

**HAMTRAMCK BOARD OF EDUCATION  
Organizational Meeting – January 8, 2025  
Administration Building  
3201 Roosevelt St.  
Hamtramck, MI 48212  
6:00 p.m.**

- I. CALL TO ORDER/WELCOME**
- II. OATH OF OFFICE – NEW BOARD MEMBERS**
- III. ROLL CALL OF MEMBERS**
- IV. ELECTION OF OFFICERS FOR THE YEAR OF 2025**
- V. SETTING OF MEETING DATES FOR 2025**
- VI. AUTHORIZATION OF BANK DEPOSITORIES & SIGNATURES**
- VII. DESIGNATION OF PERSON RESPONSIBLE TO POST PUBLIC NOTICES OF BOARD MEETINGS**
- VIII. DESIGNATION OF BOARD’S ADVOCACY LIAISON**
- IX. ADJOURNMENT**

*“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.”*

**Call to Order**

Call to Order –  
Meeting called to order by \_\_\_\_\_ at \_\_\_\_\_

**Oath of Office for newly elected Board Members**

**Roll Call of Members**

- Daz’Shavon Hall
- Moortadha Obaid
- Regan Watson
- Abdulmalik Algahaim
- Victor Farris
- Mohamed Algehaim
- Linda Wolyniec

*The organization of the Hamtramck Board of Education for the year 2025 is declared by the Superintendent to be the order of business.*

*The Superintendent is appointed temporary Chairman of the Meeting for the purpose of holding election of officers to the Board of Education.*

**Election of Officers for the Year 2025**

*The Chairman announces that nominations for the office of **President** are open.*

NOMINATIONS FOR BOARD PRESIDENT:

RESOLUTION NUMBER 1- ELECTION OF BOARD PRESIDENT

Motion by Member \_\_\_\_\_ Seconded by Member \_\_\_\_\_

RESOLVED, that \_\_\_\_\_ is elected to the Office of President for the Board of Education for 2025.

Votes: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Abstain \_\_\_\_\_

*The Chairman announces that nominations for the office of **Vice-President** are open.*

NOMINATIONS FOR BOARD VICE-PRESIDENT:

RESOLUTION NUMBER 2- ELECTION OF BOARD VICE-PRESIDENT

Motion by Member \_\_\_\_\_ Seconded by Member \_\_\_\_\_

RESOLVED, that \_\_\_\_\_ is elected to the office of Vice-President of the Board of Education for 2025.

Votes: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Abstain \_\_\_\_\_

*The Chairman announces that nominations for the office of **Treasurer** are open.*

NOMINATIONS FOR BOARD TREASURER:

RESOLUTION NUMBER 3 - ELECTION OF BOARD TREASURER

Motion by Member \_\_\_\_\_ Seconded by Member \_\_\_\_\_

RESOLVED, that \_\_\_\_\_ is elected to the office of Treasurer for the Board of Education for 2025.

Votes: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Abstain \_\_\_\_\_

*The Chairman announces that nominations for the office of **Secretary** are open.*

NOMINATIONS FOR BOARD SECRETARY:

RESOLUTION NUMBER 4 - ELECTION OF BOARD SECRETARY

Motion by Member \_\_\_\_\_ Seconded by Member \_\_\_\_\_

RESOLVED, that \_\_\_\_\_ is elected to the office of Secretary for the Board of Education for 2025.

Votes: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Abstain \_\_\_\_\_

THE OFFICERS ELECTED FOR THE YEAR OF 2025 ARE AS FOLLOWS:

- President - \_\_\_\_\_
- Vice-President - \_\_\_\_\_
- Treasurer - \_\_\_\_\_
- Secretary - \_\_\_\_\_

*Once the business of election of officers is complete, the President will call the Organizational Meeting to order.*

**Setting of Meeting Dates for 2025**

**RESOLUTION NUMBER 5 - MEETING DATES OF THE BOARD OF EDUCATION FOR THE YEAR OF 2025**

Motion by Member \_\_\_\_\_ Seconded by Member \_\_\_\_\_

RESOLVED, that the Regular Meetings of the Hamtramck Board of Education for the Year of 2025 be held on the \_\_\_\_\_ of each month at the Administrative Office located at 3201 Roosevelt, Hamtramck, MI 48212 at 6:00 p.m.

Votes: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Abstain \_\_\_\_\_

**Authorization of Bank Depositories & Signatures**

**RESOLUTION NUMBER 6 -- AUTHORIZATION OF BANK DEPOSITORY, SIGNATORIES, TRANSFER BETWEEN FUNDS, ACH AND WIRE TRANSFER FOR ACCOUNTS MAINTAINED AT PNC BANK**

Motion by Member \_\_\_\_\_ Seconded by Member \_\_\_\_\_

RESOLVED,

- (1) That PNC Bank, Hamtramck, Michigan, be and is hereby designated as a legal depository of the School District of the City of Hamtramck for funds in whatever form and in whatever manner endorsed and that funds so deposited may be withdrawn by check, draft, note or other instruments or orders for payment, transfer or withdrawal by the authorized persons representing the School District
- (2) That checks, drafts, notes or other instruments or orders for payment from the following accounts shall be signed in the name of the School District of the City of Hamtramck by the duly elected Treasurer, or in his/her absence by the President or the Superintendent, whose signatures or facsimiles are hereby authorized and whose authority shall continue until PNC Bank has received authorized Notice of any change in writing:

<b>General Fund Account</b>	<b>42-5505-8851</b>
<b>Cafeteria Account</b>	<b>42-5134-6418</b>

- (3) That checks, drafts, notes or other instruments or orders for payment from the following account shall be signed in the name of the School District of the City of Hamtramck by the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager or the duly elected Treasurer of the Board of Education, whose signatures or facsimiles are hereby authorized and whose authority shall continue until PNC Bank has received authorized Notice of any change in writing:

**Payroll Account****42-5505-8851**

- (4) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Dickinson West School of the School District of the City of Hamtramck by the Principal, or in his/her absence by the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager :

**Dickinson West School Account****42-3842-0601**

- (5) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Dickinson East School of the School District of the City of Hamtramck by the Principal, or in his/her absence by the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager:

**Dickinson East Elementary School****42-6063-9597**

- (6) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Holbrook School of the School District of the City of Hamtramck by the Principal, or in his/her absence by the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager:

**Holbrook Elementary School Account****42-4438-1717**

- (7) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Early Childhood Elementary School of the School District of the City of Hamtramck by the Principal,

or in his/her absence by the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager:

**Early Childhood Elementary School      42-6063-9589**

- (8) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Kosciuszko Middle School of the School District of the City of Hamtramck by the Principal, or in his/her absence by the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager:

**Kosciuszko School Account      42-6063-9562**

- (9) That checks, drafts, notes or other instruments or orders for payment from the following internal accounts shall be signed in the name of the Hamtramck High School of the School District of the City of Hamtramck by the Principal, or in his/her absence by the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager:

**Hamtramck High School General Account      42-6063-9626**  
**Hamtramck High School Student Activity Account      42-6063-9618**

- (10) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Hamtramck High School Athletic Account of the School District of the City of Hamtramck by the Athletic Director or in his/her absence by the Principal and/or Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until **PNC Bank** has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager:

**Hamtramck High School Athletic Account      42-6753-8545**

(11) That checks, drafts, notes or other instruments or orders for payment from the following accounts shall be signed in the name of the Recreation Fund of the School District of the City of Hamtramck by the Recreation Supervisor or in his/her absence by the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures or facsimiles are hereby authorized and whose authority shall continue until PNC Bank has received authorized Notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager:

**Recreation Fund Account      42-6063-9546**

(12) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Adult Community Education of the School District of the City of Hamtramck by the Adult Education Manager or in his/her absence the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager:

**Adult Education Account      42-6063-9554**

(13) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Sinking Fund Account of the School District of the City of Hamtramck by the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, and/or duly elected Treasurer, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing:

**Sinking Fund Account      42-5259-2266**

(14) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Tau Beta School of the School District of the City of Hamtramck by the Principal or in his/her absence the Superintendent or his/her designees, the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager.

**Tau Beta School      41-3025-5122**



- (15) That checks, drafts, notes or other instruments or orders for payment from the following internal account shall be signed in the name of the Horizon High School of the School District of the City of Hamtramck by the Principal or in his/her absence the Superintendent or his/her designees the Chief Financial Officer (CFO) or Finance Manager, whose signatures are hereby authorized and whose authority shall continue until PNC Bank has received authorized notice of any change in writing. For amounts greater than \$500 a second signature is required by the Superintendent or in his/her absence by the Chief Financial Officer (CFO) or Finance Manager.

**Horizon High School      41-3028-7845**

- (16) That the Bank’s Depository Resolution to Open and Maintain a Deposit Account and where applicable its Wire Transfer Agreement are incorporated as a part of this resolution and the appropriate Board Officers are authorized to sign same.

Votes: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Abstain \_\_\_\_\_

RESOLUTION NUMBER 7 -- INVESTMENT AUTHORITY

Motion by Member \_\_\_\_\_ Seconded by Member \_\_\_\_\_

RESOLVED,

(1) That whereas, Section 1223 of Act 451 of the Public Acts of 1976, as amended provides that "The Treasurer" of any school district, when authorized by resolution of the Board of Education, may invest funds of the district and such investments by this resolution of the Board of Education, may invest funds of the District and such investments by this Resolution are restricted to the following as allowed under Act 451:

- (a) Bonds, bills or notes of the United States, or obligations, the principal and interest of which are fully guaranteed by the United States or obligations of the State.
- (b) Certificates of deposit issued by a State or National bank organized and authorized to operate in this State or certificates of deposit issued by a State or Federal savings and loan association, organized and authorized to operate in this State.
- (c) Commercial paper rated prime at the time of purchase and maturing not more than 270 days from the date of purchase.
- (d) Investment pools as authorized by the Surplus Funds Investment Pool Act, Act No. 367 of the Public Acts of 1982, namely The Municipal Investment Fund at First of America and the Michigan Investment Liquid Asset Fund Plus (MILAF+).

(2) And that whereas, it is the intent of the School District of the City of Hamtramck to have its' Superintendent and his/her designees, the Chief Financial Officer (CFO) or Finance Manager, as the designated agents of the Treasurer, to make investments of available balances.

Votes: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Abstain \_\_\_\_\_

RESOLUTION NUMBER 8 -- AUTHORIZATION OF INVESTMENTS

Motion by Member \_\_\_\_\_ Seconded by Member \_\_\_\_\_

RESOLVED, that UBS, be and is hereby designated as a legal depository for investments of the School District of the City of Hamtramck for funds in whatever form and in whatever manner endorsed and that funds so deposited may be withdrawn by check, draft, note or other instruments or orders for payment, transfer or withdrawal by the authorized persons representing the School District

**General Fund Account**

**DW 31606 MZ**

Votes: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Abstain \_\_\_\_\_

***Designation of Person Responsible to Post Public Notices of Board Meetings***

**RESOLUTION NUMBER 9 -- DESIGNATION OF PERSON RESPONSIBLE TO POST  
PUBLIC NOTICES OF BOARD MEETINGS**

Motion by Member \_\_\_\_\_ Seconded by Member \_\_\_\_\_

RESOLVED, that the Administrative Assistant to the Superintendent of Schools/Board of Education is responsible to assure that all Regular and Special Board Meeting notices be appropriately posted in a timely matter.

Votes: Aye \_\_\_\_\_ Nay \_\_\_\_\_

Abstain \_\_\_\_\_

The Organizational Meeting is adjourned at \_\_\_\_\_ p.m.