

**Grand Ledge Public Schools**

**Board of Education**

**JANUARY 10, 2022**

**ORGANIZATIONAL MEETING**

**SAWDON ADMINISTRATION BUILDING**

**BOARD ROOM**

**6:00 PM**

**Grand Ledge**  
**Public Schools**  
*A Community Committed to Excellence*

**ORGANIZATIONAL  
MEETING**

January 10, 2022



# ***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 10, 2022  
**Place:** Sawdon Administration Building  
**Board Room**  
220 Lamson Street  
Grand Ledge, MI 48837  
**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

  
\_\_\_\_\_  
Marcus G. Davenport, Ph.D., Superintendent of Schools

cc: Buildings  
Board Members  
Lansing State Journal  
Grand Ledge Independent  
Melissa Mazzola, President GLEA  
Cindy Zerbe, President, MEA/NEA Unit I, Secretarial /Clerical  
Jennifer McCrumb, President, MEA/NEA Unit IV, TA/HC/Bus Assistants & Adv. Club  
Danis Peck, President, IUOE Local 547, A, B, C, E & H AFL-CIO, Bus Drivers  
TBD, President, Custodial Association  
TBD, President, MEA/NEA Unit III, Food Service

*Date of Posting: January 5, 2022*

**NOTE:** *Individuals may address the Board for up to three (3) minutes in the Public Comment segment of the meeting. Those representing a group, present at the meeting, may be allocated additional time.*

*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 10, 2022**  
**6:00 pm**

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- I. Call to Order & Pledge of Allegiance.....Sara Clark Pierson, President
- II. Acceptance of McKennon Resignation
- III. Roll Call.....Dr. Marcus Davenport, Superintendent
- IV. Public Comment
- V. Election of Officers
  - A. President
  - B. Vice President
  - C. Secretary
- VI. Selection of Board Representatives
- VII. Approval of Consent Agenda Items
  - A. Setting of Board Compensation (*no increase*)
  - B. Adoption of Legal Reference Note
  - C. Designation of Depositories/Signatures for School Funds
  - D. Designation of Official Publication / Person for Posting Notices
  - E. Delegation of Election Duties
  - F. Signatures on Labor Contracts
  - G. Approval of Retainer Contracts
    - a. Law Firm
    - b. Auditor
    - c. Labor Relations Consultant
- VIII. Setting of Time and Place of Regular Board Meetings
- IX. Adjournment

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**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

President Sara Clark Pierson

"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."



## ACCEPTANCE OF MEMBER RESIGNATION

President Pierson should read Mr. McKennon's Letter of Resignation.

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education Accept the resignation of Member Patrick McKennon, effective January 9, 2022, as requested.

*Following the Board's Acceptance of the Resignation, President Pierson should note that the board has been accepting letters of interest to fill the vacancy for 2022. The remainder of the position, January 2023 - December 30, 2026 will be placed on the November 2022 ballot and the person receiving the majority of the votes cast to fill this vacancy will be sworn in at the Organizational Meeting in January 2023.*

*Letters of interest can be email to Kim Manning at [manningk@glcomets.net](mailto:manningk@glcomets.net) and must be received by 4:00 p.m. on Tuesday, January 18, 2022. The board will appoint to fill this vacancy at the January 24, 2022 Regular Meeting. For more information on the process for filling this vacancy, please visit our website: [www.glcomets.net](http://www.glcomets.net)*



Kimberly Manning <manningk@glcomets.net>

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## Letter of Resignation

1 message

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**Patrick McKennon** <mckennon4glboard@gmail.com>

Tue, Jan 4, 2022 at 4:59 PM

To: Nicole Shannon <shannon4gl@gmail.com>, Marcus Davenport <davenportm@glcomets.net>

Cc: Kimberly Manning <manningk@glcomets.net>, Denise Dufort <denisedufort@gmail.com>, "Smith, Jarrod" <jtsmith@dykema.com>, Benjamin Cwayna <ben@hmclawmi.com>, Jonathan Schifflet <jonathan.m.shiflett@gmail.com>, Sara Clark Pierson <sclarkpierson@gmail.com>

Ms. Shannon,

It is with a heavy heart that I am formally writing to submit my letter of resignation to the Grand Ledge Board of Education. I plan to have my last day on the Board be January 9th, 2022. My reason for resigning is I have accepted a job within the district and board policy states that a board member cannot be an employee of Grand Ledge Public Schools. I would like to thank everyone for their support and candor over the years. I leave with much appreciation for the work you continue to do. Stay safe.

A handwritten signature in black ink that reads "Patrick McKennon". The signature is written in a cursive style with a long horizontal line extending to the right.

-Pat



**ROLL CALL**

Superintendent Marcus Davenport



## **PUBLIC COMMENT**

Persons may address the board for up to three (3) minutes in the Public Comment segment of the meeting.

When addressing the board please come to the podium and introduce yourself with your name and jurisdiction.

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 person 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: \_\_\_\_\_



## 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
- Board of Education Audit Committee
- Board of Education Bond Advisory Committee
- Board of Education Equity, Diversity & Inclusion Committee
- Board of Education 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 2021 and allows a space to write in who is assigned to serve for 2022. Following the meeting, an updated Board of Education Assignment sheet will be forwarded to each of the members.

### Board of Education Assignments

Parliamentarian		Legislative Liaison		GLEF Rep.	
2021	2022	2021	2022	2021	2022
Jon Shiflett	_____	Jarrod Smith	_____	Nicole Shannon	_____

Board Audit Cmte.		Board Bond Cmte.		Board Equity, Diversity & Inclusion Cmte	
2021	2022	2021	2022	2021	2021
Sara Clark Pierson	_____	Jarrod Smith	_____	Sara Clark Pierson	_____
Nicole Shannon	_____	Jon Shiflett	_____	Jon Shiflett	_____
Ben Cwayna	_____	Patrick McKennon	_____	Patrick McKennon	_____

Board Governance Cmte.	
2021	2022
Denise DuFort	_____
Ben Cwayna	_____
Patrick McKennon	_____



## APPROVAL OF CONSENT AGENDA ITEMS

- \* Setting of Board Compensation (no increase)
- \* Adoption of the Legal Reference Note
- \* Designation of Depositories/Signatures for School Funds
- \* Designation of Official Publication / Person for Posting Notices
- \* Delegation of District Election Duties
- \* Signatures on Labor Contracts
- \* Approval of Retainer Contracts

**PROPOSED MOTION:** I move the Grand Ledge Public Schools approve the January 10, 2022 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 same rate as the last several years 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:

<b>Legal Name of School District</b>	Grand Ledge Public Schools
<b>Operational Status</b>	General Powers school district by operation of law
<b>Composition of Board of Education</b>	Seven (7) members who are elected for terms of six (6) years.
<b>Members Holding Office on January 10, 2022 and the expiration of current terms</b>	<ul style="list-style-type: none"><li>a. Sara Clark Pierson, 12/30/22</li><li>b. Denise DuFort, 12/30/22</li><li>c. Jarrod Smith, 12/30/24</li><li>d. Jonathan Shiflett, 12/30/24</li><li>e. Benjamin Cwayna, 12/30/24</li><li>f. Nicole Shannon, 12/30/26</li><li>g. Open Seat, 12/30/26</li></ul>



## Designation of Depositories/Signatures for School Funds

### GRAND LEDGE PUBLIC SCHOOLS 2021-2022 Bank Depositories and Authorized Signatures

BANK/FUND	ACCOUNT #	ACCOUNT NAME	AUTHORIZED SIGNATURES
<b>PNC</b>			
General Fund	X	Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Food Service-General		Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
2015 Debt Retirement		Investment	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
2016 Debt Retirement		Investment	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
2019 Debt Retirement		Investment	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
2021 Debt Retirement		Investment	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Technology Capital-Projects		Investment	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Sinking Fund-Investment		Investment	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Sinking Fund-Checking		Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Bond 2019 - Prop 1		Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Bond 2019 - Prop 2		Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Bond 2021 - Prop 1		Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Bond 2021 - Prop 2		Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Student Activity		Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
Student Activity		Investment	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
David Smyth Athletic Scholarship Fund		Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
GLPS 125 Plan		Checking	Marcus Davenport, Steven Gabriel, Julie Waterbury, Cassaundra Graven-Watts
<b>HUNTINGTON BANK</b>			
Merry Lindemann Memorial	X	Checking	Julie Waterbury, Cassaundra Graven-Watts
Jonas Sawdon Memorial		Checking	Julie Waterbury, Cassaundra Graven-Watts
McCoubrey Family Scholarship		Checking	Julie Waterbury, Cassaundra Graven-Watts
<b>EATON FEDERAL</b>			
Bookstore Fund	X	Checking	Chad Little, Blake Wegenke, Ken Wright, Cassaundra Graven-Watts, Julie Waterbury
<b>INVESTMENT FUNDS</b>			
MBIA Class	X	Investment	Julie Waterbury, Cassaundra Graven-Watts
MI Liquid Asset Fund 2019 Proposal 1		Investment	Julie Waterbury, Cassaundra Graven-Watts
MI Liquid Asset Fund 2019 Proposal 2		Investment	Julie Waterbury, Cassaundra Graven-Watts
MI Liquid Asset Fund Plus		Investment	Julie Waterbury, Cassaundra Graven-Watts
<b>CERTIFICATES OF DEPOSIT</b>			
Student Activities Fund	X	5/3 Bank	\$25,000.00
Jonas Sawdon Scholarship	X	PNC	\$10,000.00



## **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 Grand Ledge Independent 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 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 standard practice.



## **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 2022 is recommended.



## SETTING OF TIME & PLACE OF REGULAR BOARD MEETINGS

The following calendar represents meetings on the 2nd and 4th Monday of each month with the exception of July, November and December to accommodate summer recess and Thanksgiving and winter break.

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the 2022 Board of Education Meeting Schedule, as presented.

**DRAFT**  
Until approved by the BoE



**BOARD OF EDUCATION  
2022 MEETING & OFFICIAL BOARD FUNCTION SCHEDULE**

Meeting Date	Time	Site	Purpose
January 10	6:00 p.m.	Admin. Conf. Room	Organizational Meeting
			Work Session
January 24	6:00 p.m.	Sawdon Board Room	Regular Meeting
January 25	6:00 p.m.	CPS – HS Media Center	County-Wide Board Meeting
February 14	6:00 p.m.	Admin. Conf. Room	Work Session
February 28	6:00 p.m.	Sawdon Board Room	Regular Meeting
March 14	6:00 p.m.	Admin. Conf. Room	Work Session
March 28	6:00 p.m.	Sawdon Board Room	Regular Meeting
April 11	6:00 p.m.	Admin. Conf. Room	Work Session
April 25	6:00 p.m.	Sawdon Board Room	Regular Meeting
May 9	6:00 p.m.	Admin. Conf. Room	Work Session
May 23	6:00 p.m.	Sawdon Board Room	Regular Meeting
<i>June 10</i>	<i>7:00 pm</i>	<i>MSU Breslin Center</i>	<i>GL High School Graduation</i>
June 13	6:00 p.m.	Admin. Conf. Room	Work Session
June 27	6:00 p.m.	Sawdon Board Room	Regular Meeting
July 11*	6:00 p.m.	Sawdon Board Room	Regular Meeting
August 8	6:00 p.m.	Admin. Conf. Room	Work Session
August 22	6:00 p.m.	Sawdon Board Room	Regular Meeting
September 12	6:00 p.m.	Admin. Conf. Room	Work Session
September 26	6:00 p.m.	Sawdon Board Room	Regular Meeting
October 10	6:00 p.m.	Admin. Conf. Room	Work Session
October 24	6:00 p.m.	Sawdon Board Room	Regular Meeting
November 14*	6:00 p.m.	Sawdon Board Room	Regular Meeting
December 12*	6:00 p.m.	Sawdon Board Room	Regular Meeting
January 9, 2022	6:00 p.m.	Sawdon Board Room	Organizational Meeting

\* Only one meeting in July, November and December due to summer recess and Thanksgiving and Winter Breaks.

*Official Board Functions Italicized.*



ADJOURNMENT

Time: \_\_\_\_\_