



**BOARD OF EDUCATION
REGULAR MEETING
MINUTES
JULY 17, 2023**

PLACE OF MEETING: Saugatuck Middle-High School Media Center
401 Elizabeth Street, Saugatuck Public Schools

TIME OF MEETING: 6:00 pm

ADMINISTRATION:

Dr. Tim Travis, Superintendent; Kim Sharda, Executive Assistant

1. CALL TO ORDER The meeting was called to order at 6:00 pm.

2. ROLL CALL

PRESENT: Bernie Merkle (at 6:04 pm), Marcy Weston, Nathan Lowery,
Laura Zangara, Nicole Lewis, Frank Marro III

ABSENT: Eric Birkholz

3. PUBLIC COMMENT – there were none

4. ADDITIONS OR CHANGES TO THE AGENDA – there were none

5. OPEN ORGANIZATIONAL MEETING – at 6:00 pm a motion was made by Nicole Lewis with support from Nathan Lowery to open the Organizational Meeting. The motion carried unanimously.

ORGANIZATIONAL MEETING

Due to the change in the Board's Annual Election from May to November, we will hold an organizational meeting setting business matters in July and an organizational meeting in January electing officers.

(Handwritten signature and date)
7/19/23

1. ADOPTION OF SCHEDULE OF REGULAR BOARD MEETING DATES FOR 2023-2024 FISCAL YEAR
The Schedule of the Regular Board Meetings for 2023-2024 will be held at the Douglas Elementary Upper Elementary Commons, 261 Randolph Street, Douglas, MI 49406 and will begin at 6 pm as outlined:

August 14, 2023

January 22, 2024

September 18, 2023
October 16, 2023
November 20, 2023
December 18, 2023

February 19, 2024
March 18, 2024
April 15, 2024
May 20, 2024
June 17, 2024
July 15, 2024

It was moved by Nathan Lowery with support from Marcy Weston to designate the dates listed to hold Regular School Board Meetings at 6 pm and designate the Douglas Elementary Upper El Commons located at 261 Randolph Street, Douglas as the School Board Meeting location. The motion carried unanimously.

- 2. ADOPTION OF SCHEDULE FOR MONTHLY WORKSHOP DATES FOR 2023-2024 FISCAL YEAR** The Schedule of the Board Workshop Meetings for 2023-2024 will be held at the Douglas Elementary Upper Elementary Commons, 261 Randolph Street, Douglas, MI 49406 and will begin at 6 PM as outlined:

November 6, 2023
February 5, 2024

March 4, 2024
June 3, 2024

It was moved by Nicole Lewis with support from Nathan Lowery to designate the dates listed to hold Board Workshop Meetings at 6 PM and designate the Douglas Elementary Upper El Learning Commons located at 261 Randolph Street, Douglas as the School Board Workshop location. The motion carried unanimously.

- 3. DESIGNATION OF PERSON FOR POSTING PUBLIC NOTICES OF MEETINGS** – in addition to posting the entire calendar within 10 days of the organizational meeting, the board will continue to post the agenda for workshop and regular meetings the Friday prior to the date of the meeting. This is in addition to the requirements of the Open Meetings Act.

It was moved by Marcy Weston with support from Nathan Lowery to designate the Central Office Executive Assistant as the person responsible for posting public notices of school board meetings and workshops. The motion carried unanimously.

- 4. DELEGATION OF ELECTION DUTIES** – coordination of the election duties between the district's attorney, and the county elections clerk.

It was moved by Nathan Lowery with support from Nicole Lewis to delegate the school board election duties to the District's Central Administration and Support Staff. The motion carried unanimously.

- 5. ANNUAL RETAINER CONTRACTS** – the following law firms are currently on retainer with the district.

Thrun Law Firm, PC (for elections, negotiations and general liability)

It was moved by Nathan Lowery with support from Marcy Weston to approve the annual retainer contracts for Thrun Law Firm as presented. The motion carried unanimously.

- 6. APPOINTMENT OF FISCAL AGENT** – the ISD acts as our fiscal agent for certain programs and federal grant funding, such as the Individuals with Disabilities Education Act (IDEA).

It was moved by Nathan Lowery with support from Nicole Lewis to approve the Ottawa Area ISD as the fiscal agent for the 2023-2024 school year. A roll call vote showed the motion carried unanimously.

- 7. APPOINTMENT OF BOARD MEMBER TO OTTAWA AREA SCHOOL BOARD ASSOCIATION BOARD OF DIRECTORS** – Last year Eric Birkholz was appointed delegate and Nicole Lewis as the alternate. This Board meets quarterly at the ISD (beginning at 6:00 pm and the meetings were held on a Thursday evening.) The Board will need to appoint a delegate and alternate for this position for the 2023-2024 school year.

It was moved by Nathan Lowery with support from Bernie Merkle to appoint Eric Birkholz as the delegate and Nicole Lewis as the alternate to the Ottawa Area School Board Association Board of Directors for the 2023-2024 school year. The motion carried unanimously.

- 8. APPOINTMENT OF BOARD MEMBER TO SAUGATUCK PUBLIC SCHOOLS EDUCATIONAL FOUNDATION BOARD** – Last year, Marcy Weston was appointed to represent the Board on the Saugatuck Public Schools Education Foundation.

It was moved by Nathan Lowery with support from Bernie Merkle to appoint Frank Marro III as the School Board representative on the Saugatuck Public School Education Foundation for the 2023-2024 school year. The motion carried unanimously.

- 9. APPROVE ORGANIZATIONAL MEMBERSHIPS (MASB, MASB-Legal Trust Fund, MASB's and Legislative Relations Network) AND APPOINT LEGISLATIVE RELATIONS NETWORK REPRESENTATIVE** - Last year Marcy Weston was appointed as the Legislative Network Board Representative.

It was moved by Nathan Lowery with support from Frank Marro III to approve school board membership with Michigan Association of School Boards, Michigan Association of School Board-Legal Trust Fund, and Michigan Association of School Board's Legislative Relations Network and appoint Marcy Weston as the Legislative Network Board Representative. The motion carried unanimously.

- 10. CLOSE THE ORGANIZATIONAL MEETING** – at 6:15 pm it was moved by Nathan Lowery with support from Nicole Lewis to close the July 17, 2023 organizational meeting. The motion carried unanimously.

REGULAR MEETING

1. ACTION ITEMS

a. Consent Items

- i. Minutes from June 19, 2023 Regular Meeting

- ii. Minutes from the June 19, 2023 Closed Session
- iii. Agenda for July 17, 2023 Agenda

It was moved by Nathan Lowery with support from Nicole Lewis to approve the Consent Items as presented. The motion carried unanimously.

- b. Superintendent Contract – Dr. Travis' contract was presented for extension through the 2025-2026 school year.

It was moved by Frank Marro III with support from Bernie Merkle to extend Dr. Travis' contract through the 2025-2026 school year. A roll call vote showed the motion carried unanimously.

2. BOARD OF EDUCATION

- a. Legislation Update – Trustee Marcy Weston communicated legislation coming out of Lansing.
- b. Board Communication – Secretary Nicole Lewis communicated there were no communications directed to the Board of Education.

3. SUPERINTENDENT'S REPORT

- a. Policy Updates – the following board policy updates were presented to the Board for consideration and possible adoption at the August 14, 2023 regular meeting of the Board of Education:

- 2623 – Student Assessment – REVISED
- 6325 – Procurement: Federal Grants/Funds – REVISED
- 8300 – Continuity of Organizational Operations Plan – NEW
- 8390 – Animals on District Property – REVISED
- 8400 – School Safety Information – REVISED
- 9160 – Public Attendance at School Events – REVISED
- 9700.01 – Advertising and Commercial Activities – NEW

- b. Trails Program – Principal Gust presented information on the new Project AWARE partnership with the Ottawa Intermediate School District and the TRAILS program that will be presented to the Board of Education for possible adoption at DES, at the August 14, 2023 regular meeting of the Board of Education.

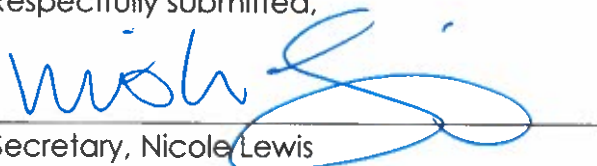
- c. SPS Renovation Project Progress – Superintendent Travis provided an update on the progress of the district renovation project.

4. REVIEW UPCOMING DATES/MEETINGS

5. PUBLIC COMMENT – there were none

6. ADJOURN - there being no further business; the meeting was adjourned at 7:33 pm.

Respectfully submitted,


Secretary, Nicole Lewis