

## **CARMAN-AINSWORTH BOARD OF EDUCATION MINUTES**

July Organizational Meeting  
Carman-Ainsworth Administration Building  
Tuesday, July 11, 2023, 5:30 p.m.

Members Present: Gary Cousins, La Cracha Handy, Lisa Koegel, Gloria Nealy, Anastasia Livingston, Katina Wilborn arrived at 5:57 p.m.

Members Absent: Crystal Dahl, James Johnson, Chase Pelky

Others Present: Superintendent McGilvery, Russ Parks, Gina Ryan, Bob Hetherton, Detra Fields, Lisa Murphy, and other guests

President Koegel called the meeting to order and led the Pledge of Allegiance at 5:30 p.m. Ms. La Cracha Handy read the Mission Statement.

### **OATH OF OFFICE**

The Oath of Office was administered to a new member by Mrs. Lisa Murphy, Recording Secretary.

#### Miss Anastasia Livingston, Student Board Member

Miss Livingston pledged to faithfully discharge the duties of the Office of Member of the Board of Education according to the best of her ability.

### **COMMITTEE OF THE WHOLE**

#### Recognitions and Presentations

There were no recognitions or presentations.

#### Public Comments

President Koegel inquired if any individuals wished to address the Board. There were none.

#### Staff Reports

There were none.

#### Committee Reports

There were none.

#### Board General Discussion

President Koegel asked if the members had any items for general discussion at this time.

Superintendent McGilvery noted previous discussions have taken place regarding a Headlee Override proposal to counteract the effects of the Headlee Rollback. Mr. Parks, Assistant Superintendent, presented information on the Headlee Override property tax revenue loss since 2018, noting that the loss continues to grow. Mr. Parks reviewed previous Headlee Override millage proposal results and voter turnout and discussed election dates and estimated lead times for proposals.

An opportunity was provided for questions and answers; discussion ensued.

## July Organizational Board of Education Meeting Minutes

July 11, 2023

2 | Page

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Consensus was for Mr. Parks to proceed with the Headlee Override proposal and bring a resolution for consideration of 20.00 mills to the August 8, 2023, Board Meeting for placement on the November 7, 2023, ballot.

Superintendent McGilvery reminded Board Members of the National Night Out on Tuesday, August 1, 2023. Superintendent McGilvery was pleased to share that Ms. Gloria Nealy will be recognized by the Michigan Association of School Boards (MASB) for achievement of the President's Award on July 19, 2023, at the Carman-Ainsworth Administration Building.

### **CALL TO ORDER**

The business portion of the meeting was called to order at this time 5:49 p.m.

#### Additions to the Agenda

There were no additions.

### **ROUTINE MATTERS**

#### Secretary's Report

Motion by Cousins, supported by Handy, to dispense with the reading of the minutes of the Budget Hearing of June 27, 2023; Regular Meeting of June 27, 2023; and Executive Session Meeting of June 27, 2023, and that they be approved as presented.

Motion unanimously carried.

#### Treasurer's Report

There was no Treasurer's Report this evening.

#### Personnel Items

#### Acceptance of Resignations

Motion by Nealy, supported by Cousins, that the Board of Education accept the resignations of the employees noted below, as recommended by Superintendent McGilvery.

<u>Name</u>	<u>Current Status</u>	<u>Effective Date</u>
Stacy Hoos	Special Education Teacher	June 24, 2023
Karah Jarman	Health Occupations Teacher/School Nurse	June 27, 2023
Elise Chom	Science Teacher	June 7, 2023

Motion unanimously carried.

#### Offers of Contract

July Organizational Board of Education Meeting Minutes

July 11, 2023

3 | Page

Motion by Cousins supported by Nealy, that the Board of Education employ the following individuals for the 2023/2024 school year, conditional upon the receipt of their Michigan teaching certificates and criminal history/FBI reports, as recommended by Superintendent McGilvery.

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>University</u></b>	<b><u>Degree</u></b>	<b><u>Prior Experience</u></b>	<b><u>Salary</u></b>
Angela Barnette	Science Teacher	Saginaw Valley State University	Bachelor's degree Major: Biology Minor: Sociology	New Lothrop Schools August 19 – present Chesaning Union Schools November 2014-August 2019 Bentley Schools August 2011-November 2014	11/A
Shauna Becker	Elementary Teacher	Oakland University	Bachelor of Science in Elementary Education	Beecher Schools August 2018 – present Crescent Academy August 16 – August 18	8/A
Janelle DeClerg	Mathematics	Michigan State	Bachelor in Major: Agriculture Food & Natural Resources Minor: Mathematics	Grand Blanc Schools August 22 – present Morrice Area Schools August 21 – July 22	3/B
Amanda Klein	Special Education	Marygrove	Master's Educational Leadership	Grand Blanc Schools August 2019 – present Carman-Ainsworth August 2010 – 2019	11/E
		Central Michigan	Bachelor of Science in Education		
Tanya Sedlarik	Special Education	Walden University	Master's in Special Education	Mt. Morris Schools March 23 – present International Academy August 16 – June 2017	5/E
		Spring Arbor University	Master's in Business Bachelor's in Business Management	Flint Community Schools January 2016 – June 2016 Jasper County Schools August 2015 – January 2016	
Hannah Swanson	Elementary Teacher	Alma College	Bachelor of Arts in Elementary	Ithaca Schools – Student Teacher 1/23 – 4/23	1/A

Motion unanimously carried.

**Old Business**

There was no old business.

## New Business

### District Legal Status

Motion by Cousins, supported by Handy, that the official name of the school district be continued as the **Carman-Ainsworth Community Schools**. Further, Policy Section 0000: Bylaws shall be adopted as the Bylaws of the Carman-Ainsworth Community Schools. The district will operate as a General Powers School District as provided by MCL 380.1 et seq. A Legal Reference Note will be included with the minutes of the Organizational Meeting.

Motion unanimously carried.

### Designation of Depositories for General Fund, Building and Site, School Activities, Debt Retirement, Payroll, Cafeteria Accounts, and Payroll

Motion by Cousins, supported by Nealy, that the Board approve PNC Bank, JP Morgan Chase, MBIA Asset Management Group and MI CLASS, as depositories for the Carman-Ainsworth Community Schools for the 2023/2024 school year.

Motion unanimously carried.

### Designation of Signatures for General Fund, School Service Fund, Debt Retirement Fund, Building and Site Fund and Capital Projects Fund

Motion by Cousins, supported by Nealy, that the Board approve the present designation of signatures for the 2023/2024 school year, as follows:

General Fund/School Service Fund:	Secretary, Treasurer
Building & Site Fund:	President, Secretary, Treasurer
Debt Retirement Fund:	Treasurer
Capital Projects Fund:	Treasurer
Flexible Spending Accounts:	Treasurer

The Payroll Fund is an agency within the General Fund and requires the signature of the Treasurer only. The Student Body Activity Fund requires the signature of the high school or middle school principal, assistant principal, or secretary/bookkeeper.

Motion unanimously carried.

### Designation of Administrators to Assume Specified Responsibilities of the Treasurer and of the Secretary

Motion by Cousins, supported by Handy, that the Assistant Superintendent of Business and Operations; the Assistant Superintendent of Curriculum and Instruction; and the Superintendent be authorized as signatories for contracts, agreements, and purchase orders.

Motion unanimously carried.

### Designation of Electronic Transfer Officer (ETO)

Motion by Cousins, supported by Nealy, that the Assistant Superintendent of Business and Operations be designated the Electronic Transfer Officer.

Motion unanimously carried.

#### Publication of Annual Financial Statement

Motion by Cousins, supported by Nealy, that the Annual Financial Statement be published in the Courier, or in The Flint Journal should the Courier be discontinued.

Motion unanimously carried.

#### Regular Meeting Time and Place

Motion by Cousins, supported by Handy, that the Regular Meetings of the Carman-Ainsworth Board of Education be held on the first and third Tuesday of each month at 6:30 p.m., at the Carman-Ainsworth Community Schools' Administration Building during the 2023/2024 school year unless posted otherwise and with noted exceptions of:

- July 11, 2023, 5:30 p.m., is the second Tuesday of the month
- August 8, 2023, 6:30 p.m., is the second Tuesday of the month
- November 14, 2023, 6:30 p.m. is the second Tuesday of the month
- June 25, 2024, 6:30 p.m., is the fourth Tuesday of the month

The meeting schedule will be posted on the Carman-Ainsworth Community Schools' website and provided to The Courier for publication. Board of Education meetings will be held in the conference room of the Carman-Ainsworth Administration Building and, upon proper notification, at various Carman-Ainsworth Community School buildings.

#### **Regular Meetings - 6:30 p.m.**

\*July 11, 2023, Organizational, 5:30 p.m.  
\*August 8  
\*August 22, Student Discipline Subcommittee, 5:30 p.m.  
September 5  
September 19  
\*September 26, Student Discipline Subcommittee, 5:30 p.m.  
October 3  
October 17  
\*October 24, Student Discipline Subcommittee, 5:30 p.m.  
\*November 14, Finance Committee, 6:00 p.m.  
\*November 14  
\*November 28, Student Discipline Subcommittee, 5:30 p.m.  
December 5  
\*December 19, Student Discipline Subcommittee, 5:30 p.m.  
January 2, 2024, January Organizational  
\*January 16, Board Workshop, 5:30 p.m.  
\*January 23, Student Discipline Subcommittee, 5:30 p.m.  
February 6  
\*February 20, Finance Committee, 6:00 p.m.  
February 20  
\*February 27, Student Discipline Subcommittee, 5:30 p.m.  
March 5  
\*March 19, Student Discipline Subcommittee, 5:30 p.m.

\*April 2, Finance Committee, 6:00 p.m.  
April 2  
April 16  
\*April 23, Student Discipline Subcommittee, 5:30 p.m.  
\*May 7, Board Workshop, 5:30 p.m.  
May 21  
\*May 28, Student Discipline Subcommittee, 5:30 p.m.  
\*June 4, Finance Committee Meeting, 6:00 p.m.  
June 4  
\*June 18, Student Discipline Subcommittee, 5:30 p.m.  
\*June 25, Budget Hearing, 6:00 p.m.  
\*June 25

Motion unanimously carried.

#### Designation of School Attorneys

Motion by Cousins, supported by Handy, that the services of the law firm of Thrun Law Firm, P.C.; Collins & Blaha, P.C.; Hanba & Lazar, P.C.; Secrest Wardle; Bodman, PLC; and Lusk Albertson, be retained for the 2023/2024 school year, as recommended by Superintendent McGilvery.

Brief discussion ensued.

Motion unanimously carried.

#### Appointment of Certified Public Accountant for the Annual Audit

Motion by Cousins, supported by Handy, that the firm of Taylor & Morgan, P.C., Certified Public Accountants, of Flint, be retained to audit the accounts of the Carman-Ainsworth Community Schools for the 2023/2024 school year, in compliance with the requirement that each school district have an annual financial audit.

Motion unanimously carried.

#### Delegation of Election Duties

Motion by Cousins, supported by Handy, that the election duties be delegated to the Assistant Superintendent of Business and Operations, Mr. Russell Parks, for the 2023/2024 school year, with direct oversight by the Secretary of the Board.

Motion unanimously carried.

#### Designation of Recording Secretary to Take Minutes of Regular and Special Meetings and to Post Notices of Board Meetings

Motion by Cousins, supported by Handy, that the Executive Assistant to the Superintendent, Mrs. Lisa Murphy, be designated to continue as Recording Secretary for the 2023/2024 school year for the Board of Education and be authorized to post notices of Board Meetings.

Motion unanimously carried.

Adoption of Michigan High School Athletic Association Resolution

Motion by Cousins, supported by Handy, to adopt the Michigan High School Athletic Association Membership Resolution for the year August 1, 2023 through July 31, 2024, as recommended by Superintendent McGilvery.

The Michigan High School Athletic Association membership requires Carman-Ainsworth to comply with the association's rules as minimum standards.

Roll Call Vote

Ayes: Cousins, Handy, Koegel, Nealy, Wilborn  
Nays: None  
Absent: Dahl, Johnson

Motion unanimously carried. Resolution declared adopted.

Approval of Saginaw Valley League Conference Resolution

Motion by Cousins, supported by Handy, to adopt the Saginaw Valley League Conference Membership Resolution for the year August 1, 2023 through July 31, 2024, as recommended by Superintendent McGilvery.

Roll Call Vote

Ayes: Cousins, Handy, Koegel, Nealy, Wilborn  
Nays: None  
Absent: Dahl, Johnson

Motion unanimously carried. Resolution declared adopted.

Designation of Student Discipline Hearing Officer

Motion by Cousins, supported by Handy, to designate the Superintendent, Mrs. Cathy McGilvery, as the Student Discipline Hearing Officer for the Carman-Ainsworth Community Schools.

Motion unanimously carried.

Approval of the 2023-2024 Student Code of Conduct

Motion by Cousins, supported by Handy, to approve the 2023-2024 Student Code of Conduct, as recommended by Superintendent McGilvery.

Motion unanimously carried.

**ITEMS FROM ADMINISTRATORS**

- Mrs. Ryan noted work continues on the Title I allocation and submission of the Title I Budget.
- Mr. Hetherton has been busy interviewing for Special Education positions and is excited Mrs. Amanda Klein is returning to fill the Elementary Teacher Consultant position.
- Mr. Parks provided facilities updates, noting the concrete project at Dye Elementary is complete and

the painting projects at Dye Elementary and Randels Elementary should be complete in about two weeks. Mr. Parks noted approximately a dozen carpet and tile replacements are taking place districtwide. Mr. Parks shared a bid for replacement of the middle school bleachers will be brought in November with installation anticipated during Winter Recess.

- Superintendent McGilvery noted administrators and teachers have been interviewing candidates for teaching positions and the hiring process has been going well.

#### **ITEMS FROM TRUSTEES**

- Ms. Handy welcomed Miss Livingston. Ms. Handy noted the MASB Summer Institute is August 11, and the Back-to-School Legal Workshop is August 17.
- President Koegel extended a welcome to Miss Livingston and voiced appreciation for the input from the student representatives.

#### **ADVANCED PLANNING**

Board of Education Meeting, August 8, 2023, 6:30 p.m., Carman-Ainsworth Administration Building

Board of Education Student Discipline Subcommittee Meeting, August 22, 2023, 5:30 p.m., Carman-Ainsworth Administration Building

#### **SUGGESTED AGENDA ITEMS**

- Superintendent Evaluation
- Regular Instruction, Curricular, and Assessment Topics
- Year's Growth Data
- Continuous Improvement Monitoring

#### **ADJOURNMENT**

President Koegel declared the Organizational Meeting adjourned at 6:05 p.m.

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Gary Cousins, Board Secretary