



# East Lansing Board of Education

509 Burcham Drive, East Lansing, MI 48823

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Regular Meeting  
February 13, 2023 - 7:00 PM  
East Lansing High School Auditorium  
509 Burcham Drive  
East Lansing, Michigan 48823



## Agenda

### **I. Opening of Meeting**

A. *Call to Order*

B. *Roll Call*

C. *Mission Statement: Nurturing Each Child, Educating All Students, Building World Citizens*

D. *Approval of Agenda*

*Motion: The Board of Education approves the agenda of the February 13, 2023, regular meeting, as presented.*

E. *Board Leadership*

### **F. Approval of Minutes**

**Motion: The Board of Education approves the minutes of the following meetings:**

- |                                     |    |
|-------------------------------------|----|
| 1. January 23, 2023 regular meeting | 4  |
| 2. January 30, 2023 special meeting | 11 |
| 3. February 7, 2023 special meeting | 22 |

### **II. Recognition**

### **III. Student Representative Report**

### **IV. Superintendent's Report**

**V. Consent Agenda**

**Motion: The Board of Education approves the consent agenda to include the following item:**

- A. Hiring of **Kimberly Cash**, 1.0 FTE, 3rd grade teacher at Glencairn at MA Step 9 effective February 14, 2023. 26

**VI. Public Comment:** This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

**VII. Presentation**

- A. School Safety Data and ELHS Safety Plan Updates, Superintendent Dori Leyko and Assistant Superintendent Glenn Mitcham

**VIII. Board Discussion**

**IX. Action Items**

- A. **Budget Calendar** **28**

*Motion: The Board of Education adopt the budget calendar for the development of East Lansing Public Schools 2023-24 budget, as presented.*

- B. **5707 School Wellness Policy** **30**

*Motion: The Board of Education approve the revisions to Policy 5707, School Wellness Policy, as presented.*

- C. **Authorized Check Signers** **35**

**Motion: The Board of Education authorize the following positions to be authorized check signers:**

1. Board of Education Treasurer
2. Superintendent
3. Director of Finance and Operations

**X. Committee Reports**

- A. Academic and Technology Committee
- B. Facilities Committee
- C. Finance Committee
- D. Intergovernmental Relations
- E. Personnel Committee
- F. Policy Committee

**XI. Announcements**

**XII. Adjournment**

***Respectfully Submitted,***

***Dori Leyko  
Superintendent***

Regular Meeting  
Monday, January 23, 2023, 7:00 PM Eastern

Board Room  
509 Burcham Drive  
East Lansing, Michigan 48823

**I. Opening of Meeting**

**I.A. Call to Order**

Board President Kath Edsall called the meeting to order at 7:00 pm.

**I.B. Roll Call**

Dr. Terah Chambers: Present  
Ms. Amanda Cormier: Present  
Dr. Kath Edsall: Present  
Ms. Tali Faris-Hylen: Present  
Ms. Monica Fink: Present  
Dr. Elizabeth Lyons: Present  
Ms. Debbie Walton: Present  
Student Representative  
    Gabriel Benavides Present  
    Alexander Mielock Absent  
Ms. Dori Leyko Present

Present: 9. Absent: 1

**I.C. Mission Statement: Nurturing Each Child, Educating All Students, Building World Citizens**

**I.D. Approval of Agenda**

Motion 22-23/060: The Board of Education approves the agenda of January 23, 2023, regular meeting, as presented.

A friendly amendment was made by Dr. Elizabeth Lyons to amend item V. Consent Agenda as follows:

B. hiring of Stirling Korte 1.0 FTE high school English teacher at BA Step 10.5 effective January 24, 2023.

A friendly amendment was made by Ms. Debbie Walton to amend the agenda to add:

VII. Board Discussion and renumber the items accordingly.

Dr. Elizabeth Lyons recognized the friendly amendments.

This motion, made by Dr. Elizabeth Lyons and seconded by Dr. Terah Chambers

Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye

Aye: 7, Nay: 0

**I.E. Approval of Minutes**

Motion 22-23/061: The Board of Education approves the January 9, 2023 regular meeting minutes, as presented.

This motion, made by Ms. Debbie Walton and seconded by Dr. Elizabeth Lyons, Passed.

Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye

Aye: 7, Nay: 0

## II. Recognition

- Naomi Sowa, a senior at ELHS has been named a Finalist for the MHSAA Scholar-Athlete Award. This is a very prestigious award.

To be eligible for the award, students must have a cumulative GPA of 3.5/4.0 and previously have won a varsity letter in at least one sport in which the MHSAA sponsors a postseason tournament. Students also were asked to respond to a series of short essay questions, submit two letters of recommendation, and a 500-word essay on the importance of sportsmanship in educational athletics.

Naomi participates in volleyball and softball and is an outstanding example of the best of our student-athletes.

- The Dr. Martin Luther King Commission of Mid-Michigan held its annual essay contest for Greater Lansing middle and high school students. This year's theme was the quote, "Now is the time to lift our nation from the quicksand of racial injustice to the solid rock of brotherhood." Two students from ELHS, Nia Long and Kennedy Duncan, were winners of the contest and received the Mark S. McDaniel and James Butler Legacy Scholarship for graduating seniors.
- MSBOA Michigan Music Conference held in Grand Rapids last week:  
All-State musicians - selected from ~ 2400 auditionees

### MMS

Band - Helena Konett - percussion

Honorable mention - Micah Bolding - percussion

### HS

Orchestra - Serafima Bezuglova & Dana Hardy - violin

Band - Annie Walton & Peter Ahlin - trumpet

Jazz band - Skyler Hamlin - jazz piano

Honorable Mention - Ben Cook - trombone

### Young Composers

Juniper Walker, 8 years old, Marble Elementary School "The Sleepy Polar Bear"

Johnny Danziger, HS Senior, "Achilles Fanfare" and "Almost Home"

Staff members: Two presidents-elect

Eric Cadena - Michigan School Vocal Music Association

Carin McEvoy - Michigan Music Education Association

### III. Student Representative Report

Student Representative Benavides:

- Statement on East Lansing High School safety concerns.

### IV. Superintendent's Report

- Kindergarten Information Night will be held on February 23 from 6:00 - 7:00 pm at MacDonald Middle School. Information is available on our website. This is an event for resident and non-resident families interested in Kindergarten or Young Fives beginning in fall of 2023.
- [Statement](#) regarding the incident after Thursday's basketball game.

### V. Consent Agenda

Motion: 22-23/062: The Board of Education approves the consent agenda to include the following items:

#### V.A. **Authorized Check Signers**

The Board of Education authorizes the following individuals to be authorized check signers:

- V.A.1. Board of Education Treasurer, Debbie Walton
- V.A.2. Superintendent, Dori Leyko
- V.A.3. Director of Finance and Operations, Richard Pugh

V.B. hiring of Stirling Korte 1.0 FTE high school English teacher at BA Step 10.5 effective January 24, 2023.

This motion, made by Dr. Elizabeth Lyons and seconded by Dr. Terah Chambers, Passed.

Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye

Aye: 7, Nay: 0

**VI. Public Comment:** This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

- Dr. Nichole Biber - School breakfasts
- Jeff Lampi - High school safety
- Ev Holbrook, Carmela Watson, Audrey Vlahos, Isabel Gorchow - School safety
- Iris Zink - School safety, teacher safety
- Del Chenault - Student safety, school violence
- Jennifer - Fighting
- Kerry Keyton

- Kevin Mayes - Violence
- Mary Fata
- Elaina Wallace - Gun, Fighting, lack communication
- Gary Holbrook - School safety
- Adam Orange - School violence
- Mark Pontoni - HS security
- Tim Akers - Student discipline/school safety
- Ross Gorman - High school safety and security
- Madelyn Zink - School safety and teacher mental health
- Graham Flynn - School safety
- Dyron Chaples-Vargas - Safety from a student
- Lori Vanderbush
- Maggie Swords - Safety
- Megan Chumbley - ELHS fights
- Nina VanOtteren - Safety
- Kristen Pfaendtner - Safety in the high school
- Tobias Vanderbush - Safety
- Dalton McGraw - School safety
- Gretchen Rojewski - School safety and culture
- Quiana Davis
- Norm Scott - HS climate
- Katie Smith - School community
- Nick Chenault - School policies and the safety of kids

#### **VII. Board Discussion:**

- Response from Public Comment:
  - Ms. Faris-Hylen - Thank you for speaking; still processing the comments made tonight.
  - Dr. Lyons – Processing the response to public comment.
  - Ms. Walton – Taking this extremely seriously, committed to supporting staff and administration to get this under control immediately; problem has been identified and that will lead to solutions.
  - Dr. Chambers – Here to support teachers students, staff, and community; appreciate hearing all the comments because it means that people care; you are heard and will receive action.
  - Ms. Cormier - Appreciated hearing the public comment; reason she ran for the board is to be a teacher voice; thank you for speaking tonight.
  - Dr. Edsall – Accusations seemed directed at her; I listen and take it all in...we are a team working together; we need to work together to find the medium where students are supported and safe, black and brown students are not tased or arrested, I hear all concerns, would like the comments with specific solutions sent to the Board, all comments are appreciated and we will do better with communication.
  - Ms. Leyko – the emotion when reading my statement comes from the deep care of staff, students, and community, I am committed to working with all of you to make this a safer and better place.

**Board took a five-minute break. Returned to session at 10:03 pm.**

## VIII. Action Items

### VIII.A. **Purchase and Installation of MMS/Elementary Classroom AV**

Motion 22-23/062: The Board of Education approves the purchase of classroom AV hardware and installation from MOSS in the amount of \$692,049.58.

This motion, made by Dr. Terah Chambers and seconded by Ms. Debbie Walton, Passed.

Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye, Ms. Monica Fink, Not Present

Aye: 6, Nay: 0

### VIII.B. **New High School Course - "Exploring Education**

Motion: 22-23/063: The Board of Education approves the new high school course, "Exploring Education", as presented.

This motion, made by Dr. Terah Chambers and seconded by Ms. Debbie Walton, Passed.

Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye, Ms. Monica Fink, Not Present

Aye: 6, Nay: 0

Discussion followed.

### VIII.C. **Policy 5106 - Transgender Students Revision**

Motion: 22-23/064: The Board of Education approves the revisions to Policy 5106 - Transgender Students, as presented.

This motion, made by Dr. Terah Chambers and seconded by Ms. Debbie Walton, Passed.

Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye

Aye: 7, Nay: 0

Discussion followed.

## IX. Committee Reports

### IX.A. Academic and Technology Committee

- The next meeting is scheduled for February 16 at 1:00 pm in the Board room.

### IX.B. Facilities Committee

- The committee met today, January 23.
  - Introduction of Billy Hastings, Director of Operations
  - Outdoor Learning Centers
  - Fencing at Donley

- Auditorium lighting
- Roofing project
- Safe Routes to Schools
- The next meeting will be on February 22 at 8:00 am.

#### IX.C. Finance Committee

- The next meeting is Wednesday, January 25 at 12:30 pm in the Board room.

#### IX.D. Intergovernmental Relations

- Drafted a Statement of Purpose to be voted on at the first meeting, TBD.
- The committee has begun intra-agency meetings of interest to the District.
- The 2023-24 legislative session began on January 11.
- East Lansing City Council's regular meeting is on January 24 at 7:00 pm.
- Governor Whitmer delivers the annual State of the State Address on January 25 at 7:00 pm.
- The Michigan Association of School Boards (MASB) will host Views from the Capitol webinar on January 26 at 12:00 pm. Board members may register at [www.masb.org](http://www.masb.org).
- The East Lansing Community Development Advisory Committee will be on January 26 at 6:00 pm.
- The National School Boards Association (NSBA) will be holding its Equity Symposium in person on January 28 in Washington DC. Board members interested should register at [www.my.nsba.org](http://www.my.nsba.org).
- The NSBA will also be holding its Annual Advocacy Institute from January 29 -31 in Washington DC. Board members interested should register at [www.nsba.org/events/advocay-institute-2023](http://www.nsba.org/events/advocay-institute-2023).

#### IX.E. Personnel Committee

- The committee has not met yet.
- New Board members will need to sign up for Superintendent Evaluation Training.
- Discussion on which tool the Board will be using - if a new tool then all members may need to be trained.
  - Remote training held on February 7

#### IX.F. Policy Committee

- The committee next meets on February 23 at 10:00 am.

### X. Announcements

- MacDonald Middle School 8<sup>th</sup> grade dance committee meeting – 1/24 at 6:30 pm.
- Marble Muskrats Mindful Movement Event and Buddies Pizza Fundraiser – 1/26.
- Green – Warm Hands, Warm Hearts, Warm Paws donations for Humane Society through the end of January.
- Red Cedar – Sock and underwear drive; Second Book Fair in April; April 20 – STEAM event.
- ELHS sporting events:
  - Gymnastics vs Haslett – 1/25
  - Boys Basketball – Freshman, JV, and Varsity vs Okemos – 1/26

- Hockey vs Lumen Christie 1/27 – Suburban Ice
- Hockey vs Kalamazoo Eagles 1/28 – Suburban Ice
- Upcoming School Association meetings
  - William Donley School Association (WDSA) - third Tuesday/month at 7:00 pm
  - Glencairn Elementary Community Council (GECC) - second Tuesday/month at 6:30 pm.
  - Robert L. Green Community Council - (RLGCC) - first Tuesday/month at 6:00 pm.
  - Marble School Community Council (MSCC) - second Tuesday/month at 7:00 pm.
  - Marble and East Lansing Equity Team - second Tuesday/month at 6:00 pm.
  - Red Cedar Family Council - third Tuesday/month at 5:30 pm.
  - Whitehills School Association (WSA) - third Tuesday/month at 6:00 pm.
  - MacDonald Middle School Community Council - (MMSCC) - fourth Tuesday/month at 6:30 pm.
  - East Lansing High School Community Council (ELHSCC) - third Tuesday/month at 6:00 pm.

**XI. Adjournment**

The meeting adjourned at 10:13 pm.

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President

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Secretary

Special Meeting - School Safety  
Monday, January 30, 2023, 7:00 PM Eastern

East Lansing High School Auditorium  
509 Burcham Drive  
East Lansing, Michigan 48823

## I. Opening of Meeting

### I.A. Call to Order

The meeting was called to order by Kath Edsall at 7:00 pm.

### I.B. Roll Call

Dr. Terah Chambers:	Present
Ms. Amanda Cormier:	Present
Dr. Kath Edsall:	Present
Ms. Tali Faris-Hylen:	Present
Ms. Monica Fink:	Absent
Dr. Elizabeth Lyons:	Present
Ms. Debbie Walton:	Present
Ms. Dori Leyko	Present

Present: 6, Absent: 1.

Ms. Monica Fink arrived at 7:04 pm.

### I.C. Approval of Agenda

Motion: 22-23/065: The Board of Education approves the agenda of January 30, 2023, special meeting, as presented.

This motion, made by Dr. Terah Chambers and seconded by Dr. Elizabeth Lyons, Passed.

Ms. Monica Fink: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye

Aye: 6, Nay: 0, Absent: 1

A friendly amendment was made by Ms. Debbie Walton to add IV. Board Discussion and renumber remaining items accordingly.

## II. Presentation

II.A. School Safety Plan and Assessment, Superintendent Leyko, and Assistant Principal, Glenn Mitcham

Statement from Kath Edsall - attached at end of minutes.

Discussion followed.

**III. Public Comment:** This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

- Norm Scott, ELEA President
- Deborah Rivas - Transparency
- Shari Brooks - Student safety
- Sue Wheeler
- Joseph Powers - Responsibility
- Brad Lutz - District communication & policy
- Former Board Members: Henderson, Lake, C. Martin, N. Martin, Hurwitz, Hoene, Kuhnmuensch, Kaplowitz, Anderson, Powers - Support of school safety and current School Board
- Karen Tynah-Spencer - Security, safety, and leadership
- Tyler Smith
- Sam Hosey - Direction of our district
- Jessica Mielock, School safety
- Tim Dorche - Student safety
- Amy Sayers - Future of EL
- Tim Akers - Student behavior
- Summer Minnick - High school violence
- Del Chenault - School violence
- Adam Orange - School Safety
- Jesse Draper - Accountability to student and staff feedback
- Farhan Sheikh-Omar - School Safety
- Megan Chumbley - ELHS safety
- Darryl Horton - School's policy on disciplining students
- William Kuhl - Mandatory mental health counseling following a threat of violence
- Caroline Chumbley - School Safety
- Nell Kuhnmuensch - Support for students, Superintendent, staff, faculty & Board
- Kerry Roberts - Parent survey
- Belle Potter - School safety and enforcement of new policies
- Gary Holbrook - Presentation
- Steve Wolff - School improvement
- Jade Corse - Reinstating an SRO
- Maggie Moore - Community communication
- Brandi Branson - Discipline most recent events
- Ericka Hayes - ELPS process to volunteer and give support
- Lydia-Anne Ding-Mejok - POC teachers
- Nick Acevedo - Discipline, communication & new policy
- Melissa Fore - Solutions
- Nala Noel - Student advocacy & lack of support
- Reynie Enger - Suggestions about school safety

- Tracy Edmond - Mentoring students
- Terrance Cooper - Safety in schools
- Nyla Hughes - Implementing clear backpacks/no backpacks and/or metal detectors

The Board took a five-minute break. The meeting resumed at 10:31 pm.

#### IV. Board Discussion

- Motion to remove Kath Edsall as President made by Ms. Monica Fink, seconded by Ms. Amanda Cormier.
- Kath Edsall resigned as President effective at the end of the meeting.
- Ms. Monica Fink read a prepared statement – attached at the end of the minutes.
- Ms. Elizabeth Lyons read a prepared statement – attached at the end of the minutes.
- Ms. Amanda Cormier – Social-emotional learning; conflict resolution skills; group mediation plan; teachers feel unsafe speaking to administration and it is a problem in East Lansing.
- Ms. Terah Chambers read a prepared statement – attached at the end of the minutes.
- Ms. Tali Faris-Hylen spoke on Kath Edsall resigning from Presidency and thanked her for her leadership and read a prepared statement – attached at the end of the minutes.
- Ms. Debbie Walton – expresses gratitude to Superintendent Leyko and the Admin team for their work; grateful for all who have come out to point out the phenomenal work that is taking place in the district; proud to be here and hopefully we can begin to move forward.
- Ms. Monica Fink made a motion to remove Terah Chambers as Vice President. The motion was not seconded.

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#### V. Announcements

- Election of a new President will take place at the next regular meeting, February 13, 2023

#### VI. Adjournment

The meeting adjourned at 10:57 pm.

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President

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Secretary

I would like to thank our superintendent, her administration team, teachers, support staff, the ELEA and board members for the incredible amount of work that has been done in the last week to address the safety, emotional and educational needs of our high school students specifically, but all our kids in general.

I would like to thank every person who has and will share their concerns, solutions, fears and hopes with the board and the superintendent. I would like to thank the students who participated in a peaceful walk out last week to express your concerns. Every person in this room and beyond is involved because of our love and concern for you, the children.

Most importantly, I want to apologize. A week ago, parents, students and teachers came before us because you were scared, anxious, angry and hurting and my comments only added to your pain. I am deeply sorry for my comments. Nobody should feel afraid in school, no student, no teacher, no staff member, no parent. I regret not doing better at empathizing and acknowledging your pain and feelings. My words were hurtful, and I really do, from the deepest part of my soul, regret my words and hope someday you can accept my apology.

When situations like this arise, we tend to polarize. It breaks my heart, especially when children are involved, because at the end of the day, I honestly believe we have more in common than not. I believe we all want our kids to thrive and to be physically and emotionally safe. All of us. There are parents who are scared for their children's safety and parents who are so distraught about their children's behavior. I only ask that while we work to support all our children, in our buildings or outside of our buildings, that we extend a bit of grace to those parents whose children are seriously struggling with appropriate behaviors.

## Policies/evidence

2201.A.2 - Board Powers/ General Powers – The Board will provide for the safety and welfare of students while at school or a school-sponsored activity or event, and while traveling to or from school or a school-sponsored activity or event, as required by law.

2302.A.1 - Board Code of Ethics – Each Board member will remember that Board Member’s primary concern must be the educational welfare of students attending the District’s schools;

2302.A.6 - Render all decisions based on objective evaluation of available information, exercising independent judgement;

2302.A.7 - Encourage constructive dialogue among Board members and among the Board and students, staff, parents/guardians, and the school community;

2302 A.9 Work constructively and collaboratively with other Board members to establish effective Policies and procedures;

2302 A.10 Work constructively and collaboratively with the Superintendent, staff members, students, parents, and community stakeholders;

2302.A.16 – be mindful of a Board member’s fiduciary obligations to the District, including duties of loyalty and care, placing the District’s interests above a Board member’s personal interests;

2302.B.1 – A Board member will not represent the Board member’s personal opinions as those of the Board;

2302.B.2 – A Board member will not act in isolation, operating as if a “Board-of-one”;

- On 4/12/2021 a parent provided public comment regarding the impact of the middle school slavery assignment on their student as recorded in the meeting minutes and video recording for April 12.
- On 5/10/2021 I read my statement regarding the 48 days of silence from the Board in response to the middle school assignment as recorded in the minutes and in local news reports.
- On 6/14/2021 Portrait Editorial Board submitted an open letter to the District requesting a Town Hall as recorded in the meeting minutes and in the Portrait news for June 14.
- On 10/11/2021 a parent provided public comment regarding fighting and the discipline choice for their student.
  - The ELEA president provided public comment regarding teacher safety as recorded in the meeting minutes and video recording for October 11.
- 10/25/2021 ELEA President Provided public comment regarding teacher safety and how teachers are doing as recorded in the meeting minutes and video recording for October 25.
  - During Board Discussion Trustee Edsall called the statement from the ELEA president “a misguided statement from our ELEA president. Discipline problems are likely due to being shut-down for 18 months.
  - I read a statement also highlighting my concerns “While I agree that the pause of traditional celebrations is an equity issue that must be addressed, the following equity issues are equally as concerning to me:
    - Updating curriculum in light of the “Slavery assignment” from the 2020-2021 school year.

- Declining mental health of our staff and students.
- An uptick in behavioral and violent outbursts.
- Bullying.
- Communication and transparency.

Support for teachers and staff. As recorded in the meeting minutes and video recording for October 25.

- On 11/8/2021 A parent provided public comment regarding school violence.
  - On 11/8/2021 An ELEA representative provided an ELEA report sharing concerns
  - On 11/8/2021 During Board discussion I brought up the topic of the violence in our schools. I also suggested switching to a more collaborative approach bringing caregivers and volunteers in the building again. I reminded the community about Ok2Say – call or text to Ok2Say – anonymous tips in case of harm or self-harm and the information is given to building administration. Sometimes the police will get involved if wellness check is needed. A great tool to use if kids or adults hear or see something beneficial to alert school officials. I finally noted please advocate for your children.
  - During Board Discussion Trustee Chambers commented “uncomfortable with the correspondence around violence. The conversation on social media around our SOC students or “those kids” is disturbing and has a great impact on her. She also appreciates the invitation to come into the schools. Protocols haven’t allowed to bring parents back into the schools. The issue of safety is a complicated situation and we on our own are not going to be able to solve. Please remember the transition is very hard for students, teachers, and parents. The past 18 months has affected everyone. As recorded in the meeting minutes and video recording for November 8.
- On 12/13/2021 A parent provided public comment to discuss plans for increased school safety.
  - During Board discussion I commented with ways parents can be involved in the district. As recorded in the minutes and video recording for December 13.
- On 2/12/2022 ELEA president provided public comment regarding the voices of the teachers.
- On 3/14/2022 a parent provided public comment regarding discussion during meetings.
  - Another parent provided public comment regarding board transparency. As recorded in the meeting minutes and video recording.
- On 5/7/2022 I emailed the Board with questions regarding our hiring process.
- On 5/22/2022 I emailed the Board with my plan to introduce a motion to review our hiring process.
- On 5/23/2022 I moved to amend the agenda to include hiring process review that went un-seconded and voted no to the new hires as recorded in the meeting minutes and video recording for May 23.
- On 6/13/2022 I voted no to the new hires are recorded in the meeting minutes and video recording for June 13.
  - A parent provided public comment regarding gun safety.
- On 6/27/2022 I was the sole vote no to the new hires as recorded in the meeting minutes and video recording for June 27.
- On 7/25 I was the sole vote no to the new hires as recorded in the meeting minutes and video recording for July 25.
- On 8/16/2022 I was the sole vote no to the new hires as recorded in the meeting minutes and video recording for August 16.

- On 1/9/2023 I inquired about the criteria for the officer slate and was the sole vote no to the proposed slate as recorded in the meeting minutes, video recording for January 9, and local news reports.
- On 1/23/2023 at the regularly scheduled meeting of the Board of Education 6 students and 14 adults including staff provided public comment expressing concerns around safety at the High School as recorded in the draft minutes and video recording for January 23.
  - During Board discussion in response to the public comment around safety at the High School Trustee Edsall is recorded as saying that the "saying 'I'm scared' is not helpful," when suggesting the need for concrete ideas rather than more emotional testimony as recorded in the meeting minutes, video recording, and in the local news.
- On 1/24 the High School endured another shelter-in-place.
- On 1/26 the High School endured another shelter-in-place.

The community has requested this.

→ 1/24 an email on behalf of the Board but I did not provide input due to the time.

E. Lyons

We have to do better. The school board and admin must do a better job of transparency, communication, and, most of all, doing all it can to ensure a safe, healthy, and equitable space for the education of our most precious and valued community members-our children. I admire the courage, bravery, and honesty exhibited at our last board meeting, sharing experiences and concerns. As an elected leader, it is vital that the community members we represent make their voices heard to us. To those who spoke up in person, those who have called me, and those I have spoken to in person-please be assured I hear you, and thank you for your thoughts, ideas, and passion. I also get it. As a mother, I get it. I have two kids in ELPS. I share the concern of wanting my children to attend safe schools. I share the desire to have my kids grow up in a community that embraces diversity, equity, and inclusion and where they can get a high-quality education in the safest environment possible. To prepare them for the world after high school and beyond East Lansing MI.

In a vibrant community with various perspectives, opinions, experiences, and ideas- we are not going to agree on everything, maybe very little at different points in time. However, what I think we can all agree on is we want safe schools. I also think we can all agree we have extremely dedicated and skilled teachers, students, and administrators. We can also agree to disagree on various approaches but we should not discount the level of dedication all these folks bring to their work and community. To these folks, I say thank you for all your work- especially these last few weeks.

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As an elected board member, I know I will make decisions not everyone will agree with. This is fine because I know no one, including everyone on this board, admin, and community members at large, has a monopoly on the solutions. It will take everyone, and it is a process.

When I ran for school board, I was fully aware that some won't agree with me on issues; as mentioned, this is 100% fine and a part of the democratic process. I also told folks I would do my best to share my reasoning based on the information I had at the time. For those interested- here is where I stand on a few issues:

I believe in restorative justice. However, I believe we can do a way better job of explaining it, training for it, educating about it, and implementing it when it should be implemented.

The board and administration must better communicate with the community, explain processes, and promote as much transparency as possible under the current law.

I believe in due process and holding accountability. I believe in gathering as much information as possible to make the best decision I can.

I believe empathy, and compassion isn't a weakness; rather, it is a strength and helps make clear-headed decisions.

It will take all of us to move forward in a healthy way. Because of the community's voice, I am confident we will become a better board. Because of the passion and dedication repeatedly exhibited through our experience with COVID and again within the last few weeks, we will become a stronger and better school community.

Thanks,

Liz

I typically don't read prepared statements. It is my preference, usually, to speak from the heart. Tonight, though, I cannot risk being imprecise with my words and have prepared some brief comments.

I want to first extend my appreciation to our teachers who have helped to keep things together during incredibly trying circumstances. In the midst of all that has been happening this week, my son came home from middle school absolutely belly laughing telling us a story about his social studies teacher's lesson that day. Our teachers are the best.

I also want to thank the students who have held us to account and shared their stories over the last week - never am I prouder of you all as I am when you speak up for what you believe is right. It's an important reminder to me of what we're doing right in this district.

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I want to thank our superintendent for remaining, as always, steadfast in the midst of challenge and remaining focused on responding promptly but also taking the time to gather feedback from critical stakeholders to inform her plans.

Finally, I want to thank the mayor, his staff, and my colleague Dr. Carter Andrews for hosting a community forum on Friday where ideas could be discussed in a solutions-based environment.

I also want to acknowledge my responsibility in the failures in recent weeks. I have spent a lot of time this week critically reflecting on my role in various aspects of our administrative processes. My intention in my role as school board member has always been to support our students, teachers, and administrators in cultivating a positive learning and working environment for all. I cannot tell you how personally devastating it is to acknowledge that I have not lived up to that intention. However, as Dr. Carter Andrews reminded us on Friday, intention does not equal impact. I can recognize that despite my intentions to do otherwise, I have contributed to the problem.

That said, I have never been a person who walked away from a challenge. A few weeks ago I had the honor of attending the Dr. Martin Luther King Jr. Commission of Mid-Michigan's "Day of Celebration." At that event, I recall Mayor Bacon saying that when he encounters a challenge, he goes in with the belief that the solution is already in the room. Throughout this week I've been reflecting on the truth of those words for our current situation. Having served on the Board for the last five years, I can tell you that I have the utmost confidence in our district leadership, including our teachers and students. The plan presented tonight is a testament to the fact that our educators are absolutely top-notch.

I hope that tonight will be a turning point. Not in the sense of ignoring or minimizing what has happened, but a turning point in the sense that when we look back on this period, this meeting will be seen as the first step in building back the community's trust in our district's leadership. I remain committed to being part of that continued positive change. 20

Thank you.

Following our board meeting last week, this has been an intense period of listening, learning and working to lead with our kids and our educators at the center. This work is not easy and no work is when it's meaningful and life changing. Solutions are rarely clear and simple and take time.

In the midst of all of this, it can be easy to lose sight of the incredible strides we've made as a district to be community driven, with our kids at the center. I can tell you that I was not thinking this carefully and intentionally about community to this extent before I stepped into this district. I truly believe it is the intentional and equitable work of this district spearheaded our administration and members of this board and boards before us, that has made me and our entire community better and more able to think objectively, with all sides in mind. I am so grateful for that.

After receiving communication from our district yesterday, I knew we were headed on the right path. I was so happy to hear today from my own daughter, her peers, and several teachers that today at ELHS was awesome. But you know what? I wasn't surprised. We have an incredible community. I knew that our kids, led by their amazing teachers and admin who were working around the clock last week would make today great. And they did.

I knew that I wasn't going to be in an easy position sitting on this board, and that hard choices were going to have to be made but I have to say I was not prepared for all of the vitriol and fallacies that came out of our board meeting last week. I'm not asking you for sympathy- I understand I was elected to serve in this role and I'm honored to do so- I'm just asking you to extend a bit more of your humanity to myself, my fellow board members, administrators, teachers and everyone that makes up our beautiful community.

In closing, I want what we all want, a healthy, safe, and supportive learning environment for our kids and teachers. I appreciate this plan that will allow us to make meaningful changes as we move forward.

Tali Faris-Hylen  
tali.faris@elps.us

## I. Opening of Meeting

### I.A. Call to Order

The meeting was called to order by President Terah Chambers at 8:59 am.

### I.B. Roll Call

Dr. Terah Chambers:	Present
Ms. Amanda Cormier:	Present
Dr. Kath Edsall:	Present
Ms. Tali Faris-Hylen:	Absent
Ms. Monica Fink:	Present
Dr. Elizabeth Lyons:	Present
Ms. Debbie Walton:	Present
Ms. Dori Leyko	Present

Present: 7, Absent: 1.

### I.C. Approval of Agenda

Motion 22-23/066: The Board of Education approves the agenda of the February 7, 2023, special meeting, as presented.

This motion, made by Ms. Debbie Walton and seconded by Dr. Elizabeth Lyons, Passed.

Ms. Tali Faris-Hylen: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye

Aye: 6, Nay: 0, Absent: 1

## II. Appointment of Hearing Officer

Motion: 22-23/067: The Board of Education moves to appoint attorney Lisa Swem as acting Hearing Officer for the discipline hearing.

This motion, made by Ms. Debbie Walton and seconded by Dr. Elizabeth Lyons, Passed.

Ms. Tali Faris-Hylen: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye

Aye: 6, Nay: 0, Absent: 1

**III. Public Comment:** This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

No public comment.

**IV. Discipline Hearing for Student #1003947**

**IV.A. Closed Session**

Pursuant to Section 8(b) of the Open Meetings Act, the Board may convene in a closed session for the purpose of conducting a student discipline hearing if requested by the student's family.

Motion: 22-23/068: The Board of Education moves into Closed Session pursuant to Section 8(b) of the Open Meetings Act.

This motion, made by Ms. Debbie Walton and seconded by Dr. Elizabeth Lyons, Passed.

Roll Call Vote

Ms. Tali Faris-Hylen: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye

Aye: 6, Nay: 0, Absent: 1

IV.B. Comments from acting Hearing Officer Lisa Swem.

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IV.C. Comments from the student's family and/or representative.

IV.D. Opportunity for Board members to ask questions.

IV.E. Administrative recommendation to the Board of Education.

**Returned to Open Session at 9:55 am.**

**V. Disciplinary Action**

Motion 22-23/069: The Board of Education approves the resolution for disciplinary action for Student #1003947 as prepared by legal counsel.

This motion, made by Dr. Elizabeth Lyons and seconded by Ms. Debbie Walton, Passed.

Ms. Tali Faris-Hylen: Absent, Dr. Terah Chambers: Aye, Ms. Amanda Cormier: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Debbie Walton: Aye

Aye: 6, Nay: 0, Absent: 1

Discussion followed.

**VI. Adjournment**

The meeting adjourned at 10:09 am.

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President

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Secretary

**EAST LANSING PUBLIC SCHOOLS  
BOARD RESOLUTION FOR STUDENT DISCIPLINE (STUDENT #1003947)**

A special meeting of the Board of Education (the “Board”) was held in the Board Room at East Lansing High School (Lower Level), 509 Burcham, within the boundaries of the District, on February 7, 2023, at 9:00 o’clock in the a.m. (the “Meeting”).

The meeting was called to order by Terah Chambers, President

Present: Monica Fink, Kath Edsall, Terah Chambers, Elizabeth Lyons, Debbie Walton, Amanda Cormier

Absent: Tali Faris-Hylen

The following preamble and resolution were offered by Member Elizabeth Lyons and supported by Member Debbie Walton.

**WHEREAS:**

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1. The administration has recommended that a student whose identity is known to the Board (the “Student”) be expelled for alleged violation of the Student Code of Conduct and Revised School Code Section 1311(2).

2. School administrators notified the Student’s parent of the specific charge underlying the discipline recommendation, as well as the date, time, and place of the disciplinary hearing.

3. Pursuant to the request of the Student’s parent and as authorized by Michigan Open Meetings Act Section 8(b), MCL 15.268(b), the disciplinary hearing was conducted in a closed session meeting of the Board.

4. The hearing afforded the Student and the Student’s representatives an opportunity to respond to the charge and to present pertinent evidence for the Board’s consideration. The Student’s parent elected not to attend the hearing, but submitted a written statement for the Board’s consideration.

5. The Board has carefully considered all the evidence produced in this student discipline hearing.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. A preponderance of the evidence establishes that on January 19, 2023, the Student possessed a firearm in a weapon-free school zone in violation of the Student Code of Conduct and Revised School Code Section 1311(2).

2. The Student did not establish in a clear and convincing manner that one of the statutory exceptions applies.

3. The Student is permanently expelled.

4. During the time of the expulsion, the Student may not be on school grounds or attend any functions at the District without prior written approval from an appropriate administrator.

5. The Student may petition the Board for reinstatement in compliance with the process outlined in Revised School Code Section 1311(6).

6. Consistent with Revised School Code Sections 11a and 1311(1), the Board finds that the interests of the District are served by this resolution.

7. Administrators are directed and authorized to implement all terms of this resolution and are delegated all necessary authority to do so.

8. All resolutions and parts of resolutions that conflict with this resolution are rescinded.

Ayes: Monica Fink, Kath Edsall, Terah Chambers, Elizabeth Lyons, Debbie Walton,  
Amanda Cormier

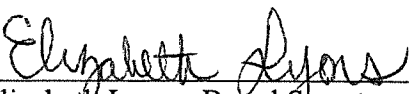
Nays: None

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Absences: Tali Faris-Hylen

Resolution declared adopted. 6-0

The undersigned, duly qualified and acting Secretary to the Board of Education of the East Lansing Public Schools, certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the Michigan Open Meetings Act (Act 267, Public Acts of Michigan, 1976, as amended).

  
\_\_\_\_\_  
Elizabeth Lyons, Board Secretary



## MEMORANDUM

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**TO:** Board of Education

**FROM:** Dori Leyko  
*Superintendent of Schools*

**SUBJECT:** Human Resources Action Item

**DATE:** February 6, 2023

**Hire**

It is recommended that the Board approve the hiring of **Kimberly Cash** 1.0 FTE 3<sup>rd</sup> grade teacher at MA Step 9 effective February 14, 2023.

Nurturing each child • Educating all students • Building world citizens



East Lansing  
Public Schools

## MEMORANDUM

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**TO:** ELPS Board of Education, Dori Leyko, Superintendent

**FROM:** Richard Pugh, Director of Finance & Operations

**SUBJECT:** Action Item – Budget Calendar

**DATE:** February 7, 2023

Recommendation:

It is recommended that the Board of Education adopt the budget calendar for the development of East Lansing Public Schools 2023-24 budget as presented.

Background:

The Finance Committee review the budget calendar at its meeting on January 25, 2023. The calendar has been updated to reflect new Finance Committee meeting dates.

***From the 1-9-2023 BOE packet:***

Section 141.434 of the Uniform Budgeting and Accounting Act states “The chief administrative officer shall transmit the recommended budget to the legislative body according to an appropriate time schedule developed by the local unit”. It has been the District’s practice to adopt a budget calendar that provides a timeline for the budget development. The Finance Committee will review the attached budget calendar at its meeting on January 19, 2023. Board action is anticipated on January 23, 2023.

# EAST LANSING PUBLIC SCHOOLS

## 2023-24 Budget Calendar

*updated 2-1-2023*

January 13, 2023	January Consensus Revenue Estimating Conference
January 25, 2023	Finance Committee Meeting - review 2022-23 First Budget Revision
January 25, 2023	Governor's State of State Address (budget priorities)
early to mid February 2023	Governor's State budget proposal
February 8, 2023	Supplemental Count Day
February 15, 2023	Finance Committee Meeting - early 2023-24 budget forecast
March 15, 2023	Finance Committee Meeting - review 2023-24 budget development
late March 2023	Buildings to confirm to business office number of returning students and kindergarten numbers (develop SOC slots)
April 10, 2023	Board Meeting - info. on administrative recommendation on SOC slots
April 19, 2023	Finance Committee Meeting - review 2023-24 budget development
April 24, 2023	Board Meeting - action on SOC slots and 2022-23 Final Budget Revision
mid May 2023	May Consensus Revenue Estimating Conference
May 17, 2023	Finance Committee Meeting - review 2023-24 budget recommendations
June 4, 2023	Notice of Public Hearing Published in local newspaper (Truth in Taxation, at least 6 calendar days prior to hearing)
June 12, 2023	Board Meeting - Public Hearing on the 2023-24 Budget followed by adoption (by law Board must adopt budget by June 30)



East Lansing  
Public Schools

## MEMORANDUM

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**TO:** ELPS Board of Education, Dori Leyko, Superintendent

**FROM:** Richard Pugh, Director of Finance & Operations

**SUBJECT:** Action Item – 5707 School Wellness Policy

**DATE:** February 7, 2023

Recommendation:

It is recommended that the Board of Education approve the revisions to Policy 5707, School Wellness Policy, as presented.

Background:

***From the 1-23-2023 BOE packet:***

It was recently discovered that none of the District's new Board policies contain a food service bad debt meal policy. I reached out to Thrun Law Firm to request such a policy and they were aware of the omission and were planning to release an updated policy this summer. However, I am in the process of submitting a food service management company RFP to MDE, for their review, and the District's bad debt policy is part of the submission. Thrun has provided the attached revision to policy 5707 (School Wellness Policy) to include bad debt language. This policy may be revised further by Thrun for a summer release.

I will request the Board take action on the attached revised policy 5707 at the February 13, 2023 Board meeting.

## Series 5000: Students, Curriculum, and Academic Matters

### 5700 Student Health and Safety

#### 5707 School Wellness Policy

The District is committed to providing a school environment that enhances opportunities for learning and lifelong wellness.

##### A. Nutrition Promotion and Education Goals

All students will receive nutrition education annually that is aligned with the Michigan Health Education Grade Level Content Expectations and the Michigan Merit Curriculum Guidelines for Health Education. Teaching healthy eating behaviors will be part of the curriculum.

The District promotes healthy food and beverage choices for students. The District will implement evidence-based healthy food promotion techniques through:

1. offering school meal programs; and
2. publicizing foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards. The District will collaborate with public and private entities to promote student wellness.

The District will make water available to students throughout the school day.

##### B. Physical Activity Goals

The District will offer physical education programs that are designed to equip students with the knowledge, skills, and values necessary for lifelong physical activity. Physical education instruction will be aligned with the Michigan Physical Education Grade Level Content Expectations and the Michigan Merit Curriculum Guidelines for Physical Education.

Students will have the opportunity to participate regularly in supervised physical activities, either organized or unstructured, intended to maintain physical fitness and an understanding of the benefits of a physically active and healthy lifestyle.

The District strives to provide physical activity breaks for all students, including recess for elementary students and before and after school activities, and encourages students to use active transport (e.g., walking, biking).

The District encourages parents/guardians to support their students' participation in physical activity, to be physically active role models, and to include physical activities in family events.

##### C. Goals for Other School-Based Activities Designed to Promote Student Wellness

The District may partner with community members or groups to implement this Policy. The District will also:

1. participate in state and federal child nutrition programs as appropriate;
  2. allow other health-related entities to use school facilities for activities such as health clinics, screenings, and wellness events consistent with Policy 3304;
  3. use evidence-based strategies to develop, structure, and support student wellness; and
  4. create environments conducive to healthy eating, physical activity, and conveying consistent health messages.
- D. Standards and Nutrition Guidelines for All Foods and Beverages Sold to Students on the School Campus and During the School Day

The District will ensure that students have access to foods and beverages that comply with applicable laws and guidelines including, but not limited to, the USDA Nutrition Standards for School Meals and the USDA Smart Snacks in School nutrition standards.

The District will offer students a variety of age-appropriate, healthy food and beverage selections including fruits, vegetables, and whole grains aimed at meeting the nutrition needs of students within their calorie requirements to promote student health and reduce childhood obesity.

- E. Standards for All Foods and Beverages Provided, But Not Sold, to Students During the School Day

The District may provide a list of healthy food and beverage alternatives to parents/guardians, teachers, and students for classroom parties, rewards and incentives, or classroom snacks. The District discourages the use of unhealthy food and beverages as a reward or incentive for performance or behavior.

- F. Food and Beverage Marketing

Marketing and advertising is allowed on school grounds or at school activities only for foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards. Food and beverage fundraising and marketing that occurs at events outside of school hours need not comply with the USDA Smart Snacks in School nutrition standards.

In-school fundraising events must comply with Policy 5501 and MDE's Non-Compliant Food Fundraiser Guidance, which permits 2 fundraisers per week, per school building that do not comply with USDA Smart Snacks in School nutrition standards. In-school fundraising events may last up to 1 day and may not be held in the food service area during meal times.

Equipment that currently displays noncompliant marketing materials (e.g., scoreboard with soft drink logo) will not be removed or replaced. As the District reviews and considers new contracts and as durable equipment, like scoreboards,

is replaced or updated, any food or beverages marketed and advertised will meet or exceed the USDA Smart Snacks in School nutrition standards.

#### G. Wellness Committee

The District will form a Wellness Committee to establish goals for, oversee, and periodically review and update school health policies and programs. The Wellness Committee will also oversee this Policy's implementation.

The Wellness Committee will represent all school buildings and include, to the extent possible, parents/guardians, students, food service representatives, physical and health education teachers, school and community health care professionals, and community members. The Board encourages community participation in the Wellness Committee. When possible, membership will also include Supplemental Nutrition Assistance Program education coordinators.

#### H. Implementation and Oversight

The Superintendent or designee is responsible for ensuring that each school building complies with this Policy.

The Board will review this Policy at least every 3 years to determine compliance, progress, and the extent to which this Policy compares to model school wellness policies. Parents/guardians, students, school employees, school health professionals, Board members, and community members may provide input to the District during the Wellness Policy review process.

A copy of this Policy will be maintained in the District's administrative offices and posted on the District's website. The Superintendent or designee will maintain all legally required documentation for implementation of this Policy.

The Superintendent or designee will annually provide notice about this Policy and any updates to the community.

#### School Meal Program – Delinquent Meal Charge Debt and Bad Debt

The District is required to make reasonable efforts to collect unpaid meal charges of current students. The building principal or designee will contact households about unpaid meal charges and may establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the District may pursue any other methods to collect delinquent debt of current students as allowed by law. Collection efforts may continue into a new school year.

Unpaid meal charges of inactive students, such as graduated students and students no longer enrolled at the District, that are not collected by the end of the school year will be classified as bad debt. No later than December 31 of the following school year, non-federal funds will be used to reimburse the school meal program for the amount of bad debt.

Date adopted:

Date revised:

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## MEMORANDUM

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**TO:** ELPS Board of Education, Dori Leyko, Superintendent

**FROM:** Richard Pugh, Director of Finance & Operations

**SUBJECT:** Action Item – Authorized Check Signers

**DATE:** February 7, 2023

Recommendation:

It is recommended that the Board of Education authorize the following positions to be authorized check signers:

- Board of Education Treasurer
- Superintendent
- Director of Finance and Operations

Background:

The Board previously authorized check signers at their meeting on January 23, 2023. With that approval individual names were included with the titles. Because there has been a change in the Board President, and possibly other officer changes, I am requesting the Board authorize check signers again without the individual's name. Thus, if there is a change in officers going forward those individuals in the above positions will be the authorized check signers.

***From the 1-23-2023 BOE packet:***

Annually, the District updates authorized check signers after the Board's organizational meeting. As in years past the authorized check signers are the Board Treasurer, Superintendent, and Director of Finance. The District's banking partner, Comerica Bank, will send an email to the above individuals and the Board of Education Secretary to sign applicable banking documents electronically.