

Blissfield Community Schools

2025-2026

Annual Organizational Meeting

July 21, 2025

The Organizational meeting of the Board of Education of the Blissfield Community School District was held Monday, July 21, 2025 at 7:00 p.m. in the Middle School Cafeteria. The meeting was called to order by David Brewer. Members present: David Brewer, Vicki Lombard, Denise Mallory, Jennifer Stutzman and Andrew Borchardt. Members absent: Craig Bettis & Terence Weigand Others present: Superintendent Riley; Executive Assistant, Kayla Graf and members of the public.

Call to Order

It was moved by Borchardt and supported by Mallory to approve the agenda.

Approval of Agenda

Motion Carried.

It was moved by Lomard and supported by Borchardt to elect David Brewer as President.

Election of
President

Motion Carried.

It was moved by Mallory and supported by Brewer to elect Vicki Lombard as Vice-President.

Election of Vice
President

Motion Carried.

It was moved by Mallory and supported by Stutzman to elect Andrew Borchardt as Secretary.

Election of
Secretary

Motion Carried.

It was moved by Borchardt and supported by Mallory to elect Craig Bettis as Treasurer.

Election of
Treasurer

Motion Carried.

It was moved by Stutzman and supported by Lombard to have Kayla Graf continue in the role as Recording Secretary.

Designation of
Recording
Secretary

Motion Carried.

It was moved by Borchardt and supported by Mallory to approve the Board meeting the third Monday of each month.

Day of the Board
Meeting

Motion Carried.

It was moved by Borchardt and supported by Mallory that the board meetings begin at 7:00p.m.

Time of Board Meeting

Motion Carried.

It was moved by Borchardt and supported by Mallory that the board meetings be held in the Blissfield High School Media Center.

Location of Board Meeting

Motion Carried.

It was moved by Borchardt and supported by Stutzman that the location for postings of the board meetings, schedules, agendas and announcements will be posted on the District website.

Postings

Motion Carried.

It was moved by Borchardt and supported by Mallory to approve the following depositories:

Approved Depositories

- A. Blissfield State Bank
- B. Bank One Trust Co.
- C. Old National
- D. Michigan Class Pool
- E. Michigan Liquid Asset Fund
- F. Bank of America
- G. Fifth Third Bank
- H. Comerica
- I. TLC Community Credit Union
- J. County National Bank
- K. Other Financial Institutions organized and authorized to operate in the State of Michigan

Motion Carried.

It was moved by Borchardt and supported by Mallory to authorize the following positions as having check signature authority:

Check Signature Authorization

- | | |
|---------------------------------------|--------------------|
| 1. Superintendent | 4. Board President |
| 2. Chief Financial Officer | 5. Board Secretary |
| 3. Director Business/Support Services | 6. Board Treasurer |

Motion Carried.

It was moved by Borchardt and supported by Stutzman to authorize the following positions as having activity check signature authority:

Activity Funds Check Signature Authorization

- a. Superintendent-district activity fund
- b. High School Principal-high school activity fund
- c. Middle School Principal-middle school activity fund
- d. Elementary Principal-elementary activity fund

Motion Carried.

It was moved by Borchardt and supported by Mallory for the designation of Electronic Transfer Officers be:

- | | |
|---------------------------------------|--------------------|
| 1. Superintendent | 4. Board President |
| 2. Chief Financial Officer | 5. Board Secretary |
| 3. Director Business/Support Services | 6. Board Treasurer |

Designate
Administrator
Designation of
Electronic
Transfers

Motion Carried.

It was moved by Borchardt and supported by Mallory to approve the following Annual Retainer contracts:

1. Thrun Law Firm, P.C. (legal)(policies)
2. Maner Costerisan, P.C. (auditors)

Retainer Contracts

Motion Carried.

It was moved by Borchardt and supported by Stutzman that no fees (\$0) are charged to individuals requesting notification of board meetings.

Fees for Board
Meeting
Notification

Motion Carried.

It was moved by Borchardt and supported by Mallory that in compliance with Board of Education Policy 2306 that the compensation for the Board of Education Members be as follows: President, Vice President, Secretary and Treasurer shall receive \$600 per year. All other Board members shall receive \$500 per year as compensation for their services.

Compensation for
Board of Education

Motion Carried.

It was moved by Borchardt and supported by Mallory to designate the Superintendent as the Executive Officer of the Board of Education and Elections.

Superintendent as
Executive Officer of
the BOE and
Elections

Motion Carried.

It was moved by Borchardt and supported by Lombard that the bylaws/policies authorized by past Board(s) of Education and in effect at the end of the 2024-25 school year be adopted by this board for the 2025-26 school year.

Board of Education
Bylaws/Policies

Motion Carried.

It was moved by Borchardt and supported by Mallory to retain its membership in the Michigan Association of School Boards.

MASB Membership

Motion Carried.

It was moved by Stutzman and supported by Borchardt to approve the appointment of Craig Bettis as MASB (Michigan Association of School Boards) Legislative Relations representative.

MASB Legislation
Representative

Motion Carried.

The Board President needs to appoint a member of the Board of Education to serve in this capacity. Craig Bettis was the Board representative this past year.

LCASB
Representative

BFEE (Blissfield Foundation for Educational Excellence) representative will be Denise Mallory.

BFEE
Representative

Building and Grounds Committee Assignments will be appointed by the board president.

Committee
Assignments

Finance Committee Assignments will be appointed by the board president.

Personnel Committee Assignments will be appointed by the board president.

Curriculum Committee Assignments will be appointed by the board president.

Board Policy Committee Assignments will be appointed by the board president.

Extra-Curricular Committee Assignments will be appointed by the board president.

It was moved by Lombard and supported by Stutzman to adjourn the Organizational Meeting at 8:13 p.m.

Adjournment

Motion Carried.

Secretary