

**Mason County Eastern School District  
Board of Education  
MINUTES OF ORGANIZATIONAL MEETING  
January 23, 2024  
High School Library**

**I. Call to Order**

The meeting was called to order by Dan Bacon at 7:16 p.m.

Members Present: Mark Mickevich, Dan Bacon, Corliss Gulembo IV,  
Tanya Hawke, Curt Stewart, Ryan Howe

Members Absent: Ed Miller

**II. Also in Attendance**

Paul Shoup, Dr. Mark Forner, Kristy Stewart, Cherie Coleman

**III. Communications or Expressions from the Public**

None

**IV. Election of Officers**

Chairperson Dan Bacon opened the nominations for the office of President.

Howe nominated Mark Mickevich for the position of President.

Motion made by Howe, supported by Gulembo IV, to nominate Mark Mickevich for the position of President.

Ayes: Mickevich, Bacon, Gulembo IV, Hawke, Stewart, Howe

Nays: None

Motion carried 6 to 0

Chairperson Bacon relinquished the chair to President Mickevich.

President Mickevich opened the nominations for the office of Vice President.

Motion made by Mickevich, supported by Stewart, to nominate Dan Bacon for the position of Vice President.

Ayes: Mickevich, Bacon, Gulembo IV, Hawke, Stewart, Howe

Nays: None

Motion carried 6 to 0.

President Mickevich opened the nominations for the office of Treasurer.

Motion made by Bacon, supported by Gulembo IV, to nominate Tanya Hawke for the position of Treasurer.

Ayes: Mickevich, Bacon, Gulembo IV, Hawke, Stewart, Howe

Nays: None

Motion carried 6 to 0.

President Mickevich opened the nominations for the office of Secretary.

Motion made by Howe, supported by Gulembo IV, to nominate Ed Miller for the position of Secretary.

Ayes: Mickevich, Bacon, Gulembo IV, Hawke, Stewart, Howe

Nays: None

Motion carried 6 to 0.

## **V. Committee Appointments**

The Board agreed to meet as a Committee as a Whole and then to split out as needed.

## **VI. \*Consent Agenda Items**

- \*a. Designation of Depositories for School Funds for 2023-2024: West Shore Bank and Safe Harbor Credit Union
- \*b. Authorization of Signatures for Various Funds, Accounts, and Payroll for 2023-2024:
  - 1) General Fund Account: President Mark Mickevich, Secretary Ed Miller, and Treasurer Tanya Hawke
  - 2) Payroll Account: Treasurer Tanya Hawke or Superintendent of Schools Paul Shoup
  - 3) Activity Account: Superintendent of Schools Paul Shoup or Treasurer Tanya Hawke
  - 4) 99 Debt Retirement Account: Treasurer Tanya Hawke or Superintendent of Schools Paul Shoup
  - 5) Investment Accounts: Treasurer Tanya Hawke or Superintendent of Schools Paul Shoup
- \*c. Designation of Person Posting Public Notices of Meetings for 2023-2024: Superintendent of schools Paul Shoup.
- \*d. Designation of Publisher of District's Legal Notices: The Ludington Daily News
- \*e. Designation of School District Attorney: Thrun Law Firm of Lansing
- \*f. Designation of School District Auditor: Brickley DeLong, CPA of Muskegon
- \*g. Designation of Labor Relations Consultant: Thrun Law Firm of Lansing
- \*h. Designation of School Election Coordinating Committee Representative: Kristy Stewart
- \*i. Designation of the Following Program Directors and Coordinators for 2023-2024
  - 1) Title I Director: Superintendent of Schools Paul Shoup
  - 2) Title VI Director: Superintendent of Schools Paul Shoup

- 3) Title IX Director: Superintendent of Schools Paul Shoup and Administrative Assistant Kristy Stewart
- 4) Freedom of Information Act Coordinator: Superintendent of Schools Paul Shoup
- 5) School Meals Application Approval Official: Food Service Director Dana Kessel
- 6) School Meals Certification and Verification Official: Food Service Director Dana Kessel
- 7) School Meals Hearing Official: Superintendent of Schools Paul Shoup
- 8) Great Start Readiness Program Director: Superintendent of Schools Paul Shoup and K-12 Principal Dr. Mark Forner
- 9) Section 31A (At-Risk) Director: Superintendent of Schools Paul Shoup
- 10) Section 504 Official: Superintendent of Schools Paul Shoup
- 11) Michigan Education Assessment Program Coordinator: K-12 Principal Dr. Mark Forner
- 12) High School Michigan Education Assessment Program Test Coordinator: K-12 Principal Dr. Mark Forner
- 13) Drug Free Program Coordinator: K-12 Principal Dr. Mark Forner
- 14) Michigan Access District Coordinator: Superintendent of Schools Paul Shoup
- 15) Michigan Access School Coordinator: K-12 Principal Dr. Mark Forner
- 16) Local Homeless Education Liaison: K-12 Counselor Shelley Rife

Motion made by Howe, supported by Hawke, to approve the consent agenda items.

Ayes: Mickevich, Bacon, Miller, Gulembo IV, Stewart, Howe

Nays: None

Motion carried 6 to 0.

## **VII. Appointments**

President Mickevich made the following appointments for the 2023-2024 school year:

- a. Michigan Association of School Boards' Legislative Relations Network Representative: Ed Miller
- b. Michigan Association of School Boards' Technology Representative: Dan Bacon
- c. Michigan Association of School Boards' Delegate Assembly/Voting Delegate and Alternate: Ed Miller; Alternate - Ryan Howe
- d. West Shore ESD Parent Advisory Committee Representative: Andrea Herrema
- e. West Shore Area School Boards' Association Representative: Mark Mickevich
- f. Mason County Eastern School District Sex Education Advisory Board Representative: Tanya Hawke
- g. Mason County Eastern School District Technology Advisory Committee Representative: Dan Bacon
- h. Mason County Eastern School District School Improvement Team Representative: Corliss Gulembo IV
- i. Mason County Eastern School District Curriculum Committee Representative: Ryan Howe

- j. Board of Education Recording Secretary (when Board Secretary is not present):  
Kristy Stewart

**VII. Set Compensation for Board Members**

Motion made by Howe, supported by Stewart, to set the compensation rate for Board members at \$30 per meeting, not to exceed 52 meetings.

Ayes: Mickevich, Bacon, Gulembo IV, Hawke, Stewart, Howe

Nays: None

Motion carried 6 to 0.

**IX. Set Mileage Reimbursement Rate**

Motion made by Hawke, supported by Bacon, to set the 2023-2024 fiscal year mileage rate at the current standard I.R.S. rate.

Ayes: Mickevich, Bacon, Gulembo IV, Hawke, Stewart, Howe

Nays: None

Motion carried 6 to 0.

**X. Approval of Organizational Memberships**

Motion made by Howe, supported by Gulembo IV, to approve the Board's memberships in the following organizations for the 2023-2024 fiscal year:

a. West Shore Area School Boards Association

b. Michigan Association of School Boards

c. Michigan Association of School Boards' Legal Trust Fund

There was no further discussion.

Ayes: Mickevich, Bacon, Gulembo IV, Hawke, Stewart, Howe

Nays: None

Motion carried 6 to 0.

**XI. Set Freedom of Information Act Charges for Copies/Publishing**

Motion made by Howe, supported by Stewart, to set the following rates for Freedom of Information publishing and copies for the 2023-2024 fiscal year.

a. Twenty Cents (\$.25) per page for single copies or pages

b. Twenty Dollars (\$20) per year for regular Board meeting minutes not mailed but picked up (12 meetings)

c. Twenty Five Dollars (\$25) per year for regular Board meeting minutes mailed (12 meetings)

Ayes: Mickevich, Bacon, Gulembo IV, Hawke, Stewart, Howe

Nays: None

Motion carried 6 to 0.

**XII. Set Non-Resident Student Tuition Rate**

Motion made by Bacon, supported by Hawke, to set the non-resident student tuition rate at \$1 for the 2023-2024 fiscal year (does not include school of choice students).

Ayes: Mickevich, Bacon, Gulembo IV, Hawke, Stewart, Howe

Nays: None

Motion carried 6 to 0.

**XIII. Any Other Items of Annual Business with Consent of the Board**

None

**XIV. Adjournment - 7:30 p.m.**



Kristy Stewart  
Recording Secretary

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Edward Miller, Secretary  
Board of Education  
Mason County Eastern Schools

Official minutes of the Mason County Eastern Board of Education are available for public inspection during normal business hours at the Mason County Eastern School District Administration Office, 18 S. Main Street, Custer, MI 49405.

The Mason County Eastern School District is an equal opportunity employer and provider.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid service to attend or participate in the meeting or hearing, please contact the Superintendent of Schools at 231-757-3733 at least one week (if the public notice is for a special meeting, the seven-day request period may need to be shortened) prior to the meeting or as soon as possible.