

**VICKSBURG COMMUNITY SCHOOLS
BOARD OF EDUCATION
July 14, 2014
7:00 PM
Vicksburg Administration Building**

A G E N D A

I. SUPERINTENDENT'S REPORT

- A. Staffing Update
- B. Review of MME Scores for Class of 2015
- C. School Board Election - November 4, 2014

II. REPORTS AND PUBLIC INQUIRY

- A. Financial Report - Steve Goss
 - 1. Budget Progress Report for Month Ending June 30, 2014
 - 2. HS Fire Alarm Replacement
 - 3. MS Traffic Flow Improvements
- B. Instructional Report - Charles Glaes
 - 1. Textbook Proposals - John O'Toole
 - a. VHS and VMS World Language -Spanish Textbooks
 - b. K-8 Math Instructional Resources
 - 2. Preschool Pilot
- C. Audience

III. BOARD ACTION REQUIRED

- A. Approval of the Following Minutes
 - 1. June 9 2014 - Regular Meeting Minutes
 - 2. June 26, 2014 - Special Meeting Minutes
- B. Approval of the General Fund Invoices for the month of June in the amount of \$163,457.42. Detail below. - ROLL CALL VOTE
 - 1. June 6, 2014 = \$138,358.22
 - 2. June 19, 2014 = \$1310.00
 - 3. June 20, 2014 = \$23,789.20
- C. Approval of Purchase Card Disbursements Totaling \$53,924.60 - ROLL CALL VOTE
- D. Approval of the Following Resignations Effective June 30, 2014
 - 1. Karen Chipman - Tobey 4th Grade Teacher
 - 2. Kate Smith - Middle School Special Education
- E. Set Time, Place and Dates of Regular Board of Education Meetings for 2014-15

1. Time: 7:00 pm
 2. Place: Vicksburg Administration Building (unless otherwise stated)
 3. Dates: (see attached)
- F. 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
- G. Designate Depository of Funds to Employee Bank of Choice
- H. Designate Investment Depositories
1. MILAF
 2. PNC
 3. Fifth Third Bank
 4. Educational Community Credit Union
 5. Kalamazoo County State Bank
 6. Huntington Banks
 7. Michigan Commerce Bank
 8. Keystone Community Bank
 9. Michigan CLASS
 10. Chemical Bank
- I. Designate Authorized Signatures for Checking and Savings
1. General Fund Treasury, General Fund, Building & Site Funds, Debt Retirement Accounts (two signatures - may be facsimiles)
 - a. Board President
 - b. Superintendent
 - c. Asst. Superintendent
 - d. Controller
 2. Payroll (one signature - may be facsimile)
 - a. Superintendent
 - b. Board President
 - c. Controller
 3. School Service, Trust & Agency, and Dental (one signature - may be facsimile)
 - a. Superintendent
 - b. Asst. Superintendent/Board Treasurer
 - c. Controller
 4. Vicksburg High School Athletic Checkbook (One signature)
 - a. High School Principal
 - b. HS Assistant Principal

- c. Assistant Superintendent
 - d. Controller
5. Vicksburg Middle School Athletic Checkbook (One signature)
 - a. MS Principal
 - b. MS Assistant Principal
 - c. Assistant Superintendent
 - d. Controller
 6. Basic Flex Spending (One signature)
 - a. Assistant Superintendent
 - b. Controller
 7. Designate Authorized Signatures for Entry to Safe Deposit Box
 - a. Entry to Safe Deposit Box
 - (1) Superintendent
 - (2) Asst. Superintendent/Board Treasurer
 - (3) Exec. Asst. to Supt./General Office Mgr./Board Secretary
 - (4) Controller
 - b. Purchase Cards (limits listed below with authority granted to Asst. Supt. to temporarily increase limits for specific purchases)
 - (1) Asst. Superintendent (\$100,000)
 - (2) Superintendent (\$5,000)
 - (3) Controller (\$100,000)
 - (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)
 - (15) Director of Athletics (\$2,500)
 - (16) Director of WAY Program (\$2,500)
 - (17) Vicksburg Community Schools (Business Office) (\$10,000)

- J. Approval of the Following Retainer Service Providers for 2014-15
 - 1. Auditors: BDO USA, LLP
 - 2. Legal: Thrun Law Firm
- K. Approval to Appoint Board Secretary Karen Hill as Election Representative for all Matters Pertaining to Vicksburg Community Schools' Elections
- L. 2nd Reading - Approval to Award Dairy Bid to Prairie Farms at a low bid of \$46,887.20 and Bakery Bid to Aunt Millie's Bakeries at a low bid of \$7,730.00 for the 2014-15 School Year - ROLL CALL VOTE
- M. 2nd Reading - Approval of the HS Advanced Placement Macroeconomics Proposal at a First Year Cost of \$8,804.32 - ROLL CALL VOTE
- N. 2nd Reading - Approval of the Following Guideline Revisions - ROLL CALL VOTE
 - 1. 5500D - Positive Discipline Plan (Middle School)
 - 2. 5500G - Regulations Governing Participation in Interscholastic Athletics
- O. Approval to Pilot Three Classrooms of Full Day, Five Day Per Week Preschool for 2014-15
- P. 1st Reading Approval of the Following Textbook Proposals - ROLL CALL VOTE
 - 1. VHS and VMS World Language Spanish Textbooks at a first year cost of \$21,941.64
 - 2. K-8 Math Instructional Resources at a first year cost not to exceed \$8,626.00
- Q. Approval to Award the Contract for the HS Fire Alarm Replacement Project to Hoekstra Electric with a low base bid of \$149,000, to be paid from the 2014 School Building and Site Bonds, Series 1 proceeds - ROLL CALL VOTE
- R. Approval of the following contracts for completion of the Vicksburg Middle School Drive Improvements, to be paid from the 2014 School Building and Site Bonds, Series 1 proceeds - ROLL CALL VOTE
 - 1. Electrical – Hoekstra Electrical Services with a low bid of \$46,000
 - 2. Earthwork – Bailey Excavating with a low bid of \$72,000
 - 3. Asphalt paving & striping – Wyoming Asphalt Paving Co. with a low bid of \$55,500
 - 4. Concrete paving – Earley & Associates with a low bid of \$31,250
 - 5. Chain link fence & gates – Farm N Garden with a low bid of \$5,330
 - 6. Landscaping – JD Vlietstra Co. with a low bid of \$11,570