



BOARD OF EDUCATION

Regular Meeting - November 18, 2024 ~ 5:30 pm

Unapproved Minutes

I. Call to Order & Roll Call

Secretary Marguerite Cotto called the meeting to order at 5:29 pm. The meeting was held in Spruce Hall with a remote option via Zoom.

i. Board Members Present: Luis Pardo, Ward Kuhn, Marguerite Cotto, Meagan Batdorff, Joe McCarthy, Nicole Runyon

ii. Board Members absent: None

iii. Administrators Present: Superintendent Michael Schramm, Recording Secretary: Emily Feaster

Iv: Board Members Attending Virtually: Yvette Babin-Ringsmuth

II. Changes or Additions to the Agenda

a. Motion to approve agenda as submitted: Pardo

Support: McCarthy

Motion passed: 6-0

III. Approval of Previous BOE Meeting Minutes

a. Motion to approve the October 21, 2024 board minutes as submitted: Pardo

Support: Batdorff

Motion passed: 6-0

IV. Public Comment- None

V. Recognitions- None

VI. Board Correspondence - None

VII. Presentations-

a. Mission Moment- Fitz shared t-shirt designs made by middle school students to embrace and market what makes Greenspire.

VIII. Reports

a. Superintendent's Report - Schramm included the report in the board packet. Fundraising committee was started and created a holiday fund drive for this year. Priority number one is funding student snacks. Clubs are starting at the high school but still need to work on providing sport opportunities.

b. President's Report - Babin-Ringsmuth included the report in the board packet.

c. Treasurer's Report - Pardo included the report in the board packet. The fund balance currently is projected to be in a positive place at the end of the school year. The amended budget will come to the board in January. The first meeting with Partner Solutions went well.

d. Authorizer's Report - GVSU's representative, Matt Missias included the report in

the board packet.

IX. Consent Agenda

a. Committee Reports

- i. Facilities & Finance
- ii. Fundraising and Marketing
- iii. Personnel
- iv. Curriculum/School Improvement Team
Motion to approve consent agendas of those provided: Cotto
Support: Batdorff
Passed: 6-0

X. Discussion Items-

a. Partner Solutions financial service resolutions: Schramm discussed the need for resolutions. Mercantile will need to contact GVSU regarding the approval of the transfer of funds to Mercantile rather than Chase Bank.

- i. ACH resolution
- ii. Facsimile signature resolution
- iii. Credit card resolution
- iv. Account designation resolution
- v. Account and Depository Signatories resolution
Motion to move Partner Solutions Financial Service Resolutions to Action Item:
McCarthy
Support: Cotto
Passed: 6-0

b. MS and HS Course Catalogs: Schramm described that there is a new PE class at the high school but besides that, these are very similar to what has been approved in the past. Cotto suggested standardizing the language of them to be similar going forward.

c Board committees and officers: Babin-Ringsmuth discussed the need to confirm who is on each committee as well as elect officers in January.

Finance and Facilities: Chair Pardo, committee members include Ward, Batdorff and Cotto. Pardo expressed concern that there could be 4 board members present and we don't want a quorum. Cotto stated he would drop off that committee. This committee meets monthly. McCarthy's background in Facilities would be really helpful. Bardorff will be stepping off of this committee.

Fundraising and Marketing Committee: Batdorff is committee chair and meets weekly.

Personal: Babin-Ringsmuth and Steve Cousins, this committee meets monthly. Runyon would like to join this committee.

Curriculum and School Improvement: This committee meets once per semester. Runyon will be the board chair.

d. Monthly dashboard:Schramm discussed the dashboard and how each line is calculated. Pardo discussed the need to know what we should expect on a month to month basis in terms of expenditures.

XI. Action Items- None

a. Cyber Insurance Policy

Motion to approve the cyber insurance policy: Pardo

Support: Cotto

Passed: 6-0

b. Partner Solutions Financial Service Resolutions

Motion to approve Partner Solutions Financial Service Resolutions of ACH Resolution, Facsimile Signature Resolution, Credit Card Resolution, Account Designation Resolution and Account and Depository Signatories Resolution, and correcting the errors in Designation of Depository Academy Funds:Pardo

Support: McCarty

Passed: 6-0

XIX. Public Comment- None

XX. Adjournment of the board meeting at 6:48p.m.

Motion to adjourn: McCarthy

Support: Cotto

Motion passed: 6-0

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Marguerite Cotto".

Marguerite Cotto, School Board Secretary

The next meeting is scheduled for December 16, 5:30 pm at Greenspire High School