

Three Rivers Community School District, St. Joseph County  
Minutes of the Board of Education Budget Hearing & Regular Meeting  
Monday, June 17, 2024

Approved Minutes

The Budget Hearing was called to order by President Nowak at 6:00 PM..

Present: Julia Awe, Linda Baker, Melissa Bliss, Nichole Cover, Ross Daniels, John McDonough, Erin Nowak

Absent: None

Administration Present: Nikki Nash, Melissa Frye, Jen Graber, Justin Holbrook, John Londono, Kerrie Bass, Jason Bingaman, Julie Bentley, Amanda Fahnestock, Greg Rutten, Kenni Jean Schrader, David Soderquist, Matt Stofer, Anthony Wolbert, Nick VanDenBrink

Budget Presentation: Nikki Nash, Superintendent, presented the Board with 2023-24 Final Amended Budgets for the General Fund as well as Food Services. She also reviewed the 2024-2025 Proposed Budgets for the General Fund and Food Services. Also reviewed were the 2023-2024 Student Activities Final Budget and the 2024 Tax Millage Form L-4029.

Board questions and comments were received.

Motion by Member McDonough, with support from Member Awe, to close the Budget Hearing. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak

Absent: None

The Budget Hearing closed at: 6:06 PM

The Regular Meeting of the Board of Education was called to order by President Nowak at 6:06 PM.

Pledge of Allegiance: President Nowak led the Board in the Pledge of Allegiance

Approval of the Agenda: President Nowak asked to amend tonight's agenda by placing a Closed Session before Agenda number eight (8) Action Items. The Closed Session would be permitted under Section 8(h) of the Open Meetings Act to consider material that is subject to the attorney-client privilege and exempt from disclosure under the Freedom of Information Act. Motion by Member Baker, with support from Member Cover, to approve the amended agenda as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak

Absent: None

Public Comment: Public Comment was offered.

Presentation/ Discussion: **23 - 24 Spring Data Review: End of Year Data Report**

Jen Graber, Director of Curriculum & Instruction, provided the Board with a presentation on the 98b End of Year Data Report. Board questions and comments followed.

**2024-2025 Handbooks (First Read) - PK - 12 Student Handbook, TR Partnership Handbook, Athletics Handbook and Transportation Handbook**

Superintendent Nash provided a brief overview of changes to the 2024-2025 PK-12 Student Handbook, Three Rivers Partnership Handbook, Athletics Handbook and Transportation Handbook for the Board's first reading. All of the new handbooks used the annual legal template by Neola and are more aligned to Board Policy. Board questions and comments followed.

Superintendent  
Report:

**Introduction of Mandi Zaborowski, the chosen Candidate for the Director of Finance and Business**

Superintendent Nash introduced the Board to the chosen Candidate for the Director of Finance & Business position, Mani Zaborowski, and provided an overview of her experience. The Board welcomed Mandi who then gave a brief introductory speech.

**Revised Cooperative Agreement - Link Learning Alternative Education Program**

Superintendent Nash provided the Board with Board questions and comments were offered and received.

Closed Session:

Motion by Member McDonough, with support from Member Awe, to move into Closed Session as permitted under Section 8(h) of the Open Meetings Act to consider material that is subject to the attorney-client privilege and exempt from disclosure under the Freedom of Information Act. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak

Absent: None

The Board adjourned to Closed Session at 6:33 PM and returned at 7:47 PM

2023-24 Final  
Amended General  
Fund Budget:

Motion by Member Awe, with support from Member Cover, to adopt the Final Amended 2023-24 Budget as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak

Absent: None

2024-2025  
Preliminary  
General Fund  
Budget:

Motion by Member McDonough, with support from Member Daniels, to adopt the 2024-25 Preliminary General Fund Budget as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak

Absent: None

2023-2024 Final  
Amended Food  
Services Budget:

Motion by Member McDonough, with support from Member Cover, to adopt the Final Amended 2023-24 Food Services Budget as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.

Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak

Absent: None

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- 2024-2025 Preliminary Food Services Budget: Motion by Member McDonough, with support from Member Cover, to adopt the 2024-25 Preliminary Food Services Budget as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.  
Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak  
Absent: None
- Student Activities Final 23-24 Budget: Motion by Member McDonough, with support from Member Daniels, to adopt the amended 2023-24 Student Activities Final Budget as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.  
Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak  
Absent: None
- 2024 Tax Rate Request Form L-4029: Motion by Member McDonough, with support from Member Cover, to adopt the 2024 Tax Rate Request Form L-4029 as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.  
Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak  
Absent: None
- Revised Cooperative Agreement - Link Learning Alternative Education Program: Motion by Member Baker, with support from Member Cover, to approve the revised Cooperative Agreement between TRCS and Berrien Springs Public Schools Link Learning Alternative Education Program as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.  
Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak  
Absent: None
- Consent Agenda: Motion by Member McDonough, with support from Member Cover, to approve the Consent Agenda as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.  
Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak  
Absent: None  
The Consent Agenda consisted of:
- a. Approval of the May 20, 2024 Regular Meeting Minutes and the June 3, 2023 Work Session Minutes.
  - b. Approval of the Payroll Change Register for May dated June 13, 2024.
  - c. Approval of the May 1 - May 31, 2024 Accounts Payable Check Register dated June 13, 2024 totaling \$2,057,503.29.
  - d. Approval of Bond Invoice Payment Report totaling \$795,365.16.
- Employment Contract: Motion by Member McDonough, with support from Member Daniels, to approve the following new employee appointment as presented:
- Mandi Zaborowski - Director of Finance and Business
- After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.  
Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak  
Absent: None

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Superintendent/ Directors/ Supervisors/ Administrator Contracts:	<p>Motion by Member McDonough, with support from Member Cover, to approve the renewal of the following Administrator Contracts as presented:</p> <ul style="list-style-type: none"><li>• Nikki Nash - Superintendent</li><li>• Carrie Balk - Principal, Three Rivers High School</li><li>• Kerrie Bass - Coordinator, Three Rivers Partnership</li><li>• Kelly Bennett - Assistant Supervisor, Transportation</li><li>• Julie Bentley - Principal, Norton Elementary</li><li>• Jason Bingaman - Principal, Three Rivers Middle School</li><li>• Nick Cook-VanDenBrink - Assistant Principal, Three Rivers High School</li><li>• Amanda Fahnestock - Principal, Park Elementary</li><li>• Melissa Frye - Director, Special Education</li><li>• Jen Graber - Director, Curriculum &amp; Instruction</li><li>• Brian Leonard - Director, Facilities &amp; Operations</li><li>• John Londono - Director, Technology</li><li>• Greg Rutten - Principal, Andrews Elementary</li><li>• Kenni Jean Schrader - Supervisor, Transportation</li><li>• David Soderquist - Principal, Hoppin Elementary</li><li>• Matt Stofer - Director, Athletics</li><li>• Anthony Wolbert - Assistant Principal, Three Rivers Middle School</li></ul> <p>After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.</p> <p>Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak</p> <p>Absent: None</p>
TREA Bargaining Agreement:	<p>Motion by Member McDonough, with support from Member Baker, to approve the Three Rivers Community Schools &amp; Three Rivers Education Association Bargaining Agreement (TREA) as presented. The Agreement includes the Bargaining Salary Letter of Agreement (LOA) and the 2024-2025 Academic Calendar. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.</p> <p>Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak</p> <p>Absent: None</p>
SEIU Local 517M Paraprofessional Bargaining Agreement:	<p>Motion by Member McDonough, with support from Member Cover, to approve the Three Rivers Community Schools &amp; SEIU Local 517M Paraprofessional Bargaining Agreement as presented. After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.</p> <p>Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak</p> <p>Absent: None</p>
Board Calendar:	<p>President Nowak reviewed upcoming events with the Board.</p>
Board Comment:	<p>Board comment was offered and received.</p>

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Adjournment: Motion by Member McDonough, with support from Member Cover, to adjourn the meeting.  
After a roll call vote, 7-0, President Nowak declared the motion as approved unanimously.  
Yea: Awe, Baker, Bliss, Cover, Daniels, McDonough, Nowak  
Absent: None  
The meeting adjourned at 7:57 PM

Respectfully Submitted,

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Nichole Cover, Secretary Board of Education

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Lorie Camino, Recording Secretary