

Minutes
Regular Board of Education Meeting
Montrose Community Schools
July 22, 2024
KHMS Media Center

Members Present: Chuck Wright, Ron Loafman, Barry Gross, Dan Hill, Mary Kreider, Vicki VanCura

Members Absent: Chris Zolinski

Other Participants: Dr. Linden Moore, Cassandra Jackson, Kelly Reinhardt, Jim Ply

Guests:

Call to Order	Chuck Wright called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.
First Call for Citizen Comment	
Presentation	
BOARD MEMBERS ARE REMINDED TO CONSIDER AND DECLARE POTENTIAL CONFLICT OF INTEREST ISSUES WITH ANY ACTION ITEM	
Recommended Actions	<p>A motion was made by Dan Hill approve the:</p> <ul style="list-style-type: none"> • Approval of the June 17, 2024 Regular Board Meeting Minutes • Approval of the June 17, 2024 Truth in Taxation Meeting Minutes • Approval of Financial/Secretary Report and Bills as Presented • Approval of Proposed Agenda <p>Support: Dan Hill</p> <p><i>The motion carried with all members' present voting yes.</i></p>
Consider Setting Regular and Committee Meeting Dates, Times, and Locations for the 2024-2025 School Year	<p>As a matter of organizational practice, the School Board sets its regular and committee meeting dates, time, and locations for the ensuing school year.</p> <p>For the purposes of this action item, Board members are asked to reference the calendar of Board Meeting and Committee Meeting dates that is included in their packet.</p> <p>RECOMMENDATION: The Montrose Schools Board of Education approves the regular and committee meeting dates, time, and locations for the 2024-2025 school year as presented.</p> <p>Motion: Barry Gross Support: Ron Hill</p> <p><i>The motion carried with all members' present voting yes.</i></p>
Consider Approval Banks and Deposit for 2024-2025 School year	<p>As a matter of organizational practice, the School Board annually reviews and approves the banks of deposit that the ensuing school year.</p> <p>RECOMMENDATION: The Montrose Schools Board of Education approves the following financial institutions as banks of deposit for the 2024-2025 school year:</p>

	<table border="1" data-bbox="480 98 1378 306"> <tr> <td>General Fund</td> <td> <ul style="list-style-type: none"> • Chase Bank </td> </tr> <tr> <td>Lunch Fund</td> <td> <ul style="list-style-type: none"> • Chase Bank </td> </tr> <tr> <td>Internal Fund</td> <td> <ul style="list-style-type: none"> • State Bank </td> </tr> <tr> <td>Trust and Agency Fund</td> <td> <ul style="list-style-type: none"> • State Bank </td> </tr> <tr> <td>Debt Fund</td> <td> <ul style="list-style-type: none"> • State Bank </td> </tr> </table>	General Fund	<ul style="list-style-type: none"> • Chase Bank 	Lunch Fund	<ul style="list-style-type: none"> • Chase Bank 	Internal Fund	<ul style="list-style-type: none"> • State Bank 	Trust and Agency Fund	<ul style="list-style-type: none"> • State Bank 	Debt Fund	<ul style="list-style-type: none"> • State Bank 	<p>Motion: Mary Kreider Support: Dan Hill</p> <p><i>The motion carried with all members present voting yes.</i></p>
General Fund	<ul style="list-style-type: none"> • Chase Bank 											
Lunch Fund	<ul style="list-style-type: none"> • Chase Bank 											
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Trust and Agency Fund	<ul style="list-style-type: none"> • State Bank 											
Debt Fund	<ul style="list-style-type: none"> • State Bank 											
<p>Consider Resolution to Approve Check Signature Authorization, instructions, and Directions for Identified Accounts for the 2024-2025 School Year</p>	<p>BACKGROUND: As a matter of organizational practice, the School Board annually reviews and approves the authorized check signatories, and those who have authority to provide instructions, and directions for identified accounts in the ensuing school year.</p> <p>RECOMMENDATION: The Montrose Schools Board of Education approves the following authorized check signatories, and those who have authority to provide instructions, and directions for identified accounts (see attached list) for the 2024-2025 school year:</p>	<p>Motion: Dan Hill Support: Barry Gross</p> <p><i>The motion carried with all members present voting yes.</i></p>										
<p>Consider Approval of School Attorneys for the 2024-2025 School Year</p>	<p>BACKGROUND: As a matter of organizational practice, the School Board annually reviews and approves the legal firms that the district may employ during the ensuing school year.</p> <p>RECOMMENDATION: The Montrose Schools Board of Education retains the firms of Collins & Blaha, PC, Attorneys at Law; Thrun Law Firm, PC as attorneys and PFM Financial Advisors, LLC as investment advisors. Services provided by all firms will be paid on an hourly basis for the 2024-2025 school year.</p>	<p>Motion: Dan Hill Support: Barry Gross</p> <p><i>The motion carried with all members present voting yes.</i></p>										
<p>Consider Approval of the Delegate of Election Duties, Board Treasurer, and Board Secretary Duties for the 2024-2025 School Year</p>	<p>As a matter of organizational practice, the School Board annually approves the delegation of election duties, Board Secretary/Treasurer duties, and the posting of special meetings for the ensuing school year.</p> <p>RECOMMENDATION: The Montrose Schools Board of Education approves the Superintendent to assume the specified duties of the Board Treasurer for the 2024-2025 school year AND the appointment of the Executive Secretary to the Superintendent to assume the specified duties of the Board Secretary and the posting of Special Board meetings for the 2024-2025 school year.</p>											

Motion: Ron Loafman
Support: Mary Kreider

The motion carried with all members present voting yes.

Consider Approval Tenure and Probationary Teacher Status for the 2024-25

The teachers shown in the table below have met the employment and professional development requirements of the State of Michigan and have been recommended for continued probationary status and tenure status for the 2024-2025 school by their respective principals (see attached letters).

RECOMMENDATION:

The Montrose Schools Board of Education approves the continued Tenure and probationary teacher status for the 2024-2025 school year as follows:

Teacher	School	Probationary Status 2024-2025
Mandy Cooper	Kuehn-Haven Middle School	2 nd year
Teacher	School	Tenure
Shannon Sly	KHMS, Carter	x

Motion: Barry Gross
Support: Vicki VanCura

The motion carried with all members present voting yes.

Consider Approval Overnight Field Trip

The Cross Country Coach, Mr. Anthony Peel, is asking for permission to attend a Team Cross Country Camp at Timberwolf Young Life Camp in Lake City, MI from August 15-20, 2024. He is expecting 15-20 students and 2-3 coaches to attend the camp along with 3 parent volunteers. Anthony will be inviting the high school boys' and girls' teams as well as some middle school athletes who have trained throughout the summer.

I have taken teams I have coached in the past to this camp and have found that it is a summer highlight for students. This camp allows students to create lifelong memories, take on amazing training opportunities with runners from around the state, have bonding experiences with teammates who often become lifelong friends, and an awesome experience.

School administration will ensure that District policies regarding field trips will be followed and the required forms for travel in private vehicles are completed (Forms 8660 F1 and 8660 F2).

RECOMMENDATION:

The Montrose Schools Board of Education approves the overnight trip for the Cross Country Team to attend a 4-day camp at Timberwolf Young Life Camp in Lake City, MI from August 15-20, 2024. The district reserves the right to cancel the trip in the event of severe weather or potentially dangerous world conditions. All staff, students, and parents involved in this trip are cautioned that the district will not assume any financial responsibility for funds lost due to the cancellation of this trip may want to pursue trip insurance to guard against such a possibility.

Motion: Mary Kreider

	<p>Support: Ron Loafman</p> <p><i>The motion carried with all members present voting yes.</i></p>
<p>Consider Acceptance of Resignation for Retirement Purposes</p>	<p>Mrs. Kelly Reinhardt has submitted her letter of retirement as the Executive Secretary for the Montrose Community Schools (see attached letter).</p> <p>RECOMMENDATION: The Montrose Schools Board of Education accepts the resignation of Mrs. Kelly Reinhardt. We appreciate her 29 years of service to the district and wish her well.</p> <p>Motion: Dan Hill Support: Ron Loafman</p> <p><i>The motion carried with all members present voting yes.</i></p>
<p>Consider Approval Assistant Superintendent Contract</p>	<p>The change in the evaluation law impacts all teachers and administrators. With that, the Assistant Superintendent contract was in need of updating.</p> <p>Dr. Moore met with Mrs. Jackson and worked on the details of the employment contract. It has been agreed that a contract with a base salary of \$118,475.88 for 2024-25 be offered to Mrs. Jackson. This increase is alignment with all other employment groups in the district. The contract will be for three years with future base salaries based on the same salary increase as all other employment groups.</p> <p>RECOMMENDATION: The Montrose Schools Board of Education approves a 3-year extension to the employment contract of Mrs. Cassandra Jackson as Assistant Superintendent of Montrose Community Schools through June 30, 2027 as presented.</p> <p>Motion: Vicki VanCura Support: Mary Kreider Roll Call: Ron Loafman, Barry Gross, Dan Hill, Chuck Wright, Mary Kreider, Vicki VanCura</p> <p><i>The motion carried with all members present voting yes.</i></p>
<p>Consider Approval of Hire, Central Office Secretary</p>	<p>The position for Central Office Secretary was posted on June 24, 2024. From that posting, the Montrose Community Schools received 10 applications. Interviews were scheduled for July 15, 2024. Through that process, Mrs. Melissa Clark emerged as the clear choice for the position.</p> <p>Mrs. Clark completed her Administrative Assistant Associates degree at Baker College. She has worked for Montrose Community Schools in Carter Elementary, Clio Community Schools in the middle school and at the GISD.</p> <p>RECOMMENDATION: The Montrose Schools Board of Education approves the hire of Mrs. Melissa Clark for the position of Central Office Secretary.</p> <p>Motion: Chair Support: Mary Kreider</p> <p><i>The motion carried with all members present voting yes.</i></p>

Information Items	<ul style="list-style-type: none"> • Superintendent Reports Board Calendar Will send out updated committees for 2024-2025 school year <ul style="list-style-type: none"> ○ August – New School Year ○ September – Financial Audit Report • Requests for Information: <ul style="list-style-type: none"> ○ SAT Top Average
Future Business	<ul style="list-style-type: none"> • August 14 - Regular Board Meeting • August 22 - Staff Reports • August 28 - First Day of School
Adjournment	<p>Chair moved to adjourn the meeting @ _____ p.m.</p> <p><i>The motion carried with all member's present voting yes.</i></p>

- Minutes recorded and prepared by Kelly Reinhardt, Executive Secretary
- Submitted by Ron Loafman, Board Secretary