

Blissfield Community Schools

2023-2024 Annual Organizational Meeting
July 17, 2023

The Organizational meeting of the Board of Education of the Blissfield Community School District was held Monday, July 17, 2023 at 7:00p.m. in the High School Media Center. The meeting was called to order by David Brewer. Members present: Andrew Borchardt, David Brewer, Vicki Lombard Denise Mallory, Jennifer Stutzman and Tyler Wyse. Members absent: Craig Bettis. Others present: Superintendent, Riley; Executive Assistant, Susan Gniewkowski, members of the public.

Call to Order

It was moved by Lombard and supported by Mallory to approve the agenda.

Approval of Agenda

Motion Carried.

It was moved by Wyse and supported by Borchardt to elect David Brewer as President.

Election of President

Motion Carried.

It was moved by Mallory and supported by Brewer to elect Vicki Lombard as Vice-President.

Election of Vice President

Motion Carried.

It was moved by Wyse and supported by Lombard to elect Craig Bettis as Secretary.

Election of Secretary

Motion Carried.

It was moved by Mallory and supported by Borchardt to elect Tyler Wyse as Treasurer.

Election of Treasurer

Motion Carried.

It was moved by Stutzman and supported by Mallory to have Susan Gniewkowski continue in the role as Recording Secretary.

Designation of Recording Secretary

Motion Carried.

It was moved by Lombard and supported by Mallory to approve the Board meet the third Monday of each month.

Day of the Board Meeting

Motion Carried.

It was moved by Wyse and supported by Mallory that the board meetings begin at 7:00p.m.

Time of Board Meeting

Motion Carried.

It was moved by Borchardt and supported by Mallory that the board meetings be held in the Blissfield High School Media Center.

Location of Board Meeting

Motion Carried.

It was moved by Borchardt and supported by Stutzman that the location for postings of the board meetings, schedules, agendas and announcements will be posted at the Blissfield High School and the district website.

Postings

Motion Carried.

It was moved by Lombard and supported by Wyse to approve the following depositories:

Approve Depositories

- A. Blissfield State Bank
- B. Bank One Trust Co.
- C. Old National
- D. Michigan Class Pool
- E. Michigan Liquid Asset Fund
- F. Bank of America
- G. Fifth Third Bank
- H. Comerica
- I. TLC Community Credit Union
- J. County National Bank
- K. Other Financial Institutions organized and authorized to operate in the State of Michigan

Motion Carried.

It was moved by Wyse and supported by Borchardt to authorize the following positions as having check signature authority:

Check Signature Authorization

- | | |
|---------------------------------------|--------------------|
| 1. Superintendent | 4. Board President |
| 2. Chief Financial Officer | 5. Board Secretary |
| 3. Director Business/Support Services | 6. Board Treasurer |

Motion Carried.

It was moved by Lombard and supported by Mallory to authorize the following positions as having activity check signature authority:

Activity Funds Check Signature Authorization

- a. Superintendent-district activity fund
- b. High School Principal-high school activity fund
- c. Middle School Principal-middle school activity fund
- d. Elementary Principal-elementary activity fund

Motion Carried.

It was moved by Lombard and supported by Mallory for the designation of Electronic Transfer Officers be:

1. Superintendent
2. Chief Financial Officer
3. Director Business/Support Services
4. Board President
5. Board Secretary
6. Board Treasurer

Designate
Administrator
Designation of
Electronic
Transfers

Motion Carried.

It was moved by Borchardt and supported by Wyse to approve the following Annual Retainer contracts:

1. Thrun Law Firm, P.C. (school issues)(policies)
2. Maner Costerisan, P.C. (auditors)

Retainer Contracts

Motion Carried.

It was moved by Wyse and supported by Borchardt that no fees (\$0) are charged to individuals requesting notification of board meetings.

Fees for Board
Meeting
Notification

Motion Carried.

It was moved by Mallory and supported by Stutzman that in compliance with Board of Education Policy 2306 that the compensation for the Board of Education Members be as follows: President, Vice President, Secretary and Treasurer shall receive \$600 per year. All other Board members shall receive \$500 per year as compensation for their services.

Compensation for
Board of Education

Motion Carried.

It was moved by Lombard and supported by Mallory to designate the Superintendent as the Executive Officer of the Board of Education and Elections.

Superintendent as
Executive Officer of
the Board of
Education and
Elections

Motion Carried.

It was moved by Wyse and supported by Borchardt that the bylaws/policies authorized by past Board(s) of Education and in effect at the end of the 2022-23 school year be adopted by this board for the 2023-24 school year.

Board of Education
Bylaws/Policies

Motion Carried.

It was moved by Mallory and supported by Borchardt to retain its membership in the Michigan Association of School Boards.

MASB Membership

Motion Carried.

It was moved by Lombard and supported by Borchardt to approve the appointment of Craig Bettis as MASB (Michigan Association of School Boards) Legislative Relations representative.

MASB Legislation
Representative

Motion Carried.

It was moved by Lombard and supported by Brewer to approve the appointment of Denise Mallory as LCASB (Lenawee County Association of School Board(s) representative. LCASB Representative

Motion Carried.

It was moved by Brewer and supported by Borchardt to approve the appointment of Denise Mallory as BFEE (Blissfield Foundation for Educational Excellence) representative. BFEE Representative

Motion Carried.

Building and Grounds Committee Assignments will be David Brewer, Tyler Wyse and Craig Bettis. Committee Assignments

Finance Committee Assignments will be Tyler Wyse, David Brewer and Vicki Lombard.

Personnel Committee Assignments will be Craig Bettis, David Brewer and Denise Mallory.

Curriculum Committee Assignments will be Andrew Borchardt, Vicki Lombard, and Jennifer Stutzman.

Board Policy Committee Assignments will be Denise Mallory, Craig Bettis and Jennifer Stutzman.

Extra-Curricular Committee Assignments will be Andrew Borchardt, Denise Mallory and Tyler Wyse.

It was moved by Mallory and supported by Stutzman to adjourn the Organizational Meeting at 7:24p.m. Adjournment

Motion Carried.

Secretary

Blissfield Community Schools

2023-2024

Regular Meeting

July 17, 2023

A Regular Meeting of the Board of Education of the Blissfield Community School District was held Monday, July 17, 2023 in the High School Media Center. Board President, Brewer called the meeting to order. Members present: Andrew Borchardt, David Brewer, Vicki Lombard, Denise Mallory, Jennifer Stutzman and Tyler Wyse. Members Absent: Craig Bettis. Others present: Superintendent Riley, Executive Assistant, Susan Gniewkowski and members of the public.

It was moved by Lombard and supported by Borchardt to approve the Regular Meeting Agenda. Motion Carried.

Approval of Agenda

It was moved by Stutzman and supported by Lombard to approve the minutes of the Budget Hearing and Regular Meeting held on June 19, 2023. Motion Carried.

Approval Regular Meeting Minutes

It was moved by Wyse and supported by Borchardt to approve the payment of the General Fund bills in the amount of \$1,364,579.35. Motion Carried.

Payments of Invoices

It was moved by Stutzman and supported by Lombard to approve the additional exterior lighting for all entry doors through Adrian Electric and Generator for \$22,180 (sinking fund). Motion Carried.

Exterior Lighting

It was moved by Lombard and supported by Mallory to approve the 2023-2024 student handbooks for elementary, middle school and high school. Motion Carried.

Student Handbook Revisions 2023-2024

It was moved by Brewer and approved by Borchardt to add agenda items, Farm Museum BBQ event and re-pavement of elementary K-2 playground parking lot to the agenda. Motion Carried. (6-0 vote)

Additional agenda items added

It was moved by Stutzman and supported by Mallory to purchase a table for \$525 for the Farm Museum BBQ. Motion Carried.

Farm Museum Donation

It was moved by Brewer and supported by Borchardt to approve the re-pavement of the elementary K-2 playground parking lot at an amount not to exceed \$41,000. Motion was rescinded. New motion moved by Brewer and supported by Borchardt to re-pave K-2 playground parking lot at an amount not to exceed \$45,000. Motion Carried.

Re-Pavement of Elementary
K-2 Playground Parking Lot

It was moved by Stutzman and supported by Mallory to approve the hiring Taylon Lickfelt, MS football, volunteer assistant coach for 2023-2024 fall athletic season. Motion Carried.

Personnel

It was moved by Lombard and supported by Mallory to approve the hiring of Amanda Plum for the position of Elementary Assistant Principal position beginning with the 2023-2024 school year. Motion Carried.

None

Committee Reports

None

Comments from Audience

Superintendent Riley stated he will update his 2023-2024 goals at the August board meeting. Our bus inspections are underway, the S and P rating of the bonds will take place July 21st and he gave an update on the parking lot repaving status.

Superintendent's Report

It was moved by Mallory and supported by Stutzman to adjourn the meeting at 8:04pm. Motion Carried.

Adjournment

Secretary