

**Almont Community Schools
Minutes for Organizational Meeting
January 8, 2024
6:30 p.m.**

Call to Order at 6:30 pm

Pledge of Allegiance

Roll Call:

Walton, Smith, Wade, SaintOnge, Frederiksen, Battani, Edwards

All Present

Visitors - 1

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 nominated Edwards as President for the 2024 calendar year. Edwards accepts the nomination.

Superintendent – Are there any other nominations for President?

Frederiksen nominated Walton as President for the 2024 calendar year. Walton respectfully declined the nomination.

Motion by Smith that nominations be closed and votes are cast for Edwards as President of the Almont School Board for the 2024 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 2024 calendar year.

Roll Call Vote:

Ayes: Battani, Wade, SaintOnge, Smith, Saintonge, Edwards

Nays: Frederiksen

Edwards is the BOE President.

P, 2, 6-1-0

Nominations for Vice-President

Saintonge nominated Smith, as Vice-President for the 2024 calendar year.

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

Motion by Battani, that nominations be closed and votes are cast for Smith as Vice-President of the Almont School Board for the 2024 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 2024 calendar year.

Roll Call Vote:

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

Nays: None

Smith is the BOE Vice President

P, 4, 7-0-0

Nominations for Secretary

Wade nominated Walton as Secretary for the 2024 calendar year.

President – Are there any other nominations for Secretary? None

Motion by SaintOnge that nominations be closed and votes are cast for Walton as Secretary of the Almont Board of Education for the 2024 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 2024 calendar year.

Roll Call Vote:

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

Nays: None

Dallas Walton is the Secretary of the BOE.

P, 6, 7-0-0

Nomination for Treasurer

Battani nominated Wade as Treasurer for the 2024 calendar year.

President – Are there any other nominations for Treasurer? None

Motion by Frederiksen, that nominations be closed and votes are cast for Wade, as Treasurer of the Almont Board of Education for the 2024 calendar year.

Supported by: SaintOnge

P, 7, 7-0-0

The **President** calls for a roll call vote on the nomination of Wade for Treasurer for the 2024 calendar year.

Roll Call Vote:

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

Nays: None

James Wade is the Treasurer of the BOE

P, 8, 7-0-0

Approval of Board Policies

Moved by Wade, supported by Frederiksen, the Board of Education adopt all Bylaws and Policies 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 Frederiksen, Meetings of the Almont Board of Education be held in the Auditorium, at Almont High School, 4701 Howland Rd., Almont, Michigan at 7:00 p.m. on the Fourth Monday of each month except for the months of March, May, and December. The dates of the Meetings of the Board of Education be as follows:

- 7:00 p.m.
- January 22, 2024*
- February 26, 2024*
- March 18, 2024**
- April 22, 2024*
- May 20, 2024**
- June 24, 2024*
- July 22, 2024*
- August 26, 2024*
- September 23, 2024*
- October 28, 2024*
- November 25, 2024*
- December 16, 2024**

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

Naming of Depositories

Moved by Wade, 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 SaintOnge, the Board of Education authorized 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 Kimberly VonHiltmayer

Payroll and Withholding Accounts

Payroll and Withholding
2 of 5: Superintendent, Kimberly VonHiltmayer
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, Stephen Shifflett
Head Secretary, Joyce Burkland
Superintendent, Kimberly VonHiltmayer
Dean of Students, Ross Gauthier

High School – Athletic Account ending in 6731

2 of 4: Building Principal, Stephen Shifflett

Athletic Secretary, Debbie Lemon
Superintendent, Kimberly VonHiltmayer
Athletic Director, Ross Gauthier

Middle School – ending in 5399

2 of 4: Building Principal, Barbara Lewis
Head Secretary, Sherrie Taylor
Superintendent, Kimberly VonHiltmayer
Dean of Students Jay Zieglowsky

Orchard Primary – ending 5461

2 of 3: Building Principal, Kasie Allen
Head Secretary, Susan Stone,
Superintendent, Kimberly VonHiltmayer

P, 12, 7-0-0

(2nd Motion)

Use of Facsimile Signatures for Certain Checks

Moved by Wade, supported by Frederiksen the Board of Education authorized 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 Wade, supported by Battani, the Board of Education authorized Superintendent Kimberly VonHiltmayer, the 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 Wade, supported by SaintOnge, the Board of Education authorized the Administrator of Finance and Superintendent Kimberly VonHiltmayer to receive account balances for all accounts.

P, 15, 7-0-0

Authorization to Invest Surplus Funds

Moved by Wade, supported by Frederiksen, the Board of Education authorized 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, 7-0-0

Establishing Standing Committees

Moved by Walton, supported by SaintOnge, the following Board Committees be established as Standing Committees for the 2024 calendar year:

Building & Site Committee Curriculum Committee
Finance Committee Policy Committee
Personnel Committee
P, 17, 7-0-0

Setting of Board of Education Compensation

Moved by Wade, supported by Battani, 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

Nominations to the MASB Delegate Assembly

Moved by Walton, supported by Frederiksen, that SaintOnge be nominated for the MASB Delegate Assembly and this Board directed 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 Frederiksen, that Walton be appointed as the Almont School Board's representative at the Lapeer County Intermediate School District Board of Education meetings with Battani as the alternate.

P, 20, 7-0-0

Designation of Individuals Responsible for Posting Meetings

Moved by Walton, supported by Battani, 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

Mr. Popadyuk mentioned that this was the first Board of Education meeting that he has attended but looks forward to attending more and being involved in the community.

Board of Education Comments

Mr. Walton- he is looking into how the committees on the Board of Education function and how to streamline some of the processes.

Mrs. VonHiltmayer- asked if the Ad-hoc Athletic Committee would be a part of this. Mrs. Edwards responded that it would probably not be, due to it being as-needed.

Mrs. VonHiltmayer sent out emails in regards to Bond communication for community members at various upcoming school events.

Adjournment

Moved by Walton, supported by Frederiksen to adjourn the January 8th, 2024
Organizational Meeting at 7:02pm.

P, 22, 7-0-0

Date

Angela Edwards, President

Dallas Walton, Secretary