

Chatfield School Board of Directors Meeting

Minutes for July 20, 2017

1. **Call to Order:** K. Dumas called the meeting to order. She was appointed temporary chairperson.
2. C. Watson and S. O'Bryan were given the oath of office.
3. **Election of Officers:** A motion by Dumas and supported by Smith that Craig Watson be appointed Board President, Chris Smith be appointed Board Vice President and Karen Dumas be appointed Secretary/Treasurer and CAO. Betty McCauley and Sean O'Bryan appointed as trustees. Ayes: Watson, Smith, Dumas, O'Bryan; the motion passes and officers assume new roles.
4. **Roll Call:** C. Watson, K. Dumas, C. Smith, S. O'Bryan Absent B. McCauley. Others Attending M. Young and Bill Kraly
5. **Disclosures:** C. Watson disclosed that he is related to B. Gibbons who is a partner at Mattina, Kent & Gibbons CPA.
6. **Resolutions**
 - a. Moved by Smith 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 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: Watson, Smith, Dumas, O'Bryan; the motion passes.
 - b. Moved by Smith and supported by O'Bryan to establish the Board of Directors meetings on the third Thursday of each month at 8:00am at the Chatfield School. The meeting schedule must be posted in the school and on the school website. Ayes: Watson, Smith, Dumas, O'Bryan; the motion passes
 - c. Moved by Dumas and supported by Smith 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: Watson, Smith, Dumas, O'Bryan; the motion passes
 - d. Moved by O'Bryan and supported by Dumas that the Directors can contact Collins & Blaha, or Taylor, Butterfield, Riesmen, Clark, Howell & Churchill or McDonald Hopkins for legal matters and that Mattina, Kent & Gibbons be used to complete the required audit. Ayes: Smith, Dumas, O'Bryan, (Watson abstain); the motion passes.
 - e. Moved by O'Bryan and supported by Dumas 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; Ayes: Watson, Smith, Dumas, O'Bryan; the motion passes
7. **Approval of Minutes for June 29, 2017:** Motion by Smith, supported by Dumas to approve the Meeting Minutes for June 29, 2017. Ayes: Watson, Smith, Dumas, O'Bryan; the motion passes
8. **Correspondence-** None

9. Financial Items

- a. Moved by Smith and supported by Dumas that invoices/checks #23416 – 23431 for the period of June 15, 2017 through June 30, 2017 be approved. Ayes: Watson, Smith, Dumas, O'Bryan; the motion passes **Invoices appear at the end of the Minutes above the Board Secretary Signature.**
- b. CMC Financials #4584-4588 were reviewed by Dumas.
- c. The Monthly Statement of Operations as of 7/1/17 was reviewed.
- d. SVSU Cash Flow Report was reviewed.
- e. SVSU Monthly Compliance Report was reviewed.

10. New Business:

- a. M. Young presented budget amendment for the 2016-16 General Fund. A motion by Smith and supported by Dumas to approve the Amended 2016-17 General Fund Budget. Ayes: Watson, Smith, Dumas, O'Bryan; the motion passes
- b. M. Young presented several New and revised school policies for the first reading.
- c. M. Young did a review of the Strategic Plan and its status.
- d. M. Young and B. Kraly shared with the board so future growth ideas that are in alignment with the Strategic Plan.
- e. The Director's compensation discussion was tabled.

11. Chatfield School Directors Report- M. Young and B. Kraly reviewed various school activities.

12. CMC Directors Report: M. Young shared that things are going well.

13. Visitor Comments: None

14. Adjournment: The meeting adjourned at 9:46am.