

**CHEBOYGAN-OTSEGO-PRESQUE ISLE
EDUCATIONAL SERVICE DISTRICT**

6065 Learning Lane
Indian River, Michigan 49749

Regular Meeting
July 12, 2018

Superintendent Huber called the regular monthly meeting of the Cheboygan-Otsego-Presque Isle Educational Service District Board of Education to order at 7:00 p.m. The meeting began with those present reciting the Pledge of Allegiance.

Roll call: Present: Budnick, Axford, Huff, Powers, Brewbaker, Bastian
Pushman (arrived at 7:16)
Absent: None

There were no items to be added/deleted to the agenda.

Under Communications, Superintendent Huber shared an email he received regarding the MASB Summer Institute on August 10-12, 2018 at the Hyatt in Novi. The theme of the conference is School Safety. Superintendent Huber asked that the Board contact Bonnie if they are interested in attending. Superintendent Huber also will add the two newest Board members to the MASB mailing list.

The following visitors were recognized: Chris Barber, COP recording secretary.

The Board reviewed the minutes from the June 14, 2018 Regular Meeting. A motion to approve the minutes was made by Axford, supported by Powers to accept the Regular meeting minutes as presented. All aye. Motion carried.

A motion was made by Axford, supported by Powers to accept the June 14, 2018 Closed Session meeting minutes with one change to be made on Page 5 of said minutes. All Aye. Motion Carried.

Mr. Powers read the Treasurer's Report to the Board members. He reviewed the cash reports on Special Education, General Education, Motor Vehicle, Unemployment and Bus Replacement Funds. A list of all expenditures is available to the Board for review at each meeting. A motion was made by Huff, supported by Axford to accept the Treasurer's Report and pay the warrants. A roll call vote was taken: Axford, yes; Budnick, yes; Powers, yes; Huff, yes; Bastian, yes; Brewbaker, yes. Motion carried.

There were no Staff Presentations.

Regular Meeting 7/12/18 continued:

A nomination was made by Huff, supported by Axford to elect Mr. Budnick as Board President. No other nominations were made. A motion was made by Powers, supported by Huff to elect Mr. Budnick as President. All Aye. Motion Carried.

A nomination was made by Axford, supported by Huff to elect Mr. Powers for Board Vice-President. No other nominations were made. A motion was made by Huff, supported by Axford to elect Mr. Powers as Vice-President. All Aye. Motion Carried.

A nomination was made by Powers to elect Mr. Axford as Board Secretary. No other nominations were made. A motion was made by Powers, supported by Bastian to elect Mr. Axford as Board Secretary. All Aye. Motion Carried.

A nomination was made by Axford to elect Mrs. Huff as Board Treasurer. No other nominations were made. A motion was made by Axford, supported by Powers, to elect Mrs. Huff as Board Treasurer. All Aye. Motion Carried.

President Budnick requested a motion for the authorization of primary duties of Secretary and Treasurer to Jamie Huber- Secretary and Amy Karsten- Treasurer. Motion was made by Axford, supported by Brewbaker to approve these assignments. All Aye. Motion carried.

A motion was made by Axford, supported by Powers, to approve the appointment of counsel: Thrun Law Firm, P.C. and LaPointe & Butler. All Aye. Motion carried.

A motion was made by Huff, supported by Axford, to approve the appointment of auditors: Straley Lamp Kraenzlein P.C. All Aye. Motion carried. Mr. Axford questioned the need to bid the service out.

A motion was made by Axford, supported by Powers, to approve Board Memberships as follows: MASB, NSBA, MI Rural School Districts, and Technology Learning Network. All Aye. Motion carried. A short discussion occurred about the MI Rural School Districts.

The following designation signature authorizations were presented to the Board for approval.

- General Checks – Jamie Huber, Amy Karsten
- Payroll Checks – Jamie Huber, Amy Karsten
- Contracts/Agreements – Jamie Huber or Administrative Designee
- Purchase Orders – Jamie Huber, Bridget Merchant or Amy Karsten

A motion was made by Powers, supported by Brewbaker to accept the signature authorizations as presented. All Aye. Motion Carried.

Regular Meeting 7/12/18 continued:

Under Other Authorizations, Superintendent Huber will serve as the Representative for the County Tax Allocation Board. He also has the authority to approve Staff Overnight / Out of State Travel for Staff. Dennis Budnick is authorized to approve the Superintendent's Overnight/Out of State Travel requests between Board meetings. A motion was made by Bastian, supported by Huff, to approve these appointments and authorizations. All Aye. Motion carried.

A motion was made by Powers, supported by Bastian to designate the following as electronic transfer officers for COP ESD: Peggy Bush, Bridget Merchant, Amy Karsten and Jamie Huber. All Aye. Motion carried.

Mr. Budnick requested a motion for designation of banks for deposit of funds per the listing provided to the Board. A motion was made by Bastian, supported by Pushman to approve the designated banks for deposit of funds. A roll call vote was taken: Axford, yes; Budnick, yes; Powers, yes; Huff, yes; Pushman, yes; Bastian, yes; Brewbaker, yes. Motion carried.

Superintendent Huber presented the Board with a proposed schedule designating the Board's meeting night, time and location for approval. The meeting night will remain as the second Thursday of the month unless otherwise noted. A motion was made by Huff, supported by Powers, to keep the meeting schedule as presented. All Aye. Motion carried.

Mr. Budnick made the following Committee Appointments for the Board.

1. Special Education Advisory Committee Appointment – Sherry Huff
2. Legislative Relations Network Designee – Dennis Budnick, Alternate: Henry Axford.

After a short discussion, the Personnel Review Committee Appointment was deleted due to the use of the new Superintendent evaluation MASB tool and facilitated process. The Committee will be appointed by the Board if and when needed.

President Budnick with Henry Axford (alternate) will serve as MASB Delegates.

A motion was made by Pushman, supported by Bastian to approve the Credit Card Use Authorizations and all other purchase card holders as presented. All Aye. Motion carried.

Superintendent Huber asked for Board approval to set a fee to charge individuals who request notice of board meetings at no charge per request. A motion was made by Huff, supported by Axford, for no fee to individuals who request information. All Aye. Motion carried.

Superintendent Huber continued with the Informational Report. There was no Superintendent Council for the month of July. The next meeting will be in August.

Regular Meeting 7/12/18 continued:

A motion was made by Huff, supported by Bastian to approve an Overnight Travel request for Superintendent Huber's attendance at the MASA Sustain Excellence Series during the 2018-19 school year. All Aye. Motion carried.

Under Unfinished and New Business, Superintendent Huber presented the ISD wide 2018-2023 Common Calendar to the Board for Approval. A motion was made by Huff, supported by Bastian to approve the 5-year calendar. All Aye. Motion carried.

Superintendent Huber presented to the Board a letter of recommendation from Donna Jones, Director of Special Education to hire Kristi Bonter as the new Student Engagement Consultant at the MA 30 Step 11 level pending verification. A motion was made by Huff, supported by Pushman, to hire Kristi. A roll call vote was taken: Axford, yes; Budnick, yes; Powers, yes; Huff, yes; Pushman, yes; Bastian, yes; Brewbaker, yes. Motion carried. A short discussion of other open positions within the ESD occurred.

Superintendent Huber shared with the Board a memo from Rich Marshall Director of Instructional Services recommending COP accept the bid from McGraw-Hill for the amount of \$37,619.91 to purchase the digital platform for the Wonders Reading Program (K-6). By using the bid process through COP, each local district saves money. The recommendation is contingent upon COPEDS receiving a signed agreement of payment from Inland Lakes Schools, Wolverine Schools, and Vanderbilt Schools. A motion was made by Pushman, supported by Bastian, to approve the Digital Platform Bid. A roll call vote was taken: Axford, yes; Budnick, yes; Powers, yes; Huff, yes; Bastian, yes; Brewbaker, yes. Motion carried.

There was no Board Policy for review.

Under Superintendent's Report, Superintendent Huber asked for RSVPs for the NMSLA Legislative Dinner to be held August 2nd at the Haggerty Center in TC.

He also shared the dates for the MASB/NASB Annual Conference. Board members were asked about attendance and a short discussion was held regarding which events the new board members should attend.

Superintendent Huber asked the Board for a date for the MASB Priority Meeting which will be held at the COPEDS office. The Board decided on October 25, 2018.

Superintendent Huber informed the Board of a regional workshop he attended regarding the Marshall Plan for Talent. A discussion occurred regarding the need for this in our area and how COP might get further involved.

Regular meeting 7/12/18 continued:

Superintendent Huber shared information regarding the Posen tower. A discussion was held regarding refurbishing or removing the tower. Superintendent Huber will be working with District counsel to prepare a bid for removal and plans to bring a recommended bid award to the Board for approval at the next meeting.

Superintendent Huber informed the Board the Cabinet/Workspace Replacement is on track for installation by August 3, 2018.

There were no Public Comments.

Under Board Comments, President Budnick stated that he is only the third President that the COPESD Board has had since 1985. A discussion was held regarding how long each Board member has been on the Board with the Board asking for confirmation.

A motion to adjourn the meeting was made by Axford, supported by Powers. All Aye. Motion carried. Meeting adjourned at 8:10 p.m.

Henry Axford, Secretary