

**Montabella Community Schools  
Minutes of the Organizational  
Regular Board of Education  
Meeting**

A regular meeting of the Montabella Board of Education was called to order by President, Jann LaPointe on Monday, January 16, 2017, at 7:00 p.m. in the Central Office Complex Board Room.

Members

Present: Jann LaPointe, President  
Scott Parks, Vice President  
Ivan Renne, Secretary  
Sherri Miel, Treasurer  
Mike Rasmussen, Trustee  
Eylie Foster, Trustee  
Katie Ludwig, Trustee

Student Rep:

Members

Absent:

Others

Present: Shelly Millis, Superintendent  
Shane Riley, JR/SR High Principal  
Mike Moore, Elementary Principal  
Jacki Fredricks, Administrator  
Patti Hicks, Adm. Sec.

Reports/Info: Robotics Video

<b>January 16, 2017 Organizational Regular Board of Education Meeting</b>		
<b>Ivan Renne</b>	Nominates	Jann LaPoint for President
	Nominates	for President
Motion by: I Renne		Supported by: S Miel
Motion: to close the nominations		
Motion carried.		
Yeas: 7		
Nays: 0		Jann LaPointe Elected President

**January 16, 2017 Organizational Regular Board of Education Meeting**

**CONSENT AGENDA**

- 16-018 CA**    Approve                      Financial Recommendation
- 16-019 CA**    Approve                      December 19, 2016 Regular Meeting Minutes  
Resignation—Sheresa Jensen, Food Service Worker

**ACTION AGENDA**

- 16-031 AA**    Approve                      Election of Officers
- 16-032 AA**    Approve                      Personnel Recommendations
- 16-033 AA**    Approve                      Bus Bid
- 16-034 AA**    Approve                      Spanish Club Trip to Spain
- 16-035 AA**    Approve                      One Year Extension with Abraham & Gaffney, Auditors
- 16-036 AA**    Approve                      Time, Location and Day of Regular Board Meetings
- 16-037 AA**    Approve                      Bank Depository and Signatures
- 16-038 AA**    Approve                      Board Committees
- 16-039 AA**    Approve                      Remuneration of the Board of Education
- 16-040 AA**    Approve                      Annual Board of Education Calendar

**CONSENT AGENDA**

Motion by:    S Parks                      Supported by: M Rasmussen

Motion: to approve the consent agenda as presented.

Motion carried.        Yeas: 7                      Nays: 0

**DISCUSSION**

Potential Bond Issue

**ACTION AGENDA**

Motion by:    E Foster                      Supported by: I Renne

Motion: to approve the action agenda as presented.

Motion carried.        Yeas: 7                      Nays: 0

**January 16, 2017 Organizational Regular Board of Education Meeting**

**ACTION AGENDA**

**16-031 AA    Approve                      Election of Officers**

<b>Katie Ludwig</b>	Nominates	Scott Parks	for Vice President
	Nominates		for Vice President
Motion by: M Rasmussen		Supported by: E Foster	
Motion: to close the nominations			
Motion carried.			
Yeas: 7			
Nays: 0		Scott Parks Elected Vice President	

<b>Katie Ludwig</b>	Nominates	Ivan Renne	for Secretary
	Nominates		for Secretary
Motion by: M Rasmussen		Supported by: E Foster	
Motion: to close the nominations			
Motion carried.			
Yeas: 7			
Nays: 0		Ivan Renne Elected Secretary	

<b>Katie Ludwig</b>	Nominates	Sherrie Miel	for Treasurer
	Nominates		for Treasurer
Motion by: M Rasmussen		Supported by: E Foster	
Motion: to close the nominations			
Motion carried.			
Yeas: 7			
Nays: 0		Sherrie Miel Elected Treasurer	

<b>I van Renne</b>	Nominates Superintendent of Schools for Deputy Secretary/Treasurer		
Motion by: I Renne		Supported by: S Miel	
Motion: to close the nominations			
Motion carried.			
Yeas: 7			
Nays: 0		Shelly Millis Superintendent of Schools elected Deputy Secretary/Treasurer	

---

---

**January 16, 2017 Organizational Regular Board of Education Meeting**

---

---

**16-032 AA    Approve                            Personnel Recommendations**

Motion by:    E Foster                            Supported by: K Ludwig

<b>Medical Leave</b>	<b>Position</b>	<b>Date</b>
Beth Avink	Elementary Teacher	4/18/17 to 6/18/17

Motion: to approve the personnel recommendations as presented.

Motion carried.            Yeas: 7                            Nays: 0

---

---

**16-033 AA    Approve                            Bus Bid**

Motion by:    S Miel                                        Supported by: S Parks

Motion: to approve the bid from **Capital City** for 2 Buses in the amount of **\$82,481** each for the 2017-2018 school year.

Capital City \$82,481            Holland \$83,624            Hoekstra \$83,966

Motion carried.            Yeas: 7                            Nays: 0

---

---

**16-034 AA    Approve                            Spanish Trip**

Motion by:    K Ludwig                                Supported by: E Foster

Motion: to approve the Spanish Club Trip to Spain in the summer of 2018 as presented at the December meeting.

Motion carried.            Yeas: 7                            Nays: 0

---

---

**16-035 AA    Approve                            Abraham & Gaffney**

Motion by:    S Parks                                        Supported by: M Rasmussen

Motion: to approve a one year extension with Abraham & Gaffney for the 2017 audit.

Motion carried.            Yeas: 7                            Nays: 0

---

---

**16-036 AA    Approve                            Time, Location, and Day of Regular Meeting**

Motion by:    S Miel                                        Supported by: K Ludwig

Motion: to approve having one regular meeting per month, which will be the third Monday at 7:00 p.m. in Central Office Complex Board Room and schedule special meetings as needed. All special meetings will be in the board room, unless otherwise designated.

Motion carried.            Yeas: 7                            Nays: 0

---

---

**16-037 AA    Approve                      Bank Depositories and Signatures**

**1. Isabella Bank:**

- Payroll (Supt., Adm. Sec., Assoc. Supt. of Finance, Fiscal Service Coord.)
- Flex Plan (Supt., Adm. Sec., Assoc. Supt. of Finance, Fiscal Service Coord.)
- General Fund (Supt., Adm. Sec., Assoc. Supt. of Finance, Fiscal Service Coord.)

**2. Chemical Bank West:**

- Debt Services (Supt., Adm. Sec., Assoc. Supt. of Finance, Fiscal Service Coord.)
- Student Activity Fund (Supt., Adm. Sec., Assoc. Supt. of Finance, Fiscal Service Coord.)
- Hot Lunch (Supt., Adm. Sec., Assoc. Supt. of Finance, Fiscal Service Coord.)
- Site & Building Fund (Supt., Adm. Sec., Assoc. Supt. of Finance, Fiscal Service Coord.)
- Municipal Money Investment (Supt., Adm. Sec., Assoc. Supt. of Finance, Fiscal Service Coord.)

**3. ACH**

- Isabella Bank

**4. Purchase Card Program**

- JP Morgan Chase

Motion by:    E Foster                      Supported by: M Rasmussen

Motion: to approve bank depositories and authorized signatures.

Motion carried.        Yeas: 7                      Nays: 0

---

---

**16-038 AA    Approve                      Board Committees**

RECOMMENDATION: That the following board committees are established and that the president appoints ad hoc and standing committees:

<b>Personnel/Fiscal</b>	<b>Curricular/Policy</b>	<b>Support Service/Facility/PR</b>
Eylie Foster	Ivan Renne	Scott Parks
Katie Ludwig	Sherri Miel	Mike Rasmussen
Scott Parks	Jann LaPointe	Ivan Renne

Motion by:    M Rasmussen                      Supported by: S Parks

Motion: to appoint the above listed committees and have the president appoint ad hoc and standing committees with no more than 3 members.

Motion carried.        Yeas: 7                      Nays: 0

**January 16, 2017 Organizational Regular Board of Education Meeting**

---

---

**16-039 AA    Approve                      Remuneration of the Board of Education**

Motion by:    E Foster                      Supported by: K Ludwig

Motion: to pay \$30.00 per meeting with a maximum of \$599.00. New board members will be allowed to attend 2 board-paid conferences. Additional conferences for new members and conferences for other board members will be requested for approval through the board personnel committee. Training for MASB board member certification will be given priority consideration.

Motion carried.            Yeas: 7                      Nays: 0

---

---

**16-040 AA    Approve                      Annual Board Calendar**

Motion by:    S Parks                      Supported by: M Rasmussen

Motion: to approve the board calendar as presented on below.

**2017  
MONTABELLA COMMUNITY SCHOOLS  
ANNUAL CALENDAR OF SCHOOL BOARD BUSINESS**

<b>JANUARY - 2017</b>	
<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Organizational/Regular Board Meeting (3rd Monday)
Policy	Establish Annual Board Calendar
Policy	Board Committees Established
Law	Meeting Dates and Times Established
Law	Designation of Depositories
Law	Officers Elected
<b>FEBRUARY - 2017</b>	
<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Regular Board Meeting (3rd Monday)
<b>MARCH - 2017</b>	
<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Superintendent's Evaluation
Policy	Regular Board Meeting (3rd Monday)
Law	Reading of First Draft of 2017/2018 Budget
<b>APRIL - 2017</b>	
<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Regular Board Meeting (3rd Monday)
Policy	Present Proposed 2017/2018 Budget
<b>MAY - 2017</b>	
<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Regular Board Meeting (3rd Monday)

**JUNE - 2017**

<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Graduation
Policy	Student Recognition
Policy	Regular Board Meeting (3rd Monday)
Law	Hearing Notice in Newspaper
Law	Budget Hearing & Approve Budgets
Law	General Operating & Debt Millage Resolutions
Board Action	Adopt Revised 2016/2017 Budgets
Board Action	Appoint Delegate to MAISD Budget Hearing
Board Action	Adopt Proposed 2017/2018 Budget(s)
Board Action	Borrow – State Aid Note
Business	Millage Needs for 2017/2018

**JULY - 2017**

<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Regular Board Meeting (3rd Monday)

**AUGUST - 2017**

<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Regular Board Meeting (3rd Monday)
Law	Certify Taxes

**SEPTEMBER – 2017**

<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Regular Board Meeting (3rd Monday)
	Annual Education Report to Board of Education

**OCTOBER – 2017**

<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Regular Board Meeting (3rd Monday)
Board Action	Accept 2016/2017 Audit

**NOVEMBER - 2017**

<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Regular Board Meeting (3rd Monday)
Law	Adopt Revised General Fund Budgets

**DECEMBER - 2017**

<b>TYPE</b>	<b>ACTIVITY</b>
Policy	Regular Board Meeting (3rd Monday)

Motion carried.      Yeas: 7                      Nays: 0

---

**Community Input**

The President adjourned the meeting at 7:35p.m.  
Respectfully Submitted,

Ivan D Renne  
Board Secretary