

## Chatfield School Board of Directors Meeting

### Minutes for September 19, 2019

1. **Call to Order:** C. Watson called the meeting to order at 8:01 AM.
2. **Roll Call:** C. Watson, C. Smith, K. Dumas, N. Muir; Absent S. O'Bryan; Others Attending M. Young
3. **Approval of Minutes for August 15, 2019:** Motion by Smith, supported by Muir to approve the Meeting Minutes for August 15, 2019. Ayes: Watson, Smith, Dumas, Muir; the motion was approved.
4. **Correspondence-** M. Young shared with the board that he received a letter stating that MDE was requesting an explanation of the General Fund Budget.
5. **Financial Items**
  - a. Invoices/checks( #24819 –24877) for the period of August 1, 2019 through August 31, 2019 were reviewed.
  - b. Capital Projects Checks #681-684 were reviewed.
  - c. CMC Financials #4817-4824 were reviewed by Dumas.
  - d. The Visa bill was reviewed by Dumas.
  - e. Internal Funds were reviewed by Dumas.
  - f. The Monthly Statement of Operations as of 9/16/19 was reviewed.
  - g. SVSU Cash Flow Report was reviewed.
  - h. SVSU Monthly Compliance Report was reviewed.
  - i. Moved by Dumas and supported by Smith to approve all financials for the month of August. Ayes: Watson, Smith, Dumas, Muir; the motion was approved.
6. **New Business:**
  - a. M. Young presented and Amended General Fund Budget to reflect the estimated fund equity for June 30, 2020. A motion by Dumas and supported by Smith to approve the Amended General Fund Budget. Ayes: Watson, Smith, Dumas, Muir; the motion was approved.
  - b. M. Young shared information about revising the Emergency Operations Plan.
  - c. M. Young shared the information about the Spring 2019 M-Step/PSAT Scores.
  - d. M. Young discussed with the board the administrative certification and gave an update. A motion by Muir ad supported by Smith to make B. Kraly the lead administrator. Ayes: Watson, Smith, Dumas, Muir; the motion was approved.
8. **Chatfield School Directors Report-** M. Young reviewed various school activities.

**9. CMC Directors Report:** M. Young gave the board a staffing update.

**10. Public Comments:** None

**11. Adjournment:** The meeting was adjourned at 9:15am.

Board Secretary Signature \_\_\_\_\_ Date \_\_\_\_\_