

Kingsley Area Schools
SPECIAL BOARD MEETING MINUTES
January 13, 2025

Upon request to the Superintendent, the District shall make reasonable accommodations for a person with disabilities to be able to participate in this meeting.

5:30 P.M. Call to order the Regular Meeting of the Kingsley Area Schools Board of Education at Kingsley Area High School.

I. ROLL CALL

Members Present: Snyder, Saxton, Anderson, Schelich, McKinley, Green, Guy
Members Absent: None
Board Member Courtney Guy arrived at 5:31 P.M.

II. APPROVAL OF AGENDA

Resolution to approve the agenda as presented.
Motion by: Schelich, **Supported by:** Anderson **Carries 6-0**

III. PUBLIC COMMENT

None

IV. DISCUSSION AND ACTION

**A. ELECTION OF THE PRESIDENT OF THE BOARD
(SUPERINTENDENT)**

Motion to nominate and appoint Vivien Snyder as President of the Board of Education.

Motion by: Schelich, **Supported by:** Saxton **Carries 7-0**

B. ELECTION OF REMAINING OFFICERS (PRESIDENT)

1. Motion to nominate and appoint Kelly Saxton as the Vice President of the Board of Education.

Motion by: Anderson, **Supported by:** Schelich **Carries 7-0**

2. Motion to nominate and appoint Tina Schelich as the Secretary to the Board of Education.

Motion by: Saxton, **Supported by:** Anderson **Carries 7-0**

3. Motion to nominate and appoint Max Anderson as Treasurer to the Board of Education.

Motion by: Saxton, **Supported by:** Guy **Carries 7-0**

C. ORGANIZATIONAL

1. Meeting Dates and Times of Meetings

Motion to approve dates and times as presented.

- Motion by:** Anderson, **Supported by:** Green **Carries 7-0**
2. Designation of Depositories for School Funds
Motion to continue to use MILAF and Huntington National Bank as depositories for school funds.
Motion by: Schelich, **Supported by:** Guy **Carries 7-0**
3. Check Signatures
Motion to authorize Superintendent Joshua Rothwell, Director of Finance, Nadia Hoover, and the Board Treasurer to sign payroll, accounts payable and activity fund checks.
Motion by: Saxton, **Supported by:** Green **Carries 7-0**
4. Establish Superintendent and Director of Finance as Electronic Financial Funds Officers
Motion by: Anderson, **Supported by:** Green **Carries 7-0**
5. Establish Board Committees
- a) Curriculum/Technology:
 - b) Facilities/Safety:
 - c) Finance:
 - d) Personnel Staff/Admin:
 - e) Personnel Support Staff:
 - f) Policy:
- Motion by:** Anderson, **Supported by:** Schelich **Carries 7-0**
6. Delegation of Election Duties
Motion to delegate election duties to Superintendent and Grand Traverse County Clerk
Motion by: Saxton, **Supported by:** Anderson **Carries 7-0**
7. Approval of Organizational Memberships
Motion to approve organizational memberships including the following:
- MASB (Michigan Association of School Boards)
 - MSBO (Michigan School Business Officials)
 - MASA (Michigan Association of Superintendent and Administrators)
 - MEMSPA (Michigan Elementary & Middle School Principals Association)
 - MHSAA (Michigan High School Athletics Association)
 - MSBOA (Michigan School Band & Orchestra Association)
 - MSVMA (Michigan School Vocal Music Association)
 - MIAA (Michigan Interscholastic Athletic Administrators Association)
 - NMSLA (Northern Michigan School Legislative Association)

MASSP (Michigan Association of Secondary School Principals)

MPAAA (Michigan Pupil Accounting & Attendance Association)

Northern Shores Conference

Motion by: Anderson, **Supported by:** Green **Carries 7-0**

8. Approval of Annual Retainer Contracts

Motion to approve the annual retainer contract with Thrun Law Firm.

Motion by: Guy, **Supported by:** Schelich **Carries 7-0**

9. Board Compensation

Motion to approve payment of \$50.00 per board member per meeting.

Motion by: Anderson, **Supported by:** Guy **Carries 7-0**

10. Board Meeting Notices

Motion to authorize the District Superintendent to post Board meeting notices under the Open Meetings Act.

Motion by: Green, **Supported by:** Schelich **Carries 7-0**

V. ADJOURNMENT

Motion to adjourn at 5:44 p.m.

Motion by: Saxton, **Supported by:** Guy **Carries 7-0**

Kingsley Area Schools Board of Education:

Vivien Snyder - President / Kelly Saxton - Vice President / Max Anderson – Treasurer / Tina Schelich - Secretary / Josh Green - Trustee / Courtney Guy - Trustee / Ian McKinley - Trustee

Kingsley Area Schools Vision Statement:

“Kingsley Area Schools and the community share the responsibility of educating all students to become productive citizens and lifelong learners.”