

ATHENS AREA SCHOOLS  
Board of Education  
4320 K Drive S  
East Leroy, Michigan 49051  
July 17, 2023

SPECIAL MEETING  
6:30 p.m.

High School Media Center  
300 E. Holcomb Athens, Mi. 49011  
TELEPHONE: 729-5414

1. Call to order, Knoles presiding at 6:30 PM.

a. membership count to determine quorum presence:

Present: Penick:  Abs  Setlak:  P  Harvey:  P  Knowles:  P   
Loew:  Abs  McClure:  P  Stanton:  P

A quorum  X  is,   is not present.

Pledge of Allegiance

2. Approval of Agenda.

RECOMMENDED MOTION: Move that the Board of Education approve the agenda as presented.

Motion: Harvey.

Second: Setlak.

Ayes:  5 . Nays:  0 .

Passed:  X . Defeated:  .

3. Public Comments.

None.

**Board President's statement:** *Because we are beginning a new fiscal year, there are certain matters that will need to be voted on under old and new business. The representatives for CASBMA and Alternate, LRN and alternate, and board president, vice-president, secretary and treasurer will remain the same until the January 2024 regular meeting.*

4. Action Items.

A. Designation of Paying Agents, Etc.

RECOMMENDED MOTION: Move that the Paying, Depositing, and Withdrawing Agents for Athens Area Schools' funds be selected using the guidelines specified in Athens Area School Investment NEOLA Policy #6144, which was adopted and signed February 16, 2004. Further, all Payroll Fund checks will be signed by the Treasurer of the Board. All Hot Lunch, Activity Fund, Capital Projects and Debt Retirement checks will be signed by Mr. Joe Huepenbecker, Superintendent, with Tonia Vorce, Business Manager, serving as an alternate. All General Fund checks, which Athletics is a part of, will be signed by Mr. Joe Huepenbecker, Superintendent, with Tonia Vorce, Business Manager, serving as an alternate. Investment instruments will be signed by Mr. Joe Huepenbecker, Superintendent, and/or Tonia Vorce, Business Manager, and the Board Treasurer as occasions demand.

Motion: McClure.

Second: Harvey.

Ayes:   5  . Nays:   0  .

Passed:   X  . Defeated:       .

B. Bond Authority.

RECOMMENDED MOTION: Move that the Board of Education authorize the Superintendent, Mr. Joe Huepenbecker, with the Treasurer of the Board serving as an alternate, to sign the Bond Authority Purchase Contract and accept the interest rate for the note.

Motion: Setlak.

Second: Stanton.

Ayes:   5  . Nays:   0  .

Passed:   X  . Defeated:       .

C. Purchase Orders.

RECOMMENDED MOTION: Move that the Board of Education authorize the Superintendent, Mr. Joe Huepenbecker and/or with Tonia Vorce, Business Manager, to sign purchase orders for General/Athletic Fund, Hot Lunch, Activity, Debt Retirement and Capital Projects.

Motion: Harvey.

Second: Setlak.

Ayes:   5  . Nays:   0  .

Passed:   X  . Defeated:       .

D. Determination of Regular Board of Education Meeting Dates.

RECOMMENDED MOTION: Move that the Athens Area Schools Board of Education set the third Monday of each month to be the regular business meeting days. (Meetings will be held in the Athens High School Media Center, unless otherwise posted.)

Motion: Stanton.

Second: McClure.

Ayes:   5  . Nays:   0  .

Passed:   X  . Defeated:       .

E. Determination of Board of Education compensation.

RECOMMENDED MOTION: Move that the Board of Education compensation be \$0.00 per meeting with an annual maximum of \$0.00.

Motion: McClure.

Second: Harvey.

Ayes:   5  . Nays:   0  .

Passed:   X  . Defeated:       .

F. Designation of Legal Counsel.

RECOMMENDED MOTION: Move that the Board of Education of the Athens Area Schools retain the firm of Thrun Law Firm, P.C. of East Lansing, Michigan as legal counsel.

Motion: Harvey.

Second: Setlak.

Ayes:   5  . Nays:   0  .

Passed:   X  . Defeated:       .

G. Delegation of Duties by Officers.

RECOMMENDED MOTION: Move that the Board of Education appoint Joe Huepenbecker, Superintendent, to do the following: all legal advertising required by law or as directed by the Board, assist the counties in conducting annual and special elections, and prepare reports required by the State Board of Education.

Motion: Setlak.

Second: Stanton.

Ayes:   5  . Nays:   0  .

Passed:   X  . Defeated:       .

5. Public Comment.

None.

Board Comments:

None.

6. Adjournment.

RECOMMENDED MOTION: Move the meeting be adjourned.

Motion: Stanton.

Second: Harvey.

Ayes:   5  . Nays:   0  .

Passed:   X  . Defeated: \_\_\_\_\_.

Time of adjournment: 6:36 PM.

Minutes signed by:   Seri Loew  , <sup>acting</sup> Secretary of the Board of Education

Minutes prepared by: Joe Huepenbecker, Superintendent

Approved for publication by the Board: \_\_\_\_\_ (date)