

# Hillsdale Community Schools Board of Education

## REGULAR BOARD OF EDUCATION MEETING January 18, 2021

### I. Call to Order

President Hoffman called the meeting to order at 6:03 p.m. which was held by ZOOM.

### II. Pledge of Allegiance

### III. Board Organization

#### Members Present

Nicole Hoffman  
Jim Bowen  
Kathy Petersen  
Kelly LoPresto  
Leslie Bennett-Granata  
Rebecca Portteus  
Eric Moore

#### Members Absent

#### Administration Present

Shawn Vondra, Superintendent  
Laurie VanOrman, Gier Principal  
Barbara Wheeler, Davis Principal  
Amy Goldsmith, High School Principal  
David Pratt, Athletic Director  
Laura Call, Food Service Director  
Jeremy LaFollette, Maintenance Director

#### Guests

Jean Michael                      Joanie Peck

### IV. Board Organization

#### A. Election of Temporary Chair

Moved by Bowen, supported by Portteus to elect Nicole Hoffman to the position of Temporary Chair on the Hillsdale Community Schools' Board of Education for 2021.

7 Ayes      0 Nays      Motion passed

#### B. Election of Officers

##### 1. President/Vice President/Secretary/Treasurer

Moved by Bennett-Granata, supported by Portteus to elect Nicole Hoffman to the position of Board President, Kathy Petersen to the position of Board Vice President, Jim Bowen to the position of Board Secretary and Kelly LoPresto to the position of Board Treasurer on the Hillsdale Community Schools' Board of Education for 2021.

7 Ayes      0 Nays      Motion passed

C. Presidential Appointments

Moved by Bowen supported by Petersen to approve the Presidential Committee Appointments as noted in the hand out.

7 Ayes      0 Nays      Motion passed

D. Designation of Administrator for Public Records

Moved by Petersen supported by Bowen that the Superintendent of Hillsdale Community Schools be designated as the District's Administrator for Public Records Disclosure and Freedom of Information Act request for 2021.

7 Ayes      0 Nays      Motion passed

E. Designation of Section 504 Coordinator

Moved by Bennett-Granata supported by Bowen that Laurie VanOrman be designated as the District's Section 504 Coordinator for 2021.

7 Ayes      0 Nays      Motion passed

F. Regular Board Meeting Dates & Locations

Moved by Bowen supported by LoPresto that regular meetings of the Hillsdale Community Schools Board of Education be held according to the attached schedule noting the time and location of each regular meeting (copy attached to official minutes).

7 Ayes      0 Nays      Motion passed

G. Retention of Legal Counsel

Moved by Bennett-Granata supported by Petersen to extend the retainer relationship with Thrun Law Firm, P.C., as district legal counsel for one year upon its anniversary date (December 31, 2020). The retainer fee paid in January 2021 will be \$2,400.00. Further moved, that other legal counsel may be retained for specific purposes as may be needed from time to time.

7 Ayes      0 Nays      Motion passed

H. Depositories and Banking Resolutions

Moved by Petersen supported by Moore that the following financial transactions are authorized for 2021:

1. County National Bank be designated as depository for the following funds:

- General Fund
- Food Service Fund
- Building & Site Fund
- Payroll Account
- Activity Account

2. The President and Treasurer shall be authorized to sign the following checks on behalf of the Board of Education as bills become due and payable:

- General Fund
- Food Service Fund
- Building & Site Fund

Payroll Account  
Activity Account

3. The Superintendent or designee is authorized to transfer funds, including electronic transfer, from savings to checking accounts, checking to savings and checking to checking for the following funds:

General Fund  
Payroll  
Food Service Fund  
Building & Site Fund  
Activity Funds

4. The Superintendent or designee shall be authorized to make investments of available monies from the funds in the District in compliance with Policy 6144. This includes the authorization of the Business Manager as the Electronic Transfer Officer (ETO).

5. The following may be used as school depositories for investments for 2021:

County National Bank  
Fifth Third Bank  
Southern Michigan Bank & Trust  
Flagstar Bank  
TCF  
First Federal Bank  
American 1 Federal Credit Union  
Community Choice Credit Union

7 Ayes      0 Nays      Motion passed

**V. Consent Agenda**

Moved by Petersen, supported by Portteus to approve the consent agenda as presented

- A. Approval of Minutes - December 21, 2020 – regular board meeting

B. Finance

B1. Treasurer's Receipts

1. Treasurer's Receipts

Treasurer's receipts for December 2020 are as follows:

General Fund	\$ 1,266,526.04
Building & Site	\$ 70,359.02
Food Service	\$ 191,693.42

2. Bills Payable

Expenditures for December 2020 are as follows:

General Fund	\$ 1,407,976.74
Building & Site	\$ 10,843.00
Food Service	\$ 63,203.61

3. Bills under Separate Action

General Fund	ArrowSwift ck# 104550	\$109.95
Food Service Fund	ArrowSwift credit card	\$165.60

7 Ayes 0 Nays Motion passed

## **VI. Communications**

- A. Written: NA
- B. Public: Thank you from Joanie Peck – Board Appreciation  
LoPresto echoed that sentiment for Board Appreciation Month

## **VII. Information & Proposals from Board, Superintendent & Staff**

### **A. Committee Reports – NA**

### **B. Superintendent's Report**

- School Board Appreciation Month – Thank you to the Board
- Abe Dane – bus driver – resignation 1/6
- Brooke Higgins – transportation aide – resignation 1/8
- MHSAA Updates – Jan. 14 email communication
- COVID updates

### **Calendar Reminders**

- January 22 – virtual ½ day for students – end of 2<sup>nd</sup> marking period
- February 1 – 11 – Parent / Teacher Conferences by appointment
- February 4 – County-wide Board Meeting (ZOOM) @ 6pm
- February 12 – virtual ½ day for students – end of PT conferences
- April 1 – ½ day for students – last day of 3<sup>rd</sup> qtr.
- April 2 - 9 – Spring Break

## **VIII. Old/New Business**

### **A. Board Affairs**

#### **1. Schools of Choice Participation**

Moved by Petersen supported by LoPresto authorizing Hillsdale Community Schools as a Schools of Choice participant in section 105 and section 105C.

7 Ayes 0 Nays Motion passed

#### **2. Travel & Reimbursement Rates**

Moved by LoPresto supported by Bowen to approve the mileage reimbursement rate to match the federal 2021 rate.

7 Ayes 0 Nays Motion passed

#### **3. Policy Update – EDGAR Revisions October 2020 – 2<sup>nd</sup> reading**

Moved by Petersen supported by Portteus to adopt the Policy EDGAR Revisions.

7 Ayes 0 Nays Motion passed

#### **4. Section 31k – Student Meal Debt Forgiveness Grant**

Moved by Petersen supported by Portteus to accept the MDE Section 31k Student Meals Debt Forgiveness Grant in the amount of \$9,716.40.

7 Ayes 0 Nays Motion passed

5. Operating Millage – Proposed Ballot Language

Moved by Portteus supported by Moore to approve option 2 for the ballot language for the May 4, 2021 election.

7 Ayes 0 Nays Motion passed

6. COVID Extended Learning Plan

Moved by Petersen supported by Portteus to approve the COVID Extended Learning Plan.

7 Ayes 0 Nays Motion passed

7. Professional Design / Engineering Services

Moved by Portteus supported by LoPresto authorizing the Building & Site Committee to select and approve a contract for professional services for the heating system replacement projects at Bailey and Davis.

7 Ayes 0 Nays Motion passed

B. Personnel

1. Kim Farnham – 3.50 Hr. Custodial Position

Moved by Portteus supported by Petersen to hire Kim Farnham for the 3.50 hour custodial position.

7 Ayes 0 Nays Motion passed

2. Brittney Townsend – Gier Educational Assistant

Moved by Bowen supported by Bennett - Granata to hire Brittney Townsend as a six hour educational assistant.

7 Ayes 0 Nays Motion passed

3. Kim Keys – 8<sup>th</sup> grade Girls Basketball Coach

Moved by LoPresto supported by Portteus to hire Kim Keys for the 8<sup>th</sup> grade Girls Basketball Coach.

7 Ayes 0 Nays Motion passed

4. Autum Poling – DMS Educational Assistant

Moved by Petersen supported by Moore to hire Autum Poling as a six hour educational assistant.

7 Ayes 0 Nays Motion passed

**IX. Addenda**

A. Public Comment – NA

B. Board Member Comment – LoPresto noted the Economic Development Corporation Gift card program – 863 gift cards – Board gave \$8,630 to the local companies. Reminder to Shop and Eat Local. Booster Club – tentative plan – 350 tickets \$50 per

ticket 4/30 5:30 pm at Market House 10 prizes, top 2 will be cash; looking for other gift prizes, goal is to raise \$10,000

Petersen – Thanked the school for the cup, very nice gift for Board Appreciation

Portteus – Her children were very happy to get back to in-person school

**XI. Adjournment**

President Hoffman adjourned the meeting at 7:38 p.m.

Jim Bowen, Secretary  
Hillsdale Board of Education  
JMM 1/21/21

*James P. Bowen*

HILLSDALE COMMUNITY SCHOOLS BOARD OF EDUCATION  
30 S. Norwood Ave., Hillsdale, MI 49242  
(517) 437-4401

**SCHEDULE OF REGULAR BOARD OF EDUCATION MEETINGS**

**2021**

January 18, 2021	ZOOM	6:00 P.M.
February 15, 2021	Hillsdale High School - library 30 Norwood Ave.	6:00 P.M.
March 15, 2021	Bailey Early Childhood Center 59 S. Manning St. – Media Center	6:00 P.M.
April 19, 2021	Hillsdale High School - library	6:00 P.M.
May 17, 2021	Hillsdale High School - library	6:00 P.M.
*June 28, 2021	Annual Budget Hearing Hillsdale High School - library	5:30 P.M.
*June 28, 2021	Hillsdale High School - library	6:00 P.M.
July 19, 2021	Hillsdale High School - library	6:00 P.M.
August 16, 2021	Hillsdale High School - library	6:00 P.M.
September 20, 2021	Davis Middle School 30 N. West St. Band Room	6:00 P.M.
October 18, 2021	Hillsdale High School - library	6:00 P.M.
November 15, 2021	Gier Elementary School 175 Spring St. Gymnasium	6:00 P.M.
December 20, 2021	Hillsdale High School - library	6:00 P.M.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting or hearing, please contact the Superintendent's office at 517-437-4401 at least one week prior to the meeting or as soon as possible.

Executive Order for gatherings/ events inside of the schools to a maximum of 10 participants may cause the meetings to be held by ZOOM. This is posted on the website.