

**VICKSBURG COMMUNITY SCHOOLS
BOARD OF EDUCATION**

July 12, 2010

7:00 PM

Vicksburg Administration Building

A G E N D A

I. CALL TO ORDER

- A. Approval of Virgil Knowles as Temporary Chairperson to convene this Organizational Meeting through Action Item I.A.: Election of Officers

II. SUPERINTENDENT'S REPORT

- A. Legislative and Legal Update
- B. Status of Open Positions

III. REPORTS AND PUBLIC INQUIRY

- A. Dairy and Bakery Bid Report
- B. Financial Report - Steve Goss
 - 1. Budget Progress Report for Month Ending June 30, 2010
- C. Instructional Report - Charles Glaes
 - 1. Roland Digital Piano for HS Choirs (grades 9-12) at a Cost of \$3,569.00
 - 2. State Ranking of Local Schools
- D. Audience

IV. BOARD ACTION REQUIRED

- A. Approval of the Following Minutes
 - 1. June 14, 2010 - Regular Meeting Minutes
 - 2. June 23, 2010 - Special Meeting
- B. Approval of the Following General Fund Invoices - ROLL CALL VOTE
 - 1. June 4, 2010 = \$142,389.77
 - 2. June 25, 2010 = \$291,589.16
 - 3. June 30, 2010 = \$141,616.49
- C. Organization of 2010-11 School Board
 - 1. Election of Officers
 - a. President
 - b. Vice President
 - 2. Appointment of Officers
 - a. Secretary - Karen Hill
 - b. Treasurer - Steve Goss

- D. Set Time, Place and Dates of Regular Board of Education Meetings for 2010-11
 - 1. Time: 7:00 am
 - 2. Place: Vicksburg Administration Building (unless otherwise stated)
 - 3. Dates: (see attached)
- E. Authorize and Direct Board Secretary to Post the Regular Meeting Schedule of the Board of Education at the Administration Building and Complete Affidavit of Posting
- F. Designate Depository of Funds to Employee Bank of Choice
- G. Designate Investment Depositories
 - 1. MILAF
 - 2. PNC
 - 3. Fifth Third Bank
 - 4. Educational Community Credit Union
 - 5. Kalamazoo County State Bank
 - 6. Bank of America
 - 7. Huntington Banks
 - 8. Portage Commerce Bank
 - 9. Keystone Community Bank
 - 10. Michigan CLASS
- H. Designate Authorized Signatures for Checking and Savings
 - 1. General Fund, Building & Site Fund, Debt Retirement, Facility Improvement Project Funds (two signatures - may be facsimiles)
 - a. Board President
 - b. Superintendent
 - c. Asst. Superintendent
 - d. Business Office Manager
 - 2. 2005 Athletic Facility Funds (one signature - may be facsimile)
 - a. Asst. Superintendent
 - b. Business Office Manager
 - 3. Payroll (one signature [Superintendent] - may be facsimile)
 - 4. School Service, Trust & Agency (one signature - may be facsimile)
 - a. Superintendent
 - b. Asst. Superintendent/Board Treasurer
 - c. Business Office Manager
 - d. Payroll/Assistant Accountant
 - 5. Designate Authorized Signatures for Entry to Safe Deposit, Night Depository, and Master Card Accounts

- a. Entry to Safe Deposit Box
 - (1) Superintendent
 - (2) Asst. Superintendent/Board Treasurer
 - (3) Exec. Asst. to Supt./General Office Mgr./Board Secretary
 - (4) Business Office Manager
- b. Night Depository
 - (1) Superintendent
 - (2) Asst. Superintendent/Board Treasurer
 - (3) Business Office Manager
 - (4) Payroll/Asst. Accountant
- c. Master Card Accounts (\$2,500 limit)
 - (1) VCS Business Office
- d. Purchase Cards (limits listed below)
 - (1) Business Office Manager (\$100,000)
 - (2) Asst. Superintendent (\$100,000)
 - (3) Superintendent (\$5,000)
 - (4) Director of Technology Services (\$2,500)
 - (5) High School Principal (\$5,000)
 - (6) High School Asst. Principal (\$2,500)
 - (7) Middle School Principal (\$5,000)
 - (8) Indian Lake Principal (\$2,500)
 - (9) Sunset Lake Principal (\$2,500)
 - (10) Tobey Principal (\$2,500)
 - (11) Director of Facilities and Operations (\$2,500)
 - (12) Director of Food Service (\$2,500)
 - (13) Director of Adult/Community Ed (\$2,500)
 - (14) Director of Transportation (\$2,500)

I. Approval of the Following Retainer Service Providers for 2010-11

- 1. Auditors: BDO Siedman, LLP
- 2. Legal: Thrun Law Firm

J. Approval to Appoint Board Secretary Karen Hill as Election Representative for all Matters Pertaining to Vicksburg Community Schools' Elections

K. 2nd Reading Approval of the Following Policy Revisions/Replacements/Additions -
ROLL CALL VOTE

- 1. P6320 - Purchasing

2. P6321 - New School Construction Renovation
 3. P7440 - Facility Security
 4. P7440.01 - Video Surveillance and Electronic Monitoring
 5. P7540.03 - Student Network and Internet Acceptable Use and Safety
 6. P7540.04 - Staff Network and Internet Acceptable Use and Safety
 7. P7542 - Network Access from Personally-Owned Computers and/or Other Web-Enabled Devices
 8. P7543 - Remote Access to the District's Network
 9. P7545 - Electronic Communication
 10. P8315 - Information Management
- L. 1st Reading - Approval to Award Dairy Bid to Prairie Farms and the Bakery Bid to Hostess for the 2010-11 School Year - ROLL CALL VOTE
- M. 1st Reading Approval of Purchase of Roland HP305 Digital Piano for HS Choirs at a Cost of \$3,569.00 with Permission to Purchase - ROLL CALL VOTE
- N. Approval of Request for FMLA for Middle School Teacher Kate Smith Beginning on or about September 1, 2010 for Ten Weeks