

**CALHOUN INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES of the ANNUAL ORGANIZATIONAL MEETING OF JULY 20, 2022**

A. Call to Order – Roll Call – Pledge of Allegiance:

The organizational meeting of the Calhoun Intermediate School District Board of Education was called to order on July 20, 2022, at 4:08 p.m. at the Gifford/Schultz Educational Service Center, 17111 G Drive North, Marshall, Michigan by 2021-2022 Board President Ponds.

Present were: JoAnne Miller, Allyn Miller, Jean Goodrich, Richard Lindsey and Kenneth Ponds

Absent was: None

Also present were: Dr. Terance Lunger, Superintendent; ReNae Anderson, Human Resources/Executive Office Coordinator, Jessica Clothier, Assistant Superintendent for Human Resources; Lorie Upright, Assistant Superintendent for Technology and Data Services; Tim Staffen, Assistant Superintendent for CTE; Joan Reeve, Assistant Superintendent for Special Education; Jerry Johnson, Assistant Superintendent for Legislation and Education Policy; Rusty Stitt, Interim Superintendent Bellevue Schools; Christopher Birk, Bellevue Schools, Treasurer; Seth Madry, Bellevue Schools Board President; Laura Ash, LEA Business Manager.

B. Visitors' Comments:

- Seth Madry addressed the board.

C. Election of Officers (President, Vice-President, Treasurer and Secretary) for the 2022-2023 school year.

It was moved by J. Miller, supported by Lindsey, that the CISD Board of Education nominate and elect Allyn Miller - President; Richard Lindsey - Vice President; Jean Goodrich - Treasurer and JoAnne Miller - Secretary.

Roll call was taken.

Voting yes: Goodrich, J. Miller, A. Miller, Ponds and Lindsey

Voting no: None

Motion passed unanimously.

President A. Miller presided over the remainder of the meeting.

D. ORGANIZATIONAL DECISIONS:

It was moved by Lindsey and supported by Goodrich, that the CISD Board of Education approve the following recommended actions below:

- **Official Publication** - Designate the Marshall Ad-Visor/Battle Creek Shopper as the newspaper on record for all official publications.
- **Legal Counsel** - Designate the legal firm of Thrun Law Firm, P.C. as the primary legal firm in all matters and further, that Clark Hill be on retainer in the event that Thrun Law Firm P.C. has a conflict of interest.
- **Auditors** - Designate Plante and Moran to be the official audit firm for the 2022-2023 fiscal year.
- **District Investment Transactions** - Designate Dr. Terance Lunger, Superintendent and Kori Rafferty, Assistant Superintendent for Finance & Operations as Investment Officers to oversee the day-to-day management of District investments.
- **Bonding** - Designate the Board Treasurer, Secretary, Superintendent and Attendance Officer to be bonded in accord with the law.
- **Appointment of Attendance Officers** - Appoint Nicole Snyder and Laura Ostrom, Pupil Accounting Auditors and Truancy Coordinators as Attendance Officers for the Calhoun Intermediate School District.
- **Official Designee** - Designate ReNae Anderson, Human Resources/Executive Office Coordinator, to implement the public notice requirements.
- **Signatories** - Designate the following as signatories for all funds:
 - Primary Signatories - Designate Dr. Terance Lunger, Superintendent and Kori Rafferty, Assistant Superintendent of Finance and Operations.
 - Backup Signatories - JoAnne Miller, CISD Board Secretary, Jean Goodrich Treasurer and Mark Ludlow, Chief Accountant.
- **Contracts, Agreements & Purchase Order Signatories** - Designate the Superintendent, Dr. Terance Lunger and Kori Rafferty, Assistant Superintendent of Finance and Operations, the persons authorized to sign all contracts, agreements and purchase orders.
- **Banks** - Designate continuation of present depositories as follows: TCF - a part of Huntington National Bank (formerly Chemical Bank) - the depositories for CISD Funds and Fifth/Third Bank for the Michigan Liquid Asset Fund.
- **Meetings - Time, Date and Place Regular Meetings** - Approve the proposed meeting dates for the CISD Board of Education for the 2022-2023 fiscal year and to name the Superintendent as the designee to post the meeting notices.

Motion passed unanimously.

E. Other Organizational Decisions:

1. Resolution to appoint Electronic Transfer Officer

It was moved by Ponds, supported by Lindsey, that the CISD Board of Education approve the resolution to appoint Kori Rafferty, the Assistant Superintendent of Finance and Operations as the Electronic Transfer Officer (ETO) responsible for the Calhoun ISD Automatic Clearing House agreements, including payment approval, accounting, reporting and generally for overseeing compliance with the Automatic Clearing House policy as presented.

Roll call was taken.

Voting yes: J. Miller, A. Miller, Ponds, Lindsey and Goodrich

Voting no: None

Motion passed unanimously.

2. Board Expense Policy

It was moved by J. Miller, supported by Lindsey, that the CISD Board of Education authorize the participation of its members at one national and appropriate state, regional and local educational conferences in 2022-2023 in accord with Board Policy 2305.

Roll call was taken.

Voting yes: A. Miller, Ponds, Lindsey, Goodrich and J. Miller

Voting no: None

Motion passed unanimously.

3. Suspension of CISD Board Per Diem and Mileage

It was moved by Ponds, supported by J. Miller, that the CISD Board of Education suspend the monthly per diem and mileage reimbursement for the CISD Board of Education for the 2022-2023 school year.

Roll call was taken.

Voting yes: Ponds, Lindsey, Goodrich, J. Miller and A. Miller

Voting no: None

Motion passed unanimously.

4. Board Member Appointments

The CISD Board President made the following board appointments for the 2022-2023 school year:

- CASBA Delegate - Jean Goodrich and Alternate - Kenneth Ponds
- MASB Legislative Relations Network Representative - Allyn Miller
- Personnel/Burgy Fund Committee - JoAnne Miller & Richard Lindsey

F. Commendation to 2021-2022 Board President - Kenneth Ponds

President A. Miller commended Rev. Ponds for his year of service as president.

G. Adjournment

There being no further business to come before the board, President A. Miller adjourned the Organizational Meeting of the Calhoun ISD Board of Education at 4:25 p.m.

President: Allyn Miller

Secretary: JoAnne Miller