

**VICKSBURG COMMUNITY SCHOOLS
BOARD OF EDUCATION**

July 11, 2011

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

III. REPORTS AND PUBLIC INQUIRY

- A. Financial Report - Steve Goss

- 1. Budget Progress Report for Month Ending June 30, 2011

- B. Instructional Report - Charles Glaes

- 1. Elementary Balanced Mathematics Curriculum

- C. Audience

IV. BOARD ACTION REQUIRED

- A. Approval of the Following Minutes

- 1. June 13, 2011 - Regular Meeting Minutes - Open Session
- 2. June 13, 2011 - Regular Meeting Minutes - Closed Session
- 3. June 28, 2011 - Special Meeting - Open Session
- 4. June 28, 2011 - Special Meeting - Closed Session

- B. Approval of the Following General Fund Invoices - ROLL CALL VOTE

- 1. June 8, 2011 - \$76,612.29
- 2. June 27 = \$130,389.45
- 3. June 30 = \$239,657.05

- C. Organization of 2011-12 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 2011-12

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 2011-12
 - 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. 1st Reading Approval of Elementary Balanced Mathematics Curriculum at a First Year Cost of \$14,434.50 and a Yearly Cost of \$12,562.40 - ROLL CALL VOTE
- L. Approval of CEPI Compliance Resolution - ROLL CALL VOTE
- M. Approval of FMLA Leave Request for Amanda Davis on or about August 29, 2011 for Six to Eight Weeks Using Accumulated Sick Leave

- N. 2nd Reading - Approval to Award Dairy Bid to Prairie Farms for \$54,179 and Bakery Bid to Aunt Millie's for \$18,200 for the 2011-12 School Year - ROLL CALL VOTE
- O. Approval to go into Closed Session for the Purpose of Strategy and Negotiations Relating to the Collective Bargaining Agreement in Accordance with Act 267 of the PA of 1976, Section 8(c) of the Open Meetings Act - ROLL CALL VOTE