

**CALHOUN INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES of the ANNUAL ORGANIZATIONAL MEETING
OF JULY 17, 2024**

4:00 p.m.

Gifford/Schultz Educational Service Center, Marshall, MI

According to the School Code, “the Board shall meet annually on or before the fourth Monday of July and shall organize by electing a president, vice president, secretary and treasurer.”

A. *Call to Order - Roll Call - Pledge of Allegiance - Opening of meeting by Richard Lindsey, 2023-2024 President*

The regular meeting of the Calhoun Intermediate School District Board of Education was called to order on July 17, 2024, at 4:02 p.m. at the Gifford/Schultz Educational Service Center, 17111 G Drive North, Marshall, Michigan by Board President Lindsey.

Present were: Catherine Yates, Eric Greene, Jean Goodrich, and Richard Lindsey Jr.

Absent was: Kenneth Ponds

Also present were: Dr. Terance Lunger, Superintendent; Jessica Clothier, Assistant Superintendent of Human Resources; Lorie Upright, Assistant Superintendent for Technology and Data Services; Karen Dysinger, Human Resources/Executive Office Coordinator; Jerry Johnson, Assistant Superintendent for Legislation & Education Policy; Nicole Lawrence, Assistant Superintendent for Special Education

B. *Visitors’ Comments*

- There were no comments from visitors

C. *Election of Officers (President, Vice-President, Treasurer and Secretary) for the 2024-2025 school year.*

It was moved by Yates and supported by Greene that the CISD Board of Education nominate and elect the following officers for 2024-2025:

- PRESIDENT: Jean Goodrich
- VICE-PRESIDENT: Eric Greene
- TREASURER: Catherine Yates
- SECRETARY: Kenneth Ponds

Roll call was taken.

Voting Yes: Goodrich, Yates, Greene, Lindsey

Voting No:

Motion passed unanimously

D. Organizational Decisions - Consent Group:

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

- **Official Publication** - Designate the Marshall Ad-Visor/Chronicle and Battle Creek Shopper as the newspapers 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 2024-2025 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 Officer** - Appoint Laura Ostrom and Annie Monaweck, Pupil Accounting Auditors/Attendance Officers for the Calhoun Intermediate School District.
- **Official Designee** - Designate Karen Dysinger, 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 - Kenneth Ponds, CISD Board Secretary, Catherine Yates, 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: Huntington National Bank and the Michigan Liquid Asset Fund as depositories for CISD funds, and Fifth/Third Bank for payroll.
- **Meetings - Time, Date and Place of Regular Meetings** - Approve the proposed meeting dates for the CISD Board of Education for the 2024-2025 fiscal year and name the Superintendent as the designee to post the meeting notices.

E. Other Organizational Decisions:

1. Resolution to appoint Electronic Transfer Officer

It was moved by Lindsey and supported by Yates 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: Lindsey, Goodrich, Yates, Greene

Voting No:

Motion passed unanimously

2. Board Expense Policy

It was moved by Yates and 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 2024-2025 in accord with Board Policy 2305.

Roll call was taken.

Voting Yes: Greene, Lindsey, Goodrich, Yates

Voting No:

Motion passed unanimously

3. Suspension of CISD Board Per Diem and Mileage

It was moved by Yates and supported by Lindsey that the CISD Board of Education suspend the monthly per diem and mileage reimbursement for the CISD Board of Education for the 2024-2025 school year.

Roll call was taken.

Voting Yes: Yates, Greene, Lindsey, Goodrich

Voting No:

Motion passed unanimously

4. Board Member Appointments

It was moved by Lindsey and supported by Yates that the CISD Board President make the following board appointments for the 2024-2025 school year:

- Delegate to CASB - Richard Lindsey, Jr.
- Alternate to CASB - Kenneth Ponds
- MASB Legislative Relations Network Representative - Eric Greene
- Personnel/Burgy Fund - Jean Goodrich & Richard Lindsey, Jr.

Roll call was taken.

Voting Yes: Goodrich, Yates, Greene, Lindsey

Voting No:

Motion passed unanimously

F. Commendation to 2023-2024 Board President - Richard Lindsey, Jr.

G. Adjournment

There being no further business to come before the board, President Goodrich adjourned the Organizational Meeting of the Calhoun ISD Board of Education at 4:08 p.m.

President: Jean Goodrich

Secretary: Kenneth Ponds