

**SHIAWASSEE REGIONAL EDUCATION SERVICE DISTRICT
BOARD OF EDUCATION
ORGANIZATIONAL & REGULAR MEETING
JULY 10, 2023**

The organizational meeting was opened by David Schulte, Superintendent at 7:00 p.m.

Roll Call:

Maggie Sayles	Present
Michael Rexin	Present
Dennis Henige	Present
Tate Forbush	Present
Tim Atkinson	Present

OATH OF OFFICE

Oath of Office was administered to the below-listed individuals:

- Tate Forbush (Term: July 1, 2023 through June 30, 2029)
- Michael Rexin (Term: July 1, 2023 through June 30, 2029)

ELECTION OF OFFICERS

Motion by Sayles, supported by Rexin that Tim Atkinson retain the office of President for 2023-24 academic year. No other nominations were presented, and nominations were closed.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tate Forbush	Yes
Tim Atkinson	Yes

Motion unanimously carried; Tim Atkinson elected President for 2023-24 academic year.

Meeting turned over to Tim Atkinson, President.

Motion by Henige, supported by Rexin that Maggie Sayles be elected to the office of Vice President for 2023-24 academic year, that the nominations be closed, and a unanimous ballot be cast.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tate Forbush	Yes
Tim Atkinson	Yes

Motion unanimously carried; Maggie Sayles elected Vice President for 2023-24 academic year.

Motion by Henige, supported by Forbush that Mike Rexin retain the office of Treasurer for 2023-24 academic year. No other nominations were presented, and nominations were closed.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tate Forbush	Yes
Tim Atkinson	Yes

Motion unanimously carried; Mike Rexin elected Treasurer for 2023-24 academic year.

Motion by Sayles, supported by Forbush that Dennis Henige retain the office of Secretary for 2023-24 academic year, that the nominations be closed, and a unanimous ballot be cast.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tate Forbush	Yes
Tim Atkinson	Yes

Motion unanimously carried; Dennis Henige elected Secretary for 2023-24 academic year.

Motion by Sayles supported by Rexin that the Board approve the below-listed items regarding annual routine matters (Organizational Meeting actions):

- A. Designation of Depository of Funds - designate Fifth Third Bank, Huntington Bank, and the Michigan Liquid Asset Fund as eligible depositories for Shiawassee RESD funds.
- B. Authorize Duties and Signatures
 1. Superintendent, David E. Schulte, is authorized to sign checks, contracts, agreements, purchase orders, accept resignations, and administer elections.
 2. Superintendent, David E. Schulte, is authorized to assume responsibilities of the Treasurer from time to time as required.
 3. Superintendent, Board Treasurer, Director of Business Services/CFO, Deputy Director of Finance, and Finance Specialist are authorized signatories for the transfer of funds, issuing of checks, and that two signatures be required for all checks.
 4. Superintendent or his designee, Director of Business Services/CFO, or Deputy Director of Finance are authorized to access the Safe Deposit Box.
- C. Establish Time, Place, and Date of Regular Meetings – regular meetings of the Shiawassee RESD (SRES) Board of Education shall be held at the North Street Professional Building - Board Room, 114 W. North St., Owosso, MI on the first Monday of each month with the following exceptions: July 10, 2023, September 11, 2023, January 8, 2024, April 8, 2024 and July 8, 2024. An additional regular meeting is scheduled for June 24, 2024. The meetings shall begin at 6:00 pm unless otherwise noted. If said Monday falls on a legal holiday, the regular meeting shall be rescheduled with the date, time, and location published as required. No further notice of such regular meetings shall be required to be given to the members of said board.
- D. Designation of Attorney for the Board – designated the law firms of Thrun Law Firm, P.C. and Clark Hill, PLC as attorneys for the board.
- E. Designation of Auditor for the Board – designated the firm of Weinlander Fitzhugh as auditor for the Board.
- F. Board Policy Manual – adopted the Board Policy Manual for 2023-24.
- G. Investment Resolution – adopt the investment resolution for 2023-24; said resolution is attached.
- H. Approval of Mileage Reimbursement – approved to reimburse mileage at the standard mileage rate as established by the Internal Revenue Service (IRS). The IRS normally updates mileage rates once a year, in the fall for the next calendar year.
- I. Appoint Attendance Officer – appointed Barbara Birchmeier attendance officer for 2023-24 academic year.
- J. MASB Membership – approved to continue membership in Michigan Association of School Boards (MASB) for 2023-24 academic year.
- K. Designation of Electronic Transfer Officer (ETO) – authorized Superintendent, Director of Business Services/CFO, Deputy Director of Finance, and Finance Coordinator as the Electronic Transfer Officer (ETO) in accordance with Policy 6144.
- L. OCR Requirements–Nondiscrimination Policy – adopted nondiscrimination policy to be used consistently across the organization; completed policies are attached and will be sent to the below-listed agencies:
 1. US Department of Education
 2. Michigan Department of Education

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tate Forbush	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Henige supported by Sayles the Board approved the June 26, 2023 regular meeting minutes as presented. Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tate Forbush	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Forbush, supported by Henige the Board of Education approved the posting of a full-time Early Childhood Special Education Teacher. This position will provide early intervention home visiting services to families eligible for Early On. This position will be 40 hours per week with full fringe benefit package. Salary will be per the Master Agreement for Itinerant Staff. Funding for this position will come from Special Education Fund and Early On 54D Funding. Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tate Forbush	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Rexin, supported by Sayles the Board of Education approved the below-listed travel items as presented:

- A. Travel Disclosure of Candice Osika and Chelsea Fox who attended the Ukeru, Trauma-Informed, Trauma Care Conference which was held June 8-9, 2023 in Arlington Heights, IL with a total cost of \$1,413.17.
- B. Travel Disclosure of David Schulte, Superintendent, who attended the MAISA Summer Inservice/MISEN Board Meeting which was held June 21-23, 2023 in Traverse City, MI with a total cost of \$1,099.95.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tate Forbush	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Communications – none

Superintendent's Report

- A. Conferences
 1. MASB Annual Leadership Conference – November 9-12, 2023, Lansing Center, Lansing, MI
- B. North Street – Road Construction – scheduled for June 5, 2023-October 15, 2023
(North Street parking lots will be accessible but you will have to enter via N. Washington Street or N. Ball Street.)
- C. Legislative Update
- D. Transportation Building Update
- E. CTE Update - Shiawassee RESD College and Career Readiness Center (CCRC)
- F. Great Start Shiawassee Parent Coalition Touch-A-Truck Event, Shiawassee County Fairgrounds, August 26, 2023, 10:00 AM – 2:00 PM

Informational Items – none

Citizen Participation – public comment was heard.

Motion by Sayles supported by Henige that the Board meeting be adjourned at 7:55 pm.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tate Forbush	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Respectfully submitted,

Dennis Henige, Secretary
Shiawassee RESD Board of Education

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RESOLUTION

WHEREAS, Act 451 of the Public Acts of 1976, as amended, provides that "The treasurer of any school district, when authorized by resolution of the board of education, may invest debt retirement funds, building and site funds, building and site sinking funds, or general funds of the district. Such investments shall be restricted to the following:

- A) Bonds, bills or notes of the United States, or obligations, the principal and interest of which are fully guaranteed by the United States or obligations of the state....
- B) Certificates of deposit issued by a state or national bank organized and authorized to operate a bank in this state.
- C) Commercial paper rated prime at the time of purchase and maturing not more than 270 days from the date of purchase"; and,

WHEREAS, it is the intent of the Shiawassee Regional Education Service District to maximize its return on balances from time to time available in the various funds of the district; and

WHEREAS, it has been the past practice of the Shiawassee Regional Education Service District to have its Superintendent or his designee as the designated agent of the Treasurer, make immediate investment of available balances;

NOW, THEREFORE, BE IT RESOLVED that the Superintendent, as the designated agent of the Treasurer, be authorized and is hereby directed to invest the balances from time to time available in the various funds of the district in accordance with Act 451 of the Public Acts of 1976, as amended; and,

BE IT FURTHER RESOLVED that all such investments heretofore made are ratified and validated.

Moved by Sayles Supported by Rexin 07/10/2023

Motion unanimously carried.