

**January 13, 2025 Organizational Meeting – 5:30 p.m.**

Harry L. Wheeler Community Center and Administrative Offices ● 24076 F.V. Pankow Boulevard, Clinton Township, Michigan 48036

*\* Indicates Board Action Needed \*\* Indicates Roll Call Vote Needed*

- A. Appointment of Secretary Pro Tem**
- B. Call to Order, Pledge of Allegiance, Roll Call**
- C. \*Approval of Agenda for the January 13, 2025 Organizational Meeting**
- D. Hearing of School District Patrons**
- E. \*Election of Officers in the Following Order:**
  - 1. President
  - 2. Vice President
  - 3. Secretary
  - 4. Treasurer
- F. \*Date, Time and Place Set for Holding Board Meetings, Organizational Meeting and Special Meetings**
- G. Business Matters**
  - 1. \*Acknowledgement of Depositories and Investment Banking Institutions
  - 2. \*Acknowledgement of Legal Services
  - 3. \*Authorized Signatures for Release of Checks
  - 4. \*Check and Legal Document Signature Authorizations
  - 5. \*Delegating Posting of Board Meetings
- H. \*Adjournment**

**Election of Officers - PRESIDENT**

E.

*The Chair will open the floor for nominations for the Office of President.*

Nominations for the Office of President:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

There are \_\_\_\_\_ nominations for the Office of President. *The chair will ask if there are any other nominations for the Office of President. If no other nominations are received, the chair will ask for a motion to close the nominations.*

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

to close the nominations for the Office of President.

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Motion Carried \_\_\_\_\_

The first nomination for the Office of President is \_\_\_\_\_.

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

that \_\_\_\_\_ be elected for the Office of PRESIDENT of the Board of Education for the 2025 - 2026 calendar year.

Roll Call Vote:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Motion Carried: \_\_\_\_\_

\_\_\_\_\_ assumed the Office of PRESIDENT of the Board of Education for the 2025-2026 calendar year.

**Election of Officers – VICE PRESIDENT**

*The Chair will open the floor for nominations for the Office of Vice President.*

Nominations for the Office of Vice President:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

There are \_\_\_\_\_ nominations for the Office of Vice President. *The chair will ask if there are any other nominations for the Office of Vice President. If no other nominations are received, the chair will ask for a motion to close the nominations.*

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

to close the nominations for the Office of Vice President.

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Motion Carried \_\_\_\_\_

The first nomination for the Office of Vice President is \_\_\_\_\_.

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

that \_\_\_\_\_ be elected for the Office of VICE PRESIDENT of the Board of Education for the 2025-2026 calendar year.

Roll Call Vote:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Motion Carried: \_\_\_\_\_

\_\_\_\_\_ assumed the Office of VICE PRESIDENT of the Board of Education for the 2025-2026 calendar year.

**Election of SECRETARY**

*The Chair will open the floor for nominations for the Office of Secretary.*

Nominations for the Office of Secretary:

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

There are \_\_\_\_\_ nominations for the Office of Secretary. *The chair will ask if there are any other nominations for the Office of Secretary. If no other nominations are received, the chair will ask for a motion to close the nominations.*

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

to close the nominations for the Office of Secretary.

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Motion Carried \_\_\_\_\_

The first nomination for the Office of Secretary is \_\_\_\_\_.

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

that \_\_\_\_\_ be elected for the Office of SECRETARY of the Board of Education for the 2025-2026 calendar year.

Roll Call Vote:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Motion Carried: \_\_\_\_\_

\_\_\_\_\_ assumed the Office of SECRETARY of the Board of Education for the 2025-2026 calendar year.

**Election of Officers - TREASURER**

*The Chair will open the floor for nominations for the Office of Treasurer.*

Nominations for the Office of Treasurer:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

There are \_\_\_\_\_ nominations for the Office of Treasurer. *The chair will ask if there are any other nominations for the Office of Treasurer. If no other nominations are received, the chair will ask for a motion to close the nominations.*

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

to close the nominations for the Office of Treasurer.

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Motion Carried \_\_\_\_\_

The first nomination for the Office of Treasurer is \_\_\_\_\_.

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

that \_\_\_\_\_ be elected for the Office of TREASURER of the Board of Education for the 2025-2026 calendar year.

Roll Call Vote:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

Motion Carried: \_\_\_\_\_

\_\_\_\_\_ assumed the Office of TREASURER of the Board of Education for the 2025-2026 calendar year.

**SET DATE, TIME & PLACE FOR HOLDING COTW, REGULAR AND THE ORGANIZATIONAL MEETINGS FOR THE 2025-2026 CALENDAR YEAR**

The L'Anse Creuse Public Schools Board of Education meetings will be held on Mondays of each month unless otherwise noted. The first meeting will be the Committee of the Whole Meeting at 6:30 p.m., and the second meeting of the month will be the Regular Board of Education Meeting at 6:30 p.m. Both Meetings will be held in the Harry L. Wheeler Community Center and Administrative Offices located at 24076 Pankow Boulevard, Clinton Township, MI **with the following exceptions:**

A. The suggested combined meeting dates for July, August and December are:

**Monday, July 21, 2025 – COTW & Regular Board Meetings**  
**Monday, August 18, 2025 – COTW & Regular Board Meetings**  
**Monday, December 15, 2025 – COTW & Regular Board Meetings**

B. The January 2026 Organizational Meeting is suggested for:

**Monday, January 12, 2026 at 5:30 p.m.**  
 (prior to the Committee of the Whole Meeting at 6:30 p.m.)

**Other dates:**

The following months are suggested for board workshops:

**May 2024 – Spring Board Workshop**  
**August 2024 – Summer Board Workshop**

**(A 2025-2026 calendar appears on the following page for your convenience in approving the above mentioned meeting dates.)**

\*This is an action item that needs to be approved by the Board.



**Keith Howell**  
SUPERINTENDENT

**BUSINESS OFFICE**

**Kathy Konon, CPA**  
ASSISTANT SUPERINTENDENT FOR  
BUSINESS AND OPERATIONS

**Beth Disbrow**  
DIRECTOR FOR FINANCE

24076 F.V. PANKOW BLVD.  
CLINTON TWP., MI 48036-1304  
586.783.6300  
586.783.6312 FAX  
[WWW.LC-PS.ORG](http://WWW.LC-PS.ORG)

Initiator: Kathy Konon

Board Meeting: January 13, 2025

**G.1.**

Agenda Item: Acknowledgement of Depositories and Investment/Banking Institutions

- Board Action Required  
 Informational Material  
 Other \_\_\_\_\_

CONFIDENTIAL

**Background:**

The practice of L'Anse Creuse Public Schools has been to acknowledge continued relationships with depositories and investment/banking institutions.

**Current Status:**

The Business Office has updated the list of depositories and investment/banking institutions and recommends that the L'Anse Creuse Board of Education acknowledge the continued relationships with these depositories and investment/banking institutions. We are requesting one additional new depositories and investment/banking. This change will allow us to take advantage of competitive rates and maximize earnings on our investments, not only for bond proceeds but also for other district funds. The new institution will offer investment options like CDs and Treasuries, which are compliant with state law and align with our goal of responsible and effective financial management.

**Current Depositories and investment/banking institutions**

Depositories/ Investment Banking

- A. Flagstar Bank
- B. Huntington Bank
- C. Independent Bank
- D. Fifth Third Bank
  
- E. Meeder Investments
- F. Bank of America
- G. JPMorgan Chase
  
- H. Merrill Lynch
- I. PFM Asset Management, LLC  
(MILAF)

Primary Service

- Deposit/Investment
- Deposit/Investment
- Investment Banking
- Internal, General and Cafeteria  
Depository
- Investment Banking
- Direct Deposit
- Accounts Payable, Internal  
Fund, General Fund, Payroll,  
Purchase Card, Debt,
- Investment Banking
- Investment Banking
- Investment Banking

**Future Direction (Notes or Comments)/Recommended Motion:**

Administration recommends the Board motion to approve and authorize administration to execute the continued relationship with these depositories and investment/banking institutions, as stated.

KK/jh

**NOTICE OF NONDISCRIMINATION.** It is the policy of L'Anse Creuse Public Schools not to discriminate on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight or marital status in its programs, services, activities, or employment. Inquiries related to nondiscrimination policies should be directed to: Civil Rights Coordinator, Assistant Superintendent for Human Resources, L'Anse Creuse Public Schools, Harry L. Wheeler Community Center and Administrative Offices, 24076 F. V. Pankow Blvd., Clinton Twp., MI 48036, and (586) 783-6300. Nondiscrimination inquiries related to disability should be directed to: Section 504 Coordinator, Director for Special Education, (586) 783-6300.

**BOARD OF EDUCATION**

**Adam Lipski**  
PRESIDENT

**Hilary Dubay**  
VICE PRESIDENT

**Sharon Ross**  
SECRETARY

**Amelia Servial**  
TREASURER

**John Da Via**  
TRUSTEE

**Al Doss**  
TRUSTEE

**Shane Sellers**  
TRUSTEE



**Keith Howell**  
SUPERINTENDENT

**BUSINESS OFFICE**

**Kathy Konon, CPA**  
ASSISTANT SUPERINTENDENT FOR  
BUSINESS AND OPERATIONS

**Beth Disbrow**  
DIRECTOR FOR FINANCE

24076 F.V. PANKOW BLVD.  
CLINTON Twp., MI 48036-1304  
586.783.6300  
586.783.6312 FAX  
[WWW.LC-PS.ORG](http://WWW.LC-PS.ORG)

# G.2.

Initiator: Kathy Konon  
Board Meeting: January 13, 2025  
Agenda Item: Recommendation to Acknowledge Legal Services

Board Action Required  CONFIDENTIAL  
 Informational Material  
 Other \_\_\_\_\_

**Background:**  
Each year the Board of Education acknowledges legal firms that will be utilized for district purposes.

**Current Status:**  
Administration recommends the following firms to be used for legal services for the 2024 calendar year.

Law Firm	Services
Thrun Law Firm	Bond matters, Real Estate, Election matters, Board requests (including Opinions, Open Meeting Acts, Board disputes, Robert Rules of Order), Special Education, Employment matters, Student matters and General Business matters
Clark – Hill	Policy, Employment matters, Student issues and Special Education
Miller Johnson	Employment and Student Matters
Collins & Blaha PC	Employment and Student Matters
Miller Canfield	Business Matters, Elections and other district matters

For the purposes of Workers Compensation, General Insurance and Adair Law Suit:  
Keller Thoma – Workers Compensation  
Plunkett Cooney and Keller Thoma – M.A.I.S.L.  
Secrest, Wardle, Lynch, Hampton, Truex and Morley, P.C. – Adair Law Suit

**Future Direction (Notes or Comments)/Recommended Motion:**  
Administration recommends that the Board motion to approve the Recommendation to Acknowledge Legal Services.

KK/jh

**NOTICE OF NONDISCRIMINATION.** It is the policy of L'Anse Creuse Public Schools not to discriminate on the basis of race, color, religion, national origin or ancestry, gender, age, disability, height, weight or marital status in its programs, services, activities, or employment. Inquiries related to nondiscrimination policies should be directed to: Civil Rights Coordinator, Assistant Superintendent for Human Resources, L'Anse Creuse Public Schools, Harry L. Wheeler Community Center and Administrative Offices, 24076 F. V. Pankow Blvd., Clinton Twp., MI 48036, and (586) 783-6300. Nondiscrimination inquiries related to disability should be directed to: Section 504 Coordinator, Director for Special Education, (586) 783-6300.

**BOARD OF EDUCATION**

**Adam Lipski**  
PRESIDENT

**Hilary Dubay**  
VICE PRESIDENT

**Sharon Ross**  
SECRETARY

**Amelia Servial**  
TREASURER

**John Da Via**  
TRUSTEE

**Al Doss**  
TRUSTEE

**Shane Sellers**  
TRUSTEE

# G.3.

## Authorized Signatures for Release of Checks for February 1, 2025 – January 31, 2026

For accounts payable checks to be released they must be authorized by two Board Members. Each month the payment register(s) must be presented to the Board for affirmance.

**Motion by:** \_\_\_\_\_

**Supported by:** \_\_\_\_\_

**Discussion:** \_\_\_\_\_

**Yes:** \_\_\_\_\_

**No:** \_\_\_\_\_

**Motion carried:** \_\_\_\_\_

# G.4.

## Check and Legal Document Signature Authorizations

These Board Members are selected at the discretion of the Board of Education. (In the past, they have been the four officers of the Board.)

**Motion by:** \_\_\_\_\_

**Supported by:** \_\_\_\_\_

that the four officers of the Board of Education:

A. \_\_\_\_\_

B. \_\_\_\_\_

C. \_\_\_\_\_

D. \_\_\_\_\_

and the three trustees:

E. \_\_\_\_\_

F. \_\_\_\_\_

G. \_\_\_\_\_

be the authorized signatures for checks and legal documents for L'Anse Creuse School District February 1, 2025 – January 31, 2026.

**Discussion:** \_\_\_\_\_

**Yes:** \_\_\_\_\_

**No:** \_\_\_\_\_

**Motion carried:** \_\_\_\_\_

**Keith Howell**  
SUPERINTENDENT

24076 F.V. PANKOW BOULEVARD  
CLINTON TOWNSHIP, MI 48036  
586.783.6300  
586.783.6310 FAX  
WWW.LC-PS.ORG

## G.5.

January 13, 2025

To Whom It May Concern:

I, Secretary of the Board of Education, hereby delegate to the administrative staff the authority to handle the actual posting of all notices of Board Meetings in accordance with the provisions of the Open Meetings Act.

Sincerely,

---

Secretary of the Board of Education  
L'Anse Creuse Public Schools