

Hillsdale Community Schools Board of Education

REGULAR BOARD OF EDUCATION MEETING January 16, 2023

I. Call to Order

President Hoffman called the meeting to order at 6:00 p.m. which was held in the Hillsdale High School library.

II. Pledge of Allegiance

III. Recognition of Guests

Members Present

Nicole Hoffman
Kathy Petersen
Rebecca Portteus
Leslie Bennett-Granata
Eric Moore
Patrick Flannery
Dan LaRue

Members Absent

Administration Present

Shawn Vondra, Superintendent
Laurie VanOrman, Gier Principal
Barbara Wheeler, Davis Principal
Josh Perrin, High School Principal
James Halley, Transportation Supervisor
Patty Knapp, Business Manager

Guests

Todd Ebbert	Matthew Finegan	Allen Ely
Tara Scott	Brianna Douge	Joanie Peck
James Thomas Edward (late arrival)		

IV. Board Organization

A. Election of Temporary Chair

Moved by Petersen, supported by Moore to elect Nicole Hoffman to the position of Temporary Chair on the Hillsdale Community Schools' Board of Education for 2023.

7 Ayes 0 Nays Motion passed

B. Oath of Office

President Hoffman administered the Oath of Office to newly elected members Dan LaRue and Pat Flannery.

C. Election of Officers

1. President/Vice President/Secretary/Treasurer

Moved by Petersen, supported by Moore to elect Nicole Hoffman to the position of Board President, Kathy Petersen to the position of Board Vice President, Leslie Bennett-Granata to the position of Board Secretary and Rebecca Porrteus to the position of Board Treasurer on the Hillsdale Community Schools' Board of Education for 2023.

7 Ayes 0 Nays Motion passed

D. Presidential Appointments

Moved by Petersen support by Porrteus to approve the Presidential Committee Appointments as attached.

7 Ayes 0 Nays Motion passed

E. Designation of Administrator for Public Records

Moved by Petersen supported by Porrteus 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 2023.

7 Ayes 0 Nays Motion passed

F. Designation of Section 504 Coordinator

Moved by Petersen supported by Porrteus that Laurie VanOrman be designated as the District's Section 504 Coordinator for 2023.

7 Ayes 0 Nays Motion passed

G. Regular Board Meeting Dates & Locations

Moved by Petersen supported by Porrteus 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

H. Retention of Legal Counsel

Moved by Petersen supported by Porrteus to extend the retainer relationship with Thrun Law Firm, P.C., as district legal counsel for one year upon its anniversary date (December 31, 2022); the retainer fee paid in January 2023 will be \$2,500.00. 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

I. Depositories and Banking Resolutions

Moved by Porrteus supported by Petersen that the following financial transactions are authorized for 2023:

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

General Fund
Lunch 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
Lunch Fund
Building & Site Fund
Payroll Account
Activity Account

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

General Fund
Payroll
Lunch 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 2023:

Hillsdale County National Bank
Fifth Third Bank
Southern Michigan Bank & Trust
Flagstar Bank
Huntington National Bank
Premier Bank
American 1 Federal Credit Union
Community Choice Credit Union

6 Ayes 0 Nays 1 Abstained Motion passed

V. Consent Agenda

Moved by Petersen, supported by Bennett-Granata to approve the consent agenda as presented

- A. Approval of Minutes - December 12, 2022 – regular board meeting

B. Finance

B1. Treasurer's Receipts

Treasurer's receipts for December 2022 are as follows:

General Fund	\$ 2,261,064.46
Building & Site	\$ 59,435.99
Food Service	\$ 162,299.18
Activity	\$ 39,155.33

B2. Bills Payable

Expenditures for December 2022 are as follows:

General Fund	\$ 2,267,081.99
Building & Site	\$ 44,215.18
Food Service	\$ 82,156.29
Activity	\$ 90,510.44

7 Ayes 0 Nays Motion passed

B3. Bills under separate action

Moved by Petersen, supported by Portteus to approve the bills under separate action as presented:

<u>Check#</u>	<u>General Fund</u>	<u>Amount</u>
10700	Arrow Swift Printing	\$169.30

6 Ayes 0 Nays 1 Abstained Motion passed

VI. Communications

- A. Written: None
- B. Public: None

VII. Information & Proposals from Board, Superintendent & Staff

A. Committee Reports –

Instruction & Assessment – 12/14

A. Superintendent's Report

1. Bus replacement schedule (option to purchase 2 buses this year instead of 1 this year and 1 next year), will review with P/F Committee.
2. Staffing Updates – position of current need include: 2 special education teachers HHS/DMS, 2 business teachers @ HHS, Instructional Coach @ DMS/HHS, volleyball coach @ DMS and substitutes needed for all positions.
3. School Resource Officer – Progress update
4. Threat Assessment Training – MI State Police sponsored training with the School Behavioral Threat Assessment & Management SIGMA
5. Scheduling Update for the SmartBoot System from the Lockout Company – summer 2023 with completion expected by October 1.
6. District Accreditation with Cognia – progress update (hand out)
7. HHS Scholar Athlete Event – Thank you to Dave Pratt for planning this event.
8. New Board Member Orientation – Thank you to Pat and Dan for their investment of time and energy, as well as Nicole for her leadership as well as her time.

VIII. Old/New Business

A. Personnel

1. Allen Ely – Bus Driver

Moved by Petersen supported by Bennett-Granata to hire Allen Ely as a bus driver.

7 Ayes 0 Nays Motion Passed

2. Todd Ebbert – Bus Driver

Moved by Petersen supported by Portteus to hire Todd Ebbert as a bus driver

7 Ayes 0 Nays Motion Passed

3. Janelle Martin – 3.5 hour Food Service Position

Moved by Petersen supported by Portteus to hire Janelle Martin for a 3.5 hour food service position.

7 Ayes 0 Nays Motion Passed

4. Brianna Douge – 3rd grade Teacher

Moved by Petersen supported by Portteus to hire Brianna Douge as a teacher.

7 Ayes 0 Nays Motion Passed

5. Tara Scott – 4th grade Teacher

Moved by Petersen supported by Bennett-Granata to hire Tara Scott as a teacher.

7 Ayes 0 Nays Motion Passed

B. Board Affairs

1. Hillsdale Hornet Robotics Donation – The Spratt Family

Moved by Petersen supported by Portteus to accept \$3,300.00 donation from the Spratt Family for Hillsdale Hornet Robotics.

7 Ayes 0 Nays Motion Passed

2. Hillsdale Hornet Robotics Donation – Kiwanis of Hillsdale

Moved by Petersen supported by Bennett-Granata to accept \$500.00 donation from Kiwanis of Hillsdale for Hillsdale Hornet Robotics.

7 Ayes 0 Nays Motion Passed

3. Hillsdale Hornet Robotics Donation – Steel Dynamics, Inc

Moved by Petersen supported by Portteus to accept \$5,000.00 donation from Steel Dynamics for Hillsdale Hornet Robotics.

7 Ayes 0 Nays Motion Passed

4. DMS Art Garden Club – HCCF

Moved by Petersen supported by Bennett-Granata to accept \$1,388.00 donation from HCCF for the DMS Art Garden Club.

7 Ayes 0 Nays Motion Passed

5. Mathematical Literature Donation – HCCF

Moved by Petersen supported by Bennett-Granata to accept \$500.00 donation from the HCCF for mathematical literature.

7 Ayes 0 Nays Motion Passed

6. Ammunition for Shooting Club Donation – HCCF

Moved by Petersen supported by Portteus to accept \$500.00 donation from the HCCF for ammunition for the shooting club.

7 Ayes 0 Nays Motion Passed

7. Eric Keiber Community Impact Fund Donation – HCCF

Moved by Portteus supported by Moore to accept \$2,500.00 donation from the HCCF –Eric Keiber Community Impact Fund for expenses approved by the district to meet unmet needs of students.

7 Ayes 0 Nays Motion Passed

8. Nita Phillips Memorial Fund Donation – HCCF

Moved by Petersen supported by Portteus to accept a donation of books, furniture and library supplies for Bailey and Gier with a value worth up to \$12,000.00.

7 Ayes 0 Nays Motion Passed

9. HHS Athletic Donation – HHS Athletic Booster Club

Moved by Portteus supported by Petersen to accept \$1,100.00 donation from the HHS Athletic Booster Club for the scholar athlete banquet.

7 Ayes 0 Nays Motion Passed

10. Schools of Choice Participation

Moved by Petersen supported by Bennett-Granata authorizing Hillsdale Community Schools as a Schools of Choice participant in section 105 and 105c.

7 Ayes 0 Nays Motion Passed

11. Travel & Reimbursement Rates

Moved by Petersen supported by Portteus to approve the mileage reimbursement rate to match the federal 2023 rate.

7 Ayes 0 Nays Motion Passed

12. Clare Overnight Track Meet Trip Request

Moved by Petersen supported by Portteus to approve the Track Meet at Clare Overnight Trip as presented.

7 Ayes 0 Nays Motion Passed

13. Building & Site Sinking Fund – Ballot Language

Moved by Petersen supported by Moore to approve the ballot language as presented for the Building & Site Sinking fund Ballot.

7 Ayes 0 Nays Motion Passed

IX. Addenda

A. Public Comment –

- a. A guest encouraged the district to extend the extracurricular offerings currently available to high school students to the middle school level.
- b. A guest expressed concerns regarding the conditions of the facilities at DMS and inquired how parents could help support this effort.

B. Board Member Comment- R. Portteus extended a welcome to the new board members

X. Adjournment

President Hoffman adjourned the meeting at 6:58 p.m.

Leslie Bennett-Granata, Secretary
Hillsdale Board of Education
PHK 01/17/2023

