

BUCHANAN COMMUNITY SCHOOLS, BERRIEN COUNTY, MICHIGAN

FEBRUARY 18, 2025

REGULAR MEETING

BUCHANAN HIGH SCHOOL

CALL TO ORDER

PRESIDENT: Mrs. Berry opened the meeting at 6:02pm

PLEDGE OF ALLEGIANCE

Mrs. Berry led the Pledge of Allegiance.

ROLL CALL

PRESENT: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett, and K. Berry

ABSENT: None

OTHERS PRESENT: Superintendent Robinson, Mark Kurland, Carrie Brunsting, Phil Place, Michelle Munyon, Tami Wreggelsworth, Mark Frey

ADOPTION OF AGENDA

MOTION by **C. Carlson**, SECONDED BY Member **J. Brown**, the agenda for the regular board meeting of February 18, 2025 be adopted as written.

ROLL CALL VOTE: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett, and K. Berry

NAYS: None **MOTION ADOPTED**

RECOGNITION OF VISITORS

Mrs. Berry & Mrs. Robinson welcomed all.

POINTS OF PRIDE

Ruth Writer Tribute from the State of Michigan

Buck Staff Appreciation January/February Winner – Tami Wreggelsworth, Payroll & Accounts Payable Clerk

Nominees included

Amanda Horton, BHS Kitchen Manager
Amy Cowart, 1st Grade Teacher
Andrea Wilgus, Moccasin Behavioral Specialist
Angie Smith, BMS Cook
Aubrey Hall, Ottawa Paraprofessional
Beth Hannon, Moccasin Paraprofessional
Deanna Tinoco, Food Service Assistant
Heidi Holloway, 4th Grade Teacher
Jane Mitchell, Bus Driver
Joseph Kemp, District Computer Technician
Julia La Mar, Ottawa Interventionist
Kara Barrett, Moccasin Special Education Teacher
Kari Chase, GSRP Teacher
Mark Frey, BHS Assistant Principal & CTE Director
Mary Mitchell, BMS Kitchen Manager
Melissa Seddon, Kindergarten Teacher
Michelle Trail, Moccasin Custodian
Patricia Robinson, Superintendent

**SUPERINTENDENT &
DEPARTMENT REPORTS**

Updates for BHS & CTE, BMS, Moccasin, Ottawa, Athletics & BVA, Business Office, Food Service, Information Technology, Transportation, and Operations & Instructional Systems were provided respectively.

PRESENTATIONS

Mark Frey – Career Technical Education (CTE) Director

**INFORMATION/REPORTS &
NEW BUSINESS**

Human Resources Committee – February 5th Meeting

Facilities & Finance Committee – February 12th Meeting

Parent Advisory Committee – February 12th Meeting

PUBLIC COMMENT

None.

**ADOPTION OF CONSENT
AGENDA**

MOTION by **H. Burnett**, SECONDED BY Member **K. Laesch**, the Board of Education approves the consent agenda for the regular meeting of February 18, 2025 be adopted as written:

1. Minutes:
 - 1-21-2025 Organizational Meeting
2. Warrants:
 - Treasury & Expenditure Reports & Dashboard– January 2025
3. Recommendations to Hire as submitted for:

Recommended Employee	Title
Jared Huttenstine	Custodian Substitute
Meghan Kern	Administrative Assistant to the BHS Principal

ROLL CALL VOTE: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett, and K. Berry

NAYS: None **MOTION ADOPTED**

**BUCHANAN VIRTUAL
ACADEMY GRADUATION
CERTIFICATION**

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

Buchanan Virtual Academy Students:

- Damario Ward
- Jennifer Cartwright
- Ghaithaa Aljibori
- Marnell Whitely

ROLL CALL VOTE: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett, and K. Berry

NAYS: None **MOTION ADOPTED**

**SCHOOL FARM ADVISORY
BOARD – MEMBER
APPOINTMENT APPROVAL**

MOTION by **J. Brackett**, SECONDED **J. Brown**, the Buchanan Board of Education approves the recommendation as submitted by our Outdoor Education Advisor, Melissa Frost, to appoint Ryan Masten as a member of the School Farm Advisory Board.

ROLL CALL VOTE: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett, and K. Berry

NAYS: None **MOTION ADOPTED**

**UPDATE AUTHORIZED
BANKING USERS**

MOTION by **H. Burnett**, SECONDED **K. Laesch**, the Buchanan Board of Education approves the following individuals to be authorized users on Buchanan Community

Schools financial accounts:

UNITED FEDERAL CREDIT UNION AUTHORIZED USERS:

- Carrie Brunsting
- John Ramsey
- Tami Wreggelsworth
- Katie Berry

AND THE REMOVAL OF THE FOLLOWING USERS:

- Brian Brown
- Courtney Schubach
- Christopher Lee
- Harvey Burnett
- William Beckman
- Tracey Tompkins

HONOR CREDIT UNION AUTHORIZED USERS:

- Carrie Brunsting
- John Ramsey
- Rebecca Kaltenbach
- Tami Wreggelsworth
- Katie Berry

AND THE REMOVAL OF THE FOLLOWING USERS:

- Laura Morris
- Brian Brown
- Courtney Schubach

ROLL CALL VOTE: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett, and K. Berry

NAYS: None **MOTION ADOPTED**

**DISNEY MUSIC PROPOSAL
FOR OVERNIGHT STUDENT
TRIP**

MOTION by **J. Brown**, SECONDED **H. Burnett**, the Buchanan Board of Education, approves the BHS Music Department's Universal Studios and Disney Trip to Florida from March 30, 2025 returning April 4, 2025 in accordance with Board Policy #5506, under the supervision of Matt Orsillo and Katie Persak.

ROLL CALL VOTE: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett, and K. Berry

NAYS: None **MOTION ADOPTED**

**UPDATE AUTHORIZED
SIGNATURES**

MOTION by **K. Laesch**, SECONDED **J. Brackett**, the Buchanan Board of Education, approves the authorized signatures for our purchase orders and checks.

- Katie Berry
- Chris Carlson

ROLL CALL VOTE: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett, and K. Berry

NAYS: None **MOTION ADOPTED**

RFP – BHS AC PROJECT

MOTION by **C. Carlson**, SECONDED **H. Burnett**, the Buchanan Board of Education, approves the recommendation to accept the bid from Andy Egan Company, Inc. in the amount of \$474,522.00 for the Buchanan High School Air Conditioning Project.

ROLL CALL VOTE: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett,
and K. Berry

NAYS: None **MOTION ADOPTED**

**MASB BOARD OF
DIRECTORS VOTE**

I, **C. Carlson**, nominate Elizabeth O'Dell, to serve as a representative for MASB
Region Board of Directors.

ROLL CALL VOTE: C. Carlson, J. Brackett, J. Brown, K. Laesch, S. Carlin, H. Burnett,
and K. Berry

NAYS: None **MOTION ADOPTED**

**QUESTIONS & COMMENTS
FROM BOARD MEMBERS**

Board members spoke.

NEXT BOARD MEETING

Work Session, Tomorrow, February 19 at 6:30pm and our next regular board
meeting will be March 17, 2025

ADJOURNMENT

6:45 pm

Mrs. Kelly Laesch, Secretary, Board of Education
(Minutes adopted at the 3/17/2025 meeting)