

**Sue Reichert - President**  
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Term expires 12/2024

**Trent Piper - Vice President**  
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Term expires 12/2024

**Terri VandeGiessen - Secretary/Treasurer**  
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Term expires 12/2022

**Lori Bagwell - Trustee**  
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Term expires 12/2024

**Jackie Longman - Trustee**  
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Term expires 12/2024

**Matt Birkam - Trustee**  
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Term expires 12/2022

**Steve Wurtzel - Trustee**  
swurtzel@cssschools.net  
Term expires 12/2022

## Meeting Schedules

Board meetings are held on the third Monday of each month. All meeting dates, agendas and minutes can be found by visiting our website at:

[www.cssschools.net/ourdistrict/boardofeducation](http://www.cssschools.net/ourdistrict/boardofeducation)

## The Climax-Scotts Board of Education Welcomes You to our Business Meeting!

In order to help you understand the process, here is a "Beginner's Guide" to our meetings:

- The board meeting is held each month to conduct the business of the District.
- The agenda and supporting documents are provided to the Board members ahead of time so they may ask questions and do research ahead of the meeting.
- **The board meeting is not interactive.** While the board may ask questions of the administration, presenters or speakers; questions directed to the Board should only be during public forum and should not expect an immediate answer. The Board prepares formal answers to questions and responds directly to the concerned party. Sometimes replies are read into the record at a following Board meeting and/or posted on the District website.
- Some of the interactive Board business may be conducted by the various committees.
- All of the Board's minutes are available in the Central Administration Office following their approval at the next regular meeting. This makes them available approximately 5-6 weeks following a meeting.
- All of our policies and bylaws are available for inspection on our website at [www.cssschools.net](http://www.cssschools.net).
- All of our meetings are governed by the Michigan "Open Meetings Act". Closed sessions are limited in scope and usually deal with discipline, legal advice, negotiations or other personnel matters.
- To be placed on the agenda, you need to submit your information and a brief statement of your topic/presentation to the Central Office ahead of time - by the terms of our bylaws. To address the board during public forum, please complete a speaker card prior the start of the Board meeting and turn it in to the recording secretary.
- The Superintendent is considered a non-voting member of the Board.

## Board Procedures

### Board Procedures

Thank you for taking the time to show your interest in Climax-Scotts Community Schools. This handout is provided to guide you through the meeting and help you communicate with the Board. Your input is encouraged at all meetings of the Board, except executive sessions in accordance with Michigan Law.

### Expressing Your Opinion

Any citizen of the school district may request permission to speak during public forum at a meeting or request to be added to the agenda at least one week prior to the meeting; the Board President will determine if the request is appropriate for that board meeting. When addressing the board, please state your name and address before speaking and limit your comments to three minutes. If you prefer, you may express your concerns by letter; these may be personally delivered to the Board at the meeting or mailed to 372 South Main Street, Climax, Michigan 49034. Each trustee receives a copy of every letter that is received.

### Meeting Guidelines

Official business of the Board is conducted only at public meetings. Regular meetings are held on the third Monday of each month. If an additional meeting is necessary, public notice is given at least 18 hours prior to the meeting. Workshops are held as needed. In these sessions, reports and topics are considered in greater detail than is possible at regular meetings. No official action is taken at these workshops. By law, closed sessions may be called to discuss personnel items, student discipline cases, contract negotiations, some property transactions and for consultation with attorneys. All meetings and workshops are held on Mondays at 6 pm in the Jr./Sr. High School Board Conference Room, HS Library or HS Band Room located at 372 South Main Street, Climax, Michigan, unless otherwise posted.

## Meeting Etiquette

- Please silence all cell phones.
- If speaking during “Public Forum”, please stand and state your name and address for the record.
- Please limit all “Public Forum” input to three minutes or less.
- Please do not engage in side conversations.
- Response comments from the audience are not appropriate at any time.
- Please show respect for the members of the Board, presenters and other audience members.
- Personal attacks on Board members, administrators, teachers, presenters, or other audience members will not be tolerated.
- If entering late, please take a seat in the rear of the audience.
- If you must leave early, please do so as quietly as possible.

## Vision & Mission Statements

### Vision Statement

*To be the school of choice.*

### Mission Statement

*Climax-Scotts Community Schools will strive in partnership with home, community and business, to educate and motivate students to be productive and contributing members of a global society.*

**Climax-Scotts  
Community Schools**  
372 South Main Street  
Climax, MI 49034

**Phone: (269) 746-2400**  
**Fax: 9269) 746-4374**

**[www.cssschools.net](http://www.cssschools.net)**



The Climax-Scotts Community School District is dedicated to the idea of fairness in the school setting. The District will not discriminate against any person based on sex, race, color, national origin, religion, height, weight, marital status, handicap, age, or disability.

## An Orientation to Board of Education Meetings

*Good communities support  
great schools ...*



*Good schools create  
great communities!*

***Climax-Scotts  
Community  
Schools***