

**Almont Community Schools
Minutes for Organizational Meeting
January 10, 2022
6:30 p.m.**

Call to Order at 6:30 pm

Pledge of Allegiance

Oath of Office- NA

Roll Call - Walton, Smith, Wade, Edwards Present

Jennifer Mitchell, Michael Sullivan Absent

Visitors - 2

Approval of Agenda – items 18,19, and 20 were removed – No interview or appointment of candidates tonight. Candidates were informed of this earlier in the day.

Reorganization of the Board

Motions for the offices of President, Vice President, Secretary and Treasurer were offered and voted upon. The President and Vice President were chosen first, **then the Vice President assumed the chair to conduct the election of the other positions since the President was not in attendance.**

Nominations for President

Edwards nominates Mitchell as President for the 2022 calendar year.

Superintendent – are there any other nominations for President? None

Motion by Walton that nominations be closed and votes are cast for President of the Almont School Board for the 2022 calendar year.

Supported by: Wade

P, 1, 4-0-0

The **Superintendent** calls for a roll call vote on the nomination of Jennifer Mitchell for School Board President for the 2022 calendar year.

Roll Call Vote:

Ayes: Edwards, Walton, Smith, Wade

Nays: None

Jennifer Mitchell is the new BOE President.

Discussion: Dr. Kalmar asks if anyone has the authority to accept this nomination for Mrs. Mitchell, Mr. Walton replies that he does. She expressed her desire to accept should she be nominated.

P, 2, 4-0-0

Nominations for Vice-President

Walton nominates Edwards, as Vice-President for the 2022 calendar year.

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

Motion by Smith, that nominations be closed and votes are cast for Edwards as Vice-President of the Almont School Board for the 2022 calendar year.

Supported by: Walton

P, 3, 4-0-0

The **Superintendent** calls for a roll call vote on the nomination of Edwards for Vice-President for the 2022 calendar year.

Roll Call Vote:

Ayes: Edwards, Walton, Smith, Wade

Nays: None

Mrs. Edwards is the new BOE Vice President

P, 4, 4-0-0

Nominations for Secretary

Wade nominates Walton as Secretary for the 2022 calendar year.

Vice -President – are they any other nominations for Secretary? None

Motion by Walton that nominations be closed and votes are cast for Walton as Secretary of the Almont Board of Education for the 2022 calendar year.

Supported by: Wade

P, 5, 4-0-0

The **Vice President** calls for a roll call vote on the nomination of Walton for Secretary for the 2022 calendar year.

Roll Call Vote:

Ayes: Wade, Smith, Walton, Edwards

Nays: None

Dallas Walton will be the Secretary of the BOE.

P, 6, 4-0-0

Nomination for Treasurer

Smith nominates Wade as Treasurer for the 2022 calendar year.

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

Motion by Walton , that nominations be closed and votes are cast for Wade, as Treasurer of the Almont Board of Education for the 2022 calendar year.

Supported by: Smith

P, 7, 4-0-0

The **President** calls for a roll call vote on the nomination of Walton for Treasurer for the 2022 calendar year.

Roll Call Vote:

Ayes: Walton, Smith, Wade, Edwards

Nays: None

James Wade is the new Treasurer of the BOE

P, 8, 4-0-0

Approval of Board Policies

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

P, 9, 4-0-0

Establishing Location, Time and Dates of Board of Education Meetings

Moved by Wade, supported by Walton 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, 2022*
- February 28, 2022*
- March 21, 2022**
- April 25, 2022*
- May 23, 2022*
- June 27, 2022*
- July 25, 2022*
- August 22, 2022*
- September 26, 2022*
- October 24, 2022*
- November 28, 2022*
- December 19, 2022**

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, 4-0-0

Naming of Depositories

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

- ChoiceOne
 - Tri-County Bank
 - PNC 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, 4-0-0

Authorization of Officials to Sign Checks (two motions)

(First Motion)

Moved by Smith, supported by Walton, 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, 2016 Refunding, 2021 Series A, Accounts Payable, FSA Maintenance Account, Procure, Payschools, Athletics, FSA, 2021 Series B, 2014 Sinking Fund and Refunding 2013)

2 of 5: Officers of the Board -
Board President, Jennifer Mitchell
Vice President, Angela Edwards
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, Jennifer Mitchell
Vice President, Angela Edwards
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

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, Jamie Miller
Head Secretary Susan Stone,
Superintendent William Kalmar

P, 12, 4-0-0

(2nd Motion)

Use of Facsimile Signatures for Certain Checks

Moved by Smith supported by Wade, 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, 4-0-0

Authorization for Transferring Funds and Receiving Account

Balances (two motions)

(First Motion)

Moved by Smith, supported by Wade the Board of Education authorize the Superintendent William Kalmar, Administrator of Finance Beth Granger, Board of Education President Jennifer Mitchell, Board Secretary Dallas Walton or Board Treasurer James Wade to transfer funds to and from all accounts.

P, 14, 4-0-0

(Second Motion)

Moved by Wade, supported by Walton, the Board of Education authorize the Administrator of Finance Beth Granger to receive account balances for all accounts.

P, 15, 4-0-0

Authorization to Invest Surplus Funds

Moved by Smith, supported by Walton, 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, 16, 4-0-0

Establishing Standing Committees

Moved by Walton, supported by Wade, the following Board Committees be established as Standing Committees for the 2022 calendar year:

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

P, 17, 4-0-0

Setting of Board of Education Compensation

Moved by Smith, supported by Wade, 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, 4-0-0

Nominations to the MASB Delegate Assembly

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

P, 19, 4-0-0

Representative at Intermediate School District Board of Education Meetings

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

P, 20, 4-0-0

Designation of Individuals Responsible for Posting Meetings

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

P, 21, 4-0-0

Public Comments

None

Board of Education Comments

None

Adjournment

Moved by Walton, supported by Wade to adjourn the January 10th, 2022 Organizational Meeting at 6:59 pm.

P, 22, 4-0-0

Date

Jennifer Mitchell, President

Dallas Walton, Secretary