

BOARD OF EDUCATION
ORCHARD VIEW SCHOOLS
Orchard View High School Community Room
16 N. Quarterline Road
Muskegon, Michigan 49442

MINUTES - ANNUAL ORGANIZATIONAL MEETING
COMMITTEE OF THE WHOLE
Monday, January 13, 2025 @ 6:35pm

I. Call to Order

*The preceding Board president will call the meeting to order
Meeting called to order at 6:35 p.m. by T. Joppie.*

II. Roll Call

The preceding Board president will make note of all those present/absent

- a. Members Present: T. Joppie, C. Bankhead, L. Nelson, S. Horsly, A. Brown, J. Eggeman
- b. Members Absent: J. Taylor

III. Election of Officers (Bylaw 0152)

- a. Superintendent Nielsen as Chairperson

Motion to approve Superintendent Nielsen as temporary chairman of the Organizational Meeting until election of a new president (Bylaw 0151)

Motion: L. Nelson Support: A. Brown Carried: 6-0

- b. *Superintendent Nielsen will state the following: President: (Bylaw 0151 - "Upon the election of a president for period January 13, 2025 – January 12, 2026, that person shall assume the chair for the remainder of the meeting") Superintendent Nielsen will now ask for nominations for Board President*

Nominated 1: T. Joppie Motion: C. Bankhead Support: L. Nelson

Nominated 2: none Motion: Support:

Superintendent Nielsen will ask for a Roll Call Vote

Ayes: J. Eggeman, A. Brown, S. Horsly, L. Nelson, C. Bankhead, T. Joppie

Nays: none

Motion to elect T. Joppie as Board President passed by a 6-0 vote.

Gavel will be handed over to new Board President who will proceed with running the remainder of the January 13, 2025 Annual Organizational Meeting.

- c. Vice-President

Board President will now ask for nominations for Board Vice-President

Nominated 1: J. Taylor Motion: L. Nelson Support: J. Eggeman

Nominated 2: none Motion: Support:

Board President will ask for a Roll Call Vote

Ayes: J. Eggeman, A. Brown, S. Horsly, L. Nelson, C. Bankhead, T. Joppie

Nays: none

Motion to elect J. Taylor as Board Vice-President passed by a 6-0 vote.

- d. Secretary

Board President will now ask for nominations for Board Secretary

Nominated 1: C. Bankhead Motion: L. Nelson Support: J. Eggeman

Nominated 2: none Motion: Support:

Board President will ask for a Roll Call Vote

Ayes: T. Joppie, L. Nelson, S. Horsly, A. Brown, J. Eggeman, C. Bankhead

Nays: none

Motion to elect C. Bankhead as Board Secretary passed by a 6-0 vote.

e. Treasurer

Board President will now ask for nominations for Board Treasurer

Nominated 1: L. Nelson Motion: C. Bankhead Support: J. Eggeman

Nominated 2: none Motion: Support:

Board President will ask for a Roll Call Vote

Ayes: J. Eggeman, A. Brown, S. Horsly, C. Bankhead, T. Joppie, L. Nelson

Nays: none

Motion to elect L. Nelson as Board Treasurer passed by a 6-0 vote.

IV. General Powers District/By-Laws

a. Recommendation:

- i. Continue as a General Powers School District and to authorize all existing Bylaws and Policies of the Board of Education until modified or revoked by the Board of Education

Motion is needed to approve the recommendation to continue as a General Powers School District, authorizing all existing Bylaws and Policies of the Board of Education until modified or revoked by the Board of Education.

Motion: C. Bankhead Support: J. Eggeman Carried: 6-0

V. Designation of Depositories of School Funds (Bylaw 0154A)

a. Recommendation:

- i. Huntington Bank
- ii. US Bank
- iii. UMB Bank

Motion is needed to approve the designation of depositories of school funds as recommended:

Motion: L. Nelson Support: C. Bankhead Carried: 6-0

VI. Designation of Persons authorized to sign checks, contracts, agreements and purchase orders (Bylaw 0154B)

a. Recommendation:

- i. Heather Lorenz-Babcock, Director of Business & Finance
- ii L. Nelson (name of appointed treasurer) Board of Education Treasurer
- iii. Jim Nielsen, Superintendent
- iv. Leroy Hackley Jr., Athletic Director (Athletic checks only)

Motion is needed to approve the designation of persons authorized to sign checks, contracts, agreements and purchase orders as recommended by the superintendent or designee. Leroy Hackley Jr. would only be authorized to sign checks associated with athletics.

Motion: C. Bankhead Support: L. Nelson Carried: 6-0

VII. Designation of date, place, and time for Regular Board Meetings which shall be held monthly (Bylaw 0154C)

All Regular Board Meetings will be held in the Orchard View High School Community Room beginning at 6:30 p.m. unless otherwise noted.

- Tuesday, January 21, 2025
- Monday, February 24, 2025
- Monday, March 17, 2025
- Monday, April 21, 2025

- Monday, May 19, 2025
- Monday, June 16, 2025 – *Budget Hearing @ 6:30 pm (In Conjunction With Regular Board Meeting)*
- Monday, June 16, 2025
- Monday, July 21, 2025
- Monday, August 18, 2025
- Monday, September 15, 2025
- Monday, October 20, 2025
- Monday, November 17, 2025
- Monday, December 15, 2025

Motion to approve the Regular Meeting schedule beginning January 21, 2025 at 6:30 p.m. as presented:

Motion: C. Bankhead Support: J. Eggeman Carried: 6-0

VIII. Designation of date, place, and time for Committee of the Whole Work Session meetings which will be held in the Orchard View High School Community Room beginning at 6:30 p.m. unless otherwise noted.

- Monday, February 10, 2025
- Monday, March 10, 2025
- Monday, May 12, 2025
- Monday, June 09, 2025
- Monday, August 11, 2025
- Monday, October 13, 2025
- Monday, November 10, 2025*
- Monday, January 12, 2026 Organizational Meeting
- Monday, January 12, 2026 (*In Conjunction with Organizational Meeting at 6:30 p.m.*)

Motion to approve the Committee of the Whole meeting schedule beginning February 10, 2025 at 6:30 p.m. as presented.

Motion: L. Nelson Support: C. Bankhead Carried: 6-0

IX. Designation of fees charged to individuals requesting a notice of Board Meetings and information via FOIA (Bylaw 0154D)

- a. Recommendation:
- i. Mailing & reasonable compilation fees

Motion is needed to approve the designation of fees to be charged to individuals who request notice of board meetings and information via FOIA as appropriate.

Motion: A. Brown Support: J. Eggeman Carried: 6-0

X. Designation of an Administrator to assume specified responsibilities of the Board Treasurer (Bylaw 0154E)

- a. Recommendation:
- i. Heather Lorenz-Babcock, Director of Business & Finance

Motion is needed to approve Heather Lorenz-Babcock as the designated administrator to assume specified responsibilities of the Board Treasurer as needed.

Motion: L. Nelson Support: J. Eggeman Carried: 6-0

XI. Approval of District Memberships

- a. Recommended:
- i. MASB and MASB Legal Trust Fund (Michigan Association of School Boards)
 - ii. MASA (Michigan Association of School Administrators)
 - iii. MHSAA (Michigan High School Athletic Association)
 - iv. Michigan Negotiators Association
 - v. Muskegon Area School Boards Association
 - vi. MSBO (Michigan School Business Officials)

