



*Organizational
Board Meeting*

Board Room

June 24, 2024



Fruitport Community Schools
BOARD OF EDUCATION ANNUAL ORGANIZATIONAL MEETING
Location: Board Room
3255 E. Pontaluna Rd, Fruitport 49415
Monday, June 24, 2024 - 7:00 p.m.

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of Agenda
- V. Establish the Schedule for Regular Board Meetings (attachment #1)
- VI. Designate District Staff Member(s) authorized to Post Board Meeting Notices Under the Open Meetings Act (attachment #2)
- VII. Designate Authorized Check Signers (attachment #3)
- VIII. Designate Depository(ies) for District Funds (attachment #4)
- IX. Designation of Legal Counsel (attachment #5)
- X. Designation of Auditor (attachment #6)
- XI. Designation of Official Publication (attachment #7)
- XII. Designation of Board Member Liaison to MASB (attachment #8)
- XIII. Establish Rental Fees for District Facilities and Equipment (attachment #9)
- XIV. Adjournment

- Recess -

BOARD ACTION REQUEST FORM

Meeting Date: June 24, 2024

To: Board of Education

Attachment # 1

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

The Board of Education, by resolution, must establish the day or days of the month it will meet for the 2024-2025 school year, per Board of Education Policy #2506.

Background Information:

Board of Education meetings have typically been held on the third Monday of the month (*with the exception of December and June*).

Discussion Points to Consider:

*The Board has met on the second Monday in December in the past. Would you like to continue this practice (December 9, 2024), or move the December meeting to the third Monday for consistency?

**The third Monday in February falls on mid-winter break which is now a full week off for staff.

Financial Impact: None

Recommended Action:

Approval to set the regular meetings of the Board of Education for the third Monday of each month beginning at 7:00 p.m., meetings to be held per a set schedule, in the Board of Education meeting room and at District building sites (as necessary) unless otherwise changed by the Board for the 2024-2025 school year.

Roll call vote...

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

2024-2025 Third MONDAY Meeting Dates

Fruitport Board of Education

July 15, 2024

August 19, 2024

September 16, 2024

October 21, 2024

November 18, 2024

December 9, 2024*

January 15, 2025

February 10, 2025**

March 17, 2025

April 21, 2025

May 19, 2025

June 23, 2025 (4th Monday of June)

BOARD ACTION REQUEST FORM

Meeting Date: June 24, 2024

To: Board of Education

Attachment # 2

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

The Board of Education must authorize a staff member(s) to post board meeting notices under the Open Meetings Act per Board of Education Policy #2506.

Background Information:

Public notice requirements – a meeting of a public body cannot be held unless public notice is given consistent with the Open Meetings Act. A public notice must contain the public body's name, telephone number, and address, and must be posted at its principal office and any other locations the public body considers appropriate.

Financial Impact:

Recommended Action:

To approve the designation of Jason Kennedy, superintendent, and Danielle VanderMuelen, administrative assistant, as the employees authorized to post Board Meeting Notices per the Open Meetings Act.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
___ Kelly ___ Meeuwenberg

BOARD ACTION REQUEST FORM

Meeting Date: June 24, 2024

To: Board of Education

Attachment # 3

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:

Designate those persons authorized to sign checks, contracts, agreements, and purchase orders per Board of Education Policy #2506.

Background Information:

It is recommended that the Board of Education designate those persons authorized to sign checks, contracts, agreements, and purchase orders.

Financial Impact:

None.

Recommended Action:

Approval of the Board President and Treasurer to sign checks; the Superintendent or his designee to sign contracts; the Superintendent or his designee to sign agreements; and the Director of Business to sign purchase orders.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

BOARD ACTION REQUEST FORM

Meeting Date: June 24, 2024

To: Board of Education

Attachment # 4

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:
Designation of Banking Institutions. Policy #2506.

Background Information:

It is our recommendation that the district continue to designate Fifth/Third Bank of Fruitport as the District's official depository and banking institution.

It is also recommended that the Board authorize the district to use the following institutions for investment purposes: Michigan Liquid Asset Fund, Fifth/Third Bank, Huntington Bank, and Choice One.

Financial Impact:

Recommended Action:

Approval to continue with Fifth/Third Bank of Fruitport as the District's official depository and banking institution and authorize the district to use Michigan Liquid Asset Fund, Fifth/Third Bank, Huntington Bank, and Choice One for investment of surplus funds.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

BOARD ACTION REQUEST FORM

Meeting Date: June 24, 2024

To: Board of Education

Attachment # 5

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

Designation of Legal Firms.

Background Information:

During the past year the District was authorized to work regularly with many law firms as they represent us in various legal matters concerning the operation of the district. Our recommendations for 2024-2025 are as follows:

- 1) Thrun Law Firm, PC of Lansing
- 2) Miller, Johnson, Cummiskey, & Snell of Grand Rapids
- 3) Clark Hill PC
- 4) Butler Law Group
- 5) McDonald Hopkins

Financial Impact:

Recommended Action:

Approve the authorization to work with Thrun Law Firm, PC of Lansing; Miller, Johnson, Snell & Cummiskey of Grand Rapids; Clark Hill PC, McDonald Hopkins, and Butler Law Group in various legal matters relating to the school district.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
___ Kelly ___ Meeuwenberg

BOARD ACTION REQUEST FORM

Meeting Date: June 24, 2024

To: Board of Education

Attachment # 6

From: Mark Mesbergen

Subject to be Discussed and Policy Reference:
Designation of an Auditor. Policy #2506.

Background Information:
It is our recommendation that the district continue to utilize the services of Rehmann Robson LLC, 570 Seminole Road, Suite 200, Muskegon, MI 49444 to perform the annual audit.

Financial Impact:

Recommended Action:
Designate Rehmann Robson LLC to audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Fruitport Community Schools.

Action Taken:
Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg

BOARD ACTION REQUEST FORM

Meeting Date: June 24, 2024

To: Board of Education

Attachment # 7

From: Jason Kennedy

Subject to be Discussed and Policy Reference:

Designate an Official Publication

Policy #2506

Background Information:

The reference to “designate a publication” relates to the newspaper(s) the district would use to publish notices, and which it would recommend to others (such as the County Clerk, for election notices) to publish notices on its behalf.

Financial Impact:

Recommended Action:

Approve the use of the *Muskegon Chronicle* for Official Publications.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp

___ Kelly ___ Meeuwenberg

BOARD ACTION REQUEST FORM

Meeting Date: June 24, 2024

To: Board of Education

Attachment #8

From: Jason J. Kennedy

Subject to be Discussed and Policy Reference:
Designation of Board Member Liaison to MASB

Background Information:

The Board annually designates one of its members to serve as its official liaison to the Michigan Association of School Boards (MASB). The Board will need to determine who this designee will be for the 2024-2025 school year.

Financial Impact: None

Recommended Action:

To approve the appointment of _____ to serve as the Board's official liaison to the Michigan Association of School Boards (MASB).

Action Taken:

Vote: ___ Brott ___ Buckner ___ Burgess ___ Cole ___ Franklin
 ___ Hazekamp ___ Kelly

BOARD ACTION REQUEST FORM

Meeting Date: June 24, 2024

To: Board of Education

Attachment # 9

From: Jason Kennedy

Subject to be Discussed and Policy Reference:
Rental Fees for District Facilities and Equipment.
Policy #2506

Background Information:
Use of a building facility is by authorization of the building principal and/or designee. Advance scheduling of Fruitport Community Schools' facilities and equipment is required to ensure orderly use of the facilities. All applicable fees are due prior to the event.

Financial Impact:

Recommended Action:
Approval of the Performing Arts Center fees and district building charges as presented.

Action Taken:

Vote: ___ Buckner ___ Burgess ___ Cole ___ Franklin ___ Hazekamp
 ___ Kelly ___ Meeuwenberg