SHIAWASSEE REGIONAL EDUCATION SERVICE DISTRICT
BOARD OF EDUCATION
ORGANIZATIONAL & REGULAR MEETING
JULY 7, 2025

The organizational meeting was opened by David Schulte, Superintendent at 6:00 p.m.

Roll Call:

Maggie Sayles	Present
Michael Rexin	Absent
Jan Ray	Present
Tate Forbush	Absent
Tim Atkinson	Present

OATH OF OFFICE

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

- Timothy Atkinson (Term: July 1, 2025 through June 30, 2031)
- Margaret Sayles (Term: July 1, 2025 through June 30, 2031)
- Janice Ray (Partial Term: through June 30, 2027)

ELECTION OF OFFICERS

Motion by Sayles, supported by Atkinson that 2024-25 officers retain the same offices for the 2025-26 academic year. No other nominations were presented, and nominations were closed.

Offices:
President – Tim Atkinson
Vice President – Maggie Sayles
Treasurer – Michael Rexin
Secretary – Tate Forbush
Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

President Atkinson appointed Janice Ray as Acting Board Secretary for this meeting.

Motion by Sayles supported by Ray 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, approve leaves of absence, 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 (SRESD) Board of Education shall be held at the North Street Professional Building - Board Room, 114 W. North St., Owosso, MI will be held as follows: July 7, 2025, August 4, 2025, September 3, 2025, October 6, 2025, November 5, 2025, December 1, 2025, January 12, 2026, February 2, 2026, March 2, 2026, April 13, 2026, May 4, 2026, June 1, 2026, June 22, 2026 and July 6, 2026. The meetings shall begin at 6:00 p.m. unless otherwise noted. 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., Clark Hill, PLC, and Collins & Blaha, P.C. as attorneys for the board.
E. Designation of Auditor for the Board – designated the firm of Weinlander Fitzhugh as auditor for the Board.
F. Investment Resolution – adopt the investment resolution for 2025-26; said resolution is attached.
G. 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.
H. Appoint Attendance Officer – appointed Barbara Birchmeier attendance officer for 2025-26 academic year.
I. MASB Membership – approved to continue membership in Michigan Association of School Boards (MASB) for 2025-26 academic year.
J. Designation of Electronic Transfer Officer (ETO) – authorized Deputy Director of Finance, Finance Coordinator, or another person as designated by the Board to serve as the Electronic Transfer Officer (ETO) in accordance with Policy 3213.
K. 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	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Ray the Board approved the minutes from the June 23, 2025 Truth in Taxation Hearing and the June 23, 2025 regular meeting as presented.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Ray, supported by Sayles the Board of Education approved the below-listed staff updates as presented:

A. Resign – Janice Orlando, Special Education Teacher (MoCI Teacher), effective June 27, 2025.
B. Hire – Kimberly Mayhew, Data Specialist, with an annual salary of $45,948.57 effective on or about July 16, 2025. Funding for this position comes from General Fund.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Ray the Board of Education approved the CTE Paraprofessional Handbook for the 2025-26 academic year.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Ray the Board of Education adopt the resolution to repeal its existing NEOLA, Inc. Board policies, bylaws, and administrative guidelines and adopt the Thrun Law Firm, P.C. Board Policy Manual effective July 7, 2025.
Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Ray, supported by Sayles the Board of Education adopt the resolution to approve Thrun Law Firm, P.C. Board Policy 5207 (Anti-Bullying) effective July 7, 2025. As required by law, a public hearing was held during the June 23, 2025 Board meeting. Additionally, the Board repealed NEOLA, Inc. Board Policy 5517.01 (Bullying and Other Aggressive Behavior Toward Students) effective July 7, 2025
Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

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

A. Travel Disclosure – – MAISA General Membership Meeting/Talent Together Board Meeting – David Schulte, Superintendent, June 18-20, 2025, Bavarian Lodge (Frankenmuth, MI) with a cost of $350.00.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Ray, supported by Sayles the Board of Education approved the below-listed contracted services as presented:

A. Virtual Speech and Language Pathology Services – Parallel Learning Behavioral Health P.C. (personnel will be assigned as needed) to provide Virtual Speech and Language Pathology services. Contract will begin August 18, 2025 and will continue through June 3, 2026 at a rate of $89.00 per hour with a minimum service fee of $45,000.00. This contract is funded through Special Education

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Communications – none

Superintendent's Report

A. Conferences
   1. MASB Annual Leadership Conference – October 23-26, 2025, Grand Traverse Resort, Acme, MI
   2. AESA 2025 Annual Conference – December 3-5, 2025, The Broadmoor, Colorado Springs, CO

B. Legislative Update

C. SRESD Facilities Update

Informational Items – none

Citizen Participation – no public comment was presented.

Motion by Sayles, supported by Ray to enter Closed Session at 6:26:

- For attorney/client communication

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Ray, supported by Sayles to return to Open Session at 6:47 pm.
Voice vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Ray to adopt and approve the normal salary schedules as prepared by Collins & Blaha, P.C.
Roll vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Ray supported by Sayles that the Board meeting be adjourned at 6:48 pm.
Voice vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Absent
Jan Ray	Yes
Tate Forbush	Absent
Tim Atkinson	Yes

Motion unanimously carried.

Respectfully submitted,

Janice Ray, Acting Secretary
Shiawassee RESD Board of Education

R E S O L U T I O N

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 Ray 07/07/2025

Motion unanimously carried.