

**VANDERBILT AREA SCHOOL BOARD OF EDUCATION
REGULAR MEETING MINUTES
DECEMBER 11, 2023**

I. CALL TO ORDER

The meeting was called to order by President K. Snyder at 6:00 p.m. in the school library. The Pledge of Allegiance followed the call to order.

II. ROLL CALL

Present: N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer
Absent: A. Deeter

III. APPROVAL OF AGENDA

Motion by N. Brasseur, with support by M. Kinney, to approve the agenda as presented.
Motion carried, 4-0.

IV. APPROVAL OF MINUTES

Motion by M. Kinney, with support by M. Schweitzer, to approve the minutes of the November 8, 2023 meeting as written. Motion carried, 4-0.

V. BUSINESS & FINANCE

A. Motion by M. Kinney, with support by N. Brasseur, to acknowledge the Treasurer's Report.
Motion carried, 4-0.

B. Motion by N. Brasseur, with support by M. Kinney, to approve the payment of bills in the amount of \$162,005.98. Motion carried, 4-0.

VI. GOVERNANCE AND BOARD RELATIONS AND REPORTS

A. Board Committee Reports/Requests for Information

Facilities – Mr. Harwood presented information on an electric bus including cost of battery replacement, parts availability and maintenance proposal. Also spoke on replacement of HW valves which allow for temperature control of heating. Boilers were inspected on November 29. Bureau Veritas Technical Assessments LLC will do the assessment for the 11y Grant and School Infrastructure Study.

Athletics –We will not have a basketball team as we were not able to hold to a minimum of five students being eligible. Bowling currently has 8 students participating. Three to five students are participating in powerlifting. E-sports and co-op with Wolverine tracking well.
Handbook – No updates to report on.

School Improvement – Items highlighted were EWIMS, A1 professional development, positive discipline parent night planned for February, majority of teachers observations and all support

staff observations done for the fall.

Robotics Presentation – Ashley Wheelock reported that she has attended training to lead the Robotics Team and many items have been supplied for the team. Eight to ten students have shown interest in joining the team and she would like to have a dedicated space (possibly the old Shop) for the activity. She plans to hold four practices per week. There will be two competitions and the use of a truck and trailer will be needed to travel to the competitions. The team will be sponsored by Northern Michigan College.

VII. ADMINISTRATIVE REPORT

Mr. Harwood reported on parent-teacher conferences that were held November 9, Veterans Day celebration, Boyne City Robotics presentation, use of Otsego County Bus System on no bus driver days, new medical insurance premiums starting in January, Alissa Martin to be new counselor, condolences to Mr. Douglas and High School field trip to Zekelman Holocaust Museum. The 33C grant for Music Teacher has been applied for.

VIII. ANNUAL AUDIT

Cindy from Stephenson and Company presented the 2022-2023 Audit Report showing fund balances as follows: General Fund - \$206,499.00, Sinking Fund - \$43,740.00, Ford Service – \$13,882.00 and Student Activity Fund - \$14,093.00. **Motion** by N. Brasseur, with support by M. Kinney, to approve the 2022-2023 Audit Report as presented. Motion carried, 4-0.

IX. BUDGET AMENDMENT

Cindy from Stephenson and Company, reviewed her suggested adjustment to the 2023-24 Budget. She also suggested that some of the fund balance be committed to specific items that will be needed in the next 3-5 years. The Board is able to uncommit these funds in the future, if need be. Suggested committed line items were as follows: Compensated absences - \$19,533, Food Service - \$75,000, Building Improvements - \$100,000 and Technology Improvements – \$50,000. **Motion** by M. Kinney, with support by N. Brasseur, to approve the 2023-2024 budget Amendment with committed lines as discussed. Motion carried, 4-0.

X. PUBLIC COMMENT

Barb Rickard asked if the Vanderbilt Corwith Fire Department is equipped to handle an electric bus fire. Rhonda Berdan reported on the field trip today to Great Lakes Center of the Arts in Bay Harbor. On December 19, there will be a field trip to the movies for all grades.

XI. INFORMATION AND BOARD ACTION ITEMS

A. Electric Bus grants and Charging Station: **Motion** by M. Kinney, with support by N. Brasseur, to approve applying for the electric bus and charging station. Motion failed, 0-4. Comments were made that additional information is needed.

XII. PUBLIC COMMENT

Jen Pop addressed issues with the current cleaning company, noting concerns with classroom cleanliness, bathrooms and trash storage in the Shop area. It was noted that there are days when the company does not show up. Mr. Harwood reported that he did speak with the company today. Other teachers present also reported complaints with the lack of cleaning.

XIII. ADJOURNMENT

The meeting adjourned at 7:12 p.m.

Mary Kinney, Secretary

Minutes prepared by Debbie Whitman for Secretary Mary Kinney;

**VANDERBILT AREA SCHOOL BOARD OF EDUCATION
REGULAR MEETING MINUTES
NOVEMBER 8, 2023**

I. CALL TO ORDER

The meeting was called to order by President K. Snyder at 6:00 p.m. in the school library. The Pledge of Allegiance followed the call to order.

II. ROLL CALL

Present: A. Deeter, N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer
Absent: None

III. APPROVAL OF AGENDA

Motion by A. Deeter, with support by M. Kinney, to approve the agenda as presented.
Motion carried, 5-0.

IV. APPROVAL OF MINUTES

Motion by M. Kinney, with support by M. Schweitzer, to approve the minutes of the October 11, 2023 meeting as written. Motion carried, 5-0.

V. BUSINESS & FINANCE

A. Motion by N. Brasseur, with support by A. Deeter, to acknowledge the Treasurer's Report.
Motion carried, 5-0.

B. Motion by M. Kinney, with support by N. Brasseur, to approve the payment of bills in the amount of \$75,178.33. Motion carried, 5-0.

VI. GOVERNANCE AND BOARD RELATIONS AND REPORTS

A. Board Committee Reports/Requests for Information

Facilities – Recent HVAC water issue reported on and all issues resolved. Septic system serviced on October 16.

Finance – Audit presentation will take place next month. Preliminary fund figures were presented in the written report.

Athletics –Mr. Nelson reported that the volleyball season ended with a 5-12 record. Mr. Nelson made the following recommendations for coaches: JV Co-ed Basketball – Adam Hudy; Bowling-Jen Pop (team to consist of 4-5 students) and Powerlifting – Alex Pionk (not MHSAA sport). He also recommended that Mr. Hudy and Ms. Pop be paid (per contract) at the JV coach rate with a condition that pay be prorated if the students are not able to meet eligibility requirements. He recommended that Mr. Pionk be paid at the middle school coach rate. 3 lifting competitions and a minimum of 2-3 practices each week would be required. He recommended that as the

program grows, a regular coaching rate should be set. He also recommended that the \$300 stipend for after school clubs be included. The spring sports co-op with Wolverine will be evaluated after this year. On target to launch esports team and looking into possibility of skeet/archery teams. Eligibility requirements have been adjusted – all passing grades to meet eligibility.

Communication: Remind App is being used for communication to families.

Handbook – No updates to report on.

School Improvement – Working with Lori Pearson on EWIMS (Early Warning Intervention and Monitoring System).

VII. ADMINISTRATIVE REPORT

Mr. Harwood reviewed grants awarded and applied for. He reported on the Halloween Gathering and parade, Professional Development Day and planned Parent Workshop on December 7, 2023 on Love and Logic.

VIII. DISCUSSION ITEMS

Discussion on adding behavior as a third goal to the goals established at the October workshop.

IX. PUBLIC COMMENT

Barb Rickard asked if Power School could be tweaked to show late arrival times when tardy. AnnaMarie Deeter would like student input on what they would like to see at VAS. Abby Serino would like to see current GPA when logging in.

X. INFORMATION AND BOARD ACTION ITEMS

A. Hire Alice Loper as paraprofessional: **Motion** by N. Brasseur, with support by M. Schweitzer, To hire Alice Loper as a paraprofessional for the 2023-2024 school year. Motion carried, 5-0.

B. Hire Adam Hudy as JV Co-Ed Basketball Coach for the 2023-2024 season: **Motion** by A. Deeter, with support by M. Kinney, to hire Adam Hudy as JV Co-ed Basketball Coach. Motion carried, 5-0.

C. Hire Jen Pop as Bowling Coach: **Motion** by M. Kinney, with support by M. Schweitzer, to hire Jen Pop as Bowling Coach for the 2023-2024 season. Motion carried, 5-0.

D. Hire Alex Pionk as Powerlifting Coach: **Motion** by A. Deeter, with support by N. Brasseur, to hire Alex Pionk as the Powerlifting Coach for the 2023-2024 season. Motion carried, 5-0.

E. Change of date for Graduation for the 2023-24 school year: **Motion** by M. Kinney, with support by A. Deeter, to set Graduation for Thursday, May 23, 2024. Motion carried, 5-0.

F. Approve applying for an electric bus and charging station: This item was tabled to obtain more information as questions were raised on where to have maintenance done and availability of parts.

XI. PUBLIC COMMENT

No further comments offered.

XII. ADJOURNMENT

The meeting adjourned at 6:53 p.m.

Mary Kinney, Secretary

Minutes prepared by Debbie Whitman for Secretary Mary Kinney;

**VANDERBILT AREA SCHOOL BOARD OF EDUCATION
REGULAR MEETING MINUTES
OCTOBER 11, 2023**

I. CALL TO ORDER

The meeting was called to order by President K. Snyder at 6:00 p.m. in the school library. The Pledge of Allegiance followed the call to order.

II. ROLL CALL

Present: A. Deeter, N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer
Absent: None

III. APPROVAL OF AGENDA

Motion by M. Kinney, with support by M. Schweitzer, to approve the agenda as presented.
Motion carried, 5-0.

IV. APPROVAL OF MINUTES

Motion by N. Brasseur, with support by A. Deeter, to approve the minutes of the September 13, 2023 meeting as written. Motion carried, 5-0.

PUBLIC COMMENT

No comments offered.

V. BUSINESS & FINANCE

A. Motion by A. Deeter, with support by M. Kinney, to acknowledge the Treasurer's Report.
Motion carried, 5-0.

B. Motion by N. Brasseur, with support by M. Kinney, to approve the payment of bills in the amount of \$82,208.76. Motion carried, 5-0.

VI. GOVERNANCE AND BOARD RELATIONS AND REPORTS

A. Board Committee Reports/Requests for Information

Facilities – We now have access to a computerized system to monitor heating/cooling. Door lock issues have been resolved. Septic tank to be serviced on October 16.

Finance – Current General Fund balance is \$166,730.13 with State and Federal revenues expected by the end of October. Expended \$3,073.49 in start up supplies for new cleaning company. Chromebooks purchased for middle and high school which were covered by the Library grant.

Athletics –Mr. Nelson attended the MHDSAA Inservice . Volleyball team victories

highlighted. Exploring powerlifting and bowling as winter sports and seeking a coach to lead a powerlifting team. Ashley Wheelock will be coaching the Robotics Team.
Communications: Herald Times to cover Tree Campus K-12 award to VAS. Planting and Pinecone Day to be held on 10/23/23.
Handbook – No updates to report on.
School Improvement – Staff training modules presented, late start Mondays update given.

B. Administrative

Mr. Harwood reviewed grants awarded and applied for, MDE visit on 11/27/23, Tree Campus Recognition, \$13,102 received from SET SEG for last year's losses during the power outage, CPI Training, RISE Student Coalition Meeting, student count at 129 and upcoming events highlighted.

C. Discussion items

Stephen Seeley, Pellston Schools Superintendent, spoke on the grant they received to purchase four electric buses and their experience with them so far, stating it has been a positive experience so far. He estimates that they will realize about a \$60,000.00 per year. This grant did require that a non-electric bus be decommissioned for each electric bus obtained.

VII. **PUBLIC COMMENT**

Rhonda Berdan reported that the Class of 2025 will be selling Boo Grams and that the Class of 2026 will be having a Spaghetti Dinner fundraiser on 10/26/23.

VIII. **INFORMATION AND BOARD ACTION ITEMS**

A. Ashley Wheelock signing bonus: This bonus will be \$2,500 at the conclusion of the first semester of the 2023-2024 school year and at the conclusion of the second semester of the 2023-2024 school year. If she does not return to VAS for the 2024-2025 school year, she will pay the district back \$2,500.00. **Motion** by N. Brasseur, with support by M. Kinney, to approve the signing bonus for Ashley Wheelock. Motion carried, 5-0. It was noted that parapro Jodie Berndadyn quit yesterday. She did not submit a letter of resignation, just noted "I quit" on time card.

IX. **PUBLIC COMMENT**

Barb Rickard questioned if locker rooms were gender specific and if private changing areas were available.

X. **ADJOURNMENT**

The meeting adjourned at 7:40 p.m.

Mary Kinney, Secretary

Minutes prepared by Debbie Whitman for Secretary Mary Kinney;

**VANDERBILT AREA SCHOOL BOARD OF EDUCATION
REGULAR MEETING MINUTES
SEPTEMBER 13, 2023**

I. CALL TO ORDER

The meeting was called to order By President K. Snyder at 6:00 p.m. in the school library. The Pledge of Allegiance followed the call to order.

II. ROLL CALL

Present: A. Deeter, N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer
Absent: None

III. APPROVAL OF AGENDA

Motion by M. Schweitzer, with support by N. Brasseur, to approve the agenda as presented.
Motion carried, 5-0.

IV. APPROVAL OF MINUTES

Motion by N. Brasseur, with support by M. Kinney, to approve the minutes of the August 9, 2023 meeting as written. Motion carried, 4-0-1 (Schweitzer abstained).

PUBLIC COMMENT

No comments offered.

V. BUSINESS & FINANCE

A. Motion by A. Deeter, with support by N. Brasseur, to acknowledge the Treasurer's Report.
Motion carried, 5-0.

B. Motion by N. Brasseur, with support by M. Kinney, to approve the payment of bills in the amount of \$73,433.54. Motion carried, 5-0.

VI. GOVERNANCE AND BOARD RELATIONS AND REPORTS

A. Board Committee Reports/Requests for Information

Facilities – Service Master Cleaning services, Arnold Service installation of towel holders and dispensers, parking lot repairs, fire protection system assessment, request for recycling dumpster to Otsego County.

Finance – End of August fund balance is \$272,751.46. Audit to be Sept. 4-5.

Athletics –\$3,000 donation received for volleyball net system. Total cost of system is \$3,598.82.

Not enough student interest to form Cross Country team. Will be gauging interest for winter sports (basketball, bowling and powerlifting) prior to the next board meeting. In process of

inventorying sports equipment.

Communications: Positive response received on new website. Herald Times article reported on.

Handbook – No updates to report on. Copies distributed to all families as well as available online.

School Improvement – Staff training modules presented, late start Mondays begin 9/11/2023, Professional Development presented.

B. Administrative

Mr. Harwood reviewed grants awarded and applied for, Thunderbay Counseling position, Total Fire Protection assessment, Open House August 29, 2023, Arnold Service delivery and installation, preschool enrollment, upcoming field trips, Professional Development sessions, and update on new staff members.

C. Discussion items

1. Superintendent's Office:
2. School Board Workshop: October 16, 2023 4:00 p.m. – 6:00 p.m.

VII. PUBLIC COMMENT

None offered.

VIII. INFORMATION AND BOARD ACTION ITEMS

- A. Resignation of Mr. Kyle Hempstead: **Motion** by A. Deeter, with support by M. Schweitzer, to approve the resignation of Kyle Hempstead. Motion carried, 5-0.
- B. Rescind the hiring of Cathy Wood: **Motion** by N. Brasseur, with support by M. Kinney, to rescind the hiring of Cathy Wood as paraprofessional and substitute bus driver. Motion carried, 5-0.
- C. New Hire Kathline Gray as Kindergarten teacher: **Motion** by A. Deeter, with support by M. Schweitzer, to approve the hiring of Ms. Kathline Gray for the position of Kindergarten teacher for the 2023-2024 school year with a \$5,000.00 (Five Thousand Dollars) signing bonus -- \$2,500.00 (Twenty-five hundred dollars) at the end of the 2023 school year, \$2,500.00(Twenty-five hundred dollars) at the end of the 2024 school year. Motion carried, 5-0.
- D. New Hire Ms. Ashley Wheelock as 3rd/4th Grade teacher : This item was tabled.
- E. New Hire Orion Lick as substitute Maintenance worker: **Motion** by A. Deeter, with support by M. Kinney, to approve the hire of Orion Lick as substitute Maintenance worker at Vanderbilt Area School. Motion carried, 5-0.
- F. New Hire Cynthia Gray as paraprofessional for Kindergarten: **Motion** by M. . Schweitzer, with support by M. Kinney, to approve the hiring of Cynthia Gray as paraprofessional for Kindergarten for the 2023-2024 school year. Motion carried, 5-0.
- G. New Hire Duane nelson as Athletic Director: **Motion** by N. Brasseur, with support by A. Deeter, to approve the hiring of Duane nelson as Athletic Director for the 2023-2024 school year. Motion carried, 5-0.
- H. New hire Donna Kean as part-time paraprofessional: **Motion** by M. Kinney, with support by

- N. Brasseur, to approve the hiring of Donna Kean as part-time paraprofessional for the 2023-2024 school year. Motion carried, 5-0.
- I. New Hire Michelle Hill as full-time paraprofessional: **Motion** by A. Deeter, with support by N. Brasseur, to hire Michelle Hill as full-time paraprofessional for the 2023-2024 school year. Motion carried, 5-0.
- J. Vanderbilt Area School Support contract: **Motion** by N. Brasseur, with support by A. Deeter, to approve the Vanderbilt Area School Support contract. Motion carried, 5-0.

IX. **PUBLIC COMMENT**

None offered.

X. **ADJOURNMENT**

The meeting adjourned at 7:40 p.m.

Mary Kinney, Secretary

Minutes prepared by Debbie Whitman for Secretary Mary Kinney from information provided from the meeting.

**VANDERBILT AREA SCHOOL BOARD OF EDUCATION
REGULAR MEETING MINUTES
AUGUST 9, 2023**

I. CALL TO ORDER

The meeting was called to order by Vice-President N. Brasseur at 6:00 p.m. in the school library. The Pledge of Allegiance followed the call to order.

II. ROLL CALL

Present: A. Deeter, N. Brasseur, K. Snyder(arrived at 6:20 p.m.), M. Kinney
Absent: M. Schweitzer

III. APPROVAL OF AGENDA

Motion by M. Kinney, with support by A. Deeter, to approve the agenda as presented. Motion carried, 3-0.

IV. APPROVAL OF MINUTES

Motion by A. Deeter, with support by M. Kinney, to approve the minutes of the July 19, 2023 meeting as written. Motion carried, 3-0.

PUBLIC COMMENT

No comments offered.

V. BUSINESS & FINANCE

A. Motion by A. Deeter, with support by M. Kinney to acknowledge the Treasurer's Report. Motion carried, 3-0.

B. Motion by M. Kinney, with support by A. Deeter, to approve the payment of bills in the amount of \$18,329.90. Motion carried, 3-0.

VI. GOVERNANCE AND BOARD RELATIONS AND REPORTS

A. Board Committee Reports/Requests for Information

Facilities – Rhonda Berdan gave an update on summer cleaning.

Finance – 2022-23 ended with an excess of revenues over expenditures of \$8,446.02 leading to a projected fund balance of \$218,807.02.

Athletics – Donation letters were sent out for contributions for the volleyball net system which has been ordered. Currently seeking an experienced coach for Cross Country. Looking to add spring esports.

Communications: Website is up. YouTube videos mad explaining the new Preschool program.

Handbook – Copies have been printed for each family.

School Improvement – Professional Development is planned for August 29. Other training to be offered reviewed. A. Deeter suggested having an athlete or educational student of the week.

B. DISCUSSION ITEMS

- a. Superintendent's Office: Mr. Harwood has contacted a realtor for a price to rent the office for . Hopefully, this is back by the next meeting.
- b. School Open House: This will be held on 8/29/2023
- c. Class of 2024 Graduation Date: **Motion** by A. Deeter, with support by M. Kinney, to set the 2024 Graduation Day as May 31, 2024 with time to be determined. Motion carried, 3-0

C. ADMINISTRATIVE REPORTS

Kim Snyder arrived at 6:20 p.m. Mr. Harwood reported on grants received and applied for. The website is up. New staff members added. Met with Ron LeBourdais on starting shop program. A preschool update was given. Checking with a realtor on information on renting out the Superintendent's Office. Gaga pit to be assembled on August 14. 45 day free trial for wireless vape sensors. Mr. Harwood also reported on Total Fire and Security program. VAS was granted forgiveness for exceeding snow days during the recent winter season. Will be meeting with Consumers Energy so see if the school qualifies for rebates. Upcoming training was also reported on.

VII. INFORMATION AND BOARD ACTION ITEMS

- a. Resignation of Mr. Brad McIntosh: **Motion** by A. Deeter, with support by M. Kinney, to approve the resignation of Mr. Brad McIntosh. Motion carried, 4-0.
- b. New Hire Mr. Alex Poink as 7-12 grade Social Studies teacher: **Motion** by M. Kinney, with support by K. Snyder, to approve the hiring of Mr. Alex Poink for the position of 7-12 grade Social Studies teacher for the 2023-2024 school year with a \$5000 hiring bonus. (\$2500 at the end of the 23-24 school year, \$2500 at the end of the 24-25 school year). Motion carried, 4-0.
- c. New Hire Mr. Orion Lick as bus driver: **Motion** by K. Snyder, with support by A. Deeter to approve the hiring of Mr. Orion Lick for the position of bus driver for the 2023-2024 school year. Motion carried, 4-0.
- d. New Hire Ms. Cathy Wood as paraprofessional and substitute bus driver: **Motion** by K. Snyder, with support by A. Deeter, to approve the hiring of Ms. Cathy Wood for the position of paraprofessional and substitute bus driver for the 2023-2024 school year. Motion carried, 4-0.
- e. New Hire Mrs. Nikole Berryhill as part-time paraprofessional: **Motion** by K. Snyder, with support by M. Kinney, to approve the hiring of Mrs. Nikole Berryhill for the position of part-time paraprofessional. Motion carried, 4-0.
- f. VAS 2023-2024 Student Handbook: **Motion** by K. Snyder, with support by A. Deeter, to approve the VAS 2023-2024 Student Handbook as presented. Motion carried, 4-0.
- g. VAS 2023-2024 Athletic Code of Conduct: **Motion** by A. Deeter, with support by K. Snyder, to approve the 2023-2024 Athletic Code of Conduct as presented. Motion carried, 4-0.
- h. VAS K-12 Master Class Schedule: **Motion** by A. Deeter, with support by M. Kinney, to approve the VAS K-12 Master Class Schedule as presented. Motion carried, 4-0.

- i. VAS 2023-2024 Course Catalog: **Motion** by K. Snyder, with support by A. Deeter, to approve the VAS 2023-2024 Course Catalog as presented. Motion carried, 4-0.
- j. Closed Session: **Motion** by K. Snyder, with support by A. Deeter, to enter into closed session for contract negotiations at 6:37 p.m. Roll call vote: Deeter – yes, Brasseur – yes Snyder – yes, Kinney –yes.
- k. **Motion** by K. Snyder, with support by A. Deeter, to exit the closed session and return to the Regular meeting at 7:45 p.m. Motion carried, 4-0.
- l. Award janitorial bid: **Motion** by M. Kinney, with support by K. Snyder, to approve the janitorial bid as presented and award the bid to Service Masters. Motion carried, 3-1 (Brasseur voted no).

PUBLIC COMMENT

Rhonda Berdan asked what the contributing factors for the bid award to Service Masters were. Mary Kinney mentioned work by students, length of contract and proof of liability insurance. Rhonda Berdan added the proof of liability insurance was not called for in the bid notice.

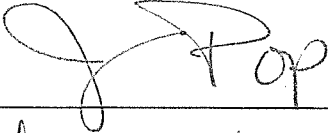
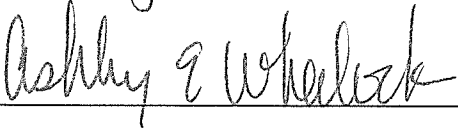
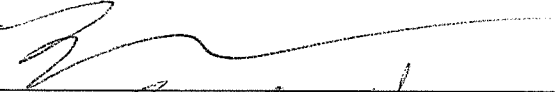
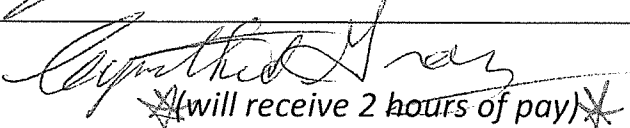
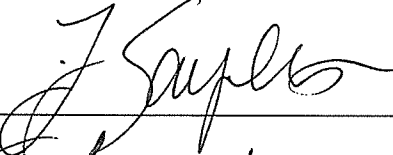
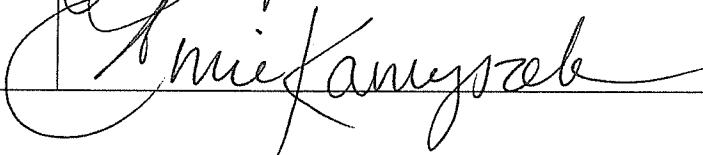
XII. ADJOURNMENT

The meeting adjourned at 7:51 p.m.

Mary Kinney, Secretary

Minutes recorded and prepared by Debbie Whitman for Secretary Mary Kinney.

September 27, 2023 – BenQ Training
Comp Time Sheet

Name	Signature
Jen Pop	 X
Ashley Wheelock	 X
Kathleen Gray	 X
Cindy Gray	 *(will receive 2 hours of pay)*
Tina Sayles	 X
Amie Kamyszek	 X

Library

4:00 - 6:00

2 hrs. Comp



**VANDERBILT AREA SCHOOL BOARD OF EDUCATION
REGULAR MEETING MINUTES
JULY 19, 2023**

I. CALL TO ORDER

The meeting was called to order by President K. Snyder at 6:00 p.m. in the school library. The Pledge of Allegiance followed the call to order.

Present: A. Deeter, N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer

Absent: None

II. APPROVAL OF AGENDA

Motion by A. Deeter, with support by M. Kinney, to approve the agenda as presented. Motion carried, 5-0.

III. APPROVAL OF MINUTES

Motion by M. Schweitzer, with support by M. Kinney, to approve the minutes of the June 21, 2023 meeting as written. Motion carried, 5-0.

IV. APPROVAL OF PAYMENT OF BILLS

Motion by M. Kinney, with support by N. Brasseur, to approve the payment of bills in the amount of \$99,158.49. Motion carried, 5-0. Questions were asked on the Gaylord Collision bill and Consumers Energy bill. Mr. Harwood will check on the usage on the Consumers Energy bill.

V. BOARD COMMITTEE REPORTS AND REQUEST FOR INFORMATION

No reports offered.

VI. ADMINISTRATIVE REPORTS

Mr. Harwood reported on grants received and applied for. The website will be ready soon and made public. A 3rd/4th grade teacher has been selected. Interviews for parapro and bus driver will be held in the next two weeks. Volleyball practice to start 8/7/2023 and currently seeking more girls to add to the team. A new pole has been ordered - \$2,000.00 has been raised so far. Cross Country is planned for the fall and currently seeing if there is interest from the students. E-sports conference on 8/7/2023. Survey results on late start Mondays are mostly supportive. Summer maintenance reported on. Mr. Harwood met with veterans to discuss shop outreach program from veterans. Preschool has been approved for 15 students. Inservice done with new Preschool staff. New bell system ordered. Mr. Harwood met with Huron Pines to discuss a 9 hole disc golf course around the perimeter of the trail. Gaga pit construction moved to August 1. Mr. Harwood also reported on upcoming training.

VII. DISCUSSION ITEMS

- a. School calendar and late Start Mondays: Late Start Mondays discussed. Parent survey results were mostly supportive. This could be presented as a pilot program and another survey could be done during the year to gauge how it is received. It was suggested that a special activity be a reward during the year.
- b. Annual Northern Michigan Legislative Association Dinner: This will be held in Traverse City on August 3.

IX Board Action Items

- a. School Calendar: **Motion** by M. Kinney, with support by N. Brasseur, to approve the school calendar for 2023-24 as presented. Motion carried, 5-0.
- b. New Hire Ashley Wheelock for 3rd/4th grade teacher: **Motion** by M. Kinney, with support by N. Brasseur, to hire Ashley Wheelock as the 3rd/4th grade teacher. Motion carried, 5-0.
- c. Annual Summer Tax Resolution: **Motion** by M. Kinney, with support by A. Deeter, to adopt the Annual Summer Tax Resolution for 2023. Motion carried, 5-0.

X. Contract Negotiations: Closed Session

Motion by A. Deeter, with support by N. Brasseur, to enter into executive session for contract negotiations at 6:43 p.m. Roll call vote: Deeter – yes, Brasseur – yes, Snyder – yes, Kinney – yes, Schweitzer – yes.

Motion by N. Brasseur, with support by M. Kinney, to close the executive session and reopen the regular meeting at 7:21 p.m. Motion carried, 5-0.

Motion by N. Brasseur, with support by M. Kinney, to post the notice to accept bids for custodial services. Motion carried, 5-0.

XI. PUBLIC COMMENT

None offered.

XII. ADJOURNMENT

The meeting adjourned at 7:24 p.m.

Mary Kinney, Secretary

**VANDERBILT AREA SCHOOLS
BOARD OF EDUCATION REGULAR MEETING MINUTES
June 21, 2023**

I. CALL TO ORDER

The regular meeting was called to order at 6:02 p.m. by Vice-President N. Brasseur. The Pledge of Allegiance followed the call to order.

Members present: A. Deeter, N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer
Members absent: None

II. APPROVAL OF AGENDA

Discussion Item D – 80/20 Insurance PA 153 and Action Item H – 80/20 Insurance PA 153 were added to the agenda. Motion by M. Kinney, with support by M. Schweitzer, to approve the agenda as changed. Motion carried, 5-0.

III. APPROVAL OF MINUTES

Motion by A. Deeter, with support by M. Kinney, to approve the May 17, 2023 Regular Meeting minutes. Motion carried, 5-0.

IV. APPROVAL OF PAYMENT OF BILLS

Payment of Bills: Motion by K. Snyder, with support by M. Schweitzer, to approve the payment of the bills in the amount of \$123,952.42. Motion carried, 5-0.

V. BUDGET HEARING

The L-4029 report was presented for review. Also presented were the 2022-23 General Fund amended budget showing revenues of \$1,742,267.00 and expenditures of \$1,732,125.00 and the amended 2022-23 Food Service Budget with revenues of \$91,250.00 and expenditures of \$86,805.00. The proposed 2023-24 General Fund budget with revenues of \$1,914,004.00 and expenditures of \$1,660,481.00 was presented and reviewed. Also presented were the 2023-24 Food Service budget with revenues of \$88,667.00 and expenditures of \$89,715.00 and the 2023-24 Student Activities Fund Budget with revenues of \$3,000.00 and expenditures of \$3,000.00.

VI. BOARD COMMITTEE REPORTS AND REQUESTS FOR INFORMATION

Nothing reported on from committees.

VI. ADMINISTRATIVE REPORTS

Mr. Harwood reviewed his written report highlighting the following: Grants – applied to Disc Golf Foundation and \$10,000 from Meijer for playground equipment. Awarded \$63,00.00 from rural education Achievement Program. Website – Transparency docs sent to Design Bot, photos taken of board members. Staffing – New hires Kim Richards and Susan Boudrie. Bussing – Big bus back from Gaylord Collision, small bus getting roof light repaired. Athletics – update on volleyball fundraiser – looking at adding the following clubs for next year – bass fishing, chess and skeet shooting. School Improvement – Second MICIP goal completed and uploaded into MICIP. Forms worked on. Shop Program – Met with David Muladore on East Jordan Shop Program. Preschool - Playground improvements made to meet inspection, supplies picked up, washer and dryer received. Technology – Computer lab updates were worked on by Technology June 20, 2023. Gaga Pit – School awarded \$1,300.00 for this. Pit to be delivered July 17 and built on July 18. Fourth of July – Bus to be in parade with staff in VAS clothing to accompany. Upcoming training reviewed.

VII. PUBLIC COMMENTS

None offered.

VIII. DISCUSSION ITEMS

- A. Superintendent's Contract – The proposed contract with Dave Harwood was
- B. School Calendar - Calendar presented with 181 student days, allowing for the utilization of three additional forgiven days if needed. Concerns were expressed on the late start Mondays. Administration is to seek input from the community on the late start days.
- C. Wellness Policy – This policy is part of the state food service review. A committee needs to be formed (comprised of staff, admin, board member and parents) to work on this throughout the year.
- D. 80/20 Insurance PA 152 – The 80/20 insurance split is the same as currently being done.

IX. BOARD ACTION ITEMS

- A. Superintendent's Contract: **Motion** by M. Schweitzer, with support by M. Kinney, to approve the Superintendent's contract with David Harwood as presented. Roll call vote: A. Deeter – yes, N. Brasseur – yes, K. Snyder – yes, M. Kinney – yes, M. Schweitzer – yes.
- B. MHSAA Resolution: **Motion** by K. Snyder, with support by M. Kinney, to adopt the MHSAA Resolution as presented. Motion carried, 5-0.
- C. School Calendar: This item was tabled for parent input on late start Mondays.
- D. New Hire Susan Boudrie: **Motion** by A. Deeter, with support by M. Kinney, to hire Susan Boudrie as preschool lead teacher. Motion carried, 5-0.
- E. Adoption of L-4029 **Motion** by M. Kinney, with support by M. Schweitzer, to adopt the L-4029 as presented. Motion carried, 5-0.
- F. Adoption of 2022-2023 Final Budget Amendments: **Motion** by A. Deeter, with support by K. Snyder, to adopt the final 2022-23 General Fund budget

amendment as presented with revenues of \$1,742,267.00 and expenditures of \$1,732,125.00 and 2022-23 Food Service budget with revenues of \$91,250.00 and expenditures of \$86,805.00. Motion carried, 5-0.

- G. Adoption of 2023-2024 Budgets: **Motion** by M. Kinney, with support by K. Snyder, to adopt the 2023-24 General Fund budget as presented with revenues of \$1,914,004.00 and expenditures of \$1,660,481.00, Food Service budget with revenues of \$88,667.00 and expenditures of \$89,715.00 and Student Activities Fund budget with revenues of \$3,000.00 and expenditures of \$3,000.00. Motion carried, 5-0.
- H. PA 152 80/20 Insurance: **Motion** by K. Snyder, with support by A. Deeter, to approve continuing with the 80/20 cost share for employee health insurance per PA 152. Motion carried, 5-0.

X. PUBLIC COMMENT

None offered.

XI. ADJOURNMENT

Meeting adjourned at 7:33 p.m.

Mary Kinney, Secretary

Minutes prepared for Secretary Mary Kinney by Debbie Whitman.

**VANDERBILT AREA SCHOOLS
BOARD OF EDUCATION REGULAR MEETING MINUTES
MAY 17, 2023**

I. CALL TO ORDER

The regular meeting was called to order at 6:01 p.m. by President K. Snyder. The Pledge of Allegiance followed the call to order.

Members present: A. Deeter, N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer
Members absent: None

II. APPROVAL OF AGENDA

Motion by A. Deeter, with support by N. Brasseur, to approve the agenda as presented. Motion carried, 5-0.

III. APPROVAL OF MINUTES

Motion by M. Kinney, with support by M. Schweitzer, to approve the April 10, 2023 Regular Meeting minutes. Motion carried, 5-0.

IV. APPROVAL OF PAYMENT OF BILLS

Payment of Bills: Motion by N. Brasseur, with support by M. Kinney, to approve the payment of the bills in the amount of \$27,511.29. Motion carried, 5-0.

V. BOARD COMMITTEE REPORTS AND REQUESTS FOR INFORMATION

Facilities: The bus repairs ended up being more than the insurance check received.

Finance: Financial Report reviewed by Mr. Smith.

Athletics: One student is playing baseball at Wolverine. Volleyball team is doing some conditioning.

Communications: Nothing reported on.

Handbook: Nothing reported on.

School Improvement: Second MICIP goal was completed and uploaded into MICIP. Forms (enrollment packets etc.) are being worked on.

VI. ADMINISTRATIVE REPORTS

Mr. Harwood reviewed his written report highlighting grants applied for/awarded,

Website progress, staffing, bussing, athletics, fourth issue of the Trailhead completed, Vape prevention planned, response from Dept. of Treasury on Marijuana payments, Shop Program, Preschool, technology, the Talent Together program, educational funding approved by the Legislature and the Tutoring program.

VII. PUBLIC COMMENTS

None offered.

VIII. DISCUSSION ITEMS

- A. Operating Millage – The successful millage vote will add \$25,000 to next year's budget.
- B. 98b Goal Reporting: Mr. Harwood reviewed the data.
- C. Financial Planning: Mr. Smith reviewed his recommendations for balancing the budget for next year. He recommended that the Board stay with the online Science model instead of replacing the Science teacher that left and also recommended that the two vacant aide positions be unfilled.
- D. Superintendent Succession: Mr. Harwood is willing to step into this position. Mr. Harwood will present a potential contract to the board members to review in a week.
- E. Additional Time Waiver: Due to additional snow days and illness days, we are short on instructional days. Our accountant is calculating what the penalty would be for coming up short by five days opposed to five additional days of classes. Also looking into using two additional PD days as instructional days. More information will be forthcoming from Mr. Smith.

IX. BOARD ACTION ITEMS

- A. ESD Election Resolution: Resolution presented the proposed budget and appointing Neil Basseur as the VAS representative with Kim Snyder as alternate, for the COPESD election supporting the following candidates: Amy Brewbaker and Kaelie Fessler for ESD board members full term and Wendy Houston for term ending in 2027 and Cynthia Pushman for term ending in 2025. **Motion** by N. Basseur, with support by M. Kinney, to approve the resolution as presented. Motion carried, 5-0.
- B. Resignation of Amy Baker: **Motion** by A. Deeter, with support by N. Basseur, to accept the resignation of Amy Baker. Motion carried, 5-0.

X. PUBLIC COMMENT

None offered.

XI. ADJOURNMENT

Meeting adjourned at 7:26 p.m.

Mary Kinney, Secretary

Minutes recorded and prepared for Secretary Mary Kinney by Debbie Whitman.

**VANDERBILT AREA SCHOOLS
BOARD OF EDUCATION REGULAR MEETING MINUTES
APRIL 12, 2023**

I. CALL TO ORDER

The regular meeting was called to order at 6:02 p.m. by President K. Snyder. The Pledge of Allegiance followed the call to order.

Members present: A. Deeter, N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer
Members absent: None

II. APPROVAL OF AGENDA

Board Action Item D – Electronic Banking Access was added to the agenda. Motion by A. Deeter, with support by N. Brasseur, to approve the agenda as amended. Motion carried, 5-0.

III. APPROVAL OF MINUTES

Motion by N. Brasseur, with support by M. Kinney, to approve the March 8, 2023 Regular Meeting minutes. Motion carried, 5-0.

IV. APPROVAL OF PAYMENT OF BILLS

Payment of Bills: Motion by A. Deeter, with support by M. Kinney, to approve the payment of the bills in the amount of \$77,928.58. Motion carried, 5-0.

V. BOARD COMMITTEE REPORTS AND REQUESTS FOR INFORMATION

Facilities: The bus has been taken to Gaylord Collision for repairs. The insurance check has been received.

Finance: Financial Report reviewed by Mr. Smith.

Athletics: One student is playing baseball at Wolverine. Currently working on getting Esports going for next year.

Communications: Gaylord Herald Times visited today. Trailhead News being distributed at the hair salon, restaurant, gas stations and senior center.

Handbook: Adjustments made to the Formal Parent Concern Procedure in the handbook.

School Improvement: Second MICIP goal was completed

VI. ADMINISTRATIVE REPORTS

Mr. Harwood reviewed his written report highlighting grants applied for/awarded, Preschool progress, contract buy out on website – will explore free websites Building, contract cancelled for Navigate 360, teacher assistant resignations, April 10 PD, bussing, Vape prevention and Adult Use Marijuana Payments. Mr. Smith has contacted our State Representative on out of formula districts that are Missing out on payments from marijuana sales as this money is all going to the State Aid Fund.

VII. PUBLIC COMMENTS

CeCe Edgmon reported on Community Night. 89 people signed in at the event. The spaghetti dinner fundraiser did well. School forest activities are planned for April and May. The Book Fair did not meet its goal and will not be held again until the enrollment is higher.

VIII. DISCUSSION ITEMS

- A. CTE Programming: Mr. Harwood contacted Gaylord Schools about our students attending their program. This is still in the planning stage and it is possible they provide bussing. Mrs. Kamyszek is verifying classes and working on a schedule. No objections were voiced to proceeding.
- B. Millage Update: Margaret Schweitzer gave an update on her information campaign.
- C. GSRP Update: Mr. Harwood reported on the pre-licensing and curriculum grants. Environmental inspection will be next week. Playground equipment order will follow.
- D. Busing: After a small delay, bussing will begin Monday.
- E. Summer Activities: Different ideas to engage the community with the school and students were discussed such as having a back to school event, participating in the 4th of July parade, implementing multi age activities, etc.
- F. Course Catalog: The updated catalog was presented to board members.

IX. BOARD ACTION ITEMS

- A. Student Handbook: **Motion** by M. Kinney, with support by M. Schweitzer, to approve the student handbook with rewritten formal complaint section. Motion carried, 5-0.
- B. Resignation of Chloe Deeter: **Motion** by N. Brasseur, with support by M. Kinney to accept the resignation of Chloe Deeter and thank her for her service to our students. Motion carried, 5-0.
- C. Resignation of Victoria VanDenBoom: **Motion** by N. Brasseur, with support by A. Deeter, to accept the resignation of Victoria VanDenBoom and thank her for her service to our students. Motion carried, 5-0.
- D. Electronic Banking Access: **Motion** A. Deeter, with support by M. Kinney, to approve granting Paige Hubel from Stephenson & Company, PC electronic access to our accounts at Huron National Bank. Motion carried, 5-0.

X. PUBLIC COMMENT

Mrs. Kamyszek reported that the Alpenfest pin is actually an art contest and has been put in the calendar for next year.

XI. ADJOURNMENT

Meeting adjourned at 6:52 p.m.

Mary Kinney, Secretary

Minutes recorded and prepared for Secretary Mary Kinney by Debbie Whitman.

**VANDERBILT AREA SCHOOLS
BOARD OF EDUCATION REGULAR MEETING MINUTES
MARCH 8, 2023**

I. CALL TO ORDER

The regular meeting was called to order at 6:00 p.m by President K. Snyder. The Pledge of Allegiance followed the call to order.

Members present: N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer
Members absent: A. Deeter

II. APPROVAL OF AGENDA

Motion by M. Kinney, with support by N. Brasseur, to approve the agenda as presented. Motion carried, 4-0.

III. APPROVAL OF MINUTES

Motion by N. Brasseur, with support by M. Kinney, to approve the February 8, 2023 Regular Meeting minutes. Motion carried, 4-0.

IV. APPROVAL OF PAYMENT OF BILLS

Payment of Bills: Motion by N. Brasseur, with support by M. Schweitzer, to approve the payment of the bills in the amount of \$85,179.18. Motion carried, 4-0.

V. BOARD COMMITTEE REPORTS AND REQUESTS FOR INFORMATION

Facilities: Mr. Smith reported that he met with Roger Spreeman on the snow removal contract. This is a three year contract, not one. Removing the 1-2 inches of snow that fall between plows is something to discuss.

Finance: Financial Report reviewed by Mr. Smith. It was noted that the Finance Committee met and a few ideas were presented to help with the budget. The accountants are calculating the potential savings on these ideas.

Athletics: Mr. Harwood reported that there is one student interested in baseball, 1 in softball and 3 in track for the Wolverine spring sports partnership.

Communications: The second edition of the Trailhead News has been printed. The first coffee meeting at Mill Street Diner was held and Mr. Harwood felt it went well.

Handbook: Mr. Smith reported that the concerns with the Formal Parent Concern Procedure in the handbook have not been followed up on yet.

School Improvement: Committee met today. Math and attendance goals were set.

VI. ADMINISTRATIVE REPORTS

Mr. Harwood reviewed his written report highlighting grants applied for/awarded, Preschool progress, community involvement, student achievement, Title IX Training and noted that Cody Ferrier is a finalist for the 2023-24 Region 2 Teacher of the Year and work on the course catalog. The Sophomore Class will be hosting a Spaghetti Dinner Fundraiser on 3/21/23, Homecoming will be held 3/17/23. Matt Rutledge, Special Education and 7/8 Science teacher, introduced himself.

VII. PUBLIC COMMENTS

CeCe Edgmon reported on the March 21, 2023 plans for Community Night. Orion Lick expressed his opinion that a conversation with parents is needed concerning winter roads and private drives. Mr. Smith advised that this is most likely addressed in Board Policy and will be looked at. Mr. Lick also inquired on what type of drug awareness programs are being offered at the school.

VIII. DISCUSSION ITEMS

- A. Energy Use Update: Graphs showing energy use over the last five years were provided. We are using less energy, but due to energy cost increases, this hasn't lowered our energy cost.
- B. Millage Update: Margaret Schweitzer distributed packets to board members of her fact sheet, poster and news article.
- C. GSRP Update: The item was addressed during Mr. Harwood's report.
- D. Negotiations: Mr. Smith requested a meeting with the board negotiation team to review the contract, define parameters and come up with an initial offer. In the past, the Finance Committee served as the negotiators. Current contract will expire in August.

IX. BOARD ACTION ITEMS

- A. Course Catalog: **Motion** by M. Kinney, with support by N. Brasseur, to approve the course catalog as presented. Motion carried, 4-0.

X. PUBLIC COMMENT

Rhonda Berdan asked to be informed of any priority maintenance issues as Rick will be having knee surgery in the next few weeks.

XI. ADJOURNMENT

Meeting adjourned at 6:57 p.m.

Mary Kinney, Secretary

Minutes recorded and prepared for Secretary Mary Kinney by Debbie Whitman.

**VANDERBILT AREA SCHOOLS
BOARD OF EDUCATION REGULAR MEETING MINUTES
FEBRUARY 8, 2023**

I. CALL TO ORDER

The regular meeting was called to order at 6:00 p.m by President K. Snyder. The Pledge of Allegiance followed the call to order.

Members present: A. Deeter, N. Brasseur, K. Snyder, M. Kinney, M. Schweitzer
Members absent: None

II. APPROVAL OF AGENDA

Motion by A. Deeter, with support by M. Kinney, to approve the agenda as presented. Motion carried, 5-0.

III. APPROVAL OF MINUTES

Motion by M. Kinney, with support by M. Schweitzer, to approve the January 11, 2023 Regular Meeting minutes. Motion carried, 5-0.

IV. APPROVAL OF PAYMENT OF BILLS

Payment of Bills: Motion by N. Brasseur, with support by A. Deeter, to approve the payment of the bills in the amount of \$78,626.66. Motion carried, 5-0.

V. BOARD COMMITTEE REPORTS AND REQUESTS FOR INFORMATION

Facilities: Mr. Smith reported that this is the last year on the snow plowing contract. He also questioned the depth to trigger removal of snow on the contract, feeling that this should be looked at to be altered on the next contract.

Finance: Financial Report reviewed by Mr. Smith. It was noted that the Finance Committee will be meeting in the next month.

Athletics: No report given.

Communications: Mr. Smith noted that an introductory article on Mr. Harwood and himself was done by the Herald Times.

Handbook: Mary Kinney expressed her concerns with the Formal Parent Concern Procedure in the handbook. As no one from the Handbook Committee was present, it was recommended that any action on the handbook be tabled until next month.

School Improvement: Currently in the process of developing goals to help increase student attendance which is the second MiCIP goal.

Board request for information: The board had requested information on if the lighting upgrades had provided any cost savings. Due to cost increases, any savings was not apparent but usage will be looked into.

M. Schweitzer reported on her progress of organizing millage information.

VI. ADMINISTRATIVE REPORTS

Mr. Harwood reviewed his written report and noted that the district would be closed on Thursday and Friday due to sickness.

VII. PUBLIC COMMENTS

Amber Musall commented on the handbook that is still being worked on five months into the school year. She was advised that the handbook was distributed when the school year started and is now being revised.

VIII. DISCUSSION ITEMS

- A. Budget Amendment: Cindy Scott reviewed the 2022-23 budget with the proposed amendments. \$162,645.00 ESSR funds have not been allocated but this can be pushed to 2023-24 if necessary. She recommended that the Finance Committee plan on what costs to cover. The 2022-23 Food Service budget was reviewed with proposed amendments. The Student Activity Fund had no proposed amendments. Cindy also noted that on the five year projection, VAS could be back in deficit in 2026-27.
- B. 98b Goal Progress Report: Mr. Harwood reported on the fall/winter test results. Testing will be done again in the May.
- C. Millage Update: Millage wording has been turned in to the County Clerk.
- D. GSRP Update: The initial application has been submitted and waiting to hear back from the State on the next step.
- E. Graduation: Alternate day/time is Friday, June 2, 2023 at 8 pm or Sunday, June 4, 2023 at 2 pm.

IX. BOARD ACTION ITEMS

- A. Budget Amendment: **Motion** by A. Deeter, with support by N. Brasseur, to approve the budget amendment as presented. Motion carried, 5-0.
- B. Student Handbook: This item was tabled.
- C. Graduation: **Motion** by M. Kinney, with support by M. Schweitzer, to move graduation to Sunday, June 4, 2023 at 2:00 p.m. Motion carried, 5-0.
- D. MASB Election: **Motion** by A. Deeter, with support by M. Kinney, to support Kenneth Stahl as MASB Region II Representative. Motion carried, 5-0.

E. Resignation of Staff Member: Motion by N. Brasseur, with support by M. Kinney, to accept the resignation of Zack Schomp. Motion carried, 5-0. The board wished him well in his future endeavors.

X. PUBLIC COMMENT

No further comments offered.

XI. ADJOURNMENT

Meeting adjourned at 7:38 p.m.

Mary Kinney, Secretary

Minutes recorded and prepared for Secretary Mary Kinney by Debbie Whitman.

**VANDERBILT AREA SCHOOLS
BOARD OF EDUCATION REGULAR MEETING MINUTES
JANUARY 11, 2023**

I. CALL TO ORDER

The meeting was called to order at 6:00 p.m. in the library. Pledge of Allegiance followed the call to order.

Members present: AnnaMarie Deeter, Neil Brasseur, Kim Snyder, Mary Kinney

Members absent: None

II. APPROVAL OF AGENDA

Action Item H. Approval of Operating Millage Resolution was added to the agenda. Election of Board Officers was moved to the beginning of the agenda (IA). Motion by N. Brasseur, with support by M. Kinney, to approve the agenda as changed. Motion carried, 4-0.

IA. 2023 ELECTION OF BOARD OFFICERS

Nominations for President: Mary Kinney nominated Kim Snyder. This was seconded by AnnaMarie Deeter. There were no other nominations. Kim Snyder accepted the nomination. All members present voted in favor of Kim Snyder as President.

Nominations for Vice President: Mary Kinney nominated Neil Brasseur. This was seconded by AnnaMarie Deeter. There were no other nominations. Neil Brasseur accepted the nomination. All members present voted in favor of Neil Brasseur as Vice President.

Nominations for Secretary: AnnaMarie Deeter nominated Mary Kinney. This was seconded by Neil Brasseur. There were no other nominations. Mary Kinney accepted the nomination. All members present voted in favor of Mary Kinney as Secretary.

Nominations for Treasurer: Mary Kinney nominated AnnaMarie Deeter. This was seconded by Neil Brasseur. There were no other nominations. AnnaMarie Deeter accepted the nomination. All members present voted in favor of AnnaMarie Deeter as Treasurer.

III. APPROVAL OF MINUTES – DECEMBER 14, 2022 REGULAR MEETING

Motion by N. Brasseur, with support by A. Deeter, to approve of the minutes of the December 14, 2022 regular meeting. Motion carried, 4-0.

IV. BUDGET & FINANCIALS

- A. Acknowledge Treasurers Report: Treasurer's Report given by Superintendent Smith. Motion by M. Kinney, with support by A. Deeter, to acknowledge the Treasurer's Report.

Motion carried, 4-0. N. Brasseur asked what is included in Support Services – Central. Mr. Smith will email the explanation.

B. Payment of Bills

Motion by N. Brasseur, with support by M. Kinney, to approve the payment of bills in the amount of \$125,725.19. Motion carried, 4-0. It was questioned if the electrical updates are providing any savings. Mr. Smith will check on this.

V. **BOARD COMMITTEE UPDATES AND REQUEST FOR INFORMATION**

Nothing presented at this time.

VI. **ADMINISTRATOR REPORTS**

Boilers appear to be fixed and working. Some of the kitchen floor tiles were replaced over break. The AD office light has been fixed. Mr. Smith and Mr. Harwood are getting up to speed on the finances. The basketball season has been cancelled due to low numbers and low grades. They are practicing and building skills but not playing games. Daily announcements are being done again. Handbook has been revamped and will be up for approval next month. Enrollment is currently at 101. The next Professional Development day will focus on Trust Based Behavioral Intervention.

VII. **PUBLIC COMMENT**

Amber Musall informed the board members that the Senior Class would like to move the date of graduation as Wolverine is also graduating that day and would prefer to have a different day. An updated plan will be presented next month. She also advised that she was not aware that a millage proposal was on the November ballot and urged everyone to get the word out for the next attempt. Mr. Gorchonoff asked if board meetings would be streamed. He also asked about having more aide positions.

VIII. **DISCUSSION ITEMS**

- A. Student Handbook – this will be approved next month.
- B. Board Member Vacancy – Letter of interest received from Margaret Schweitzer who was present and introduced herself.

IX. **BOARD ACTION ITEMS**

- A. **Motion** by A. Deeter, with support by N. Brasseur, to appoint Margaret Schweitzer as a board member for Vanderbilt Area School. Motion carried, 4-0. Mrs. Schweitzer was sworn in by Township Clerk Debbie Whitman at 6:47 p.m.

- C. Establish 2023 Board Meeting Dates/Times - **Motion** by A. Deeter, with support by M. Kinney, to set the following dates for the 2023 board meetings: January 11, February 8, March 8, April 12, May 17, June 21 (third Wednesday due to end of the year budget items and 2023/24 budget adoption), July 12, August 9, September 13, October 11, November 8, December 13 and the Organizational Meeting January 10, 2024. All meetings are at 6:00 p.m. Motion carried, 5-0.
- D. Designation of depository for fund – **Motion** by A. Deeter, with support by N. Brasseur, to designate Huron Community Bank as a depository for the funds of the Vanderbilt Area School and to provide other financial accommodations. The following accounts shall have the Board President, Board Treasurer, Superintendent and Principal designated to sign: Debt Retirement, Payroll, Tax Escrow, General Account, Sinking Fund and Money Market. Motion carried, 5-0.

Motion by N. Brasseur, with support by M. Kinney, to designate Huntington Bank as a depository for the Trust and Agency funds of the Vanderbilt Area School. The Trust and Agency account shall have the Board President, Board Treasurer, Superintendent and the Principal designated to sign. Motion carried, 5-0.

- E. Designation of Law Firm(s) – **Motion** by N. Brasseur, with support by M. Kinney, to designate Thrun Law Firm as Vanderbilt Area School legal representative. Motion carried, 5-0.
- F. Establish VAS BOE Committees for 2023 – the following committees were established:
 - Facilities – Schweitzer, Kinney
 - Finance – Brasseur, Deeter
 - Athletics – Snyder, Kinney
 - Communications – Deeter, Schweitzer
 - Handbook – Brasseur, Snyder
 - School Improvement – Snyder SchweitzerKim Snyder will serve as alternate on all committees.
- G. Approve the hire of Mr. Matthew Rutledge for the Special Education position – Mr. Harwood reported that Mr. Rutledge is not currently certified in Special Education but will get certified. **Motion** by N. Brasseur, with support by A. Deeter, to approve the hire of Matthew Rutledge for the Special Education position contingent on fingerprinting and background check. Motion carried, 5-0.
- H. Approval of Operating Millage Resolution – Resolution read by Mr. Smith. **Motion** by A. Deeter, with support by M. Kinney, to approve the Operating Millage Resolution. Motion carried, 5-0.

X. PUBLIC COMMENT

No further comments offered.

XI. ADJOURNMENT

With no further business to come before the Board, the meeting adjourned at 7:25 p.m.

Mary Kinney, Secretary

Minutes recorded and prepared for Mary Kinney by Debbie Whitman.