

**MINUTES OF THE ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION
GALESBURG-AUGUSTA COMMUNITY SCHOOLS**

JULY 6, 2009

The organizational meeting of the Board of Education was called to order by President Curt Case at 7:00 p.m. in the Galesburg-Augusta Community Schools, Central Administration Center.

Present: Mr. Curt Case, Mr. Bob Kinas, Mrs. Beth Wilson, Mrs. Lynne Wells,
Mrs. Sandra Noteboom-Wood, Mrs. LaRae Richardson and Ms. Karen Rutherford

Also

Present: Mr. Tim Vagts

Ten people were present in the audience.

The *Pledge of Allegiance* was recited.

Superintendent Tim Vagts administered the filing of Affidavit of Eligibility, Acceptance of Office and Swearing of Constitutional Oath of Office to members elected Mrs. Sandra Noteboom-Wood, Mrs. LaRae Richardson and Ms. Karen Rutherford.

Election of Officers

A motion was made by Mrs. Noteboom-Wood and supported by Mrs. Wilson that *Curt Case* be elected as *President* of the Galesburg-Augusta Community Schools Board of Education for the 2009-2010 school year.

The motion passed by unanimous vote.

A motion was made by Mrs. Wells and supported by Mrs. Richardson that *Bob Kinas* be elected as *Vice-President* of the Galesburg-Augusta Community Schools Board of Education for the 2009-2010 school year.

The motion passed by unanimous vote.

A motion was made by Mr. Kinas and supported by Mrs. Wells that *Beth Wilson* be elected as *Secretary* of the Galesburg-Augusta Community Schools Board of Education for the 2009-2010 school year.

The motion passed by unanimous vote.

A motion was made by Mr. Kinas and supported by Mrs. Wilson that *Lynne Wells* be elected as *Treasurer* of the Galesburg-Augusta Community Schools Board of Education for the 2009-2010 school year.

The motion passed by unanimous vote.

Election of Officers for the 2009-2010 school year:

President - Curt Case
Vice President - Bob Kinas
Secretary - Beth Wilson
Treasurer - Lynne Wells

Agenda

The regular meeting agenda shall be sent to all Board trustees at least three calendar days prior to any regular Board meeting. The regular meeting agenda may include the following information; however, other items and reports may be added as the need arises. The agenda format includes items to be discussed and board procedure; monthly reports to the board; financial reports including monthly listing of bills ready for payment; important correspondence; bid specifications; attendance center reports; requests for hearing and other such information.

I. ROUTINE BUSINESS ITEMS

- A. Call Meeting to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Agenda Approval
- E. Secretary's Report
- F. Accounts Payable Report
- G. Treasurer's Report
- H. Personnel Actions

II. REPORTS

III. BUSINESS ITEMS - DISCUSSION

IV. BUSINESS ITEMS - DECISION

V. COMMUNICATIONS

- A. Public Participation
- B. Board Comments
- C. Superintendent's Update

Establish Compensation System for Board Members (e.g. per diem for attendance at board meetings, committee meetings, and other authorized activities)

The Board may authorize compensation for its members for attendance at any regular, special or subcommittee meeting of the Board, or authorized duty if the duty is related directly to the members' responsibility and is authorized in advance by the Board.

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Regular and Special Meeting compensation shall be \$10 for trustee per meeting/\$15 for President per meeting.

Board Officer Compensation

Board officers shall receive the following compensation for their service:

President	\$15.00 per meeting (not to exceed 24 meetings)
Vice President	\$10.00 per meeting (not to exceed 24 meetings)
Secretary	\$10.00 per meeting (not to exceed 24 meetings)
Treasurer	\$10.00 per meeting (not to exceed 24 meetings)

A motion was made by Mrs. Wilson and supported by Mrs. Wells to approve the proposed compensation system for the Board of Education trustees.

The motion passed by unanimous vote.

Approval of By-Laws, Setting Dates, Time and Place of meetings of the Board of Education (see copy of By-Laws attached)

A motion was made by Mr. Kinas and supported by Mrs. Wilson to approve the By-Laws, Setting Dates, Time and Place of meetings of the Board of Education.

The motion passed by unanimous vote.

Depository for School Funds

National City Bank, Galesburg Office: General Fund, 2000 Bond Capital Project Fund, Payroll, School Lunch, G-A High School Activity Fund, G-A High School Service Fund, G-A High School Band, G-A Education Foundation, Avanelle Hutchings Powell Memorial Educational Trust Fund, G-A Primary Student Fund, G-A Intermediate Student Fund, G-A Middle School Activity Fund.

A motion was made by Mr. Kinas and supported by Mrs. Noteboom-Wood to approve the Depository for School Funds at National City Bank, Galesburg Office.

The motion passed by unanimous vote.

Authorization of Signatures for Checks on School Funds

Be It Resolved That Tim Vagts, Superintendent or in his absence, the Board of Education Treasurer or in the absence of the above any other officer of the Board of Education, be authorized to sign checks drawn on the Payroll Account, School Lunch Fund, General Fund, 2000 Debt Retirement Fund, 2000 Bond Capital Projects Fund, Avanelle Hutchings Powell Fund, G-A Education Foundation Fund, and further that the Superintendent be authorized to co-sign checks as listed with any one officer of the Board of Education. **Be It Further Resolved** that the Superintendent be authorized to co-sign checks as listed with any one officer of the Board of Education. **That** the High School Principal and the Superintendent be authorized to co-sign checks drawn on the High School Activity Funds, High School Band Fund and School Service Funds, and in their absence, a Board of Education officer be authorized to sign those checks. **That** the Intermediate School Principal and the Superintendent be authorized to co-sign checks drawn on the Intermediate Student Fund and that in their absence, an officer of the Board of Education be authorized to sign those checks. **That** the Middle School Principal(s) and the Superintendent be authorized to co-sign checks drawn on the Middle School Activity Fund and that in their absence, an officer of the Board of Education be authorized to sign those checks. **That** the Primary School Principal and the Superintendent be authorized to co-sign checks drawn on the Primary Student Fund and that in their absence, an officer of the Board of Education be authorized to sign those checks.

A motion was made by Ms. Rutherford and supported by Mrs. Richardson to approve the Authorization of Signatures for Checks on School Funds.

The motion passed by unanimous vote.

Authorization for Savings Accounts Withdrawals and Transfers

Be It Resolved That the High School Principal and Superintendent be authorized to co-sign Band savings accounts and that in their absence, an officer of the Board of Education be authorized to sign. **That** any Board of Education officer may sign withdrawals or transfers on the Avanelle Hutchings Powell Memorial Fund and that the Superintendent may sign withdrawals or transfers on this account.

A motion was made by Mr. Kinas and supported by Ms. Rutherford to approve the Authorization for Savings Accounts Withdrawals and Transfers.

The motion passed by unanimous vote.

Approval of Organizational Memberships (MASB, MASB-Legal Trust Fund, and Designation of MASB's Legislative Relations Network Representative)

A motion was made by Mrs. Noteboom-Wood and supported by Mrs. Wilson to approve the Organizational Memberships (MASB, MASB-Legal Trust Fund, and Designation of MASB's Legislative Relations Network Representative).

The motion passed by unanimous vote.

Newspaper of Record

A motion was made by Mrs. Wilson and supported by Mrs. Wells to approve the *Kalamazoo Gazette*, as the official newspaper of record and the *Climax Crescent*, *Battle Creek Shopper* or the *Battle Creek Enquirer and News*, as alternates.

The motion passed by unanimous vote.

Appointment of Auditing Firm

A motion was made by Mrs. Wilson and supported by Mrs. Noteboom-Wood that *Yeo & Yeo, CPAs & Business Consultants* be appointed as the auditing firm for the 2009-2010 school year.

The motion passed by unanimous vote.

Appointment of Law Firm

The Board shall retain a qualified attorney and/or legal firm to handle all legal matters referred by the Board and to receive such compensation as the Board may provide. The duties of the attorney or legal firm shall be as follows:

1. Upon request of the board president or superintendent, attend the meetings of the Board and act as counselor;
2. Render a written opinion on a legal question when requested by the Board;
3. Prepare or supervise the preparation of all legal papers and documents which shall be executed by the board officers; or shall approve same before execution thereof by the officers;
4. Provide such opinions or other legal information to the superintendent which may be necessary for the immediate or long-range conduct of the district;
5. Represent the district as specifically designated by the Board in litigation to which the district may be a party or in which it is interested;

6. Shall, upon request, represent the Board in the purchase or sale of any real estate;
7. Attend to and act on any matters the Board refers to for supervision, adjustment, and/or disposal;
8. Prepare all questions to be placed upon the ballot for regular and special elections;
9. Periodically provide progress reports to the Board on legal matters referred; and
10. Perform such other services as requested by the Board.

Compensation for duties and services shall be agreed to by the attorney/law firm and the Board in the retention agreement which shall set for the annual retainer and supplemental charges.

Only the President or Superintendent is authorized to contact the attorney on legal matters concerning the district.

The Board's legal counsel shall not provide personal legal assistance to individual board members, the superintendent, or members of the staff unless specifically authorized by the Board.

In any dispute or potential divergence of interests between the Board and superintendent, the superintendent shall not utilize district's counsel to represent his interest.

A motion was made by Mrs. Wilson and supported by Mrs. Richardson that Richard D. Fries be appointed as a District attorney and *Thrun Law Firm, P.C.* be appointed as the law firm for the 2009-2010 school year.

The motion passed by unanimous vote.

Readoption of Board Policies

A motion was made by Mrs. Noteboom-Wood and supported by Ms. Rutherford that the Board of Education readopts the current policies of the District for the 2009-2010 school year.

The motion passed by unanimous vote.

Public Participation

Pack Leader Chad Rainey, Cub Scout Pack 265, presented the Galesburg-Augusta Community Schools Board of Education with a *Certificate of Appreciation* for fifty years of continued support.

Mr. Eric Curtiss addressed the Board of Education welcoming the newly elected trustees and Superintendent Tim Vagts.

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Mrs. Pat Sexton addressed the Board of Education welcoming the new Board trustees and the new superintendent to the District.

Board Comments

The Board of Education reviewed and appointed trustees to serve on the 2009-2010 Board of Education Committees. (See Attached)

Superintendent's Update

Superintendent Vagts and the Board of Education discussed the need for a Board of Education retreat to be facilitated by Dr. Craig Misner, Michigan Leadership Institute, possible dates are August 1st or August 2nd.

Superintendent Vagts questioned the status of the District's Business Manager/Accountant position and if the Board has approved this position. The Board of Education encouraged Superintendent Vagts to explore the possibility of sharing business services with another District, KRESA or to utilize a temporary service if needed.

There being no further business, the organizational meeting of the Board of Education was adjourned at 8:25 p.m.

Curt Case, President

Beth Wilson, Secretary

Carolyn Meyers, Recording Secretary