

**Almont Community Schools
Minutes for Organizational Meeting
January 5, 2023
6:30 p.m.**

Call to Order at 6:30 pm

Pledge of Allegiance

Roll Call:

Walton, Smith, Wade, Edwards, Frederiksen, Battani, Saintonge

All Present

Visitors - 0

Approval of Agenda.

Reorganization of the Board

Motions for the offices of President, Vice President, Secretary and Treasurer were offered and voted upon. The President was voted on first then assumed the chair to conduct the election of the other positions.

Nominations for President

Smith nominates Edwards as President for the 2023 calendar year.

Superintendent – are there any other nominations for President? None

Motion by Wade that nominations be closed and votes are cast for Edwards as President of the Almont School Board for the 2023 calendar year.

Supported by: Frederiksen

P, 1, 7-0-0

The **Superintendent** calls for a roll call vote on the nomination of Edwards for School Board President for the 2023 calendar year.

Roll Call Vote:

Ayes: Battani, Frederiksen, Wade, Edwards, Smith, Saintonge, Walton

Nays: None

Edwards is the new BOE President.

P, 2, 7-0-0

Nominations for Vice-President

Saintonge nominates Smith, as Vice-President for the 2023 calendar year.

President- are there any other nominations for Vice President? None

Motion by Frederiksen, that nominations be closed and votes are cast for Smith as Vice-President of the Almont School Board for the 2023 calendar year.

Supported by: Walton

P, 3, 7-0-0

The **President** calls for a roll call vote on the nomination of Smith for Vice-President for the 2023 calendar year.

Roll Call Vote:

Ayes: Wade, Frederiksen, Battani, Walton, Saintonge, Smith, Edwards

Nays: None
Smith is the new BOE Vice President
P, 7, 7-0-0

Nominations for Secretary

Battani nominates Walton as Secretary for the 2023 calendar year.

President – are they any other nominations for Secretary? None

Motion by Wade that nominations be closed and votes are cast for Walton as Secretary of the Almont Board of Education for the 2023 calendar year.

Supported by: Frederiksen

P, 5, 7-0-0

The **President** calls for a roll call vote on the nomination of Walton for Secretary for the 2023 calendar year.

Roll Call Vote:

Ayes: Battani, Frederiksen, Wade, Walton, Smith Edwards, Saintonge

Nays: None

Dallas Walton will be the Secretary of the BOE.

P, 6, 7-0-0

Nomination for Treasurer

Frederiksen nominates Wade as Treasurer for the 2023 calendar year.

President – are there any other nominations for Treasurer? None

Motion by Battani, that nominations be closed and votes are cast for Wade, as Treasurer of the Almont Board of Education for the 2023 calendar year.

Supported by: Frederiksen

P, 7, 7-0-0

The **President** calls for a roll call vote on the nomination of Wade for Treasurer for the 2023 calendar year.

Roll Call Vote:

Ayes: Smith, Saintonge, Frederiksen, Battani, Wade, Walton, Edwards

Nays: None

James Wade is the new Treasurer of the BOE

P, 8, 7-0-0

Approval of Board Policies

Moved by Battani, supported by Frederiksen, the Board of Education adopt all Bylaws and Polices of the previous Board of Education subject to revision as necessary.

P, 9, 7-0-0

Establishing Location, Time and Dates of Board of Education Meetings

Moved by Walton, supported by Wade 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 month of March and December. The dates of the Meetings of the Board of Education be as follows:

7:00 p.m.

January 24, 2023

February 28, 2023

*March 21, 2023**

April 25, 2023

May 23, 2023

June 27, 2023

July 25, 2023

August 22, 2023

September 26, 2023

October 24, 2023

November 28, 2023

*December 19, 2023**

and further, that Committee, Informational and Special Meetings of the Board shall be held in the Media Center of Almont High School at 4701 Howland Rd., Almont, Michigan subject to call.

P, 10, 7-0-0

Discussion: regarding changing time of the December meeting

Naming of Depositories

Moved by Walton, supported by Frederiksen, the Board of Education name the following depositories for the General Fund, Food Service Fund, Payroll Account, Trust & Agency Funds, Procure, Athletics, 2016 Refunding, 2021 Series A, 2014 Sinking Fund, Accounts Payable Account, 2021 Series B, and 2013 Refunding and:

ChoiceOne

Tri-County 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, 11, 7-0-0

Authorization of Officials to Sign Checks (two motions)

(First Motion)

Moved by Wade, supported by Frederiksen, 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.

Miscellaneous Accounts

(Including General Fund, Food Service Fund, 2016 Refunding, 2021 Series A, Accounts Payable, Procure, Athletics, 2021 Series B, 2014 Sinking Fund and Refunding 2013)

- 2 of 5: Officers of the Board -
 - Board President, Angela Edwards
 - Vice President, Janaea Smith
 - Secretary, Dallas Walton
 - Treasurer, James Wade
 - Other: Superintendent William Kalmar

Payroll and Withholding Accounts

Payroll and Withholding

- 2 of 5: Superintendent, William Kalmar,
 - Board President, Angela Edwards
 - Vice President, Janaea Smith
 - Board Secretary, Dallas Walton
 - Board Treasurer, James Wade

Trust & Agency Accounts

High School account ending in 9889

- 2 of 4: Building Principal, Elizabeth Gallagher
 - Head Secretary, Joyce Burkland
 - Superintendent, William Kalmar
 - Dean of Students, Ross Gauthier

High School – Athletic Account ending in 6731

- 2 of 4: Building Principal, Elizabeth Gallagher
 - Athletic Secretary, Debbie Lemon
 - Superintendent, William Kalmar
 - Athletic Director, Ross Gauthier

Middle School – ending in 5399

- 2 of 4: Building Principal Kimberly VonHiltmayer,
 - Head Secretary Terrie Graat,
 - Superintendent William Kalmar,
 - Dean of Students Jay Zieglowsky

Orchard Primary – ending 5461

- 2 of 3: Building Principal, Kasie Allen
 - Head Secretary Susan Stone,
 - Superintendent William Kalmar

P, 12, 7-0-0

(2nd Motion)

Use of Facsimile Signatures for Certain Checks

Moved by Wade, supported by Frederiksen the Board of Education authorize the use of facsimile signatures for checks under \$5,000 drawn on ChoiceOne for Accounts Payable and Payroll.

P, 13, 7-0-0

Authorization for Transferring Funds and Receiving Account Balances (two motions)

(First Motion)

Moved by Frederiksen, supported by Battani the Board of Education authorize the Superintendent William Kalmar, Administrator of Finance, Board of Education President Angela Edwards, Board Secretary Dallas Walton or Board Treasurer James Wade to transfer funds to and from all accounts.

P, 14, 7-0-0

(Second Motion)

Moved by Frederiksen, supported by Battani, the Board of Education authorize the Administrator of Finance and Superintendent William Kalmar to receive account balances for all accounts.

P, 15, 7-0-0

Discussion: Motion amended to include William Kalmar since at this time we are without an Administrator of Finance.

Authorization to Invest Surplus Funds

Moved by Frederiksen, supported by Battani, the Board of Education authorize the Administrator of Finance and Dr. William Kalmar, Superintendent (until the new Administrator of Finance is hired) as the designated agents 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, 16, 7-0-0

Discussion: Motion amended to include Dr. Kalmar since at this time we are without an Administrator of Finance.

Establishing Standing Committees

Moved by Walton, supported by Frederiksen, the following Board Committees be established as Standing Committees for the 2023 calendar year:

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

P, 17, 7-0-0

Discussion: Can we add other committees.

Setting of Board of Education Compensation

Moved by Wade, supported by Frederiksen, 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, 18, 7-0-0

Discussion: Can Board members volunteer their time but choose to ‘donate’ their salary back to specific funds at the district.

Nominations to the MASB Delegate Assembly

Moved by Wade, supported by Battani, that Walton be nominated for the MASB Delegate Assembly and this Board direct the administration to forward this nomination immediately to MASB.

P, 19, 7-0-0

Representative at Intermediate School District Board of Education Meetings

Moved by Walton, supported by Saintonge, that Wade be appointed as the Almont School Board's representative at the Lapeer County Intermediate School District Board of Education meetings.

P, 20, 7-0-0

Designation of Individuals Responsible for Posting Meetings

Moved by Walton, supported by Frederiksen, that the Administrative Assistant be appointed as the person responsible for posting meetings of the Almont Board of Education.

P, 21, 7-0-0

Public Comments

None

Board of Education Comments

Walton – do we have applicants for Administrator of Finance.
Frederiksen – when will we set committees, when are work session dates
Edwards – when will we know about law enforcement monies
Kalmar – thanked those BOE individuals that filled the President, VP, Secretary and Treasurer positions.

Adjournment

Moved by Walton, supported by Frederiksen to adjourn the January 5th, 2023 Organizational Meeting at 7:13 pm.

P, 22, 7-0-0

January 23, 2023

Date

Angela Edwards, President

Dallas Walton, Secretary