



# W E L C O M E

**TRENTON BOARD OF EDUCATION MEETING  
2603 CHARLTON ROAD  
TRENTON, MICHIGAN 48183  
(734) 676-8600**

## **TRENTON BOARD OF EDUCATION MEMBERS**

**2023**

Mrs. Heather L. Lear	President
Mrs. Rebecca M. Caldwell	Vice-President
Mr. Thomas J. Kinney	Secretary
Mrs. Anna L. Mierkowicz	Treasurer
Ms. Kellee S. Howey	Trustee
Mrs. Meagan E. Drake	Trustee
Mr. Sean R. Gearhart	Trustee
Mr. Douglas B. Mentzer	Superintendent

We welcome visitors to our regular Board of Education meetings that are held on the second and fourth Mondays of every month in the Board of Education Conference Room of the Neil E. Van Riper Administration Building, 2603 Charlton Road, Trenton.

We would appreciate your taking a moment to sign our guest book before you leave.

Please help yourself to a copy of the Agenda for this meeting.

It is the custom at Trenton for the following Central Office staff to join the Board of Education and Superintendent at their regular Board of Education meetings.

Ms. Stephanie O'Connor	Assistant Superintendent
Mrs. Gail L. Farrell	Chief Financial Officer
Mrs. Jill R. Simmons	Director of Human Resources/Operations
Ms. Julie A. Drabczyk	Administrative Assistant

From time to time the school building principals, curriculum committees, and other school personnel are in attendance. They may present progress reports on programs and activities, recommend curricular changes, or propose new courses or activities which they believe will improve the overall educational program of the Trenton School District.

### **Order of Agenda**

1. Call to Order by the President
2. Pledge of Allegiance
3. Roll Call by the Secretary
4. Recognition of Visitors
5. Public Comment
6. Approval of General Consent Agenda Items
  - Minutes of Previous Meeting
  - Personnel Changes
  - Financial Reports
7. Reports and Recommendations for Action
8. Reports for Information and Study
9. Old Business and New Business
10. Correspondence
11. Public Comment
12. Adjournment

**BoardDocs Website:** <https://go.boarddocs.com/mi/trenton/Board.nsf>

## **PROCEDURES FOR HEARING FROM THE PUBLIC AT BOARD OF EDUCATION MEETINGS**

1. The Board of Education encourages the public to attend regular and special meetings. A Board Meeting is scheduled for the purpose of conducting Board business and is not a public forum.
2. An attempt will be made to hold Board of Education Meetings in facilities that will enable the public to hear and see the Board as it conducts the necessary school business.
3. An individual or group wishing to be placed on an agenda for the purpose of bringing an issue to the attention of the Board shall submit their request to the Superintendent at least one week in advance of the meeting to allow time for inclusion of the item in the materials which are available to the Board of Education members and Public online at <https://go.boarddocs.com/mi/trenton/Board.nsf>. The written requests to appear on the agenda should include the topic to be discussed and such explanatory materials as will assist the Board Members in understanding the issues to be presented.
4. An individual or group will be scheduled to appear at an early time on the agenda whenever possible. Time for the presentation may be limited by the Board President.
5. Upon arriving at the meeting, visitors will receive an agenda of items to be covered at the meeting. During the first "Public Comment" the public may comment on agenda items. Please limit comments to 3 to 5 minutes each. At the end of the agenda another opportunity for "Public Comment" is available and the public may comment on issues other than agenda items.
6. Opportunity may be provided by the Presiding Officer for public comment prior to final action on any agenda item except personnel changes and routine items such as cash and investment balances, voucher checks, and similar reports that are received and placed on file. A visitor or group may speak only once on any agenda item. There shall be a time limit of 3 to 5 minutes per person or group. Public comment may be extended beyond this rule at the discretion of the Presiding Officer.
7. If an individual or group wishes to address the Board on any matter, further opportunity to do so shall be provided after all scheduled business is completed. The President may establish a time limit per person or group. Immediate action on a request of a visitor is neither required nor expected. Except in emergencies, the procedure shall be to refer the matter to the Superintendent for thorough study and to request a report containing factual data pertinent to the issues and the recommendation of the Superintendent.
8. Visitors will be notified when they may expect a response from the Board or the Superintendent regarding their concerns.

- 9.** Visitors are requested not to discuss problems related to personnel at a public meeting. Anyone wishing to address the Board on a matter involving an individual by name shall do so in a written statement signed by the complainant so that the Board may protect the rights of all concerned.
  
- 10.** It is expected that only issues that cannot be resolved at the individual school level or by the Superintendent's Office will be presented to the Board.