

Three Rivers Community School District, St. Joseph County
Minutes of the Board of Education Regular Meeting
Monday, November 18, 2024

Approved Minutes

The Regular Meeting was called to order by Vice President Melissa Bliss at 6:00 PM.

Present: Julia Awe, Linda Baker, Melissa Bliss, Ross Daniels

Absent: Nichole Cover, John McDonough, Erin Nowak

Administration Present: Nikki Nash, Melissa Frye, Jen Graber, Justin Holbrook, John Londono, Mandi Zaborowski, Carrie Balk, Kerrie Bass, Jason Bingaman, Julie Bentley, Amanda Fahnestock, Greg Rutten, Kenni Jean Schrader, David Soderquist, Nick VanDenBrink

Pledge of Allegiance: Vice President Bliss led the Board in the Pledge of Allegiance

Approval of the Agenda: Motion by Member Awe, with support from Member Daniels, to approve the agenda as presented. After a roll call vote, 4-0, Vice President Bliss declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Daniels

Absent: Cover, McDonough, Nowak

Public Comment: Public Comment was offered.

Discussion/
Presentations: **Bond Update**

Bond Series II Update

Chris Mankowski of Plante Moran Realpoint, provided the Board with Bond Series II financials and project updates, as well as a look ahead to Series III projects and proposed Timing. Board comments and questions were received.

Bond Series III Bond Analysis and Sale Proposal

Doug Phillips of Plante Moran Realpoint, provided the Board with a review of the Bond Series III analysis of the capital improvement plan alternatives and estimated debt service millage rates along with an estimated proposed and existing millage study. Based on the information, it would be better to sell the bonds in 2025 as opposed to 2027 as originally planned. Board comments and questions were received.

Plante Moran Real Point Engagement Letter for Bond Series III

Superintendent Nikki Nash reviewed the proposed engagement letter, which is up for approval this evening, to extend the services of Plante Moran Realpoint's Owner Representation and Real Estate Consulting Services for Bond Series III from June 2, 2025 to December 31, 2026. Board comments and questions were received.

October Budget Report

Mandi Zaborowski, Director of Finance & Business, provided the Board with a review of the budget as of November 2024. Board comments and questions were received.

Policy Update - Second Reading: The Board was presented with the Second Reading of the following Policies:

- **EDGAR UGG Revisions - September 2024**
 - po1130 - Conflict of Interest (Revised)
 - po3110 - Conflict of Interest (Revised)
 - po4110 - Conflict of Interest (Revised)

- po6110 - Grant Funds (Revised)
- po6111 - Internal Controls (Revised)
- po6112 - Cash Management of Grants (Revised)
- po6114 - Cost Principles - Spending Federal Funds (Revised)
- po6325 - Procurement - Federal Grants/Funds (Revised)
- po6550 - Travel Payment & Reimbursement (Revised)
- po7310 - Disposition of Surplus Property (Revised)
- po7450 - Property Inventory (Revised)

- **Vol. 39, No. 1 - September 2024**

- po3120.08 - Employment of Personnel for Co-Curricular/Extra-Curricular Activities (Revised)
- po5330.02 - Opioid Antagonists (Revised)
- po5340 - Student Accidents (Revised)
- po5500 - Student Conduct (Revised)
- po7440.03 - Small Unmanned Aircraft Systems (Technical Correction)
- po7540.09 - Artificial Intelligence “AI” (New)
- po8321 - Criminal Justice Information Security (Non-Criminal Justice Agency) (Revised)

Policy Adoption: Motion by Member Awe, with support from Member Daniels, to adopt the following policies as presented.

- **EDGAR UGG Revisions - September 2024**

- po1130 - Conflict of Interest (Revised)
- po3110 - Conflict of Interest (Revised)
- po4110 - Conflict of Interest (Revised)
- po6110 - Grant Funds (Revised)
- po6111 - Internal Controls (Revised)
- po6112 - Cash Management of Grants (Revised)
- po6114 - Cost Principles - Spending Federal Funds (Revised)
- po6325 - Procurement - Federal Grants/Funds (Revised)
- po6550 - Travel Payment & Reimbursement (Revised)
- po7310 - Disposition of Surplus Property (Revised)
- po7450 - Property Inventory (Revised)

- **Vol. 39, No. 1 - September 2024**

- po3120.08 - Employment of Personnel for Co-Curricular/Extra-Curricular Activities (Revised)
- po5330.02 - Opioid Antagonists (Revised)
- po5340 - Student Accidents (Revised)
- po5500 - Student Conduct (Revised)
- po7440.03 - Small Unmanned Aircraft Systems (Technical Correction)
- po7540.09 - Artificial Intelligence “AI” (New)
- po8321 - Criminal Justice Information Security (Non-Criminal Justice Agency) (Revised)

After a roll call vote, 4-0, Vice President Bliss declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Daniels

Absent: Cover, McDonough, Nowak

Three Rivers Community School District, St. Joseph County
Minutes of the Board of Education Regular Meeting
Monday, November 18, 2024

Approved Minutes

- Plante Moran
Realpoint
Engagement letter
- Series III:
- Motion by Member Baker, with support by Member Awe, to approve the engagement letter to continue owner agent representation with Plante Moran Real Point as presented for the Bond Series III projects. After a roll call vote, 4-0, Vice President Bliss declared the motion as approved unanimously.
- Yea: Awe, Baker, Bliss, Daniels
Absent: Cover, McDonough, Nowak
- Consent Agenda:
- Motion by Member Awe, with support by Member Daniels, to approve the Consent Agenda as presented. After a roll call vote, 4-0, Vice President Bliss declared the motion as approved unanimously.
- Yea: Awe, Baker, Bliss, Daniels
Absent: Cover, McDonough, Nowak
- The Consent Agenda Consisted of:
1. Approval of the October 21, 2024 Regular Meeting Minutes and November 4, 2024 Work Session Minutes.
 2. Approval of the Payroll Change Register for October dated November 15, 2024.
 3. Approval of the October 1, 2024 to October 31, 2024 Accounts Payable Check Register dated November 14, 2024 totaling \$1,554,713.47.
 4. Approval of the Bond Invoice Payment Report totaling \$2,092,055.94.
 - Employee Appointment: It is recommended that the Board of Education approve the following new employee appointment:
 - Mitchell Walters, Mathematics Teacher (TRHS and TRMS)
- Board Calendar:
- Vice President Bliss reviewed upcoming events with the Board.
- Board Comment:
- Board comment was offered.
- Closed Session:
- Motion by Member Baker, with support by Member Daniels, to move into Closed Session as permitted under section 8(a) of the Open Meetings Act to conduct a periodic personnel evaluation. After a roll call vote, 4-0, Vice President Bliss declared the motion as approved unanimously.
- Yea: Awe, Baker, Bliss, Daniels
Absent: Cover, McDonough, Nowak
- The Board adjourned to Closed Session at 6:25 PM and returned at 7:10 PM
- Superintendent
Evaluation:
- Motion by Member Awe, with support by Member Baker, to approve the Superintendent Evaluation for 2024-2025 with a 98% Effective rating. After a roll call vote, 4-0, Vice President Bliss declared the motion as approved unanimously.
- Yea: Awe, Baker, Bliss, Daniels
Absent: Cover, McDonough, Nowak
- Adjournment:
- Motion by Member Awe, with support from Member Daniels, to adjourn the meeting. After a roll call vote, 4-0, Vice President Bliss declared the motion as approved unanimously.
- Yea: Awe, Baker, Bliss, Daniels
Absent: Cover, McDonough, Nowak
- The meeting adjourned at 7:12 PM

Three Rivers Community School District, St. Joseph County
Minutes of the Board of Education Regular Meeting
Monday, November 18, 2024

Approved Minutes

Respectfully Submitted,

Nichole Cover, Secretary Board of Education

Lorie Camino, Recording Secretary