



Manchester Community Schools

Dr. Brad Bezeau, Superintendent
Board of Education
710 Main Street
Manchester, MI 48158
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Brandon Woods President
Sandra Wiitala, Vice President
Michael Tindall, Secretary
Rebecca Harvey, Trustee
Jennifer Caszatt, Trustee
Sarah Roth, Trustee
Colleen Schoenfeld, Trustee

ORGANIZATIONAL MEETING BOARD OF EDUCATION

TUESDAY, JANUARY 21, 2025 - 5:00 P.M. (EST) In-Person Manchester Jr/Sr High School- Auditorium

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 on the agenda. Visitors wishing to address the board shall follow board policy 0167.3 of the Board Policy Manual.

- I. CALL TO ORDER/PLEDGE OF ALLEGIANCE

- II. ROLL CALL
 - A. OATH OF OFFICE - NEW BOARD MEMBERS
 - 1. JENNIFER CASZATT
 - 2. SARAH ROTH
 - 3. COLLEEN SCHOENFELD
 - B. ROLL CALL

- III. APPROVAL OF AGENDA

- IV. ORGANIZATIONAL ITEMS
 - A. ELECTION OF OFFICERS
 - 1. PRESIDENT
 - 2. VICE PRESIDENT
 - 3. SECRETARY
 - 4. TREASURER
 - B. APPOINTMENT OF COMMITTEES
 - 1. BUILDING AND GROUNDS
 - 2. FINANCE
 - 3. PERSONNEL
 - 4. BOARD POLICIES
 - C. DATE, TIME, AND LOCATION OF REGULAR MEETINGS
 - D. DATE AND TIME OF BUILDING AND GROUNDS, FINANCE, AND PERSONNEL COMMITTEE MEETINGS
 - E. DEPOSITORIES OF SCHOOL FUNDS
 - F. AUTHORIZED SIGNATURES OF FINANCIAL ACCOUNTS
 - 1. SCHOOL ACTIVITY FUNDS
 - 2. SCHOOL FOOD SERVICE FUNDS
 - 3. PAYROLL ACCOUNT
 - 4. FACSIMILE SIGNATURES
 - 5. INVESTMENTS
 - 6. APPOINTMENT OF LEGAL FIRM
 - G. AUTHORIZATION FOR POST APPROVAL OF MONTHLY EXPENDITURES
 - H. AD HOC COMMITTEE- BOARD REPRESENTATIVES
 - I. DESIGNATION OF PERSON FOR POSTING PUBLIC NOTICES OF MEETINGS
 - J. DELEGATION OF ELECTION DUTIES
 - K. ELECTRONIC TRANSFER OF FUNDS
 - L. AUTHORIZATION FOR DOCUMENT SIGNATURE

- V. PUBLIC PARTICIPATION

- VI. OTHER

