

**Galesburg-Augusta Community Schools**  
1076 N. 37<sup>th</sup> Street \* Galesburg, MI 49053 \* 269-484-2000  
**BOARD OF EDUCATION ORGANIZATIONAL MEETING**  
July 7, 2008 – 7:00 p.m. – Board Room  
Next Regular Board Meeting: July 21, 2008 – 7:00 p.m. – Board Room

**MINUTES**

Superintendent: Douglas P. Newington  
Board Members: Jerry VanderWeele, President; Curt Case, Vice-President; Chuck Whitman,  
Secretary; Bob Kinas, Treasurer; Jeff McCubbin, Trustee; Beth Wilson, Trustee;  
Michael Way, Trustee

Number of people present 9.

**I. ROUTINE BUSINESS ITEMS:**

- A.** Call Meeting to Order at: 7:00 p.m.
- B.** Pledge of Allegiance
- C.** Oath of Office to new and re-elected Board Members

**D. Roll Call:**

**Members Present**

Chuck Whitman  
Michael Way  
Bob Kinas  
Beth Wilson  
Curt Case  
Jeff McCubbin  
Jerry VanderWeele

**E. Election of Officers:**

Moved by J. VanderWeele, supported by C. Whitman that Superintendent be elected chairperson.  
Roll Call Vote.

**Members:**

Whitman	yes
Way	yes
Kinas	yes
Wilson	yes
Case	yes
McCubbin	yes
VanderWeele	yes

Ayes 7. Nays 0. Motion carried

Nominated by B. Kinas, supported by C. Whitman that Jerry VanderWeele be elected to the office of  
President of the Board of Education for 2008-2009.

Nominated by B. Kinas, supported by J. McCubbin that Curt Case be elected to the office of Vice President of the Board of Education for 2008-2009.

Nominated by J. McCubbin, supported by C. Case that Chuck Whitman be elected to the office of Secretary of the Board of Education for 2008-2009.

Nominated by B. Kinas, supported by C. Whitman that Jeff McCubbin be elected to the office of Treasurer of the Board of Education for 2008-2009. Roll Call Vote

**Members:**

Whitman	yes
Way	yes
Kinas	yes
Wilson	yes
Case	yes
McCubbin	yes
VanderWeele	yes

Ayes 7. Nays 0. Motion Carried.

Jerry VanderWeele was elected as President; Curt Case was elected as Vice President; Chuck Whitman was elected as Secretary; Jeff McCubbin was elected as Treasurer for the 2008-2009 school year.

**F. Agenda**

The annotated agenda shall be sent to all board members at least three calendar days prior to any regular board meeting. The annotated agenda may include the following information; however, other items and reports may be added as the need arises: The agenda format including items to be discussed and board procedure; monthly reports to the board; financial reports including monthly listing of bills ready for payment; important correspondence; bids specifications; attendance center reports; requests for hearing and other such information.

Order of Business

- A. Call Meeting to Order.
  - B. Pledge of Allegiance.
  - C. Roll Call.
  - D. Agenda Approval.
  - E. Secretary's Report.
  - F. Accounts Payable.
  - G. Treasurer's Report.
  - H. Personnel Actions.
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- II. REPORTS
    - A. Community Input- agenda item
    - B. Reports
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- III. BUSINESS ITEMS- DISCUSSION:
  - IV. BUSINESS ITEMS – DECISION:
  - V. COMMUNICATIONS:

A. Community Comment

B. Board Input

C. Superintendent Input

VI. Closed Session (as needed)

VII. Adjournment

- G. Personnel.** Recommend accepting the resignation of Steve Scoville, G-A Primary School Principal and Judy Lemon, bus driver. Recommend hiring Melissa Dean as part-time central office support.

A motion was made by M. Way and supported by C. Whitman to approve items F and G. Roll Call Vote.

**Members:**

Whitman	yes
Way	yes
Kinas	yes
Wilson	yes
Case	yes
McCubbin	yes
VanderWeele	yes

Ayes 7. Nays 0. Motion Carried.

## II. REPORTS

## III. BUSINESS ITEMS: DECISION

- A. **Establish compensation system for board members(e.g. per diem for attendance at board meetings, committee meetings, and other authorized activities).**

Compensation

The Board may authorize compensation for its members for attendance at any regular, special or subcommittee meeting of the Board, or authorized duty if the duty is related directly to the members' responsibility and is authorized in advance by the Board.

Regular and Special Meeting compensation shall be \$10 for trustee per meeting/\$15 for President per meeting.

Board Officer Compensation

Board officers shall receive the following compensation for their service:

President: \$15.00 per meeting (not to exceed 24 meetings)

Vice President \$10.00 per meeting (not to exceed 24 meetings)

Secretary \$10.00 per meeting (not to exceed 24 meetings)

Treasurer \$10.00 per meeting (not to exceed 24 meetings)

- B. Time and Day of Regular meetings of the Board of Education:**

Moved by C. Case, supported by C. Whitman that regular meetings of the Board of Education be held on the following dates at 7:00 p.m.: July 21, August 4, August 18, September 15, October 20, November 17, December 15, January 19, February 16, March 16, April 20, May 18, June 22. Roll Call Vote.

**Members:**

Whitman	yes
Way	yes
Kinas	yes
Wilson	yes
Case	yes
McCubbin	yes
VanderWeele	yes

Ayes 7. Nays 0. Motion carried.

**C. Depository for School Funds:**

National City Bank, Galesburg Office: General Fund, 2000 Bond Capital Project Fund, Payroll, School Lunch, G-A High School Activity Fund, G-A High School Service Fund, G-A High School Band, G-A Education Foundation, Avanelle Hutchings Powell Memorial Educational Trust Fund, G-A Primary Student Fund, G-A Intermediate Student Fund, G-A Middle School Activity Fund.

Motion made by C. Whitman, supported by J. McCubbin that the bank depositories be established as stated above for the 2008-2009 fiscal year. Roll Call Vote.

**Members:**

Whitman	yes
Way	yes
Kinas	yes
Wilson	yes
Case	yes
McCubbin	yes
VanderWeele	yes

Ayes 7. Nays 0 Motion Carried.

**D. Authorization of Signatures for Checks on School Funds:**

Motion C. Whitman, supported by J. McCubbin that Douglas P. Newington, Superintendent/Business Manager or in his absence, the Board of Education Treasurer or in the absence of the above any other officer of the Board of Education, be authorized to sign checks drawn on the Payroll Account, School Lunch Fund, General Fund, 2000 Debt Retirement Fund, 2000 Bond Capital Projects Fund, Avanelle Hutchings Powell Fund, G-A Education Foundation Fund, and further that the Superintendent/Business Manager be authorized to co-sign checks as listed with any one officer of the Board of Education. And further that the Superintendent/Business Manager be authorized to co-sign checks as listed with any one officer of the Board of Education. That the High School Principal, Superintendent/Business Manager be authorized to co-sign checks drawn on the High School Activity Funds, High School Band Fund, and School Service Funds, and in their absence, a Board of Education officer be authorized to sign those checks. That the G-A Intermediate Principal and the Superintendent/Business Manager be authorized to co-sign checks drawn on the Intermediate Student Fund and that in their absence, an officer of the Board of Education be authorized to sign those checks. That the Middle School Principal and the Superintendent/Business Manager be authorized to co-sign checks drawn on the Middle School Activity Fund and that in their absence, an officer of the Board of Education be authorized to sign those checks. That the Galesburg-Augusta Primary Principal and the Superintendent/Business Manager be authorized to co-sign checks drawn on the Primary Student Fund and that in their absence, an officer of the Board of Education be authorized to sign those checks. Roll Call Vote.

**Members:**

Whitman		yes
Way	yes	
Kinas	yes	
Wilson	yes	
Case	yes	
McCubbin		yes
VanderWeele	yes	

Ayes 7. Nays 0. Motion carried.

**E. Authorization for Savings Accounts Withdrawals and Transfers:**

Motion made by M. Way, supported by J. McCubbin, that the High School Principal and Superintendent/Business Manager be authorized to co-sign Band savings accounts and that in their absence, an officer of the Board of Education be authorized to sign. That any Board of Education officer may sign withdrawal or transfers on the Avanelle Hutchings Powell Memorial Fund and that the Superintendent/Business Manager may sign withdrawals or transfers on this account. Roll Call Vote.

**Members:**

Whitman		yes
Way	yes	
Kinas	yes	
Wilson	yes	
Case	yes	
McCubbin		yes
VanderWeele	yes	

**F. School District Legal Reference Note.**

This note is added to the minutes of the July, 1996 organizational meeting of the Board of Education as a legal reference to the change in status of our school district caused by the Revised School Code (MCL380.1 *et seq*) amendments, which became effective July 1, 1996.

1. Legal name of school district: Galesburg-Augusta Community Schools.
2. Prior to July 1, 1996, this district was classified as a fourth class school district. On July 1, 1996 the district became a general powers school district by operation of law.
3. The Board of Education is comprised of seven (7) members, who are elected for terms of four (4) years.

Members holding office on July 1, 2008 and the expiration of their current terms are listed below:

Beth Wilson	Term Expires:	2012
Bob Kinas	Term Expires:	2012
Jerry VanderWeele	Term Expires:	2011
Michael Way	Term Expires:	2009
Thomas Case	Term Expires:	2011
Charles Whitman	Term Expires:	2009
Jeffrey McCubbin	Term Expires:	2009

4. Members of the Board of Education shall be elected according to the election resolution that will be adopted in the September meeting as a result of the election consolidation.

**G. Approval of Organizational Memberships (MASB, MASB-Legal Trust Fund, and Designation of MASB's Legislative Relations Network Representative, Etc.)** Motion by J. McCubbin and supported by C. Whitman to approve. Roll Call Vote.

**Members:**

Whitman		yes
Way	yes	
Kinas	yes	
Wilson	yes	
Case	yes	
McCubbin		yes
VanderWeele	yes	

Ayes 7. Nays 0. Motion carried.

**H. Newspaper of record.** Motion by C. Case supported by B. Kinas to have the Kalamazoo Gazette, as the official newspaper of record and the Climax Crescent, Battle Creek Shopper or the Battle Creek Enquirer and News as alternates. Roll Call Vote.

**Members:**

Whitman		yes
Way	yes	
Kinas	yes	
Wilson	yes	
Case	yes	
McCubbin		yes
VanderWeele	yes	

Ayes 7. Nays 0. Motion carried.

**I. Appointment of an Auditing Firm.** The business manager recommends Yeo & Yeo as the auditing firm for the 2008-2009 school year. Motion by C. Case supported by J. McCubbin to approve. Roll Call Vote.

**Members:**

Whitman		yes
Way	yes	
Kinas	yes	
Wilson	yes	
Case	yes	
McCubbin		yes
VanderWeele	yes	

Ayes 7. Nays 0. Motion carried.

**J. Appointment of Law Firm.**

Attorney

The Board shall retain a qualified attorney and/or legal firm to handle all legal matters referred by the Board and to receive such compensation as the Board may provide. The duties of the attorney or legal firm shall be as follows:

1. Upon request of the board president or superintendent, attend the meetings of the Board and act as counselor;
2. Render a written opinion on a legal question when requested by the Board;

3. Prepare or supervise the preparation of all legal papers and documents which shall be executed by the board officers; or shall approve same before execution thereof by the officers;
4. Provide such opinions or other legal information to the superintendent which may be necessary for the immediate or long-range conduct of the district.
5. Represent the district as specifically designated by the Board in litigation to which the district may be a party or in which it is interested;
6. Shall, upon request, represent the Board in the purchase or sale of any real estate;
7. Attend to and act on any matters the Board refers to him for supervision, adjustment, and/or disposal;
8. Prepare all questions to be placed upon the ballot for regular and special elections;
9. Periodically provide progress reports to the Board on legal matters referred; and
10. Perform such other services as requested by the Board.

Compensation for duties and services shall be agreed to by the attorney and the Board in the retention agreement which shall set for the annual retainer and supplemental charges.

Only the president or superintendent is authorized to contact the attorney on legal matters concerning the district.

The Board's legal counsel shall not provide personal legal assistance to individual board members, the superintendent, or members of the staff unless specifically authorized by the Board.

In any dispute or potential divergence of interests between the Board and superintendent, the superintendent shall not utilize district's counsel to represent his interest.

Motion by C. Case supported by J. McCubbin to obtain the legal firm of Thrun Law Firm for the 2008-2009 school year. Roll Call Vote.

**Members:**

Whitman		yes
Way	yes	
Kinas	yes	
Wilson	yes	
Case	yes	
McCubbin		yes
VanderWeele	yes	

Ayes 7. Nays 0. Motion carried.

- K. **Ad Hoc Committees.** The Board President J. VanderWeele appointed Board Members to the Ad Hoc Committees for the 2008-2009 fiscal year. (See attached list).

**IV. Business Items – Discussion**

**A. High School Drainage Pond**

A discussion took place about possible options for the drainage pond at the high school.

**V. Communications**

**A. Community Input**

**B. Board Input**

**C. Superintendent's Input**

Doug Newington spoke about ideas for filling the G-A Primary School Principal position.

**VI. Adjournment.** A motion was made by C. Whitman, supported by J. McCubbin to adjourn the meeting at 9:25 p.m. Ayes 7. Nays 0.

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School Board President

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School Board Secretary

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Recording Secretary