

**BUCHANAN COMMUNITY SCHOOLS, BERRIEN COUNTY, MICHIGAN**

**JUNE 20, 2022**

**REGULAR MEETING**

**BUCHANAN HIGH SCHOOL**

**CALL TO ORDER**

**PRESIDENT:** Dr. Burnett opened the meeting at 6:00pm

**PLEDGE OF ALLEGIANCE**

Dr. Burnett led the Pledge of Allegiance.

**ROLL CALL**

**PRESENT:** C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

**ABSENT:** None

**OTHERS PRESENT:** Superintendent Patricia Robinson, Phil Place, Brian Brown, Carrie Brunsting, Deanna Russell

**ADOPTION OF AGENDA**

MOTION by **C. Carlson**, SECONDED BY Member **R. Writer** the agenda for the board meeting of June 20, 2022 be adopted as written.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**RECOGNITION OF VISITORS**

Dr. Burnett welcomed all guests.

J. Brackett

**PUBLIC HEARING ON  
PROPOSED 2022-2023  
BUDGET**

Mr. Brian Brown presented to the Board the 2022-23 Budget.

**PUBLIC COMMENT FOR  
HEARING ON 2022-2023  
BUDGET**

None.

**CLOSED SESSION –  
STUDENT DISCIPLINE**

MOTION by **C. Carlson**, SECONDED BY Member **R. Writer**, the Buchanan Board of Education moves into closed session for a hearing on student discipline – Student #4568062267. Time 6:28pm

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**RETURN TO OPEN SESSION**

MOTION by **C. Carlson**, SECONDED BY Member **C. Lee**, the Buchanan Board of Education resolves to return to open session. Time 7:21pm

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**STUDENT DISCIPLINE –  
EXPULSION HEARING**

MOTION by **H. Burnett**, SECONDED BY Member **R. Writer**, the Buchanan Board of Education adopts the following resolution:

WHEREAS, the administration has presented to the Board of Education, a recommendation concerning the expulsion of a student who was in violation of Buchanan School Board Policy #3362.01 on Friday, May 20<sup>th</sup>, 2022; and

WHEREAS the administration has notified the student and parents involved of the accusations against the student, the recommendation of expulsion, and their rights to a hearing on this date;

NOW, THEREFORE, BE IT RESOLVED:

The Buchanan Board of Education chooses to permanently expel Student #4568062267 from attendance in Buchanan Community Schools.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**POINTS OF PRIDE**

Laura Strefling – 7<sup>th</sup> in the State Long Jump

Varsity Baseball – MHSAA Division 3 State Champions

BHS Centennial Celebration – June 11<sup>th</sup>, 2022

**SUPERINTENDENT/  
DEPARTMENT REPORTS**

State Reporting – Mid-year and End of Year Goals. Mrs. Robinson shared with the board the State Reporting presentation prepared by Mr. Kurland.

**PRESENTATIONS**

BMS/BHS Music Department Presentation – Music Teacher, Mrs. Deanna Russell shared this year’s band and choir highlights with the board along with a video presentation.

**INFORMATION/REPORTS &  
NEW BUSINESS**

Finance Committee, June 7<sup>th</sup> Meeting – Mr. Carlson updated the board that they spoke of the budget and Superintendent Robinson’s contract.






Human Resources Committee – June 9<sup>th</sup> Meeting – Mrs. Berry shared that they had spoken of resignations, open positions, staff retention, potential upcoming teacher vacancies as well as Superintendent Robinson’s contract.



















**PUBLIC COMMENT**

None.









**ADOPTION OF CONSENT  
AGENDA**

MOTION by **K. Laesch**, SECONDED BY Member **C. Lee**, the Board of Education approves the consent agenda for the regular board meeting of June 20<sup>th</sup>, 2022 be adopted as written:

1. Minutes:  
 5-31-2022 Regular Meeting
2. Warrants:  
 Treasury & Expenditure Reports – May 2022
3. Probationary/Tenure Listing for 2022-23 School Year  
 Buchanan High School  
 Buchanan Middle School  
 Moccasin Elementary School

4. Employment Contracts for 2022-23 School Year:
-  Michelle Munyon, Administrative Assistant to the Superintendent & BOE
  -  Laura Morris, Payroll Coordinator
  -  Rebecca Kaltenbach, Food Service Coordinator
  -  Sophia Williams, Utility Coordinator
  -  Michael Cornelius, Maintenance
  -  Chad VanBeek, Maintenance
  -  Stephen Schaefer, Bus Mechanic
  -  Nate Will, Transportation Supervisor
  -  Ethan Cauffman, Operations Utility Staff
  -  Robert Cauffman, Operations Utility Staff
  -  Dave Griswold, Operations Utility Staff
  -  Judith Harman-Conrad, Operations Utility Staff
  -  Robert Kleca, Operations Utility Staff
  -  Larry Kline, Operations Utility Staff
  -  Justin Ropp, Operations Utility Staff
  -  Dawn Spielman, Operations Utility Staff
  -  Sandra Summers, Operations Utility Staff
  -  Michelle Trail, Operations Utility Staff
5. Recommendations to Hire as submitted by:
- Moccasin Elementary Principal, Dr. Michael Dunn
  - Buchanan High School Principal, Mrs. Stacey DeMaio
  - Ottawa Elementary Principal, Mrs. Stacey Denison

Recommended Employee	Title
Ashley Schmitt	KidKamp Aide
Jennifer Rozeveld	KidKamp Aide
Katy Kaltenbach	KidKamp Aide
Blake Ryan	BHS Guidance Counselor
Lauren Hendrick	Early Childhood Special Education (ECSE) Teacher

6. Resignations:
-  Bob Taylor, CTE Sports Medicine Instructor
  -  Alan Berget, Director of Operations
  -  Tara Carlsen, BMS Math Teacher
  -  Dr. Michael Dunn, Moccasin Elementary Principal
  -  Kristy Schlutt, Ottawa Paraprofessional
  -  Casey Fitzpatrick, BMS/BHS Music Aide
  -  Amy Beck, 1<sup>st</sup> Grade Teacher
  -  Ashley Schmitt, Ottawa Paraprofessional

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**BUCHANAN VIRTUAL  
ACADEMY GRADUATION  
CERTIFICATION**

MOTION by **K. Berry**, SECONDED BY Member **R. Writer**, upon satisfactory completion of district requirements for high school graduation, the Board of Education hereby approves:

Buchanan Virtual Academy Students:

-  Chad Brewster
-  Christy Combs
-  Jason Dixon
-  Jessica Fox
-  Blake Gorji
-  Andrew Martin
-  Kaitlyn Martin

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**PROPOSED TREE PLANTING  
AT BUCHANAN HIGH  
SCHOOL**

MOTION by **C. Carlson**, SECONDED BY Member **K. Berry**, the Buchanan Board of Education approves Buchanan Tree Friends to plant 1 Linden Tree donated by Mrs. Reider in memory of Marie Kangus.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**DONATION APPROVALS  
OVER \$1,000**

MOTION by **C. Carlson**, SECONDED BY Member **K. Laesch**, the Buchanan Board of Education approves the following donation:

For football shoulder pads:

 Julie Anderson, \$6,448.43

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**ATHLETIC HANDBOOK  
UPDATE**

MOTION by **C. Carlson**, SECONDED BY Member **K. Berry**, the Buchanan Board of Education approves the Buchanan Community Schools updated Athletic Handbook for the 2022-2023 school year.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**ADMINISTRATIVE  
HANDBOOK UPDATE**

MOTION by **C. Carlson**, SECONDED BY Member **C. Lee**, the Buchanan Board of Education approves the Administrative Handbook updates.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**2022-2023  
ADMINISTRATIVE  
CONTRACTS**

MOTION by **C. Lee**, SECONDED BY Member **R. Writer**, the Buchanan Board of Education approves the annual district Administrative Contracts for the 2022-2023 school year from July 1, 2022 through June 30, 2023.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**ACCOUNTS PAYABLE &  
BUSINESS MANAGER  
CONTRACT WITH BRESA**

MOTION by **C. Carlson**, SECONDED BY Member **K. Laesch**, the Buchanan Board of Education approves the contract for Accounts Payable and Business Manager Services with Berrien RESA.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**ADOPTION OF THE 2021-  
2022 FINAL BUDGET  
AMENDMENT & 2022-2023  
BUDGET APPROPRIATION  
RESOLUTION**

MOTION by **C. Carlson**, SECONDED BY Member **K. Berry**, the Buchanan Board of Education, in accordance with the General Appropriations Act, accepts the Buchanan Community Schools' budget for the fiscal year 2021-2022 amended as presented and the 2022-2023 Budget Appropriation. Said documents are to be entered into the minutes of this meeting and to take immediate effect.

AMENDMENT TO GENERAL APPROPRIATION  
Resolution for Adoption by the Board of Education of  
Buchanan Community School District  
GENERAL FUND  
June 20, 2022

Resolved, that this resolution shall be the general appropriations of Buchanan Community School District for the 2021-2022 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Buchanan Community School District.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the general fund of the school district for fiscal year 2021-2022 which includes 18 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes is amended as follows:

<u>Revenue:</u>	
1xx Local	\$ 2,540,037
2xx Other Political Subdivisions	-
3xx State	13,644,161
4xx Federal	1,700,923
5xx -6xx Other Financing Sources	477,063
<b>TOTAL REVENUE</b>	<b>\$18,362,184</b>
Total Fund Balance, July 1, 2021 Available to Appropriate	\$ 4,187,533
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$ 22,549,717</b>

Be it further resolved, that \$ 18,734,697 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

<u>Expenditures:</u>	
1xx Instruction	
11x Basic Programs	\$ 9,494,414
12x Added Needs	1,865,321
2xx Support Services	
21x Pupil Support	1,055,543
22x Instructional Staff Support	954,739
23x General Administration	417,151
24x School Administration	1,105,643
25x Business Services	395,971
26x Operations and Maintenance	1,785,735
27x Transportation	951,672
28x – 29x Other Central Support	641,515
3xx Community Services	36,740
4xx – 6xx Other Financing Uses	30,254
<b>TOTAL APPROPRIATED</b>	<b>\$ 18,734,697</b>
Projected June 30, 2022 Fund Balance	\$ 3,815,020

Further Resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

This resolution shall take effect June 20, 2022

AMENDMENT TO GENERAL APPROPRIATION  
Resolution for Adoption by the Board of Education of  
Buchanan Community Schools  
School Service Fund  
June 20, 2022

Resolved, that this resolution shall be the general appropriations of Buchanan Community Schools for the 2021-2022 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Buchanan Community Schools School Service Fund.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the school service fund of the school district for fiscal year 2021-2022 to be used for operating hereby purposes is amended as follows:

Revenue:

1xx Local	29,331
3xx State	61,272
4xx Federal	868,478
5xx -6xx Other Financing Sources	-
<b>TOTAL REVENUE</b>	<b>959,081</b>
Total Fund Balance, July 1, 2021 Available to Appropriate	\$455,559
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$ 1,414,640</b>

Be it further resolved, that \$ 752,425 of the total available to appropriate in the School Service Fund is appropriated in the amounts and for the purposes set forth below:

Expenditures:

School Service Expenditures	\$ 752,425
<b>TOTAL APPROPRIATED</b>	<b>\$ 752,425</b>
 Projected June 30, 2022 Fund Balance	 \$ 662,215

Further Resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

This resolution shall take effect June 20, 2022

AMENDMENT TO GENERAL APPROPRIATION  
Resolution for Adoption by the Board of Education of  
Buchanan Community Schools  
Activity Fund  
June 20, 2022

Resolved, that this resolution shall be the general appropriations of Buchanan Community Schools for the 2021-2022 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Buchanan Community Schools Activity Fund.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the activity fund of the school district for fiscal year 2021-2022 to be used for operating hereby purposes is amended as follows:

Revenue:

1xx Local	275,313
4xx Federal	-
5xx -6xx Other Financing Sources	-
<b>TOTAL REVENUE</b>	<b>275,313</b>
Total Fund Balance, July 1, 2021 Available to Appropriate	355,949
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$ 631,262</b>

Be it further resolved, that \$ 252,234 of the total available to appropriate in the Activity Fund is appropriated in the amounts and for the purposes set forth below:

Expenditures:

Activity Fund Expenditures	\$ 252,234
<b>TOTAL APPROPRIATED</b>	<b>\$ 252,234</b>
 Projected June 30, 2022 Fund Balance	 \$ 379,028

Further Resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

This resolution shall take effect June 20, 2022

AMENDMENT TO GENERAL APPROPRIATION  
Resolution for Adoption by the Board of Education of  
Buchanan Community Schools  
Debt Retirement Fund  
June 20, 2022

Resolved, that this resolution shall be the general appropriations of Buchanan Community Schools for the 2021-2022 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Buchanan Community Schools Debt Retirement Fund.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the debt retirement fund of the school district for fiscal year 2021-2022 to be used for operating hereby purposes is amended as follows:

Revenue:

1xx Local	984,557
4xx Federal	-
5xx -6xx Other Financing Sources	-
<b>TOTAL REVENUE</b>	<b>984,557</b>
Total Fund Balance, July 1, 2021 Available to Appropriate	\$78,740
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$ 1,063,297</b>

Be it further resolved, that \$ 307,316 of the total available to appropriate in the Debt Retirement Fund is appropriated in the amounts and for the purposes set forth below:

Expenditures:

Debt Retirement Fund Expenditures	\$ 307,316
<b>TOTAL APPROPRIATED</b>	<b>\$ 307,316</b>
 Projected June 30, 2021 Fund Balance	 \$ 755,981

Further Resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

This resolution shall take effect June 20, 2022

AMENDMENT TO GENERAL APPROPRIATION  
Resolution for Adoption by the Board of Education of  
Buchanan Community Schools  
Sinking Fund  
June 20, 2022

Resolved, that this resolution shall be the general appropriations of Buchanan Community Schools for the 2021-2022 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Buchanan Community Schools Sinking Fund.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the sinking fund of the school district for fiscal year 2021-2022 to be used for operating purposes is amended as follows:

Revenue:

1xx Local	243,090
4xx Federal	-
5xx -6xx Other Financing Sources	-
<b>TOTAL REVENUE</b>	<b>243,090</b>
Total Fund Balance, July 1, 2021 Available to Appropriate	\$530,632
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$ 773,722</b>

Be it further resolved, that \$ - of the total available to appropriate in the Sinking Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

Sinking Fund Expenditures	\$ -
<b>TOTAL APPROPRIATED</b>	<b>\$ -</b>
 Projected June 30, 2021 Fund Balance	 \$ 773,722

Further Resolved, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

This resolution shall take effect June 20, 2022

RESOLUTION FOR ADOPTION BY THE  
BOARD OF EDUCATION OF THE  
Buchanan Community Schools

RESOLVED, that this resolution shall be the general appropriations of Buchanan Community Schools for the 2022-2023 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Buchanan Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **General Fund** of Buchanan Community Schools for the fiscal year 2022 – 2023 which includes **18 mills of ad valorem property taxes to be levied on non-homestead and non-qualified agricultural property and zero mills on homestead and qualified agricultural property to be used for operating purposes** be adopted as follows:

<b>REVENUE:</b>	
1xx Local	\$ 2,545,863
3xx State	14,612,055
4xx Federal	523,665
5xx-6xx Other Financing Sources	133,000
<b>TOTAL REVENUE</b>	<b>\$ 17,814,930</b>
<b>TOTAL FUND BALANCE, JULY 1 Available to Appropriate</b>	<b>3,972,581</b>
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$ 21,787,511</b>

BE IT FURTHER RESOLVED, that \$17,902,811 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

<b>EXPENDITURES</b>	
1xx - Instruction	
11x - Basic Instruction	\$ 8,988,134
12x - Added Needs	1,783,500
2xx – Support Services	
21x - Pupil Support	918,784
22x - Instructional Staff Support	802,312
23x - General Administration	481,787
24x - School Administration	1,058,223
25x - Business Services	428,747
26x - Operations and Maintenance	1,789,195
27x - Transportation	879,857
28x-29x Other Central Support	754,630
3xx - Community Services	10,765
4xx-6xx Other Financing Uses	6,877
<b>Total Appropriated</b>	<b>\$17,902,811</b>
<b>Total Revenue Less Expenditures</b>	
<b>Estimated Fund Balance June 30, 2023</b>	<b>\$ 3,884,700</b>

BE IT FURTHER RESOLVED that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

BE IT FURTHER RESOLVED that the Superintendent is hereby charged with the general supervision of the execution of the budgets adopted by the Board, and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education.

BE IT FURTHER RESOLVED that the District shall levy the following millages for the 2022-2023 school year:

**18.000 mills non-homestead property\* tax rate be certified for levy for the 2022 – 2023 school year for operating purposes**

**0.7919 mill Sinking Fund on all property tax rates be certified for levy for the 2022 – 2023 school year for sinking fund purposes**

and that the administration be authorized to file L-4029 in accordance with this resolution.

THE APPROPRIATIONS RESOLUTION shall take immediate effect.

June 20, 2022

\*Including non-qualified agricultural properties

These millage rates are included in this resolution to fulfill the requirements of the *Truth in Budgeting Act*.



**FOOD SERVICE**

An ACT to make appropriations and to provide the disposition of all income received by the Buchanan Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **School Service Fund** of Buchanan Community Schools for the fiscal year 2022 – 2023 is as follows:

<b>REVENUES</b>	
1xx Local	\$ 37,200
3xx State	59,186
4xx Federal	868,477
5xx-6xxOther Financing Sources	<u>0</u>
<b>TOTAL REVENUE</b>	<b>\$ 964,863</b>
ESTIMATED FUND BALANCE: JULY 1, 2022	<b>\$ 495,278</b>
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$1,460,141</b>

BE IT FURTHER RESOLVED, that \$ 954,853 of the total available to appropriate in the **School Service Fund** is hereby appropriated in the accounts and for the purposes set forth below:

<b>EXPENDITURES</b>	
2xx Food Service	\$ 954,853
	<u>0</u>
<b>Total Appropriated</b>	<b>\$ 954,853</b>
ESTIMATED FUND BALANCE: JULY 1, 2023	<b>\$ 505,288</b>

BE IT FURTHER RESOLVED that no Board of Education member or employee of the school district should expend any fund or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education. Changes in the amount appropriated by the Board herein shall require approval by the Board.

BE IT FURTHER RESOLVED that the Superintendent is hereby charged with the general supervision of the execution of the budgets adopted by the Board, and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education.

THE APPROPRIATIONS RESOLUTION shall take immediate effect.

June 20, 2022

**2013 DEBT RETIREMENT FUND**

An ACT to make appropriations and to provide the disposition of all income received by the Buchanan Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **2013 Debt Retirement Fund** of Buchanan Community Schools for the fiscal year 2022 – 2023 is as follows:

<b>REVENUES</b>	
1xx Local	\$1,187,564
4xx Federal	0
5xx-6xxOther Financing Sources	<u>0</u>
<b>TOTAL REVENUE</b>	<b>\$1,187,564</b>
ESTIMATED FUND BALANCE: JULY 1, 2022	<b>\$ 79,124</b>
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$1,266,688</b>

BE IT FURTHER RESOLVED, that \$1,266,688 of the total available to appropriate in the **Debt Retirement Fund** is hereby appropriated in the accounts and for the purposes set forth below:

<b>EXPENDITURES</b>	
4xx-6xx Other Financing Uses	\$1,135,000
<b>Total Appropriated</b>	<b>\$1,135,000</b>
ESTIMATED FUND BALANCE: JULY 1, 2023	<b>\$ 131,688</b>

BE IT FURTHER RESOLVED that no Board of Education member or employee of the school district should expend any fund or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education. Changes in the amount appropriated by the Board herein shall require approval by the Board.

BE IT FURTHER RESOLVED that the Superintendent is hereby charged with the general supervision of the execution of the budgets adopted by the Board, and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education.

THE APPROPRIATIONS RESOLUTION shall take immediate effect.

June 20, 2022

**CAPITAL PROJECTS FUNDS (SINKING FUND)**

An ACT to make appropriations and to provide the disposition of all income received by the Buchanan Community Schools.

BE IT FURTHER RESOLVED, that there be levied upon the taxable value of all properties 0.7919 mills for sinking fund purposes available for sinking fund appropriations in the Capital Projects/Sinking Fund of Buchanan Community Schools for the fiscal year 2022 – 2023 is as follows:

<b>REVENUES</b>	
1xx Local	\$ 307,996
<b>TOTAL REVENUE</b>	
	<b>\$ 307,996</b>
ESTIMATED FUND BALANCE: JULY 1, 2022	<b>\$ 761,613</b>
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$ 1,069,609</b>

BE IT FURTHER RESOLVED, that \$ 50,000 of the total available to appropriate in the Capital Project (Sinking) Fund is hereby appropriated in the accounts and for the purposes set forth below:

<b>EXPENDITURES</b>	
4xx – Site Improvement	\$ <u>50,000</u>
<b>Total Appropriated</b>	<b>\$ 50,000</b>
ESTIMATED FUND BALANCE: JULY 1, 2023	<b>\$ 1,019,609</b>

BE IT FURTHER RESOLVED that no Board of Education member or employee of the school district should expend any fund or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education. Changes in the amount appropriated by the Board herein shall require approval by the Board.

BE IT FURTHER RESOLVED that the Superintendent is hereby charged with the general supervision of the execution of the budgets adopted by the Board, and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education.

THE APPROPRIATIONS RESOLUTION shall take immediate effect.

June 20, 2022

**TRUST and AGENCY FUND**

An ACT to make appropriations and to provide the disposition of all income received by the Buchanan Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Trust and Agency Fund of Buchanan Community Schools for the fiscal year 2022 – 2023 is as follows:

<b>REVENUES</b>	
1xx Local	\$ 549,441
4xx Federal	0
5xx-6xx Other Financing Sources	<u>0</u>
<b>TOTAL REVENUE</b>	<b>\$ 549,441</b>
ESTIMATED FUND BALANCE: JULY 1, 2022	<b>\$ 427,827</b>
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>\$ 977,268</b>

BE IT FURTHER RESOLVED, that \$ 592,029 of the total available to appropriate in the Activity Fund is hereby appropriated in the accounts and for the purposes set forth below:

<b>EXPENDITURES</b>	
4xx-6xx Other Financing Uses	\$ 592,029
<b>Total Appropriated</b>	<b>\$ 592,029</b>
ESTIMATED FUND BALANCE: JULY 1, 2023	<b>\$ 385,239</b>

BE IT FURTHER RESOLVED that no Board of Education member or employee of the school district should expend any fund or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education. Changes in the amount appropriated by the Board herein shall require approval by the Board.

BE IT FURTHER RESOLVED that the Superintendent is hereby charged with the general supervision of the execution of the budgets adopted by the Board, and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education.

THE APPROPRIATIONS RESOLUTION shall take immediate effect.

June 20, 2022

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**PRE-QUALIFICATION  
APPLICATION RESOLUTION**

MOTION by **R. Writer**, SECONDED BY Member **C. Lee**, the Buchanan Board of Education adopts the following resolution:

- 1.) Resolves to apply for preliminary qualification of bonds by the State Treasurer for the purpose of financing the school construction description in this application.
- 2.) That said application is presented to the State Treasurer for action prior to the official action of the Board of Education calling the election on said bond issue.
- 3.) Resolves that this Board of Education will present a final qualification application to the State Treasurer for qualification of their bonds after this bond issue has been approved by the electors of said district.
- 4.) Read this application and approved all statements and representations contained herein as true to the best knowledge and belief of the Board.
- 5.) Authorizes the Secretary of the Board of Education to sign the Preliminary Application and submit same to the State Treasurer for review and approval.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**APPROVAL OF  
SUPERINTENDENT  
CONTRACT**

MOTION by **C. Carlson**, SECONDED BY Member **R. Writer**, the Buchanan Board of Education approves the Superintendent’s Contractual Agreement for the position of Buchanan Community Schools – Superintendent; as defined in the attached contract between Buchanan Community Schools Board of Education and Mrs. Patricia Robinson.

Terms of the contract are July 1, 2022 through June 30, 2026.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**GREAT START READINESS  
PROGRAM FULL DAY  
APPROVAL**

MOTION by **C. Carlson**, SECONDED BY Member **C. Lee**, the Buchanan Board of Education approves the recommendation to offer one of our two Great Start Readiness Program (GSRP) Preschool classrooms to a full day classroom.

ROLL CALL VOTE: C. Lee, K. Berry, C. Carlson, K. Laesch, S. Carlin, R. Writer, and H. Burnett

NAYS: None **MOTION ADOPTED**

**QUESTIONS & COMMENTS  
FROM BOARD MEMBERS**

Dr. Carlin thanked Mrs. Robinson for all her hard work.

Mrs. Berry had heard great feedback from the tutoring program at Buchanan District Library.

**NEXT BOARD MEETING**

Monday, July 18<sup>th</sup> at 6pm.

**ADJOURNMENT**

7:52 pm

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Mrs. Kelly Laesch, Secretary, Board of Education  
*(Minutes adopted at the 7/18/22 meeting)*