

Grand Ledge Public Schools Board of Education



JANUARY 13, 2025
ORGANIZATIONAL MEETING

SAWDON ADMINISTRATION BUILDING
BOARD ROOM
6:00 P.M.

Grand Ledge Public Schools

ORGANIZATIONAL MEETING

OF THE

BOARD OF EDUCATION

Please take notice that the Board of Education will hold its Organizational Meeting on:

Date: Monday, January 13, 2025

Place: Sawdon Administration Building
Board Room
220 Lamson Street
Grand Ledge, MI 48837

Once the meeting begins, it will be Live Streamed at: [youtube.com/@GLPS21](https://www.youtube.com/@GLPS21) (click on Live)

Time: 6:00 p.m.

Purpose: General Board Governance

Phone: (517) 925-5400

Board minutes are located at the Board of Education office, 220 Lamson Street, Grand Ledge, MI 48837



William A. Barnes, Ed.D., Superintendent of Schools

cc: Buildings
Board Members
Lansing State Journal
Melissa Mazzola, President, GLEA
Ashleigh Lore, Vice-President, GLEA
Sarah Hopper, President, MEA/NEA Unit I, Secretarial /Clerical
Denise Truman, President, MEA/NEA Unit III, Food Service
Allyson McCann, President, MEA/NEA Unit IV, Paraeducators, TA & Health Care Paraeducators
Danis Peck, President, IUOE Local 547, A, B, C, E & H AFL-CIO, Bus Drivers
Sarrah Ruiz, President, IUOE Local 324, Custodians

Date of Posting: January 8, 2025

NOTE: Individuals may address the Board for up to three (3) minutes in the Public Comment segment of the meeting. Any person with a disability needing accommodations to attend a Board of Education meeting should contact Kim Manning at 925-5401 at least three (3) days prior to the date of the meeting he/she plans to attend

**Grand Ledge Public Schools
Board of Education
MEETING AGENDA
Organizational Meeting
Monday, January 13, 2025
6:00 pm**

- I. Call to Order & Pledge of Allegiance.....Nicole Shannon, President

- II. Oath of Office
 - A. Kali Stevens
 - B. Matt Oppenheim
 - C. Coban Holmes

- III. Roll Call.....Dr. Bill Barnes, Superintendent

- IV. Public Comment

- V. Election of Officers
 - A. President
 - B. Vice President
 - C. Secretary

- VI. Approval of Consent Agenda Items
 - A. Setting of Board Compensation
 - B. Adoption of Legal Reference Note
 - C. Designation of Depositories for School Funds
 - D. Designation of Persons Authorized to Sign Checks, Contracts, Agreements, and Purchase Orders
 - E. Designation of Official Publication / Person for Posting Notices
 - F. Designation of Electronic Transfer Officer (ETO)
 - G. Setting of Fee Charge to Individuals who Request Notice of Board Meetings
 - H. Delegation of Election Duties
 - I. Signatures on Labor Contracts
 - J. Approval of Retainer Contracts
 - a. Law Firm
 - b. Auditor
 - c. Labor Relations Consultant
 - K. Standing Board Advisory Committees

- VII. Selection of Board Representatives

- VIII. Setting of Time and Place of Regular Board Meetings

- IX. Adjournment

NOTE: Individuals may address the Board for up to three (3) minutes in the Public Comment segments of the meeting. If any person with a disability needs accommodations at the Board of Education meeting, please contact Kim Manning at 925-5401 at least three (3) days prior to the date of the meeting he/she plans to attend.



**CALL TO ORDER &
PLEDGE OF ALLEGIANCE**

President Nicole Shannon

"I pledge allegiance
to the Flag
of the United States of America,
and to the republic
for which it stands,
one Nation under God,
indivisible,
with liberty and justice for all."



OATH OF OFFICE

Notary Public Kim Manning will administer the Oath of Office to newly elected Board of Education members Kali Stevens, Matt Oppenheim and Coban Holmes.

"I do solemnly swear that I will support the Constitution of the United States, and the Constitution of this State, and that I will faithfully discharge the duties of the office of Member of the Board of Education of Grand Ledge Public Schools, Eaton, Clinton and Ionia Counties, Michigan according to the best of my ability."



ROLL CALL

Superintendent Dr. William Barnes



PUBLIC COMMENT

Persons may address the board for up to three (3) minutes in the Public Comment segment of the meeting by providing your name and jurisdiction (City, Township / County) on one of the Public Comment forms provided at the sign in table and turning it in to the Superintendent's Assistant.

The meeting chair will use the Public Comment forms submitted to invite persons to come forward to make their public comment at the appropriate time.

Board Meetings are constructed to conduct necessary business of the board, while allowing time for the public to express concerns and opinions.

Out of respect for board members, students and staff, you will be interrupted if you:

- Personally attack a board member or district employee on issues unrelated to their job performance.
- Mention a student's name when discussing behavior or other incidents.
- Engage in discussion with other members of the audience.

You will be reminded when you are approaching the end of your three-minute limit so you can conclude with your strongest points.

The board will not respond to questions or comments during public comment but the Superintendent will do his best to answer questions at the end of the meeting. If immediate answers are not available, arrangements will be made to provide you with the information requested.



ELECTION OF OFFICERS

The Board's Secretary will officiate during the election of the President. Following the President being elected, that President-Elect will conduct the election of the Vice President and Secretary.

The person conducting the election of each position will ask three times for nominations for each position. The nomination will then be closed and an indication of support for each nomination will be requested by a **show of hands**. A nominee is elected to each position by a majority of support from the board.

A. President

Member _____ Nominates _____ Votes: _____

Member _____ Nominates _____ Votes: _____

Member _____ Nominates _____ Votes: _____

B. Vice President

Member _____ Nominates _____ Votes: _____

Member _____ Nominates _____ Votes: _____

Member _____ Nominates _____ Votes: _____

C. Secretary

Member _____ Nominates _____ Votes: _____

Member _____ Nominates _____ Votes: _____

Member _____ Nominates _____ Votes: _____



APPROVAL OF CONSENT AGENDA ITEMS

- * Setting of Board Compensation (No increase)
- * Adoption of the Legal Reference Note
- * Designation of Depositories for School Funds
- * Designation of Persons Authorized to Sign Checks, Contracts, Agreements and Purchase Orders
- * Designation of Official Publication / Person for Posting Notices
- * Designation of Electronic Transfer Officer (ETO)
- * Setting of Fee Charge to Individuals who Request Notice of Board Meetings
- * Delegation of District Election Duties
- * Signatures on Labor Contracts
- * Approval of Retainer Contracts
- * Standing Board Advisory Committees

PROPOSED MOTION: I move the Grand Ledge Public Schools approve the January 13, 2025 Consent Agenda items, as presented.



Compensation Rate

The compensation rate of the Board Members has to be approved every year for attendance at regularly scheduled meetings and official board functions.

It is recommended to maintain the \$1,500 cap per year, per member with a meeting rate of \$40.
This is the rate established in 2013 with no increase.



Adoption of Legal Reference Note

The Revised School Code (MCL 380.1) et seq), which became effective on July 1, 1996, provided the opportunity for local school districts to change their operational status.

It is recommended the Board reaffirm its General Powers status as follows:

Legal Name of School District	Grand Ledge Public Schools
Operational Status	General Powers school district by operation of law
Composition of Board of Education	Seven (7) members who are elected for terms of six (6) years.
Members Holding Office on January 13, 2025 and the expiration of current terms	<ul style="list-style-type: none">a. Toni Glasscoe, 12/31/2026b. Nicole Shannon, 12/31/2026c. Denise Dufort, 12/31/2028d. Ashley Kuykendoll, 12/31/2028e. Kali Stevens, 12/31/2030f. Matt Oppenheim, 12/31/2030g. Coban Holmes, 12/31/2030



Designation of Depositories for School Funds

GRAND LEDGE PUBLIC SCHOOLS 2024-2025 Bank Depositories and Authorized Signatures

BANK/FUND	ACCOUNT #	ACCOUNT NAME	AUTHORIZED SIGNATURES
PNC			
General Fund	3659	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
General Fund - Sweep	4079	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Food Service-General	3667	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Debt Retirement	3683	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Technology Capital-Projects	3691	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Sinking Fund-Checking	3712	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Bond 2023 - Prop 1	6788	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Bond 2021 - Prop 1	6498	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Bond 2021 - Prop 2	6519	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Bond 2024 - Prop 1	9149	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Student Activity	3747	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
Community Services	3755	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
David Smyth Athletic Scholarship Fund	0373	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
GLPS 125 Plan	0381	Checking	William Barnes, Steven Gabriel, Adrienne Barna, Cassandra Green
EATON FEDERAL			
Bookstore Fund	560050115	Checking	Chad Little, Blake Wegenke, Ken Wright, Cassandra Green, Adrienne Barna
INVESTMENT FUNDS			
MICLASS - GF	MI-01-0212-0001	Investment	Adrienne Barna, Cassandra Green
MICLASS - Captial Funds	MI-01-0212-0002	Investment	Adrienne Barna, Cassandra Green
MICLASS - Sinking Fund	MI-01-0212-0003	Investment	Adrienne Barna, Cassandra Green
MICLASS - Debt	MI-01-0212-0004	Investment	Adrienne Barna, Cassandra Green
UMB Liquid Asset Fund	160650.1	Investment	Adrienne Barna, Cassandra Green
UMB Liquid Asset Fund	160650.2	Investment	Adrienne Barna, Cassandra Green
UMB Liquid Asset Fund	160650.3	Investment	Adrienne Barna, Cassandra Green
MI Liquid Asset Fund 2021 Proposal 1	203270	Investment	Adrienne Barna, Cassandra Green
MI Liquid Asset Fund Plus - GF	201606	Investment	Adrienne Barna, Cassandra Green
CERTIFICATES OF DEPOSIT			
Student Activities Fund	012-0610042048	5/3 Bank	\$25,000.00



Designation of Persons Authorized to Sign Checks, Contracts, Agreements and Purchase Orders

It is recommended the Board of Education follow the customary practice and designate the Superintendent and Chief Financial Officer of Grand Ledge Public Schools as those authorized to sign checks, contracts, agreements and purchase orders.



Designation of Official Publication / Person for Posting Notices

The Revised School Code recommends that all legal transactions of the Board be published in a local newspaper.

It is recommended we continue using the Lansing State Journal as the official newspaper for publication purposes and that the Superintendent (or his designee) be the person designated for posting the Board of Education's transactions.



Delegation of Electronic Transfer Officer (ETO)

It is recommended this delegation be given to the Chief Financial Officer of Grand Ledge Public Schools.



Setting of Fee Charged to Individuals who Request Notice of Board Meetings

It is recommended the Board establish the fee charged to individuals who request notice of Board Meetings at the rate of postage established by the United State Postal Service at the time of mailing. Individuals may provide the Superintendent's Office with self-addressed, stamped envelopes and not incur a fee.



Delegation of Election Duties

The board has always delegated school district election duties to the Superintendent, or his designee. It is recommended this delegation continue.



Signatures on Labor Contracts

It is recommended the process of having all seven (7) members of the Board of Education sign all ratified labor agreements continue as has been the district's practice for several years.



Retainer Contracts

- The Thrun Law Firm - School Attorneys
- Maner, Costerisan & Ellis, PC - Financial Auditors
- Michigan Association of School Boards - Labor Relations Services

Grand Ledge Public Schools has had a successful, long-term relationship with The Thrun Law Firm for legal services and the Michigan Association of School boards for labor relation services with non-certified bargaining groups. We have also enjoyed a successful relationship with Maner, Costerisan & Ellis, PC as our financial auditors.

Continuation of these business relationships for 2025 is recommended.



Standing Board of Education Advisory Committees

It is recommended the Standing Advisory Committees of the Board of Education be:

- Bond & Sinking Fund Committee
- Diversity, Equity & Inclusion Committee
- Finance Committee
- Governance Committee



SELECTION OF BOARD REPRESENTATIVES

The Board's President has the authority to appoint members to fulfill certain roles throughout the year.

The President will consider appointments at the meeting, such as:

- Parliamentarian
- Legislative Liaison(s)
- Grand Ledge Education Foundation Liaison
- Bond & Sinking Fund Committee
- Diversity, Equity & Inclusion Committee
- Finance Committee
- Governance Committee

This worksheet can be used by the elected Board President to make assignments. It shows who served in each of the positions for 2024 and allows a space to write in who is assigned to serve for 2025. Following the meeting, an updated Board of Education Assignment sheet will be forwarded to each of the members.

Board of Education Assignments Worksheet for Organizational Meeting

Parliamentarian		Legislative Liaison		GLEF Rep.	
2024	2025	2024	2025	2024	2025
Ben Cwayna	_____	Toni Glasscoe	_____	Nicole Shannon	_____

Board Standing Advisory Committees

Bond & Sinking Fund Committee		Diversity, Equity & Inclusion Committee		Finance Committee	
2024	2025	2024	2025	2024	2025
Denise DuFort	_____	Denise DuFort	_____	Nicole Shannon	_____
Jarrold Smith	_____	Ashley Kuykendoll	_____	Ashley Kuykendoll	_____
Jon Shiflett	_____	Jon Shiflett	_____	Ben Cwayna	_____

Board Governance Cmte.	
2024	2025
Nicole Shannon	_____
Toni Glasscoe	_____
Ben Cwayna	_____



SETTING OF TIME & PLACE OF REGULAR BOARD MEETINGS

The following three calendar options represent:

- Option A - One meeting per month, which maintains compliance with Board Policy while allowing for other board commitments
- Option B - Variation of one and two meetings per month.
- Option C - Maintains the current meeting schedule of the 2nd and 4th Monday of each month with the exception of March, May, July, November and December to accommodate holidays and scheduled breaks.

PROPOSED MOTION: I move the Grand Ledge Public Schools Board of Education approve Option *(Insert the calendar option selected)* for the 2025 Board of Education Meeting Schedule.



Option A

Establishes a 1 meeting per month schedule.

**BOARD OF EDUCATION
PROPOSED
2025 MEETING & OFFICIAL BOARD FUNCTION SCHEDULE**

Meeting Date	Time	Site	Purpose
January 8	6:00 p.m.	Sawdon Board Room	Organizational Meeting Meeting
January 30	6:00 p.m.	Eaton RESA	County-Wide Board Meeting
February 10	6:00 p.m.	Sawdon Board Room	Regular Meeting
March 10	6:00 p.m.	Sawdon Board Room	Regular Meeting
April 14	6:00 p.m.	Sawdon Board Room	Regular Meeting
April 24	6:00 p.m.	Eaton RESA	County-Wide Board Meeting
May 12	6:00 p.m.	Sawdon Board Room	Regular Meeting
<i>June 6</i>	<i>7:00 pm</i>	<i>MSU Breslin Center</i>	<i>GL High School Graduation</i>
June 9	6:00 p.m.	Sawdon Board Room	Regular Meeting
July 14	6:00 p.m.	Sawdon Board Room	Regular Meeting
August 11	6:00 p.m.	Sawdon Board Room	Regular Meeting
September 8	6:00 p.m.	Sawdon Board Room	Regular Meeting
October 13	6:00 p.m.	Sawdon Board Room	Regular Meeting
November 10	6:00 p.m.	Sawdon Board Room	Regular Meeting
December 8	6:00 p.m.	Sawdon Board Room	Regular Meeting
January 12, 2025	6:00 p.m.	Sawdon Board Room	Organizational Meeting

Official Board Function Italicized.

Proposed C: January 13, 2025



Option B

Implements more one meeting months.

BOARD OF EDUCATION

PROPOSED

2025 MEETING & OFFICIAL BOARD FUNCTION SCHEDULE

Meeting Date	Time	Site	Purpose
January 13	6:00 p.m.	Sawdon Board Room	Organizational Meeting
			Work Session
January 30	6:00 p.m.	Eaton RESA	<i>County-Wide Board Meeting</i>
February 10	6:00 p.m.	Sawdon Board Room	Meeting
February 24	6:00 p.m.	Sawdon Board Room	Meeting
March 10	6:00 p.m.	Sawdon Board Room	Meeting
April 14	6:00 p.m.	Sawdon Board Room	Meeting
April 24	6:00 p.m.	Eaton RESA	<i>County-Wide Board Meeting</i>
May 12	6:00 p.m.	Sawdon Board Room	Meeting
<i>June 6</i>	<i>7:00 pm</i>	<i>MSU Breslin Center</i>	<i>GL High School Graduation</i>
June 9	6:00 p.m.	Sawdon Board Room	Meeting
July 14	6:00 p.m.	Sawdon Board Room	Meeting
August 11	6:00 p.m.	Sawdon Board Room	Meeting
August 25	6:00 p.m.	Sawdon Board Room	Meeting
September 8	6:00 p.m.	Sawdon Board Room	Meeting
October 13	6:00 p.m.	Sawdon Board Room	Meeting
October 27	6:00 p.m.	Sawdon Board Room	Meeting
November 10	6:00 p.m.	Sawdon Board Room	Meeting
December 8	6:00 p.m.	Sawdon Board Room	Meeting
January 12, 2026	6:00 p.m.	Sawdon Board Room	Organizational Meeting

* Two meetings in February, August and October.
Official Board Functions Italicized.



Option C

Follows current 2 meetings per month with exceptions.

**BOARD OF EDUCATION
PROPOSED**

2025 MEETING & OFFICIAL BOARD FUNCTION SCHEDULE

Meeting Date	Time	Site	Purpose
January 13	6:00 p.m.	Sawdon Board Room	Organizational Meeting
			Work Session
January 27	6:00 p.m.	Sawdon Board Room	Regular Meeting
January 30	6:00 p.m.	Eaton RESA	County-Wide Board Meeting
February 10	6:00 p.m.	Sawdon Board Room	Work Session
February 24	6:00 p.m.	Sawdon Board Room	Regular Meeting
March 10*	6:00 p.m.	Sawdon Board Room	Regular Meeting
April 14	6:00 p.m.	Sawdon Board Room	Work Session
April 24	6:00 p.m.	Eaton RESA	County-Wide Board Meeting
April 28	6:00 p.m.	Sawdon Board Room	Regular Meeting
May 12*	6:00 p.m.	Sawdon Board Room	Regular Meeting
<i>June 6</i>	<i>7:00 pm</i>	<i>MSU Breslin Center</i>	<i>GL High School Graduation</i>
June 9	6:00 p.m.	Sawdon Board Room	Work Session
June 23	6:00 p.m.	Sawdon Board Room	Regular Meeting
July 14*	6:00 p.m.	Sawdon Board Room	Regular Meeting
August 11	6:00 p.m.	Sawdon Board Room	Work Session
August 25	6:00 p.m.	Sawdon Board Room	Regular Meeting
September 8	6:00 p.m.	Sawdon Board Room	Work Session
September 22	6:00 p.m.	Sawdon Board Room	Regular Meeting
October 13	6:00 p.m.	Sawdon Board Room	Work Session
October 27	6:00 p.m.	Sawdon Board Room	Regular Meeting
November 10*	6:00 p.m.	Sawdon Board Room	Regular Meeting
December 8*	6:00 p.m.	Sawdon Board Room	Regular Meeting
January 12, 2026	6:00 p.m.	Sawdon Board Room	Organizational Meeting

* Only one meeting in February, March, May, July, November and December due to holidays, summer recess, and Spring, Thanksgiving and Winter Breaks.

Official Board Functions Italicized.

Proposed A: January 13, 2025



ADJOURNMENT

Time: _____