

Three Rivers Community School District, St. Joseph County
Minutes of the Board of Education Work Session & Regular Meeting
Monday, July 15, 2024

Approved Minutes

The Work Session & Regular Meeting was called to order by President Nowak at 6:00 PM..

Present: Julia Awe, Linda Baker, Melissa Bliss, Nichole Cover, Ross Daniels, Erin Nowak

Absent: John McDonough

Administration Present: Melissa Frye, Jen Graber, Justin Holbrook, Brian Leonard, John Londono, Kerrie Bass, Jason Bingaman, David Soderquist, Anthony Wolbert, Nick VanDenBrink

Pledge of Allegiance: President Nowak led the Board in the Pledge of Allegiance

Approval of the Agenda: Motion by Member Baker, with support from Member Cover, to approve the agenda as presented. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak

Absent: McDonough

Public Comment: Public Comment was offered.

Presentation/
Discussion: **MDE Sexual Harassment and Sexual Assault Information Guide**

Jason Bingaman, Principal of TRMS, provided the Board with an overview of the Michigan Department of Education's (MDE) Sexual Harassment & Sexual Assault Information Guide. According to the 2023 Michigan Youth Risk Behavior Survey, 13.8% of Michigan high school students have experienced sexual violence in the previous year. Schools can play an important role in educating students and families to help prevent sexual violence and support victims and survivors. For the 2024-2025 school year, school districts shall disseminate the Sexual Harassment and Sexual Assault Information Guide developed by MDE in partnership with MDSVPTB and MCEDSV to students in grades 6-12. The Guide has been placed in several spots on the District Website. The Board had no questions.

2024-2025 Handbooks (Second Read) - PK - 12 Student Handbook, TR Partnership Handbook, Athletics Handbook and Transportation Handbook

The Board had no comments or questions regarding the second read of the 2024-2025 Handbooks. The approval will take place this evening.

Approval of Student Handbooks: Motion by Member Cover, with support from Member Baker, to approve the 2024-25 PK - 12 Student Handbook, TR Partnership Handbook, Athletics Handbook and Transportation Handbooks as presented. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak

Absent: McDonough

Consent Agenda: Motion by Member Awe, with support from Member Cover, to adopt the Consent Agenda as presented. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak

Absent: McDonough

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The Consent Agenda consisted of:

- a. Approval of the June 17, 2024 Budget Hearing & Regular Meeting Minutes.
- b. Approval of the Payroll Change Register for June dated July 9, 2024.
- c. Approval of the June 1 - June 30, 2024 Accounts Payable Check Register dated July 8, 2024 totaling \$1,804,464.51.
- d. Approval of Bond Invoice Payment Report totaling \$2,039,749.82.

Resolution to
Update Bank and
Financial
Institution
Account
Signatory
Authorization:

Motion by Member Awe, with support from Member Cover, to approve the Resolution to update bank and financial institution account signatory authorization effective immediately. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak
Absent: McDonough

Designation of
Depositories for
School Funds &
Check Signatures:

Motion by Member Baker, with support from Member Awe, to approve the designation of depositories for school funds and check signatures as presented. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak
Absent: McDonough

Designation of
Banks for
Investments:

Motion by Member Cover, with support from Member Awe, to approve the designation of banks for investments as presented. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak
Absent: McDonough

Designation of
Electronic
Transfer Officer:

Motion by Member Cover, with support from Member Bliss, to designate the Director of Finance & Business as the Electronic Transfer Officer (ETO). After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak
Absent: McDonough

Approval of
Annual Retainer
Contracts:

Motion by Member Baker, with support from Member Cover, to retain Thrun Law Firm, P.C. to handle all personnel, legal negotiations, and contractual matters. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak
Absent: McDonough

Approval of
District Auditors:

Motion by Member Cover, with support from Member Awe, to appoint Gabridge & Company to do the District's 2023-24 annual audit. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak
Absent: McDonough

Designation of
Person for Posting

Motion by Member Awe, with support from Member Cover, to designate the Executive Assistant to the Superintendent and Board of Education to post the public notices of the

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- Public Notices of Meetings: Board Meetings. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.
Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak
Absent: McDonough
- Appointment of Recording Secretary: Motion by Member McDonough, with support from Member Cover, to designate the Executive Assistant to the Superintendent and Board of Education as Recording Secretary. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.
Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak
Absent: McDonough
- Work Session: Lorie Camino, Executive Assistant to the Superintendent and the Board of Education, provided the Board with a summary of Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities, which is being revised, and the new Policy 2264 - Nondiscrimination on the Basis of Sex in Education Programs or Activities which will become effective August 1, 2024. Both policies are based on the new Federal Guidelines released in June of 2024. The Board reviewed both policies and provided feedback on what they would like included or deleted from the drafts. A second read will take place on August 5, 2024.
- Policy Update: First Reading: The Board was presented with the First Reading of the following Policies:
- Policy 2266 - Nondiscrimination on the Basis of Sex in Education Programs or Activities (Revised)
 - Policy 2264 - Nondiscrimination on the Basis of Sex in Education Programs or Activities (New)
- Board Calendar: President Nowak reviewed upcoming events with the Board.
- Board Comment: Board comment was offered and received.
- Adjournment: Motion by Member Cover, with support from Member Awe, to adjourn the meeting. After a roll call vote, 6-0, President Nowak declared the motion as approved unanimously.
Yea: Awe, Baker, Bliss, Cover, Daniels, Nowak
Absent: McDonough
The meeting adjourned at 7:37 PM

Respectfully Submitted,

Nichole Cover, Secretary Board of Education

Lorie Camino, Recording Secretary