

**APPROVED MINUTES OF THE ORGANIZATIONAL MEETING
JANUARY 9, 2024
THE BOARD OF EDUCATION
SCHOOL DISTRICT OF THE CITY OF HARPER WOODS**



The Organizational Meeting of the Harper Woods Board of Education was held on Tuesday January 9, 2024 at Harper Woods High School located at 20225 Beaconsfield Harper Woods, MI 48225

1.0 Call to Order

Steven McGhee, Superintendent called the Organizational Meeting of the Harper Woods Board of Education to order at 6:30 p.m

2.0 Election of Temporary Chair

Motion by Reginald Tabron and support by Ramona Simmons to elect Terry Hughes as Temporary Chair.

Motion passes 6-0

3.0 Roll Call

Present: Stacey White, Ramona Simmons, Terry Hughes, Johnetta Tabron, Michael Jarvis, Reginald Tabron

Absent: Joan Mannino

Also Present: Steven McGhee,

4.0 Pledge of Allegiance

5.0 Acceptance of Agenda

Motion by Reginald Tabron and supported by Michael Jarvis to accept the agenda as printed.

Motion passes 6-0

6.0 Organizational Items

6.1 Election of Officers for the 2024 calendar year

*Nomination by Stacey White that Stacey White be (re)appointed **President** of the Board of Education for the 2024. Nomination by Terry Hughes that Terry Hughes be elected Board of Education Board President for the 2024 Calendar year. The Board voted 4-2 that Terry Hughes be appointed 2024 Harper Woods Board of Education President.*

***Terry Hughes** accepted the position as HW Board of Education **President**.*

*Nomination by Stacey White that Michael Jarvis be nominated as **Vice-President** of the Board of Education for the 2024 Calendar year; Michael Jarvis declined the nomination. Nomination by Ramona Simmons to be (re) appointed Vice-President.*

***Ramona Simmons** accepted the position as HW Board of Education **Vice President**.*

*Nomination by Johnetta Tabron that Johnetta Tabron be (re)appointed as **Secretary** of the Board of Education for the 2024 Calendar year.*

Johnetta Tabron accepted the position as HW Board of Education **Secretary**.

*Nomination by Stacey White that Michael Jarvis be appointed as **Treasurer** of the Board of Education for the 2024 Calendar year; Michael Jarvis accepted the nomination.*

Michael Jarvis accepted the position as HW Board of Education **Treasurer**.

*Motion by Reginald Tabron and Supported by Michael Jarvis;
That Terry Hughes be appointed President of the Board of Education for the 2024 Calendar year; and*

That Ramona Simmons be appointed Vice President of the Board of Education for the 2024 Calendar year; and

That Johnetta Tabron be reappointed Secretary of the Board of Education for the 2024 Calendar year; and

That Michael Jarvis be appointed Treasurer of the Board of Education for the 2024 Calendar year.

Motion passes 6-0

6.2 Sub Committee Assignments

Explanation of each of the committees was done. Board members chose the subcommittees they wished to participate in and/or chair for 2024.

Policy Committee

Chair – Ramona Simmons

Member – Johnetta Tabron

Member – Michael Jarvis

Building and Site Committee

Chair – Stacey White

Member – Reginald Tabron

Member – Johnetta Tabron

Finance Committee

Chair – Stacey White

Member – Michael Jarvis

Member – Terry Hughes

Community Relations Committee

Chair – Terry Hughes

Member – Johnetta Tabron

Member – Michael Jarvis

Evaluation Committee

Chair – Ramona Simmons

Member – Terry Hughes

Member – Stacey White

Merit Pay Committee

Chair –

Member –

6.3 Designation of Persons Authorized to Sign Contracts, Agreements, and Purchase Orders

Motion by Johnetta Tabron and supported by Michael Jarvis that Board President and Treasurer be authorized as the designated signatories for the school district and that the Superintendent and/or Chief Financial Officer be authorized to sign contracts, agreements, and purchase orders in accordance with board policies.

Motion passes 6-0

6.4 Designation of Depositories for School Funds

Motion by Michael Jarvis and supported by Johnetta Tabron that the following financial institutions are named depositories for district funds:

Michigan School District Liquid Asset Fund Plus

Chase

Fifth Third

Bank of New York

Bank of America

U.S. Bank

Motion passes 6-0

6.5 Designation of Administrator to Assume Responsibilities of Secretary and Treasurer

Motion by Johnetta Tabron and supported by Reginald Tabron that the Board designates the Chief Financial Officer to assume the specific responsibilities of the Treasurer and Superintendent's Executive Assistant to assume the specified responsibilities of the Secretary.

Motion passes 6-0

6.6 Designation of Electronic Transfer Officer

Motion by Johnetta Tabron and supported by Ramona Simmons that the Board designates the Chief Financial Officer to complete necessary electronic transactions on behalf of the board.

Motion passes 6-0

6.7 Recommendation to Formally Update Bylaws and Policies Twice Annually

Motion by Reginald Tabron and supported by Ramona Simmons to amend the motion to read as follows: that the Board authorizes Administration to continue to seek input from a policy service to update the Board policies and By-Laws at least twice in 2024 of the 2024/2025 school year.

Motion 6-0

7.0 Correspondence

None

8.0 Public Participation

None

9.0 Matters of Interest to Board Members

None

10.0 Adjournment

The Organizational Meeting of the Harper Woods Board of Education adjourned at 7:17p.m.

Respectfully submitted,

Johnetta Tabron, Secretary

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