

Chatfield School Board of Directors Meeting

Minutes for July 18, 2019

1. S. O'Bryan gave C. Smith the oath of office.
2. **Call to Order:** C. Smith called the meeting to order. She was appointed temporary chairperson.
3. **Election of Officers:** A motion by O'Bryan and supported by Muir that Craig Watson be appointed Board President, Chris Smith be appointed Board Vice President and Karen Dumas be appointed Secretary/Treasurer and CAO. Sean O'Bryan and Nate Muir appointed as trustees. Ayes: Smith, Dumas, O'Bryan, Muir; the motion passes and officers assume new roles.
4. **Roll Call:** C. Smith, K. Dumas, S. O'Bryan, N. Muir; Absent C. Watson. Others Attending M. Young
5. **Disclosures:** None at this time
6. **Resolutions**
 - a. Moved by O'Bryan and supported by Dumas that Chatfield School authorized pursuant to the application submitted to SVSU will comply with the provisions of Part 6e of the Michigan School Code and subject to the provisions of Part 6e, will comply with all other state laws, rules, and regulations applicable to public bodies and with federal laws, rules and regulations applicable to public school districts. Ayes: Smith, Dumas, O'Bryan, Muir; the motion passes.
 - b. Moved by Dumas and supported by O'Bryan that M. Young, B. Kraly and C. Watson be authorized to sign Chatfield School checks and that all persons handling monies be covered by appropriate bond insurance. Ayes: Smith, Dumas, O'Bryan, Muir; the motion passes.
 - c. Moved by O'Bryan and supported by Muir that Karen Dumas, Treasurer/Secretary be named CAO. Ayes: Smith, Dumas, O'Bryan, Muir; the motion passes.
 - d. Moved by O'Bryan and supported by Muir that the Directors can contact Collins & Blaha, or Taylor, Butterfield, Riesmen, Clark, Howell & Churchill for legal matters and that Mattina, Kent & Gibbons be used to complete the required audit. Ayes: Smith, Dumas, O'Bryan, Muir; the motion passes.
 - e. Moved by O'Bryan and supported by Muir to designate school officers as follows: AHERA, FOIA, Section 504, M. Young; Title 9, Title 6, Homeless Liaison, B. Kraly; Sexual Harassment, C. Smith, M. Young, B. Kraly; Chief Administrative Officer, K. Dumas, M. Young as SVSU Compliance Officer; Ayes: Smith, Dumas, O'Bryan, Muir; the motion passes.

Regular Meeting

7. **Call to Order:** C. Smith called the regular meeting to order.
8. **Roll Call:** C. Smith, K. Dumas, S. O'Bryan, N. Muir; Absent: C. Watson. Others Attending M. Young.
9. **Approval of Minutes for June 20, 2019:** Motion by Dumas, supported by Muir to approve the Meeting Minutes for June 20, 2019. Ayes: Smith, Dumas, O'Bryan, Muir; the motion passes.
10. **Correspondence-** None

11. Financial Items

- a. The board reviewed invoices/checks #24711-24780 for the period of June 1, 2019 through June 30, 2019. **Invoices appear at the end of the Minutes.**
- b. The board reviewed the June 30, 2019 Statement of Operations
- c. CMC Financials #4798-4807 were reviewed by Dumas.
- d. The Visa Bill was reviewed by Dumas.
- e. SVSU Cash Flow Report was reviewed.
- f. SVSU Monthly Compliance Report was reviewed.
- g. A motion by Dumas and supported by O'Bryan to approve all June 2019 Financial Statements. Ayes: Smith, Dumas, O'Bryan, Muir; the motion passes.

12. New Business:

- h. M. Young presented the First Reading of Board Policies #0100, 0160(0167.2), 1422.01, 2210, 2414, 6321, 6325, 6605, 8400, 8402, 8500. Each policy was discussed. No action was taken.
- i. M. Young shared with the board a letter that was drafted to Dr. David Lewis about the schools desire not to enter into a matriculation agreement. The board discussed this issue and was in agreement with this letter.
- j. A motion by Dumas and supported by Muir to approve the August 2019-July 2020 Board meeting dates.
- k. M. Young shared construction updates with the board.

13. Chatfield School Directors Report- M. Young reviewed various school activities.

14. CMC Directors Report: M. Young shared that things are going well and gave updates on the new hire for Custodial/Maintenance Director.

15. Visitor Comments: None

16. Adjournment: The meeting adjourned at 9:15am.

Board Secretary Signature_____

Date_____