

**Allegan Area Education Service Agency**  
**ORGANIZATIONAL & REGULAR MEETING**  
**BOARD OF EDUCATION**

Tuesday, July 18, 2017  
8:30 a.m.  
Education Service Center

**AGENDA**

**ORGANIZATIONAL MEETING AGENDA**

- A. CALL MEETING TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL OF THE BOARD OF EDUCATION
- D. ADOPTION OF AGENDA
- E. APPROVAL OF THE MINUTES – June 20, 2017 Regular Meeting of the Board
- F. OPPORTUNITY FOR AUDIENCE TO COMMENT
- G. ELECTION OF OFFICERS:
  - 1. President
  - 2. Vice President
  - 3. Secretary
  - 4. Treasurer
- H. ADOPTION OF REGULAR & SPECIAL BOARD OF EDUCATION MEETING DATES FOR THE 2017-2018 FISCAL YEAR *REF #1*
- I. APPROVAL OF ANNUAL ORGANIZATIONAL & ADMINISTRATIVE FUNCTIONS:
  - 1. Designation of Depositories for School Funds:
    - a. The Administration recommends that the Board designate Chemical Bank, and Michigan Liquid Asset Fund (MILAF) as primary depositories for school funds.

2. Check Signature Authorizations:
  - a. The Administration recommends that the Board authorize the Board President and the Board Treasurer as check signature authorizations.
3. Posting Public Notices of Meetings:
  - a. The Secretary of the Board of Education (or designee) is responsible to post all public notices of meetings.
4. Delegation of Election/Secretarial Duties:
  - a. The Board Secretary may delegate election duties to a member of the district's administrative staff. If duties are delegated, it must be recorded in the minutes of this meeting. (Recommended: The Board Secretary delegates the AAESA Superintendent to handle District Elections.)
  - b. The Board Secretary may delegate Board secretarial duties to the Recording Secretary to act on behalf of the Board Secretary on any occasion when the Board Secretary may not be in attendance.
5. Approval of Professional Organizational Membership:
  - a. The Administration recommends the approval of the following professional organizational memberships:
    1. Allegan County School Board Association
    2. Michigan Association of School Boards (MASB)
    3. MASB Legal Trust Fund
    4. Association of Educational Service Agencies (AESA)
6. Approval of Annual Retainer Agreements:
  - a. The Administration recommends that the Board approve the following annual retainer agreements:
    1. Legal Firm
      - a. Thrun, Maatsch & Nordberg, P.C.
    2. Auditor
      - a. Maner Costerisan
7. Approval of Law Firms:
  - a. The Administration recommends that the Board approve the following law firms on an hourly basis:
    1. Barbara A. Ruga/Clark Hill, PLC
    2. Dykema-Gossett, PLLC

J. APPOINTMENT OF DELEGATES, REPRESENTATIVES AND COMMITTEE MEMBERS

1. Allegan County School Board Association (ACSBA)
2. MASB Legislative Relations Network
3. Special Education Parent Advisory Committee (PAC)

4. Outlook Academy
5. Policy
6. AdvancEd
7. STEM Advisory
8. Early Childhood

K. APPROVAL OF BOARD COMPENSATION SCHEDULE *REF #2*

L. REVIEW CURRENT TERMS OF OFFICE *REF #3*

M. OTHER ORGANIZATIONAL MATTERS

N. COMMENTS FROM THE AUDIENCE

O. ADJOURNMENT TO REGULAR MEETING

### **REGULAR MEETING AGENDA**

#### **I. ROUTINE**

- A. *Agenda Additions*
- B. *Adoption of the Agenda*

#### **II. HEARING AND CORRESPONDENCE**

- A. *Opportunity for the audience to comment on agenda items*

#### **III. CONSENT AGENDA**

- A. *Approval of the Bills & Authorization for Payment*
- B. *The Administration recommends the hiring of the following people:*
  1. Melissa Badillo, GSRP Parent Liaison *REF #4*
  2. Jeri Leigh Levering, Teacher – Hillside West *REF #5*
  3. Catherine TenBusschen, Administrative Associate – Hillside *REF #6*
- C. *Approval of the Consent Agenda*

#### **IV. INFORMATION ITEMS**

- A. *Superintendent and Board Report*
  1. Superintendent Brown accepted the following resignations and terminations per Board of Education Policy 4140:
    - a. Kerrie Antelo, Career Coach, Economic Development – *left for career in different field*
    - b. Sandra Kipen, GSRP Lead Teacher – *left for employment in another district*

- c. Jamie Cox, Bus Attendant – *resigned*
- d. Lindsay Collins, SXI Teacher, Hillside – *left for employment in another district*
- e. Shirley Eichenberg, Operations Manager, Economic Development – *contract expired*
- 2. Board Professional Development
- 3. MASB ~ Larry Collier
- 4. ACSBA ~ Steve Tibbitts
- 5. PAC ~ Larry Collier
- 6. Outlook Academy ~ Bob Hennip
- 7. Continuous Improvement ~ Laurie Schmitt
- 8. Facility Update ~ Linda Blankenship
- B. *Progress on Organizational Goals*
  - 1. Instructional Services Report(s)
    - a. Assistant Superintendent Update ~ Laurie Schmitt *REF #7*
    - b. Specialized Instruction Update ~ Wendy Dubuisson *REF #8*
    - c. ACATEC Update ~ Linda Blankenship *REF #9*
  - 2. Technology Update ~ Mike Smith *Ref #10*
  - 3. Economic Development Update ~ Nora Balgoyen-Williams *REF #11*
  - 4. Finance and Operations Report(s)
    - a. Update ~ Abby Lloyd *REF #12*
    - b. Review of Financial Statements ~ Lisa Bradley *REF #13*
  - 5. Board Member Comments

## V. BUSINESS AGENDA

- A. The Administration recommends that the Board appoint Vestita Ortiz to the position of Truancy Officer in service to Martin Public Schools.
- B. It is recommended that the Board adjourn into executive session per Section 8(c) to discuss Collective Bargaining and Section 8(h) to discuss Attorney-Client Privilege information. *REF #14*
- C. The Administration recommends that the Board approve the SEIU contract as presented.

## VI. FUTURE ITEMS FOR CONSIDERATION

- A. *Comments from the Audience*
- B. *Board of Education Calendar*

## VII. ADJOURNMENT