



Big Jackson Public Schools

4020 E. 13 Mile Road
Paris, Michigan 49338
Phone: (231) 796-8947
Website: www.bigjackson.ncats.net

BOARD OF EDUCATION ORGANIZATIONAL MEETING MINUTES

July 6, 2021

7:00 P.M.

Members present: Sue Jones, Laura Johnson, Lynn Ulman, Charlotte Lockerby

Members absent: Brad Crawford

Visitors present: Dr. Lori Tubbergen Clark

- I. **CALL TO ORDER.** The meeting was called to order by Board Vice President Sue Jones at 7:13 PM
- II. **PLEDGE OF ALLEGIANCE** was recited.
- III. **ELECTION OF OFFICERS** Motion by Johnson and supported by Lockerby to elect the following officers:
 - a. President- Brad Crawford
 - b. V.P./Treasurer: Sue Jones
 - c. Secretary: Laura Johnson

Motion unanimously passed.

- IV. **APPOINTMENTS**
 - a. Legal Counsel – Clark Hill, PLC. Motion by Johnson, supported by Ulman to approve Clark Hill, PLC as the board counsel for the 2021-2022 fiscal year. Unanimously passed.
 - b. Publication of Record – Times Indicator. Motion by Ulman, supported by Johnson to approve the Times Indicators as the publication of record for the 2021-2022 fiscal year. Unanimously passed.
 - c. Auditor – Rehmann (Kim Lindsay). Motion by Johnson, supported by Lockerby to approve Rehmann as the auditor for the 2021-2022 fiscal year. Unanimously passed.

V. **PUBLIC PARTICIPATION** - There was no public participation.

VI. **APPROVAL OF AGENDA** Motion by Johnson, supported by Lockerby to approve the revised agenda, noting the addition of the approval of replacement windows that will provide proper ventilation to the outdoors in the school house.

VII. **APPROVAL OF MINUTES** – June 1, 2021 Special Meeting and Regular Meeting. Motion by Johnson, supported by Ulman to approve the minutes as presented. Unanimously passed.

VIII. **DESIGNATE BANKING FACILITIES** (ChoiceOne Bank, TCF Bank & Michigan Liquid Asset Fund)
SIGNATORIES –

ChoiceOne Bank – Board President, Superintendent, Administrator, Business Manager

TCF Bank – School Board Members, Building Administrator, Business Manager

Michigan Liquid Asset Fund – School Board President and Business Manager
Motion by Johnson, supported by Lockerby to designate banking facilities and signatories as presented. Unanimously passed.

IX. LEADERSHIP REPORTS

- a. Superintendent's Report. The Big Jackson summer school program is going well.

XI. DISCUSSION ITEMS

XII. ACTION ITEMS

- a. Motion by Ulman, supported by Johnson to approve the 2021-22 Board of Education Meeting schedule. Unanimously passed.
- b. Motion by Johnson, supported by Ulman to approve the board meeting agenda format for the 2021-22 fiscal year. Unanimously passed.
- c. Motion by Johnson, supported by Lockerby to approve a renewal contract with NC RESA to provide executive management services of the NC RESA Superintendent to Big Jackson Public School for a fee of \$1.00. Unanimously passed.
- d. Motion by Johnson, supported by Ulman, to approve a renewal contract with Newaygo County RESA to provide business management services for 2021-22. Unanimously passed.
- e. Motion by Johnson, supported by Lockerby to appoint Crawford and Johnson as the Board Audit Committee members for 2021-22. Support by Lockerby. Unanimously passed.
- f. Motion by Johnson, supported by Ulman to approve the 2021-22 Big Jackson School Calendar. Unanimously passed.
- g. Motion by Ulman, supported by Lockerby to approve a contract with Rebecca Jackson for 2021-22 in the amount of \$12,750.00 for administration services. Unanimously passed.
- h. Motion by Ulman, supported by Lockerby to approve a contract with Rebecca Jackson for 2021-22 in the amount of \$2,500.00 for special education instructional services. Unanimously passed.
- i. Motion by Ulman, supported by Lockerby to approve a contract with Lisa Murphy for 2021-22 in the amount of \$26,013.06 for instructional services. Unanimously passed.
- j. Motion by Johnson, supported by Ulman, to approve a contract with Lisa Murphy for 2021-22 in the amount of \$5,000.00 for Title IV services. Unanimously passed.
- k. Motion by Ulman, supported by Lockerby to approve a contract with Jennifer England for 2021-22 in the amount of \$36,418.08 for instructional services. Unanimously passed.
- l. Motion by Johnson, supported by Ulman to approve the hourly wage for Kashmir Aprile, Receptionist, at \$13.39 for the 2021-22 school year. Unanimously passed.
- m. Motion by Ulman, supported by Lockerby to approve a \$500.00 stipend to Kashmir Aprile for bus supervisor duties. Unanimously passed.
- n. Motion by Johnson, supported by Ulman to set the hourly wages for Curtis Wilkinson for maintenance and bus driver duties to \$18.36 for the 2021-22 school year. Unanimously passed.
- o. Motion by Ulman, supported by Lockerby to approve to set the hourly wages for Curtis Wilkinson for custodian services at \$10.20 for the 2021-22 school year. Unanimously passed.

- p. Motion by Johnson, supported by Ulman to approve the bid from Jeremy Bonnett, licensed and insured builder, for replacement windows that provide improved air ventilation for an amount not to exceed \$3,500. Unanimously passed.

Board Communication: Letter from Kashmir Aprile was submitted to the board regarding passing the MTTC exam and a request to be a teacher at Big Jackson.

XIII. **ADJOURNMENT** at 7:40 PM

Brad Crawford, President

Laura M. Johnson, Secretary

NEXT REGULARLY SCHEDULED MEETING WILL BE ON TUESDAY, AUGUST 3, 2021 AT 7:00 P.M