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DAVISON COMMUNITY SCHOOLS

Board of Education

Wednesday, July 17, 2019

7:00 p.m.

Cardinal Center Board Room

MINUTES

MEMBERS PRESENT: Karen Conover
Mark McGlashen
Diane Rhines
Matthew Smith
Granger Stefanko
Kathleen Sudia

MEMBERS ABSENT: John Hair

ADMINISTRATION: Kevin Brown, Superintendent
Matt Lobban, Assistant Superintendent
Leslie Young, Director of Business Services
Phil Thom, Executive Director of Operations and Non-Certified Personnel
Ron Jacobs, High School Principal
Andrea Ferguson, Middle School Assistant Principal

OTHER GUESTS: Stephanie Thomas
Stephanie Gebauer
Joseph Johnson
Zoe Rhines
Grace White
Kelli Jacobs
Ronan Jacobs

ORDER OF BUSINESS:

CALL TO ORDER: The meeting of the Davison Board of Education was called to order by President Kathleen Sudia at 7:00 pm in the Cardinal Center Board Room.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by President Kathleen Sudia.

ROLL CALL: Tammi Brandes read the roll. Members present: Karen Conover, Mark McGlashen, Diane Rhines, Matthew Smith, Granger Stefanko and Kathleen Sudia.
Member Absent: John Hair

APPROVAL OF AGENDA: Moved by Karen Conover, supported by Diane Rhines, to approve the agenda as presented. The motion was carried with a vote of 6-yes, 0-no.

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APPROVAL OF CONSENT AGENDA: Moved by Mark McGlashen, supported by Granger Stefanko, to approve the consent agenda which included items 1-4 below:

1. **Approval of Minutes:** Approval of the open and closed session minutes for the previous meeting of June 24, 2019. Approval of the minutes for committee meetings held since the June 24, 2019 board meeting.
2. **Approval of Bills for Payment:** Approval of payment of the bills for June 21 through June 30:

AP-Pooled Cash: General Fund, DCER Fund, DTV
Fund, Food Service Fund, and Student Activity Fund \$ 462,420.03
3. **Treasurer's Report:** Approval of the Treasurer's Report for the month of June.
4. **Monthly Personnel Report:** Approval of personnel activity for the period of June 19 through July 15, 2019.

The motion was carried with a vote of 6-yes, 0-no.

COMMUNICATIONS:

From the Public: Visitors were welcomed and invited to address the Board. There was no response from the public.

Correspondence: There was no correspondence to be read.

ACTION ITEMS:

AUTHORIZATION OF BANKS TO SERVE AS DEPOSITORIES OF SCHOOL BOND MONIES FOR INVESTMENT PURPOSES: Moved by Karen Conover, supported by Matthew Smith, that the following financial institutions serve as depositories of school bond monies for investment purposes for the 2019/2020 fiscal year:

- 1) The Huntington National Bank
- 2) Hantz Bank /Credit Union ONE
- 3) Fifth Third Bank
- 4) JP Morgan Chase Bank
- 5) Bank of America
- 6) Michigan School District Liquid Asset Fund Plus (MILAF)
- 7) Oxford Bank
- 8) Chemical Bank
- 9) Flagstar Bank
- 10) The State Bank
- 11) PNC Bank
- 12) Eastern Michigan Bank

The motion was carried with a vote of 6-yes, 0-no.

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RENEWAL OF ACCOUNTS WITHIN THE ABOVE ENUMERATED DEPOSITORIES:
Moved by Mark McGlashen, supported by Granger Stefanko, to approve the following enumerated accounts.

<u>ACCOUNT NUMBERS</u>		
230007792807	JPM Chase Bank	AP Pooled Checking
230007792765	JPM Chase Bank	Payroll Checking
235000562761	JPM Chase Bank	Building & Site Sinking Fund
235000562779	JPM Chase Bank	Debt Retirement Fund
230007680564	JPM Chase Bank	DCS Employee Flexible Spending
235001284100	JPM Chase Bank	DCS Cardinal Shop
01388317029	Huntington Bank	Payroll Clearing Account
200872	MILAF + MAX Class	General Fund - Investment Account
221395	MILAF + MAX Class	Scholarship Trust Fund

The motion was carried with a vote of 6-yes, 0-no.

AUTHORIZED SIGNATURES: Moved by Karen Conover, supported by Mark McGlashen, to authorize the President, Secretary and Treasurer to sign all district checks upon the various accounts of the district, either by personal signature or facsimile. The motion was carried with a vote of 6-yes, 0-no.

DELEGATION OF TREASURER’S DUTIES: Moved by Granger Stefanko, supported by Diane Rhines, to authorize the delegation of all day-to-day duties of the Treasurer identified in Board Policy 0171.4 to the Director of Business Services. The motion was carried with a vote of 6-yes, 0-no.

DELEGATION OF INVESTMENT DUTIES: Moved by Karen Conover, supported by Granger Stefanko, to approve the resolution to authorize the Treasurer to invest surplus funds of the district and to authorize delegation of this duty to the Superintendent and/or Director of Business Services. The motion was carried with a vote of 6-yes, 0-no.

AUTHORIZATION TO NEGOTIATE LOANS AND OTHER FINANCIAL TRANSACTIONS: Moved by Mathew Smith, supported by Mark McGlashen, to adopt the following resolution:

“That the board president, superintendent of schools, and/or director of business services are authorized, on behalf of, and in the name of the Davison Community Schools to negotiate and process loans and financial accommodation forms.”

The motion was carried with a vote of 6-yes, 0-no.

APPROVAL OF 403(b) TSA VENDORS – INVESTMENT PROVIDERS LIST: A copy of the 2019/2020 investment provider listing for the school district’s 403(b) Tax Sheltered Annuity plan was provided. Moved by Karen Conover, supported by Diane Rhines, to approve the 403(b) Vendor listing for the 2019/2020 school year. The motion was carried with a vote of 6-yes, 0-no.

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SCHOOL ATTORNEYS: Moved by Mark McGlashen, supported by Granger Stefanko, that the Board approve the continuation of its affiliation with the law firms of Thrun Law Firm of Lansing, Collins & Blaha of Farmington Hills, Dean & Fulkerson of Troy and Secrest Wardle of Farmington Hills. There was discussion. The motion was carried with a vote of 6-yes, 0-no.

MHSAA MEMBERSHIP APPROVAL: Each year the Board is asked to renew the district's membership in the Michigan High School Athletic Association. This membership is voluntary and free of cost, but is necessary in order for our athletic teams to be eligible to participate in MHSAA-sponsored tournaments. Moved by Matthew Smith, supported by Karen Conover, to approve district membership in the Michigan High School Athletic Association for 2019/2020. The motion was carried with a vote of 6-yes, 0-no. (A copy of the resolution follows the official minutes.)

MASB MEMBERSHIP AND THE MASB'S LEGAL TRUST FUND APPROVAL: It was recommended to approve the renewal notice for our membership in the MASB and the MASB's Legal Trust Fund. This year's fee for these associations will be \$8,302 for the school district membership. Membership in both groups is voluntary. The legal trust fund entitles us to possible financial assistance if we become involved in a legal issue which has significant ramifications for school districts in general. Moved by Karen Conover, supported by Granger Stefanko, to approve the renewal for membership in the MASB and the MASB's Legal Trust Fund for the 2019-2020 school year. There was discussion. The motion was carried with a vote of 6-yes, 0-no.

ANNUAL SAGINAW VALLEY LEAGUE MEMBERSHIP APPROVAL: It was recommended that the Board confirm our district's intention to continue membership in the Saginaw Valley League for the 2019/2020 school year. Moved by Matthew Smith, supported by Mark McGlashen, to continue membership in the Saginaw Valley League for 2019/2020 school year. The motion was carried with a vote of 6-yes, 0-no.

APPROVAL OF COURSES FOR HIGH SCHOOL CREDIT:

The Michigan Department of Education requires the Board of Education of a local school district to authorize its courses offered for credit and on-line courses annually. The courses offered for credit at Davison High School can be found in the Davison High School Course Catalog which is posted on our web site at:

<https://www.davisonschools.org/site/handlers/filedownload.ashx?moduleinstanceid=5403&dataid=11364&FileName=201929DHS CourseBook.pdf>

In addition to the courses listed in the Davison High School Course Catalog, Davison Alternative Education High School offers the following courses for high school credit:

- School to Work
- Current Events
- Senior Project
- Creative Writing
- Advisory

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- Consumer Math
- SAT Prep
- Math Enrichment
- Reading Enrichment

All of these courses have ACC approved curriculum.

The Davison Community Schools has also created our own Davison on-line courses utilizing ACC approved curriculum aligned to state standards and taught by Davison High School teachers. The Davison Community Schools also enrolls students in on-line courses and curriculum through the Genesee Intermediate School District's Gen-NET portal. All of the courses offered through Gen-NET have been reviewed to ensure they are aligned to Michigan state standards.

Moved by Karen Conover, supported by Matthew Smith, to authorize the courses offered at Davison High School and Davison Alternative Education for credit for the 2019-2020 school year. The motion was carried with a vote of 6-yes, 0-no.

APPROVAL OF POLICIES FOR THE SECOND READING: The Board Policy & Planning Committee recommended approval of the following policies for the second reading:

0100	Definitions
0167.2	Closed Session
1422.01	Drug-Free Workplace
2210	Curriculum Development & Curriculum Alignment
2414	Reproductive Health and Family Planning
3120.04	Employment of Substitutes
5113.02	Schools Choice Options Provided by Federal Law
5200	Attendance
6321	New School Construction, Renovation
6325	Procurement – Federal Grants/Funds
6605	Crowdfunding
8400	School Safety Information
8402	Emergency Operations Plan
8500	Food Services
8640	Transportation for Field and Other District-Sponsored Trips

Moved by Mark McGlashen, supported by Granger Stefanko, to approve the second reading of the recommended policies. There was discussion. The motion was carried with a vote of 6-yes, 0-no.

APPROVAL OF COUNTY WIDE SAFETY PLAN: In December of 2018 the Michigan legislature passed a package of laws in order to facilitate greater school safety statewide. As a part of those new laws, by January 1, 2020 a school district "shall develop an emergency operations plan (EOP) for each school building operated by the school district." Genesee County has been very proactive in Emergency planning. Working with the Genesee County Sheriff's Department and the GISD, we have had a

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county wide safety plan in place for years that has been reviewed and updated annually. Michelle Edwards, our newly appointed School Safety Liaison, recently worked with other school officials from around Genesee County and the County Sheriff's Department to update the county wide school safety plan which includes our recently adopted ALICE protocols. A copy of the plan was previously shared with all Board Members.

Moved by Karen Conover, supported by Granger Stefanko, to approve the adoption of the county wide safety plan. The motion was carried with a vote of 6-yes, 0-no.

APPROVAL OF MASTER AGREEMENT BETWEEN THE DAVISON BOARD OF EDUCATION AND THE DAVISON EDUCATION SECRETARIAL ASSOCIATION (DESA): The Davison Education Secretarial Association recently ratified a one year agreement (2019/2020) reached with district bargainers. A summary of the new agreement was provided to the Board and recommended for approval. Moved by Diane Rhines, supported by Karen Conover, to approve the DESA Master Agreement for the 2019/2020 school year. The motion was carried with a vote of 6-yes, 0-no.

APPROVAL OF CHARTWELLS CONTRACT: This past spring we were required to bid out our food service contract. We only received two bids and our current food service provider, Chartwells, was the lowest bidder. Phil Thom has been working with Ann Smith from Chartwells and Attorney Kirk Herald from Thrun to update our contract and ensure it meets the requirements for approval by the Michigan Department of Education (MDE). We finalized the contract earlier this week and it was sent to MDE on Tuesday. Since we have not yet received approval of the contract from MDE Attorney Herald is recommending we authorize Phil Thom as the Food Service Authority (FSA) for the District to execute the contract subject to negotiations and provisions by MDE and our legal counsel. Moved by Karen Conover, supported by Mark McGlashen, to authorize Phil Thom as the Food Service Authority (FSA) for the district to execute the contract with Chartwells. There was discussion. The motion was carried with a vote of 6-yes, 0-no.

ACCEPTANCE OF CONTRIBUTIONS: Moved by Matthew Smith, supported by Diane Rhines, to gratefully accept the following contributions and to direct the superintendent to express the Board's gratitude in writing:

- Stephen & Rebecca Cournoyer made a monetary donation to Hill Elementary to pay off student lunch account balances.

There was discussion. The motion was carried with a vote of 6-yes, 0-no.

INFORMATIONAL ITEMS:

From our Superintendent:

The district is planning a two-day Administrative Retreat. The agenda includes training on the Macomb Evaluation Tool and some tabletop safety exercises that will include members of our three local police departments and we have invited local fire personnel as well. The administrative team will also receive training on multiple tiered system of supports and

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restorative practices. The retreat will wrap up at Base Camp where the group will do some exercises on the ropes course.

The district will offer two days of professional development for teachers and it will include poverty simulations which should be very enlightening. Kevin has participated in these simulations before.

We are all gearing up for the upcoming school year. Students are back in one month.

Other Matters Which May Properly Come Before the Board (From Board members):


- There were no comments made by the Board of Education.

Future Meeting Dates:

Next Regular Meeting: Monday, August 5, 2019
7:00 pm
Cardinal Center Board Room
1490 N. Oak Road
Davison, MI 48423

ADJOURNMENT: Moved by Karen Conover, supported by Matthew Smith, to adjourn the meeting at 7:28 pm. The motion was carried with a vote of 6-yes, 0-no.

Respectfully submitted:


Karen Conover, Secretary
Davison Board of Education