

**ANCHOR BAY SCHOOL DISTRICT  
5201 County Line Rd., Suite 100  
Casco, Michigan 48064  
Minutes of the Regular Meeting  
Wednesday, January 31, 2024**

**Call to Order**

The Regular Meeting of the Anchor Bay Board of Education was called to order at 7:00 p.m. on Wednesday, January 31, 2024 by President Lisa Birkmeier

Members present: Birkmeier, Green, Richards, Knox, Moses, DeRoo, Vendittelli

Members absent none

Administrators Present: Phil Jankowski, Todd Rathbun, Sherry Kenward, Joe McDonald

**Pledge of Allegiance accompanied by the 5<sup>th</sup> grade choir from Lighthouse Elementary singing the Star-Spangled Banner**

**Approval Amended Agenda**

**Motion** by Mr. Vendittelli to approve the agenda adding a closed session.

**Support** by Mr. Moses

**Vote:** Ayes: Vendittelli, Moses, Birkmeier, Green, Richards, Knox  
Nays: None

**Motion** carried.

**Board Appreciation**

Ms. Sherry Kenward, Director of Student Services presented the Board of Education with shirts, notepads, and cookies made by our CTE students. The Lighthouse 5<sup>th</sup> grade choir under the direction of Mrs. Tarnacki performed a couple of songs and the High School Red Combo Jazz band played for the Board.

**Election of Chairperson**

**Motion** by Mr. Green to appoint Ms. Knox to chair the election of board officers.

**Support** by Mr. Richards

**Vote:** Ayes: Green, Richards, Moses, DeRoo, Vendittelli, Birkmeier  
Nays: Knox

**Motion** carried.

Ms. Knox opened the floor for nominations for officers.

**Motion** by Ms. Birkmeier to nominate a slate of candidates. Mr. Green as President, Ms. Knox as Vice-President, Mr. Richards as Secretary and Mr. Vendittelli as Treasurer.

**Support** by Mr. Moses

**Vote:** Ayes: Birkmeier, Moses, Green, Richards, DeRoo, Vendittelli, Knox  
Nays: None

**Motion** carried.

Mr. Green respectfully asked that Ms. Birkmeier complete tonight's meeting.

**Establishment of Regular Meeting**

**Dates**                   **Motion** by Mr. Green to approve 2024 meeting dates of February- 21<sup>st</sup>, March 13<sup>th</sup>, April 24<sup>th</sup>, May 22<sup>nd</sup>, June 26<sup>th</sup>, August 28<sup>th</sup>, September 25<sup>th</sup>, October 23<sup>rd</sup> (6:00 p.m. Superintendent Evaluation, 7:00 p.m. Regular Meeting), November 20<sup>th</sup> (6:00 p.m. Superintendent Evaluation, 7:00 p.m. Regular Meeting), December 18<sup>th</sup>, and January 22<sup>nd</sup>, 2025, Organizational Meeting.

**Support** by Ms. Knox

**Vote:** Ayes: Green, Knox, Birkmeier, Richards, Moses, DeRoo, Vendittelli  
Nays: None

**Motion** carried.

**Student Congress Update**

Angela Jaro, Student Board Representative, took the opportunity to thank the Board of Education for all the time and effort they each put into making Anchor Bay a wonderful place for students to learn. She shared that at their meeting today they were able to visit the Administration Offices and meet all the awesome employees who work behind the scenes and help to make Anchor Bay to be the awesome district that it is. She went on to share everything happening at the buildings.

**JROTC Update**

Sherry Kenward, Director of Student Services invited Cadet Major Aubrey Sebastian and shared that Aubrey has received two concretional nominations for her application to attend United States Military Academy West Point. She provided an update of the Air Force JROTC program this year with 33 9<sup>th</sup> graders and 5 new cadets joined at second semester. They have monthly recruiting tables at all 3 lunches at the High School in hopes to grow their numbers. At the end of February, they will be visiting both middle schools during their lunches to promote the program. Their program is heavily involved in the community through several community service events, which are all possible with the help from their parent's booster clubs who thank the Board of Education for their support.

**CTE Outstanding Students**

Sherry Kenward, Director of Student Services introduced Jordan Cloninger and Max Grammens Anchor Bay's two outstanding CTE students who will be recognized at the MISD breakfast tomorrow, February 1<sup>st</sup>. Jordan is in HOSA, they just won the gold medal and will be heading to the state finals in April. She will be attending Oakland University in the fall for Nursing and Max has been in the engineering program for the past two years and plans on pursuing a career in the skill trades field.

**ESSER Update**

Todd Rathbun, Assistant Superintendent updated the Board on the ESSER funds, every six months as a condition of receiving the ESSER funds we are required to present our plans to the board and our public and allow for public input. If there are any comments, we will take them during the open forum tonight. The plan is available on our website, and he encouraged anyone who is interested in looking at this plan to visit the website. Mr. Rathbun's phone number and email are available.

**Superintendent Update**

Phil Jankowski, Superintendent gave a quick update where we are at with the state of the bond program. We have completed all the installation of the door hardware and access control. They are working on the temperature controls at the high school target of completion in March. They are completing high school phase I and moving into phase II. A lot of this work is taking place after hours. We are getting ready to finalize phase III.

**Open Forum**

At this point the public is invited to comment on the Board of Education agenda. Those who wish to participate in the Open Forum need to fill out a brief request stating their name, address, and the subjective of their comments. Comments

about specific employees should be directed to them personally and should not be included in the public forum.

Janice Young- Sale of Sugarbush to Chesterfield

Joe Cadish- Sale of Sugarbush to Chesterfield

**Communications**

None

**Consent Agenda**

**Motion** by Mr. Moses to approve the 12-13-23 Regular, Personnel Report, Financial Report and Bills Payable for December 2023.

**Supported** by Mr. Green

**Vote:** Ayes: Moses, Green, Birkmeier, Richards, DeRoo, Vendittelli, Knox  
Nays: None

**Motion** carried.

**Reauthorization  
Motion**

**Motion** by Mr. Green to approve the reauthorization resolution as presented.

That Comerica, Fifth Third, MILAF (Michigan Liquid Asset Fund), BNY of New York, US Bank is hereby designated as the authorized depository for District funds. 2. The Signature Authorization recommendation for signatures on financial matters is as follows: Payroll Checks- Superintendent and Assistant Superintendent. Accounts payable checks (all funds)- Superintendent and Assistant Superintendent. 3. That Robyn Randazzo, Director of Business Services is hereby designated as the Electronic Transfers Officer (ETO) to perform those functions and responsibilities otherwise described by Board policy or applicable law. 4. That Todd Rathbun, Assistant superintendent hereby designated as the administrator to assume responsibilities of acquiring, awarding, and rejecting formal and bond construction bids as required by law. 5. That Rehmann is hereby designated as auditor of the Board. 6. That Todd Rathbun, Assistant Superintendent is hereby designated to HIPAA compliance office. 7. That Lora Gonzales, Director of Human Resources, is hereby designated as FOIA coordinator. 8. That Amanda DePape, Director of Security is hereby designated as school safety liaison: 9. That Baker Tilly Municipal Advisors, LLC is hereby designated as financial advisor to the Board 10. That Thrun, Miller Johnson, and Secret to represent the district as legal counsel. 11. That all resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

**Support** by Mr. Moses

**Vote:** Ayes: Green, Moses, Birkmeier, Richards, DeRoo, Vendittelli, Knox  
Nays: None

**Motion** carried.

**Field Trips**

**Motion** by Mr. Green to approve the BPA students field trip to Grand rapids for the State Leadership Conference March 7<sup>th</sup>- March 10<sup>th</sup>, 2024.

**Support** by Mr. Moses

**Vote:** Ayes: Green, Moses, Birkmeier, Richards, DeRoo, Vendittelli, Knox  
Nays: None

**Motion** carried.

**Motion** by Ms. Knox to approve the DECA States field trip March 14<sup>th</sup>-17<sup>th</sup> at the Detroit Marriott in the Renaissance Center with 35 students and 4 adults traveling.

**Support** by Mr. Green

**Vote:** Ayes: Knox, Green, Birkmeier, Moses, Richards, DeRoo, Vendittelli

Nays: None

**Motion** carried.

**Motion** by Mr. Moses to approve the HOSA Michigan State Leadership Conference on April 18<sup>th</sup> and 19<sup>th</sup> traveling on April 17<sup>th</sup> and returning April 20<sup>th</sup> at the Grand Traverse Resort and Spa.

**Support** by Ms. Knox

**Vote:** Ayes: Moses, Knox, Birkmeier, Green, Richards, DeRoo, Vendittelli  
Nays: None

**Motion** carried.

**Motion** by Mr. Vendittelli to approve the Spanish trip with 27 students and 4 chaperones (high school teachers) to travel June 17<sup>th</sup> - June 25<sup>th</sup>, 2024 to Spain.

**Support** by Ms. Knox

**Vote:** Ayes: Vendittelli, Knox, Moses, Green, Birkmeier, Richards, DeRoo  
Nays: None

**Motion** carried.

**Policy First Reading**

The Board has an update for the Dress Code policy for first reading. Mr. Green asked that the Dress Code update be posted on the website for parents and students to see. There were some minor changes. The committee consisted of parents, students, and teachers.

**Board Comments/  
Points of Pride  
Legislative Update**

**Board Committee  
Update  
Adjournment**

**Motion** by Ms. Knox to adjourn the January 31, 2024, Meeting of the Anchor Bay Board of Education at 8:21 p.m.

**Support** by Mr. Green

**Vote:** Ayes: Green, Moses, Birkmeier, Richards, DeRoo, Vendittelli, Knox  
Nays: none

Motion carried.

Respectfully submitted,  
*Jill Knox*  
Jill Knox  
Secretary, Board of Education