

**BOARD OF EDUCATION**

Angela Pacitto  
Deborah Michon  
Jessica Sexton  
Bridgette Shuboy  
Kyle Simmons  
Danielle Sutton  
Margaret Teltow

Brian J. Walmsley, Ed.S.  
*Superintendent*

# Richmond Community Schools

35276 Division \* Richmond, Michigan 48062 \* (586) 727-3565 \* [www.richmond.k12.mi.us](http://www.richmond.k12.mi.us)

## BOARD OF EDUCATION ORGANIZATIONAL MEETING MINUTES

**7:00PM, JANUARY 11, 2021 VIRTUALLY VIA ZOOM MEETING**

**AGENDA – ORGANIZATIONAL MEETING**

The Michigan Department of Health and Human Services issued an order on December 18, 2020, that prohibits indoor gatherings of two or more people from more than one household, and the Michigan Department of Labor and Economic Opportunity issued emergency rules on October 14, 2020 regarding remote work by employees when feasible. In addition, one or more of the municipalities served by the Richmond Community Schools has declared a local state of emergency, due to the ongoing COVID-19 pandemic.

To ensure against violating the indoor gathering prohibition, and in the interest of achieving the goal expressed in the MDHHS order and the MDLEO rules to protect the public health, particularly during a local state of emergency, the Richmond Community Schools Board of Education will meet virtually on **JANUARY 11, 2021** in accordance with the Michigan Open Meetings Act as amended. This notice is required to ensure that those wishing to observe and/or participate in the meeting can have the opportunity to do so.

To attend the Board meeting virtually, go to the website:

<https://us02web.zoom.us/j/89415697027>

**Meeting ID: 894 1569 7027 | Passcode: 196114**

**Or Dial by telephone, (213) 338 8477**

**Meeting ID: 894 1569 7027**

To address the Board during audience participation, or to provide input or ask questions on any business that will come before the Board at the meeting, please indicate so during the *Public Comment* portion of the agenda. If you wish to submit your statement in writing to Board members you may do so by sending your written statement to the Superintendent, [bwalmsley@richmond.k12.mi.us](mailto:bwalmsley@richmond.k12.mi.us), or drop the written statement off at the *Board of Education & Administrative Offices*, located at in the back of Richmond Middle School, Door #18 (35276 Division, Richmond Michigan 48062). The Superintendent will provide a copy of all written statements received to each Board member as well as read the written statement during the *Public Comment* portion of the agenda.

Anyone wishing to address the Board via electronic attendance at the meeting will be recognized by the Board President. Please note that delays are possible based on the number of individuals who express interest in addressing the Board. To contact members of the Board in order to provide input or ask questions on any business before the Board at the meeting, please use the contact information found on the district's website,

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In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education amendments of 1972, Section 504 of Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disability Act of 1990, and Elliott-Larsen Civil Rights Act of 1977, it is the policy of the Richmond Community School District that no person shall, on the basis of race, color, religion, military status, national origin or ancestry, sex (including sexual orientation), disability, age (except as authorized by law,) height, weight, or marital status be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or employment. Inquiries related to any nondiscrimination policies should be directed to the Superintendent, 35276 Division Road, Richmond, MI 48062, (586) 727-3565.

under the Board of Education link on the left side of the webpage.

*This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in Agenda Item 9.*

**1. CALL TO ORDER**

Meeting called to order by B. Walmsley at 7:00PM.

**2. PLEDGE OF ALLEGIANCE**

Board members recited the Pledge of Allegiance.

**3. MISSION STATEMENT**

B. Walmsley read the Mission Statement "At Richmond Community Schools, we provide a quality education that empowers students to be successful in a global community."

**4. BOARD MEMBER-ELECT ACCEPTANCE AND OATH OF OFFICE**

B. Walmsley stated "The Acceptance of Office has been completed and filed by Board members-elect Deborah Michon on December 3<sup>rd</sup>, Bridgette Shuboy on December 4<sup>th</sup>, and Margaret Teltow on December 2<sup>nd</sup> at the District's administrative offices by Notary Public, Darlene McNichol, on behalf of Secretary of the Board of Education, within the required ten (10) business days after the District received notification of the "Certificate of Election" from the District's election coordinator, Frederick Miller, Macomb County Clerk.

*On the same day, Mrs. Michon, Mrs. Shuboy, and Mrs. Teltow also took the "Constitutional Oath of Office" also administered by Notary Public, Darlene McNichol. On behalf of the Secretary of the Board of Education, my office has forwarded the "Acceptance of Office" and "Constitutional Oath of Office" documents to the Macomb County Clerk.*

*Tonight, for ceremonial purposes only, I will be administering the "Constitutional Oath of Office" to Mrs. Michon, Mrs. Shuboy and Mrs. Teltow for the listening and viewing audience to witness their commitment to faithfully discharge the duties of Board of Education member. "*

Each board member was sworn in beginning alphabetically with Deborah Michon.

Following this, Mr. Walmsley stated that a roll call ~~vote~~ (stick "vote") will be done. Prior to roll call, Mr. Walmsley announced and read the resignation letter (attached) from Jessica Sexton, who resigned from her position on the Richmond Community Schools Board of Education, effective January 7, 2021.

**5. ROLL CALL**

A roll call was taken by B. Walmsley.

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- A. Pacitto is participating remotely from Richmond, MI of Macomb County.
- D. Michon is participating remotely from Columbus Township, St. Clair County, MI in Macomb County.
- B. Shuboy is participating remotely from St. Clair County, Casco, MI.
- K. Simmons is participating remotely from the City of Richmond, Macomb County, MI.
- D. Sutton is participating remotely from St. Clair County, in Casco, MI.
- M. Teltow is participating remotely from the City of Richmond, Macomb County, MI.

Absent: 0

Quorum: 6-0

#### **6. NOMINATION FOR THE OFFICE OF PRESIDENT**

B. Walmsley requested nominations for the position of President of the Board of Education. A. Pacitto nominated D. Michon for Board President. B. Walmsley asked if D. Michon accepted the nomination. D. Michon communicated her acceptance. B. Walmsley asked for any other nominations for the position of President of the Board of Education.

M. Teltow asked D. Michon the last time she was before the Board she expressed her dis-taste for B. Walmsley and stated that he was physically and emotionally too much and that she retired early. M. Teltow asked if D. Michon was all better and was ready to work with B. Walmsley as the Board president. D. Michon stated that she is.

B. Walmsley if there were any other Board members with questions or comments. No noted questions or comments.

All in favor of D. Michon as Board President of the Board of Education for the term January 1, 2021-December 31, 2021.

Ayes: A. Pacitto, B. Shuboy, D. Michon, D. Sutton

Nays: M. Teltow, K. Simmons

Motion passed: 4-2

Meeting was turned over to D. Michon, as Board of Education President.

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## **7. NOMINATION FOR REMAINING OFFICES:**

### **A. Vice President**

Nomination from D. Sutton for A. Pacitto. A. Pacitto accepted.

D. Michon asked if there were any other nominations. No other nominations were made.

All in favor of A. Pacitto as Vice President of the Board of Education for the term January 1, 2021-December 31, 2021.

Ayes: A. Pacitto, B. Shuboy, D. Michon, D. Sutton, M. Teltow

Nays: K. Simmons, M. Teltow

Motion passes: 4-2

### **B. Secretary**

Nomination from A. Pacitto for B. Shuboy. B. Shuboy accepted

D. Michon asked if there were any other nominations. No other nominations were made.

All in favor of B. Shuboy as Secretary of the Board of Education for the term January 1, 2021-December 31, 2021.

Ayes: A. Pacitto, B. Shuboy, D. Michon, D. Sutton,

Nays: K. Simmons, M. Teltow

Motion passes: 4-2

### **C. Treasurer**

Nomination A. Pacitto for D. Sutton. D. Sutton accepted.

D. Michon asked if there were any other nominations. No other nominations were made.

All in favor of D. Sutton as Treasurer of the Board of Education for the term January 1, 2021-December 31, 2021.

Ayes: A. Pacitto, B. Shuboy, D. Michon, D. Sutton, M. Teltow

Nays: K. Simmons, M. Teltow

Motion passes: 4-2

## **8. APPROVAL OF AGENDA**

Motion to approve the agenda by A. Pacitto, supported by D. Sutton. No discussion

Ayes: 6

Nays: 0

Motion passes: 6-0

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## 9. PUBLIC COMMENT

**Teresa Ranger** (Richmond Community Schools 1<sup>st</sup> Grade Teacher and President of the Richmond Education Association). She wanted to clarify a comment regarding a 3% raise that was given to B. Walmsley. It was stated “That goes in line with raises that were given throughout the District.” T. Ranger represents 85 teachers and for the record, the teachers did not receive 3% raises.

## 10. ACTION ITEMS

### A. Approval of Depositories for School Funds

Motion by A. Pacitto to approve PNC Bank, First State Bank, Fifth-Third and Michigan Liquid Asset Fund as depositories for school funds. Supported by B. Shuboy.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

### B. Approval of Board Members Authorized to Sign Checks

Motion by A. Pacitto to approve the Board President, D. Michon and Board Treasurer, D. Sutton as Board of Education members authorized to sign checks. Supported by D. Sutton.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

### C. Approval of Board Designee to Sign Contracts, Agreements and Purchase Orders

Motion by A. Pacitto to approve the Board of Education’s designee to sign contracts or agreements to be the Superintendent, or his designee, and purchase orders to be the Superintendent or Director of Business and Management Operations. Supported by K. Simmons.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

### D. Approval of Day, Place and Time for Regular Meetings

Motion by D. Sutton to establish the second and fourth Monday of each month at 7:00pm in the Media Center of Richmond High School or virtually as allowed by law, as the Regular Meetings of the Board of Education of Richmond Community Schools, unless otherwise indicated on the attached documentation. Supported by A. Pacitto.

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B. Shuboy asked if the Board could meet in-person. B. Walmsley indicated that he would research the request and follow up.

A. Pacitto asked how long we can go virtually. Br. Walmsley provided feedback that it is through March 31, 2021. If it is extended, we can follow along with the jurisdiction of what our District follows.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

E. Designation of Location for Posting Public Notices and Meetings

Motion by A. Pacitto to approve the designation of location for posting public meeting notices on the District's website and on the outside of each building by the main entrance. Supported by B. Shuboy.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

F. Approval of Fee Charges to Individuals who request Notice of Board Meetings

Motion by A. Pacitto to approve a fee charges to an individual who requests notice of Board Meetings in the amount of one-tenth (1/10) the hourly rate of the Administrative Assistant, plus postage. Supported by K. Simmons.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

G. Approval of Board Designee to Assume Responsibilities of the Secretary and Treasurer

Motion by A. Pacitto to approve the Superintendent or his designee to assume responsibilities of the Secretary and Treasurer of the Board, such as, but not limited to recording clerk at meetings, elections officer, the notification to City and Township representatives regarding tax collection, financial draw-downs, and account reconciliation, in an effort to maintain the operations and efficiencies of the District. Supported by K. Simmons.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

H. Approval of Board Designee for Electronic Transfer Officer (ETO)

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Motion by D. Sutton to approve T. Schadd, Director of Business and Management Services, or her designee, and B. Walmsley, Superintendent, or his designee, as the approved administrators for Electronic Transfer Officer (ETO). Supported by B. Shuboy.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

I. Approval of Financial Auditors

Motion by A. Pacitto to approve Yeo & Yeo, CPAs & Business Consultants as the District's financial auditors; Supported by D. Sutton.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

J. Approval of Board Attorneys

Motion by A. Pacitto to approve the following firms as legal counsel for Richmond Community Schools Collins & Blaha, P.C., O'Reilly Rancilio, P.C., Secrest Wardle; and Thrun Law; Supported by K. Simmons.

B. Shuboy asked why we have so many. Mr. Walmsley clarified why the District has different attorneys. It depends on the topic. Thurn is our primary one that we use for Bonds, Special Ed, negotiations....

Ayes: 6-0

Nays: 0

Motion passes: 6-0

K. Approval of Board Designee to Legislative Committees

D. Michon asked if there are any nominations to represent Richmond Community Schools on **the MICHIGAN ASSOCIATION OF SCHOOL BOARDS (MASB) Legislative Relations Network**.

A. Pacitto nominated herself as the representative. D. Michon asked if there are any other nominations.

Motion by D. Sutton to approve A. Pacitto to represent Richmond Community Schools on the Michigan Association of School Boards (MASB) Legislative Relations Network. B. Shuboy supported.

Ayes: 6-0

Nays: 0

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Motion passes: 6-0

D. Michon asked if there are any nominations to represent Richmond Community Schools on **the MACOMB COUNTY SCHOOL BOARDS ASSOCIATION (MCSBA) Legislative Committee.**

A. Pacitto nominated D. Sutton as the representative. D. Sutton declined, as she doesn't know what this is all about.

D. Michon asked if there are any other nominations. A. Pacitto nominated herself, but she would need someone to fill-in occasionally if she can't make it. D. Michon asked if there are any other nominations.

Motion by D. Sutton to approve A. Pacitto to represent Richmond Community Schools on the **MACOMB COUNTY SCHOOL BOARDS ASSOCIATION (MCSBA) Legislative Committee.**

D. Michon asked if there are any nominations to represent Richmond Community Schools as an alternate on **the MACOMB COUNTY SCHOOL BOARDS ASSOCIATION (MCSBA) Legislative Committee.**

A. Pacitto nominated D. Sutton as an alternate or B. Shuboy. B. Shuboy accepted.

Motion by A. Pacitto to approve B. Shuboy to represent Richmond Community Schools as an alternate on **the MACOMB COUNTY SCHOOL BOARDS ASSOCIATION (MCSBA) Legislative Committee.** Supported by D. Sutton.

Ayes: 6-0

Nays: 0

Motion passes: 6-0

#### **11. CLOSED SESSION TO CONSIDER MATERIALS EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE PURSUANT TO SECTION 8(H) OF THE MICHIGAN OPEN MEETINGS ACT**

Pursuant to Section 8(h) of the Michigan Open Meetings Act, A. Pacitto move that the Board of Education go into Closed Session to consider material exempt from discussion or disclosure by state or federal statute. Supported by D. Sutton.

Roll Call Vote:

Ayes: A. Pacitto, B. Shuboy, M. Teltow, D. Michon, K. Simmons, D. Sutton

Nays: 0

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Motion passes: 6-0

Closed session began at 7:31PM and ended at 8:59pm.

**12. ADJOURNMENT**

Meeting adjourned at 8:59pm by D. Michon.



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