



MASON COUNTY CENTRAL SCHOOLS BOARD OF EDUCATION
First Biannual ORGANIZATIONAL MEETING MINUTES
Board of Education Conference Room



July 24, 2017

I. CALL TO ORDER

President Schulte called the meeting to order at 6:48 p.m.

II. PLEDGE OF ALLEGIANCE

Jeff Mount led attendees in the Pledge of Allegiance.

III. ROLL CALL

Members Present: Becky Alway, Jeff Barnett, Carl Geers, Gena Nelson, Randy Saxton, Jim Schulte, John Wagner

Members Absent: None.

Others Present: Jeff Mount, Carla Mayer, Kris Courtland-Willick, Chris Etchison, Jeff Mount
Guests and public per sign in sheet attached with official minutes.

IV. INFORMATIONAL REPORTS

A. Appointment of School District Attorney – Mr. Mount

It is the recommendation of the Superintendent and Business Manager to continue to contract with Thrun Law Firm for legal representation, with Mike Farrell as general counsel. A request has been presented to the firm that a new financial attorney be assigned to the district.

V. *ACTION ITEMS

A. Bonding of District Personnel, Depository of Funds, and Official Signatures

A motion was made by Barnett, supported by Saxton, to approve the bonding of district personnel, depository of funds, and official signatures for 2017-18 as presented (appendix A attached). Following a brief discussion, motion carried 7 - 0.

B. Regular Monthly Meeting Dates, Times and Places

Dates for the 2017-18 meeting dates for the Board of Education were discussed. It was recommended to set January 29 for the organizational and regular meeting for the month and eliminate January 15. A motion was made by Saxton, supported by Wagner, to approve the monthly meeting calendar of dates, times and locations for 2017-18 with changes as discussed (attached Appendix B. Motion carried 7 - 0.

C. Agenda Format and Termination Time for Board Session

Motion by Barnett, support by Saxton, to approve the agenda format (Appendix C) and meeting termination time of three (3) hours and 10:00 p.m. Motion carried 7 – 0.

D. Set Tuition Rates for 2017-18

Motion by Saxton, support by Wagner, to set tuition rate at one dollar (\$1.00) for non-resident students requesting enrollment after schools of choice window closes. Motion carried 7 – 0.

VI. DELEGATIONS, COMMUNICATIONS AND EXPRESSIONS FROM THE PUBLIC,

None.

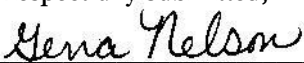
VII. OTHER

None.

VIII. ADJOURNMENT

As there was no further business President Schulte declared the meeting adjourned at 6:58 p.m.

Respectfully Submitted,



Gena Nelson, Secretary



MASON COUNTY CENTRAL SCHOOLS BOARD OF EDUCATION
First Biannual ORGANIZATIONAL MEETING MINUTES
Board of Education Conference Room



Appendix A

DEPOSITORY OF FUNDS, BONDING, OFFICIAL SIGNATURES

WHEREAS, state statute provides that the board shall determine bank depositories; and
 WHEREAS, Public Act 22, commonly referred to as the School Surety Bond Law, exempts treasurers of General Powers districts from posting a surety bond when the authority for administering district money rests with district employees through a resolution of the board:

THEREFORE, BE IT RESOLVED, that The Bank of New York Mellon, PNC, West Shore Bank, and the Michigan Liquid Asset Fund are hereby designated as depositories of this school district, and that the appropriate accounts be opened and maintained in the name of the school district with said institutions, subject to the rules and regulations established from time to time by said institutions; that the superintendent of schools, the business manager, and the bookkeeper are authorized on behalf of Mason County Central School District and in its name to sign checks, receipts or order for payment, or withdrawal of funds deposited in said accounts or deposited to the credit of said school district, except as provided in this resolution in said institution; and, said institution is hereby authorized and directed to honor and pay any of said checks, receipts or orders for the payment or withdrawal of funds deposited to the credit of said school district when so signed; and

BE IT FURTHER RESOLVED, that the foregoing resolutions shall remain in full force and effect until written notice of its amendment or rescission shall have been received by said Bank and that receipt of such notice shall not affect any actions taken by the Bank thereto; and

BE IT FURTHER RESOLVED, that the accounts under the signature of the Superintendent, Bookkeeper, and Business Manager shall be;

General Fund Disbursement Account, Payroll Account – PNC

BE IT FURTHER RESOLVED, that the superintendent of schools designates the following persons as official school signatures for the following accounts:

Petty Cash Checking Bookkeeper, Administrative Assistant	Superintendent, Business Manager,
General Fund Sweep	Superintendent, Business Manager, Bookkeeper
Activity-Municipal Investment Fund	Superintendent, Business Manager, Bookkeeper
School Service Municipal Investment Fund	Superintendent, Business Manager, Bookkeeper
2006 Series A Debt Municipal Investment Fund	Superintendent, Business Manager, Bookkeeper
2006 Series B Debt Municipal Investment Fund	Superintendent, Business Manager, Bookkeeper
2014 Refunding Debt Municipal Investment Fund Bookkeeper	Superintendent, Business Manager,
2006 Series A Capital Project Municipal Investment Fund	Superintendent, Business Manager, Bookkeeper
2016 Capital Projects Fund	Superintendent, Business Manager, Bookkeeper
Petty Cash Community Education Enrichment Checking Bookkeeper, Enrichment Coordinator	Superintendent, Business Manager,
Petty Cash Driver Education Checking Bookkeeper, Driver Education Coordinator	Superintendent, Business Manager,

BE IT FURTHER RESOLVED, that the school district treasurer not be bonded, in accordance with Section 380.124 of the School Code of 1976, revised; and

BE IT FURTHER RESOLVED, that we bond Superintendent, Business Manager, and Bookkeeper for a minimum of \$25,000, Administrative Assistant for a minimum of \$10,000, and Athletic Director and Clerk for a minimum of \$5,000 each; and

BE IT FURTHER RESOLVED, that the Superintendent, and/or Business Manager have the authority to sign loans and contracts on behalf of the Mason County Central School District.



MASON COUNTY CENTRAL SCHOOLS BOARD OF EDUCATION
First Biannual ORGANIZATIONAL MEETING MINUTES
 July 24, 2017
 Board of Education Conference Room



Appendix B

Board Meeting Dates for 2017-2018
All meetings begin at 7:00 p.m. unless otherwise stated.

<u>DATE</u>	<u>LOCATION</u>
2017	
July 24	Organizational Meeting at 6:45 p.m. ----- High School Board Room Regular Meeting at 7:00 p.m. ----- High School Board Room
August 21	----- High School Board Room
September 25	----- High School Board Room
(A Special Meeting may be called between September and October meetings if needed to address State Aid borrowing)	
October 23	----- High School Board Room
November 20	----- Upper Elementary
December 18	Board Work Session at 6:00 p.m. Regular Meeting at 7:00 p.m. ----- High School Board Room
2018	
January 29	Organizational meeting at 6:45 p.m. Regular Meeting at 7:00 p.m. ----- High School Board Room
February 19	----- Middle School
March 19	----- Scottville Elementary
April 23	----- High School Board Room
May 21	----- High School
June 11	----- Victory Early Childhood Center
June 25	----- High School Board Room



Appendix C

AGENDA FORMAT

- I. CALL TO ORDER: President
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL: President
- IV. CONSENT APPROVAL OF AGENDA
- V. *CONSENT AGENDA
- VI. DELEGATIONS, COMMUNICATIONS AND EXPRESSIONS FROM THE PUBLIC (30 minutes maximum; see attached citizen's participation sheet)
- VII. INFORMATIONAL REPORTS
- VIII. ADMINISTRATIVE REPORTS
- IX. BOARD REPORTS (2nd meeting of the month)
- X. *ACTION ITEMS
- XI. ADDITIONAL EXPRESSIONS FROM THE PUBLIC (20 minutes maximum: see attached citizen's participation sheet).
- XII. *CLOSED SESSION
- XIII. OTHER
- XIV. ADJOURNMENT

* Denotes action required

Meeting Start and End Times

The current established practice is:

- Beginning time for regular meetings is 7:00 p.m.
- Regular meetings end no later than 10:00 p.m.
- Meetings do not exceed three hours in length