SPS/SIA Agreement  
The SIA approved the agreement at their July meeting. We have enough interest for 6 classes of 18-20 students plus a potential overload. There was a motion of support by Mr. Smith with support from Mr. Kalasky. 5 ayes, 0 nays, motion approved.
- B. Hiring Recommendations  
Assistant Superintendent Julie Evans introduced Nathan Schwartz and Melissa Brunt. Both are proposed 5<sup>th</sup> grade teachers at Eastwood. In addition, the Board is asked to approve hiring of Jerrod Warner for 5<sup>th</sup> grade, Eden Alvey for 4<sup>th</sup> grade,

Jodi Fowler for 4<sup>th</sup> grade, and Zach Goodman for Manufacturing/Technology. There was a motion of support by Mr. Gorsuch with support from Mr. Smith. 5 ayes – 0 nays, motion approved.

C. SEA Compensation Opener

Dr. Langdon stated that the SEA had accepted a proposal for 1% increase and approved 2014-2015 calendar. A motion to approve was made by Mr. Smith with support from Mr. Hamlin. 5 ayes – 0 nays, motion approved.

D. Hiring of Business Manager

Dr. Langdon reviewed the process and reminded the Board that Vicki Watson will be here to assist with transition through September. Dr. Langdon thanked Mrs. Bird and Dr. Millett for serving on the interview committee. A motion to approve the hiring of Mr. Ray Sterling was made by Mr. Gorsuch with support from Mr. Kalasky. 5 ayes – 0 nays, motion approved. Mr. Sterling was present and expressed his enthusiasm to get started!

E. Hiring of Congress/Wenzel Principal

Mrs. Evans reviewed the process and recommended Nicholas Herblet for the Congress/Wenzel Principal position. Nicole Airgood, Wall Principal added her support. A motion to approve Nicholas Herblet as the Congress/Wenzel Principal was made by Mr. Gorsuch with support from Mr. Smith. 5 ayes, 0 nays, motion approved.

F. NCA District Accreditation

Mrs. Evans asked the Board to approve ending NCA accreditation immediately rather than after the 2014-2015 year. We will be accredited by the State of Michigan right away. There was a motion of support by Mr. Hamlin with support from Mr. Kalasky. 5 ayes, 0 nays, motion approved.

Discussion Items:

A. 2014-2015 School Improvement Plan

Mrs. Evans offered the plan for Board review. She highlighted four goals: leadership, improvement in math and reading, engaging families, and helping children in poverty.

In administrative reports Mrs. Bird thanked Susan Zeeb for presenting the financial statements and invoices in the absence of Director of Finance Vicki Watson. Mrs. Evans noted that the School Aid budget includes funding for MEAP. There will be a new MEAP test in spring of 2015 for the one time only. MME data is no longer embargoed and will be shared after analysis.

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Dr. Langdon would like for the Board to consider dates for a retreat in September. He reminded Nominating Committee of the meeting set for Thursday, July 17.

In Final Comments Mr. Gorsuch welcomed the new hires and thanked administration for their work during the process. Mr. Kalasky added his congratulations to Mr. Sterling and Mr. Herblet, who were still in attendance. Mr. Smith and Mr. Hamlin also offered their congratulations. Mrs. Bird will be attending Book Discussion Group on July 26.

Mrs. Bird adjourned the meeting at 12:45 p.m., after a motion by Mr. Smith with support from Mr. Gorsuch. 5 ayes, 0 nays, motion approved.



Ann Bird – President



Frank Kalasky, Secretary

Sturgis Public School District, St. Joseph County  
Minutes of the Special Meeting of the Board of Education  
Held in the Sturgis Central Commons Board Room  
Monday, July 21, 2014  
11:45 a.m.

Board President Ann Bird called the Special Meeting of the Board of Education to order at 11:47 a.m. in the Sturgis Central Commons Board Room.

Present: Ann Bird Frank Kalasky  
Paul Gorsuch Kerri Millett Geoff Smith

Absent: Dave Hamlin

Administration Tom Langdon, Superintendent  
Present:

Visitors: Michelle Patrick-Sturgis Journal, Mike Stiles-WBET Radio, Janene Kosman, Dan Scott

A motion was made by Mr. Smith with support from Mr. Kalasky to approve the agenda as presented. 5 ayes, 0 nays, motion approved.

There were no public comments.

Action Item:

A. Appointment of Board Member  
There was a motion by Dr. Millett to accept the Nominating Committee recommendation and appoint Mr. Dan Scott to the Board. There was support from Mr. Smith. 5 ayes, 0 nays, motion approved.

Superintendent Comments:

Dr. Langdon suggested that a review of current committee assignments is in order to replace Mr. Sterling and assign Mr. Scott. After a review of the current assignments, the revised appointments are:

Executive Committee: Ann Bird, Geoff Smith, Frank Kalasky  
Finance Committee: Ann Bird, Kerri Millett, Paul Gorsuch  
Facilities Committee: Frank Kalasky, Paul Gorsuch, Dan Scott  
Admin/Clerical: Frank Kalasky, Kerri Millett, Dave Hamlin  
Nominating: Geoff Smith, Kerri Millett, Dave Hamlin  
Policy: Ann Bird, Geoff Smith, Dan Scott

Curriculum Council: Dave Hamlin  
District School Improvement Team: Ann Bird  
St. Joseph County School Board Association: Ann Bird, Kerri Millet (Alternate)

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SABEA: Frank Kalasky  
SPS Endowment Board: Kerri Millett

"Adopt-a-School" Program:  
Congress: Geoff Smith  
Wall: Dan Scott  
Wenzel: Frank Kalasky  
Eastwood: Ann Bird  
Middle School: Kerri Millett  
High School: Dave Hamlin  
Community/Adult Ed: Paul Gorsuch

Board Comments:

Mrs. Bird welcomed Mr. Dan Scott to the Board.

The meeting was adjourned by Mrs. Bird at 11:56 a.m. after a motion by Mr. Kalasky with support from Mr. Gorsuch. 5 ayes, 0 nays, motion approved.

  
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Ann Bird, President

  
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Frank Kalasky, Secretary