

# GAYLORD COMMUNITY SCHOOLS

Special Board Meeting (Workshop)

Thursday, January 4, 2024

12:00 PM

## MINUTES

Rachel Davis: Present  
Katie Drzewiecki: Present  
Sara Gapinski: Present  
Jeff Gorno: Absent  
James Vanderveer: Present  
Kari Visser-Robel: Present  
Jeff Wieber: Present

**APPROVED**

### I. CALL TO ORDER

### II. BOARD MINUTES

It is recommended that the Board approve the December 11, 2023, Regular Board meeting minutes, as presented.

Motion to approve the December 11, 2023, Regular Board meeting minutes, as presented. This motion, made by Sara Gapinski and seconded by Katie Drzewiecki, Passed.

Rachel Davis: Yea  
Katie Drzewiecki: Yea  
Sara Gapinski: Yea  
Jeff Gorno: Absent  
James Vanderveer: Yea  
Kari Visser-Robel: Yea  
Jeff Wieber: Yea

Yea: 6, Nay: 0, Absent: 1

### III. SUPERINTENDENT UPDATES

A. Pledge of Allegiance - GMS Student Council

B. January 15, 2024 PD Day

- Discussed PD tentative agenda: Safety training, department training, and ELA curriculum adoption.

#### C. SEAB Survey and Rubric

- Handouts were provided to Board members (application and rubric).
- The Board will review and approve application and application rubric before posting to the community (in order to form the SEAB advisory Board).
- Motion to modify or approve the survey during the Monday, January 8, 2024, Regular Board meeting.

#### D. Staff Reports

##### 1. PFN Committee Meeting Minutes

- Jim Cracraft shared the PFN Committee meeting minutes with the Board and community members.
- Locker room privacy addressed for future RFP.

#### E. Recognitions/Acknowledgements

##### 1. New Hires

GHS Secretary: Melissa McKay

Educational Assistant - Rosemarie Davis

Bus Driver - Mark Wildeman

GHS Varsity Softball Coach: Ron Moeggenberg

PENDING: Elementary Teacher - Julie Hintz

##### 2. Resignations

GHS Principal: Chris Hodges

Food Service Helper: Erica Reynolds

GHS Swim Coach: Michelle Davis

GHS Wrestling Coach: Jerry LaJoie (effective March 4, 2024)

F. Board of Education Appreciation Reception - 5:00 p.m.

G. Board Organization Meeting (5:30 p.m.) and Regular Board Meeting (6:00 p.m.)

H. Special Education Millage

I. NOE Principal: Celeste Shiffer (motion on Monday, January 8)

- Steps (regarding contracts/wages).
- Timeline and tentative process for hiring a new Gaylord High School Principal.

## J. Organizational Meeting

### 1. Election of Officers

President, Vice President, Treasurer and Secretary.

### 2. Meeting Dates, Time and Place

Second Monday of each month at 6:00 p.m. as the regular meeting time and the Board Room at the Board of Education Building as the regular meeting place.

### 3. Designation of Depositories

The Board of Education name Huntington National Bank and MILAF as the depositories for all Gaylord School Funds, as presented.

### 4. Authorization of Signatures

The Board of Education approve the Superintendent, Board President, and Board Treasurer's signature as authorized paymaster signatures for the accounts.

### 5. Appointment of Deputy Secretaries

The Board of Education appoint the Superintendent and the Executive Administrative Assistant to the Superintendent, as deputy secretaries for the Board of Education. Their function is primarily to handle the election procedures and to record meeting minutes.

### 6. Appointment of Designated Electronic Funds Officer

The Board of Education appoint the Director of Finance to serve as the designated electronic funds officer.

### 7. Appointment of FOIA Coordinator

The Board of Education appoint the Executive Administrative Assistant to the Superintendent to serve as the FOIA Coordinator.

### 8. Appointment of Title IX Officer

The Board of Education appoint the Director of Human Resources and Employee Relations to serve as the Title IX Officer.

### 9. Board Memberships

The Board of Education continue membership for 2024 in the following association:

- Michigan Association of School Boards

### 10. Board Committees

The Board of Education establishes standing committees for the following areas:

- Technology/Curriculum
- Personnel/Finance/Negotiations
- Policy/Student Discipline (as a need only basis)
- Building/Grounds/Transportation

### 11. Appointment of School Legal Counsel

The Board of Education approve Thrun Law Firm, PC and Clark Hill Law Firm; as Legal Counsel for Gaylord Community Schools for 2024,

### 12. Board Stipend

The Board of Education approve the continuation of Board member stipends of \$35 per Board meeting and \$25 per Committee meeting.


## IV. PUBLIC INPUT

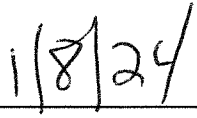
**V. ADJOURNMENT**

Motion to adjourn the January 4, 2024, Special Board meeting (workshop) at 12:40 p.m. This motion, made by James Vanderveer and seconded by Kari Visser-Robel, Passed.

Rachel Davis: Yea  
Katie Drzewiecki: Yea  
Sara Gapinski: Yea  
Jeff Gorno: Absent  
James Vanderveer: Yea  
Kari Visser-Robel: Yea  
Jeff Wieber: Yea  
Yea: 6, Nay: 0, Absent: 1

Prepared by Cindy Huff for Katie Drzewiecki (Board Secretary).

  
Katie Drzewiecki

  
Date