

Almont Community Schools
Minutes for Organizational Meeting
January 3, 2019
7:00 p.m.

- I. **Call to Order at 7:00 pm**
- II. Pledge of Allegiance

- III. **Roll Call** – John Brzozowski absent
Visitors 0
- IV. **Approval of Agenda** – No additions or deletions to the agenda
- V. **Reorganization of the Board**
Moved by O’Neil supported by Miles the Board of Education waive nominations and case a unanimous vote for the current officer to continue in their positions for the 2019 calendar year.
ROLL CALL VOTE:
Ayes: Sullivan, O’Neil, Bowman, Miles, Mitchell, Walton
Nays: None
P, 1, 6-0-0

- VI. **Approval of Board Policies**
Moved by Miles, supported by O’Neil, the Board of Education adopt all Bylaws and Polices of the previous Board of Education subject to revision as necessary.
P, 2, 6-0-0

- VII. **Establishing Location, Time and Dates of Board of Education Meetings**
Moved by Miles, supported by O’Neil, Meetings of the Almont Board of Education be held in the Media Center, at Almont High School, 4701 Howland Rd., Almont, Michigan at 7:00 p.m. on the Fourth Monday of each month, except for the months of March, May, and December. These meetings will be set for the Third Monday of the month; and that the dates of the Meetings of the Board of Education be as follows:

7:00 p.m.
January 28, 2019
February 25, 2019
**March 18, 2019*
April 22, 2019
**May 20, 2019*
June 24, 2019
July 22, 2019
August 26, 2019
September 23, 2019
October 28, 2019
November 25, 2019
**December 16, 2019*
**third Monday*

and further, that Committee, Informational and Special Meetings of the Board shall be held in the Board Conference Room of Almont High School at 4701 Howland Rd., Almont, Michigan subject to call.
P, 3, 6-0-0

VIII. Naming of Depositories

Moved by O'Neil supported by Miles the Board of Education name the following depositories for the General Fund, Food Service Fund, Payroll Account, Trust & Agency Funds, FSA Maintenance Account, HRA Account, Procure, Payschools, Athletics, 2016 Refunding, 2012 Refunding, 2014 Sinking Fund, Accounts Payable Account, 2013 SBL Refinance, and 2013 Refunding and:

Lakestone
Tri-County Bank
PNC Bank
US Bank
Huntington Bank
(hereinafter referred to as "Banks").

That the Banks are hereby designated as Trustees on behalf of the Almont Community School District (hereinafter referred to as "Local Unit") and authorized to accept the Local Unit's surplus funds for deposit as defined in Michigan Public Act 367 of the Public Acts of 1982 (hereinafter referred to as "Act") or other appropriate regulation.

That the Treasurer, Superintendent and Administrator of Finance of the Local Unit be, and are hereby authorized to enter into a trust agreement with the Banks providing for the investment of surplus funds in accordance with the Act or other appropriate regulation.

That any agreements, authorizations or directions required to be signed or given in connection with the intent of this Resolution may be signed or given by Treasurer, Superintendent of Schools and Administrator of Finance, whose signatures shall be duly certified to the Banks and the Banks hereby are authorized to accept any surplus funds for investment in accordance with the Act and any agreement entered into between the Local Unit and Bank in connection herewith.

That the authority given by this Resolution is in addition to, and shall not amend or repeal any depository or investment authority granted by any other Resolution of the Local Unit.

P, 4, 6-0-0

**IX. Authorization of Officials to Sign Checks (two motions)
(First Motion)**

Moved by O'Neil supported by Miles the Board of Education authorize the following officials to sign checks for the appropriate accounts, at the same time removing all previous signees from the accounts, including Jonathon Owens and Timothy Woelkers:

Miscellaneous Accounts

(Including General Fund, Food Service Fund, 2016 Refunding, 2012 Refunding, Accounts Payable, FSA Maintenance Account, Procure, Payschools, Athletics, FSA, HRA, SBL Refinance 2013, 2014 Sinking Fund and Refunding 2013)

2 of 5: Officers of the Board -

- Board President Paul Bowman,
- Vice President Jill O’Neil,
- Secretary John Miles,
- Treasurer John Brzozowski.
- Other: Superintendent William Kalmar

Payroll and Withholding Accounts

Payroll and Withholding

2 of 5: Superintendent William Kalmar,

- Board President Paul Bowman,
- Vice President Jill O’Neil,
- Board Secretary John Miles,
- Board Treasurer John Brzozowski

Trust & Agency Accounts

High School account ending in 9889

2 of 4: Building Principal, Elizabeth Tomhave

- Head Secretary, Joyce Burkland
- Superintendent, Willam Kalmar
- Dean of Students, Ross Gauthier

High School – Athletic Account ending in 6731

2 of 4: Building Principal, Elizabeth Tomhave

- Athletic Secretary, Debbie Lemon
- Superintendent, William Kalmar
- Athletic Director, Ross Gauthier

Middle School

2 of 4: Building Principal Kimberly VonHiltmayer,

- Head Secretary Terrie Graat,
- Superintendent William Kalmar,
- Dean of Students Jay Zieglowsky

Orchard Primary

2 of 3: Building Principal Jennifer Szlachta

- Head Secretary Susan Stone,
- Superintendent William Kalmar

P, 5, 6-0-0

(2nd Motion)

Use of Facsimile Signatures for Certain Checks

Moved by O’Neil supported by Miles, the Board of Education authorize the use of facsimile signatures for checks under \$5,000 drawn on PNC or Lakestone Accounts Payable; and Tri-County and Lakestone Banks for payroll.

P, 6, 6-0-0

X. **Authorization for Transferring Funds and Receiving Account Balances (two motions)**
(First Motion)
Moved by O’Neil, supported by Miles, the Board of Education authorize the Superintendent William Kalmar, Administrator of Finance Barbara Potter, Board of Education President Paul Bowman, Board Secretary John Miles or Board Treasurer John Brzozowski to transfer funds to and from all accounts.
P, 7, 6-0-0

(Second Motion)
Moved by O’Neil, supported by Miles, the Board of Education authorize the Administrator of Finance Barbara Potter to receive account balances for all accounts.
P, 8, 6-0-0

XI. **Authorization to Invest Surplus Funds**
Moved by O’Neil, supported by Miles, the Board of Education authorize the Administrator of Finance as the designated agent of the Board Treasurer, to invest debt retirement funds, building & site funds, building and site sinking funds or general funds of the District in accordance with MCLA 380.1223, following generally accepted business practices and in the best interest of the District.
P, 9, 6-0-0

XII. **Establishing Standing Committees**
Moved by Miles, supported by Sullivan, the following Board Committees be established as Standing Committees for the 2019 calendar year:

Building & Site Committee	Curriculum Committee
Finance Committee	Policy Committee
Personnel Committee	

P, 10, 6-0-0

XIII. **Setting of Board of Education Compensation**
Moved by O’Neil, supported by Sullivan, the wages for members of the Board of Education be set at \$20.00 per meeting, up to a maximum of 24 meetings per year, with the Board officers to receive the following additional payment:

President:	\$100.00
Vice-President:	\$100.00
Secretary:	\$100.00
Treasurer:	\$100.00

P, 11, 6-0-0

XIV. **Nominations to the MASB Delegate Assembly**
Moved by O’Neil, supported by Miles, that Dallas Walton be nominated for the MASB Delegate Assembly and this Board direct the administration to forward this nomination immediately to MASB.
P, 12, 6-0-0

XV. **Representative at Intermediate School District Board of Education Meetings**
Moved by O’Neil, supported by Miles, that Jennifer Mitchell be appointed as the Almont School Board’s representative at the Lapeer County Intermediate School District Board of Education meetings.
P, 13, 6-0-0

XVI. **Designation of Individuals Responsible for Posting Meetings**
Moved by Miles, supported by O’Neil, that the Administrative Assistant be appointed as the person responsible for posting meetings of the Almont Board of Education.
P, 14, 6-0-0

XVII. **Public Comments**
None

XVIII. **Board of Education Comments**
Mitchell inquired about MASB training coming up in February

XIX. **Adjournment**
Moved by Miles, supported by O’Neil to adjourn the January 3rd, 2019 organizational meeting at 7:23 pm.
P, 15, 6-0-0

Date

Paul Bowman, President

John Miles, Secretary