

**FAIRVIEW AREA SCHOOLS' BOARD OF EDUCATION
ORGANIZATIONAL BOARD MEETING
JANUARY 9, 2012**

The annual organizational/regular meeting of the Fairview Area Schools' Board of Education was held on Monday evening, January 9, 2012 in the elementary media center.

I. Reorganization and Committee Appointments

A. Temporary Chairman

Beth Miller, who served as President of the Board in 2010-2011 and continues as a member of the Board, opened the meeting at 7:00 p.m. and served as temporary chairman.

B. New and Re-Elected Members

The temporary chairman appointed Diana Danhoff as temporary secretary for roll call.

PRESENT: Beth Miller, Diana Danhoff, Chris Neff, Kirk Peterson, Randy Shantz, Merianne Tappan, and Anne Tompkins (7:08 p.m.)

ABSENT: None

Beth Miller and Chris Neff were re-elected to the Board at the November 2011 election. Their "Affidavit of Acceptance, Eligibility, and Oath of Office" certificates were available at the Board table.

Peterson/Shantz That the "Affidavit of Acceptance, Eligibility, and Oath of Office" certificates of Beth Miller and Chris Neff be received, and that they be recognized as members 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/Shantz That Beth Miller be nominated for president, that the nominations cease, and that a unanimous vote be cast.

Ayes – 6; Nays – 0

Motion carried.

Shantz/Peterson 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.

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

Ayes – 6; Nays – 0

Motion carried.

Neff/Peterson 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.”

Neff/Peterson 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.

E. Conflict of Interest Policy

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

Mrs. Tompkins joined the meeting at 7:08 p.m.

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 2012:

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

Finance: Beth Miller, chair; Kirk Peterson; and Merianne Tappan; with Mary Jo Green. Alternate: Randy Shantz

Policy Review: Anne Tompkins, chair; Merianne Tappan; and Diana Danhoff
Alternate: Chris Neff

School Improvement: Diana Danhoff and Merianne Tappan
Alternate: Beth Miller

Building/Maintenance: Chris Neff, chair; Anne Tompkins; and Randy Shantz; with John Wilson. Alternate: Kirk Peterson

II. School Board Appreciation Month

Mr. Ricketson commended the Board on the great job they are doing and read a letter from State Superintendent Mike Flanagan. Mr. Ricketson then presented each Board member with a certificate of appreciation.

III. Approval of Agenda

The agenda was approved by Board consensus.

IV. Consent Agenda

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

- A. December 12, 2011 regular 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 December 2011, which include payrolls of \$180,937.65, bills to be ratified of \$77,154.87 and bills to be paid of \$54,641.25, totaling \$312,733.77.
- C. Administrative written reports

Ayes – 7; Nays – 0 Motion carried.

V. Public Comment

There was no public comment.

VI. Administrative Reports

Mr. Ricketson added the following to his Superintendent’s Report:

- 1. The district’s bullying policy will need revisions according to new State law.
- 2. New fiber-optic cable will be run to the building in February. The district needs to look at finding funding sources for the purchase of new technology such as computers, white boards, wireless, etc.

Mrs. Sonja Handrich added the following to her High School Report:

- 1. The new paprapros in the High School are working out extremely well and tutoring is now available four nights each week as well as before school. We are seeing reportable progress already.
- 2. Ms. Handrich is writing a grant to purchase gas cards for parents who need assistance with transportation costs associated with having a student attend before/after school tutoring.
- 3. The prom is scheduled for Saturday, May 5, 2012 at the Gaylord Otsego Club.

VII. Board Committee Reports - None

VIII. OLD BUSINESS - None

VII. NEW BUSINESS—ACTION ITEMS

A. 403(b) Resolution

The District’s 403(b) plan document has been amended to conform to recently released IRS regulatory requirements.

Neff/Shantz * See Attachment A - Resolution for 403(b)

Ayes-7; Nays – 0 Motion carried.

VII. NEW BUSINESS—ACTION ITEMS (Con't.)

B. Best Practices Resolution

According to legislation under Section 22f of the State School Aid Act, the State will provide \$100.00 per pupil for fiscal year 2011-2012 to districts meeting 4 out of 5 financial best practices. Fairview has met four of the five requirements and is now eligible to receive the additional funding.

Neff/Shantz * See Attachment B – Resolution for Best Practices

Ayes – 7; Nays – 0

Motion carried.

X. NEW BUSINESS—DISCUSSION ITEMS AND DATES

A. MEAP Scores

Mr. Ricketson gave a presentation explaining the new MEAP cut scores and how they affect our district. The Board was given the opportunity to ask questions regarding the new program. Mr. Ricketson explained that the information is not used by the district to determine pass/fail but instead used by the State to determine adequate yearly progress,

B. Standing Committee Meetings

The Policy Committee will meet on January 25, 2012 at 7:00 p.m.

XI. Board Comments, Communications, and Closing Public Comments

Board Comments: Board members were reminded to please update his/her info sheet.

Communications: None

Closing Public Comments: None

The president adjourned the meeting at 7:50 p.m.

Diana Danhoff, Secretary

RESOLUTION
FAIRVIEW AREA SCHOOLS
403(b) Plan Document

In response to recently released IRS regulations establishing a requirement for written documentation of the 403(b) tax sheltered annuity program offered to employees of Fairview Area Schools (the “Plan Sponsor”), the Plan Sponsor wishes to adopt the plan document, consisting of the 403(b) Plan Document For Public Education Organizations and the Adoption Agreement For 403(b) Plan Document For Public Education Organizations (both of which are referred to hereinafter as the “Plan Document”), a copy of which is attached to this resolution. The Plan Document is based on model language released by the IRS for such purpose.

RESOLVED, that the Board does hereby adopt the Plan Document which will, at all times, conform to the requirements of Section 403(b) of the Internal Revenue Code and applicable regulations.

FURTHER RESOLVED that it is the intention of the Board that the 403(b) program will conform with all federal and state statutory and regulatory requirements applicable to 403(b) plans, except that the program set forth above shall not be subject to the requirements of Title I of ERISA because the employer is exempted from such requirements.

FURTHER RESOLVED that the Board authorizes Robert Ricketson, Superintendent to act on the Board’s behalf with respect to this plan, and to take any and all actions necessary or desirable to implement, maintain and administer the plan set forth above in accordance with the Board’s intentions, and all applicable state and federal laws.

Resolved this 9th day of January, 2012.

Roll Call Vote: AYES: 7 NAYS: 0

Motion carried.

Signed:	Beth Miller	Chris Neff	Kirk Peterson
	Diana Danhoff	Randy Shantz	Merianne Tappan
	Anne Tompkins		

**Best Practices Incentive
School Board Resolution**

WHEREAS, Section 22f of the State School Aid Act provides \$100 per pupil one-time grants to districts that satisfy at least 4 of 5 best practices criteria not later than June 1, 2012 [MCL 388.1622f].

WHEREAS, the Board of Education of Fairview Area Schools desires to receive the \$100 per pupil incentive payment.

WHEREAS, eligibility for the incentive payment is contingent upon adopting a resolution that states the district has complied with at least 4 of 5 of the best practice criteria.

Now, therefore, be it resolved as follows:

1. The Board of Education of Fairview Area Schools certifies that the district has complied with the following requirements:
 - The district is the designated policy holder for medical benefit plan(s) pursuant to Section 22f (1) (b).
 - The district has developed and will continue to implement a Service Consolidation Plan pursuant to Section 22f (1) (c). A copy of the school board signed resolution agreeing to develop a service consolidation plan was sent to MDE on December 14, 2009. We agree to send MDE a status report on the development / implementation of the plan by February 1st each year.
 - The district has solicited competitive bids on non-instructional services pursuant to Section 22f (1) (d).
 - The district has provided a link on the district's home page to the url for the MI School Data Portal which contains the required dashboard indicators pursuant to Section 22f (1) (e). If certain data elements for our district are unavailable from State data collections, we agree to provide those data in the form and manner determined by MDE.
2. The Board of Education of Fairview Area Schools authorizes and directs its secretary to file this resolution with the State Aid and School Finance Office of the Michigan Department of Education.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Resolved this 9th day of January, 2012.

Roll Call Vote: AYES: 7 NAYS: 0

Motion carried.

Signed:	Beth Miller	Chris Neff	Kirk Peterson
	Diana Danhoff	Randy Shantz	Merianne Tappan
	Anne Tompkins		