



**BOARD OF EDUCATION
WORKSHOP MEETING
MINUTES
JUNE 3, 2024**

PLACE OF MEETING: Douglas Elementary School
Upper El Learning Commons
261 Randolph Street, Douglas, MI 49406

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, Amanda Frank, Eric Birkholz, Nicole Lewis,
Laura Zangara, Frank Marro III, Karen Sherwood

ABSENT:

3. PUBLIC COMMENT – there were NONE

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

5. BOARD COMMITTEE REPORTS:

- a. Board Operating Procedures Report – Chairperson Karen Sherwood reported on the progress of the Board Operating Procedures Committee.
- b. School Safety Committee Report – Chairperson Amanda Frank reported on the progress of the School Safety Committee.

1. SUPERINTENDENT EVALUATION – As Dr. Travis has been rated at highly effective for the previous four school years, the evaluation of Superintendent Travis will be moved to a biennial schedule as allowed under the Revised School Code as amended by Public Act 173 of 2015.

2. SUPERINTENDENT'S REPORT

- a. 2023-2024 Budget Amendments – A preliminary overview of the final 2023-2024 General Fund, Food Service Fund, Student/Activity Fund, and Community Recreation Fund were presented.

- b. 2024-2025 Budget Proposal – A preliminary overview of the proposed 2024-2025 Tax Levies, General Fund, Food Service Fund, Student/Activity Fund, and Community Recreation Fund budgets were presented.
- c. 2024-2025 MHSAA Membership Renewal – Membership in the MHSAA is a condition for participation in any MHSAA postseason tournament. This requires an annual renewal with the MHSAA by member schools. Action will need to be taken on this item at the June 17, 2024 Regular Meeting.

6. PUBLIC COMMENTS – there were NONE

7. UPCOMING DATES

June 5
June 7
June 17
July 15

DES Graduation – 6 pm
½ Day of School – Last Day of School
Regular Meeting
Regular/Organization Meeting

9. ADJOURN - there being no further business; the meeting was adjourned at 6:59 pm.

Respectfully submitted,



Secretary, Karen Sherwood