

# PELLSTON PUBLIC SCHOOLS

## Minutes

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

**Monday, January 8, 2018**

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 8, 2018. Members present: Jim Milbrandt, Kristen Bauer-Frye, Rob Thomson, Bryan Searles, and Mark Zink.  
Absent: Jennifer Woods, Renee Irwin

President Milbrandt called the regular meeting to order at 7:00 pm.

The *Pledge of Allegiance* and moment of reflection were led by Jim Milbrandt.

### **Information/Presentation(s):**

Spotlight Presentation: Mr. Bacon shared a student made video with the Board regarding school etiquette.

Athletic & Transportation Report: prepared by Matt Sheick. Mr. Sheick gave information regarding bussing and drivers, as well as coaches and winter sports results.

Food Service Report: prepared by Sherry Sedore. Mrs. Dean noted that breakfast numbers are down at the elementary.

Trust & Agency prepared by Michelle Ferris (report filed with minutes).

PTO Report: None

### **Administrator's Highlights**

Elementary Report: Mrs. Dean noted that the district is moving forward with reinstallation of PBIS at the elementary school. She also gave an update on after school tutoring, curriculum, and events at the school.

Middle/High School Report: Mr. Bacon provided an update regarding observations, PBIS, and positive contacts.

### **Public Commentary**

### **Correspondence**

North Central Michigan College Donation

Mrs. Dean acknowledged North Central Michigan College for their generous donation of \$2,547.00 to be used to support tuition, fees and books for students enrolled in the CNC Mobile Lab.

### **Old Business:**

### **New Business:**

Board of Education Election of Officers: see document in minutes.

Board of Education 2018 Committee Assignments: see document in minutes.

### **Letter of Resignation**

The Board acknowledged the Letter of Resignation from Andrea Fayssoux.

### **Recommendation for Employment**

Mr. Bacon recommended that the Board hire Vince Leveille and noted that he had great recommendations. It was motioned by Mark Zink and supported by Kristen Bauer-Frye to approve the hire of Vince Leveille for the middle school math position, with a hire of Step XII, MA+15 (pending credit verification) with a starting date of January 22, 2018. The motion carried 5-0.

### **Approval of Consent Agenda Items**

Motion by Mark Zink, supported by Kristen Bauer-Frye, “that the Consent Agenda Items for the January 8, 2018 meeting of the Board of Education be adopted, as presented.” The motion carried 5-0.

Motion: “that the Board of Education approve the regularly scheduled meeting minutes of the December 11, 2017 board meeting.”

Motion: “that the Board of Education pay Gross Payrolls for February 2, 2018 and January 19, 2018; Benefits and Utilities and ACH transfers from January 9, 2018 – February 12, 2018.”

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.”

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.”

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

Motion: “that the Board of Education approve the auditing firm of Bishop, Cotter, Baird as auditors for Pellston Public Schools 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 2018 calendar year.”

Motion: “that the Board of Education schedule regular meetings of the Board of Education on the second Monday of each month with the exception of April, in which case the meeting will be held on the third Monday at 7:00 p.m. in the Board of Education Conference Room. It is further moved to designate the fourth Monday of January, February, May, June, August, and November as Board Study/Work Sessions (additional meetings may be scheduled during the year with advance notice to the Board of Education).

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.”

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

#### Curriculum Reports/Assignment

- A. Proposed Board of Education Workshop on Monday, January 22, 2018 at 7:00 PM
- B. Board of Education Regular Meeting, February 12, 2018

#### Adjournment

It was motioned by Mark Zink and supported by Kristen Bauer-Frye to adjourn the meeting at 7:48 PM. The motion carried 5-0. The meeting adjourned.