

ATHENS AREA SCHOOLS
Board of Education Meeting
304 East South Street
Athens, Michigan
July 6, 2009

ORGANIZATIONAL MEETING

ATHENS HIGH SCHOOL
Media Center
Telephone: 729-5414

6:00 p.m.

1. The meeting was called to order by President Dennis Stanton at 6:03 p.m..

a. membership count to determine quorum presence:

Present: Joel Chapman, Kendra Falk, John Knowles, Dan Loew, Dennis Stanton and Amy Weeks
Absent: Tomissa Smittendorf
Quorum: Present.

2. Approval of Agenda.

0010910 Mr. Falk moved approval of agenda as amended, adding Item # 13.5 Strategic Planning Committee.

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

3. Public Comments. NONE.

4. Appointment of temporary chairperson.

0020910 Mrs. Falk moved that Dennis Stanton be appointed temporary chairperson.

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

5. Election of the President of the Board.

0030910 Mrs. Falk moved that the nominations be closed and a unanimous ballot be cast for Dennis Stanton for the office of President.

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

The Chair hereby declares **Dennis Stanton** elected **President of the Board of Education.**

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.

0040910 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.

0050910 Mrs. Falk moved that the nominations be closed and a unanimous ballot be cast for Dan Loew for the office of Secretary.

Second: Mr. Knowles.

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

The Chair hereby declares **Dan Loew** elected **Secretary of the Board of Education.**

9. Election of the Treasurer of the Board.

0060910 Mrs. Falk moved that the nominations be closed and a unanimous ballot be cast for Tomissa Smittendorf for the office of Treasurer.

Second: Mr. Knowles.

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

The Chair hereby declares **Tomissa Smittendorf** elected **Treasurer of the Board of Education.**

10. Designation of Paying Agents, etc.

A. Paying Agents, Etc.

0070910 Mrs. Falk 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, Athletic 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 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.

Second: Mr. Loew.

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

B. Bond Authority.

0080910 Mr. Loew 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.

0090910 Mrs. Weeks 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 Fund and Shirley Dowd to sign purchase orders for Hot Lunch, Activity, Athletic, Debt Retirement and Capital Projects.

Second: Mr. Chapman.

Ayes: Six. Nays: None. Motion: Passed

11. Determination of regular Board of Education meeting dates.

0100910 Mr. Knowles moved that the Athens Area Schools Board of Education set the **3rd Monday(s)** of each month to be the work session and/or regular business meeting days with the following exceptions:

- The meeting in December will be December 14, 2009
- The meeting in January will be January 11, 2010

Second: Mrs. Weeks.

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

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

0110910 Mr. Stanton moved that the nominations be closed and a unanimous ballot be cast for Kendra Falk as the CASBMA representative.

Second: Mr. Knowles.

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

The Chair hereby declares **Kendra Falk** elected **CASBMA representative.**

B. Nominations will be accepted for the position of alternate CASBMA Representative.

0120910 Mrs. Falk moved that the nominations be closed and a unanimous ballot be cast for Joel Chapman as the alternate CASBMA representative.

Second: Mr. Loew.

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.

0130910 Mr. Stanton moved that the nominations be closed and a unanimous ballot be cast for Dan Loew as the LRN representative.

Second: Mrs. Falk.

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

The Chair hereby declares **Dan Loew** elected **LRN representative.**

B. Nominations will be accepted for the position of alternate LRN Representative.

0140910 Mr. Loew moved that the nominations be closed and a unanimous ballot be cast for Dennis Stanton as the alternate LRN representative.

Second: Mr. Chapman.

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

The Chair hereby declares **Dennis Stanton** elected alternate **LRN representative**.

13.5 Strategic Planning Committee.

Mr. Stanton appointed **John Knowles, Joel Chapman and Amy Weeks** to represent the Board of Education on the **Strategic Planning Committee**.

14. Determination of Board of Education compensation.

0150910 Mrs. Weeks 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.

0160910 Mr. Chapman moved that the Board of Education of the Athens Area Schools retain the firm of Thrun Law Firm, P.C. of Lansing, Michigan as legal counsel.

Second: Mr. Knowles.

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

16. Delegation of Duties by Officers.

Secretary Dan Loew 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.

Mr. Chapman: Looks forward to working together and moving forward.

17. Adjournment.

0170910 Mrs. Falk moved that the meeting be adjourned.

Second: Mrs. Weeks.

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

Time of Adjournment: 6:49 p.m.

Respectfully submitted by Dan Loew, Secretary, Board of Education