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DAVISON COMMUNITY SCHOOLS

Board of Education

Annual Organizational Meeting of the Board
Monday, January 8, 2024
5:00 p.m.
Davison High School Auditorium

MINUTES

MEMBERS PRESENT:	Karen Conover Holly Halabicky Alicia Hensley Kurtis McMahan Matthew Smith (arrived 5:08 p.m.) Granger Stefanko
ABSENT:	Diane Rhines
ADMINISTRATION:	Matt Lobban, Superintendent Christine Kuzinski, Director of HR and Operations Amy Chorley, Executive Director of Student Services Michelle Edwards, Director of Public Information Josh Evans, Director of Business Services Angie Hards, Director of Curriculum Dana Melaragni, Director of Special Education David Beamer, Athletic Director Melanie Berry, Early Learning Director Jennifer Burke, Hill Elementary Principal Andrew Criswell, Thomson Elementary Principal Keri Collins, Hahn Intermediate Assistant Principal Andrea Ferguson, High School Assistant Principal TJ Fischhauber, DAE Principal Christy Flowers, Siple Elementary Principal Verle Gilbert, Hahn Intermediate Principal Natalie Miller, Gates Elementary Principal Josie Paquette, Middle School Principal Jerry Piger, High School Principal Melissa Williams, Central Elementary Principal
STAFF:	Matt Ames, Lauren Crongeyer, Sydney Dawson, Maida Demo, Sara Howes, Kevin Roberts, Jake Weingartz, Jenessa Woodrich, Danielle Weir, April Wiltse
OTHER GUESTS:	Kylie Aldridge, Keturah Becker, Alexis Collins, Brandon Collins, Hillary David, Jessica Deneen, Katie Dodds, Emily Dunaway, LeeAnne Duncan, Diane Forrest, Rob Forrest, Wyatt Forrest, Cynthia Fox, Brittany Hart, Katie Herriman, Shane Herriman, Sue Johns, Annelies Kinzie, Matt Long, Nicole Long, Amber Lyon, Jason Lyon, Amie Martin, Jenn Millefoglie, Amanda Murdock, Rick Murdock, Kim Ojenus, James Woderlund, Sharie Soderlund, Tyler Soderlund, Holger Spiewak, Amy Surface, Will Surface, Samarah Wallah, Allyson Walroth, Dave Weir, Wes Wiltse

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ORDER OF BUSINESS:

CALL TO ORDER: The organizational meeting of the Davison Board of Education was called to order by President Conover at 5:00 p.m. in the Davison High School Auditorium.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Student Council members from Hahn Intermediate, along with their teachers Sydney Dawson and Jenessa Woodrich.

ROLL CALL: Robin Ricica read the roll. Members present: Karen Conover, Holly Halabicky, Alicia Hensley, Kurtis McMahan, Diane Rhines, and Granger Stefanko. Absent: Diane Rhines and Matthew Smith (arrived at 5:08 p.m.)

ELECTION OF OFFICERS - ORGANIZATION OF THE BOARD OF EDUCATION:

- **Election of President:** Granger Stefanko nominated Holly Halabicky. No other nominations were made. Nominations for president were closed. A roll call vote was taken. Karen Conover, Holly Halabickly, Alicia Hensley, Kurtis McMahan and Granger Stefanko voted for Holly Halabicky. Diane Rhines and Matthew Smith were not present. Holly Halabicky was elected as president of the Davison Board of Education for the 2024 calendar year.

- **Election of Vice-President:** Matthew Smith nominated Alicia Hensley. Alicia Hensley nominated Granger Stefanko. No other nominations were made. Nominations for vice-president were closed. A roll call vote was taken. Karen Conover, Holly Halabicky, Alicia Hensley, Kurtis McMahan, Matthew Smith and Granger Stefanko voted for Granger Stefanko. Granger Stefanko was unanimously elected as vice-president of the Davison Board of Education for the 2024 calendar year.

- **Election of Secretary:** Matthew Smith nominated Karen Conover. Karen Conover nominated Alicia Hensley. No other nominations were made. Nominations for secretary were closed. A roll call vote was taken. Karen Conover, Holly Halabicky, Alicia Hensley, Kurtis McMahan, Matthew Smith and Granger Stefanko voted for Alicia Hensley. Alicia Hensley was unanimously elected as secretary of the Davison Board of Education for the 2024 calendar year.

- **Election of Treasurer:** Kurtis McMahan nominated Diane Rhines. Matthew Smith nominated Karen Conover. No other nominations were made. Nominations for treasurer were closed. A roll call vote was taken. Karen Conover, Holly Halabicky, Alicia Hensley, Kurtis McMahan and Greanger Stefanko voted for Diane Rhines. Matthew Smith voted for Karen Conover. Diane Rhines was elected as treasurer of the Davison Board of Education for the 2024 calendar year.

APPROVAL OF AGENDA: Moved by Granger Stefanko, supported by Matthew Smith, to approve the agenda as presented. The motion was carried with a vote of 6-yes, 0-no.

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APPROVAL OF CONSENT AGENDA: Moved by Matthew Smith, supported by Karen Conover, to approve the consent agenda which included items 1-6 below:

1. **Approval of Minutes:** Approval of the open and closed session minutes for the previous regular meeting of December 4, 2023. Approval of the minutes for committee meetings held since the December 4, 2023 Board meeting.

2. **Approval of Bills for Payment:** Approval of payment of the bills through December 31:

   AP-Pooled Cash: General Fund, DCER Fund, DTV Food Service Fund, and Student Activity Fund $ 2,837,493.25

3. **Treasurer's Report:** Approval of the Treasurer's Report for the month of December.

4. **Monthly Personnel Report:** Approval of personnel activity for the period through January 4, 2024.

5. **Quarterly Financial Report:** Approval of the Quarterly Finance Report for the period October 1 through December 31, 2023 including budgets for the General Operating Fund, DCER Fund, School Lunch Fund, and Student Activity Fund.

6. **Identification of District's Legal Status:** Approval of a document which serves as the formal record of the legal status of this school district under the provisions of the Revised School Code. *(The document is attached to the official minutes of this meeting as a record of the district's legal status.)*

The motion was carried with a vote of 6-yes, 0-no.

COMMUNICATIONS:

Special Presentations

- **Kids First Award Recognition:** Central Elementary Counselor Maida Demo was honored as our January "Kids First Employee of the Month." This employee recognition initiative was developed to recognize employees for going above and beyond to meet the needs of the children they serve. The program is sponsored by Mark Owen of MEEMIC Insurance in Davison.

- **Cardinal Spirit Award Recognition:** We are very fortunate to have many dedicated individuals from our community who are passionate and loyal in their support and service to the students and staff at Davison Community Schools. To acknowledge these fine citizens, we have established the Cardinal Spirit award. This month, we are pleased to recognize Pastor Dave Weir.

- **Recognition of Fall All-State Athletes:** Three fall athletes listed below were honored as they were selected to the MHSFCA All-State First Team. Coach Weingartz and Coach Ames, along with Athletic Director Dave Beam, were in attendance to honor these students.

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Iain Forrest was selected by the Michigan High School Athletic Association as an All-State athlete for his accomplishments this season on the Cross Country team.

Carter Herriman has been recognized as a member of the Associated Press 2023 Division 1-2 All-State football team and named First Team All-State by the Michigan High School Football Coaches Association.

Hayden Anderson has been named First Team All-State by the Michigan High School Football Coaches Association.

- **Recognition of Board Members:** January is "School Board Member Recognition Month" in Michigan and a resolution honoring our board members was attached. This evening the staff of our school district is pleased to honor you for your dedication and commitment to the district and community.

  Board members were honored by students from Thomson Elementary and Davison Middle School as Teacher Michelle Wilson played the ukhlele in recognition of their commitment and service.

  Davison Education Association made a $100 donation in the Board's name to the Cardinal Care fund in appreciation of their committed service.

  A resolution was presented to proclaim that the Davison Community Schools joins the Board of Education of the State of Michigan, declaring January 2024 as Local School Board Member Recognition Month in Michigan.

From the Public: Visitors were welcomed and invited to address the Board. No visitors signed up to address the Board.

Correspondence:

Board Secretary Alicia Hensley read a letter addressed to the Board from Bob Beckelic who acknowledged our security team and clerical staff.

ACTION ITEMS:

APPROVAL OF STANDING COMMITTEES: Board Policy 0155 allows the Board to form standing committees. Moved by Karen Conover, supported by Matthew Smith, to approve the following standing committees for the 2024 calendar year:

- Buildings, Grounds, and Transportation
- Curriculum, Extra-Curricular Programs and Technology
- Finance
- Personnel
- Policy and Planning
- Student Reinstatement

Board members were asked to submit committees of interest to Board President Holly Halabicky. There was discussion and questions were answered. The motion carried with a vote of 6-yes, 0-no.

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MEETING DAYS AND TIMES: Board members were provided with a list of proposed meeting days, times and locations for the 2024 calendar year. Moved by Granger Stefanko, supported by Matthew Smith, to approve the list of meeting days, times and locations for the 2024 calendar year. The motion was carried with a vote of 6-yes, 0-no.

Following is the approved list of meeting days, times and locations for the 2024 calendar year:

Day	Time	Location
1. Monday, January 8, 2024 (Board's Organizational Meeting)	6 pm	1. DHS Auditorium
2. Monday, February 5, 2024	6 pm	2. DHS Auditorium
3. Monday, March 4, 2024	6 pm	3. DHS Auditorium
4. Monday, April 8, 2024	6 pm	4. DHS Auditorium
5. Monday, May 6, 2024	6 pm	5. DHS Auditorium
6. Monday, June 3, 2024	6 pm	6. DHS Auditorium
7. Monday, June 17, 2024 (Planned Budget Meeting)	6 pm	7. **Cardinal Center Boardroom**
8. Monday, July 15, 2024	6 pm	8. **Cardinal Center Boardroom**
9. Monday, August 5, 2024	6 pm	9. **Cardinal Center Boardroom**
10. Monday, September 9, 2024	6 pm	10. To be Determined
11. Monday, October 7, 2024	6 pm	11. To be Determined
12. Monday, November 4, 2024	6 pm	12. To be Determined
13. Monday, December 2, 2024	6 pm	13. To be Determined

DESIGNATION OF REPRESENTATIVE FOR ANNUAL G.I.S.D. BUDGET HEARING: The Genesee Intermediate School District's annual general fund budget hearing is scheduled for April 25, 2024. A delegate and alternative delegate from our Board should be appointed to serve as the district's voting representative at this hearing. Moved by Granger Stefanko, supported by Matthew Smith, to appoint Diane Rhines to serve as the district's voting representative and Kurtis McMahan to serve as alternate representative at the GISD annual budget hearing. The motion was carried with a vote of 6-yes, 0-no.

DESIGNATION OF REPRESENTATIVE TO SERVE AS LIAISON AND ALTERNATE LIAISON TO THE GENESEE COUNTY ASSOCIATION OF SCHOOL BOARD MEMBERS' (GCASBM) EXECUTIVE COMMITTEE: The GCASBM requested that each district appoint two representatives, one to serve as liaison and the other as alternate liaison to the GCASBM Executive Committee. The committee typically meets at GISD's Davis Education Center, 2413 West Maple Avenue, Flint, Michigan, on the third Thursday of each month at 6:00 p.m. Moved by Karen Conover, supported by Granger Stefanko, to appoint Alicia Hensley to serve as the district's liaison and Karen Conover as the district's alternate liaison to the GCASBM Executive Committee. The motion was carried with a vote of 6-yes, 0-no.

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APPROVAL OF DHS CHOIR OVERNIGHT FIELD TRIP: The Davison High School Choir requested approval for seven students and one teacher attend the Michigan School Vocal Music Association State Choir Festival in Grand Rapids on January 25-27, 2024 at the Amway Grand Plaza Hotel. Information was provided by High School Music Teacher Garth Starr and was previously distributed. Moved by Matthew Smith, supported by Kurtis McMahan, to approve this trip. Motion carried with a vote of 6-yes, 0-no.

APPROVAL OF DHS HOSA OVERNIGHT FIELD TRIP: The Davison High School HOSA Future Health Professionals is requesting 25 students and two chaperones attend the HOSA State Competition in Traverse City on April 18-19, 2024. Information was provided by High School teacher Laurie Heath and was previously distributed. Moved by Granger Stefanko, supported by Matthew Smith, to approve this trip. Motion carried with a vote of 6-yes, 0-no.

APPROVAL OF POLICIES FOR THE SECOND READING: In February 2014, the Board approved entering into an agreement with Neola of Michigan to provide a policy manual review of the current Board of Education policies. The Board Policy and Planning Committee has met to review, revise and create policies for the following sections (distributed previously for your review):

1540	Administrative Staff Reductions/Recalls
2370.01	Online/Blended Learning Program
7217	Weapons
7540.03	Student Technology Acceptable Use and Safety
8305	Information Security (Technical Correction)
8531	Free and Reduced-Price Meals

The Board approved the first reading of policies at their December 4, 2023 meeting. Moved by Karen Conover, seconded by Matthew Smith, to approve the second reading and approve the adoption of these policies. Motion carried with a vote of 6-yes, 0-no.

APPROVAL OF POLICIES FOR THE FIRST READING: The Board Policy and Planning Committee also met to review, revise and create policies for the following sections (distributed previously for your review):

0122	Board Powers
1420	School Administrator Evaluation
3120	Employment of Professional Staff
3130	Assignment and Transfer
3131	Staff Reductions/Recalls
3132	Vacancies
3139	Staff Discipline
3140	Termination and Resignation
3142	Probationary Teachers
3220	Professional Staff Evaluation

Moved by Matthew Smith, seconded by Karen Conover, to approve the first reading of these policies. Motion carried with a vote of 6-yes, 0-no.

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ACC PURCHASE APPROVAL: ACC has approved an early purchase of curriculum resource proposals for the 2023/2024 school year. These proposed materials have been reviewed and supported by the Board Curriculum Committee. The details, outlined in a memorandum from Director of Curriculum Dr. Angela Hards, was included and the Board was previously provided the opportunity to review related supportive material. Motion by Karen Conover, supported by Matthew Smith, to approve the ACC purchase as listed above. Motion carried with a vote of 6-yes, 0-no.

APPROVAL OF E-RATE TECHNOLOGY BIDS: Director of Technology Chris Lesko recently received bids for computer networking equipment through the Federal E-Rate program for the new Performing Arts Center. Since this equipment was bid via E-Rate, 60% of the total cost ($27,213.00) is eligible for funding through the Universal Service Fund (USF). The district would be responsible for the remaining 40% ($18,142.00) which would be funded as part of the district's 2020 facilities bond. A memorandum and bid evaluations were provided to Board members prior to the meeting. Motion by Karen Conover, supported by Alicia Hensley, to approve the E-Rate technology purchase as listed above. Motion carried with a vote of 6-yes, 0-no.

APPROVAL TO PURCHASE FOUR SCHOOL BUSES: Director of Operations Christine Kuzinski received bids for the procurement of four (4) used low mileage 2021 Thomas, 77 passenger Saf-T-Liner C2 School Buses. The low bid was received from Hoekstra Transportation in the amount of $314,200.00. A memorandum from Director of Operations Christine Kuzinski to Superintendent Lobban was attached recommending this purchase. The Buildings/Grounds & Transportation Committee met on January 5 and supports this recommendation. Motion by Matthew Smith, supported by Granger Stefanko, to approve the purchase of four school buses as listed above. Motion carried with a vote of 6-yes, 0-no.

APPROVAL OF HVAC PIPE INSULATION: In order to continue emergency repairs due to the July 20, 2023 hail storm, removal and replacement of HVAC pipe insulation is required. A quote from the district-preferred vendor, Goyette Mechanical, was received in the amount of $564,000.00. A recommendation memorandum from Director of Operations Christine Kuzinski included a communication from SET SEG Insurance approving the project. The Buildings/Grounds, and Transportation Committee met on January 5 and reviewed the quote and recommendation. The committee supports awarding the project as recommended. We recommend your approval for the removal and replacement of pipe insulation at Thomson, Central, Gates, Siple, Hahn and the Middle School to Goyette Mechanical in the amount of $564,000.00 to be paid for with funds from the hail damage insurance claim. Motion by Granger Stefanko, supported by Matthew Smith, to approve the project listed above. Motion carried with a vote of 6-yes, 0-no.

ACCEPTANCE OF CONTRIBUTIONS: The following contributions have been offered to the district:

- Journey Ministries donated three large boxes of snowsuits and pants.

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- Michigan State Council Knights of Columbus, Council #4090, donated $394.51 to benefit the special education program and students. The money was raised through the organization's Tootsie Roll drive.

- Theresa Rouse, who is a Purple Heart recipient, donated eight Purple Heart Commemorative coins to be given to Davison staff members who served in the military.

- First Baptist Church donated a large box of Bombas socks to be distributed between school buildings for students who are in need.

Moved by Karen Conover, supported by Matthew Smith, to approve the contributions listed above. Motion carried with a vote of 6-yes, 0-no.

INFORMATIONAL ITEMS:

From our Superintendent:

Superintendent Lobban thanked Food Service Director Jen Lutze for the truffles she made to recognize Board members. Exams for DAE and DHS students begin next week with the end of the semester being January 19. Winter is knocking at our door!

Other Matters Which May Properly Come Before the Board (From Board members):

- There were no comments from members of the Board of Education.

Future Meeting Dates:

Next Regular Meeting: Monday, February 5, 2024
6:00 p.m.
Davison High School Auditorium
1250 N. Oak Road
Davison, MI 48423

CLOSED SESSION: Moved by Matthew Smith, seconded by Granger Stefanko, to convene into closed session at 5:58 p.m. to conduct a hearing to consider a disciplinary matter involving a student which is allowed under Section 8(b) of the Open Meetings Act. A roll call vote was taken. The motion carried with a vote of 6-yes, 0-no. No action was taken during closed session.

REGULAR SESSION: Moved by Karen Conover, supported by Kurtis McMahan, to adjourn the closed session and return to regular session at 6:37 p.m. The motion carried with a vote of 6-yes, 0-no.

STUDENT EXPULSION (Regarding student disciplinary matter heard): Moved by Granger Stefanko, supported by Karen Conover, that the student brought before the Board tonight be expelled from Davison Community Schools due to a violation of the student code of conduct. A roll call vote was taken. The motion carried with a vote of 6-yes, 0-no.

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ADJOURNMENT: Moved by Granger Stefanko, supported by Kurtis McMahan, to adjourn the meeting at 6:29 p.m. The motion carried with a vote of 6-yes, 0-no.

Respectfully submitted:

_____
Alicia Hensley, Secretary
Davison Board of Education

(Attach to minutes of 1/8/2024)

SCHOOL DISTRICT LEGAL REFERENCE NOTE

This note is added (or attached) to the minutes of the January, 2024 organizational meeting of the District as a legal reference to the change in status of our school district caused by the Revised School Code (MCL 380.1 *et seq*) amendments, which became effective July 1, 1996.

1. Legal name of school district: Davison Community Schools

2. Prior to July 1, 1996, this district was classified as a fourth (second, third, or fourth class or primary) school district. On July 1, 1996 the district became a general powers school district by operation of law.

3. The Board of Education is comprised of 7 members, who are elected for terms of 6 years.

Members holding office on January 1, 2024 and the expiration of their current terms are listed below:

Karen Conover, term expires 12/31/2024.

Holly Halabicky, term expires 12/31/2024.

Alicia Hensley, term expires 12/31/2028.

Kurtis McMahan, term expires 12/31/2028.

Diane Rhines, term expires 12/31/2024

Matthew Smith, Jr., term expires 12/31/2024.

Granger Stefanko, term expires 12/31/2026.

4. Members of the Board of Education are elected biennially (annually or biennially) at the even-year election in November.

Legal Citation: MCL 380.11a, 380.1031