

Agenda - Regular Meeting
Board of Education
Chelsea School District
June 24, 2019

BOARD OF EDUCATION
CHELSEA SCHOOL DISTRICT
JUNE 24, 2019
6:30 PM
REGULAR MEETING
WSEC
AGENDA

Order of Business

*Denotes Attachment

1. Call to order/roll call/adoption of agenda/consent grouping
2. * Approval of the minutes from the May 20, 2019, Board Meeting
3. April 2019 Finance Report
4. Special Presentations
 - a. 2019 Retirements
 - b. Red Cross Recognition - Len Rysmerski
 - c. 21F Presentation - Jason Morris
5. * Staff Reports
 - a. North Creek - Kimberly Gillow
 - b. South Meadows - Stacie Battaglia
 - c. Operations - Tim Courtright
 - d. Technology - Scott Wooster
 - e. Food Service - Deborah Over
 - f. Transportation - Rick Boham
 - g. Special Education - Lisa Nickel
 - h. CHS - Mike Kapolka
 - i. Beach Middle - Nick Angel
 - j. Finance and Administrative Services - Michelle Cowhy
 - k. Curriculum, Instruction and Human Resources - Marcus Kaemming
 - l. Athletics - Brad Bush
6. Communications
7. Board Member and Student Liaison Reports
8. Public Input
9. Superintendent/Board Discussion
10. * Consent Action Items
 - a. Action Item 100-18-19. Superintendent Helber recommends the Board approve the 2018-2019 Amended Budget and the 2019-2020 Preliminary Budget, as presented.
 - 1) 2018-2019 Amended Budget
 - 2) 2019-2020 Preliminary Budget

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- b. Action Item 101-18-19. Superintendent Helber recommends the Board approve the new and updated Policies and By Laws.
- c. Action Item 102-18-19. Superintendent Helber recommends the Board approve the CHS Student Council field trip request to travel to Hope Township on July 13 - July 15, 2019, for its annual retreat.
- d. Action Item 103-18-19. Superintendent Helber recommends the Board accept a donation in excess of \$1,000 to be applied toward students' delinquent lunch funds.

11. Individual Action Items

- a. Action Item 104-18-19. Superintendent Helber recommends the Board approve the Bond Application.
- b. Action Item 105-18-19. Superintendent Helber recommends the Board approve the administrators' contract renewals.
- c. Action Item 106-18-19. Superintendent Helber recommends the Board designate Chelsea State Bank as the District's depository for the 2019-20 school year. The accounts are the 2012, 2013, 2016, 2016b and 2018 Debt Retirement Fund Accounts; the General Fund, Vendor AHC, Payroll, Lunch Fund, Athletics Fund, and Sinking Fund Accounts; the 2004 and 2018 Bond Fund, 2009, 2012 and 2016 Capital Projects Fund Accounts; North Creek Elementary, South Meadows, Beach Middle School and Chelsea High School Activity Accounts; the Steven E. Lewis, Peabody, CSD Memorial, Special Olympics Scholarship Funds, and the BAS Health Insurance Account.
- d. Action Item 107-18-19. Superintendent Helber recommends that the Board authorize following persons to sign checks drawn against various funds as indicated in the chart below, and that the Board Treasurer, Business Services Accountant, Assistant Superintendent of Finance and Administrative Services, and the Superintendent of Schools are authorized to endorse checks "For Deposit Only."
- e. Action Item 108-18-19. Superintendent Helber recommends the Assistant Superintendent of Finance and Administrative Services, or designee, and the Superintendent be authorized to transfer funds by electronic transfer, except where a check is specifically required.
- f. Action Item 109-18-19. Superintendent Helber recommends the Secretary of the Board be authorized to sign promissory notes, State Aid notes, tax anticipation notes, or any other document authorized by and on behalf of the Board. Any other officer of the Board may sign documents of the Board in the absence of any other officer.
- g. Action Item 110-18-19. Superintendent Helber recommends the Board retain the legal firms of Varnum, Riddering, Schmidt & Howlett, LLP, and Thrun Law Firm, PC, to represent the District during the 2019-2020 school year, and the Superintendent shall be authorized to engage other specific legal counsel, as the need may arise.
- h. Action Item 111-18-19. Superintendent Helber recommends the Board appoint the Assistant Superintendent of Finance and Administrative Services as the Election Administrator and Deputy to the Board Secretary for election-related matters, and Deputy to the Board Treasurer to perform the duties required of the Board Treasurer.
- i. Action Item 112-18-19. Superintendent Helber recommends the Board set the fee for providing hard copies of the Board Meeting Agenda Packet for individuals, organizations, firms, or corporations at \$50.00 per year in accordance with MCL 15. 266.
- j. Action Item 113-18-19. Superintendent Helber recommends the Board designate Chelsea

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State Bank, Fifth Third Bank, Flagstar, Michigan School District Liquid Asset Fund, Bank of NY Mellon, US Bank and Huntington National Bank as investment depositories for Chelsea School District for the 2019-2020 fiscal year and that the Superintendent and Assistant Superintendent of Finance and Administrative Services signatures be attached to the investment accounts.

Further moved that the superintendent or designee is authorized to transfer funds to/from investment accounts to other savings/checking accounts of the District and is authorized to invest district moneys in accordance with state and/or federal law and Board Policy.

- k. Action Item 114-18-19. Superintendent Helber recommends the Board join the Michigan Association of School Boards (MASB) for the 2019-2020 school year.
- l. Action Item 115-18-19. Superintendent Helber recommends the Board approve the membership resolution to join the Michigan High School Athletic Association (MHSAA) for the 2019-2020 school year.
- m. Action Item 116-18-19. Superintendent Helber recommends the Board hire Katherine Beck as a high school French teacher and be placed on MA Step 2 of the CEA Master Agreement.
- n. Action Item 117-18-19. Superintendent Helber recommends the Board approve the non-affiliated pay schedules for the 2019-2020 school year.
- o. Action Item 118-18-19. Superintendent Helber recommends the Board hire of Darren Embury as a Speech and Language teacher at Beach Middle school and that he be placed on MA Step 2 of the CEA Master Agreement.
- p. Action Item 119-18-19. Superintendent Helber recommends the Board approve the resolution to establish a common debt retirement fund, which includes the 2013 and 2016 refunding bonds; the 2016 school building and site bonds, Series C; and the 2018 school building and site refunding bonds, Series D.

12. Information and Discussion

13. Public Input

14. Superintendent Report

15. Commendations/Thank-you

16. Upcoming Events

- Monday, July 15 - 6:30 PM - Work Session - WSEC
- Monday, August 12 - 6:30 PM - Board Meeting - WSEC
- Monday, August 26 - 6:30 PM - Board Meeting - WSEC
- Monday, September 9 - 6:30 PM - Board Meeting - WSEC
- Monday, September 23 - 6:30 PM - Work Session - WSEC

17. Closed Session, if necessary. (MCL 380.503)

18. Other

19. Adjournment