

**MONROE PUBLIC SCHOOLS BOARD OF EDUCATION**

Board Organizational Meeting

Tuesday, January 14, 2014

**6:45 p.m.**

**MINUTES**

**Roll Call and Call to Order**

Board Members Present: June Knabusch-Taylor, Dr. Tedd March, Aaron Mason, Ryan Philbeck, Wendy Spicer, Lawrence VanWasshenova, Robert Yeo

Board Members Absent: None

Administrators Present: Barry Martin, Julie Everly, Ryan McLeod, Katherine Eighmey, David Payne

Administrators Absent: Jerry Oley

Dr. Martin called the meeting to order at 6:53 p.m.

**Election of President**

Motion by Mr. VanWasshenova; support by Mr. Mason to nominate Robert Yeo as President of the Monroe Public Schools Board of Education for the 2014 calendar year.

Motion by Mr. VanWasshenova; support by Mr. Mason to close the nominations for Board President.

Vote: Motion carried by a 7-0 hand vote.

Motion by Mr. Mason; support by Dr. March to appoint Robert Yeo as President of the Monroe Public Schools Board of Education for the 2014 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

**Election of Vice President**

Motion by Mrs. Knabusch-Taylor; support by Dr. March to nominate Lawrence VanWasshenova as Vice President of the Monroe Public Schools Board of Education for the 2014 calendar year.

Motion by Ms. Spicer; support by Dr. March to close the nominations for Board Vice President.

Vote: Motion carried by a 7-0 hand vote.

Motion by Dr. March; support by Ms. Spicer to appoint Lawrence VanWasshenova as Vice President of the Monroe Public Schools Board of Education for the 2014 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

**Election of Secretary**

Motion by Mr. VanWasshenova; support by Mr. Mason to nominate June Knabusch-Taylor as Secretary of the Monroe Public Schools Board of Education for the 2014 calendar year.

Motion by Mr. VanWasshenova; support by Mr. Philbeck to close the nominations for Board Secretary.

Vote: Motion carried by a 7-0 hand vote.

Motion by Mr. VanWasshenova; support by Dr. March to appoint June Knabusch-Taylor as Secretary of

the Monroe Public Schools Board of Education for the 2014 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

#### **Election of Treasurer**

Motion by Mr. VanWasshenova; support by Mr. Philbeck to appoint Katherine Eighmey as Treasurer of Monroe Public Schools Board of Education for the 2014 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

#### **Election of Parliamentarian**

Motion by Mrs. Knabusch-Taylor; support by Mr. VanWasshenova to nominate Dr. Tedd March as Parliamentarian of the Monroe Public Schools Board of Education for the 2014 calendar year.

Motion by Mr. VanWasshenova; support by Mr. Philbeck to close the nominations for Board Parliamentarian.

Vote: Motion carried by a 7-0 hand vote.

Motion by Mr. VanWasshenova; support by Mr. Philbeck to appoint Dr. Tedd March as Parliamentarian of the Monroe Public Schools Board of Education for the 2014 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

#### **Appointment of Administrative Secretary**

Motion by Mrs. Knabusch-Taylor; support by Mr. VanWasshenova to appoint Gayle Lambert as Administrative Secretary of Monroe Public Schools Board of Education for the 2014 calendar year.

Vote: Motion carried by a 7-0 roll call vote

#### **Adoption of Board Bylaw Manual**

Motion by Mrs. Knabusch-Taylor; support by Dr. March to approve the adoption of the Monroe Public Schools Bylaw Manual as its bylaws until such time any of those bylaws are changed by the Board.

Vote: Motion carried by a 7-0 roll call vote.

#### **Appointment of General Council**

Motion by Mr. Philbeck; support by Mr. VanWasshenova to appoint James Davies to represent the Monroe Board of Education as general counsel for the Monroe Public School District for the 2014 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

#### **Appointment of School Election Administrator**

Motion by Mrs. Knabusch-Taylor; support by Mr. VanWasshenova to approve the following: I, June Knabusch-Taylor, secretary of the Monroe Board of Education, do hereby appoint Robert Vergiels, deputy secretary to the Board of Education for the purpose of administering all matters pertaining to the Monroe Public School District elections for the year 2014, and that a signed Constitutional Oath of Office be affixed to the official minutes of the Board of Education.

Vote: Motion carried by a 7-0 roll call vote.

#### **Board Member Pay**

Motion by Mr. VanWasshenova; support by Mr. Philbeck to establish the rate of pay for the Board of Education members at \$30.00 per meeting for the 2014 calendar year, if members choose to accept it, that

the pay be quarterly, that a Board member must be in attendance to receive the pay, and the Board members who do not wish to receive pay notify the payroll office in writing.

Vote: Motion carried by a 7-0 roll call vote.

#### **Appointment of Certified Public Accountant**

Motion by Mr. VanWasshenova; support by Mr. Yeo to employ the accounting firm of Cooley, Hehl, Wohlgamuth & Carleton, Certified Public Accountants, to perform the annual audit of financial records and funds of Monroe Public Schools for the 2013/2014 Fiscal Year in conformance with prescribed standards and legal requirements of the State of Michigan.

Discussion: Mr. Yeo is happy with Cooley, Hehl, Wohlgamuth & Carleton but thinks this should be a bid process every so many years. At a previous workshop, Mrs. Eighmey provided historical information but she feels that the best way to get a price is do an RFP. In order to have the information ready for the January 2015 Organizational Meeting, it would have to be bid in the fall. Dr. Martin and Mrs. Eighmey will draft a policy for this procedure.

Vote: Motion carried by a 7-0 roll call vote.

#### **Consent Agenda-Corporate Resolutions and Facsimile Signatures**

Motion by Mr. VanWasshenova; support by Dr. March that Agenda Items 13-26 is considered as a Consent Agenda and that the consent agenda items be approved as recommended for the 2014 calendar year.

**Corporate Resolution – Monroe Bank and Trust** - Move to adopt the Corporate Resolution for Monroe Bank and Trust for the 2014 calendar year.

**Corporate Resolution – PNC Bank** - Move to adopt the Corporate Resolution for PNC Bank for the 2014 calendar year.

**Corporate Resolution – Fifth Third Bank** - Move to adopt the Corporate Resolution for Fifth Third Bank for the 2014 calendar year.

**Corporate Resolution – Education Plus Credit Union** - Move to adopt the Corporate Resolution for Education Plus Credit Union for the 2014 calendar year.

**Corporate Resolution – Flagstar Bank** - Move to adopt the Corporate Resolution for Flagstar Bank for the 2014 calendar year.

**Corporate Resolution – Wells Fargo** - Move to adopt the Corporate Resolution for Wells Fargo Bank for the 2014 calendar year.

**Corporate Resolution – Key Bank** - Move to adopt the Corporate Resolution for Key Bank for the 2014 calendar year.

**Resolution for Facsimile Signatures - Monroe Bank & Trust** - Move to adopt the Resolution for Facsimile Signature – Monroe Bank and Trust for the 2014 calendar year.

**Resolution for Facsimile Signatures – PNC Bank** - Move to adopt the Resolution for Facsimile Signature – PNC Bank for the 2014 calendar year.

**Resolution for Facsimile Signatures – Fifth Third Bank** - Move to adopt the Resolution for Facsimile Signature – Fifth Third Bank for the 2014 calendar year.

**Resolution for Facsimile Signatures – Education Plus Credit Union** - Move to adopt the Resolution for Facsimile Signature – Education Plus Credit Union for the 2014 calendar year.

**Resolution for Facsimile Signatures – Flagstar Bank** - Move to adopt the Resolution for Facsimile Signature – Flagstar Bank for the 2014 calendar year.

**Resolution for Facsimile Signatures – Wells Fargo** - Move to adopt the Resolution for Facsimile Signature – Wells Fargo Bank for the 2014 calendar year.

**Resolution for Facsimile Signatures – Key Bank** - Move to adopt the Resolution for Facsimile Signature – Key Bank for the 2014 calendar year.

Vote: Motion carried by a 7-0 roll call vote.

**Adjournment**

Motion by Mr. Mason; support by Dr. March that the January 14, 2014 Board Organizational Meeting of the Monroe Public Schools Board of Education be adjourned.

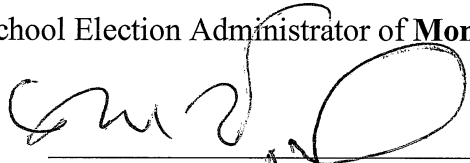
Vote: Motion carried by a 7-0 hand vote at 7:14 p.m.

  
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June Knabusch-Taylor, Secretary

**ACCEPTANCE OF OFFICE**

I do hereby accept the office of School Election Administrator of **Monroe Public Schools, Monroe, Michigan.**

Dated: **January 14, 2014**

  
Robert Vergiels

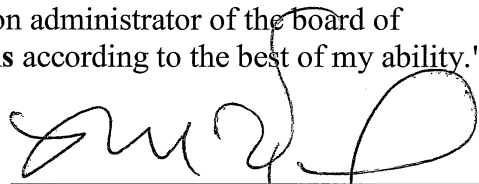
**CONSTITUTIONAL OATH OF OFFICE**

STATE OF MICHIGAN  
COUNTY OF **MONROE**

Before me, a Notary Public in and for the County of **Monroe** appeared

**Robert Vergiels** who took and subscribed the following oath:

"I do solemnly swear (or affirm) that I will support the constitution of the United States and the constitution of this state, and that I will faithfully discharge the duties of school election administrator of the board of education of **Monroe Public Schools** according to the best of my ability."

  
Robert Vergiels

Subscribed and sworn to before me this

15<sup>th</sup> day of January, A.D., 2014

Gayle D.G. Lambert  
Notary Public in and for the County of  
Monroe, State of Michigan

My commission expires 6-16, 2020