

ATHENS AREA SCHOOLS  
Board of Education Meeting  
304 East South Street  
Athens, Michigan  
July 11, 2011

ORGANIZATIONAL MEETING

ATHENS HIGH SCHOOL  
Media Center  
Telephone: 729-5414

6:00 p.m.

1. The meeting was called to order by Superintendent Richard P. Franklin at 6:15 p.m.

a. membership count to determine quorum presence:

Present: Kacie Brunner, Joel Chapman, Kendra Falk, Craig Fairchild, John Knowles,  
and Dennis Stanton.  
Absent: Dan Loew.  
Quorum: Present.

NOTE: Kendra Falk was appointed acting secretary for this meeting.

2. Approval of Agenda.

0011112 Mr. Knowles moved approval of agenda as presented.

Second: Mr. Chapman.  
Ayes: Six. Nays: None. Motion: Passed.

3. Public Comments.

Rich Franklin: An area banking facility met with Rich and Dennis Stanton to discuss them moving here and wanted to see the administration building.

4. Appointment of temporary chairperson.

0021112 Mr. Fairchild moved that John Knowles be appointed temporary chairperson.

Second: Mr. Chapman.  
Ayes: Six. Nays: None. Motion: Passed.

5. Election of the President of the Board.

0031112 Mrs. Falk moved that the nominations be closed and a unanimous ballot be cast for Dennis Stanton for the office of President.

Second: Mr. Fairchild.  
Ayes: Six. Nays: None. Motion: Passed.

6. Appointment of Temporary Chairperson Ceases.

**The chairperson turns the meeting over to the newly elected president.**

7. Election of the Vice-President of the Board.

0041112 Mr. Stanton moved that the nominations be closed and a unanimous ballot be cast for Kendra Falk for the office of Vice President.

Second: Mr. Chapman.

Ayes: Six. Nays: None. Motion: Passed.

The Chair hereby declares **Kendra Falk** elected **Vice-President** of the Board of Education.

8. Election of the Secretary of the Board.

0051112 Mr. Knowles moved that the nominations be closed and a unanimous ballot be cast for Dan Loew for the office of Secretary.

Second: Mrs. Falk.

Ayes: Six. Nays: None. Motion: Passed.

The Chair hereby declares **Daniel Loew, Sr.** elected **Secretary** of the Board of Education.

9. Election of the Treasurer of the Board.

0061112 Mrs. Falk moved that the nominations be closed and a unanimous ballot be cast for Kacie Brunner for the office of Treasurer.

Second: Mr. Chapman.

Ayes: Six. Nays: None. Motion: Passed.

The Chair hereby declares **Kacie Brunner** elected **Treasurer** of the Board of Education.

10. Designation of Paying Agents, etc.

A. Paying Agents, Etc.

0071112 Mr. Knowles moved that the Paying, Depositing, and Withdrawing Agents for Athens Area Schools' funds be selected using the guidelines specified in Athens Area School Investment NEOLA Policy #6144, which was adopted and signed February 16, 2004. Further, all

Payroll Fund checks will be signed by the Treasurer of the Board. All Hot Lunch, Activity Fund, Capital Projects and Debt Retirement checks will be signed by Mr. Richard Franklin, Superintendent, with Shirley Dowd, Executive Assistant Finance, serving as an alternate. All General Fund checks, which Athletics is a part of, will be signed by Mr. Richard Franklin, Superintendent, with Diana Casselman, Executive Assistant to the Superintendent, serving as an alternate. Investment instruments will be signed by Mr. Richard Franklin, Superintendent, and/or Diana Casselman, Executive Assistant, and the Board Treasurer as occasions demand.

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Second: Mrs. Falk.

Ayes: Six. Nays: None. Motion: Passed.

B. Bond Authority.

0081112 Mr. Chapman moved that the Board of Education authorize the Superintendent, Mr. Richard Franklin, with the Treasurer of the Board serving as an alternate, to sign the Bond Authority Purchase Contract and accept the interest rate for the note.

Second: Mr. Knowles.

Ayes: Six. Nays: None. Motion: Passed.

C. Purchase Orders.

0091112 Mrs. Falk moved that the Board of Education authorize the Superintendent, Mr. Richard Franklin and/or the Executive Assistants, Diana Casselman to sign purchase orders for General/Athletic Fund and/or Shirley Dowd to sign purchase orders for Hot Lunch, Activity, Debt Retirement and Capital Projects.

Second: Mrs. Brunner.

Ayes: Six. Nays: None. Motion: Passed.

11. Determination of regular Board of Education meeting dates.

0101112 Mr. Knowles moved that the Athens Area Schools Board of Education set the **third Monday(s)** of each month to be the work session and/or regular business meeting days. (NOTE: All meetings through August 2011 will be held at East Leroy Elementary School. Thereafter, the meeting will be held at the Athens High School Media Center, unless otherwise posted.)

Second: Mr. Chapman.

Ayes: Six. Nays: None. Motion: Passed.

12. Appointment of Calhoun Area School Board Members Association (CASBMA) Representative and Alternate.

A. CASBMA Representative.

0111112 Mr. Stanton moved that the nominations be closed and a unanimous ballot be cast for John Knowles as the CASBMA representative.

Second: Mrs. Brunner.

Ayes: Six. Nays: None. Motion: Passed.

The Chair hereby declares **John Knowles** elected **CASBMA representative**.

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B. Alternate CASBMA Representative.

0121112 Mrs. Falk moved that the nominations be closed and a unanimous ballot be cast for Joel Chapman as the alternate CASBMA representative.

Second: Mr. Knowles.

Ayes: Six. Nays: None. Motion: Passed.

The Chair hereby declares **Joel Chapman** elected **alternate CASBMA representative**.

13. Appointment of Michigan Association of School Boards Representative Legislative Relations Network (LRN) and Alternate.

A. LRN Representative.

0131112 Mr. Stanton moved that the nominations be closed and a unanimous ballot be cast for Daniel Loew, Sr. as the LRN representative.

Second: Mr. Knowles.

Ayes: Six. Nays: None. Motion: Passed.

The Chair hereby declares **Daniel Loew, Sr.** elected **LRN representative**.

B. Alternate LRN Representative.

0141112 Mrs. Falk moved that the nominations be closed and a unanimous ballot be cast for Kacie Brunner as the alternate LRN representative.

Second: Mr. Knowles.

Ayes: Six. Nays: None. Motion: Passed.

The Chair hereby declares **Kacie Brunner** elected **alternate LRN representative**.

14. Determination of Board of Education compensation.

0151112 Mr. Knowles moved that the Board of Education compensation be **\$30.00** per meeting with an **annual maximum of \$599.99**.

Second: Mrs. Falk.

Ayes: Six. Nays: None. Motion: Passed.

15. Designation of Legal Counsel.

0161112 Mrs. Falk moved that the Board of Education of the Athens Area Schools retain the firm of **Thrun Law Firm, P.C.** of East Lansing, Michigan as legal counsel.

Second: Mr. Knowles.

Ayes: Six. Nays: None. Motion: Passed.

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16. Delegation of Duties by Officers.

Secretary appoints Diana Casselman, Executive Assistant to the Superintendent, to do the following: all legal advertising required by law or as directed by the Board, assist the counties in conducting annual and special elections, and prepare reports required by the State Board of Education.

17. Adjournment.

0171112 Mrs. Falk moved that the meeting be adjourned.

Second: Mr. Knowles.

Ayes: Six. Nay: None. Motion: Passed.  
Time of Adjournment: 6:50 p.m.

Respectfully submitted by Kendra Falk, Acting Secretary, Board of Education