

**FAIRVIEW AREA SCHOOLS' BOARD OF EDUCATION
ORGANIZATIONAL BOARD MEETING
JULY 13, 2009**

The annual organizational/regular meeting of the Fairview Area Schools' Board of Education was held on Monday evening, July 13, 2009 in the elementary media center.

I. Reorganization and Committee Appointments

A. Temporary Chairman

Beth Miller, who served as President of the Board in 2008-2009 and continues as a member of the Board, opened the meeting at 7:01 p.m. and served as temporary chairman.

B. New and Re-Elected Members

The temporary chairman appointed Diana Danhoff as temporary secretary and the roll was called.

PRESENT: Diana Danhoff, Beth Miller, Chris Neff, Dan Smith, Merianne Tappan, and Anne Tompkins

ABSENT: Kirk Peterson

Merianne Tappan was elected to the Board and Dan Smith was appointed. Their "Affidavits of Acceptance, Eligibility, and Oath of Office Certificate" were available at the Board table.

Neff/Danhoff That the Affidavit of Acceptance, Eligibility, and Oath of Office Certificate of Merianne Tappan be received, and that she be recognized as a member of the Fairview Area Schools' Board of Education.

Ayes – 6; Nays – 0

Motion carried.

Neff/Tompkins That the Affidavit of Acceptance, Eligibility, and Oath of Office Certificate of Dan Smith be received, and that he be recognized as a member of the Fairview Area Schools' Board of Education.

Ayes – 6; Nays – 0

Motion carried.

C. Election of Officers

Nominations for the offices of president, vice-president, secretary, and treasurer were received.

Neff/Smith That Beth Miller be nominated for president, that the nominations cease, and that a unanimous vote be cast.

Ayes – 6; Nays – 0

Motion carried.

Tompkins/Smith That Chris Neff be nominated for vice president, that the nominations cease, and that a unanimous vote be cast.

Ayes – 6; Nays – 0

Motion carried.

I. Reorganization and Committee Appointments (Con't.)

C. Election of Officers (Con't.)

Neff/Smith That Diana Danhoff be nominated for secretary, that the nominations cease, and that a unanimous vote be cast.

Ayes – 6; Nays – 0

Motion carried.

Danhoff/Neff That Anne Tompkins be nominated for treasurer, that the nominations cease, and that a unanimous vote be cast.

Ayes – 6; Nays – 0

Motion carried.

D. Regular Meetings – Board of Education

Board Policy No. 1100 states that the Board shall adopt a regular monthly meeting schedule setting forth the dates, times and places of the meetings. Board Policy No. 1120 states in part: ...“The Board shall hold at least one regular meeting each month. A notice of the regular meeting and other scheduled open meetings shall be posted at the entrance to the principal office of the Board, and other locations determined appropriate by the Board, within ten (10) days of its organizational meeting.”

Some discussion ensued regarding the possibility of moving the Board meeting to another town a few times during the school year to offer better accessibility for the district community. Mr. Wilcoxon will check on the availability of the Mitchell Township Hall in Curran for November 9, 2009, and the Clinton Township Hall in Comins for February 8, 2010. Alternate locations, if available, will be voted on at a later date.

Neff/Danhoff That the regular monthly meeting of the Fairview Area Schools’ Board of Education be held on the second Monday of each month at 7:00 p.m. in the elementary media center.

Ayes – 6; Nays – 0

Motion carried.

This notice will be posted in the main office and will be published in the newspaper approved by the Board under “Annual Organizational Resolution.”

E. Conflict of Interest Policy

The president requested that Board members review Policy No. 1800—Board Member Conflict of Interest, Ethics and Responsibilities.

F. Committee Appointments

By Board policy, the Superintendent is a de facto member of all Board committees. **Only Board members have voting rights on Board committees.** The president appointed the following committees for the 2009-2010 school year:

Negotiations: Beth Miller, chair, Kirk Peterson, and Diana Danhoff, alternate
Merianne Tappan

Finance: Beth Miller, chair, Kirk Peterson, and Dan Smith, with Mary Jo Green

I. Reorganization and Committee Appointments (Con't.)

F. Committee Appointments, (Con't.)

Pol. Review/Job Desc.: Anne Tompkins, chair, Merianne Tappan, and Diana Danhoff, alternate Chris Neff

SIT: Diana Danhoff and Merianne Tappan

Building/Maintenance: Chris Neff, chair, Anne Tompkins, and Kirk Peterson, with Jerry Knepp, alternate Dan Smith

II. Approval of Agenda

Under **IX. PRESENTATION**, item **A. Great Start Collaborative** was postponed until the August 2009 meeting due to family emergency. The agenda was then approved by Board consensus.

III. Consent Agenda

Danhoff/Neff That the following items be included in the Consent Agenda and be accepted as presented:

- A. June 8, 2009 regular Board meeting minutes and closed session minutes of the same date, June 29, 2009 special Board meeting minutes.
- B. Treasurer's Reports
 - Cash Receipts reports for General Fund, 1998 Debt Retirement Fund, and Sinking Fund
 - General Fund Accounts Payable for June 2009, which include payrolls of \$132,994.35, bills to be ratified of \$37,595.65, and bills to be paid of \$20,936.64, totaling \$191,526.64.
 - General Fund Accounts Payable at July 13, 2009 of \$140,780.77.
- C. Administrative written reports

Ayes – 6; Nays – 0

Motion carried.

IV. Public Comment

There was no public comment.

V. Administrative Reports

The administrative reports were received and are part of the public record.

Mr. Wilcoxon added that the current renovation projects are proceeding on schedule. Demolition of the restroom has been completed and stalls are being replaced. The computer room has been roughed in and is awaiting construction rough inspection. The electrical rough inspection has been completed and passed.

A pump for the school's septic system experienced a failure. Both pumps were pulled and are being reconditioned. Mr. Wilcoxon believes the pump replacements can be covered by Sinking Funds and will verify before payment is made.

The painting in the lunch room is completed and the gym floors will be reconditioned beginning next week.

V. Administrative Reports, (Con't.)

Mr. Poellet reported that the Junior High girls basketball coach has resigned. Mr. Poellet will e-mail the faculty and the position will be advertised. Board action will be taken in August to fill the position.

VI. Board Committee Reports - None

VII. OLD BUSINESS

A. Teachers' Contract

Mr. Wilcoxon recently spoke with Steve Gusler regarding the teachers' contract. As of the date of this meeting, an approval letter has not yet been received. Mr. Wilcoxon will follow up with Mr. Gusler in the fall.

B. Reduction of School Lunch Prices

In an attempt to reduce Food Service revenue to meet fund balance requirements, Mary Schrock is requesting a reduction of full-price breakfast and lunch prices by \$.25 cents.

Neff/Tompkins That the price of full-pay breakfast be reduced from \$.75 to \$.50, and the price of full-pay lunch be reduced from \$1.75 to \$1.50 for the 2009-2010 school year.

Ayes – 6; Nays – 0

Motion carried.

VIII. NEW BUSINESS—ACTION ITEMS

A. Annual Organizational Resolution

1. Milk Bids

Milk bids for the 2009-2010 school year were received as follows:

½ pints:	<u>1% White</u>	<u>1% Chocolate</u>	<u>1% Strawberry</u>
Gordon Food	.26	.27	unavailable
Prairie Farm	.1866	.1958	.2058
Country Fresh	unable to bid this year		

The Superintendent recommended that the bid from Prairie Farms be accepted for the 2009-2010 school year.

Tompkins/Neff That the bid from Prairie Farms to provide dairy products for the 2009-2010 school year be accepted.

Ayes – 6; Nays – 0

Motion carried.

VIII. NEW BUSINESS—ACTION ITEMS (Con’t.)

A. Annual Organizational Resolution (Con’t.)

2. Trash Removal Bids

Trash removal bids for the 2009-2010 school year were received as follows:

Doug’s Disposal Service	2 pick-ups/week	\$118.00 (during school year)
	1 pick-up/week	59.00 (during summer)
	Extra yardage	\$10.00/cubic yd
Northern Disposal Ser.	2 pick-ups/week	\$96.00 (8-yd. container)
	1 pick-up/week	18.00 (3-yd. container)

Prices are based on \$6.00/cubic yard; weekly rates change depending on yardage that is removed.

The Superintendent recommended that the trash removal bid from Northern Disposal Service for 2009-2010 be accepted.

Tompkins/Neff That the bid from Northern Disposal Service to provide trash removal for the 2009-2010 school year be accepted.

Ayes – 1 (Tappan);
Nays – 4 (Danhoff, Miller, Neff, Tompkins);
Abstain – 1 (Smith) Motion not carried.

Neff/Danhoff That the bid from Doug’s Disposal Service to provide trash removal for the 2009-2010 school year be accepted.

Ayes – 6; Nays – 0 Motion carried.

3. Fleet Insurance

The Superintendent recommended continuing the fleet insurance coverage provided by SET/SEG.

Tompkins/Neff That the fleet insurance coverage provided by SET/SEG be continued for the 2009-2010 school year.

Ayes – 6; Nays – 0 Motion carried.

4. Audit Service

The Superintendent recommended that we continue to use the services of Robertson and Carpenter, LLP for conducting the 2009-2010 annual audit.

Tompkins/Neff That audit services for the 2009-2010 annual audit be provided by Robertson and Carpenter, LLP.

Ayes – 6; Nays – 0 Motion carried.

VIII. NEW BUSINESS—ACTION ITEMS (Con’t.)

A. Annual Organizational Resolution (Con’t.)

5. Naming of Depository for School Funds

Firstbank—Fairview Branch—has served as the primary depository for all school funds. School funds include the following categories: general operation, payroll account, high school activity, athletics, food service, debt retirement, sinking fund, flex spending and HRA account, insurance account, and Fairview Foundation account.

The Superintendent recommended continuing this arrangement, noting that we have used Citizens Bank for loans and investments based on rates, and continue to compare rates at other financial institutions.

Tompkins/Neff That Firstbank – Fairview Branch – be named as the primary depository for all school funds for the 2009-2010 school year.

Ayes – 6; Nays – 0

Motion carried.

6. School Attorney

The Superintendent recommended that we continue to use the services of Thrun Law Firm, PC as the schools’ legal representation.

Tompkins/Neff That Thrun Law Firm be used to provide legal services for the 2009-2010 school year.

Ayes – 6; Nays – 0

Motion carried.

7. Publication of Legal Notice

“The Oscoda County Herald” is a weekly paper in the area and “The Oscoda County Monthly” is published monthly. The Superintendent recommended that the Board continue to use “The Oscoda County Herald” for publication of legal notices for the 2009-2010 school year.

Tompkins/Neff That “The Oscoda County Herald” be used for publication of legal notices for the 2009-2010 school year.

Ayes – 5; Nays – 1 (Tappan)

Motion carried.

8. Schools of Choice

The Superintendent recommended that Schools of Choice for 2009-2010 include all grades.

Tompkins/Neff That Schools of Choice for all grades in 2009-2010 be approved.

Ayes – 6; Nays – 0

Motion carried.

VIII. NEW BUSINESS—ACTION ITEMS (Con’t.)

F. Rehiring a Part-time Paraprofessional

The 2009-2010 allocation for Title I ARRA funds allows for the rehiring of a half-time paraprofessional who was laid off at the end of the 2008-09 school year. The Superintendent recommended that April Evans be rehired to fill the position.

Neff/Tompkins That April Evans be rehired for 2009-2010 to fill the half-time paraprofessional position eliminated at end of the 2008-2009 school year.

Ayes – 6; Nays – 0

Motion carried.

G. Local Preschool

The Board decided last year that an elementary classroom be used to provide a Pre-school for area students. The Superintendent recommended that the local Pre-school be continued for the 2009-2010 school year. The cost of the room (\$1.00/day) would be covered by the Pre-school organization.

Neff/Tompkins That an elementary classroom be used to continue the Pre-school for the 2009-2010 school year, with a fee to cover the costs of the room.

Ayes – 6; Nays – 0

Motion carried.

IX. PRESENTATION

The presentation by Great Start Collaborative originally scheduled for this evening was postponed until the August 2009 meeting, due to personal family emergency. The presentation will be added to the August 10, 2009 agenda.

X. NEW BUSINESS—DISCUSSION ITEMS AND DATES

A. Standing Committee Meetings

Chris Neff will be organizing a Building/Maintenance meeting to discuss school locks. The date/time of the meeting will be announced at a later date.

XI. Board Comments, Communications, and Closing Public Comments

Board Comments: Beth Miller welcomed Mary Jo Green as the new recorder for the Board. Ms. Green replaced Sharyn Smith as Director of Finance/Administrative Assistant for the school, effective July 1, 2009.

Communications: None

Closing Public Comments: Mr. Mark Trim, Technology Coordinator for Fairview Area Schools, announced that the switch-over of the school server from Novell to Microsoft is complete.

Mr. Wilcoxon invited Board members to stop down and view the progress on the renovations to the Computer Lab.

The president adjourned the meeting at 8:04 p.m.

Diana Danhoff, Secretary