

LEWIS CASS INTERMEDIATE SID
61682 Dailey Road
Cassopolis, Michigan 49031
269-445-6204

MINUTES OF THE BOARD OF EDUCATION
(ORGANIZATIONAL & REGULAR MEETING)
July 10, 2019

- Call to Order* Mr. Holcomb called the organizational meeting of the Lewis Cass Intermediate School District Board of Education to order at 5:30 p.m. in Conference Room #2 of the Administrative Services Center on Wednesday, July 10, 2019.
- Oath of Office* Jane Butchbaker, notary public, administered the School Board Member Acceptance of Office and Oath of Office to Thomas Atkinson.
- Roll Call* Members present: Ms. Zile, Mr. Atkinson, Mr. Dyes
Members absent: Mr. Curtis, Mr. Anderson
Administrators present: Mr. Holcomb, Mr. Jasper, Ms. Butchbaker, Ms. Wimberley
- Declaration of a Quorum* Mr. Holcomb declared a quorum of the Board.
- Pledge to the Flag* Pledge to the Flag was recited.
- Approval of Agenda* Moved by Ms. Zile, supported by Mr. Dyes, to approve the agenda as presented. All in favor. Motion carried.
- Election of Officers* Moved by Mr. Atkinson, supported by Ms. Zile, to nominate Mr. Curtis for President. All in favor. Motion carried. Moved by Ms. Zile, supported by Mr. Dyes, to nominate Mr. Atkinson for Vice-President. All in favor. Motion carried. Moved by Mr. Atkinson, supported by Ms. Zile, to nominate Mr. Dyes for Secretary. All in favor. Motion carried. Moved by Ms. Zile, supported by Mr. Atkinson, to nominate Mr. Anderson for Treasurer. All in favor. Motion carried.
- Regular Meetings of the Board Regular* Moved by Ms. Zile, supported by Mr. Dyes, that regular meetings of the Lewis Cass Intermediate Board of Education be held on the third Wednesday of each month with the exception of June at the LCISD Administrative Services Center at 61682 Dailey Road, meetings to be convened at 10:00 a.m. and no new business to be introduced after 12:00 p.m. All in favor. Motion carried.
- Posting Notices of Meetings* Moved by Ms. Zile, supported by Mr. Dyes, that the Superintendent's Administrative Assistant be appointed the designee for posting notices of meetings. All in favor. Motion carried.
- Security Bonds* Moved by Mr. Dyes, supported by Ms. Zile, that the security bonds be set at a minimum of \$10,000 for the board treasurer and \$100,000 for employees. All in favor. Motion carried.
- Depositories* Moved by Ms. Zile, supported by Mr. Dyes, that the depositories will be the Banks of Cass County, Michigan Class, and the Michigan Liquid Asset Fund (MILAF). All in favor. Motion carried.
- Check Signature Authorization* Moved by Mr. Dyes, supported by Ms. Zile, that the Superintendent, Chief Financial Officer, Accounting Supervisor, and the Board Treasurer be authorized to sign checks for Accounts Payable, Payroll, Trust and Agency, and Edustaff Accounts. All in favor. Motion carried.
- Memberships* Moved by Ms. Zile, supported by Mr. Dyes, to approve the memberships in the Michigan Association of School Boards and School Equity Caucus organizations. All in favor. Motion carried.

- Retainer Contracts* Moved by Mr. Dyes, supported by Ms. Zile, to appoint Thrun Law Firm, P.C. as legal counsel for state level matters and labor negotiations; and Clark Hill PLC as legal counsel for special education matters; and that a retainer be paid to each firm. All in favor. Motion carried.
- Newspapers of General Circulation* Moved by Ms. Zile, supported by Mr. Dyes, that Leader Publications (which publishes the Niles Daily Star, Dowagiac Daily News, Vigilant, Argus, and the West/North/South Leaders) and Marcellus News be designated as the newspapers of general circulation for the current school year. All in favor. Motion carried.
- Compensation for Board Members* Moved by Mr. Dyes, supported by Ms. Zile, that board members get a per diem of \$30 per meeting and other functions as related directly to the member's responsibility as a board member plus mileage. All in favor. Motion carried.
- Communications to the Board* None
- Communications from the Audience* None
- Approval of Minutes* Moved by Mr. Dyes, supported by Ms. Zile, to approve the minutes of June 27, 2019, as presented. All in favor. Motion carried.
- Treasurer's Report* Moved by Ms. Zile, supported by Mr. Dyes, to accept the Treasurer's Report as presented. All in favor. Motion carded.
- Payment of Bills* Moved by Mr. Dyes, supported by Ms. Zile, that the Board of Education hereby approves payment of bills which includes General Fund totaling \$240,656.14; Special Ed Fund totaling \$333,016.31; Capital Projects totaling \$10,402.50; and Payroll Vendor Checks totaling \$4,726.56.
Roll Call Vote. Ayes: Mr. Atkinson, Mr. Dyes, Ms. Zile
Nays: None
All in favor. Motion carried.
- Bid Proposals* Moved by Ms. Zile, supported by Mr. Dyes, that the Board of Education accept the following bid proposals:
- Sport View Technologies for Clock/Bell/PA equipment and services for Brookside Learning Center Classroom Addition in the amount of \$43,802.68.
 - Electromedia for Data Cabling equipment and services for Brookside Learning Center Classroom Addition in the amount of \$16,443.64.
- Roll Call Vote. Ayes: Mr. Atkinson, Ms. Zile, Mr. Dyes
Nays: None
All in favor. Motion carried.
- Adjournment* Moved by Mr. Dyes, supported by Ms. Zile, to adjourn at 6:11 p.m. All in favor. Motion carried.

Respectfully submitted,

Dwight Dyes
Secretary

These minutes are subject to board approval.