

PELLSTON PUBLIC SCHOOLS

Minutes

**Regular Board of Education Meeting
Board of Education Conference Room
7:00 p.m.**

Monday, January 14, 2019

A Regular meeting of the Board of Education of Pellston Public Schools was held in the Gerald E. Mallory Board of Education Conference Room on Monday, January 11, 2019. Members present: Jim Milbrandt, Mark Zink, Kristen Bauer-Frye, Stephanie Bromley, Rob Thomson, and Bryan Searles. Members Absent: Serenity Dankert.

President Milbrandt called the regular meeting to order at 7:25 pm.

The *Pledge of Allegiance* and moment of reflection were led by Mark Zink.

Information/Presentation(s):

Mrs. Matelski, Mrs. Vieau and several elementary school students shared information about Math Club for K-2 students.

Administrator's Highlights

Principal Reports:

Middle/High School- Mr. Bacon provided a written report for the Board and spoke of evaluations, PBIS and the recent Parent/Community (SAFE Sponsored) Vaping Presentation. Report on file.

Elementary- Mrs. Dean also provided a written report for the Board and spoke of PBIS and the implementation of an additional social worker at the elementary school. Report on file.

Athletic/Transportation Report- Matt Sheick provided a Winter Athletics Update and provided a written report within the board. Report on file.

Food Service Report: Sherry Sedore was absent from the meeting, but provided the board with a written report as well. Report on file.

Public Commentary

Correspondence

Pellston Schools, Drama Program-Harbor Springs Public School (Community Schools Funds) : Mrs. Dean shared with the board the donation of \$1791.90 from the HSPS Community Schools Fund. These funds will go into the Drama TNA account to be used in future productions.

Old Business:

New Business:

Title III, Part A, Immigrant Students, Request to Relinquish Federal Funds
School Board Member: Mrs. Dean asked the BOE to make a motion for the approval of the Relinquishing of Federal Funds for Title III, Part A. It was motioned by Stephanie Bromley and supported by Bryan Searles to approve the Relinquishing of Title III funds in the amount of \$186.00. The motion carried 6-0.

Change in date of march Board Workshop and CANCEL January Workshop:

Due to a recent change in the New Board Member Evening planned by the CharEm ISD, Mrs. Dean recommended eliminating the January BOE Workshop. She also recommended that a change be made to the Workshop scheduled for March 25, 2019 to the date of March 18, 2019. It was motioned by Stephanie Bromley and supported by Mark Zink to cancel and change the recommended dates of the Board Workshops. The motion carried 6-0.

Michigan Leadership Institute:

Mrs. Dean asked the board to consider moving into a contract with the Michigan Leadership Institute (MLI) for their new Superintendent Search. It was motioned by Kristen Bauer-Frye and supported by Rob Thomson to approve the contract with MLI. The motion carried 6-0.

Approval of Consent Agenda Items

Motion by Mark Zink, supported by Rob Thomson, “that the Consent Agenda Items for the January 11, 2019 meeting of the Board of Education be adopted, as presented.” The motion carried 6-0.

Motion: “that the Board of Education approve the regular meeting minutes of the December 10, 2018 board meeting.”

Payment of the Bills

Motion: “That the Board of Education of Pellston Public Schools pay all fund bills paid by checks as listed, Check #'s: **(#1) Life Insurance, (#2421-2424) School Store, (#4094-4105) Food Service, (#20689-20744) Student Accounts Checking, (#33741-33782) GF Checking, (#400001004) MESSA ACH and (#700001056-700001088) for General ACH payments.**

Business Items

1. Payment of the Bills

Motion: “that the Board of Education, pay Gross Payrolls for January 18 and February 1, 2019; Benefits and Utilities and ACH transfers from January 15, 2019 to February 11, 2019.

2. Depository of School Funds

Motion: “that the Board of Education appoints Monique Dean, Superintendent, as Assistant Treasurer, to receive, record and deposit schools funds at the discretion of the board to Citizens National Bank, Bank One and MILAF as depositories for the

General Fund, Payroll, Athletic & Food Service funds, Debt Retirement and Activity funds.”

3. Signatures for Checks

Motion: “that the Board of Education appoints three officers: Board President, Treasurer and Secretary to sign General Fund, Food Service and Activity Fund checks or the Superintendent of Schools in the absence of a Board officer.”

Motion: “that the Board of Education authorizes the signature of Monique Dean, Superintendent for all Payroll, IMMA and Debt Retirement Funds checks, and authorizes the Board President to sign these checks in the Superintendent’s absence.”
Designate depositories for school funds.”

4. Transfer Funds

Motion: “that the Board of Education authorizes Business Manager Stephen Weaver, Accounts Payable Michelle Ferris and/or Superintendent Monique Dean to transfer funds to Citizens National Bank and Michigan School District Asset Fund (MILAF).

5. Auditor Appointment

Motion: “that the Board of Education, approve the auditing firm of Bishop, Cotter, Baird as auditors for Pellston Public Schools during the 2019 calendar year.

6. Appointment of Law Firm during the 2018 Calendar Year

Motion: “that the Board of Education, retain Thrun Law Firm, P.C. as the district’s law firm for the 2019 calendar year.”

8. Insurance

Motion: “to purchase employee dishonesty blanket bond, computer fraud, and funds transfer fraud in the amount of \$100,000 per occurrence; depositors forgery or alteration coverage in the amount of \$150,000 per occurrence, money; and securities inside/outside the premise coverage of \$20,000 per occurrence.”

9. Posting Meetings

Motion: “to designate Taylor Kruzel, Administrative Assistant to the Superintendent, as the person for posting notices of meetings.”

Curriculum Reports/Assignment

Acceptable Assessment Tools for Early Literacy Educators

Important Upcoming Dates:

1. Board of Education Workshop, Monday, January 28, 2019 at 7:00PM
(CANCELLED)
2. NEW Board of Education Member Workshop at CharEm ISD, on Tuesday 29, 2019
at 6:30 PM
3. NEW Board Member Superintendent Evaluation Workshop, March 7, 2019 (time to
be determined) at CharEm ISD, Charlevoix.

Adjournment

It was motioned by Bryan Searles and supported by Kristen Bauer-Frye to adjourn the meeting at 8:25 PM. The motion carried 6-0. The meeting adjourned.